

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
Thursday, August 15, 2019
6:30 p.m.**

Chairman Osterman called the Town Board meeting to order at 6:31 PM.

Roll Call: Present: Chairman Osterman, Supervisors Gamiño, Moonen, Plotecher and Beal. Also present: Dan Green, Town Clerk, Gina Gresch, Town Administrator and Doug Brahm, Fire Chief.

Comments from citizens present. None.

Donnette Mayrack N75 W27099 Oakwood Road: Stated she was there to speak about Oakwood Road. She stated the Lake Country now made mention to curves in the road and disputed that. In 19 years that have only been 2 new properties added. There is not much of a traffic volume increase on Oakwood. She stated there possibly is more traffic with delivery drivers. There is only one speed limit sign on Oakwood Road and it is near the Lake Five intersection and there is no sign for west bound traffic. She explained perhaps people do not know the speed limit as they leave. She suggested adding signage instead of reducing the limit and possibly adding "limited site distance" signs or compromising at a 30 mph reduction. She expressed concerns about enforcing the new speed limit and stated she would not feel safer with a reduction of 10 mph. She opposes lowering the speed limit and expressed concerns about this subject creating a division in the neighborhood.

Lauri Gitto W270N27048 Oakwood Court: Stated she lives in the Court and feels it is a bigger issue to those on the road. Her two issues were crossing on the top of the hill which could be resolved by "children crossing" signs and hidden driveways. She stated this could be addressed by a sign saying "hidden driveway. She explained it may be more fruitful to target the areas that are the problem.

Sara Christen N75W27095 Oakwood Road: Stated she is opposed to reduction in the speed limit. She doesn't think it will make the road any safer with the few cars that travel the road. She explained every time she goes down that road she seldom sees anyone and thinks this is a moot point. She doesn't think it will prevent anyone from speeding and she echoes Laurie and Donnete's thoughts.

Mike Sette W275N92863 Lake Five Road: Stated he wants weight limits on Lake Five. He noticed semis are going down Lake Five and it is getting dangerous. He explained the road is not wide enough for semis in that area. He realizes the new development, but trucks should be able to go into and out of the subdivisions without getting a ticket. He recommends putting signs by Plainview Road and hickory and Lake Five Road.

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. July 22 Town Board meeting minutes
- ii. Operator's Licenses

Motion by Supervisor Gamino to approve the Consent Agenda. Seconded by Supervisor Beal. Motion carried, 4-0.

Approval of Bills.

Motion by Supervisor Plotecher to approve the August 15, 2019 check register as presented. Seconded by Supervisor Beal. Motion carried, 4-0.

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

Chairman Osterman reviewed the list of upcoming Town meetings. Clerk Dan Green also added that a Joint Plan

Commission meeting with the Village of Merton will take place Tuesday, August 20 at 6:30 PM.
Joe Osterman announced that the Village of Lannon's Board voted 6-0 to approve entering a Border Agreement.

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

Administrator – Administrator Gresch reviewed the dates for upcoming budget workshops. There will be five budget workshops in total: Police and Fire on September 9, Highway & Parks on September 16, Capital on September 23, Administration on September 30 and finalizing for the public hearing and Town Board meeting on October 7.

Employee Handbook

The updated employee handbook was sent to the labor attorney last week for his review. Also, when our Horton Group representative comes back from maternity leave later this fall, she will be creating a "benefits manual" for us for free. That will remove the benefits from the employee handbook, which really should be about employment, work environment and rules. At that time, I will bring both documents to the Town Board for review and approval.

Building Inspection - From May to August there were 435 total permits with 18 total new homes.

