

TOWN OF MUKWONAGO
TOWN BOARD MEETING MINUTES
WEDNESDAY, MARCH 20, 2024

Chairman Topczewski called the meeting to order at 6:05 p.m. and the Pledge of Allegiance was recited, and the Chairman stated the meeting was properly noticed.

ROLL CALL

Present: Chairman Topczewski; Supervisors Boucher, Clabault, Wrasman and Yerke. Also present: Kathy Karalewitz, Administrator/Clerk-Treasurer; Attorney John Macy; Deputy Fire Chief Wagner; Diana Doherty, Finance Director from Village of Mukwonago.

ANNOUNCEMENT OF CLOSED SESSION

Chairman Topczewski announced pursuant to Wis. Stats. §19.85(1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session: regarding Town owned Property on Wahl Avenue in the Village of Mukwonago, Tax Key Number MUKV1975940; and Sec. 19.85(1)(g) Wis. Stats. allows a governmental body to confer with its legal counsel in closed session for the purpose of obtaining oral or written advice concerning the strategy to be adopted by the body with respect to present and prospective litigation directly involving the governmental body regarding Rolling Hills.

PUBLIC COMMENTS

There were no public comments.

MINUTES

Motion by Supervisor Wrasman, second by Supervisor Clabault to approve the town board meeting minutes of February 21, 2024. Supervisor Yerke and Boucher abstained. The rest, three in all voted "aye". Motion carried.

Motion by Supervisor Boucher, second by Supervisor Yerke to approve the special town board meeting minutes of March 7, 2024. Chairman Topczewski and Supervisor Clabault abstained. The rest, three in all voted "aye". Motion carried.

2023 SETTLEMENT FOR FIRE DEPARTMENT/EMS SERVICES

Diana Doherty, Finance Director from the Village of Mukwonago gave the presentation of the 2023 Settlement for the Fire Department/EMS Services. Discussion was held. Motion by Supervisor Boucher, second by Supervisor Clabault to approve the 2023 Settlement as presented. All ayes.

AMPLIFIER PERMIT FOR STEVE TYLICKI FOR CLYDESDALE FARMS SUMMER PARTY

Mr. Tylicki was present to answer any questions from the board.

Motion by Supervisor Wrasman, second by Supervisor Boucher to approve the amplifier permit for Steve Tylicki for Clydesdale Farms Summer Party July 20, 2024 from 4 p.m. – 10 p.m., subject to police and fire department approval. All ayes.

MUTUAL AID AGREEMENTS FOR ROLLING HILLS ELEMENTARY SCHOOL AND SECTION SCHOOL IN THE TOWN OF MUKWONAGO

Motion by Supervisor Boucher, second by Chairman Topczewski to approve the Mutual Aid Agreements at Rolling Hills Elementary School and Section School in the Town of Mukwonago, subject to review by counsel and town insurance carrier. All ayes.

REQUEST BY WILLIAM KIRKMAN TO SPEAK REGARDING ORDINANCE 60-O-2022 REGARDING NO PARKING WITHIN 100 FEET OF EXTENSION, T-TURNAROUNDS AND ROAD ENDS

Mr. Kirkman was present to ask questions regarding the no parking sign that was installed on his street. Supervisor Yerke stated he voted no the for Ordinance.

Discussion was held regarding the number of cars that park on the roads and the roads are narrow. Many times, with cars parking on the narrow roads creates problems for any first responders to get through especially if they are driving larger vehicles, fire trucks, etc. Deputy Chief Wagner was present and did make the comment that it can be very difficult and in some cases they may not be able to get to a call if roadway is not left open.

Chairman Topczewski asked if anyone wished to change the ordinance that was passed in 2022 regarding no parking within 100 feet of extensions, t-turnarounds and road ends. Supervisor Yerke asked for some clarifications. There was no motion to change the ordinance.

The Administrator was asked to check with the police department to see how they have handled parking issues on these streets in the past.

JOB DESCRIPTION FOR PART-TIME POSITION IN ADMINISTRATION/CLERK'S OFFICE

Motion by Supervisor Boucher, second by Chairman Topczewski to approve the job description for the part-time position in the Administration/Clerk's Office, which was passed by Referendum last year. All ayes.

FINANCE/PERSONNEL

REVIEW OF EXPENDITURES/REVENUES

MONTHLY BILLS

Supervisor Yerke requests a walk through of the new addition of the police department.

Administrator to contact the police chief.

Motion by Supervisor Wrasman, second by Supervisor Clabault to approve the monthly bills. All ayes.

PROTECTIVE SERVICES – FIRE DEPARTMENT

VERSITI AGREEMENT

This agreement is still being reviewed by staff. To be put on the agenda for April.

PURCHASE OF TURNOUT GEAR EXTRACTOR AND DRYER

Discussion was held regarding the items that appeared on the 2023 Settlement.

Motion by Supervisor Yerke, second by Supervisor Clabault to spend \$18000 to purchase the turnout gear extractor from the 2023 settlement monies. Deputy Chief Wagner stated the dryer will be donated, subject to Administrator preparing a Resolution. All ayes.

TURNOUT GEAR REPLACEMENT PROGRAM OF \$45,000 FOR 10 SETS

No action taken on this item.

EMS FEE FOR BLOOD PRODUCT ADMINISTRATION

This item on hold until April.

JOINT AGREEMENT AMENDMENT

This item on hold until April.

IMAGINE PAY OR OTHER CREDIT CARD MERCHANT

Motion by Supervisor Boucher to proceed with the use of All Paid Credit Card Merchant, subject to Village approval. All ayes.

LP15 CARDIAC MONITOR CAPITAL OFFSET

Motion by Supervisor Clabault, second by Supervisor Wrasman to pay for the cardiac monitors which are in the 2024 capital plan and place the remainder of the monies in the surplus.

Administrator to bring resolution to the board modifying the borrowing for the 2024 capital. All ayes.

REVENUES/EXPENDITURES REPORT

There were no comments.

CLOSED SESSION

Motion by Supervisor Boucher, second by Chairman Topczewski to convene into Closed Session pursuant to Wis. Stats. §19.85(1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session: regarding Town owned Property on Wahl Avenue in the Village of Mukwonago, Tax Key Number MUKV1975940; and Sec. 19.85(1)(g) Wis. Stats. allows a governmental body to confer with its legal counsel in closed session for the purpose of obtaining oral or written advice concerning the strategy to be adopted by the body with respect to present and prospective litigation directly involving the governmental body regarding Rolling Hills. All ayes; motion carried by roll call vote.

The board adjourned in closed session.

Respectfully submitted,

Kathy Karalewitz
Administrator/Clerk-Treasurer

Approved 4-17-24