

Town of Mukwonago

Town Board Meeting Minutes

Wednesday, April 20, 2011 – 6:30 p.m.

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

The meeting was noticed.

ROLL CALL: Present: Chairman Dubey; Supervisors Boucher, Lawn, Stefanowski and Topczewski. Also present: Attorney Macy; K. Karalewitz, Administrator/Clerk-Treasurer.

MINUTES

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

Motion by Supervisor Topczewski, second by Supervisor Stefanowski to approve the minutes of March 25, 2011. All ayes; motion carried.

COMMENTS FROM THE PUBLIC

The following people spoke:

- Chris Cooper, W330S8605 Isabelle Dr. representative from Stone Brook Hollow - correspondence dated April 20, 2011

ACTION ITEMS

CONTRACT FOR PAYROLL SERVICES

Motion by Supervisor Lawn, second by Supervisor Stefanowski to authorize the Town Chairman and Town Clerk to enter into a Contract with Waukesha State Bank for Payroll Services in conformity with what was presented. All ayes; motion carried.

2011 ROAD PROGRAM BIDS

Motion by Supervisor Lawn, second by Supervisor Topczewski to authorize Town Chairman to enter into Contract with Wolf Paving for \$149,996.29. Supervisor Stefanowski voted “no”. The rest, four in all voted “aye”. The motion carried.

UPDATE COUNTRY BLISS/SETTING OF PUBLIC HEARING

Chairman Dubey gave update on Country Bliss. No special meeting called unless someone submits another option to Town. Town awaiting report from Yaggy Colby.

HIGHWAY 83 EXPANSION UPDATE

Supervisor Lawn gave update. Information can be found on Town Website and Chamber of Commerce Website. Chief of Police is working with Waukesha County regarding the intersection of Hwy EE and I.

UPDATE OF 2011 BOARD OF REVIEW

Chairman Dubey stated the 2011 Board of Review will meet on Monday, May 16, 2011 to adjourn to June 13, 2011 as the roll will not be ready on May 16, 2011.

UPDATE ON SALT SHED

Chairman Dubey signed contract for design of structure. When complete, this will be brought back. DPW Supervisor Peterson to contact neighbor.

ORDINANCE TO MODIFY SECTION 2-182 OF THE TOWN CODE RELATING TO SIGNATURES REQUIRED ON TOWN CHECKS

Motion by Supervisor Lawn, second by Supervisor Stefanowski to direct the Town Attorney to draft an Ordinance strike elected 2-182(2)(3) and change (2) to Town Clerk/Town Treasurer and strike facsimile signature and have Town Chairman, Town Administrator/Clerk-Treasurer, or Deputy Clerk-Treasurer, or Chair of the Finance Committee. All ayes; motion carried.

APPOINTMENTS

Board of Adjustment

Motion by Supervisor Stefanowski, second by Supervisor Topczewski to approve Chairman Dubey's appointment of Dave Dubey to Board of Adjustment. All ayes; motion carried.

Police Commission

Motion by Supervisor Topczewski, second by Supervisor Lawn to approve Chairman Dubey's re-appointment of Robert Maus to the Police Commission with term to expire in 2016. All ayes; motion carried.

Fire Commission

Motion by Supervisor Lawn, second by Supervisor Topczewski to approve Chairman Dubey's appointment of Dave Dubey to the Fire Commission with term to expire in 2012.. All ayes; motion carried.

Phantom Lake Management District

Motion by Supervisor Stefanowski, second by Supervisor Boucher to approve Chairman Dubey's appointment of Dave Dubey to the Phantom Lake Management District, with term to expire in 2012. All ayes; motion carried.

Spring Brook Lake Management District

Motion by Supervisor Stefanowski, second by Supervisor Boucher to approve Chairman Dubey's appointment of Supervisor Topczewski to Spring Brook Lake Management District, with term to expire in 2012. All ayes; motion carried.

Plan Commission

Motion by Supervisor Lawn, second by Supervisor Boucher to approve Chairman Dubey's appointment of Supervisor Topczewski as Town Board Representative on Plan Commission. All ayes; motion carried.

