

Town of Mukwonago
Town Board Meeting Minutes
Wednesday, September 18, 2019

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

Chairman Topczewski stated the meeting has been noticed.

Roll Call

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

PUBLIC COMMENTS

There were no public comments.

MINUTES

Motion by Supervisor Boucher, second by Supervisor Wrasman to approve the minutes of August 21, 2019. All ayes.

Motion by Supervisor Yerke, second by Supervisor Boucher to approve the special meeting minutes of July 31, 2019. All ayes.

PRESENTATION BY MICHAEL ROTROFF OF ROTROFF JEANSON REGARDING EFFECTS OF SHARED REVENUE ON THE TOWN LEVY

This matter will be taken up at the budget workshop in October.

FIRST LETTER OF CREDIT FOR ROLLING HILLS RESERVE

Motion by Supervisor Boucher, second by Supervisor Yerke to approve the recommendation of Ruckert Mielke regarding the Letters of Credit 1, 2 and 3 for Rolling Hills Reserve as stated in their letter dated September 9, 2019 for a total amount of \$109,590. All ayes.

SNOW REMOVAL AND ICE CONTROL AGREEMENT WITH ERIC JACOBSON GRADING

Motion by Supervisor Wrasman, second by Supervisor Clabault to approve the Snow Removal and Ice Control Agreement with Eric Jacobson Grading from November 1, 2019 through October 31, 2022, and no legal review is required with the changes as noted. All ayes.

2019 TAX COLLECTION AGREEMENT WITH TOWN OF MUKWONAGO AND CITIZENS BANK

Motion by Supervisor Clabault, second by Supervisor Wrasman to approve the 2019 Tax Collection Agreement with Citizens Bank with the change of up to \$750 for the Banyon software for the tax collection. All ayes.

RESOLUTION AUTHORIZING PARTICIPATION IN THE PREPARATION OF A COOPERATIVE PLAN WITH THE TOWN OF VERNON

Motion by Supervisor Wrasman, second by Supervisor Boucher to approve the Resolution Authorizing Participation in the Preparation of a Cooperative Plan with the Town of Vernon, with no cost to the Town of Mukwonago. All ayes.

INTERGOVERNMENTAL COOPERATIVE PLAN BETWEEN THE TOWN OF VERNON AND THE TOWN OF MUKWONAGO

Chairman Topczewski asked Supervisor Boucher if he would be willing to meet with the Chairman of the Town of Vernon to talk about the Plan. Supervisor Boucher agreed. There was no action needed on this item.

AGREEMENT WITH JOHN'S DISPOSAL INC. FOR CURBSIDE COLLECTION OF SOLID WASTE AND RECYCLABLES

Motion by Supervisor Boucher, second by Supervisor Yerke to approve the Agreement with John's Disposal, with the change in 2020 to be only 1 bulk pick up a year and additional picks will cost the resident \$50 for 2020. All ayes.

RESOLUTION CHANGING THE POLLING PLACE IN THE TOWN OF MUKWONAGO

Motion by Supervisor Boucher, second by Supervisor Clabault to approve the Resolution change the polling place to Rolling Hills Elementary School on Beulah Rd, with all wards voting at the same location. All ayes.

ORDINANCE ADOPTING POLICY FOR CAPITAL ASSETS

Motion by Supervisor Wrasman, second by Supervisor Topczewski to adopt the Ordinance Adopting a Policy for Capital Assets. All ayes.

AUTHORIZE UTILIZATION OF CAPITAL FUNDS FOR PAYMENT OF FUNDS FOR CHAIRS IN BOARD ROOM

Motion by Supervisor Clabault, second by Supervisor Boucher to authorize utilization of capital funds for payment of funds for chairs in the town board room. All ayes.

FINANCE AND PERSONNEL

REVIEW OF EXPENDITURES/REVENUES

Supervisor Yerke asked about the shared revenues from the state. Administrator Karalewitz state there would be another shared revenue payment coming from the State this year.

Supervisor Boucher asked about the status of the Impact Fees. Administrator Karalewitz stated the Impact Fee Ordinance will be coming to the board this year.

MONTHLY BILLS

Motion by Supervisor Wrasman, second by Chairman Topczewski to pay the monthly bills. All ayes.

FUTURE PAYMENT OF STIPENED FOR ADMINISTRATIVE ASSISTANT IN PARKS AND RECREATION DEPT.

Motion by Supervisor Wrasman, second by Supervisor Clabault to approve a \$250 stipend payment to the Administrative Assistant in Parks and Recreation Department for September. All ayes.

JOINT MUNICIPAL COURT

2020 JOINT MUNICIPAL COURT PROPOSED BUDGET

Supervisor Yerke gave an overview of the proposed budget.

Motion by Chairman Topczewski, second by Supervisor Yerke to approve the 2020 Joint Municipal Court Budget in the amount of \$46,866. All ayes.

PROTECTIVE SERVICES – FIRE DEPARTMENT
FIRE DEPARTMENT OPERATIONAL STUDY PROPOSALS

Due to the packets missing some information, no action was taken and a special meeting was scheduled for the following week.

FIRE AND AMBULANCE REPORTS FOR AUGUST, 2019

There were no concerns.

REVENUES/EXPENDITURES

There were no concerns.

PROTECTIVE SERVICES – POLICE DEPT

Supervisor Boucher stated Police Chief Czarnecki appeared at the Protective Services Committee meeting and answered questions he had regarding items stated on the agenda. He will meet with the Chief on a regular basis to answer any future questions he would have.

PUBLIC WORKS

AUTHORIZE CRACK SEAL PROJECT IN THE AMOUNT NOT TO EXCEED \$24,500

Motion by Supervisor Boucher, second by Supervisor Clabault to approve the Crack Seal Project with Crack Filling Services in the amount not to exceed \$24, 500. All ayes.

AUTHORIZE FLEX PATCH – MASTIC PROJECT

Motion by Supervisor Boucher, second by Supervisor Yerke to approve Flex Patch – Mastic Project with Thunder Road in the amount not to exceed \$24,500. All ayes.

AUTHORIZE SPRAY PATCH PROJECT

Motion by Supervisor Boucher, second by Chairman Topczewski to approve the Spray Patch Project with Crack Filling Services in the amount not to exceed \$24,500. All ayes.

MINUTES FROM THE VILLAGE

There were no new minutes.

ADJOURNMENT

Motion by Supervisor Boucher, second by Supervisor Yerke to adjourn at 7:38 p.m. All ayes.

Respectfully submitted,

Kathy Karalewitz
Administrator/Clerk-Treasurer

Approved 10-16-19