



TOWN OF EAGLE
REGULAR TOWN BOARD MEETING
MARCH 17, 2010
APPROVED MINUTES

Chairman Kwiatkowski called the meeting to order at 7:00 p.m.

Present: Chairman Kwiatkowski; Supervisors Malek, West, Davis and Rasmussen. Also present: Treasurer Pasterski, Clerk Pepper, and Fire Chief Heim.

Approval of Agenda – A motion was made by Supervisor Malek, seconded by Supervisor Davis to approve the agenda. Upon voice vote, motion carried.

Minutes- Motion by Supervisor Rasmussen, seconded by Supervisor Malek to approve the minutes of the Regular Board Meeting Minutes dated February 17, 2010. Upon voice vote, motion carried. Motion by Supervisor Davis, seconded by Supervisor West to approve the minutes of the Special Town Board Meeting dated February 18, 2010. Upon voice vote, motion carried. Motion by Supervisor Rasmussen, seconded by Supervisor Malek to approve the minutes of the Special Town Board Meeting dated February 22, 2010. Upon voice vote, motion carried.

Clerk's Report- Clerk Pepper presented the Accounts Receivable Summary Report.

Election Inspector Nomination – A motion was made by Supervisor Davis, seconded by Supervisor Rasmussen to appoint Jenny Schroepfer as an election inspector, with the proper training, term to expire December 31, 2011. Upon voice vote, motion carried.

Treasurer's Report- Treasurer Pasterski presented the February, 2010 report. Savings balance as of 1-31-10 was \$972,864.13. Total cash was \$719,424.18. A motion was made by Supervisor Rasmussen, seconded by Supervisor Malek to approve the Treasurer's Report, as presented. Upon voice vote, motion carried.

Claims- Claims totaling \$52,530.31 were reviewed. Discussion took place regarding the payment to WE Energies and to Mukwonago Auto Parts. A motion was made by Supervisor Malek, seconded by Supervisor West to approve the payment of claims. Upon voice vote, motion carried.

Oak Ridge Cemetery Fence – Supervisor West explained that, as soon as weather permits, he would like to see if there is any way to salvage the cemetery fence. Chairman Kwiatkowski explained that he spoke with Highway Superintendent Betts who believes that the arch is the only portion of the fence that is salvageable. Discussion followed regarding the rusting fence.

Lake Management District - Supervisor Malek reported that the Lake Management District met last evening.

Mr. Tom Day, Lake Management District Chairman explained that they have heard from the Department of Natural Resources (DNR) regarding the lake water level and that the current lake water level has been accepted. There is however one condition that has been placed on their approval; that the Lake Management District hold them harmless should any lawsuits arise. The Lake Management District does have a meeting scheduled with the attorney tomorrow to discuss the possible ramifications. Mr. Day reported that the DNR will be tagging four carp this year for their yearly contest. The two carp which were tagged last year were never caught, bringing the total this year to six. The prize for catching each of the tagged carp is \$500.00. Mr. Day reported that the Southeast Wisconsin Regional Planning Commission will be presenting the watershed protection plan update on Thursday, April 8th at the Town of Mukwonago Municipal Building beginning at 6:30 P.M. Supervisor Davis asked that a possible quorum notice be posted. Mr. Day announced that the fireworks display will be held on Saturday, July 3, 2010; rain date will be Saturday, July 10th. Mr. Day announced that the new weed cutter is ready to go. Lastly, Mr. Day announced that a fishery biologist will be attending the next Lake Management Meeting.

Sheriff's Report- No report.

Eagle Meadow Farms – Chairman Kwiatkowski explained that the required data has not yet been received. A motion was made by Chairman Kwiatkowski, seconded by Supervisor Davis to table this item. Upon voice vote, motion carried.

Town Credit Card – Chairman Kwiatkowski explained that state statute requires that Town Boards must approve claims prior to them being paid. Chase Representative Jason Klein explained that the town would be invoiced for charges on a monthly basis, with the payment date set by the Town. There is no annual fee for this card because this program is part of the Wisconsin Consortium, which was started by Cindy Graco at Waukesha County. Also, if the account is paid in full on a monthly basis, no interest will be charged. In response to Chairman Kwiatkowski, Mr. Klein stated that rebates go up incrementally as more municipalities sign onto the program. Spending limits are set per card through Smart Data Online, per the program administrator. Transactions can be monitored daily. Mr. Klein added that if an employee leaves the municipality, the program administrator can shut-off the card and a new card can be issued to the new employee.

Resolution 10-03, a Resolution Adopting a Credit Card Policy and Procedures – Discussion took place regarding suggested changes to the draft policy and the different departments that could utilize the card. Chairman Kwiatkowski requested that the Clerk, Park & Recreation Director, and the Fire Chief develop a twelve-month list of the monthly expenditures where the credit card could have been used for payment, to help determine a credit card limit. Chairman Kwiatkowski requested that the list be e-mailed to him and that the credit card policy be brought back at the next meeting for adoption. In addition, the Board will need to appoint an administrator for the card.

Establish Liquor License/Cigarette/Soda/Amusement Fees – Chairman Kwiatkowski explained that the current fees have not been updated in many, many years. In response to Supervisor Davis, Clerk Pepper explained the term “reserve” licenses. Chairman Kwiatkowski questioned if an ordinance would need to be adopted to add the amusement license fee. Clerk Pepper will check into this.

