

Town of Mukwonago Minutes
July 20, 2011 – 6:30 p.m.
Mukwonago Town Hall

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

Chairman Dubey announced the meeting was noticed.

Present: Chairman Dubey; Supervisors Boucher, Lawn, Stefanowski and Topczewski. Also present: K. Karalewitz, Administrator; J. Macy, Attorney.

MINUTES

Motion by Supervisor Topczewski, second by Supervisor Stefanowski to approve the minutes of June 15, 2011. All ayes; motion carried.

Motion by supervisor Topczewski, second by Supervisor Boucher to approve the minutes of June 16, 2011. All ayes; motion carried.

Motion by Supervisor Topczewski, second by Supervisor Stefanowski to approve the minutes of July 6, 2011. All ayes; motion carried.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

RESOLUTION TO REVISE THE WARD MAP FOR THE TOWN OF MUKWONAGO

Motion by Supervisor Boucher, second by Supervisor Stefanowski to approve the Resolution to Revise the Ward Map for the Town of Mukwonago. Any changes made by the State, the changes will be brought back to the Board. All ayes; motion carried.

FACILITY USE RENTAL AGREEMENT

Motion by Supervisor Stefanowski, second by Supervisor Lawn to approve the Facility Use Rental Agreement with minor changes made as recommended by Town Attorney. All ayes; motion carried.

AMPLIFIER PERMIT – VITELLA

Motion by Supervisor Boucher, second by Supervisor Stefanowski to approve the Amplifier Permit for Mark and Robin Vitella, S109W29880 Valley Ridge Ct, for Saturday, August 13, 2011 from 2:00 p.m. – 10:00 p.m. and applicant to meet with the Fire Chief and Police Chief to discuss any concerns they may have. All ayes; motion carried.

2011 CDBG SUBGRANTEE AGREEMENT – PLAY EQUIPMENT

Motion by Supervisor Topczewski, second by Supervisor Boucher to approve the 2011 CDBG Subgrantee Agreement between Waukesha County and Town of Mukwonago for Accessibility/Play Equipment in the amount of \$8,980. All ayes; motion carried.

TOWN CHAIRMAN COUNTRY BLISS UPDATE

The Town Board has set a meeting for Wednesday, August 3, 2011 at 5:30 to discuss another alternative for the Country Bliss drainage issue.

HIGHWAY 83 Update
They are a little behind, but nothing significant

TOWN OF MUKWONAGO SALT SHED

Rick Peterson, DPW Supervisor submitted a timeline for the construction of the salt shed. Two separate bids to be done, one for construction and one for the site plan.

REPORTS

BUILDING INSPECTOR

- Reggie's Lakeview, W299S10560, Conditional Use Violation
- J.R.'S Resort, W303S10490, Property Maintenance – Building Inspector has not heard from the State
- John and Mary Leverance, W318S6658 Schnitzler Rd, Property Maintenance – Building Inspector stated that he went out to residence and there are now 9 unregistered vehicles (no plates on vehicles) and the complaint regarding painting of the home has been on-going since last June. She will have the plates put back on the cars. Supervisor Stefanowski asked that the Town move to the next step that there has been a reasonable amount of time.

Motion by Supervisor Topczewski, second by Supervisor Stefanowski to authorize Building Inspector to send final 15 day notice and if resident is still not compliant the Town will to issue citation.

RECREATION DEPARTMENT

Toby Monogue, Recreation Director gave his monthly report of all activities.

FIRE DEPARTMENT

There was no report.

PUBLIC WORKS DEPARTMENT

Rick Peterson, Public Works Supervisor gave his monthly report on DPW.

COMMITTEES

PROTECTIVE SERVICES DEPARTMENT

Chairman Dubey stated there will be a meeting with the Village and Town Boards on July 21, 2011 on the items listed below. Supervisor Lawn requested the joint meeting be a presentation by Boards and Financial individual only.

- Fire Department Contract
- Fire Department Cash Flow and Funding
- Mutual Aid Agreements

Supervisor Lawn stated he could not be a part of the July 21 meeting because he will not have time to review data for the meeting. Fiduciary Agent acknowledged they have not contributed 1/12th and they are \$175,000 in arrears to the activity. Supervisor Topczewski and Supervisor Boucher stated these issues will be addressed at the joint meeting.

AMENDMENT OF POLICE DEPARTMENT BUDGET

Motion by Supervisor Boucher, second by Supervisor Stefanowski to amend the Police Department Budget as follows:

Increase Revenue Accounts	1043521 by \$1,500 (Ketola Class)
	1048301 by \$ 765 (Sale of Guns to Somar)
	1048540 by \$ 550 (Donation from Mary Sims & Grant from WE Energies)
Increase Expenditures:	10521100.300 by \$2,815.00

CONVICTIONS AND FURTHER VIOLATIONS OF THE MUNICIPAL CODE BY RALINDA HOWARD

Police Chief Czarnecki gave an update to the Board regarding Ralinda Howard. There has been a large judgment placed against her. If she does not pay, she will have to serve time in jail. If she goes to jail, we have to pay that as well. Supervisor Topczewski asked Attorney Macy what options the Town has for collection of monies. Attorney Macy stated first step is issuance of citation – judge on citation is limited as to what penalties he or she can impose. Second step – long form summons and complaint – civil action. Supervisor Topczewski recommends moving forward with the long form summons and complaint.

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Chairman Dubey asked the Police Chief to verify that she is still in violation. If she is, we can start the process of the long form summons and complaint. Motion by Supervisor Topczewski, second by Supervisor Boucher to authorize the Town Attorney to begin the process of long form summons and complaint against Ralinda Howard. All ayes; motion carried.

PUBLIC WORKS COMMITTEE

AWARD OF SNOW AND ICE CONTRACT FOR 2011-2012 SNOW SEASON

Chairman Dubey stated the Town received 3 bids for the snow removal. They are Eric Jacobson, Jerry's Grading and Wolf and he read the numbers from their bids. Chairman Dubey stated the board has three options:

1. Approve one of the bids tonight with contingency the salt shed is approve
2. Table the bid process until after Electors meeting August 2.
3. Reject all bids and request re-bid

Supervisor Stefanowski made a motion to accept bid from Jacobson. Attorney Macy advises not to accept bid tonight pending the approval of salt shed being constructed. Supervisor Stefanowski's motion failed for lack of second.

Motion by Supervisor Boucher, second by Supervisor Stefanowski to reject all bids and refer this matter to Public Works Committee for their recommendation. All ayes; motion carried.

FINANCE

Motion by Supervisor Lawn, second by Supervisor Boucher to approve the monthly bills and payroll. All ayes; motion carried.

MINUTES

VILLAGE OF NORTH PRAIRIE AND VILLAGE OF MUKWONAGO – There was no discussion.

ADJOURNMENT

Motion by Supervisor Boucher, second by Supervisor Stefanowski to adjourn at 8:00 p.m. All ayes; motion carried.

Respectfully submitted,

Kathy Karalewitz

Town Administrator/Clerk-Treasurer

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APPROVED 8-17-11