

## TOWN OF MUKWONAGO TOWN BOARD

MARCH 16, 2011

The Town of Mukwonago Town Board Meeting was called to order at the Mukwonago Town Hall, W320 S8315 Beulah Road, Mukwonago, WI at 6:30 p.m. with the salute to the flag. Chairman D. Dubey said the meeting was noticed.

Present: Supervisors B. Lawn, T. Stefanowski, P. Topczewski and Chairman D. Dubey.

Others Present: Attorney J. Macy, Planner T. Schwecke, Police Chief T. Czarnecki, Interim Fire Chief F. Purdy, Building Inspector S. Johnson, DPW Foreman R. Peterson, Deputy Treasurer K. Karalewitz and Clerk K. Wilson.

Absent: Supervisor F. Leppin.

Motion by P. Topczewski, seconded by T. Stefanowski, to approve the February 16, 2011 Town Board Minutes as written. Motion carried.

### COMMENTS FROM THE PUBLIC

**Vince Misia**, South Oak Tree Court, questioned if the Town of Mukwonago had insurance.

D. Dubey said the Town has insurance.

J. Macy said it depends on the claim and how it is filed if there is coverage

V. Misia questioned if the Country Bliss pumping system had a shut off valve, so if there was litigation, the pump could be stopped.

### PLAN COMMISSION

#### **New Lots Created**

D. Dubey said, according to the Assessor's Report, there were no new lots created in the Town of Mukwonago in February.

### TOWN PLANNER

#### **Termination of Merle Vollmer Conditional Use**

Motion by P. Topczewski, seconded by T. Stefanowski, to approve the termination of the Merle Vollmer Conditional Use located at S78 W30182 Sugden Road. Motion carried.

### TOWN CLERK

### TOWN ENGINEER

### TOWN ATTORNEY

### TOWN CHAIRMAN

#### **Country Bliss Drainage Issue Update**

D. Dubey reported the soil borings have not been done in Stone Brook Hollow 1<sup>st</sup> Addition but the Town Board is working on it. He said the State asked for a timeline. He said a general timeline would be as follows:

- 1) Complete soil borings to confirm or deny engineers assumptions
- 2) If assumptions confirmed, Town hold a Public Hearing
- 3) Town Board decision to go forward or not with the project
- 4) If forward with project, bid for construction
- 5) Construction with completion date end of 2011

### **STH 83 Expansion Update**

D. Dubey reported the start date of March 7 for the STH 83 expansion from CTH NN to STH 59 has been extended to finalize some contracts.

He said electronic signs will be up seven days prior to the road closing.

T. Stefanowski reported Johns will meet with the DOT regarding garbage service to homes on STH 83.

J. Macy questioned if the Police Department has a citation policy regarding the STH 83 closure. He said the policy needs to be consistent.

### **Town of Mukwonago Board of Review**

D. Dubey said the Town of Mukwonago Board of Review is scheduled for Monday, May 16 at 6:00 p.m. He said at least one member of the Town Board has to be certified for the Board of Review. J. Macy said he will be giving training sessions in Delafield, the Village of Richfield and the City of Wawatosa.

### **Peter and Paula Brierton – Request to Reduce Variance Billback**

Peter Brierton said they are appealing the bill they received for their variance. They feel the charges for Attorney J. Macy are excessive. He said at the meeting of December 29, 2010 that J. Macy and D. Dubey admitted there had been a mistake regarding the Certified Survey Map building envelope. He said they are six months behind in their building project. He recognizes time was spent by J. Macy, but they are requesting a review and reduction of the billback.

D. Dubey questioned if Briertons think the rest of the Town should pay for Brierton's variance.

J. Macy reviewed policy changes regarding variance charges over the last years.

P. Topczewski said the intent of the billback is for the Town to recover the professionals' costs for the variance. He recalls one billback that was reduced, but it was because the information benefited the Town.

J. Macy reviewed the circumstances that created the need for a variance.

The building envelope was placed on the CSM by the seller's surveyor.

The County said to remove the building envelope. Seller's surveyor did not remove the building envelope, yet County signed the CSM. Town signs last and County had already signed that conditions were satisfied.

