

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING Tuesday, January 2, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present:

- Jim Decker
- Darlene Johnson
- Karl Kettner
- Kelly Klemme
- Mark Penzkover
- Jay Vermeulen
- Fred Winchowky, Village President

Also present:

- Ron Bittner, Public Works Director
- Mark Blum, Village Attorney
- Steven Braatz, Clerk-Treasurer
- Dave Brown, Utilities Director
- Diana Doherty, Finance Director
- Bruce Kaniewski, Planner/Zoning Administrator
- Kyle Knott, Administrator Intern
- Kevin Schmidt, Police Chief
- John Weidl, Administrator/Economic Development Director

Committee of the Whole Business

Minutes

Motion by Decker/Johnson to approve the December 5, 2017 regular meeting carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Johnson/Decker to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch AP-12-2017-3 \$156,874.50
- b. Manuals batch M-11-2017-2 \$14,497.22
- c. Manuals batch M-12-2017-1 \$194,011.52
- d. Payments batch LIBAP12-2017 \$5,737.03
- e. Prop Tax OVPY12171 \$6,901.16
- f. Prop Tax OVPY12172 \$9,776.43

Purchase requisition (Committee Approval Only)

Motion by Johnson/Decker to approve the purchase requisition for Mukwonago Department of Public Works for the purchase of a Toro Groundmaster 5910 from Reinders in the amount of \$105,694 carried.

Motion by Decker/Penzkover to approve the purchase requisition for the purchase and installation of tables, chairs and work stations from CJ & Associates, Inc. in the amount of \$20,790 carried.

November 2017 Monthly Treasury Report

The November 2017 monthly Treasury report is on file in the Clerk's Office.

November 2017 Revenue/Expenditure Report

The November 2017 monthly Revenue/Expenditure report is on file in the Clerk's Office.

Health and Recreation Committee

Donated funds for the play structure in Rosewood Park

The Mukwonago Kiwanis Club and Foundation donated a total amount of \$4,500 to help fund the installation of a play structure in Rosewood Park. Motion by Johnson/Klemme to recommend the Village Board adopt the resolution accepting donated funds for the play structure in Rosewood Park carried.

Judicial Committee

Update on parking regulations in Mukwonago Estates Subdivision

Schmidt asked the Board to forward any citizen complaints to him regarding parking in the Mukwonago Estates subdivision. He also noted that he is reviewing if any changes to the ordinance are needed.

Public Works Committee

Chapman Farms Blvd Project

Motion by Johnson/Decker to recommend the Village Board approve Change Order #2 for the Chapman Farms Blvd Project for an increase of \$11,351.21. The reason for the change order is due to WisDOT storm sewer structure casting change, and WisDOT request of change in location of signal base & monotube base. Motion carried.

The contractor is requesting a progress payment in the amount of \$295,744.37. Penzkover explained that liquidated damages started accruing November 1, 2017 and went through December 21, 2017. He asked the Committee if they are willing to withhold liquidated damages, and review it again at the end of the contract. Motion by Decker/Johnson to recommend the Village Board approve progress payment #3 for the Chapman Farms Blvd Project in the amount of \$295,744.37, less liquidated damages in the amount of \$48,450, for a total payment of \$247,294.37 carried.

Impact fees

Christy DeMaster, Trilogy Consulting, addressed concerns related to the population estimates she used in the report. Kaniewski felt the estimates were very conservative in comparison to the Comprehensive Plan. DeMaster explained that she felt confident in her estimates and are defensible, but the numbers and the impact fee amounts are ultimately the decision on the Committee/Board. Motion by Decker/Vermeulen to recommend the Village Board adopt the ordinance to amend Sec. 44-5 of the Village of Mukwonago Municipal Code pertaining to impact fees based on the November 2017 Impact Fee Study Update by Trilogy Consulting, LLC carried.

Fairwinds Subdivision Phase 5

Motion by Decker/Klemme to recommend the Village Board approve the Addendum to Fairwinds Developers Agreement for Phase 5 carried.

Public Works Operations Review Final Report

Ed Henschel, RW Management Group, presented the findings from the Public Works Operations Review final report. Weidl noted that options will be reviewed and future discussions will be held prior to the 2019 budget workshops. Discussion only. No action taken.

Local Road Improvement Program

Bittner noted that the Village received \$24,730.26 from the Waukesha County Local Road Improvement Program. The monies will be used toward the Mukwonago Estates street project. Having a 5-year capital plan helped the Village get awarded the funds. Discussion only. No action taken.

Downtown Strategic Planning Steering Committee recommendation to prioritize the pursuit of jurisdictional transfer agreement (referred by the Village Board)

The Committee would like a summary of what has been done, any Committee member questions answered, and a list of infrastructure improvements that are needed. Item will come back to the March or April meeting.

Downtown Strategic Planning Steering Committee recommendation to prioritize the pursuit of rerouting “pass-thru” traffic from the downtown to improve traffic and pedestrian safety throughout the downtown (referred by the Village Board)

The Committee would like bullet points and a pros and cons list. Item will come back to the March or April meeting.

Adjournment

Meeting adjourned at 6:53 p.m.

Respectfully Submitted,

Steven Braatz, Jr.
Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Tuesday, February 6, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Jim Decker
Darlene Johnson
Karl Kettner
Mark Penzkover
Fred Winchowky, Village President

Committee members Excused: Kelly Klemme
Jay Vermeulen

Also present: Rebecca Alonge, Village Engineer
Ron Bittner, Public Works Director
Steven Braatz, Clerk-Treasurer
Dave Brown, Utilities Director
Diana Doherty, Finance Director
Robert Harley, Supervisor of Inspections
Kevin Schmidt, Police Chief
Jeff Stien, Fire Chief
Judy Taubert, Deputy Clerk-Treasurer
John Weidl, Administrator/Economic Development Director

Committee of the Whole Business

Minutes

Motion by Decker/Johnson to approve the minutes for October 5, 2017 Finance and Health and Recreation Committee special meetings, and January 2, 2018 regular meeting carried.

Consideration of change of March, April, and May 2018 meeting dates

Braatz suggested meetings be moved in the interim to accommodate the attendance of the Village Attorney. Motion by Decker/Johnson to move the March, April, and May 2018 meeting dates to Wednesdays carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Decker/Johnson to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch AP-2-2018-1 \$129,845.37
- b. Payments batch AP-12-2017-5 \$496,486.06
- c. Prop Tax OVPY01183 \$3,766.34
- d. Payments batch LIBAP12-2017-2 \$2,226.07
- e. Payments batch LIBAP1-2018 \$16,585.41

Purchase requisitions

Motion by Penzkover/Kettner to approve the purchase requisition for Mukwonago Village Hall for the purchase and installation of carpet from CJ & Associates, Inc. in the amount of \$12,265 carried (Decker voted no).

Motion by Decker/Johnson to approve the purchase requisition for Mukwonago Village Hall for the purchase and installation of door and window security from Tyco Integrated Security in the amount of \$14,864 carried.

Motion by Decker/Johnson to approve the purchase requisition for Department of Public Works for the purchase and installation of fencing from Century Fence in the amount of \$7,336 carried.

Village Website update

Motion by Penzkover/Decker to recommend the Village Board approve the Website modifications and annual maintenance program agreement with Karl James & Company carried.

Village credit cards

Motion by Johnson/Decker to recommend the Village Board authorize execution of the WSCA State of Wisconsin Political Subdivision Addendum for the Wisconsin Consortium credit card program carried.

Developer Guaranty Agreement real estate tax disparities

Pursuant to the developer's guaranty agreement, Gearbox Express was to achieve a real estate property assessment of \$7.5M for the 2017 tax year. The actual assessment came in at \$6,842,800. Weidl informed the Committee the property owner for the difference in taxes. Information only, no action taken.

Weidl informed the Committee the property owner for the Aldi property will also be billed for the difference in taxes in accordance with the developer's guaranty agreement. Information only, no action taken.

Preliminary December 2017 Monthly Treasury Report

The preliminary December 2017 monthly Treasury report is on file in the Clerk's Office.

Preliminary December 2017 Revenue/Expenditure Report

The preliminary December 2017 monthly Revenue/Expenditure report is on file in the Clerk's Office.

Health and Recreation Committee

Boat Launch Improvements Project

Motion by Penzkover/Johnson to recommend the Village Board award the bid for the Boat Launch Improvements Project to Pro-Seal Asphalt Paving & Maintenance Co., Inc. in the amount of \$216,427.90 carried.

A resolution to file the recycling grants to responsible units grant application

Motion by Penzkover/Decker to recommend the Village Board authorize the Public Works Director to submit applications to the Department of Natural Resources for financial assistance for the Village recycling program, sign necessary documents, and submit a final report carried.

Judicial Committee

Adoption of state traffic laws

Motion by Penzkover/Johnson to recommend the Village Board adopt the ordinance to amend section 82-1 of the Municipal Code of the Village of Mukwonago regarding adoption of state traffic laws carried.

Personnel Committee

Interim Clerk-Treasurer

Motion by Penzkover/Decker to recommend the Village Board appoint Judy Taubert as Interim Clerk-Treasurer until 30 days following the appointment of the new Clerk-Treasurer carried.

Motion by Decker/Johnson to recommend the Village Board approve compensation for the Interim Clerk-Treasurer in the amount of \$140 per week until 30 days following the appointment of the new Clerk-Treasurer carried.

