

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
September 24, 2018
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, Plotecher and Beal. Also present: Gina Gresch, Administrator, Daniel Green, Town Clerk, Joe Destefano, Director of Public Works and John Greiten, Parks Director.

Comments from citizens present.

Aaron Matteson, N48W26994 Lynndale Rd. Lisbon, is running for Assembly District 22. He showed and explained the map of his District. Mr. Matteson explained he is a 4th generation Town of Lisbon resident whose parents were dairy farmers. He attended Arrowhead H.S. and graduated from UW Madison. He taught in China for 8 years, came back last spring. This is his first time running for office and reviewed his qualifications for the position.

Mike Reilly, W259N9116 State Road 164, Harland WI 53029. "I've lived in the Town of Lisbon for the past 30 years. I'm here representing the Sussex-Lisbon Area Historical Society, Inc. of which I'm a Charter Member from 2001. I'm currently the Society President, and Museum Director of the Sussex Lisbon Area Historium. The Town of Lisbon has some of the finest community parks in the area that residents support, a true town asset! But another asset often forgotten about, is the local historical society and its museum, the Historium. Though located in the Village of Sussex, it's every bit as important to Lisbon as its parks!

Yet over the years they have operated, they have never been financially supported by the Town. When we first asked for yearly financial assistance, Town Board members called us a charity, and the Town doesn't donate money to charities. We are not a charity! We are an important Town resource that needs the support of its residents, and Town Board. As Society President, I ask that the Town Board include the Sussex-Lisbon Area Historical Society, Inc. in its new budget, and succeeding budgets, a modest amount of annual resident financial support. I leave the amount of the annual contribution up to the Town Board to determine. I have copies of our current budget for your consideration.

Next March, at our Annual Meeting, we will be electing new Society Officers and Directors. I ask that the Town Board consider asking or appointing, either a Board, or other Department member that is interested in history, to be considered as a SLAHS Director, a three-year term, with a minimum of 8 meetings that can be attended (4 Board, 4 quarterly). I ask that the Town Board not make a hasty decision about either request, and to contact me at a later date with your decision. I sincerely hope that SLAHS and the Lisbon Town Board can work more closely in the future for all the Town residents' benefit."

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.

- Re-approval of July 23, 2018 Town Board minutes.
- Operator's Licenses.
- Renew HAWS Contract for 2019, 2020 and 2021.

Motion by Supervisor Osterman to approve the Consent Agenda with the exception of the item "Renew HAWS Contract for 2019, 2020 and 2021". Seconded by Supervisor Gamiño. Motion carried, 5-0.

Chairman Osterman confirmed that all members were familiar with the contract and reviewed the length of the contract as well as the cost. Administrator Gresch reviewed the scope of services that HAWS provides.

Motion by Chairman Osterman to approve renewal of the HAWS Contract for 2019, 2020 and 2021 for a cost not to exceed \$4,400.00 per year. Seconded by Supervisor Plotecher. Motion carried, 5-0.

Approval of Bills.

Motion by Supervisor Moonen to approve the September 20, 2018 check register as presented. Seconded by Supervisor Gamiño. 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.

Parks Department – Parks Director John Greiten went through what he and his staff are working on: Set-up Soccer Field in Lisbon Oaks Park for the 2018 fall season. Seasonal mowing practices are being performed on all park open green space areas, DPW, Town Hall, Richmond Cemetery and both Fire Stations on a weekly basis. Staff is also performing equipment & fleet maintenance as needed. They are also clearing out shelters after each rental and clearing out planting beds throughout the park system. Parks has prepared the Community Parks grounds for various events as needed. They also removed dead trees and low hanging branches that posed a safety risk to the public and mowing operations in several parks and sprayed gravel pathways with weed control in Halquist and Community Parks. The ice rink has also been painted and all baseball infields have been worked up and shut down for 2018.

The Park Superintendent has been working the 2019 Operational and Capital budgets, working family events (Heritage Weekend and National Night Out), finishing the retaining wall at the Richard Jung Fire Station, working on the Lake 5 Road Bike Path, attending department head and park board meetings, meeting with residents on park matters, preparing payroll and monthly park reports and continuing to work with staff in the field on park duties and projects.

Fire Department – Chairman Osterman reviewed the Fire Department reports, statistics and meetings attended.

Town Administrator – The painting and carpeting project is complete and everyone in the office is thrilled with how it turned out. A huge thank you to the Public Works Department for helping us move furniture every day. As time allows, they will also be hanging things back up, but we don't want to put everything back the same way right away, we want to do it right

At the last budget workshop, Supervisor Plotecher suggested getting a third auditing firm to submit an auditing proposal. Treasurer Buchman and I found that Baker-Tilly, Johnson Block and Schenck are the top three auditing firms that municipalities use. She contacted Schenck in Milwaukee for a quote which we are waiting for them to respond.

