



TOWN OF LISBON
W234 N8676 Woodside Rd.
Lisbon, WI 53089

**Agenda
Town Board Meeting
Town of Lisbon, Town Hall
Monday, January 8, 2018
6:30 p.m.**

1. **Roll Call.**
2. **Pledge of Allegiance.**
3. **Comments from citizens present.** Citizens are invited to share their questions, comments, or concerns with the Town Board. When speaking, citizens should state their name and address for the record and limit their presentation to three minutes. Where possible, the Board will answer factual questions immediately. If a response would involve discussion of Board policy or decisions, which might be of interest to citizens, not present at the meeting, the Board may place the item on a future meeting agenda.
4. **Consent Agenda.** Items listed under the Consent Agenda are considered in one motion unless a Town Board member requests that an item be removed from the Consent Agenda.
 - A. December 11, 2017 Town Board minutes.
 - B. December 20, 2017 Town Board minutes.
5. **Approval of Bills.**
6. **Announcements/Correspondence - Listing of upcoming meeting dates & times.**
7. **Department Reports - Presentation of activity statistics and recently attended meetings.**
 - A. Public Works Department
 - B. Town Administrator
8. **Supervisor's Reports** - This is an opportunity for Supervisors to report on respective Committees, Commissions, and Boards of which they serve as a member. Matters require no action or approval.
9. **Recess into Closed Session pursuant to Wisconsin Statutes 19.85(1)(c) for the following reasons:** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 1. Town Administrator Performance Review and Contract.
10. **Reconvene into Open Session for possible action on Closed Session deliberations.**
11. **Adjournment.**

Joseph Osterman
Town Chairman

Matthew Janecke
Town Administrator

NOTE: Individual members of the Town Board will be available after the meeting to discuss town related issues with citizens who are present.

NOTE: Please notify the Town of Lisbon 72 hours in advance if you plan to attend and will need an interpreter or assistive hearing device.

NOTICE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information: no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
Monday, December 11, 2017
6:30 p.m.**

Chairman Osterman called the Town Board meeting to order at 6:30 PM.

Roll Call: Present: Chairman Osterman, Supervisors Gamiño, Moonen and Plotecher. Also present: Matthew Janecke, Town Administrator, Gina Gresch, Town Clerk, Amy Buchman, Town Treasurer and Public Works Director Joe DeStefano, Jr. Absent: Supervisor Beal.

Comments from citizens present.

Dale Bushmaker, W27554 Shady Oaks Court, sees Town Board will discuss Barnwood tonight and is here to speak about his and many other's disgust and anger at the Plan Commission's approval of the PUD last week. He has never seen such a close minded decision. The Plan Commission didn't care about what the residents spoke about and it was approved before the meeting even started. It was evident when Mr. Meyer made his motion and how specific it was. Regarding the turn-in/out lanes requirement in his motion, those already exist and was a requirement when Hardiman Meadows was developed. Mr. Meyer also made statement about being concerned about all 10,000 residents of the Town, but doesn't understand his concern since there haven't been any residents speaking in favor of the PUD. He is only concerned about the tax revenue which the Town would still receive if the lots were one acre. Mr. Miller admitted he was unaware of Waukesha County's 12% slope requirement so he questions if the yield plan is correct and if it isn't, is the PUD plan incorrect too? If that is incorrect, then the plan doesn't meet Waukesha County's requirement to not have a water table within three feet below the basement. If that's the case then more lots would be lost to that. Mr. Miller was asked why he wants the PUD versus one acre lots to which he responded he wanted more greenspace. That is "BS", his motive is purely financial. He eliminated the high risk lots and 1,000 feet of road; big profit, less exposure. The Administrator commented he spoke with the Village of Merton's Administrator/Clerk Tom Nelson. Why is Mr. Nelson's opinion being allowed at the meeting when he has no authority in the Town? Mr. Nelson and Mr. Meissner go back to grade school with each other, they are in their 80's. It's a conflict of interest that Mr. Nelson wants his buddy to get a good payout before he dies. Chairman Osterman did a study counting how many small lots are in the Town which is comparing apples to oranges. Of course there are smaller lots because they were developed before a Land Use Plan was being used. The Village of Merton developed small lots by Merton School and word has it there are septic system problems. Some of the Plan Commission members acted like they were listening intently, like Joe Osterman and Jane Stadler. Others couldn't have cared less, like Supervisor Plotecher. She didn't have one question when the Plan Commission members asked if they had any. He understands the Plan Commission members do this job for a community service but they should do it with an open mind. We still don't know what kind of homes will be developed with only a one page architectural guideline they submitted. He didn't move here to have cheap houses be built across the street from him. Another resident who he believes is an actuary, stated certain steps should have been taken before granting approval and the Plan Commission ignored that.

