

TOWN OF EAGLE
P.O. Box 327
Eagle, Wisconsin 53119



TOWN OF EAGLE
REGULAR TOWN BOARD MEETING
January 16, 2013
APPROVED MINUTES

Chairman Kwiatkowski called the meeting to order at 7:20 p.m.

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

Agenda – A motion was made by Chairman Kwiatkowski, seconded by Supervisor Davis to move item #12 to just before public comment, to move the topic dog licenses to immediately follow the Treasurer's Report, and to approve the agenda as amended. Upon voice vote, motion carried.

Minutes- Motion by Supervisor Davis, seconded by Supervisor Malek to approve the minutes of the Regular Town Board Meeting of December 19, 2012. Upon voice vote, motion carried.

Clerk's Report- Clerk Pepper presented the Accounts Receivable Summary Report and the Budget Report. Chairman Kwiatkowski reported that the Town came in under budget for 2012 by \$45,000. The year-end report will be presented at the Annual Meeting in April.

Treasurer's Report- Treasurer Pasterski presented the December, 2012 report. Savings balance as of 11-30-12 was \$282,740.91. Total cash was \$3,483,298.00. A motion was made by Supervisor Rasmussen, seconded by Supervisor West to approve the Treasurer's Report. Upon voice vote, motion carried.

Dog Licenses – Clerk Pepper explained that the Town collects the monies for dog licenses and is invoiced by Waukesha County. The full amount collected is given to the county and the Town portion is reimbursed. The invoice is calculated by adding the State Fee, County Fee, Rabies Control Fee, and Animal Control Fee. Discussion took place regarding the current licenses fees. Treasurer Pasterski explained that the Town did not lose money on dog licenses rather made \$2,500 in the collection. Treasurer Pasterski added that Waukesha County uses their portion of the fee to fund investigating dog complaints. A motion was made by Chairman Kwiatkowski, seconded by Supervisor Malek to table this item until such time when the Town receives monies back from Waukesha County.

Claims- Claims totaling \$3,773,281.36 were reviewed. Questions were raised regarding the claim from the LOSA and the claim by the state for manufacturing assessment. Chairman Kwiatkowski explained that LOSA is the program for the Fire Department that is now discontinued. Treasurer Pasterski explained that the state determines manufacturing personal property, not the Town Assessor. A motion was made by Supervisor Malek, seconded by Supervisor Davis to approve the payment of claims. Upon voice vote, motion carried.

Recreation Department –Supervisor Davis introduced Interim Director Samantha Blonien. Supervisor Davis explained that Interim Director Blonien has agreed to work part-time as the interim director until the position is filled. Temporary office hours have been posted on the municipal building doors and the office door, as well as

on the Town and Village websites. Resumes for the Director position are being accepted until the end of January.

Interim Director Blonien explained that she has been establishing her office hours on a weekly basis. She reported that soccer registration is in progress and yoga and zumba classes have started. Interim Director Blonien added that she is caught up on answering e-mails and phone messages.

A motion was made by Supervisor West, seconded by Supervisor Malek to approve the payment of claims in the amount of \$10,014.66. Upon voice vote, motion carried.

In regards to the Recreation Department budget, Chairman Kwiatkowski reported that the cost of the brochure went up due to the cost of the thicker paper, color print, and increased postage.

Charging and establishing the rate for the Recreation Department for accounting and payroll services –

Chairman Kwiatkowski explained that the cost for administering payroll accounting and payroll services needs to be split between the Town and the Village. A motion was made by Chairman Kwiatkowski, seconded by Supervisor Rasmussen to table this item to the next Joint Town & Village Board Meeting. Upon voice vote, motion carried.

Proposed Human Resource Policy for the Recreation Department – The Board reviewed the proposed policy page by page and made comments and suggestions for changes. Chairman Kwiatkowski noted the recommendations and offered to make these changes within one document. Once completed, Chairman Kwiatkowski explained that he will send the proposed policy to the Village President for Village Board review.

Lake Management District – Lake Management District Chairman Tom Day reported that the district has not closed on the lake property because of the unrecorded easement issue.

Chairman Kwiatkowski reported that he received a letter from Sergeant Dennis Nork regarding renewing the Memo of Understanding for the Lake Patrol. Chairman Kwiatkowski questioned if having such a memo is necessary. Lake Management Chairman Day offered to review the document.

Sheriff's Report- No report.

Library – Rate for payroll services for the library - Discussion took place regarding the current fee charged for payroll service. A motion was made by Supervisor Rasmussen, seconded by Supervisor Malek to increase the payroll service fee from the yearly cost of \$300.00 to \$550.00 beginning 2013. Upon voice vote, motion carried.