A motion was made by Supervisor Malek, seconded by Supervisor Rasmussen to approve the licensing fee adjustments as proposed, with the exception of the amusement license. Upon voice vote, motion carried with Supervisor West opposing.

Library Director's Request for Early Payment of the Second Quarter Installment, Which is Scheduled to be Paid April 1, 2010 – Treasurer Pasterski explained that the payment is actually made on the 15th of April. Supervisor Davis reported that the Village Board approved the early payment, to be made payable on April 1st. Members of the Board expressed that they would have liked someone from the library to be present at tonight's meeting to

answer questions and felt they did not have enough information to grant the request. Chairman Kwiatkowski expressed that someone be present at the next Town Board Meeting to answer questions. It is possible that the Town and Village may need to change the payment schedule to help the library with the management of their funds.

A motion was made by Supervisor Malek, seconded by Supervisor Rasmussen to table this item. Upon voice vote, motion carried with Supervisor Davis opposing.

Wisconsin Department of Public Instruction Public Library Annual Report, 2009 Financial Report, and 2009 Circulation Statistics – Chairman Kwiatkowski explained that informational reports were provided in the Board packets.

Fire Department/Fire Commission – Chairman Kwiatkowski reported that the audit for the Fire Department has been completed. In general, the Fire Department is financially in very good shape, better than most surrounding fire departments. Chairman Kwiatkowski reported on the few areas where the auditor suggested room for improvement. Discussion followed regarding the Federal Deposit Insurance Corporation, FDIC. The clerk was asked to clarify if the FDIC insurance amount of \$250,000 is per account, or per entity.

Fire Chief Heim reported that there were sixteen EMS and six fire calls in the past month. Chief Heim reported that three individuals have passed their Emergency Medical Technician training. These individuals are now enrolled in Firefighter I training. Chief Heim reported that the Fire Department had been broken into on February 27, 2010. The suspect has been found and is very remorseful. Charges are pending. The estimated repair cost is approximately \$500.00.

Appoint Arvy Rasmussen as Fire Commissioner, to Fill a Vacant Town Resident Seat until a Replacement is Found - Chairman Kwiatkowski explained that Todd Gillette has requested to be removed from the Fire Commission. Per the Fire Department Ordinance, the Town Chairman is permitted to appoint an interim commissioner until the town resident vacancy is filled.

A motion was made by Chairman Kwiatkowski, seconded by Supervisor Malek to appoint Supervisor Arvy Rasmussen as Fire Commissioner, to fill a vacant town resident seat until a replacement is found. Upon voice vote, motion carried.

Village Board Meeting- Supervisor Davis reported that the Village Board met on Thursday, March 11, 2010. Topics which were discussed were parking issues, lease of farmland, Waukesha County Trunked Radio, Village Park porta-potties, operator's licenses', the Historical Society display cases, and the Development Assistance Committee.

Park & Recreation – Supervisor Malek reported that the budget review sheet and the list of 2010 programs were included in the board packets. Supervisor Malek reported that the Committee discussed the food booth and scheduled activities for Kettle Moraine Days. Supervisor West questioned if the amount of refunds given were due to the cancellation of classes. Chairman Kwiatkowski suggested that the committee review the claims on a monthly basis and recommend approval of the expenditures to the Town Board.

Proposed Town Park Stone Sign – Supervisor West reported that the Town Board needs to make a determination on the size and design of the stone sign. Discussion followed. Supervisor West will present possible sign designs and sizes at the next Town Board Meeting.

Garbage & Recycling – No report.

Business Park – Chairman Kwiatkowski reported that the residents of the business park are meeting with UPI tonight to discuss the costs of attaching to the infiltration agreement. Chairman Kwiatkowski reported that he investigated the topic of ammonia storage. Chairman Kwiatkowski explained that he spoke with Dick Mace

from Waukesha County who indicated that there are no problems with the business of ammonia storage for farming operations, which is located on the north end of Waukesha County. Chairman Kwiatkowski stated that he intends to contact the community where this operation takes place to inquire if they have received any complaints.

Road Matters – Supervisor West reported that he is beginning to receive culvert permit requests. Supervisor West reported that he is carefully watching the water flow on Nature Road for developing problems. Chairman Kwiatkowski explained that Highway Superintendent Betts has filled the area with gravel, hoping to solve the developing problem.

Chairman's Report- No report.

Purchase New Computer - Chairman Kwiatkowski reported that it has been brought to his attention that Waukesha County will be requiring municipalities to report collected taxes electronically this year. Because of this requirement, the Town will need to upgrade the computer system. Discussion followed regarding the approximate cost for a server, a new computer, and installation.

A motion was made by Supervisor Rasmussen, seconded by Supervisor Malek to approve the purchase price quote for a new computer system for the Town Hall Office, with installation, not to exceed \$3,500. Upon voice vote, motion carried.

Public Comment – Mr. Aaron Daul, student observer from the University of Wisconsin-Milwaukee commented that it is refreshing to observe real-life situations rather than hypothetical situations.

In response to Mr. Tom Day, W350 S10115 Highview Road, Chairman Kwiatkowski reported that an offer has been made to the prospective planner and the Town should have confirmation tomorrow. In regards to the library request, Mr. Day commented that the Board could have approved the request, subject to the Town Chairman's review.

There being no further business on the agenda, a motion was made by Supervisor West, seconded by Supervisor Malek to adjourn at 9:16 p.m. Motion carried.

Respectfully Submitted,

Lynn M. Pepper
Eagle Town Clerk