Karen Williams, W273N7345 Dentons Run, the residents are very disappointed. They put in a lot of work into their beliefs, felt like they were slapped in the face, and they fell on deaf ears after going to every meeting. She could have brought in more neighbors but after every meeting they felt as though no one was listening. Then there were the Plan Commission members who don't ask questions when the neighbors have a million of them. They are very very upset that one acre lots won't be required, when everyone else around has one acre lots. This developer does not know what he is doing. Maybe he should develop the land on STH 164 presented that night. She hopes everyone read Ron and Rebecca Sansone's letter, which are attached to the minutes. She's real good at walking the subdivisions and has walked four of them, five times this week. She is going to make sure she does a lot more of that in the future for all of you guys.

Approval of minutes from the Town Board meetings held on November 27, 2017.

Motion by Supervisor Plotecher to approve the minutes from the Town Board meeting held on November 27, 2017. Seconded by Supervisor Moonen. Motion carried, 4-0.

Approval of Bills.

Treasurer Buchman reviewed the major outlays for the check register: Payne & Dolan, Advanced Disposal, Kunkel Engineering, WE Energies and Grota Appraisals.

Motion by Chairman Osterman to approve the check registers as presented from December 8, 2017. Seconded by Supervisor Plotecher. Motion carried, 4-0.

Announcements/Correspondence - Listing of upcoming meeting dates & times.

Chairman Osterman reviewed the list of upcoming Town meetings.

Department Reports - Presentation of activity statistics and recently attended meetings.

Public Works Department – Public Works Director DeStefano stated staff hung all plows and wings, did preventative maintenance on all plow trucks, began calibration on truck salters, built our own anti-ice sprayer, installed snow fencing, did a dry run of plow routes, cleaned catch basins, patched pot holes with hot asphalt mix, performed ditch work on Lynwood Drive, closed up the compost site and did preventative maintenance and repairs to the Fire Department equipment. Director DeStefano attended various meetings for the Town including the LRIP meeting, where he learned the Town is receiving grant money for road projects in 2018. He also met with truck vendors for quotes, helped Sussex transport their Christmas tree and spent time helping get the equipment ready for the upcoming winter season.

Parks Department – Supervisor Gamiño reviewed the Parks Department reports. Superintendent Greiten attended meetings and a webinar. He is developing plans for a stone retaining wall at Richmond Fire Station for 2018 and starting gathering information for the 2017 MS4 Slam Report. Staff finished mulching leaves in parks, performed forestry management practices at Plainview Parkway, Stone Family Park, Community Park and Lisbon Oaks Parks, performed park vehicle and equipment maintenance and closed the open air shelters for the season. They also attended the annual snow plow meeting at the Public Works Department, edged and wood chipped several trees throughout our parks. They also installed all of the new 911 memorial bricks at the site. Staff also started to flood the ice rink in Community Park. Weather permitting the ice rink should be open by December 20th.

Town Administrator – Administrator Janecke stated today was deemed “Dark Store Day” by the Town’s Association and League of Wisconsin Municipalities. There have been much effort to get legislation changed regarding big box store assessments, which started with Walgreens. They go through the Board of Review, appeal to Circuit Court and the court rules in Walgreen’s favor. There is a great effort to get this changed before 2018, which won’t happen, but they wanted to get some pressure behind it. He will send the Town Board an email to see how they want to prepare for this. Some municipalities held news conferences because they have these larger stores or we could adopt a resolution.

