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
Jon Ward, Citizen Member
Chad Scheissl-Moore, Citizen Member
Brian Bong, Citizen Member

Phelps Planning and Development Commission Agenda
Monday November 9, 2026, 5:30 PM
Phelps new Community Center, 4495 Town Hall Road

1. CALL MEETING TO ORDER:
2. QUORUM OF MEMBERS' PRESENT:
3. VERIFICATION OF PUBLIC NOTICE
4. APPROVAL OF MINUTES of September 1st and October 6th, 2026, regular monthly meeting
5. COMMUNICATIONS AND CORRESPONDENCE:

DISCUSSION/ACTION ITEMS

6. VICE CHAIRPERSON ELECTION
7. RECRUITMENT OF NEW MEMBERS?
8. PARKS DEPARTMENT:
    a. Parks Financial Report: Quarterly
    b. Park Supervisor Report: Schiessl-Moore
        - Parks Report - Wavering Park & LPP
        - Boat Landings –
        - Trail Maintenance -
        - Shooting Range – see workgroup discussion
    c. Lakefront Pines Park: Cement Installation, Pavillion design
    d. Wavering Park Sign Replacement – Schiessl-Moore.
    e. Lakefront Pines Park dock expansion – NSTLA donation: Extensions? Permits? Schiessl-Moore
    f. Military Creek Trailhead signage –
9. BOAT LANDING FEE PROGRAM – Examples. Workgroup.
10. GARBAGE MANAGEMENT AT LFPP EVENTS – Policy/Program
11. COMMUNITY FOUNDATION FUNDS – Set up the following fund
    a. Fire Tower - Robinson
12. CHAPTER THREE OF THE TOWN OF PHELPS COMPREHENSIVE PLAN REVIEW AND COMMENTS: Ideas and Reminder to focus on Vision Statements for each chapter - Robinson
    a. Copy of plan for Brian?
13. PLANNING SUBCOMMITTEE/COMMITTEE/WORK GROUP UPDATES:
    a. CDA: Housing development plan - Robinson
    b. Shooting Range Redevelopment Workgroup
    c. Military Hill Forest Fire Lookout Restoration Project: Fund Raising Plan group
    d. Veterans Memorial: Site selection/Design planning – TB approval of moving the memorial
    e. Community Center Services Committee
14. SET DATE FOR NEXT MEETING: Tuesday Dec 1st, 2026 at 5:30 PM, Phelps Community Center, White Birch Room
15. 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.)