

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,
Maureen Robinson, Secretary, Town Board Rep.
Eugene McCaslin, Citizen Member
Mark Neitzel, Vice Chair, Citizen Member, CDA Rep.
Jon Ward, Citizen Member
Chad Scheissl-Moore, Citizen Member



Phelps Planning and Development Commission Agenda
Tuesday July 7, 2026, 5:30 PM

Phelps new Community Center, 4495 Town Hall Road (use south entrance behind old town shop)

1. CALL MEETING TO ORDER:
2. QUORUM OF MEMBERS' PRESENT:
3. VERIFICATION OF PUBLIC NOTICE
4. APPROVAL OF MINUTES of June 2, 2026, regular monthly meeting
5. COMMUNICATIONS AND CORRESPONDENCE:

DISCUSSION/ACTION ITEMS

6. BRIAN BONG – application to the Planning Commission.
7. RECRUITMENT OF NEW MEMBERS?
8. THRIVE UPDATE:
 - a. Marketing Video development
9. 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 – see workgroup discussion
 - c. Lakefront Pines Park: Cement and Sod Installation – Fundraising for sod
 - d. Wavering Park Sign Replacement – response from Wolf Track: Schiessl-Moore.
 - e. Lakefront Pines Park dock expansion – NSTLA donation: Extensions? Permits? Schiessl-Moore
 - f. Review Parks 5 year plan. – Sheehan and Schiessl-Moore plan development/theme
 - g. Military Creek Trailhead signage –
10. CHAPTER NINE OF THE TOWN OF PHELPS COMPREHENSIVE PLAN REVIEW AND COMMENTS: The topic is IMPLEMENTATION. Reminder to focus on Vision Statements for each chapter.
11. PLANNING SUBCOMMITTEE/COMMITTEE/WORK GROUP UPDATES:
 - a. CDA: Planning Commission appointee, update, housing development plan.
 - b. Shooting Range Redevelopment Workgroup:
 - Selby email, \$4000 fee from Hassinger,
 - Recommendation to the Town Board.
 - c. Military Hill Forest Fire Lookout Restoration Project:
 - Fund Raising Plan – Community Foundation response? Next steps?
 - d. Veterans Memorial: Site selection/Design planning – Laura Mills
 - e. Community Center work group: Robinson, et al.
 - f. Town Lakes Committee: Robinson
12. SET DATE FOR NEXT MEETING: Tuesday Aug 4, 2026 at 5:30 PM, Phelps Community Center
13. 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.)