Supervisor’s Reports. None.

New Business.

Presentation from Hamilton School District Superintendent Dr. Mielke.

Dr. Paul Mielke gave a presentation on the upcoming Hamilton School District referendum. That information is attached to the minutes. Informational flyers will be mailed in January and February. Town Board members asked questions about the reconstruction part of the project, if adding on to existing building was considered and how many classrooms are being added. Dr. Mielke stated adding on would cost about \$600,000 to \$700,000, takes up playground space and makes common areas like the cafeteria and gym smaller. It’s more cost effective to build a new building, which will allow for growth over the next 10 years. By building new, the district will gain about 15 classrooms. He also reviewed the district’s plan for training for specific trades. They partner with area businesses and have developed an applied engineering and technology program. He thanked the Town Board for their time and would be happy to make more presentations if needed.

Discussion on proposed housing development – Barnwood Conservancy.

Chairman Osterman stated when the Town started with this developments approval process, we were under the impression that the Town Board voted on the PUD and we were wrong. PUD’s are Conditional Uses and only the Plan Commission votes on Conditional Uses. The Town Board votes on CSM’s, plats, and legal documents, which come later in the process. He has pages of notes from all of the meetings and has tried to address every question that was asked and many of them are the same questions at each meeting. The Plan Commission has been listening, but not everyone agrees on everything. Many of the Plan Commission members did have their mind made up by the meeting because they’ve heard the same information over and over. Barring any new information that night, he knew how he was voting before the meeting started. There just wasn’t any new information presented. Supervisor Beal isn’t able to make tonight’s meeting so she asked him to read her comments into the record. *“The board will be discussing the Barnyard Conservancy at Monday’s meeting. Since I cannot be at the meeting, if possible I would like the following read at the meeting: “While the plan commission is a group of hard-working residents of the Town, I truly wish they would have asked the developer to come back to the table with plans for all lots to be at least 40,000 square feet to one-acre for the Barnyard Conservancy and not just a quick proposal that was presented. I share Chad Samanske’s objection to the subdivision. I do have concerns for the 39 smaller lots, i.e. septic/well, the shorter footage from the road to the home, preferred side-loading garages, etc. I believe these new homes will appear to be on top of each. I am also very concerned about the increased traffic at the intersection of VV and Lake Five Rd. I do think more work needed to be addressed before it was passed. Thank you, Linda Beal. If you have any questions please don’t hesitate to contact me.”*

Administrator Janecke stated the plan the Town Board last saw is what was approved. There was one iteration which showed a baseball field but that has since been removed. Also, a PUD Overlay District will be created by ordinance and the Town Board will vote on that. Town Board members briefly discussed the benefits of a PUD, lot sizes, density, well and septic, greenspace and if this sets precedence for a developer who wants smaller houses and smaller lot. Chairman Osterman stated a PUD gives the Town more control but allows for some flexibility for the developer. 30,000 square foot lots aren't small and they are bigger than most of Sussex's lots. Merton's septic problems are on half-acre lots. Approving this development doesn't set precedent, each proposal is different. This proposal is currently at a 1.43 acre density, which is less dense than Hardiman Meadows. Much of the development is greenspace and probably not developable. Administrator Janecke stated Waukesha County staff reviewed the PUD and yield plan and approved both. If Waukesha County had concerns, Waukesha County Planner Sandy Scherer would have said something at the last Plan Commission meeting. Supervisor Moonen stated he doesn't want to rush anything with this project. Supervisor Plotecher's only concern is the well and septic and Waukesha County Planner Scherer said the Waukesha County Environmental Health Department is responsible for those approvals. Chairman Osterman stated there won't be more wells here than a traditional subdivision. There will need to be further discussion about the open area's ownership and maintenance; whether it's the Town's or HOA's responsibility. The Town will not be cutting corners and in fact have added extra processes, like adding a new PUD Overlay zoning district.

Discussion and necessary action on the purchase of a medium duty plow truck.

