

Town of Mukwonago
Town Board Meeting Minutes
Wednesday, October 16, 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 was noticed.

ROLL CALL

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

PUBLIC COMMENTS

There were no public comments.

MINUTES

Motion by Supervisor Clabault, second by Supervisor Boucher to approve the minutes of September 18, 2019. All ayes; motion carried.

Motion by Supervisor Wrasman, second by Supervisor Boucher to approve the minutes of the Joint Meeting with the Village of Mukwonago on September 24, 2019. All ayes; motion carried.

PRESENTATION BY PAUL FRANTZ, BAKER TILLY REGARDING 2018 YEAR END AUDIT

Paul Frantz from Baker Tilly gave a presentation of the 2018 year end audit. Motion by Supervisor Wrasman, second by Supervisor Boucher to approve the 2018 year end audit. All ayes; motion carried.

INTRODUCTION OF DAVE ADAMS, PART-TIME SPORTS COORDINATOR

Supervisor Wrasman introduced Dave Adams, Part-time Sport Coordinator for the Parks and Recreation Department. Motion by Supervisor Boucher, second by Supervisor Yerke to approve Dave Adams as Part-Time Sports Coordinator for the Parks and Recreation Department. All ayes; motion carried.

ORDINANCE TO CREATE CHAPTER 2 ENTITLED ADMINISTRATION; ARTICLE IV ENTITLED FINANCE; DIVISION 1 ENTITLED GENERALLY; SECTION 2-183 ENTITLED POLICY FOR CAPITAL ASSETS OF THE TOWN OF MUKWONAGO MUNICIPAL CODE

Motion by Supervisor Wrasman, second by Supervisor Boucher to adopt the Ordinance to Create Chapter 2 Entitled Administration; Article IV Entitled Finance; Division 1 Entitled Generally; Section 2-183 Entitled Policy for Capital Assets Of The Town Of Mukwonago Municipal Code. All ayes; motion carried.

SPECIAL USE PERMIT FOR ROOF-MOUNTED SOLAR PANELS LOCATED AT S74W31375 ARBOR Dr; GARRET KAMENAR, APPLICANT

Motion by Supervisor Boucher, second by Supervisor Yerke to approve the special use permit for roof mounted solar panels located at S74W31375 Arbor Dr, Garret Kamenar, applicant. All ayes; motion carried.

RESOLUTION APPROVING ASSIGNMENT OF FUND BALANCES

Motion by Supervisor Wrasman, second by Supervisor Clabault to approve Resolution Approving Assignment of Fund Balances. All ayes; motion carried.

AUTHORIZATION OF UTILIZATION OF CAPITAL FUNDS FOR THE PURCHASE OF LARGE KUBOTA TRACTOR AND TORO WORKMAN

Motion by Supervisor Boucher, second by Supervisor Clabault to authorize the utilization of Capital Funds for the purchase of large Kubota Tractor and Toro Workman, in the amount not to exceed \$55,000. All ayes; motion carried.

SECOND LETTER OF CREDIT FOR ROLLING HILLS RESERVE

Motion by Supervisor Boucher, second by Supervisor Wrasman to approve the Second Letter of Credit for Rolling Hills Reserve in the amount of \$15, 776 for the 1st Letter of Credit and \$91,937.40 for the 2nd Letter of Credit as stated in the letter dated October 9, 2019 from Sean Sullivan, Ruekert and Mielke. All ayes; motion carried.

AMENDMENT TO CONTRACT WITH CIVITEK CONSULTING FOR 2020

Motion by Supervisor Boucher, second by Supervisor Clabault to approve an Amendment to the Contract with CiviTek Consulting for 2020. All ayes; motion carried.

RESOLUTION AMENDING THE 2019 GENERAL BUDGET FOR PURCHASE OF ELECTION EQUIPMENT

Motion BY Supervisor Yerke, second by Supervisor Boucher to approve the Resolution Amending the 2019 General Budget for the purchase of election equipment in the amount of \$9,162. All ayes; motion carried.

APPROVAL OF 2020 HEALTH INSURANCE COST

Motion by Supervisor Wrasman, second by Supervisor Boucher to approve the 2020 Health Insurance Cost as follows: \$742.84 single plan with dental; \$1,823.58 family plan with dental; \$712.64 single plan with no dental and \$1748.08 for family plan with no dental. All ayes; motion carried.

FINANCE/PERSONNEL

REVIEW OF EXPENDITURES/REVENUES

There were no comments regarding the Expenditures/Revenues.

MONTHLY BILLS

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

PROTECTIVE SERVICES – FIRE DEPARTMENT

RATIFICATION OF MUKWONAGO PROFESSIONAL FIREFIGHTERS, INTERNATIONAL ASSOCIATION OF FIREFIGHTERS, LOCAL 4585

Supervisor Wrasman provided the board with a summary of the proposed union contract.

The Administrator/Clerk-Treasurer read a thank you from Chris Hahn for everyone working together to come up with a fair contract. Chairman Topczewski thanked the committee for their work on the negotiations.

Motion by Supervisor Wrasman, second by Supervisor Clabault to approve the Ratification of the Mukwonago Professional Firefighters, International Association of Firefighters, Local 4585, subject to verification of the numbers and subject to change in Exhibit A, elimination of 2%. All ayes; motion carried.

PUBLIC WORKS

AUTHORIZE UTILIZATION OF CAPITAL FUNDS FROM TOWN HALL FLOORING PROJECT FOR THE REPLACEMENT OF AIR CONDITIONING UNIT FOR THE TOWN HALL

Motion by Supervisor Boucher, second by Supervisor Clabault in the amount of \$3,463 for the units and \$3,694 for the rooftop removal and re-installation of the unit. All ayes; motion carried.

MINUTES FROM VILLAGE OF MUKWONAGO

There were no comments.

ADJOURNMENT

Motion by Supervisor Wrasman, second by Supervisor Yerke to adjourn. All ayes; motion carried.

Respectfully submitted,

Kathy Karalewitz
Administrator/Clerk-Treasurer

Approved: 11-20-19