D. Dubey said it is not the Town's responsibility to catch County mistakes.

P. Topczewski said this is a policy decision. Are we going to follow the policy?

Motion by T. Stefanowski, seconded by D. Dubey, to deny the request of Peter and Paula Brierton to reduce their variance billback. Motion carried.

### **Town of Mukwonago Annual Meeting**

D. Dubey said the Town of Mukwonago Annual Meeting will be held at the Mukwonago Town Hall on Wednesday, April 13, 2011 at 7:00 p.m.

### **Employee Handbook – Returning Keys and Lock Change**

T. Stefanowski said locks have not been changed nor combinations on doors changed since employees have left the Town.

B. Lawn said the Personnel Committee will meet to review this issue and other issues related to the Employee Handbook.

### **Town of Mukwonago Salt Shed**

D. Dubey said payment to Mark Ellena for site preparation for the salt shed is in with the vouchers.

D. Dubey said T. Schwecke is researching some outstanding issues regarding the salt shed and Jericho Ridge.

## **BUILDING INSPECTOR**

### **Town Violations**

#### **Reggie's Lakeview**

S. Johnson received a Parking Plan, as suggested by County, from Reggie's Lakeview.

T. Schwecke said they will have to amend their Conditional Use regarding the Parking Plan.

Citations were tabled.

#### **J.R.'s Resort**

S. Johnson received the engineer's drawings on March 11, 2011 and forwarded them to the State.

#### **Jeff and Sheryl Eckhoff**

S. Johnson said the property is in compliance.

#### **Doug Kincaid**

S. Johnson received a complaint stating the property was being used as a staging area for We Energies. He inspected the property and found no equipment, so the property is in compliance.

#### **Early Garbage Set Out**

S. Johnson has received complaints regarding garbage/bulk pick-up items being by the road for weeks. He said he does not want to be the "garbage police".

D. Dubey suggested putting an article in the Chief reminding residents that bulk pick-up is done six times per year.

J. Macy said S. Johnson should follow the non-compliance procedure for the complaints he has already received.

### **County Violations**

#### **Peter and Paula Brierton**

P. Brierton has a vegetation installation plan at the County that is being reviewed.

## **FIRE CHIEF**

### **Fire Department 2010 Settlement Letter**

D. Dubey said the Town received a settlement letter from the Village regarding 2010 Fire Department.

Interim Fire Chief F. Purdy said the platform truck needed repairs at a cost of approximately \$9,000.

## **POLICE CHIEF**

### **Citation Update**

#### **Mark Carpender and Ralinda Howard**

Police Chief T. Czarnecki reported there was no update on either case.

### **CenturyTel Centrex Phone Line State Agreement**

T. Czarnecki said the billing would change to a government price that would save \$30 per month.

Motion by B. Lawn, seconded by T. Stefanowski, to approve the CenturyTel Centrex Phone Line State Agreement. Motion carried.

**Lexipol Policy Creation and Management**

Motion by B. Lawn, seconded by P. Topczewski, to approve the purchase of the Lexipol Policy Creation and Management at a cost not to exceed \$5,500.

Motion carried.

**DEPUTY TREASURER**

**Budget Review Process**

No comments

**CORRESPONDENCE**

B. Lawn questioned the February 15, 2011 Village of Mukwonago Village Board Minutes on page 3 regarding the use of donated funds.

**COMMITTEE REPORTS**

**Finance**

B. Lawn said there needs to be a closed session for the Finance Committee.

**Recycling**

T. Stefanowski said the Town may be losing some or all of the recycling grant money according to the State Budget Bill.

D. Dubey said the Town Accountant understood the amount could be \$35,000.

**FINANCE**

**Pay Bills**

Motion by B. Lawn, seconded by P. Topczewski, to approve the payment of all the bills except the monthly bill for the Fire Department. Motion carried.

Motion by B. Lawn, seconded by P. Topczewski, to adjourn at 7:40 p.m.

Motion carried.

Katherine W. Wilson  
Town Clerk  
Town of Mukwonago