Public Works Director DeStefano stated since the approved budget included the truck purchases, he started the quote process sooner so it can be ordered and delivered sooner. He would prefer the new truck be purchased from the same company as the last truck for consistency purposes. The quotes have come in less than what was budgeted. Also, the Public Works Department crew met with the truck companies and give their input as to what they want/need in a truck to perform efficiently. They have a new set of specifications which will make ordering plow trucks easier; only the monetary quote will need to be updated. The Mack and Peterbilt trucks are very comparable so it came down to price and Peterbilt was the lesser of the two. This step is for approval to order the truck and payment isn't required until it is delivered. Burke Company is doing the outfitting of the plow box, plow and wing and they don't require payment until April. By getting started this early, we should receive the truck in August or September, before snowplowing season starts.

Motion by Supervisor Moonen to approve the purchase of a 2019 medium duty plow truck from Peterbilt in an amount not to exceed \$183,587, which includes the Burke Company outfitting package. Seconded by Supervisor Plotecher. Motion carried, 4-0.

Discussion and necessary action on the purchase of a ¾ ton pick-up truck.

Public Works Director DeStefano stated this is the same process as just discussed only for a three-quarter ton pick-up truck, which would be delivered in 60 to 90 days of ordering; we could have it in February. Then the Town could sell the existing truck with its plow and salter. We will get top dollar for it since we are selling it during plowing season. These quotes also came in less than budgeted. Public Works staff will install the warning and directional lights. Again, both trucks are comparable but the Chevy is less expensive.

Motion by Supervisor Moonen to approve the purchase of a 2018 Chevy three-quarter ton pick-up truck from Ewald with an LED lights package in an amount not to exceed \$32,285. Seconded by Supervisor Gamiño. Motion carried, 4-0.

Discussion and necessary action on employee health insurance.

Alex Beaudry from The Horton Group was present and spoke about the changes to the Town employees' health insurance plans. United Health Care (UHC) is the current provider and is increasing almost 24% over what the Town is currently paying. We received quotes from Anthem and Humana. Anthem increased 6.89% or 6.79% depending on the plan chosen; one has a more restrictive network; Human increased 14%. This information was presented to the employees at a lunch meeting and it was almost unanimous they prefer a plan with a broader network and is similar to what they currently have. The plan designs are very similar, some have better benefits and once the deductible is met, there are no co-pays other than prescriptions. Most employees will be choosing the plan with a lower deductible and broader network. Currently the Town pays about \$122,000 per year for insurance and if UHC remains the carrier that would increase to \$152,000; \$131,000 with Anthem. These rates are good only for 2018. Multi-year quotes can't be done because the Town has less than 50 employees. Delta Dental is very good, he recommends renewing and it is at no cost to the Town; employees pay the whole premium. Vision didn't have any increase and would remain with UHC. WEA Trust and WPS declined to quote. Anthem is the best choice.

Motion by Chairman Osterman to approve the following companies pertaining to the Town of Lisbon's insurance carriers: Health Insurance – Anthem Option #3; Dental – Delta Dental; Vision – UHC. Seconded by Supervisor Gamiño. Motion carried, 4-0.

Discussion and necessary action on liability insurance Policy for the Town.

Mike Walden with R&R Insurance reviewed the liability insurance quotes, the quoted increase and how the quote is taking into consideration the Town's past loss history for the last 18 years, which totals \$684,000 paid out; some claims are still open. Chairman Osterman stated most of the claims are for a Police Department which the Town doesn't have any more so that shouldn't be held against us. A portion of the increase comes from auto and physical damage. Distracted driving is causing a lot of accidents. Property and equipment also increased. Towns with clean liability history are still seeing a five to seven percent increase in insurance. Property, boiler and machinery remained the same. The equipment schedule was reviewed and updated based on equipment sold and purchased which netted an \$18,000 change. Municipal Property Insurance Company (MPIC) also quoted for property insurance coverage which did come in less than Community Insurance. The only problem with getting coverage with MPIC is that Community Insurance reserves the right to increase the Town's auto and physical damage premium by about \$2,500. Town Board members discussed other claims factoring into the liability insurance premium and that the fact we don't have a police department should be argued and removed from the calculation. Mr. Walden stated he wasn't aware of that and will try to get that removed from the quote. Other insurance companies could be quoted, like Traveler's who is almost double and the League of Wisconsin Municipalities won't quote Towns. Rural Insurance could be contacted as they only insure Towns. The Town has to contact them as they are a direct writer and don't work with agents. The Town Board would like the Administrator to check with Rural Insurance as soon as possible. A decision must be made this month as the Town's policy expires 12-31-2017. The Town Board will meet again to review quotes again, this gives Mr. Walden time to inquire about removing the police department from our claim history. 22% of claim history that will never exist again shouldn't count against us.