Clerk-Treasurer vacancy

Weidl and Braatz reported that applications for the Clerk-Treasurer position are due February 8. The intention is to hold the first round of interviews in the following week or two, followed by a second round of interviews that will include the Village President and Personnel Committee chair. Staff had a meeting to go over the transition of duties, so the majority of duties will be covered during the vacancy. Discussion only. No action taken.

Protective Services Committee

Fire Station #1 Addition Project

The Fire Station #1 Addition Project was budgeted \$250,000 in 2017, with \$19,851 being expended. The budget was increased to \$434,000 in 2018 with the use of ProHealth donations. The bid came in higher than expected, around \$484,000. Doherty presented funding options for the Fire Station #1 Addition Project, with more use of ProHealth donations and impact fees. No motion, there will be a budget amendment.

Motion by Penzkover/Kettner to recommend the Village Board award the bid for the Fire Station #1 Addition Project to Magill Construction Company, Inc. in the amount of \$482,600 carried.

Public Works Committee

Request for reduction in 4th quarter 2017 sewer charges for 1539 Foxtail Court

Motion by Decker/Johnson to recommend the Village Board approve an exception to Sec. 86-238(b) and allow a reduction to the 4th quarter 2017 sewer charges for 1539 Foxtail Court due to the following reasons carried:

1. Previous usage amounts from prior quarters
2. Time stamped pictures

Chapman Farms Blvd Project

Motion by Kettner/Decker to recommend the Village Board approve Change Order #3 for the Chapman Farms Blvd Project for an increase of \$1,165.78 carried.

2017 Street Project

Motion by Decker/Kettner to recommend the Village Board approve Change Order #2 for the 2017 Street Project for an increase of \$17,035.57 carried.

Wolf Run Signalization Project

Motion by Decker/Kettner to recommend the Village Board approve the Closeout Change Order for the Wolf Run Signalization Project for an increase of \$4,162.66 carried.

Aurora Healthcare development

Motion by Decker/Kettner to recommend the Village Board approve the Storm Water Management Plan for and issue the Erosion Control Permit to Aurora Healthcare subject to the following conditions carried:

Prior to issuance of an erosion control permit and any land disturbing activity beginning for the project the following will need to be addressed:

1. Provide us the Wisconsin Department of Natural Resources (WDNR) Water Resources Application for Project Permits (WRAPP) and all other applicable permits from regulating authorities prior to construction.
2. Hold a preconstruction conference with representatives of the design team, the construction team, Village and Utility Staff to ensure all members of the design and construction team understand the Storm Water Management Plan.

During Construction:

1. Owner will maintain approved plans on-site and readily available to the Village erosion control inspector.
2. On-site approved plans must reflect current construction conditions and compliance with the Village ordinance.
3. On-site plans must reflect the current sequence of construction and all erosion and sediment control measures shall meet the Wisconsin Department of Natural Resources (WDNR) Technical Standards.
4. Village ordinance requires the Clinic to inspect the erosion control measures once every 7 days and within 24 hours of a rainfall of 0.5 inches or greater. All inspection reports must be available on-site and available to the Village at any time of day.

Reports must contain the information required by the WDNR.

5. Owner will provide erosion control measures and restore any private utility company land disturbance resulting from providing utilities to this site regardless of location.
6. The water service will be installed with a minimum of 6 feet of cover and not more than 8 feet deep.
7. If a sanitary riser is necessary one shall not be constructed in the right of way.

Fairwinds Storm Water Management Practice Maintenance Agreement

Motion by Decker/Johnson to recommend the Village Board approve the Fairwinds Storm Water Management Practice Maintenance Agreement carried.

Fairwinds Phase 5 letter of credit

Motion by Decker/Johnson to recommend the Village Board establish a letter of credit in the amount of \$1,456,794 for the Fairwinds Phase 5 development carried.

Well 4 Rehabilitation Project

Motion by Kettner/Johnson to recommend the Village Board approve the Engineer Task Order for the Well 4 Rehabilitation Project carried.

Deback Drive Infrastructure Project

Motion by Decker/Kettner to recommend the Village Board approve the Engineer Task Order for the Deback Drive Infrastructure Project carried.

TID #5 Phase 1 On-site Design Engineering Project

Motion by Kettner/Decker to recommend the Village Board approve the Engineer Task Order for the TID #5 Phase 1 On-site Design Engineering Project carried.

TID #5/Banker Wire Property

Motion by Decker/Kettner to recommend the Village Board approve the proposal for Geotechnical Engineering Services for the proposed TID #5/Banker Wire Property carried.

Declaration of public necessity and relocation order

Motion by Decker/Kettner to recommend the Village Board adopt the resolution for declaration of public necessity and relocation order to construct public water and sanitary sewer facilities in the Village of Mukwonago carried.

Access and Indemnity Agreements

Motion by Decker/Kettner to recommend the Village Board approve the Access and Indemnity Agreement between Judith Sommers, Jacqueline Pitts and the Village of Mukwonago carried.

Motion by Decker/Kettner to recommend the Village Board approve the Access and Indemnity Agreement between ProHealth Care and the Village of Mukwonago carried.

TID #5 Development Potential

Weidl discussed the analysis of Development Potential for TID #5 by Redevelopment Resources. Discussion only. No action taken.

Adjournment

Meeting adjourned at 7:05 p.m.

Respectfully Submitted,

Steven Braatz, Jr.
Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, March 7, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Jim Decker
Karl Kettner
Kelly Klemme
Mark Penzkover
Fred Winchowky, Village President

Committee members Excused: Darlene Johnson
Jay Vermeulen

Also present: Rebecca Alonge, Village Engineer
Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Dave Brown, Utilities Director
Diana Doherty, Finance Director
Kevin Schmidt, Police Chief
Judy Taubert, Deputy Clerk-Treasurer
John Weidl, Administrator/Economic Development Director

Committee of the Whole Business

Minutes

Motion by Decker/Klemme to approve the minutes for February 6, 2018 regular meeting carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Decker/Penzkover to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch AP-3-2018-1 \$135,978.97
- b. Payments batch M-2-2018-1 \$215,070.74
- c. Payments batch M-2-2018-2 \$2,432.32

Purchase requisitions

Motion by Decker/Kettner to approve the purchase requisition for Mukwonago Village Police Department to purchase 1-new squad-2018 Ford Police Interceptor SUV carried

Motion by Penzkover/Decker to approve the purchase requisition for Mukwonago Village Police Dept for the purchase and installing new in-squad digital cameras carried.

Adoption of Resolution 2018-014

Motion by Penzkover/Decker to recommend the Village Board adopt **Resolution 2018-14**. A resolution authorizing the issuance of \$4,225,000 Taxable General Obligation Promissory Notes and the issuance and sale of \$4,225,000 Taxable Note Anticipation Notes, Series 2018A in anticipation thereof with a Certificate of Compliance with Open Meetings Law carried.

2018-01 January Revenue Guideline – information only

2018-01 January Treasury Report-information only

2018-01 January Expenditure Guideline – information only

Health and Recreation Committee

WE Energies easement revision

Motion by Penzkover/Klemme to approve WE Energies request to revise the current easement and install a new cable within said easement carried

Judicial Committee

Create Section #46-32 of the Municipal Code of the Village of Mukwonago

Motion by Penzkover/Decker to approve creating Section #46-32 to Municipal Code which sets out guidelines of disposal of abandoned or unclaimed property carried

Change Section#82-263 of the Municipal Code of the Village of Mukwonago

Motion by Decker/Penzkover to approve changing Section #82-263 of the Village of Mukwonago Municipal Code (Unclaimed or unidentified bicycles) to reflect the disposal of recovered bicycles would fall under Section #46-32 carried

Personnel Committee

Amend Administrative Clerk (PT) job description

Motion by Decker/Kettner to approve the amended Administrative Clerk (PT) job description whereby the Administrative Clerk reports to the Finance Director instead of the Clerk/Treasurer carried.

Adopt Policy of the Village Administrator's Annual Review Process

Motion by Kettner/Decker to adopt the policy of the Village Administrator's annual review process carried

Public Works Committee

2018 Street Rehabilitation project

Motion by Decker/Klemme to award the 2018 Street Rehabilitation project to Payne & Dolan Inc, for the base bid of \$355,307.75 carried

STH 83 Corridor TIA for WISDOT

Motion by Decker/Klemme to recommend the Village Board approve the amended Supplemental Agreement Number 1 STH 83 Corridor TIA for WISDOT Access Approval in the amount of \$26,314 for a total project fee of \$34,880 carried

Grand Avenue Rehabilitation Project

Motion by Decker/Kettner to recommend the Village Board award the bid for the Grand Avenue Rehabilitation Project to Advanced Construction for the sum of \$784,397.60 carried

Pump #4 Electrical Upgrades

Motion by Decker/Kettner to recommend the Village Board award the bid for Pump #4 Electrical Upgrades to Pieper Electric for the sum of \$51,000 carried.

Adjournment

Meeting adjourned at 6:01 p.m.

Respectfully Submitted,

Judith A. Taubert
Interim Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, April 4, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Jim Decker
 Jay Vermeulen
 Karl Kettner
 Kelly Klemme
 Mark Penzkover
 Fred Winchowky, Village President

Committee members Excused: Darlene Johnson

Also present: Rebecca Alonge, Village Engineer
 Ron Bittner, Public Works Director
 Mark Blum, Village Attorney
 Dave Brown, Utilities Director
 Diana Doherty, Finance Director
 Kevin Schmidt, Police Chief
 Judy Taubert, Deputy Clerk-Treasurer
 John Weidl, Administrator/Economic Development Director

Committee of the Whole Business

Minutes

Motion by Decker/Klemme to approve the minutes for March 7, 2018 regular meeting carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Vermeulen/Decker to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch AP-4-2018-1 \$129,856.19
- b. Payments batch M-3-2018-1 \$169,853.02
- c. Payments batch LIBAP-3-2018 \$2,432.32

Purchase requisitions

Motion by Vermeulen/Penzkover to recommend the Village Board approve the purchase requisition for Mukwonago Utilities Department for a 2018 Utility Service Truck w/2000# Crane for \$47,821 carried

Motion by Decker/Klemme to recommend the Village Board approve the purchase requisition for Mukwonago Public Works Department for Park Equipment-Rosewood Park for \$9,881.60 carried.

