

Monthly Town Board Meeting – July 8, 2025

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Mukwa Town Hall, E8514 Weyauwega Rd., Northport

5 in Attendance

Chairman Simonis called the meeting to order at 6:00 p.m. Notification of this meeting was given to the Press on June 26, 2025 and the final agenda was posted in the three designated places on July 4, 2025.

Pledge of Allegiance was recited.

Roll call of Officers: Cody Simonis, Chairman – Present; Lee Shaw, Supervisor 1 – Present; Matt Manske, Supervisor 2 – Present; Sandy Jensen, Treasurer – Present; Jeannette Zielinski, Clerk – Present.

All Meetings/Hearings will adhere to Robert's Rules of Order Pursuant to Town of Mukwa Ordinance 10-05.

Approve: June 10, 2025 Monthly Town Board Meeting Minutes: Motion was made by Supervisor Shaw with a second by Supervisor Manske to approve the June 10, 2025 Monthly Town Board Meeting Minutes with the noted corrections. Motion carried.

Treasurer: Approve Monthly Treasurer's Report: Read by Treasurer Jensen. Motion was made by Supervisor Shaw and seconded by Supervisor Manske to accept the June 30, 2025 Treasurer's Report as presented & printed. Motion carried.

Budget/Vouchers: (a) Move Funds to Miscellaneous Town Expenses (\$667.85): Motion to approve moving the required \$667.85 from the Contingency Fund to the Miscellaneous Town Expenses Account was made by Supervisor Shaw with a second to the motion made by Supervisor Manske & the motion carried. **(b) Approval & Payment of Vouchers:** Motion was made by Chairman Simonis to approve payment of Vouchers 30022 through 30050, dated June 11, 2025 through July 8, 2025 & Direct Withdrawals of Social Security, Medicare & Federal Tax of \$1,417.91; Wisconsin Quarterly Withholding of \$449.91 & the June 23rd We Energies Invoice of \$356.28; for a total of **\$34,338.61.** Second to Chairman Simonis' motion was made by Supervisor Manske. Motion carried.

Public Forum - Town of Mukwa Residents: None

Building Inspector: Read by Supervisor Shaw. Motion to approve the Building Inspector report as presented & printed was made by Supervisor Shaw with a second to the motion made by Supervisor Manske. Motion carried.

Certified Survey Map (CSM) – Faustina & Richard Parfitt, II – Huntley Road: The Parfitt's Realtor Greg Busha, Liv Realty was present to answer any questions & had the CSM available for signatures. All questions were answered & a motion was made by Supervisor Shaw to approve the presented Certified Survey Map for the Parfitt's property on Huntley Road. A second to Supervisor Shaw's motion was made by Chairman Simonis & the motion was carried.

Slow-no-Wake: No residents were present. Will be added to August Agenda.

Northport-Ostrander Cemetery: Verified that Rick Bunnell was mowing/lawn care moving forward for 2025. Will be added to monthly Agenda.

Plan Commission – Follow-up to June 25th Meeting – Conditional Use Permit (CUP) – George Seater/Guth's Resort: Plan Commission Chair Lee Shaw gave a brief synopsis of the June 25th meeting, noting that Rick Seater had been present to explain his proposal following a fire at the bar. Plan Commission approved at the June 25th meeting. A motion was made by Supervisor Shaw to approve the Conditional Use Permit (CUP) for George Seater/Guth's Resort with a second to the motion made by Supervisor Manske & the motion was carried.

Operator Licenses Approval: (a) Hucklberry Acres Campground - Monica Nelmark, Shellie Kosmerchock, Ashley Romenesko, Tracy Nissen, Julie Mattek: Motion to approve the issuance of Operator Licenses to Monica Nelmark, Shellie Kosmerchock, Ashley Romenesko, Tracy Nissen & Julie Mattek at Hucklberry Acres Campground was made by Chairman Simonis with a second to the motion made by Supervisor Shaw. Motion carried. **(b) Bean City Bar & Grill – Amy Thorp & Ava Graichen:** Motion to approve the issuance of Operator Licenses to Amy Thorp & Ava Graichen at Bean City Bar & Grill was made by Chairman Simonis with a second to the motion made by Supervisor Manske. Motion carried.

Waupaca County Emergency Management – Emergency Response Plan: Need additional information to complete. Will be added to a future agenda.

Town Engineer – RFQ/RFP – Review for Submittal: Chairman Simonis provided a proposed RFQ/RFP for review. Questions were answered, explanation regarding how a contract could benefit the Board. Noted that we could utilize these services for one year before making a long-term obligation. Chairman Simonis currently works with several firms & is comfortable with sending out an RFQ/RFP. Chairman Simonis made a motion to send out the proposed RFQ/RFP & a second to the motion was made by Supervisor Shaw. Motion carried.

Roads: (a) Monthly Report:

(b) Road Equipment-Report/Repairs/ Purchases Needed: (1) Mower Repairs: Supervisor Manske reported that the Town mower was ready to go, all maintenance & repairs were made. Contact the Snowmobile Club that equipment is ready. Noted that the approved charge is \$100/hour for the driver & tractor with the Town paying for the fuel.

(2) Safety/Signage/PPE: Need to take stock of what we have on hand. Will order what is needed.

(c) Grader/Tractor: Discussion. This equipment is no longer necessary. Town needs a one ton mini-dump truck. Chairman Simonis made a motion to put both the grader & tractor along with the V-plow on Wisconsin Surplus. A second to the motion was made by Supervisor Manske & the motion carried.

(d) Tree/Brush Trimming – Follow-up: Discussion. Trees on Town right-of-way clearing. Could do approximately 18 hours with remaining funds allocated for tree removal/trimming. Need to follow up.

(e) 2025 Road Construction Projects – Follow-up: Chairman Simonis noted that MCC was planning to start projects the following week beginning with Klatt Road. MCC was also giving letters to affected residents notifying them of the project.

October 14th Monthly Board Meeting – Date Change: Due to the Wisconsin Town's Association Annual Convention the October Town Board Meeting Date Will Need to be Changed. Motion was made by Supervisor Shaw to change the October 14th Monthly Town Board Meeting to Tuesday, October 7th with a second to the motion made by Chairman Simonis. Motion carried.

Meetings/Training/Waupaca County Zoning Hearings:

Attended: Supervisor Shaw & Plan Commission Vice-Chair Craig George attended the July 3rd @ 9:00 a.m. – Waupaca Cty Planning & Zoning – Public Hearing – McFaul (Also Amendment to the Comprehensive Plan Preferred Land Use Map) - & Conat – Fox Valley Technical College, Waupaca Regional Center, 1979 Godfrey Dr, Waupaca. Noted that all was approved by County Planning & Zoning.

Upcoming: Wisconsin Towns Association Fall Workshops – September & Annual Convention - October

Correspondence Received:

Motion to adjourn was made by Supervisor Shaw. Second made by Supervisor Manske. Motion carried.

Respectfully Submitted,



Jeannette Zielinski, Municipal Clerk