Motion by Supervisor Lawn, second by Supervisor Topczewski to approve Chairman Dubey's appointment of Robert Schuett (3 year term); Marlene Hinze (1 year term) and Karen McNelly(2 year term) to the Plan Commission Board. All ayes; motion carried.

Motion by Supervisor Topczewski, second by Supervisor Lawn to approve Chairman's Dubey's appointments to the following Committees:

Finance/Personnel

Supervisor Bob Lawn, Chair
Chairman Dave Dubey
Supervisor Lyle Boucher

Public Works

Chairman Dave Dubey, Chair
Supervisor Bob Lawn
Supervisor Tom Stefanowski

Protective Services

Supervisor Bob Lawn, Chair
Supervisor Lyle Boucher
Supervisor Peter Topczewski

Health

Supervisor Tom Stefanowski, Chair
Chairman Dave Dubey
Supervisor Peter Topczewski

Recreation Committee

Supervisor Peter Topczewski, Chair
Supervisor Boucher
Supervisor Tom Stefanowski

Utilities

Supervisor Tom Stefanowski
Supervisor Bob Lawn
Supervisor Peter Topczewski
All ayes; motion carried.

BILL APPROVAL

Motion by Supervisor Lawn, second by Supervisor Topczewski to approve payments of bills, except Fire Department payments to Village until further notice. All ayes; motion carried.

BUILDING INSPECTION

Reggies Lakeview – Public Hearing at Plan Commission on May 4, 2011.

J.R.'s Resort – Building Inspector gave update.

LEVERANCE – Motion by Supervisor Topczewski, second by Supervisor lawn to authorize Building Inspector to send final 30 day notice to John and Mary Leverage and if not finished, they must appear at the May Town Board meeting.

Complaint of early garbage set out on Section Road- this has been take care of per Building Inspector.

FIRE DEPARTMENT

Repair Budget

Chairman Dubey stated Fred Purdy unable to attend the meeting and there is no final cost of repair of truck yet. This item to appear on May Town Board Agenda.

Fire Dept Budget

Motion by Supervisor Lawn, second by Supervisor Topczewski to table this matter pending a response from attorney regarding question on the language. All ayes; motion carried.

JOB DESCRIPTION FOR FIRE CHIEF

Motion by Supervisor Topczewski, second by Supervisor Stefanowski to approve the Job Description for Fire Chief as modified. All ayes; motion carried.

PROPOSAL FOR A SUB-CONTRACTED SERVICES TO ACT AS FIDUCIARY AGENT FOR MUKWONAGO FIRE DEPT

Motion by Supervisor Lawn, second by Supervisor Topczewski for the Town of Mukwonago to send out proposals for Sub-Contracted Services to Act as Fiduciary Agent for the Mukwonago Fire Department All ayes; motion carried.

POLICE CHIEF

Mark Carpender – Police Chief Czarnecki stated he was found guilty and forfeiture issued

Ralinda Howard – Police Chief Czarnecki stated she is awaiting sentencing and he will bring update to Board in June.

BUDGET REVIEW PROCESS

Finance Committee to meet with Administrator/Clerk-Treasurer regarding the reporting of monthly reporting.

COMMITTEE REPORTS

Recreation Department – Toby Monogue, Recreation Director, gave monthly report of the Recreation Department.

Utilities/Recycling/Judicial

Chairman Dubey stated Supervisor Stefanowski, Judicial Chair will receive notice of when Joint Court System meetings are scheduled.

CLOSED SESSION

The Board did not go into closed session.

ADJOURNMENT

Motion by supervisor Lawn, second by Supervisor Topczewski to adjourn with a reschedule of Special Town Board Meeting, Closed Session for Thursday, April 28, 2011 at 6:30 p.m. All ayes; motion carried. The Board adjourned at 7:35 p.m

Respectfully submitted,

Kathy Karalewitz
Town Clerk-Treasurer

Approved: 6-15-11