Clerk –

Polling Location Change Update

On Tuesday, July 23 I met with the pastor of United Church of Christ, Julie Eklund, to discuss the possibility of using it as a polling location to replace Hamilton School. Ms. Eklund was receptive to the idea and gave me a tour of their facility. The church would provide adequate parking, a great flow for residents to enter and exit the building, and little traffic concerns on Townline Road south of County Road K. In August I will be returning to this location to perform an accessibility survey required by the State to make sure that the specs of the building meet the requirements. The Town will need to pass a Resolution that changes the location officially. I would like to get this on the next Town Board Agenda so we can get something out in the next Newsletter to all residents informing them of the change. If the Board has any questions or concerns I would be happy to address them.

County Clerk Meeting Update

On Thursday, July 25 the Waukesha County Clerk held a meeting to review certain updates to Wisconsin Legislation and to give a brief demonstration on electronic poll books (Badger Books). I had originally seen a demo on this product two years ago and I was not impressed. This time, however, was a different story. Some improvements I noticed from the first time around was the CPU and printer are much less bulky and seem much easier to set up. Second, the hardware is a much better product than what was originally introduced. I have reservations about making any drastic changes before the Presidential Election, however, I would like to see Lisbon make this transition in 2021. The County Clerk also mentioned that a tablet style electronic poll book will be available in the future that may be a more cost effective option. The testimony from the Town of Waukesha Clerk, Kathy Nicholas, regarding the time saved on post-election work, the reduction in poll workers being used and the drastic reduction in errors on Election Day sold me on Badger Books.

Public Works Department – Joe Osterman reviewed the DPW report from Joe DeStefano. The Public Works department worked the second round of roadside mowing, stormwater projects in Mountain Shadows, Glen Ridge, Arrowhead Highlands and Lake Five Road. They also cut dead trees, cleaned up fallen trees, maintained the compost site, re-painted parking stalls at the Town Hall and Fire Station and cleaned sewer grates and culverts.

Supervisor's Reports.

Unfinished Business.

Discussion and necessary action to create a \$50 late filing fee for all renewable licenses with a deadline, excluding Operator's Licenses, by adopting Resolution 09-19, Resolution Updating the Fee Schedule, for the same.

Clerk Dan Green explained this item was brought to the Board at the last meeting for approval. The Town Board recommended some changes to the fee schedule that specifically outlined late fees for specific licenses. These changes were made to the fee schedule and have been brought back to the Board for approval. Supervisor Gamino asked if there were any concerns from a legal standpoint in charging a late fee. There were none and other communities charge late fee for different licenses as well.

Motion by Supervisor Gamino to approve creating a \$50 late filing fee for all licenses outlined by the Town Clerk by the adoption of Resolution 9-19, a Resolution Updating the Fee Schedule. Seconded by Supervisor Beal. Motion carried, 4-0.

New Business.

Discussion and necessary action on the recommendations from the Public Safety Committee:

i. Adopt Ordinance 12-19, Lower Speed Limit on Oakwood Road from 35mph to 25mph.

Supervisor Plotecher explained the Public Safety Commission had a hard time as only two people showed up at the Public Safety Committee, one for and one against. Two of the Public Safety Committee members drove down Oakwood Road and missed the speed limit signs coming down the road. All the roads in subdivisions are 25 mph and that's how they came to this conclusion. Supervisor Beal asked if this was the only road that is not 25 MPH in any subdivision and if it should be changed to be consistent with other subdivisions.

Supervisor Gamino explained she would not want to go against the recommendation of the Safety Commission. She agreed that the change in speed limit may not change habits, but conversely didn't see any negatives to changing it besides not wanting it to be changed. She explained not all drivers are familiar with the road and might be a good idea to address blind corners as well. She said she was not hearing reasons why it would be a negative.

Chairman Osterman stated he was not one to lower speed limits. He said he drove Oakwood did 20 to 25 mph. He didn't know if 25 or 35 mph would necessarily make a difference on those hills. He explained he always thought it was 25 mph as it is next to a park and there are 30 homes on the road. Supervisor Plotecher stated the Public Safety thought about sending out a poll to the residents but did not want to hold this item up. The Public Safety Committee struggled with the fact that there were not a lot of people who used this road besides the home owners and people who use the Park, whose entrance is the first turn off of Oakwood Road.

