

**JOINT MUNICIPAL COURT COMMITTEE  
MEETING AGENDA  
VILLAGE OF NORTH PRAIRIE, TOWN OF MUKWONAGO, TOWN OF EAGLE,  
VILLAGE OF EAGLE AND VILLAGE OF VERNON  
NORTH PRAIRIE MUNICIPAL CENTER, 130 N HARRISON STREET, NORTH PRAIRIE, WI 53153  
January 29th, 2024 AT 5:00 P.M.**

1. Call to Order.
2. Roll Call.
3. Announcement of possible Closed Session pursuant to WI State Statute Section 19.85 (1)(c) for discussion of issues with Court staff.
4. Discussion and/or action: Approve August 28, 2024 meeting minutes.
5. Motion to go into closed session pursuant to WI State Statute Section 19.85 (1)(c) for discussion of concerns regarding Court Staff. Roll call vote:
6. Motion to reconvene into open session.
7. Discussion and/or Action as Necessary: Any items brought forward from Closed Session.
8. Discussion and/or action: Review of data relating to court usage by municipality.
9. Discussion and/or action as necessary: Usage of Village of North Prairie's staff by the Court to perform Court related matters.
10. Discussion and/or action as necessary: Usage and expense relating to the Village of North Prairie Village Hall by the Court to perform Court administrative functions.
11. Discussion and/or action: Structure of court system, including but not limited location, personnel, finances.
12. Discussion and/or action: Court software, including but not limited to TiPSS.
13. Discussion and/or action: set 2025 meeting dates.
14. Adjourn.

January 25th, 2025  
Mike McCormack, Chair NPV  
Lyle Boucher, Member MUKT  
Ryan Hajewski, Member EGLT  
Rich Spurrell, Member EGLV  
Dylan Neumann, Member VNV  
Mark Powers, Judge  
Holly Maule, Municipal Court Clerk

It is possible that members of and possibly a quorum of members of other government bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information please contact the Village Office at 262-392-2271.

**Meeting Minutes (draft)**  
**Joint Municipal Court Committee**

Town of Mukwonago, Village of Eagle, Village of North Prairie, Village of Vernon, Town of Eagle

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**5:30 pm Wednesday, August 28, 2024**  
**North Prairie Municipal Center, North Prairie WI**

- 1) Meeting was called to order at 5:32 pm by Chairman McCormack.
- 2) Committee members Boucher, McCormack, Neumann, Hajewski present; Spurrell absent.  
Clerk of Court Maule present.  
Town of Eagle Supervisor Sandra Shorr also present.
- 3) There were no public comments.
- 4) There was no motion to approve August 17, 2023 meeting minutes.
- 5) There was discussion of retaining an auditing firm for a financial audit, a carryover item from the August 2023 meeting, as an auditing firm had not been identified at that time.  
Considering that an auditing firm has still not been identified, and the need is questionable, there was no motion, and the item will be dropped from future agendas.
- 6) There was general discussion of court software, mainly TiPSS. As we weren't sufficiently prepared to act on a significant expenditure, there was no motion, and the item was removed from the proposed budget. A meeting is scheduled for October 9, 2024 to consider in more detail updating the court software, and to develop a cogent case to present to our respective boards.
- 7) There was discussion of the proposed 2025 JMC budget. Boucher moved to recess the meeting at 6:01 pm in order to revise the proposed budget, seconded by Neumann; passed unanimously. The meeting reconvened at 6:21 pm. Following further discussion, Boucher moved that the Committee recommend approval of the revised budget (copy attached), in the amount of \$35,000, to our respective boards; seconded by Neumann. Passed unanimously.
- 8) A meeting is scheduled for 5:30 pm Wednesday, October 9, 2024 at 5:30 for discussion and possible action regarding TiPSS and other vendors of court software.

The annual budget meeting is scheduled for 5:00 pm Wednesday, August 13, 2025.

- 9) Motion by Boucher to adjourn at 6:30 pm, seconded by Hajewski; passed unanimously.