We had our software upgrade kickoff meeting this past week and our goal is to be live by the end of November. Right now the majority of the work is on Civic System's end converting data. Dog Licensing should be live by the end of October, which is when our contract with Transcendent Technologies ends. However, there will be a payment to them in November because the Town pays in the contract in arrears, but that was budgeted for.

Town Clerk - I would like to finally introduce myself formally to the Board as the new Town Clerk. I'd like to thank all the board members for the opportunity to serve this community and look forward to working with each one of you over the years. My first full week has gone great and staff has been excellent to work with. I'm still

learning the ropes but I've had great support from the Gina, Kris, Kelley and Amy, and in no time I should have things down to a science!

The Clerk's Office received our ballots on Tuesday and residents can now stop by Town Hall to fill out an in-person absentee ballot. We have also mailed out all of our absentee ballot requests. Residents should check their registration status to make sure they have information up to date. They can do this by going to myvote.wi.gov or by stopping by Town Hall. Open registration ends on Wednesday, October 16th, so residents need to have their online or mailed registration forms in by that date. Election Day will be Tuesday, November 6th and polls are open from 7:00 AM until 8:00 PM. All residents need to bring the appropriate photo ID in order to obtain and cast their ballot.

I would like to remind the Town Board and Plan Commission members that they can contact me at any time and I would be happy to help out in any way I can. I will be taking over the Plan Commission at this point so I would encourage anyone with questions to call or email me with their questions or concerns and I will do my best to answer them. You can reach me by phone at 262-246-6100 ext. 1004 or by email at dgreen@townoflisbonwi.com.

Supervisor's Reports.

Supervisor Beal – Wednesday night was the Sanitary Sewer District meeting and next meeting will be on Wednesday, October 17th.

Unfinished Business.

Discussion and necessary action on to enter into a contract with Strand Associates for Storm Water Engineering purposes.

Administrator Gresch reviewed the drafts of the contract and the routing process to this point. Justin Gutoski from Strand Associates reviewed the contract and introduced himself as the Town representative. The contract needs to be reviewed to finalize any changes and it can be signed and ready.

Motion by Supervisor Plotecher to approve the contract with Strand Associates for Storm Water Engineering purposes. Seconded by Supervisor Beal. Motion passed 5-0.

Discussion and necessary action on selling Town owned lands, 65 acres at the southwest corner of Lake Five and Hickory Roads, a.k.a. Pauline Haass land

Motion by Supervisor Beal to postpone this item until next Monday, October 1st meeting. Seconded by Supervisor Gamiño. Motion passed 5-0.

New Business.

Discussion and necessary action to adopt Ordinance 11-18, An Ordinance Repealing and Recreating Portions of Chapter 9 of the Municipal Code Concerning Residency Restriction for Sex Offenders.

Administrator Gresch gave an update to the Board on the changes from the last Ordinance.

Motion by Chairman Osterman to approve Ordinance 11-18, An Ordinance Repealing and Recreating Portions of Chapter 9 of the Municipal Code Concerning Residency Restrictions for Sex Offenders. Seconded by Supervisor Beal. Motion passed 4-0 with Supervisor Gamiño abstaining.

Discussion and necessary action on the recommendation from the Plan Commission to adopt Ordinance 08-18, An Ordinance Rezoning LSBT 0244.999.003 from A-3 Agricultural Residential Estate District to B-4 Commercial Special Use Zoning District, for Casey's General Store, for the property located at W220N5701 Townline Road, Lisbon, WI 53089, LSBT 0244.999.003, and recommendation to Waukesha County of the same.

Motion by Chairman Osterman to adopt Ordinance 08-18, An Ordinance Rezoning LSBT 0244.999.003 from A-3 Agricultural Residential Estate District to B-4 Commercial Special Use Zoning District, for Casey's General Store, for the property located at W220N5701 Townline Road, Lisbon, WI 53089, LSBT 0244.999.003, and recommendation to Waukesha County of the same. Seconded by Supervisor Moonen. Motion carried, 5-0.

The Board went into recess at 7:08 PM.
The Board reconvened from recess at 7:31 PM.

Discussion and necessary action on the appointments to the Joint Review Board.

Attorney Jim Hammes explained to the Board the process of the TID creating including the appointing of the Joint Review Board from the different entities involved, the school district, the vocational school district, the local municipality, Waukesha County and a Citizen member. Mr. Hammes also went through the timeline with an expected Town Board approval date of November 26th. Chairman Osterman would automatically be on the Joint Review Board, and this item would be to appoint the citizen member of the board. Chairman Osterman recommended Matt Gehrke as past Town Chairman and with his experience with TIDs.

Chairman Osterman made a motion to appoint Matt Gehrke as the citizen member of the Joint Review Board. Seconded by Supervisor Beal. Motion passed 5-0.

Adjournment.

Motion by Supervisor Moonen to adjourn at 7:39 PM. Seconded by Supervisor Gamiño. Motion passed 5-0.

Respectfully submitted,

Daniel Green, WCMC
Town Clerk