Chairman Osterman stated the recommendation from the Public Safety Commission carries a lot of weight with him. Administrator Gresch added that the speed limit change was allowable because of the fact it abuts a park. If it did not, the speed limit would not qualify as a 25 mph zone. Supervisor Beal added she did not want to go against the Public Safety Commission and the Board relies on them for continuity. Supervisor Plotecher brought up a discussion at the Public Safety Commission that if a bad accident did happen and the Board had a chance to lower it, it would not look good for the Town. Chairman Osterman added that the Park being close is a bigger concern. He also warned against having this turn into a neighborhood war and that changing a speed limit might not make a difference as it didn't make one on Lake Five Road. Supervisor Gamino was surprised by the opposition as she would be happy to live on a road where the speed limit is 25 mph.

A resident stated the goal is to solve the problem if there is a problem. She stated she lived there 25 years and there has never been a problem and it seems like a small little thing, but it is a large little thing. Another resident came forward and explained that Oakwood Road is not a subdivision, it is a road. There is just one small

subdivision. A third resident came forward and explained that the neighborhood was surprised this was proposed. They did not understand why it was being introduced now. She stated if there was someone who was currently violating this she would understand but it has not been discussion. She explained she did not want to be accused of being un safe or not loving children, but she has noted how fast she has been driving since this was introduced.

Administrator Gresch explained that last time this was on the agenda, A DOT report was included and reiterated that if there was not a park on this road it would not qualify to be reduced. Chairman Osterman stated the park is the entire length of Oakwood Drive. Supervisor Plotecher explained the reason the Public Safety Committee voted to lower to 25 MPH is because of it being in a subdivision and being consistent, and less to do with the Park.

Gina, last time this was on the agenda, included a DOT version on speed limits. If someone wanted this reduced and there wasn't a park it would not qualify to reduce. The only thing that makes it able to lower is the park. Joe, the park is the entire length of Oakwood Road.

Motion by Supervisor Plotecher to approve Ordinance 12-19, an Ordinance to Lower the Speed Limit on Oakwood Road from 35mph to 25mph. Seconded by Supervisor Beal. Motion carried, 4-0.

ii. **Conducting a traffic study with Waukesha County for a traffic light on Lake Five Road and County VV.**

Administrator Gresch explained she spoke with Carolyn Gellings at Waukesha County to see how we can get a traffic study. Waukesha County will do a study which will result in a signal warrant analysis. The Town could have a result by the end of the year. With all of the homes coming in, Administrator Gresch stated it might be a good idea. She also explained they are not looking for a recommendation tonight, but wanted to let the Board know the County will do this for free. The Town Board agreed this would be a good idea with Kwik Trip but there is a concern that it could get quite expensive if the Town has to pay a portion.

iii. **Install crosswalk and signage on Plainview Road at the intersection of Plainview Parkway.**

Supervisor Plotecher explained that Joe DeStefano received requests for a crosswalk across Plainview Road to the park. The Public Safety Committee recommended installing it. Supervisor Gamino added that HWY 164 and Plainview Road is a dangerous intersection and should be looked at. Chairman Osterman explained that it is on the Town and County's radar.

Motion by Supervisor Plotecher to approve installing a crosswalk and signage on Plainview Road at the intersection of Plainview Parkway. Seconded by Supervisor Beal. Motion carried, 4-0.

iv. **Request to place weight restrictions on Lake Five Road.**

Supervisor Plotecher stated that the Public Safety Commission does not deal with weight restriction on Town roads. A resident, Mike Sette, asked if the Town Board could pass something to restrict weight as Plainview also has a weight limit. He explained that 80,000 lbs semis are beating up the road that is only 5 years old.