Motion by Supervisor Moonen to postpone action on the liability insurance policy. Seconded by Supervisor Gamiño. Motion carried, 4-0.

Discussion and necessary action on Bartender's Licenses as presented.

Motion by Chairman Osterman to approve the Bartender's Licenses as presented. Seconded by Supervisor Gamiño. Motion carried, 4-0.

Discussion and necessary action to write-off 2017 Delinquent Personal Property Taxes.

Treasurer Buchman stated these are delinquent personal property taxes. Most are no longer in business and the Town can't go after them. There is one company who filed bankruptcy and we might be able to charge back for 2016 taxes. If approved as a whole, the write-offs would be under budget by about \$5,000. Town Board members discussed the possibility of Waukesha County collecting delinquent personal property taxes but they charge 25% or more. There are some businesses the Town is using Waukesha County for collections but they are more recent. Supervisor Gamiño commented even losing a quarter of the monies would still be worth it. Supervisor Plotecher stated letters have been sent multiple times to several of the businesses. Town Board members contemplated contacting the business owners to see if they could collect, specifically Big City Limousine.

Motion by Supervisor Moonen to approve the write-off of 2017 Delinquent Personal Property Taxes, less \$146.07 for Big City Limousine for pending further investigation. Seconded by Chairman Osterman. Motion carried, 4-0.

Discussion and necessary action to adopt Resolution 11-17 - Resolution Approving Municipal Court Budget.

Administrator Janecke explained the resolution is to adopt the municipal court budget which expenditures exceed revenues by about \$4,033. They will use money from their fund balance to make up the difference. The increase is from an employee taking family health insurance.

Motion by Chairman Osterman to adopt Resolution 11-17 – Resolution Approving Municipal Court Budget. Seconded by Supervisor Gamiño. Motion carried, 4-0.

Discussion and necessary action on using a consent agenda as a Town Board meeting practice.

Clerk Gresch stated she isn't expecting any action on this tonight, just wanted to present an idea. A consent agenda is a board meeting practice that groups routine business and reports into one agenda item. The consent agenda can be approved in one action, rather than making motions on each item separately. Using a consent agenda can time and moves routine items along quickly so that the board has time for discussing more important issues. These routine items would include minutes, operator's licenses, picnic licenses, some ordinances/resolutions and appointments/resignations to/from committees. She included in the packet a sample of the November 13 Town Board agenda using the consent agenda. Also, if there is anything on the consent agenda that a Town Board member feels should be discussed they can remove it from the consent agenda for discussion. Chairman Osterman stated he isn't sure if the Town Board is ready for this yet but we can try it. Supervisor Gamiño feels it doesn't hurt to try something new. Supervisor Moonen watched YouTube videos about it and he likes it. Supervisor Plotecher agrees we could try it. The Town Board directed the Clerk to use a consent agenda on the next regular Town Board meeting agenda.

Discussion and necessary action on the appointment of Election Inspectors for the 2018-2019 term.

Chairman Osterman recused himself from the discussion and action because his uncle is an election inspector.

Motion by Supervisor Plotecher to approve the appointment of Election Inspectors for the 2018-2019 term. Seconded by Supervisor Gamiño. Motion carried, 3-0.

Discussion and necessary action to re-appoint Mark Vesely to the Sanitary District Commission for a five-year term to expire December 11, 2022.

Chairman Osterman stated Mark Vesely is a good member to have on the Commission and recommends reappointment.

