

Monthly Town Board Meeting – June 9, 2026

520

Mukwa Town Hall, E8514 Weyauwega Rd., Northport

10 in Attendance

Chairman Simonis called the meeting to order at 6:00 p.m. Notification of this meeting was given to the Press on May 27, 2026 and the final agenda was posted in the three designated places on June 6, 2026.

The 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: (a) May 12, 2026 Monthly Town Board Minutes: Motion was made by Supervisor Shaw with a second by Supervisor Manske to approve the May 12, 2026 Monthly Town Board Meeting Minutes as printed. Motion carried.

(b) June 4th Special Town Board Meeting Minutes: Motion to approve the June 4th Special Meeting Minutes was made by Supervisor Shaw with a second to the motion by Supervisor Manske. Motion carried.

Treasurer: Approve Monthly Treasurer's Report: Read by Treasurer Jensen. Motion was made by Supervisor Shaw and seconded by Chairman Simonis to accept the May 31, 2026 Treasurer's Report as presented & printed. Motion carried.

Budget/Vouchers: (a) Move Funds to Miscellaneous Town Expense – (\$752.20 – Attorney-Cemetery): Motion to approve moving the necessary \$752.20 to the Miscellaneous Town Expense from the Contingency Funds was made by Chairman Simonis with a second to the motion made by Supervisor Manske. Motion carried.

(b) Approval & Payment of Vouchers: Motion was made by Chairman Simonis to approve payment of Checks #30357 through #3030384 dated May 13, 2026 through June 9, 2026, & Direct Withdrawals of Social Security, Medicare & Federal Tax of \$1,350.67; the May 26th We Energies Invoice of \$553.02 & the May 18th Charter Communication Invoice of \$142.82; for a total of **\$27,169.33**. Second to Chairman Simonis' motion was made by Supervisor Manske. Motion carried.

Public Forum - Town of Mukwa Residents – (Items not Noted on Agenda):

Building Inspector: Report read by Supervisor Shaw. Motion to accept the June Building Inspector Report as printed & read was made by Supervisor Shaw & a second to the motion was made by Supervisor Manske. Motion carried.

Certified Survey Map Approvals: (a) Harold & Janet Bauer – E8138 STH 54: Mr. Bauer was present to answer questions and explained that he was dividing into three sections. Questions were answered & a motion was made by Supervisor Shaw to approve the presented Certified Survey Map (CSM) for Harold & Janet Bauer at E8138 STH 54 with a second to the motion made by Supervisor Manske. Motion carried.

(b) Jennifer & Steven Moeller – E7576 Ostrander Rd: Mr. Moeller was present to answer questions & all questions were answered. Motion to approve the presented Certified Survey Map (CSM) for Jennifer & Steven Moeller at E7576 Ostrander Road was made by Supervisor Shaw with a second to the motion made by Supervisor Manske & the motion carried.

(c) Andy & Jay Kanaman – Lot on CTH W & Huntley Rd: Andy Kanaman was present to explain the project as this was originally approved in April 2025, but an official Certified Survey Map was never presented for signature. Due to changes from the 2025 proposal it was felt that the CSM should be reviewed & a new motion made. Questions were answered & a motion was made by Supervisor Shaw to approve the presented Certified Survey Map (CSM) for property owned by Andy & Jay Kanaman off of CTH W & Huntley Road. A second to the motion made by Supervisor Manske. Motion carried.

Flood – Zoning: An email from a CTH X resident affected by flooding was read & discussed. Resident was asking the Town to intervene with County Zoning on Floodplain Zoning Rules. The Town is under County Zoning & all property owners have to follow the current rules in place. The Board will contact County Zoning to express frustration with some of the rules.

Cemetery Update/s: (a) Approval – Municipal Treasurer Move Cemetery Funds from Cemetery Association (Defunct) Account to the Town of Mukwa Account at First State Bank: Motion to approve & authorize Municipal Treasurer Jensen to close the Cemetery Association account & move the funds into the Town account was made by Chairman Simonis with a second to the motion made by Supervisor Shaw & the motion was carried.

(b) Official Contacts for Funeral Homes/Vendors: Motion to authorize Municipal Treasurer Jensen & Cemetery Sexton Trent Kehl as the official Town Contacts for Funeral Homes & Vendors to contact when there is an impending burial was made by Chairman Simonis with a second to the motion made by Supervisor Manske & the motion carried.

(c) Cemetery Committee: (1) Members: Motion to approve Treasurer Jensen, Clerk Zielinski, Sexton Kehl & Chairman Simonis as Cemetery Committee Members was made by Chairman Simonis with a second to the motion made by Supervisor Shaw & the motion carried.

(2) Meeting Stipend: Motion to set the Cemetery Committee Meeting Stipend at \$40/meeting was made by Supervisor Shaw with a second to the motion made by Supervisor Manske & the motion was carried.

(3) Meeting to be held on Tuesday, June 16th at 6:30 p.m. – Mukwa Town Hall

(d) Sexton: Motion was made by Chairman Simonis to designate Trent Kehl as Cemetery Sexton with a second to the motion made by Supervisor Shaw & the motion was carried.

(1) Stipend: Motion was made by Chairman Simonis to authorize a stipend of \$50 per event to the Cemetery Sexton with a second to the motion made by Supervisor Manske & the motion was carried.

(e) Fees: (1) Lot/Space Purchase: Motion to set the purchase price of a single lot/space at \$600 was made by Chairman Simonis with a second to the motion made by Supervisor Shaw & the motion was carried.

(2) Burial Fees: Chairman Simonis made a motion to set Cemetery Burial Fees as follows: Regular Burial - \$425; Winter Burial - \$5,000; Cremation/Infant Burial - \$425 & Winter Cremation - \$5,000. A second to Chairman Simonis' motion was made by Supervisor Manske & the motion was carried.

(e) Damage to Vehicle – Hit Pothole – Compensation: Email & voicemail from someone stating they had significant tire/wheel damage from a pothole. Chairman Simonis contacted & invited to meeting, but they did not attend. No receipts were presented. Discussion. The Town is unable to set a precedent by paying for these types of damages.

Meetings/Training/Waupaca County Zoning Hearings: Attended: (1) Chairman Simonis & Supervisor Shaw attended the May 21st @ 6:00 p.m. – Gold Cross West Bi-Annual Informational Meeting – Weyauwega City Hall, 109 E Main St, Weyauwega

(2) Chairman Simonis, Supervisor Shaw & Clerk Zielinski attended the May 28th @ 5:30 p.m. Wisconsin Towns Association - Waupaca County Unit Meeting – Waupaca County Highway Department, 2670 Cty Rd A, Waupaca

(3) Plan Commission Members – Craig George & Mike Moore attended the June 4th @ 9:00 a.m. Waupaca County Zoning Public Hearing – McDaniel Proposal & Selected Revisions to Ordinances – Fox Valley Technical College-Waupaca Regional Center – 1979 Godfrey Drive, Waupaca. Noted the McDaniel project was approved.

Correspondence Received:

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

Respectfully Submitted,



Jeannette Zielinski, Municipal Clerk