

Town of Mukwonago
Town Board Minutes
Wednesday, June 20, 2018

Chairman Topczewski called the meeting to order at 6:30 p.m. and the Pledge of Allegiance was recited.

Chairman stated the meeting was noticed.

Present: Chairman Topczewski; Supervisors Boucher, Bratz, Wrasman and Yerke. Also present: Kathy Karalewitz, Administrator/Clerk-Treasurer; John Macy, Town Attorney; Sean Sullivan, Town Engineer; Rick Peterson, Superintendent of Public Works; Scott Johnson, Building Inspector.

ANNOUNCEMENT OF CLOSED SESSION

Chairman Topczewski stated the board may go into closed session Pursuant to Wis. Stats. §19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; regarding Administrator/Clerk-Treasurer.

PUBLIC COMMENTS

Chairman Topczewski asked if anyone would like to speak. The following public spoke:

- Chuck Wood, County Board Supervisor gave an update of what he is actively doing at Waukesha County. He is on LUPE Committee and Judiciary Committee. He represents 3 lake districts and other multiple committees. He stated there has been a complaint of speeding on CTH E, however he has been working with the Town Police Department and stated the town police have gone above and beyond to get traffic to slow to 45 mph.
- Scott Allen, State Representative thanked the board. He stated if any board members have any issues in the town that he can help with to contact him.

MINUTES OF MAY 23, 2018

Motion by Supervisor Wrasman, second by Supervisor Bratz to approve the town board minutes of May 23, 2018. All ayes; motion carried.

AMPLIFIER PERMIT FOR JESSICA NICHOLSON; W308S7010 COUNTY ROAD I

Motion by Supervisor Boucher, second by Supervisor Bratz to approve the amplifier permit to 11:00 p.m. for Jessica Nicholson, W308S7010 County Road I. All ayes; motion carried.

AMPLIFIER PERMIT FOR TOM UTECHT, W336S9209 VALLEY VIEW DR

Motion by Supervisor Bratz, second by Supervisor Yerke to approve the amplifier permit to 10:45 p.m. for Tom Utecht, W336S9209 Valley View Dr. All ayes; motion carried.

RENEWAL OF CLASS B BEER AND CLASS B LIQUOR LICENSE FOR THE CASTAWAY ON PHANTOM, W299S10545 PHANTOM WOODS ROAD; SEAN CARROLL, AGENT

Motion by Supervisor Bratz, second by Supervisor Boucher to approve the renewal of Class B Beer and Class B Liquor License for the Castaway on Phantom, W299S10545 Phantom Woods Road, Sean Carroll, Agent. All ayes; motion carried.

RENEWAL OF CLASS B BEER AND CLASS B LIQUOR LICENSE FOR DAWN K. HUGHES D/B/A TROLLEY PUB, W297S10794 PHANTOM WOODS RD.

Motion by Supervisor Bratz, second by Supervisor Wrasman to approve the renewal of a Class B Beer and Class B Liquor License for Dawn K. Hughes d/b/a Trolley Pub, W297S10794 Phantom Woods Rd. All ayes; motion carried.

RENEWAL OF CLASS B BEER AND CLASS B WINE ONLY LICENSE FOR PIEPER PORCH WINERY & VINEYARD, S67W8435 RIVER ROAD; KATHERINE PIEPER, AGENT

Motion by Supervisor Bratz, second by Supervisor Boucher to approve renewal of a Class B Beer and Class B Wine Only license for Piper Porch Winery and Vineyard, S67W8435 River Road; Katherine Pieper, Agent. All ayes; motion carried.

ROAD FLOODING IN COUNTRY BLISS SUBDIVISION

Sean Sullivan, Town Engineer gave an overview of the plan for road flooding in Country Bliss Subdivision. The following Phase I of the plan:

1. Wetland delineation
2. Remove pipe along CTH E
3. Ditching along CTH E
4. Easement from Stonebook
5. Bury pipe along Short Rd.

Phase II of the plan:

1. Bury pipe from clubhouse in Stonebook subdivision to the pond along S. Oak Tree

Motion by Supervisor Yerke, second by Wrasman to authorize DPW to move the pipe and store the pipe. Supervisor Yerke, with the second, withdrew her motion.

Motion by Supervisor Boucher, second by Supervisor Bratz to table this plan until the town knows if Waukesha County will do the ditching along CTH E. This matter to be on the July agenda. All ayes; motion carried.

COMPLAINT FROM RICHARD RUSCHER AGAINST JOHN SCOTT REGARDING INSTALLATION OF FENCE

The Town Board unanimously agreed that this complaint is a civil matter and do not want to spend any legal money for the town attorney to look into this matter. The Building Inspector and Police Chief also believe this to be a personal matter at this time. No action required.

PROCLAMATION DECLARING JULY AS PARK AND RECREATION MONTH

Motion by Supervisor Boucher, second by Supervisor Yerke to direct Chairman Topczewski to sign the proclamation declaring July Park and Recreation Month. All ayes; motion carried.

FINANCE/PERSONNEL

AMENDMENT TO HANDBOOK TO SECTION F. DRESS CODE

Motion by Supervisor Wrasman, second by Supervisor Bratz to approve the amendment to the Employee Handbook, Section F. Dress Code. All ayes; motion carried.

AUTHORIZE ADMINISTRATOR TO HIRE PART-TIME EMPLOYEE IN CLERK'S OFFICE

Motion by Supervisor Wrasman, second by Supervisor Boucher to authorize the Administrator to hire temporary part-time employee for up to 200 hours/\$2,000 at \$10.00 per hour for records management. Supervisor Yerke thanked Kay Clabault for her volunteer work in past. All ayes; motion carried.

REVIEW OF EXPENDITURES/REVENUES

There were no questions.

MONTHLY BILLS

Motion by supervisor Wrasman, second by Supervisor Bratz to pay monthly bills. All ayes; motion carried.

MINUTES FROM VILLAGE OF MUKWONAGO

Chairman Topczewski gave an update of Protective Services Committee.

8:00 p.m. – Motion by Supervisor Bratz, second by Supervisor Boucher to convene into Closed Session Pursuant to Wis. Stats. §19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; regarding Administrator/Clerk-Treasurer. Motion carried unanimously by roll call vote.

Adjournment

The Board adjourned in closed session.

Respectfully submitted,

Kathy Karalewitz
Administrator/Clerk-Treasurer

Approved: 7-18-18