CiviTek Consulting First Amendment to the contract date to the Professional Services Agreement between the Town of Eagle and CiviTek Consulting – Chairman Kwiatkowski explained that there is no change in the planner's fee. A motion was made by Supervisor Davis, seconded by Supervisor Malek to extend the contract through March 31, 2014 at the same rate as the current agreement. Upon voice vote, motion carried.

Village of Mukwonago Police Department Dispatch Contract – Chairman Kwiatkowski explained that this service is needed for Lake Patrol. A motion was made by Supervisor Davis, seconded by Supervisor Rasmussen to contract with the Village of Mukwonago for dispatch services for 2013. Upon voice vote, motion carried.

Ottawa Snow Removal Contract – Chairman Kwiatkowski reported that the salt per ton fee had to be adjusted to reflect the current rate. A motion was made by Supervisor Rasmussen, seconded by Supervisor Malek to approve the contract with the Town of Ottawa for snow removal. Upon voice vote, motion carried.

Eagle Auto and Truck Parts Salvage License – Chairman Kwiatkowski explained that the new operator's need to apply for their state license. A motion was made by Supervisor Rasmussen, seconded by Supervisor Malek to approve the salvage license, to expire June 30, 2013. Upon voice vote, motion carried.

Approval of Gail Robison as an Election Inspector – A motion was made by Chairman Kwiatkowski, seconded

by Supervisor Malek to approve Gail Robison as an Election Inspector, term to expire December 31, 2013. Upon voice vote, motion carried.

Report on Recent Village Board Meetings – Supervisor Davis reported that the Village held their regular meeting on Thursday, January 10, 2013. During citizen comments, Sharon Royston expressed her support for a referendum for a police department building, however suggested not rushing it for the spring election. Ms. Royston also expressed her interest in the Village Board vacancy, as did Trustee Greenberg for his wife, Lynn Greenberg. President Spurrell tabled the appointment for further consideration. Supervisor Davis reported that the police department requested Board approval for some unbudgeted items which will be paid for using surplus monies. The Village Board discussed the fact that the deadline has passed to have a referendum for the proposed police building on the spring ballot. Supervisor Davis reported that resident Jim Fritsch had a Recreation Department related comment.

Garbage & Recycling – No report.

Business Park – No report.

Road Report – Supervisor West reported that the Highway Department is keeping the roads clean.

Chairman's Report – Chairman Kwiatkowski reported that briefs have been submitted for the ongoing litigation regarding Waukesha County and Shoreland/Floodland jurisdiction.

Fire Department/Fire Commission/Municipal Building – Supervisor Rasmussen reported that daytime coverage is at 100%; weekend coverage was also at 100%. Supervisor Rasmussen reported that there were 338 calls for 2012, which is up from 2011 which had 303 calls. Most of these calls were for the ambulance.

Public Comment – Colleen Morris and her husband Dale Morris, S78 W35360 May Forest Road explained that Waukesha County is undergoing an initiative to fence a portion of the county park on CTH LO which is not environmentally sensitive for an off-leash dog park. Fundraising efforts have brought in \$5,500 to-date and questioned if the Town would consider a donation for the park. Ms. Morris added that the county will not begin the project until all of the funds have been raised. Chairman Kwiatkowski responded that this would need to be an agenda item in order for the Board to discuss it. In addition, the Town would need to amend the budget or consider adding and discussing the possible donation for next year. Ms. Morris added that the Village of Mukwonago donated \$1,000.

Mr. Jim Fritsch, 817 Sutton Avenue commented that he is concerned with fans getting out of control at sporting events where the young umpires are not able to control them. Chairman Kwiatkowski stated that the adult coaches should be in control. Chairman Kwiatkowski stated that he would be more than happy to address these expectations at the beginning of the season coaches meeting. Mr. Fritsch added that when he ran three football clubs, one rule was that if fans can't behave, they and their child would have to leave the game. Additionally, a \$175.00 fee was charged for them to get back into the club.

In response to Tom Day, W350 S10115 Highview Road, Chairman Kwiatkowski explained that the Town of Eagle is absorbing the cost for attorney's fees with respect to the Shoreland litigation. Chairman Kwiatkowski explained that the Town requested financial assistance from the Wisconsin Town's Association Southeast Chapter however one neighboring northern community in the chapter felt it was not their responsibility to share the cost. Due to this objection, the Wisconsin Town's Association had to deny the financial request.

There being no further business on the agenda, a motion was made by Supervisor Malek, seconded by Supervisor West to adjourn at 8:30 P.M. Upon voice vote, motion carried.

Lynn M. Pepper
Eagle Town Clerk