

MINUTES OF THE JOINT VILLAGE & TOWN BOARD MEETING

Monday, June 13, 2022

Time: **6:30 pm**

Place: **Mukwonago Village Board Room, 440 River Crest Ct., Mukwonago, WI 53149**

Roll Call

Board Members Present

Eric Brill
Jim Decker
Darlene Johnson
John Meiners
Scott Reeves
Fred Winchowky, President

Excused

Ken Johnson

Also Present

Fred Schnook, Village Administrator
Diana Dykstra, Village Clerk-Treasurer
Kathy Karalewitz, Town Administrator Clerk-Treasurer
Diana Doherty, Village Finance Director
Jeff Stien, Fire Chief
John Macy, Town Attorney

Town Board Members Present:

Peter Topczewski, Chair
Lyle Boucher
Gilbert Yerke
Kay Clabault

Excused

Richard Wrasman

New Business

Mueller Communications presentation on their process and associated costs.

Chief Stien noted that our of their RW Management study suggested staffing, and he had discussions with area Chiefs on their referendum language. This group came out about \$21,000 less and has worked in the area of departments that were successful. He asked the boards pay attention to the timing of this, the services they offer and the associated cost of this and note this is cost as you go not that you are locked into a cost.

Mia Tripi and Elizabeth Hummich from Mueller Communications. Presented their analysis. Trustee Darlene Johnson questioned if the referendum doesn't pass do they get any money returned. You are not paying them for a yes but educating the public on a referendum which measure's their success. So, their costs are incurred and there is nothing to return. It was clarified with Mueller there are two different referendums.

They noted there are a number of questions they have to best understand if their public education would be augmented to delivery. It may require some additional conversations.

Paying the costs of the consultant

Chief Stien noted the timing is important, having the prep work done up front, and recommends that you're not tied into a contract but pay as you go. This will benefit in the long run. Asking for financial support to start this process.

President Winchowky commented if Boards like final costs not to exceed amount, where will they find the money.

Diana Doherty noted the Fire operating fund and \$31,000 future capital. Both have other reserves to tap into, within their operating fund that both municipalities can split. Fire has about \$8,800 in donated funds that can be tapped. The Village has \$304,000 set aside for fire designated capital and they can use the Village portion from the fire ambulance that is to be purchased. She noted General fund also has excess reserve available.

Peter Topczewski noted this is a shared account and asked what the \$31,000 what were those designated for. Doherty noted it was future Capital not specific and it came out of a settlement just designated for equipment.

Darlene Johnson questioned is there something we could have used this on did everyone know this money is there?

James Decker asked \$26,000 fire dept reserve? Clarify it comes from Fire Dept reserves and no one else's.

Peter Topczewski noted Jeff is looking for support to start the work, and he asked the Chief to clarify what that meant.

Chief Stien commented to start preparing documents and get invoiced monthly after that work is completed. That is his request. While resolutions are being worked on for the questions. Doherty commented the money been sitting there since 2018 or 2019. It could be used for equipment if anyone wanted to purchase.

President Winchowky noted this would be \$26,000 request which account would this money be coming from?

Doherty noted villages fire dept designated fund and the \$304,000 strictly village share.

James Decker stated this is a Reserve fund for emergency or capital, if you don't declare emergency you are breaking your own rule. This should have been budgeted.

Doherty stated this is a one-time expenditure which is typically what you want to use this for but if you have a one-time expense you can dip into this fund.

Decker/Meiners motion to approve the village portion of costs subject to towns approval of the same.

Attorney Macy noted this action isn't specifically laid out in this agenda. He doesn't want someone to ask about this and you will be scrutinized. It doesn't note this is action that will be take.

Clerk Dykstra will amend an agenda for Wednesday Village Board meeting to add action for this resolution.

It is requested to modify the previous designation and prior motion allocated the settlement to the Fire Dept and \$26,000 designated to this expense.

The Town will take action on a future agenda item.

Attorney Macy asked from the consultants what additional costs there will be if the Town goes forward with their referendum.

Presentation of the Final Standards of Cover Document.

Chief Stien presented the document.

Discussion and possible action on a resolution authorizing a Referendum for the Town and Village to allow the Town and Village to exceed the state imposed levy limit for hiring additional Full Time Firefighters within the Mukwonago Fire Department beginning with the 2022 Levy (collected in 2023) and on an ongoing basis. (Village Action Only)

James Decker noted he was reading through and noted its confusing. Why can't it say simple amount? For instance he noted the question is confusing the public by saying there will be 6 fire fighters hired. If both hire 6 then clarify that two municipalities pass this referendum and their isn't 12 hired. He asks for wording that says 6 shared. He further asked why it can't be a three year referendum.

Attorney Macy commented unfortunately no. It is statutory.

Administrator Schnook commented it should be clear that its emergency medical services providers added.

Chief Stien noted the money will be held separately in an account for 6 positions and still comes from that initial referendum. They won't need all the funds up front, however it is not to fund any other current positions.

Meiners/ Reeves motion to approve **Resolution 2022-44** A RESOLUTION AUTHORIZING A REFERENDUM FOR THE VILLAGE OF MUKWONAGO TO ALLOW THE VILLAGE TO EXCEED THE STATE IMPOSED LEVY LIMIT FOR HIRING ADDITIONAL FULL TIME FIRE FIGHTERS/EMERGENCY MEDICAL SERVICES PROVIDERS WITHIN THE MUKWONAGO FIRE DEPARTMENT BEGINNING WITH THE 2022 LEVY (COLLECTED IN 2023) AND ON AN ONGOING BASIS, contingent upon Town Board approving referendum of the same.

It was noted to add the language "Fire & Emergency Medical Service Providers" and a review of the numbers by the Finance Director. Final wording approved by the Village Attorney.

Roll Call: "Yes" Trustee Brill, D. Johnson, Meiners, Reeves, and Winchowky.

Town will vote separately at another meeting following research on their additional items.

Adjourn

Meeting adjourned at 8:39pm

Respectfully Submitted,

Diana Dykstra MMC
Village Clerk-Treasurer