Chairman Osterman explained that he is not in favor of putting weight restrictions on roads. The only other way to HWY Q is on 164. Supervisor Plotecher suggested that the engineer should look at it. Chairman Osterman responded that you cannot put weight restrictions on every road and Lake Five is a connecting Road. Supervisor Beal expressed concerns for the roadways that they just had paved. Supervisor Plotecher expressed concerns for the business and farms in that area that have heavy equipment that need to use that road. The cost of doing a

survey through Waukesha County is \$25,000. Chairman Osterman explained they do not need to make a decision tonight and would rather look into this more and get the recommendation from Joe DeStefano.

Discussion and necessary action on Resolution 11-19, Resolution Approving Cooperative Plan with the Village of Merton.

Motion by Chairman Osterman to approve Resolution 11-19, a Resolution Approving the Cooperative Plan with the Village of Merton. Seconded by Supervisor Beal. Motion carried, 4-0.

Discussion and necessary action on purchasing Laserfiche software.

Clerk Dan Green reviewed a meeting he and Kris Porter had with a representative from Laserfiche. He explained the capabilities of the hardware/software and how this product could improve productivity. The program allows quick searching and offsite storage for documents so it does not bog down the Town's storage. Mr. Green recommended the Town approve a contract to purchase Laserfiche. Supervisor Gamino asked that the Clerk look into getting quotes from different companies first. No action was taken on this item.

Discussion and necessary action to purchase a replacement vehicle for the Fire Chief from the City of Pewaukee to replace vehicle #2686.

Chairman Osterman explained that the Town budgeted for this and this was under budget. There were no questions from the Board.

Motion by Chairman Osterman to approve the purchase of a replacement vehicle for the Fire Chief from the City of Pewaukee to replace vehicle #2686 for a not to exceed cost of \$20,800. Seconded by Supervisor Beal. Motion carried, 4-0.

Discussion and necessary action on Resolution 10-19, Resolution Confirming Boundary Adjustments Required Pursuant to Boundary Stipulation and Intergovernmental Cooperation Agreement Between the Village of Sussex and the Town of Lisbon dated January 22, 2001.

Chairman Osterman explained that he asked this be on the agenda. He had the attorney draw up this agreement. The intent of the agreement is to show that the Town is going to abide by the current border agreement. This Resolution is to reaffirm an agreement that both sides have already agreed upon. He explained that Sussex does not think the Town is going to give them the properties that go to them when the Town incorporates and have been trying to dissuade the Town's efforts. He explained he is hoping this will mitigate the concerns of Sussex by us promising to honor this agreement. Supervisor Gamino added that this is the Town extending an olive branch and hoping our efforts are reciprocated. Chairman Osterman also explained that another community incorporated through the same process, but they did not turn over the properties that were promised to their neighbors which is not the case for the Village. He explained this comes down to the rights and privileges that our residents deserve and that comes with incorporation. He also expressed that a strong Sussex is a strong Lisbon and encourages the two communities to work together and not against each other.

Chairman Osterman explained that President Goetz asked that this wait, but he could not see a negative to passing this Resolution. He stated this is not something that has to be approved by the Village of Sussex, this is just the Town stating we are not going to do what the Village thinks we are going to do. He also reiterated that next Thursday he and Administrator Gresch will meet with the Village President and Administrator.

Motion by Chairman Osterman to approve Resolution 10-19, a Resolution Confirming Boundary Adjustments Required Pursuant to Boundary Stipulation and Intergovernmental Cooperation Agreement Between the Village of Sussex and the Town of Lisbon dated January 22, 2001. Seconded by Supervisor Gamino. Motion carried, 4-0.

Discussion and necessary action to enter into Closed Session pursuant to Wisconsin Statute 19.85(1)(c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically to review the Administrator's performance.

This item was not taken up at this time. This will be moved to the next Town Board agenda.

Adjournment.

Motion by Supervisor Gamino to adjourn the Thursday, August 15, 2019 Town Board of Supervisors meeting at 8:06 PM. Seconded by Supervisor Beal. Motion carried, 4-0.

Respectfully submitted,

Dan Green, WCMC
Town Clerk