

**JOINT MUNICIPAL COURT COMMITTEE  
MEETING MINUTES  
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  
AUGUST 27TH, 2025 AT 5:00 P.M.**

1. Call to Order. **Meeting called to order at 5:00 PM.**
2. Roll Call. **Chair Mike McCormack (North Prairie) Representatives from (Village of Vernon), (Village of Eagle), (Town of Mukwonago) and the (Town of Eagle).  
Also present (portions): Court Clerk Holly Maule.  
Absent: Judge Mark Powers; Clerk of Court (as agenda invitee) initially not present.**
3. Discussion and/or action: Approve minutes from February 4, 2025 meeting. **Motion: Approve minutes as presented. Motion carried, 4–1. Village of Eagle was the Nay vote.**
4. Discussion and/or action: Review, discussion, and possible approval of the Fiscal Year 2026 Joint Municipal Court budget. **Utilities & Maintenance (“rent”): Proposed increase in budget draft from \$4,600 (FY25) to \$13,392 objected to by several members as exceeding “actual cost” approach; host (North Prairie) emphasized decades of hosting burden and market-rate benchmarking. Motion: Approve the FY2026 JMC budget as amended to set Utilities & Maintenance at 25% above FY2025 (\$4,600 → \$5,750), all other lines remaining as presented. Vote: Carried, 4–1. Nay vote was the Mike McCormack from the Village of North Prairie.**
5. Discussion and/or action: Follow-up on timely financial reports and settlement statements to participating municipalities, and expectations for proactive reporting. **Members noted past timeliness gaps, with some improvement since the prior meeting. There was a strong preference for the Judge to attend budgeting and oversight meetings, and several members reported that one-on-one conversations with the Judge have been productive. No formal action was taken. The Chair will continue requesting the Judge’s attendance for budget and oversight items, and members will communicate specific report-timing issues directly to the Judge.**
6. Discussion and/or action: Review of Village of North Prairie staff time dedicated to Court administrative duties; possible direction on reimbursement or adjustments for FY26. **A motion to add a \$15,000 “host/administrative” fee to cover North Prairie’s staff time and overhead (as a miscellaneous line, apportioned by caseload) failed for lack of a second. By consensus, the committee directed North Prairie to document and invoice the court for actual incremental staff hours attributable to court administration on a continuing basis, with such invoices charged against the court’s assistant-clerk salary/administration lines; if those lines near depletion, the Judge will be responsible for managing staffing and the court’s internal budget impacts. The North Prairie Administrator will begin submitting monthly itemized bills (date, task, hours, rate) to the Court, and the Clerk/Admin will book the charges to the appropriate lines.**
7. Discussion and/or action: Follow-up on prior discussion regarding Court structure, including:  
Court location and facility needs  
Use of virtual/remote sessions  
Ensuring citations reference “Joint Municipal Court” consistently. **Members noted prior gaps in the timeliness of court reports, with some improvement since the last meeting. The Judge was not present; however, as per the agreement, the Judge shall be present to present the budget, and members expressed a preference that the Judge attend future budgeting/oversight meetings. Several members reported that one-on-one conversations with the Judge have been productive. No formal action was taken. The Chair will continue to request the Judge’s attendance for**

**budget/oversight items, and members will communicate specific report-timing issues directly to the Judge.**

8. Discussion and/or action: set 2025 meeting dates. **Next regular annual JMC meeting: Monday, August 3, 2026 at 5:00 PM, North Prairie Village Hall (unless noticed otherwise).**

9. Adjourn. **Motion: Adjourn at 6:41 PM. Second: Yes. Vote: Unanimous**

August 27th, 2025

Mike McCormack, Chair NPV

Lyle Boucher, Member MUKT

Duane Domagalski, 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.