Motion by Decker/Kettner to recommend the Village Board approve the purchase requisition for Mukwonago Public Works Department for Wood Chips for Play Structures for \$5,300 carried

2018-02 January Revenue Guideline – information only

2018-02 January Treasury Report-information only

2018-02 January Expenditure Guideline – information only

Health and Recreation Committee

Girl Scouts Project

Motion by Klemme/Kettner to recommend the Village Board approve the project and allow the Scouts to participate in installation of project carried

Judicial Committee

Approve the amendment to the Pick 'N Save #6384 "Class A" Retailer's License to include the outside parking stalls designated for the ClickList service

Motion by Kettner/Decker to recommend the Village Board approve the amendment to the Pick 'N Save #6384 "Class A" Retailer's License to include the outside parking stalls designated for the ClickList service.

Public Works Committee

Front Street Reconstruction Project Bid

Motion by Decker/Kettner to recommend the Village Board award the Front Street Reconstruction project to Advance Construction Inc, for the base bid of \$328,566.80 carried

Resolution 2018-021

Motion by Decker/Klemme to recommend the Village Board authorize the Public Works Director of the Village of Mukwonago to act on behalf of the Municipality to apply for and sign the required documentation for the project carried

Full Width Reconstruction of Maple Ave.

Motion by Decker/Kettner to recommend the Village Board approve the full width reconstruction on the 425 ft. section of Maple Ave. affected by the utility extension with an estimated additional cost of \$31,000 carried

Task Order for TID #5- Amendment No. 1

Motion by Decker/Klemme to recommend the Village Board approve the Task Order for TID #5 Phase 1 On-Site design engineering -amendment No. 1 carried.

Consider curb for Chapman Place Private Drive

Motion by Decker/Kettner to recommend the Village Board direct Staff to require the Developer to install curb and gutter along the private drive where it is missing following the Village standards carried.

Developers Agreement for the Chapman II Certified Survey Map

Motion by Decker/Vermeulen to recommend the Village Board approve the Developers Agreement for the Chapman II Certified Survey map carried.

Consider Wolf Run Median Opening

Direction for Staff to form an agreement. No action taken.

Village President

Proclamation for National Public Safety Telecommunications Week

April 8th – 14th, 2018

Motion by Decker/Vermeulen to recommend the Village Board approve the
Proclamation for National Public Safety Telecommunications Week

April 8th - 14th, 2018 carried.

Adjournment

Meeting adjourned at 6:18 p.m.

Respectfully Submitted,

Judith A. Taubert
Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, May 2, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Jim Decker
 Darlene Johnson
 Jay Vermeulen
 Karl Kettner
 Jason Wamser
 Fred Winchowky, Village President

Committee members Excused: Mark Penzkover

Also present: Ron Bittner, Public Works Director
 Mark Blum, Village Attorney
 Dave Brown, Utilities Director
 Diana Doherty, Finance Director
 Robert Harley, Supervisor of Inspections
 Bruce Kaniewski, Village Planner/Zoning Administrator
 Kevin Schmidt, Police Chief
 Kurt Peot, Village Engineer
 Ivan Zaremba, Assistant Utilities Director
 Judy Taubert, Clerk-Treasurer
 John Weidl, Administrator/Economic Development Director

Committee of the Whole Business

Minutes

Motion by Decker/Johnson to approve the minutes for April 4, 2018 regular meeting carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Vermeulen/Decker to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch AP-5-2018-1 \$262,269.60
- b. Payments batch MMC-318-1 \$16,262.50
- c. Payments batch LIBAP-4-2018 \$26,414.66

Purchase requisitions

Motion by Johnson/Decker to recommend the Village Board approve the Public Works Department painting of the DPW garage from A-Cut Above Painting for \$13,850.00 carried.

Motion by Decker/Wamser to recommend the Village Board approve the Public Works Department of window and door replacement services from BGS Glass Services for \$12,200.00 carried.

Motion by Decker/Kettner to recommend the Village Board approve the Public Works Department of tuck pointing services from R. Domres Construction for \$10,450.00 carried.

TID #5 Public Improvements

Motion by Kettner/Decker to recommend the Village Board award the bid for the TID #5 Public Improvements to Willkomm Excavating & Grading, Inc. for \$4,677,654.00 carried.

Monthly Treasury Report

The March 2018 monthly Treasury report is on file in the Clerk's Office.

Health and Recreation Committee

Rescission of Management Agreement with the Mukwonago Braves

Motion by Johnson/Kettner to recommend the Village Board authorize the Village President to sign the Mutual Rescission of Management Agreement with the Mukwonago Braves carried. Will come to the Village Board meeting to say Thank you.

Protective Services Committee

2017 Annual Police Report

The 2017 Annual Police report is on file in the Clerk's Office.

Update of the Village Police Commission

Motion by Decker/Kettner to approve the election of Kenneth Johnson as Chairperson and Robert Douglas as the Secretary carried.

Letter of Retirement

Lt. Steve LaDue submitted his letter of retirement after serving 32 years with the Village of Mukwonago Police Dept.

Public Works Committee

Status of the HWY 83 Truck Reroute onto the By-Pass

Direct staff to come back to the June COW meeting with more information. No action taken.

Status and Timeline of Pedestrian Crosswalk Upgrades

Discussion of concept in the Downtown area. No action taken.

Way Finding Signage

Discussion of interest and if there is interest how to implement the project. Bring back at a later time. No action taken.

1420 Main Street Water and Sanitary Sewer Connection (Compulsory Connection)

Tabled at this time. Bring back at the June Cow meeting.

Task Order 2018-12 – Front Street Reconstruction

Motion by Decker/Johnson to recommend the Village Board approve the Task Order 2018-12 from Ruekert & Mielke Front Street Reconstruction Services, for the sum of \$70,000 carried.

Holz Parkway Multi-use Contract

Motion by Decker/Johnson to recommend the Village Board award, the Holz Parkway multi-use construction contract to Workman Enterprise, LLC for \$146,792.25 carried.

Task Order 2018-11 – TID #5 Public Improvements

Motion by Decker/Johnson to recommend the Village Board approve the Task Order 2018-11, TID #5 Public Improvements Construction Related Services carried. Vermeulen voted no.

TID #5

Motion by Kettner/Decker to recommend the Village Board for the TID #5 Project award the contract to Terracon for the sum of \$35,855.00 carried.

Retirement Notice

Brian Pintrics's has given his retirement notice after 34 years working for the Village of Mukwonago in the water department

Village President

Motion by Decker/Johnson to authorize the Village President to Approve the Proclamation of the Municipal Clerk's Week as the week of May 6th – 12th, 2018 carried.

Motion by Decker/Johnson to authorize the Village President to Approve the Proclamation for National Police Week for the week of May 13th-19th, 2018 carried.

Adjournment

Meeting adjourned at 6:35 p.m.

Respectfully Submitted,

Judith A. Taubert
Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, June 6, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present:

- Jim Decker
- Darlene Johnson
- Jay Vermeulen
- Karl Kettner
- Jason Wamser
- Fred Winchowky, Village President
- Mark Penzkover

Also present:

- Ron Bittner, Public Works Director
- Mark Blum, Village Attorney
- Rebecca Alonge, Village Engineer
- Dave Brown, Utilities Director
- Diana Doherty, Finance Director
- Bruce Kaniewski, Village Planner/Zoning Administrator
- Judy Taubert, Clerk-Treasurer

Committee of the Whole Business

Minutes

Motion by Decker/Johnson to approve the minutes for May 2, 2018 regular meeting carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Penzkover/Johnson to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch M-4-2018-1 \$164,679.05
- b. Payments batch MC-4-2018-2 \$18,532.61
- c. Payments batch LIBAP-5-2018 \$14,772.44
- d. Payments batch TAXSET-5-2018 \$548,873.86
- e. Payments batch AP-6-2018-1 \$515,624.91
- f. Payments batch M-5-2018-1 \$223,033.49

Purchase requisitions

Mukwonago Lions Organization donation

Motion by Johnson/Decker to recommend the Village Board approve the bleachers and a baseball infield tarp for Field Park with donated funds from the Mukwonago Lions Organization in the amount of \$17,050.00 carried. Send follow up letter of thanks at the end of the year.

Chapman Farm Blvd Lighting Agreement

Motion by Decker/Penzkover to recommend the Village Board, authorize the Village President to sign the Chapman Farm Blvd. non-standard street lighting agreement with WE Energies carried.

Street Lights in Fairwinds Phase 5

Motion by Deck/Penzkover to recommend the Village Board approve the installation of street lights in Fairwinds Phase 5 and authorize the Village President to sign the lighting agreement with WE Energies for the monthly charges carried.

Monthly Treasury Report

The April 2018 monthly Treasury report is on file in the Clerk's Office.

Health and Recreation Committee

Recreation Boating Facilities Grant – Ron gave information.

No action taken

Public Works Committee

Two LED Street Lights at 103 Main Street (Museum)

Motion by Kettner/Decker to recommend the Village Board approve the installation of two non-standard LED street lights at the municipal lot located at 103 Main Street (Museum) carried.

