

**Minutes of the Town Board Meeting  
Town of Lisbon, Town Hall  
Monday, April 22, 2019  
6:30 p.m.**

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

**Roll Call:** Present: Chairman Osterman, Supervisors Plotecher and Beal. Also present: Dan Green, Town Clerk. Excused were Supervisors Gamiño, Moonen and Administrator Gina Gresch.

**Comments from citizens present.** None.

**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.

- i. April 8, 2019 Town Board minutes
- ii. Operator's Licenses

*Motion by Supervisor Plotecher to approve the Consent Agenda. Seconded by Supervisor Beal. Motion carried, 3-0.*

**Approval of Bills.**

*Motion by Supervisor Beal to approve the April 22, 2019 check register as presented. Seconded by Supervisor Plotecher. Motion carried, 3-0.*

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

- 2019 WTA Town Officials Workshops
- Meeting Schedule - Chairman Osterman reviewed the list of upcoming Town meetings.
- Hamilton Board of Education May 1 Special Meeting with Village-Town-County Officials

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

**Town Administrator** – The AV upgrade is 100% complete. The audio and video have been able to broadcast to Channel 14. Thanks to some avid Town of Lisbon Facebook page followers, they've been able to help us fine tune the audio settings. There is a very slight hum to the cable feed, but that is on Spectrum's end to fix. The Channel 14 computer/slideshow is also back up and running and the audio to YouTube live stream is working now.

Just a reminder the Administrator is out of the office starting Tuesday, April 23 and will return Monday, May 6. Office staff, Department Heads, Attorney, Planner and Engineer have all been sent notes on who is handling what while she is out. Clerk Dan is the main contact if you need anything. The Town is in great hands while she is gone!

**Building Inspector** - Clerk Dan Green gave an update of the new homes and building permits pulled the first quarter of 2019.

**Town Clerk –**

All but one of our liquor license establishments have turned in their renewal license. The Town Board will be seeing those renewals at the second meeting in May. Operator renewals have been coming in more steadily and those will start to be added to the Town Board agenda at the first meeting in May. We will be adding a new liquor license for the upcoming licensing year with the Heartland Weddings and Events application coming the second meeting in May.

I have ordered the Board of Review DVD for the public hearing part of the procedures. The DVD should be arriving early next week (the week of April 29). For those of you who need training, you can check out the DVD and the material packet. We will have copies of the test and affidavit you can return to me to report to the Department of Revenue. Board members who are expired or will be expired are below.

Chairman Osterman (expired), Supervisor Moonen (expires 6/13) Supervisor Plotecher (expires 4/26) Supervisor Beal (expires 6/12)

**Fire Department** – Chairman Osterman reviewed special activities, events and meetings attended by Fire Chief Doug Brahm including the Winterfest event, conducting full-time position testing and hazmat training of Bark River at the Lisbon Fire Department.

**Public Works Department** – Chairman Osterman gave a report from Public Works Director Joe DeStefano. He reviewed what staff has been working on including snow plowing, refilling the salt shed, washing equipment and vehicles, performing preventative maintenance on equipment, filling pot holes, pumping water from flooding issues, sweeping ditches and grinding brush and yard waste. He also reviewed meetings that Joe attended last month.

### **Supervisor's Reports.**

**Supervisor Beal** – The Sanitary District is working on cost of pumps and will make decisions at next month's meeting.

### **Unfinished Business.**

**None**

### **New Business.**

**Discussion and necessary action on the recommendations from the Plan Commission for the following items:**

- (1) One lot Certified Survey Map for John Then, dba SPACE4U LLC, for the property located at W230N9515 Colgate Road, LSBT 0149.999.**

Chairman Osterman explained this was voted on and approved unanimously at Plan Commission. Clerk Dan Green explained that the DNR did a navigability study on the property and determined there was no shoreland jurisdiction on Mr. Then's property. An updated conditions of approval from the Planner was handed out at the meeting.

*Motion by Chairman Osterman to approve the One lot Certified Survey Map for John Then, dba SPACE4U LLC, for the property located at W230N9515 Colgate Road, LSBT 0149.999. Seconded by Supervisor Beal. Motion carried, 3-0.*

- (2) Unspecified Conditional Use Permit for a wedding and event barn and Conditional Use for a Major Grading Permit, for David and Kim Meyer dba Hartland Weddings and Events, for the property located at W259N8598 State Road 164, Hartland, WI 53029, LSBT 0178.995.001.**

Clerk Dan Green explained that the agenda has "Hartland Weddings and Events", but the name of the business is actually "Heartland Weddings and Events"

*Motion by Chairman Osterman to approve an Unspecified Conditional Use Permit for a wedding and event barn and Conditional Use for a Major Grading Permit, for David and Kim Meyer dba Heartland Weddings and Events, for the property located at W259N8598 State Road 164, Hartland, WI 53029, LSBT 0178.995.001. Seconded by Supervisor Beal. Motion carried, 3-0.*

**Discussion and necessary action to adopt the Virtual Private Network Remote Connection Policy.**

Chairman Osterman explained this policy regulates accessing the Town's server via remoting in to a virtual machine from outside of the network. The policy limits who can use it and where it can be accessed from.

*Motion by Supervisor Plotecher to adopt the Virtual Private Network Remote Connection Policy. Seconded by Supervisor Beal. Motion carried, 3-0.*

**Discussion and necessary action on hosting a Fall Appliance Drop-Off event with Refrigerant Depot on Saturday, September 21.**

The Board explained that the first event went very well and discussed the wide range of items that were dropped off at the first event. Supervisor Beal asked if this would affect Advanced Disposal's service of picking up appliances. This event is separate of Advanced Disposal and would not affect their normal operations.

*Motion by Supervisor Beal to approve the Town hosting a Fall Appliance Drop-Off event with Refrigerant Depot on Saturday, September 21. Seconded by Supervisor Plotecher. Motion carried, 3-0.*

**Adjournment.**

*Motion by Supervisor Beal to adjourn the Monday, April 22, 2019 Town Board of Supervisors meeting at 6:47 PM. Seconded by Supervisor Plotecher. Motion carried, 3-0.*

Respectfully submitted,

Dan Green, WCMC  
Town Clerk