Motion by Chairman Osterman to re-appoint Mark Vesely to the Sanitary District Commission for a five-year term to expire December 11, 2022. Seconded by Supervisor Moonen. Motion carried, 4-0.

Discussion and necessary action to approve the 2018 Community Assistance Planning Service Contract between Waukesha County and the Town of Lisbon.

Chairman Osterman stated Sandy Scherer has served the Town well and recommends approval. Administrator Janecke stated the contract has increased to \$5,200 only because the Town is hiring a new Town Planner so she will have to work with him to help bring him up to speed.

Motion by Chairman Osterman to approve the 2018 Community Assistance Planning Service Contract between Waukesha County and the Town of Lisbon. Seconded by Supervisor Gamiño. Motion carried, 4-0.

Discussion and necessary action on a budget amendment to the 2018 adopted budget, to purchase capacity in the Lannon Interceptor in an amount not to exceed \$220,160.

Chairman Osterman stated the Town adopted the budget and then decided to purchase sewer capacity. Fund balance monies will be used to pay for it. After that purchase, the fund balance will be at 45% of operating expenses assuming there will not be any revenues over expenditures at the end of the year.

Motion by Supervisor Moonen to approve the budget amendment to the 2018 adopted budget, to purchase capacity in the Lannon Interceptor in an amount not to exceed \$220,160. Seconded by Supervisor Gamiño. Motion carried, 4-0.

Adjournment.

Motion by Supervisor Moonen to adjourn the Monday, December 11, 2017 Town Board of Supervisors meeting at 9:03 PM. Seconded by Supervisor Gamiño. Motion carried, 4-0.

Respectfully submitted,

Gina C. Gresch, MMC/WCPC
Town Clerk

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
Wednesday, December 20, 2017
6:30 p.m.**

Chairman Osterman called the Town Board meeting to order at 6:34 PM.

Roll Call: Present: Chairman Osterman, Supervisors Gamiño, Moonen, Plotecher and Beal. Also present: Matthew Janecke, Town Administrator and Jim Hammes, Town Attorney.

Comments from citizens present. None.

Approval of Bills.

Administrator Janecke reviewed the major outlays for the check register: Town Treasurer, HAWS, Premier Building Inspections and Time Warner Cable.

Motion by Chairman Osterman to approve the check registers as presented from December 20, 2017. Seconded by Supervisor Plotecher. Motion carried, 5-0.

Announcements/Correspondence - Listing of upcoming meeting dates & times.

Chairman Osterman reviewed the list of upcoming Town meetings.

Department Reports - Presentation of activity statistics and recently attended meetings.

Town Administrator – Administrator Janecke stated he is still looking for feedback on the Dark Store Legislation. He might draft a resolution in support of changing this legislation for the Town Board.

Supervisor's Reports. None.

Unfinished Business.

Discussion and necessary action on a General Liability and Property Insurance Policy.

Linda and Daschel Schopen from Rural Mutual Insurance are present and reviewed the bid they submitted. They added \$10,000 in coverage for medical incidents and coverage for employee's vehicles which are damaged on the job and/or they need to rent a car. Also added Injunctive Relief coverage. Employee benefits are automatically included in Rural's policy. If a mistake is made administering benefits that covers the Town. Increased building coverage to \$1 million dollars, so if there is building damage and if it has to be rebuilt up to code there is coverage to do so. Vehicles coverage includes an agreed value, which insurances the vehicle for what it would cost to replace it new, which is better than using actual cash value. Un/Underinsured Motorist policy includes \$1 million dollars if a town employee is hit by un/underinsured driver, they are covered. They also noticed a building missing from the R&R Insurance proposal so they added that with a value of \$83,000. They also might be able to take the Town out of the worker's compensation pool and underwrite that themselves. The underwriters have to review the last three years of the Town's hard copy loss runs and could save the Town about \$5,000. There was further discussion about specific coverages and how that benefits the Town between the Town Board and the Schopens. If coverage amounts chosen are too high or low they can be revisited at renewal time. Administrator Janecke stated the overall coverage and price is superior to the other quote. There also was discussion about going through all of the Town's assets and looking at each item's specific coverage amount, which can be done at any time.