Street Light at 606 Main Street

Motion by Decker/Johnson to recommendation the Village Board approve the installation of a street light at 606 Main Street carried.

1420 Main Street Water and Sanitary Sewer Connection (Compulsory Connection)

Item will stay in committee. Direction for Village Staff to move forward and talk to property owners.

Status of the HWY 83 Truck Reroute onto the By-Pass

Will need an ordinance to designate which roads will be allowed as a truck route.

Ordinance #946

Motion by Kettner/Decker to recommend the Village Board adopt **Ordinance #946** an ordinance to amend Section 45-149 and 45-151 carried.

Rochester Bump Outs/Lighting Estimate

Bring back at budget time. No action taken.

TID #5 Phase 2 Design and Bidding Task Order

Motion by Kettner/Wamser to recommend the Village Board approve Ruekert & Mielke Task Order 2018-15 for lump sum of \$42,750 carried upon roll call vote. Decker and Vermeulen voted no.

Award bid for Tower Painting to Osseo Construction Co., LLC for \$300,900

Motion by Decker/Johnson to recommend the Village Board award the bid for the Tower Painting to The Osseo Construction Co., LLC for the Sum of \$300,900 contingent upon DNR approval carried

Willkomm Excavating Inc. to work two consecutive crews outside the Standard Village working hours

Motion by Decker/Johnson to recommend the Village Board approve Willkomm Excavating Inc. to work two consecutive crews outside of Standard Village working hours for an initial period of 2 weeks starting 6/7/18 and ending 6/21/18 exclusive of storm ponds on the north or near HWY 83, and if Village Staff recognizes a substantial issue that requires a cessation of work, then they have the authority to rescind this approval carried

WWTP Upgrades Project

Motion by Decker/Kettner to recommend the Village Board award the project to August Winters and Sons for the sum of \$2,253,000.00 contingent on DNR approval carried

Village President

Closeout of CTH NN Water Main Relay Project

Rebecca Alonge, Village Engineer submitted a letter as an update for the closeout of CTH NN Water Main Relay project. No Action Taken.

Adjournment

Meeting adjourned at 6:56 p.m.

Respectfully Submitted,

Judith A. Taubert
Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Monday, July 2, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Jim Decker
 Darlene Johnson
 Jay Vermeulen
 Fred Winchowky, Village President
 Mark Penzkover

Committee member excused: Karl Kettner
 Jason Wamser

Also present: Ron Bittner, Public Works Director
 Mark Blum, Village Attorney
 Rebecca Alonge, Village Engineer
 Dave Brown, Utilities Director
 Diana Doherty, Finance Director
 John Weidl, Administrator
 Bob Harley, Supervisor of Inspections
 Kevin Schmidt, Police Chief
 Chris DeMotto, Police Sergeant
 Linda Gourdoux, Deputy Clerk-Treasurer

Committee of the Whole Business

Minutes

Motion by Johnson/Decker to approve the minutes for June 6, 2018 regular meeting carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Penzkover/Johnson to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch AP-7-2018 - \$165,220.66
- b. Payments batch LIBAP-6-2018 - \$21,597.92

Monthly Treasury Report

Motion by Johnson/Decker to accept the May 2018 monthly Treasury report carried. The May 2018 monthly Treasury report is on file in the Clerk's Office.

Recommendation to the Village Board for approval of authorizing the Police Department to sign the agreement with Mindshare for two (2) 100500MAXplus Dispatch Processors and other equipment listed in proposal #170925001R1

Discussion on how funding will work. Weidl/Doherty told the Board that funding from ProHealth Care is very likely to continue and these monies will come from the Police Department operating budget. Motion by Johnson Decker to approve authorizing the Police Department to sign the agreement with Mindshare for two (2) 100500MAXplus Dispatch Processors and other equipment listed in proposal #170925001R1 carried

Health and Recreation Committee

Village Board to approve Special Event Permit to American Legion Post #375 for Maxwell Street Days on June 9-10, July 21-22, August 18-19, and September 8-9, 2018

Motion by Johnson/Decker to approve the Special Event Permit to American Legion Post #375 for Maxwell Street Days on June 9-10, July 21-22, August 18-19, and September 8-9, 2018 carried

Village Board to approve Special Event Permit to Mukwonago Lions Foundation, Inc. for Mukwonago Lions Summerfeste on June 14-17, 2018

Discussion on why it is before Committee after the event dates. Explained this was a Clerk office oversight. Motion by Johnson/Vermeulen to approve the Special Event Permit to Mukwonago Lions Foundation, Inc. for Mukwonago Lions Summerfeste on June 14-17, 2018 carried

Village Board to approve Special Event Permit to CFU John Movrich Lodge 993 for Mukwonago Croatian Day Fest on July 14, 2018

Motion by Johnson/Penzkover to approve the Special Event Permit to CFU John Movrich Lodge 993 for Mukwonago Croatian Day Fest on July 14, 2018

Presentation on fundraising for basketball court upgrades at Washington Ave Park – Information Only

No Discussion. Keep in Committee

Resolution accepting funds for the purchase of Four sets of Bleachers and an infield tarp

Motion by Johnson/Penzkover to approve Resolution 2018-40 accepting funds for the purchase of Four sets of Bleachers and an infield tarp carried

Personnel Committee

Introduction of new employees – Cody Delikat, Utilities and Jason Duffy, DPW to the Village Board

Recommendation to the Village Board to approve the change in the Employee Handbook Vacation policy to allow one week of vacation upon hire for eligible employees (Resolution 2018-039)

Discussion on various issues. Decided to return to Committee with changes to: Recommend Department Head negotiates with new hire and to be available after 90 days of employment

Recommendation to the Village Board to approve the revised Grievance and Appeals Procedures as drafted by the labor attorney (Resolution 2018-039)

Motion by Penzkover/Decker to recommend to the Village Board to approve the revised Grievance and Appeals Procedures as drafted by the labor attorney (Resolution 2018-039)

Judicial Committee

Recommendation to the Village Board to approve the expenditure and voice your support of reversing the Dark Store Loophole

Motion by Penzkover/Decker to Recommend to the Village Board to approve the expenditure and voice Village support of reversing the Dark Store Loophole

Discussion to appeal decision to deny 2018/219 Operator's License to Adam C. Smalley

Chief Schmidt explained reasons for denial of license. Mr. Smalley explained his reasons to reverse denial of his operator's license. Motion by Penzkover/Decker to deny the 2018/2019 Operator's License to Adam C. Smalley, carried

Discussion to appeal decision to deny 2018/219 Operator's License to Michael S. Fohr

Chief Schmidt explained reasons for denial of license. Mr. Fohr explained his reasons to reverse denial of his operator's license. Motion by Penzkover/Decker to deny the 2018/2019 Operator's License to Michael S. Fohr, carried

Recommendation to the Village Board to approve the "Click and Collect" Ordinance

Motion by Penzkover/Decker to recommend to the Village Board to approve the "Click and Collect" Ordinance, carried

Recommendation to the Village Board to accept Victoria Smith as the Agent for the Mukwonago Express Mart

Motion by Decker/Johnson to Recommend to the Village Board to approve Victoria Smith as the Agent for the Mukwonago Express Mart, carried

Public Works Committee

Recommendation to the Village Board for approval of TID #5 change Order #3

Motion by Decker/Johnson to recommend to the Village Board for approval of TID #5 change Order #3, carried

Recommendation to the Village Board for approval of the Heavy Traffic Ordinance

No action – Keep in Committee

Recommendation to the Village Board to Award the 2018 Crack Seal Contract to Thunder Road LLC for \$48,735.00

Motion by Decker/Johnson to Recommend to the Village Board to Award the 2018 Crack Seal Contract to Thunder Road LLC for \$48,735.00, carried

Recommendation to the Village Board to allow the crew from Advance Construction to work on July 4th between the hours of 8 a.m. and 6 p.m. (Grand Ave Project)

Motion by Decker/Johnson to allow Advance Construction to work on July 4th between the hours of 8 a.m. and 6 p.m. contingent upon there being no excessive disturbance to the residents. Motion carried

Protective Services Committee

Letter of Appreciation from the Wisconsin Department of Justice Training and Standards Bureau after audit – Information Only

Adjournment

Meeting adjourned at 6:20 p.m.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, August 1, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Jim Decker
 Darlene Johnson
 Jay Vermeulen
 Fred Winchowky, Village President
 Karl Kettner
 Jason Wamser

Committee member excused: Mark Penzkover

Also present: Ron Bittner, Public Works Director
 Mark Blum, Village Attorney
 Rebecca Alonge, Village Engineer
 Dave Brown, Utilities Director
 Diana Doherty, Finance Director
 John Weidl, Administrator
 Kevin Schmidt, Police Chief
 Linda Gourdoux, Deputy Clerk-Treasurer

Committee of the Whole Business

Minutes

Motion by Johnson/Decker to approve the minutes for July 2, 2018 regular meeting carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Decker/Johnson to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch AP-8-2018-1 - \$1,295,794.48
- b. Payments batch LIBAP-7-2018 - \$70,876.29

Monthly Treasury Report

Motion by Kettner/Wamser to accept the June 2018 monthly Treasury report carried. The June 2018 monthly Treasury report is on file in the Clerk's Office.

Recommendation to the Village Board for approval of the budget Amendment for Replacement Pick-up Truck.

Discussion on how funding. Weidl/Doherty told the Board that funding from the auction funds would be added to insurance check to offset required reserve funds.

