

Town of Mukwonago
Town Board Meeting Minutes
Wednesday, May 15, 2024

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; Jeff Yaeger, Superintendent of Public Works; Fire Chief Jeff Stien; Tim Lynch, Engineer for the Town and John Macy, Town Attorney.

PUBLIC COMMENTS

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

- Kathleen Usarek, Paul Ln spoke regarding the dam repair in the Village of Mukwonago.

No other persons spoke.

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No action taken.

SOUTH GATE REPLACEMENT OF THE MUKWONAGO DAM

Ron Bittner, Superintendent of Public Works for the Village of Mukwonago was present and gave a brief overview of the replacement of the gate and the contractors that will be in charge of the project.

Motion by Supervisor Wrasman, second by Supervisor Boucher to approve repair of the dam. All ayes.

CONSIDERATION OF BIDS FOR THE 2024 ROAD IMPROVEMENT PROJECTS

Tim Lynch, Town Engineer was present to explain the bids that were submitted for the 2024 Road Improvement Projects for Beulah Rd, Rolling Hills and Stratford Heights.

Motion by Supervisor Boucher, second by Chairman Topczewski to approve the bid amount of \$369,141.25 for Beulah Rd, Rolling Hills and Stratford Heights Subdivision. All ayes.

AMENDMENT FOR 2024 DESIGN SERVICES FOR 2024 ROAD IMPROVEMENT PROJECTS

Motion by Supervisor Clabault, second by Chairman Topczewski to approve Amendment for 2024 Design Services for 2024 Road Improvement Projects in an amount not to exceed \$9,600 and \$2,750 is an additional amount to be billed back to the developer of Rolling Hills Subdivision, Rod Fritts, LLC. All ayes.

PRESENTATION OF CONCEPTUAL PLAN FOR THE NEW DPW BUILDING

Tim Lynch, Town Engineer was present to show the board 3 conceptual plans for a DPW building and to be used for polling place site.

Supervisor Boucher mentioned the plan should include future fire dept needs.

Supervisor Yerke suggests the conceptual plan be brought to the committee to work on details. No action was taken.

PROFESSIONAL SERVICES AGREEMENT TO SOLICIT DESIGN PROPOSAL AND COORDINATE WITH IMPACTED LOCAL COMMUNITIES AND SCHOOL DISTRICT FOR SAFE ROUTES TO SCHOOL TAP GRANT

Tim Lynch, Town Engineer, explained the grant to the board.

Motion by Supervisor Yerke, second by Supervisor Boucher stated he was not of mind to proceed with this proposal at this time. All ayes.

DESIGN SERVICES AGREEMENT FOR SUGDEN ROAD LRIP GRANT FROM CR-I TO CR-EE

Tim Lynch, Town Engineer was present and gave the board an overview of the project to do Sugden Road.

Motion by Supervisor Yerke, second by Chairman Topczewski to approve the Design Services Agreement for Sugden Road LRIP Grant from CR-1 TO CR-EE. All ayes.

AGREEMENT WITH CEDAR CORP FOR PLANNING SERVICES

Ben Greenberg spoke regarding planning services for the Town of Mukwonago and Ken Jaworski gave an overview of Cedar Corp history and their services. Chairman stated there was another individual to speak with and the Town would be in touch regarding the planning services.

FINANCE/PERSONNEL

ROOF REPAIR BY JOSH MARTIN ROOFING, INC FOR ROOF OVER POLICE/FIRE DEPARTMENTS

Motion by Supervisor Boucher, second by Supervisor Yerke to approve roof repair by Josh Martin Roofing, Inc. in an amount not to exceed \$11,000 for options 1-5 as listed on the proposal dated April 2, 2024. All ayes.

RESOLUTION AMENDING THE 2024 GENERAL FUND FOR ROOF REPAIR

Motion by Supervisor Clabault, second by Supervisor Wrasman to approve the Resolution Amending the 2024 General Fund for Roof Repair. All ayes.

REVIEW OF EXPENDITURES/REVENUES

There were no questions.

MONTHLY BILLS

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

PROTECTIVE SERVICES – FIRE DEPT

VERSITI AGREEMENT

Attorney Macy handed out to the board his opinion memorandum regarding Versiti. The Chairman stated the board can have time to review the letter and this matter will be taken up at the June 19th meeting.

REQUEST TO LOWER EMS BILL

Motion by Chairman Topczewski, second by Supervisor Boucher to deny the request to lower the EMS bills for Trina Niemiec, and the Administrator to send letter to Trina regarding boards decision. All ayes.

REQUEST TO CHANGE THE MEETING DAY FOR PSC OTHER THAN MONDAY

There was no action taken.

REVENUES/EXPENDITURES REPORT

The Administrator asked the board if they would be okay with quarterly reports for the fire dept financials vs. the monthly. Board had no problems.

ADJOURNMENT

Motion by Supervisor Boucher, second by Supervisor Clabault to adjourn at 8:30 p.m. All ayes.

Respectfully submitted,

Kathy Karalewitz
Administrator/Clerk-Treasurer

Approved 6-19-24