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Lyle Boucher	Town of Mukwonago
Rich Spurrell	Village of Eagle
Michael McCormack	Village of North Prairie
Dylan Neumann	Village of Vernon
Ryan Hajewski	Town of Eagle
Mark Powers	Judge
Holly Maule	Municipal Court Clerk

**Citation totals for  
Fiscal Year July 2023 thru June 2024**

2023-2024	T/Mukwonago	V/Eagle	V/North Prairie	T/Eagle	V/Vernon	Monthly total citations
Jul-23	99	77	20	9	10	215
Aug-23	66	27	3	4	14	114
Sep-23	61	51	8	6	4	130
Oct-23	96	74	7	10	5	192
Nov-23	61	58	15	0	8	142
Dec-23	56	89	7	0	4	156
Jan-24	64	43	3	0	18	128
Feb-24	68	29	18	0	20	135
Mar-24	68	20	16	0	7	111
Apr-24	54	75	15	0	8	152
May-24	72	33	17	0	10	132
Jun-24	112	39	21	0	7	179
<b>2023-2024</b>	<b>877</b>	<b>615</b>	<b>150</b>	<b>29</b>	<b>115</b>	<b>1786</b>
<b>2022-2023</b>	<b>681</b>	<b>478</b>	<b>109</b>	<b>25</b>	<b>100</b>	<b>1593</b>
<b>under/over from 2022-2023</b>	<b>196</b>	<b>137</b>	<b>41</b>	<b>4</b>	<b>15</b>	<b>393</b>

Overall Citations thru Court

1786

Totals	Percentage
T/Mukwonago	0.491041433
V/Eagle	0.344344905
V/North Prairie	0.083986562
T/Eagle	0.016237402
V/Vernon	0.064389498

**Amount Collected to be Retained by Municipality (does not include court costs)  
for Fiscal Year July 2023 thru June 2024**

2023-2024	T/Mukwonago	V/Eagle	V/North Prairie	T/Eagle	V/Vernon	Monthly Amount Collected
Jul-23	\$ 6,431.02	\$ 2,740.00	\$ 528.00	\$ 160.00	\$ 555.00	\$ 10,414.02
Aug-23	\$ 4,475.03	\$ 2,216.03	\$ 425.00	\$ 100.00	\$ 510.00	\$ 7,726.06
Sep-23	\$ 4,248.61	\$ 1,520.97	\$ 620.00	\$ 131.10	\$ 180.00	\$ 6,700.68
Oct-23	\$ 3,424.54	\$ 3,242.46	\$ 450.00	\$ 164.00	\$ 580.64	\$ 7,861.84
Nov-23	\$ 3,549.17	\$ 3,064.70	\$ 540.00	\$ 12.00	\$ 480.00	\$ 7,645.87
Dec-23	\$ 3,370.20	\$ 2,524.00	\$ 280.00	\$ -	\$ 140.00	\$ 6,314.20
Jan-24	\$ 3,284.00	\$ 1,557.61	\$ 180.00	\$ -	\$ 750.00	\$ 5,771.61
Feb-24	\$ 1,375.39	\$ 780.00	\$ 387.60	\$ -	\$ 310.00	\$ 2,852.99
Mar-24	\$ 6,115.89	\$ 3,702.20	\$ 1,018.00	\$ -	\$ 771.43	\$ 11,607.52
Apr-24	\$ 4,381.36	\$ 2,370.61	\$ 324.66	\$ -	\$ 520.00	\$ 7,596.63
May-24	\$ 2,578.80	\$ 631.10	\$ 160.00	\$ -	\$ 302.85	\$ 3,672.75
Jun-24	\$ 4,740.71	\$ 2,258.70	\$ 751.59	\$ -	\$ 630.32	\$ 8,381.32
<b>2023-2024</b>	<b>\$ 47,974.72</b>	<b>\$ 26,608.38</b>	<b>\$ 5,664.85</b>	<b>\$ 567.10</b>	<b>\$ 5,730.24</b>	<b>\$ 86,545.29</b>