Motion by Decker/Johnson to Recommend to the Village Board to approve a Budget Amendment for replacement of pick-up truck, carried

Website Updates

Weidl explained new site has been launched. Information that needed to be updated was. Weidl/Gourdoux explained that going forward Public Notices/Hearings would be listed on the 'News' page.

Health and Recreation Committee

Village Board to approve Special Event Permit to St James Catholic Parish Festival August 24-25, 2018

Motion by Johnson/Wamser to approve the Special Event Permit to St James Catholic Parish August 24-25, 2018, contingent upon liability insurance for fireworks, carried

Presentation on fundraising for basketball court upgrades at Washington Ave Park

Presentation by Molly Witte and representative from Sport Court. Witte would handle all fundraising. Motion by Johnson/Decker to approve going forward with fundraising and using Sport Court subject to review by Village Attorney and PW Director, carried

Miniwaukan Park asphalt trail will be closed at times while ATC moves equipment and material around site. (Information Only, No Action Required)

Personnel Committee

Recommendation to the Village Board to approve the Agreement with the Mukwonago Area School District (MASD) to place a School Resource Office in Parkview Middle School

Motion by Wamser/Vermeulen to Recommend to the Village Board to approve the Agreement with the Mukwonago Area School District (MASD) to place a School Resource Officer in Parkview Middle School, carried

Public Works Committee

Recommendation to the Village Board for approval of TID #5 change Order #1

Motion by Johnson/Decker to recommend to the Village Board for approval of TID #5 change Order #1 for \$65,199.60, carried

Recommendation to the Village Board to authorize the PW director and the Village Attorney to secure written approval and remove the cottonwood tree on 307 McDivitt Ln, MUKV 2012-157

Motion by Decker/Johnson to Recommend to the Village Board to authorize the PW Director and the Village Attorney to secure written approval and remove the cottonwood tree on 307 McDivitt Ln, MUKV 2012-157, carried

Requesting guidance as to the feasibility and/or timing of the Revised Street Lighting Design in the Downtown Corridor

Motion by Wamser/Decker to recommend to the PW Director to follow up with WE Energies to get final numbers for Street Light Design in the Downtown Corridor. PW Director will bring finalized proposal to the Village Board for approval of further progress and funding, carried

Discussion and possible action on Aldi-Wolf Run Sidewalk Preliminary Resolution

Motion by Decker/Johnson to Recommend to the Village Board to accept Resolution 2018-048 as presented, carried

Revisit Downtown Strategic Plan regarding the reimplemention of the Historic Preservation Committee

Motion by Kettner/Wamser to Recommend to the Village Board to have the Village

Planner and Village Attorney put a plan in place for reimplementation of the Historic Preservation Committee

Adjournment

Meeting adjourned at 7:04 p.m.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, September 5, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Mark Penzkover
 Darlene Johnson
 Jay Vermeulen
 Fred Winchowky, Village President
 Karl Kettner
 Jason Wamser

Committee member excused: Jim Decker

Also present: Ron Bittner, Public Works Director
 Mark Blum, Village Attorney
 Rebecca Alonge, Village Engineer
 Dave Brown, Utilities Director
 Bruce Kaniewski, Village Planner
 John Weidl, Administrator
 Kevin Schmidt, Police Chief
 Linda Gourdoux, Deputy Clerk-Treasurer

Committee of the Whole Business

Minutes

Motion by Johnson/Kettner to approve the minutes for August 1, 2018 regular meeting, carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Johnson/Wamser to recommend the Village Board approve the following batches of vouchers payable, carried:

- a. Payments batch WE-8-2018 - \$36,174.59
- b. Payments batch US-08-2018 - \$13,044.03
- c. Payments batch LIBAP-08-2018 - \$18,600.59
- d. Payments batch TAXSET-8-2018 - \$1,215,255.07
- e. Payments batch AP-8-2018-1 - \$932,447.05

Monthly Treasury Report

Motion by Kettner/Wamser to accept the July 2018 monthly Treasury Report, Revenue Guideline, and Expenditure Guideline, carried. The July 2018 monthly Treasury report is on file in the Clerk's Office.

Recommendation to the Village Board to Approve the Purchase Requisition to Lynch Chevrolet of Mukwonago for the purchase of 2018 Chevrolet Pick-up for \$30,368.50

Motion by Penzkover/Wamser to Recommend to the Village Board to approve the Purchase Requisition to Lynch Chevrolet for \$30,368.50, carried

Recommendation to the Village Board to Approve the Purchase Requisition to PLM Paving and Concrete for Mill and Fill Asphalt Patching for \$22,883

Motion by Johnson/Penzkover to Recommend to the Village Board to approve the Purchase Requisition to PLM Paving and Concrete for Mill and Fill Asphalt Patching for \$22,883, carried

Recommendation to the Village Board to Approve the Purchase Requisition to Martens Plumbing and Heating for replacement furnaces at the Museum and Police Department for \$76,884

Motion by Penzkover/Johnson to Recommend to the Village Board to approve the Purchase Requisition to Martens Plumbing and Heating for replacement furnaces at the Museum and Police Department for \$76,884, carried

Recommendation to the Village Board to Approve the Purchase Requisition to Tracy Sealcoating Services for 5,000 Gallons Liquid Road Sealcoat for \$24,000

Motion by Johnson/Kettner to Recommend to the Village Board to approve the Purchase Requisition to Tracy Sealcoating Services for 5,000 Gallons Liquid Road Sealcoat for \$24,000, carried

Judicial Committee

Recommend to the Village Board to Approve RESOLUTION 2018-055 regarding Designation of Heavy Traffic Routes

Motion by Kettner/Penzkover to approve RESOLUTION 2018-055 regarding Designation of Heavy Traffic Routes, carried

Recommend to the Village Board to Approve Ordinance 951 Regarding the Change to Section #82-153(b) Vehicle Load Weight

Motion by Penzkover/Kettner to approve Ordinance 951 regarding the Change to Section #82-153(b) Vehicle Load Weight, carried

Personnel Committee/Protective Services Committee

Recommendation to the Village Board to Authorize Steve LaDue to volunteer his time to work with the Emergency Management Director in keeping the contingency and operational plan up to date

Motion by Penzkover/Wamser to Recommend to the Village Board to Authorize Steve LaDue to volunteer his time to work with the Emergency Management Director in keeping the contingency and operational plan up to date, carried

Recommendation to the Village Board to Approve a \$500 per month Stipend, backdated to July of this year, for the Deputy Clerk-Treasurer until such time that the Clerk-Treasurer returns to duty or the position is otherwise filled

Motion by Penzkover/Johnson to Recommend to the Village Board to Approve a \$500 per month stipend, backdated to July of this year, for the Deputy Clerk-Treasurer until such time that the Clerk-Treasurer returns to duty or the position is otherwise filled, carried

Recommendation to the Village Board to Approve the Public Administration Contract with Northern Illinois University

Motion by Vermeulen/Wamser to Recommend to the Village Board to approve the Public Administration Contract with Northern Illinois University, carried; Johnson, no

Public Works Committee

Recommendation to the Village Board to Approve the Holz Parkway Multi-Use Trail Task Order #2018-26 for \$40,628

Motion by Wamser/Kettner to Recommend to the Village Board to approve the Holz Parkway Multi-Use Trail Task Order #2018-26 for \$40,628, carried

Recommendation to the Village Board to Approve the Boat Launch Construction (and related services) Task Order #2018-27 for \$14,620

Motion by Johnson/Wamser to Recommend to the Village Board to approve the Boat Launch Construction (and related services) Task Order #2018-27 for \$14,620, carried

Recommendation to the Village Board to Reduce the Letter of Credit for Fairwinds Subdivision Phase 5 to \$839,975.50

Motion by Johnson/Wamser to Recommend to the Village Board to reduce the Letter of Credit for Fairwinds Subdivision Phase 5 to \$839,975.50, carried

Recommendation to the Village Board to Approve the Costs Associated with Pedestrian Buttons as a Condition of the Waukesha County Right-of-Way Permit, Contingent with not exceeding \$30,000

Motion by Johnson/Wamser to Recommend to the Village to Approve the Costs Associated with Pedestrian Buttons as a Condition of the Waukesha County Right-of-Way Permit, Contingent with not exceeding \$30,000, carried

Recommendation to the Village Board to Approve and Sign the Invoice for Gas Main Service at Boxhorn Dr for \$10,613.40

Motion by Kettner/Wamser to Recommend to the Village Board to approve and sign the invoice for gas main service at Boxhorn Dr for \$10,613.40, carried

Recommendation to the Village Board to Sign and Return the Natural Gas Ready for Service Card when the site is Ready for Installation (this should be accompanied by a Village Permit for Work within the Village's Right-of-Way)

Motion by Vermeulen/Wamser to recommend to the Village Board to sign and return the Natural Gas Ready for Service Card when the site is ready for installation (this should be accompanied by a Village permit for work within the Village's Right-of-Way), carried

Recommendation to the Village Board to Approve WE Energies Distribution Easement Underground document, subject to Village Attorney Approval

Motion by Wamser/Kettner to Recommend to the Village Board to approve WE Energies Distribution Easement Underground document, subject to Village Attorney approval, carried

Recommendation to the Village Board to Approve the Payment #2, Change Order #2 to Advance Construction for additional \$18,000

Motion by Johnson/Wamser to Recommend to the Village Board to approve the Payment #2, Change Order #2 to Advance Construction for additional \$18,000, carried

Recommendation to the Village Board to Approve the TID #5 Phase 2 Public Improvements to Rams Contracting, LTD for \$1,195,692.85

