

**Town of Phelps Planning and Development Commission**  
**4495 Town Hall Rd., PO Box 157**  
**Phelps WI 54554**  
**Phone/Fax 715-545-2270**

**Commission Members**

**Quita Sheehan, Chair**  
**Gene Hojan, Vice Chair**  
**Maureen Robinson, Secretary, Town Board Rep.**  
**Eugene McCaslin, Citizen Member**  
**Mark Neitzel, Citizen Member**  
**Jon Ward, Citizen Member**  
**Chad Scheissl-Moore, Citizen Member**



**Phelps Planning and Development Commission Agenda**  
**Tuesday November 4, 2025, 5:30 PM**  
**Phelps Town Hall, 4495 Town Hall Road**

1. CALL MEETING TO ORDER:
2. QUORUM OF MEMBERS' PRESENT:
3. VERIFICATION OF PUBLIC NOTICE
4. APPROVAL OF MINUTES from October 7th, 2025, regular monthly meeting
5. COMMUNICATIONS AND CORRESPONDENCE:

**DISCUSSION/ACTION ITEMS**

6. THRIVE UPDATE:
  - a. Next Steps
7. PARKS DEPARTMENT:
  - a. Parks Financial Report:
  - b. Park Supervisor Report: Schiessl-Moore – see the attached written report
    - Parks Report - Wavering Park & LPP
    - Boat Landings – No Power Loading signs
    - Trail Maintenance -
    - Shooting Range -
  - c. Shooting range: Renovation Plan Movement – Selby
  - d. Lakefront Pines Park: Sod Installation - Selby
  - e. Review Parks 5-year plan. Identify action items and timelines.
  - f. Military Creek Trailhead signage
8. CHAPTER THREE OF THE TOWN OF PHELPS COMPREHENSIVE PLAN REVIEW AND COMMENTS:  
Housing Robinson & Nietzel.
9. PLANNING SUBCOMMITTEE/COMMITTEE/WORK GROUP UPDATES:
  - a. Housing Development Planning and CDA: Supervisor Robinson
  - b. Military Hill Forest Fire Lookout Restoration Project: Development of Cost Estimate from Structural Analysis Report - McCaslin
  - c. Veterans Memorial: Site selection
  - d. Broadband Status
  - e. Community Center Workgroup – Robinson, et al.
  - f. Town Lakes Committee - Robinson
10. SET DATE FOR NEXT MEETING: Tuesday December 2<sup>nd</sup>, 2025, at 5:30 PM, Phelps Town Hall
11. ADJOURNMENT:

**/s/ Quita Sheehan, Chair**

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***This meeting notice was posted at the Phelps Convenience Center, Phelps Post Office, Phelps Community Center/Town Hall Office, and the Town website.***

(Notice is hereby given that a majority of the Town Board might be attending this meeting. This constitutes a meeting of the Town Board pursuant to the State ex rel. Badke vs. Greendale Village Bd., 173 Wis. 2d 553, 494 N. W. 2d 409 (1993), and must be noticed as such, although the Town Board will not take any formal action at this meeting.)