

Town of Phelps Planning and Development Commission

4495 Town Hall Rd., PO Box 157

Phelps WI 54554

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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 February 3, 2026, 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 of December 9th, 2025, regular monthly meeting
5. COMMUNICATIONS AND CORRESPONDENCE:

DISCUSSION/ACTION ITEMS

6. THRIVE UPDATE:
 - a. Next Steps – recommendations from report.
7. PARKS DEPARTMENT:
 - a. Parks Financial Report:
 - b. Park Supervisor Report: Schiessl-Moore
 - Parks Report - Wavering Park & LPP
 - Boat Landings – No Power Loading signs
 - Trail Maintenance -
 - Shooting Range -
 - c. Lakefront Pines Park: Sod Installation
 - d. Wavering Park Sign Replacement offer from Ted Pasternak
 - e. Review Parks 5 year plan. Identify action items and timelines.
 - f. Military Creek Trailhead signage
8. CHAPTER FIVE OF THE TOWN OF PHELPS COMPREHENSIVE PLAN REVIEW AND COMMENTS: The topic is Transportation.
9. PLANNING SUBCOMMITTEE/COMMITTEE/WORK GROUP UPDATES:
 - a. Housing Development Planning: Merrill officials meeting notes
 - b. CDA: Supervisor Robinson
 - c. Shooting Range Redevelopment Workgroup: Dave Selby
 - d. Military Hill Forest Fire Lookout Restoration Project: Decision process to decide features to restore on the Fire lookout – McCaslin
 - e. Veterans Memorial: Site selection
 - f. Broadband Status
 - g. New Town Shop
 - h. Community Center Workgroup – Robinson, et al.
 - i. Town Lakes Committee - Robinson
10. SET DATE FOR NEXT MEETING: Tuesday March 3, 2026 at 5:30 PM, Phelps Town Hall
11. ADJOURNMENT:

/s/ Quita Sheehan, Chair

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.)