Motion by Johnson/Vermeulen to Defer approval of the TID #5 Phase 2 Public Improvements to Rams Contracting, LTD for \$1,195,692.85 until the October 3, 2018 Committee of the Whole meeting, carried

Direction on how to proceed with the Village Storm Water Ordinance based off 2017

Wisconsin Act 243 – Information Only

WWTP 6,000 Gallon Underground Chemical Storage Tank Condition – Information Only

Ruekert-Mielke Six Month Review – Information Only

Recommendation to the Village Board to Approve NO Parking along Minors Dr for events on Mukwonago High School Property (this would include parking to drop off and pickup children)

Motion by Kettner/Johnson to Dispense with the rules and allow Public Comment for the issue of NO Parking along Minors Dr, carried

President Winchowky opened the floor for discussion

Dan Harter – 400 Fritz Way – Spoke for NO Parking on Minors Dr

Sandy Lenartz – 418 Fritz Way – Spoke for NO Parking on Minors Dr

Motion by Kettner/Johnson to Defer to the October 3, 2018 Committee of the Whole, carried

Revisit Downtown Strategic Plan Recommendations

a. Reroute 83 around downtown

Continue discussions with DOT for guidance

b. Ordinance to change the trucking route onto Veterans Way/Holz Parkway

Completed with Ordinance 951 and Resolution 2018-055

c. Police Department Crosswalk Safety Enhancements

Further discussion with Capital Budget Discussions

d. Historic Preservation Committee – Review of Ordinance 952 – which Modified Section 100-303

Needs to go to Plan Commission for Recommendation to Village Board

Ron Bittner informed Village Board that Mike Jambretz gave notice and his last day will be September 12, 2018.

Adjournment

Meeting adjourned at 6:55 p.m.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk-Treasurer

**MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING
FINANCE COMMITTEE BUDGET WORKSHOP
Wednesday, September 19, 2018**

Call to Order

Village President Fred Winchowky called the meeting to order at 7:53 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Mark Penzkover
 Darlene Johnson
 Jay Vermeulen
 Fred Winchowky, Village President
 Jim Decker
 Jason Wamser

Committee member excused: Karl Kettner

Also present: Ron Bittner, Public Works Director
 Mark Blum, Village Attorney
 Dave Brown, Utilities Director
 Diana Doherty, Finance Director
 John Weidl, Administrator
 Kevin Schmidt, Police Chief
 Linda Gourdoux, Deputy Clerk-Treasurer

New Business

Review and Approval of 2019 Capital Equipment Fund and Capital Improvements Funds budgets

Discussion and review of the 2019 Capital Equipment Fund and Capital Improvements Funds budgets

Adjournment

Meeting adjourned at 8:50 p.m.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, October 3, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present:

- Mark Penzkover
- Darlene Johnson
- Jay Vermeulen
- Fred Winchowky, Village President
- Karl Kettner
- Jason Wamser
- Jim Decker

Committee member excused:

Also present:

- Ron Bittner, Public Works Director
- Mark Blum, Village Attorney
- Diana Doherty, Finance Director
- Rebecca Alonge, Village Engineer
- Dave Brown, Utilities Director
- Bruce Kaniewski, Village Planner
- John Weidl, Administrator
- Kevin Schmidt, Police Chief
- Linda Gourdoux, Deputy Clerk-Treasurer

Committee of the Whole Business

Minutes

Motion by Vermeulen/Penzkover to approve the amended minutes for September 5, 2018 regular meeting, carried.

Committee Reports

Finance Committee

Vouchers payable batches

- a. Payments batch LIBAP-09-2018 - \$19,931.95
- b. Payments batch AP-10-2018-1 - \$891,622.43

Motion by Decker/Johnson to Recommend the Village Board approve the batches of vouchers payable, carried:

Monthly Treasury Report

The August 2018 monthly Treasury report is on file in the Clerk's Office.

(This report is from Staff to Committee members. No item in the reports shall be discussed or acted on by Committee members unless it is specifically noted on the agenda that discussion may occur)

and/or action may be taken on that item. If the Committee wishes to discuss an item in the reports, the Committee will direct that item to be placed on the next Committee agenda.)

Recommendation to the Village Board for approval of Village of Mukwonago/Super Products LLC Conflict Waiver Inquiry

Motion by Decker/Johnson to Recommend to the Village Board Approval of Village of Mukwonago/Super Products LLC Conflict Waiver Inquiry, carried

Recommendation to the Village Board to Review and Approve Changes to the Proposed 2019 Capital Budget

Motion by Penzkover/Kettner Review and Approve changes to the Proposed 2019 Capital Budget, carried; Decker no

Set date for budget Workshop during week of October 8th to discuss Operating and Special Funds Budgets

Motion by Kettner/Wamser to hold the next budget workshop on October 10, at 6:30 p.m.

Economic Development

Recommend to the Village Board to approve RESOLUTION 2018-061 TO Support the connect Communities Program of Mukwonago

Motion by Wamser/Penzkover to Approve RESOLUTION 2018-061 to Support the Connect Communities Program of Mukwonago, carried

Discussion and direction of future membership in charge of the Connect Communities effort

Table to next Committee of the Whole

Health and Recreation Committee

Recommendation to the Village Board to Authorize the Village President to Sign the Easement and Permission Page for the Electric Transmission Line Easement and Tower Replacement Project

Presentation by Phillip Lysdahl from ATC

Motion by Johnson/Penzkover to Authorize the Village President to Sign the Easement and Permission Page for the Electric Transmission Line Easement and Tower Replacement Project, pending approval of the Village Attorney, carried.

Direction from the Village Board on Continuing the Discussions with the Mukwonago Tribes Organization

Judicial Committee

Recommendation to the Village Board to Approve Original Class A and Liquor Combo License

Martin M Johnson, 411 Main St; d/b/a Main Street Liquor

Motion by Kettner/Penzkover to approve Original Class A and Liquor Combo License to Martin M Johnson, 411 Main St; d/b/a/ Main Street Liquor, carried

Recommend to the Village Board to Grant 'Change of Agent' to Mark E Clark for Kwik Trip #282

Motion by Kettner/Penzkover to Grant 'Change of Agent' to Mark E Clark for Kwik Trip #282, carried

Protective Services Committee

Information Only – Promotion of Chris DeMotto

Public Works Committee

Direction from Village Board on Johns Disposal Services for 2019

Presentation by Nate Austin of John's Disposal

Recommendation to the Village Board to Approve the TID #5 Phase 2 Public Improvements to Rams Contracting, LTD for \$1,195,692.85

Pending Village Engineer getting another 60-day extension

Recommendation to the Village Board to Approve WE Energies Distribution Easement Overhead & Underground Easement WR4231908

Motion by Wamser/Decker to Recommend to the Village Board to Approve WE Energies Distribution Easement Overhead & Underground Easement WR4231908, carried

Recommendation to the Village Board to Approve Task Order for TID #5 Phase 2 for \$105,300

Table to November 7th Committee of the Whole

Recommendation to the Village Board to Approve Release of the 20-foot Easement on the Moseler Property and Approve Replacement 20-foot Storm Water Access Easement

No additional comments from Moseler, owner

Motion by Decker/Kettner to Recommend to the Village Board to Approve Release of the 20-foot Easement on the Moseler Property and Approve Replacement 20-foot Storm Water Access Easement, carried

Village Attorney

Recommendation to the Village Board for Approval of a Preliminary Special Assessment Resolution 2018-062

Motion by Penzkover/Decker to approve a Preliminary Special Assessment Resolution 2018-062, carried

Adjournment

Meeting adjourned at 6:48 p.m.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk-Treasurer

**MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING
FINANCE COMMITTEE BUDGET WORKSHOP
Wednesday, October 10, 2018**

Call to Order

Village President Fred Winchowky called the meeting to order at 6:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Mark Penzkover
 Darlene Johnson
 Jay Vermeulen
 Fred Winchowky, Village President
 Jim Decker
 Karl Kettner
 Jason Wamser (arrived at 6:33 p.m.)

Committee member excused:

Also present: Ron Bittner, Public Works Director
 Dave Brown, Utilities Director
 Diana Doherty, Finance Director
 John Weidl, Administrator
 Kevin Schmidt, Police Chief
 Linda Gourdoux, Deputy Clerk-Treasurer

New Business

Review and Approval of 2019 General Fund, Debt Service, Recycle, Library, Special Revenue Funds budgets
Discussion and review of the 2019 General Fund, Debt Service, Recycle, Library, Special Revenue Funds budgets
Review and Approval of 2019 Storm Water Utility Dist #1 Fund budget
Discussion postponed until next budget workshop
Review and Approval of 2019 Water Utility Fund budget
Discussion postponed until next budget workshop
Review and Approval of 2019 Sanitary Sewer Utility Fund budget
Discussion postponed until next budget workshop

Adjournment

Meeting adjourned at 7:32 p.m.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk-Treasurer

MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING FINANCE COMMITTEE BUDGET WORKSHOP Monday, October 22, 2018

Call to Order

Village President Fred Winchowky called the meeting to order at 5:05 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Darlene Johnson
 Jay Vermeulen
 Fred Winchowky, Village President
 Jim Decker
 Jason Wamser

Committee member excused: Mark Penzkover
 Karl Kettner

Also present: Ron Bittner, Public Works Director
 Dave Brown, Utilities Director
 Diana Doherty, Finance Director
 John Weidl, Administrator
 Chris DeMotto, Police Sergeant
 Linda Gourdoux, Deputy Clerk-Treasurer

New Business

2019 General Fund and 2019 Recycling Budget

Reviewed, Discussed Proposed Changes to the as presented at the October 10th Workshop

2019 Debt Service and Remaining Special Revenue Funds budgets

Discussion and review of the of the 2019 Debt Service and Remaining Special Revenue Funds budgets

2019 Storm Water Utility District #1 Fund budget

Review and Approval of 2019 Storm Water Utility District #1 Fund budget

2019 Water Utility Fund budget

Review and Approval of 2019 Water Utility Fund budget

2019 Sanitary Sewer Utility Fund budget

Review and Approval of 2019 Sanitary Sewer Utility Fund budget

Additional Budget Workshop will be at the November 7th C.O.W. if needed

Budget Hearing is set for November 15th at 5:00 p.m.

