

Town of Mukwonago
Town Board Minutes
Wednesday, July 18, 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; Fire Chief Stien.

PUBLIC COMMENTS

There were no comments

MINUTES OF June 20, 2018

Motion by Supervisor Wrasman, second by Supervisor Bratz to approve the town board minutes of June 20, 2018. Supervisor Yerke asked that the minutes are changed as follows:

Page 3 – 1st paragraph, add “for records management” after “temporary part-time employee”
All ayes; motion carried as amended.

Chairman Topczewski stated one of the employees to be recognized was on their way and we would take up item 6 a. when he arrives.

TOWN PLAN REGARDING ROAD FLOODING IN COUNTRY BLISS SUBDIVISION (TABLED FROM 7-18-18 MEETING)

Sean Sullivan was presented and gave an update. He spoke to the DNR and needs wetland delineations. He spoke to Waukesha County and they will not be able to do the ditching. Sean stated the following would be the order to do the job:

1. Trenching
2. Delineation
3. Permits

Supervisor Boucher asked that he come back to the July meeting showing priority of jobs with summary of costs for each item.

UPGRADE TO POLICE DEPARTMENT LICENSE AND TITLING AGREEMENT AND SOFTWARE WITH DEALER TRACK (LICENSE PLATE AND RENEWAL COMPANY)

Motion by Supervisor Bratz, second by Supervisor Yerke to approve the upgrade to the police department license and titling agreement with Dealer Track. All ayes; motion carried.

RECOGNITION OF CITIZEN AND EMPLOYEES FOR SAVING THE LIFE OF A TOWN RESIDENT

Town resident, Greg Goelz asked to recognize a citizen and employees of the Town of Mukwonago for all they did to save his life on May 28, 2018. He read a statement of what occurred that day.

The citizen, Teresa Gutierrez was the resident who stopped to call 911. She did state there were other citizens who should be recognized however, her contact information was all that was available.

The employees who were recognized were: Cindy Wellman, Deb Zaeske, Steve Berg, Aaron Menden, Adam Germanis, Matt Sura and Markus Aviles.

The Town Administrator presented each employee and citizen with a Certificate of Appreciation for a job well done.

REPORTS/COMMITTEES/COMMISSIONS

REVIEW OF EXPENDITURES/REVENUES

Supervisor Yerke asked about the balance stated in the cash on hand. The administrator stated that amount is what is current as of the end of the month. The amount changes as deposits are made.

Supervisor Yerke asked about the numbers showing under dog licenses. The administrator stated it shows the total amount collected, then shows the amount the town actually gets from Waukesha County after all fees are paid.

MONTHLY BILLS

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

PLAN COMMISSION

IMPACT FEE POLICY/STUDY

Andrew Boehm from Ruekert and Mielke send email to the administrator stating the town should look at updating their Impact Fees. The Town has not had a study since 2009. Supervisor Boucher recommends a proposal of cost from Andrew Boehm and bring that back to the board.

Administrator to work on the policy for Impact Fees.

DEVELOPMENT AGREEMENT FOR ROLLING HILLS RESERVE SUBDIVISION LOCATED OFF OF CTH EE (MUKT1938999); ROD FRITTS LLC, APPLICANT (TABLED AT THE 7-11-18 JOINT PC/TB AGENDA)

Attorney Macy gave an overview from the Joint Plan Commission/Town Board Meeting.

Motion by Supervisor Boucher, second by Supervisor Bratz, upon developer submitting the document to form the board is satisfied that the document is approved subject to review by the town attorney and approval by the town planner. All ayes; motion carried.

REVIEW OF COVENANTS FOR ROLLING HILLS RESERVE SUBDIVISION LOCATED OFF OF CTH EE (MUKT1983999); ROD FRITZ LLC, APPLICANT

Attorney Macy stated this matter was tabled as the Covenants were not written very well and contained many errors. Petitioner to resubmit the Covenants once he has cleaned up the document.

Motion by Supervisor Bratz, second by Supervisor Wrasman upon developer submitting the document to form the board is satisfied that the document is approved subject to review by the town attorney and approval by the town planner. All ayes; motion carried.

MINUTES FROM THE VILLAGE OF MUKWONAGO

There were no comments.

ADJOURNMENT

Motion by Supervisor Yerke, second by Supervisor Bratz to adjourn at 7:28 p.m. All ayes; motion carried.

Respectfully submitted,

Kathy Karalewitz
Administrator/Clerk-Treasurer