Motion by Chairman Osterman to approve the \$5,000,000 / \$10,000,000 General Liability, Property and Automobile Physical Damage Insurance Policies with Rural Mutual Insurance Company, with a premium cost not to exceed \$39,553. Seconded by Supervisor Gamiño. Motion carried, 5-0.

New Business.

Discussion and necessary action on an Automobile Physical Damage Insurance Policy.

Please see above motion.

Discussion and necessary action on Capital Fund carryover items for Town Hall Carpet Replacement and Town Hall Improvements.

Administrator Janecke stated he is asking for the Town Board's approval to carryover funds to 2018 for anticipated projects which will also require Town Board action; \$17,000 for Town Hall carpet replacement and \$29,461.34 for Town Hall improvements.

Motion by Chairman Osterman to approve the Capital Fund carryover for Town Hall Carpet Replacement and Town Hall Improvements, not to exceed \$46,461.34. Seconded by Supervisor Gamiño. Motion carried, 5-0.

Recess into Closed Session pursuant to Wisconsin Statutes 19.85(1)(e) for the following reasons: Deliberating or negotiation the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion by Supervisor Gamiño to convene into Closed Session pursuant to Wisconsin Statutes 19.85(1)(e) for the following reasons: Deliberating or negotiation the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically to discuss a negotiation strategy for providing water to the Lied's Property and discuss investing public funds for the development of the Lied's property. Seconded by Supervisor Beal. Motion carried, 5-0, by roll call vote.

ROLL CALL VOTE:

*Chairman Osterman: Yes
Supervisor Gamiño: Yes
Supervisor Moonen: Yes
Supervisor Plotecher: Yes
Supervisor Beal: Yes*

Town Board convened into Closed Session at 7:22 PM.

Reconvene into Open Session for possible action on Closed Session deliberations.

Motion by Supervisor to reconvene into Open Session. Seconded by Supervisor. Motion carried, 5-0, by roll call vote.

ROLL CALL VOTE:

*Chairman Osterman: Yes
Supervisor Gamiño: Yes
Supervisor Moonen: Yes
Supervisor Plotecher: Yes
Supervisor Beal: Yes*

The Town Board reconvened into Open Session at 7:56 PM.

Adjournment.

Motion by Supervisor Gamiño to adjourn the Wednesday, December 20, 2017 Town Board of Supervisors meeting at 7:58 PM. Seconded by Supervisor Plotecher. Motion carried, 5-0.

Respectfully submitted,

Gina C. Gresch, MMC/WCPC
Town Clerk

DECEMBER 2017 DPW MONTHLY REPORT



TOWN BOARD & ADMINISTRATOR,

- Staff went out for 14 winter weather events
 - Staff spent time as much as they could rinsing and washing trucks in between winter weather events
 - Staff had salt delivered for Lisbon & Merton to replenish stock piles in the shed
 - Staff repaired trucks and did preventative maintenance as it arose
 - Staff spent time re-organizing the DPW shop to make it more user friendly, including upgrading some shop lighting to LED
 - Staff built a tote for making our cold patch removable from the back of the 1 ton
 - Staff spent time pre-treating the roads with brine using our anti-icing system
 - Staff spent time adding asphalt risers on 2 man holes on Tamarack where the plow was hitting them
 - Staff spent a day with Asplundh cutting a dead tree that was in the wires on Richmond Rd.
 - Staff spent other available time to work off of our dead tree and tree trimming list
 - Staff spent a day working on Ambulance #2651
 - Staff attended the Health Insurance Meeting at the Town Hall
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- I attended 1 department head meeting & the WCPWA luncheon
 - I attended 1 board meeting to go over truck purchases in 2018
 - I met with Mitch(Kunkel) to go over 2018 road repair and maintenance plans
 - Between plowing and working in the shop, that chewed up most of the other available time in the month of December

**REGARDS,
JOE DESTEFANO JR.
DPW DIRECTOR**