Special Village Board Meeting for final approval of 2019 Budgets and adoption of the 2019 Tax Levy is set for November 15th at the Special Village Board Meeting immediately following the Public Budget Hearing

Adjournment

Meeting adjourned at 6:09 p.m.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, November 7, 2018

1. Call to Order

Village President Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

2. Roll Call

Board Members present: Fred Winchowky, Village President
Jim Decker
Darlene Johnson
Karl Kettner
Jay Vermeulen
Jason Wamser

Board Members excused: Mark Penzkover

Also present: Rebecca Alonge, Village Engineer
Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Dave Brown, Utilities Director
Diana Doherty, Finance Director
Bruce Kaniewski, Planner/Zoning Administrator
John Weidl, Administrator/Economic Development Director
Kevin Schmidt, Police Chief
Jeff Stien, Fire Chief
Cynthia Howard, Recording Secretary

3. Committee of the Whole Business

- A. **Motion** by Decker/Vermeulen to Approve the minutes from September 19, 2018 special Committee of the Whole Finance Committee Budget Workshop Meeting, carried.
- B. **Motion** by Decker/Vermeulen to Approve the minutes from October 3, 2018 regular Committee of the Whole Meeting, carried.
- C. **Motion** by Decker/Vermeulen to Approve the minutes from October 10, 2018 special Committee of the Whole Finance Committee Budget Workshop Meeting, carried.
- D. **Motion** by Decker/Vermeulen to Approve the minutes from October 22, 2018 special Committee of the Whole Finance Committee Budget Workshop Meeting, carried.

4. Committee Reports

A. Finance Committee

1. Vouchers payable batches

- a. M 10-2018 for \$124,351.48
- b. WE 10-2018 for \$36,475.86
- c. US 10-2018 for \$10,282.55

- d. LIB 10-2018 for \$14,604.00
- e. AP 11-2018 for \$733,465.83

Motion by Johnson/Wamser to approve the Vouchers Payable Batches 1(a-e) for a total amount of \$733,465.83. Discussion ensued; motion carried.

- 2. **September 2018 Monthly** Treasurer Report, Revenue Guideline, and Expenditure Guideline. Information only; no action was taken.

- 3. **Postage Machine** (*agenda item set aside until the Deputy Clerk is present*)

- 4. **2019 Fee Schedule**

Administrator Weidl advised the Board that the proposed changes are reflected in red on the spreadsheet. Fire Chief Stien spoke about the joint municipal meeting to approve the fire related fees.

Motion by Decker/Wamser to recommend the Village Board adopt the 2019 Fee Schedule Resolution, carried.

- 3. **Postage Machine** (*revisited agenda item*)

Deputy Clerk Linda Gourdoux reported that staff declined the additional equipment and proceeded with the contract for \$9,373 for upgraded equipment.

Motion by Decker/Kettner to recommend the Village Board approve a 60-month Lease Agreement with Mail Finance/Neopost USA for a postage machine, carried.

- 5. **Police Department Purchase Order for 2019 Chevrolet Silverado**

Motion by Wamser/Kettner to recommend the Village Board approval of the purchase order for the 2019 Chevrolet 1500 Silverado, 42d, crew cab, as requested by the Police Department. Discussion ensued. Police Chief Schmidt reported that this is a budgeted replacement item, which the cost was reduced by Lynch. Motion died.

Motion by Decker/Johnson to recommend the Village Board approval of the purchase order for the 2019 Chevrolet 1500 Silverado, 42d, crew cab, as requested by the Police Department, carried.

- 6. **Trustee Compensation**

Attorney Mark Blum reported on his memorandum regarding Board wages. Discussion ensued about the increased workload of a board member over the past ten years. Administrator Weidl was directed to review wages of other comparable communities and/or reach out to the League of Wisconsin Municipalities and follow-up with a report on a future Committee of the Whole agenda. Information only; no action was taken.

- 7. **Glen of Mukwonago Letter of Credit**

Administrator Weidl, Utilities Director Brown and Engineer Alonge reported on the status of the Glen of Mukwonago. Discussion ensued about the remaining punch list items and their value of around \$500 as well as the need to confirm the completion of the stand strips.

Motion by Decker/Kettner to recommend the Village Board release the Letter of Credit for the Glen of Mukwonago, carried.

8. 2019 Budget Update

Administrator Weidl and Finance Director Doherty gave the Board an overview of the proposed budget increase for around \$60,000 based on new levy limit and expenditure restraint information being used to create a placeholder for planner expenses due to a retirement next year. Said changes would not impact the mill rate as it being offset by a fund balance transfer. Finance Director Doherty stated that the revaluation of assessed properties may affect individual property tax bills. Information only; no action was taken.

B. Economic Development

1. Connect Communities

Committee Chair Wamser suggested creating an ad-hoc committee or assignment to a standing committee and possibly consider the strategic plan volunteers. Administrator Weidl report that the “connect communities” resolution was previously approved by the Board. Staff was directed to add this item to the January Committee of the Whole agenda for further discussion.

C. Health and Recreation Committee

1. Mukwonago Tribes Organization

Committee Chair Decker commented on the points of future discussion with the tribe to include building maintenance and updates and no burden on the Village if the tribe assumes responsibility of the building located at Miniwaukan Park in Mukwonago. Staff was directed to add this item to the December Committee of the Whole agenda for further discussion.

2. Animal Control Contract

Police Chief Schmidt that the society picks up stray dogs and the proposal is for the same price.

Motion by Johnson/Kettner to recommend that approval of an animal control contract with the Humane Animal Welfare Society for years 2019-2021, carried.

D. Judicial Committee

1. Weights and Measures

Committee Chair Wamser reported on the routine state contract work. Discussion ensued regarding the failures on the report.

Motion by Kettner/Johnson to recommend the Village Board approve the Weights and Measures Contract Work report and authorize the Clerk-Treasurer to invoice the respective businesses for reimbursement of said charges, carried.

2. Winter Parking Rules on Cul-de-sacs

Committee Chair Wamser reported on the proposed winter parking changes. Discussion ensued. Police Chief Schmidt stated that the no parking anytime was not well received by the public. Attorney Blum suggested using the

National Weather Service reports to justify enforcement.

Motion by Johnson/Decker to recommend the Village Board approve an amendment to Municipal Code Sections 82-180(h) and 82-231(b) regarding winter parking rules on cul-de-sacs in the Village. Discussion ensued about the affected residents in the Mukwonago Estates subdivision. Staff was directed to notify these citizens of the new ordinance. Upon the conclusion of such discussion, motion carried.

E. Personnel Committee

1. **Vacation time for Police Officer Kubiak**

Committee Chair Kettner gave the floor to Chief Schmidt which reported that a seasoned sheriff's officer was hired by the municipal this past August and Article 5 Vacations provides for the Chief approval of this request upon subsequent approval by the Personnel Committee.

Motion by Wamser/Vermeulen to approve the vacation time request for new Police Officer Kubiak, carried.

2. **Administrative Clerk/Building Support Specialist Position**

Committee Chair Kettner gave the floor to Finance Director Doherty which gave an overview of the position's history originally created to hire part-time students and now facing increased workload with new construction. Discussion ensued about the eligibility of health insurance which is being declined by the current employee. It was reported that these wages would be a TID#5 expenditure therefor there would be no impact on the General Fund budget.

Motion by Vermeulen/Wamser to recommend approval by the Village Board a request to convert the existing part-time Administrative Clerk position to full-time status and adopt Resolution 2018-064 – Administrative Clerk/Building Support Specialist position description. Trustee Johnson voted nay, motion carried.

F. Protective Service Committee

1. **US DOJ Bullet Proof Vest Grant**

Committee Chair Johnson gave the floor to Chief Schmidt which reported on the grant award of 50% of the cost of three bullet proof vests. He stated that there is a 5-year life cycle for each vest, which are replaced on a staggered schedule. Information only; no action taken.

G. Public Works Committee

1. **Task Order for TID #5 Phase 2 for \$105,300**

Committee Chair Winchowky gave the floor to Administrator Weidl which reported that a construction administrator is needed to oversee TID #5 construction improvements in the Industrial Park.

Motion by Kettner/Wamser to Recommend Approval of Task Order for TID #5 Phase 2 for \$105,300, carried.

2. TID #5 Change Order 8 for Erosion Control Restoration for \$40,463

Committee Chair Winchowky gave the floor to Village Engineer Alonge which reported that the change order was a decrease in cost by \$40,463.

Motion by Decker/Johnson to Recommend Approval of TID #5 Change Order 8 for a decrease of \$40,463, carried.

3. TID #5 Change Order 9 for Lime Stabilization in the amount of \$63,420

Committee Chair Winchowky stated that this item was withdrawn. No action was taken.

