Town of Mukwonago
Town Board Meeting Minutes
Wednesday, June 18, 2025

In the absence of Chairman Topczewski, Kathy Karalewitz, Administrator/Clerk-Treasurer called the meeting to order at 6:30 p.m. and the Pledge of Allegiance was recited.

Motion by Supervisor Clabault, second by Supervisor Wrasman to appoint Supervisor Boucher to Chair the meeting. All ayes.

Supervisor Boucher stated the open meeting was noticed properly.

ROLL CALL; Supervisors Boucher, Clabault, Wrasman and Yerke were present. Chairman Topczewski was absent. Also present: Kathy Karalewitz, Administrator/Clerk-Treasurer; John Macy, Town Attorney; Police Chief Eric Schmidt and Fire Chief Jeff Stien.

PUBLIC COMMENTS
Supervisor Boucher asked if anyone from the public wished to speak.

- Roger Adams Supervisor on the Board for the Village of Waukesha spoke and introduced himself and stated if there is anything the Town needs from the Village to feel free to reach out to him and he left his contact information with the Administrator.

MINUTES
Motion by Supervisor Wrasman, second by Supervisor Yerke to approve the minutes of May 21, 2025. Supervisor Boucher had one change "on page 2 4th paragraph, the first sentence did not quite make sense. The Administrator stated Supervisor Boucher did the speaking and his name should be inserted after "supervisor". The board agreed. Motion carried as amended.

APPEAL BY MICHAEL GORMAN REGARDING INVOICE #7509
Mr. Gorman appeared before the board to state that he applied for a zoning permit for $55 for a garden shed, later receiving another invoice in the amount of $60 for attorney fees, which is more than the shed permit. Attorney Macy stated this matter was discussed between the Chairman, Administrator and Planner and the error of billing has been rectified. Motion by Supervisor Yerke, second by Supervisor Clabault that the invoice #7509 in the amount of $60 should be waived. All ayes.

Supervisor Boucher stated he would amend the agenda to take up Protective Services – Fire Department.

PROTECTIVE SERVICES – FIRE DEPARTMENT
UTILIZE ACT 102 FUNDS FOR REPLACEMENT OF MEDICATION AND SUPPLY VENDING MACHINE
Motion by Supervisor Yerke, second by Supervisor Clabault to Utilize Act 102 funds for replacement of medication and supply vending machine in the amount of $15,879.34. All ayes.

PROTECTIVE SERVICES – POLICE DEPARTMENT
CREATION OF 2ND SERGEANT POSITION IN THE POLICE DEPARTMENT
Chief Schmidt was present to explain to the board his idea for the creation of the 2nd Sergeant position in the police department. He stated the candidate would be an internal candidate and he would have the funds available in his 2025 budget to fill the position in 2025.

Motion by Supervisor Yerke, second by Supervisor Clabault to approve the creation of a 2nd Sergeant position in the police department and not adding any additional staff, subject to the Terms of the Employment as Sergeant being signed. All ayes.

FINANCE/PERSONNEL
MONTHLY BILLS
Motion by Supervisor Wrasman, second by Supervisor Clabault to approve the monthly bills. All ayes\

AMPLIFIER PERMIT – TARRI STANZER, W311S8949 CHEROKEE PASS
Motion by Supervisor Yerke, second by Supervisor Clabault to approve the Amplifier Permit for Tarri Stanzer, W311S8949 Cherokee Pass for July 26, 2025 to 10:00 p.m. All ayes.

OPERATOR LICENSE FOR THE CASTAWAY ON PHANTOM
Motion by Supervisor Yerke, second by Supervisor Wrasman to approve Barbara Carroll's Operator license for the Castaway on Phantom. All ayes.

ALCOHOL BEVERAGE LICENSE APPLICATION FOR THE CASTAWAY ON PHANTOM
Motion by Supervisor Yerke, second by Supervisor Clabault to approve the Alcohol Beverage License for the Castaway on Phantom. All ayes.

ALCOHOL BEVERAGE LICENSE APPLICATION FOR TROLLEY PUB
Motion by Supervisor Wrasman, second by Supervisor Clabault to approve the Alcohol Beverage License for the Trolley Pub. All ayes.

OPERATOR LICENSES FOR TROLLEY PUB PER THE ATTACHED LIST
Motion by Supervisor Yerke, second by Supervisor Clabault to approve the Operator's Licenses per the attached list except for John Urban. No action taken on John Urbans application. The rest, "all ayes".

PAYMENT TO HERR IN THE AMOUNT OF $15,430 AND TO GAVERS PAVERS IN THE AMOUNT OF $1,200 FOR EMERGENCY REPAIR TO THE SEPTIC/SEWER
Motion by Supervisor Clabault, second by Supervisor Yerke to approve payment to Herr in the amount of $15,430 and to Gavers Pavers in the amount of $1,200 for emergency repair to the septic/sewer. All ayes.

RESOLUTION AMENDING THE 2025 GENERAL FUND FOR REPAIR TO THE SEWER/SEPTIC
Motion by Supervisor Clabault, second by Supervisor Wrasman to adopt the Resolution Amending the 2025 General Fund for repair to the Sewer/Septic at the Town Hall. All ayes.

ADJOURNMENT
Motion by Supervisor Clabault, second by Supervisor Yerke to adjourn at 7:50 p.m. All ayes.

Respectfully submitted,

Kathy Karalewitz
Administrator/Clerk-Treasurer

Approved: 8-20-25