

TOWN OF MUKWONAGO  
TOWN BOARD MEETING MINUTES  
WEDNESDAY, JULY 17, 2019

**CORRECTED**

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

Chairman stated the meeting was properly noticed.

ROLL CALL

Present: Chairman Topczewski; Supervisors Boucher, Clabault, Wrasman and Yerke. Also present: Kathy Karalewitz, Administrator/Clerk-Treasurer; Attorney John Macy; Deputy Fire Chief Wegner.

ANNOUNCEMENT OF CLOSED SESSION

Chairman Topczewski stated the Town Board may 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.

PUBLIC COMMENTS

There were no public comments.

MINUTES OF JUNE 19, 2019

Motion by Supervisor Wrasman, second by Supervisor Boucher to approve the minutes of June 19, 2019 as corrected. All ayes; motion carried.

2019 TAX COLLECTION AGREEMENT WITH WAUKESHA COUNTY

Motion by Supervisor Boucher, second by Supervisor Clabault to approve the 2019 Tax Collection Agreement with Waukesha County; using Citizens Bank as bank lockbox for tax collection, subject to attorney review. All ayes; motion carried.

**RESOLUTION AUTHORIZING PARTICIPATION IN THE PREPARATION OF A COOPERATIVE PLAN**

Carl Fortner, Chairman for Town of Vernon was present to give an explanation of the Resolution and to answer any questions of the board.

Motion by supervisor Boucher, second by Supervisor Yerke to approve the **Resolution Authorizing Participation in the Preparation of a Cooperative Plan between the Town of Mukwonago and the Town of Vernon**. All ayes; motion carried.

FINANCE/PERSONNEL

UPDATE REGARDING APPLICATION PROCESS FOR FILLING THE POSITION OF DIRECTOR OF PARKS AND RECREATION

Supervisor Wrasman gave an update regarding the phone interviews that were conducted between the himself and the Administrator.

REVIEW OF EXPENDITURES/REVENUES

There were no concerns.

#### MONTHLY BILLS

Motion by Supervisor Wrasman, second by Supervisor Clabault to approve the monthly bills. All ayes; motion carried.

#### PROTECTIVE SERVICES – FIRE DEPARTMENT

##### AIRF-IPAD AND WDA – INSPECTION APP FROM DONATED FUNDS AND SOLD EQUIPMENT FUNDS

Motion by Supervisor Boucher, second by Supervisor Wrasman to approve the purchase of the AIRF-IPAD AND WDA Inspection app from donated funds and sold equipment funds not previously budgeted monies and subject to the Administrator review of the budget. All ayes; motion carried.

##### AUTHORIZE FIRE CHIEF TO WORK WITH THE TOWN AND VILLAGE ADMINISTRATORS TO PUT TOGETHER RFP FOR STUDY OF THE MUKWONAGO FIRE DEPARTMENT

Motion by Supervisor Boucher, second by Chairman Topczewski to authorize the Fire Chief to work with the Town and Village Administrators to put together an RFP for a study of the Mukwonago Fire Department; with bids to be brought back to both boards for approval. All ayes; motion carried.

#### FIRE AND AMBULANCE REPORTS FOR JUNE, 2019

There were no questions regarding the reports.

#### PUBLIC WORKS

##### RESOLUTION AMENDING THE GENERAL FUND IN THE AMOUNT OF \$22, 047 FOR THE PAYMENT OF INSTALLATION OF ADDRESS SIGNS

Motion by Supervisor Wrasman, second by Supervisor Yerke to approve the Resolution Amending the General Fund in the amount of \$22, 047 for the payment of installation of address signs. All ayes; motion carried unanimously by roll call vote.

#### MINUTES FROM VILLAGE OF MUKWONAGO

There were no comments regarding minutes.

#### CLOSED SESSION

6:45 p.m. CLOSED SESSION

Motion by Supervisor Wrasman, second by Supervisor Clabault 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. All ayes; motion carried.

The Board adjourned in closed session.

Respectfully submitted,

Kathy Karalewitz  
Administrator/Clerk-Treasurer

Approved 8/21/2019