4. John' Disposal Service Agreement

Committee Chair Winchowky gave the floor to representatives from John's Disposal, Nate Austin and Brian Jongetjes, which reiterated the necessity to request a price increase because of the recyclables market, agreement options, relationship history, agreement clause for increases above C.P.I., and price breakdown. Administrator Weidl report that this matter is to be discussed in closed session. No action was taken.

5. Street Light Installation at Holz Pkwy. And Perkins Dr.

Committee Chair Winchowky gave the floor to Public Works Director Ron Bittner which reported on the trail and LED lighting proposal.

Motion by Decker/Johnson to recommend the Village Board authorize the Village President to sign the work request and agreement for the installation of a street light at Holz Parkway and Perkins Drive, carried.

6. Musson Brothers Liquidated Damages

Committee Chair Winchowky gave the floor to Village Engineer Alonge which reported on the Chapman Farms project overrun by 52 calendar days and Mussen's request to reduce the charges based on non-work Sundays and cold weather. This matter to be discussed in closed session on the November 15th Board agenda. No action was taken.

7. SCADA Equipment Upgrades – Sewer

Committee Chair Winchowky gave the floor to Utilities Director Brown which reported on the obsolete communication radios system and the elevations interference between the lift stations and plant.

Motion by Decker/Johnson to recommend Village Board approval of the Werner Electric Supply quote in the amount of \$13,546.48 for SCADA equipment upgrades, carried.

8. SCADA Equipment Upgrades – Water

Committee Chair Winchowky gave the floor to Utilities Director Brown which reported on the obsolete communication radios system and the elevations interference between the water tower and wells.

Motion by Johnson/Decker to recommend Village Board approval of the Werner Electric Supply quote in the amount of \$12,661.78 for SCADA equipment upgrades, carried.

9. Water Tower Exterior Painting

Committee Chair Winchowky gave the floor to Utilities Director Brown which reported on the testing, pressure washing, and needed welding and sandblasting prior to painting based on the unfortunate condition of the tower. He stated that this would delay the completion until spring 2019.

Motion by Decker/Johnson to recommend the Village Board approve Change Order 1 for I43 Water Tower Exterior Painting in the amount of \$150,000, carried.

10. The Box Shelf Storage Developers Agreement

Committee Chair Winchowky gave the floor to Village Planner Kaniewski reported that The Box Shelf Storage, previously known as Midwest Storage, is near completion and are now working on street development. He stated that the applicants are present and able to answer questions of the Board; none.

Motion by Decker/Kettner to recommend the Village Board accept the Developer's Agreement for The Box Shelf Storage, LLC and authorize the Village President and Deputy Clerk to sign the agreement subject to final review and approval of the agreement by the Village Attorney, subject to submittal of a Letter of Credit in the proper format and approval of the CSM, carried.

11. The Box Shelf Storage Storm Water Maintenance Agreement

Committee Chair Winchowky gave the floor to Planner Kaniewski which reported that the agreement is ready for consideration.

Motion by Decker/Johnson to recommend the Village Board accept the Storm Water Maintenance Agreement for The Box Shelf Storage, LLC and authorize the Village President and Deputy Clerk to sign the agreement subject to final review and approval of the agreement by the Village Attorney and Village Engineer, and subject to submittal of a Letter of Credit in the proper format, carried.

12. Minor's Homestead Subdivision Addition #1, Lot 70 Restriction Release

Committee Chair Winchowky gave the floor to Planner Kaniewski which reported on the two lots that were originally in the Minor's subdivision, purchased by the county and changed wetland setbacks to be added to the survey. He stated that the applicants are present and able to answer questions of the Board; none.

Motion by Decker/Kettner to recommend the Village Board accept the restriction release on Lot 70 of the Minor's Homestead Subdivision Addition #1 while retaining the 20-foot setback and authorize the Village President and Deputy Clerk to sign the necessary documents subject to review and approval of the documents by the Village Attorney, carried.

5. Adjournment

President Winchowky declared the meeting adjourned at 7:18 p.m.

Respectfully Submitted,

Cynthia L. Howard
Recording Secretary

Linda Gourdoux
Deputy Clerk-Treasurer

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Wednesday, December 5, 2018

1. Call to Order

Village President Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

2. Roll Call

Board Members present: Fred Winchowky, Village President
Jim Decker
Darlene Johnson
Karl Kettner
Mark Penzkover
Jay Vermeulen
Jason Wamser

Board Members excused: None

Also present: Mike Michalski, Village Engineer
Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Dave Brown, Utilities Director
Diana Doherty, Finance Director
John Weidl, Administrator/Economic Development Director
Kevin Schmidt, Police Chief
Cynthia Howard, Recording Secretary

3. Committee of the Whole Business

- A. **Motion** by Decker/Johnson to Approve the minutes from November 7, 2018 regular Committee of the Whole meeting. Motion carried.
- B. **Motion** by Johnson/Decker to reschedule the January 2, 2019 regular Committee of the Whole meeting to Monday, January 7, 2019 at 5:30 p.m. Motion carried.

4. Committee Reports

A. Finance Committee

1. Vouchers payable batches

- a. Payments batch LibAP112018 for \$24,157.78
- b. Payments batch US-11-2018 for \$19,349.79
- c. Payments batch WE-11-2018 for \$34,190.75
- d. Payments batch AP-12-2018-1 for \$579,263.25

Motion by Johnson/Penzkover to approve the Vouchers Payable Batches 1(a-d) for a total amount of \$656,961.57. Motion carried.

- 2. October 2018 Monthly** Treasurer Report, Revenue Guideline, and Expenditure Guideline. Information only; no action was taken.

3. Trustee Compensation

Administrator Weidl reported that he has no update at this time; no action was taken.

4. 2018 Budget for TIDS #4 & 5

Finance Director Doherty reported that these budgets were previously discussed by the Board and 2018 budget was prepared based on 2018 activity to date along with the TID #5 plan.

Motion by Penzkover/Decker to recommend the Village Board adoption of Resolution 2018-76, a Resolution adopting the 2018 budget for TIDS #4 & 5. Motion carried.

5. 2019 Budget for TIDS #3, 4 & 5

Finance Director Doherty reported that the increments were not previously available for the budget hearing; she reported that TID #3 was down by \$37,268 from last year.

Motion by Decker/Penzkover to recommend the Village Board adoption of Resolution 2018-77, a Resolution adopting the 2019 budget for TIDS #3, 4 & 5. Motion carried.

6. 2019 Water Utility Budget

Motion by Decker/Penzkover to recommend the Village Board adoption of Resolution 2018-78, a Resolution adopting the 2018 budget for Water Utility. Motion carried.

7. 2019 Seasonal Summer Staff Wages

Public Works Director Bittner suggested summer seasonal wage rates range between \$9-\$14 per hour. Discussion ensued.

Motion by Decker/Wamser to recommend the Village Board set the wage range for seasonal help between \$9.00 and \$15.00 per hour for 2019. Motion carried.

8. 2019 Wage Rate Resolution

Finance Director Doherty reported that the wage rates were increased by 1.76% for permanent staff member wages, with possible revisions to come for the fire department and public works.

Motion by Johnson/Penzkover to recommend the Village Board adoption of Resolution 2018-79, a Resolution adopting the 2019 Wage Rate Resolution 2018-080, subject to other factors that may affect regarding protective services wages and Motion carried.

9. Exception to 2019 Wage Rate Resolution

Finance Director Doherty gave the Board an overview of the proposed budget

Motion by Kettner/Penzkover to recommend the Village Board adoption of Resolution 2018-80, a Resolution adopting exceptions to wage rates Resolution 2018--79; Trustee Johnson voted nay. Motion carried.

1. Mukwonago Tribes Organization

Committee Chair Decker gave the floor to Public Works Director Bittner which reported little communications; consensus to table until further information is received.

C. Judicial Committee

1. Kwik Trip Change of Agent

Committee Chair Wamser gave the floor to Police Chief Schmidt which reported no problems with the request.

Motion by Kettner/Johnson to recommend the Village Board approve the Change of Agent to Barbara J. LeBlanc for Kwik Trip Class A Alcohol License. Motion carried.

D. Personnel Committee

1. Accountant Position

Committee Chair Kettner gave the floor to Finance Director Doherty which reported that the costs of a full time Accountant. Information only; no action was taken.

E. Public Works Committee

1. IDC Waste Management Costs

Trustee Penzkover gave the floor to Village Engineer representative Mike Michalski which summarized the discussion about site contamination. Discussion ensued about IDC's firms requests for cost-sharing, the possibility of future contamination, setting a precedent, costs incurred by IDC as well as the Village, need to gather information reports (i.e. well sample results and studies regarding the subject property).

Motion by Kettner/Wamser to Recommend Village Board Request IDC to present the Village of Mukwonago with data and engineering pertaining to the water tower and right-of-way areas for review by the Village Engineer prior to making any decisions on cost-sharing for the contamination removal. Motion carried.

2. Holz Multi-Use Trail Change Order #2

Village Engineer reported that the overall project costs had been reduced by over \$290,000.

Motion by Decker/Johnson to Recommend Village Board Approval of Holz Multi-Use Parkway Trail Change Order #2 in the amount of \$99,896.40. Motion carried.

3. TID #5 WE Energies Proposal

Motion by Decker/Johnson to Recommend Village Board approve WE Energies 11/27/2018 proposal for TID #5 Public Improvements in the amount of \$108,161.14. Motion carried.

5. Adjournment

President Winchowky declared the meeting adjourned at 6:02 p.m.

Respectfully Submitted,

Cynthia L. Howard
Recording Secretary

Linda Gourdoux
Deputy Clerk-Treasurer