

Village of Mukwonago  
**REGULAR VILLAGE BOARD MEETING**  
Notice of Meeting and Agenda  
**Wednesday, July 17, 2019**

Time: **6:30 p.m.**  
Place: **Mukwonago Municipal Building/Community Room, 440 River Crest Court**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Announcement of closed sessions pursuant to Wis. Stat. **§19.85(1)(e)** (*Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session*) for discussion on charging the Mukwonago Chamber of Commerce a fee for the Farmer's Market and discussion and possible action regarding the Haase House zoning issues
5. **Appreciation**  
Village President Winchowky will present a plaque to Thomas Stobber for his 44 years of service and to James Naybert for his 46 years of service as members of the Police Commission
6. **Waukesha County Center for Growth-**  
Presentation update of the Business Growth Strategy and the new GROW Fund, low-interest loan pool program
7. **Comments from the Public**  
*The purpose of this section is to allow the non-elected general public the opportunity to address the Board on any subject of concern that is not the topic of a current or previous Public Hearing before the Village Board. If you wish to be heard, the Village Board asks that you begin by stating your name and address, speak for no more than three minutes and attempt to avoid duplication. Each person speaking must sign the Comments from the Public Appearance sign-in sheet before speaking. The sign-in sheet is available on the table located at the back of the room. The Board will only receive comments during Public Comment. The Public Comment portion of the meeting is scheduled for a total of 15 minutes in length but will end sooner if the Village President has determined that there is no one else present who still wishes to speak.*
8. **Consent Agenda**  
*All items listed are considered routine and/or have been unanimously recommended by the Committee of the Whole and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent agenda and be considered on the regular agenda.*
  - A. Approval of minutes of the June 19, regular Village Board meeting and the July 2 Special Village Board meeting
  - B. Finance
    - 1) Vouchers payable batches
      - 1) Payments batch – AP 07-2019-1 \$261,384.11
      - 2) Payments batch – M 06-2019 \$311,484.05
      - 3) Payments batch – LIBAP 6-2019 \$ 24,763.94

- 4) Payments batch – US 6-2019 \$ 15,249.88
- 5) Payments batch – WE 6-2019 \$ 36,454.00

C. Administrator

- 1) One-time bonus payment of \$1,000 to Tim Rutenbeck for achieving his Commercial Plumbing Certification

D. Health and Recreation Committee

- 1) To approve the Special Event Permit for the St. James Festival August 23,24 and 25, 2019

E. Public Works Committee

- 1) To approve a purchase order for 100,000 sq. feet of Liquid Road to Tracy Sealcoating Services in the amount of \$24,000
- 2) To approve the RM Task Order 2018-28A1 Amendment No. 1 for TID #5 Phase 2 Public Improvement additional construction related services in the amount of \$18,110
- 3) To approve and authorize the Village President to sign the contract with Thunder Road Asphalt for the 2019 Crack Sealing Project in the amount of \$52,083.00
- 4) To award the REBID Pick 'n Save Pond Retrofit contract to Mudtech, LLC for bid amount of \$269,460.00
- 5) To approve the RM Task Order No. 2019-09 and authorize the Village Hall Generator project

**9. Committee/Commission Business**

*Discussion and Possible Action on the Following Items*

**A. Finance**

- 1) Payments batch AP 07-2019-2

**10. New Business**

*Discussion and Possible Action on the Following Items*

**A. Public Works**

- 1) To Approve a Purchase Order for Picnic Tables, Benches, Bike Racks & Shipping to RJ Thomas Mfg. Co. Inc. in the amount of \$18,366.40

**B. Planning**

- 1) **Resolution 2019-032** a resolution to recommend approval of the Certified Survey Map for three sites (Malcom Drilling and the Touchpad Electronics site) in the Mukwonago Business Park; Part of Parcel #A477300002
- 2) **Resolution 2019-033** a resolution to recommend approval of the Extraterritorial Review of the Certified survey Map for two lots out of a one-lot property located approximately one-half mile south of Village Boundary at N9101 Stone School Road in the Town of East Troy
- 3) **Resolution 2019-034** a resolution to approve signage for Triple Crown Products at 102 Boxhorn Drive; Parcel #A480500001

**C. Protective Services**

- 1) Recommendation to approve funding from the sale of property and donations for the iPad and WDA /Inspection upgrades in the amount of \$8,470.00
- 2) Recommendation to approve sending out the proposed RFP

**D. Village Attorney**

- 1) Recommendation to approve the Meadowland Townhomes, LLC Storm Water

## Management Agreement

11. Convene into closed sessions pursuant to Wis. Stat. **§19.85(1)(e)** (*Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session*) for discussion on charging the Mukwonago Chamber of Commerce a fee for the Farmer's Market and discussion and possible action regarding the Haase House zoning issues

12. Reconvene into open session pursuant to Wis. Stats. **§19.85(2)** for possible additional discussion and/or action concerning any matter discussed in closed session and/or any unfinished item remaining on the agenda

### 13. Adjournment

It is possible that members of, and possibly a quorum of, members of other governmental 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 individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Clerk's Office, 440 River Crest Court, (262) 363-6420, Option 4.



**WAUKESHA COUNTY  
CENTER FOR GROWTH**  
*Advancing business. Growing communities.*



“Without the help and guidance of the Waukesha County Center for Growth, I’m not sure I would be seeing the same results for my business. I strongly encourage any small business looking to either start a business or grow their current business to use the services that the Waukesha County Center for Growth has to offer.”

– **TOM DAHMS**, OWNER OF LAKE COUNTRY CABINETS

## WAUKESHA COUNTY...

### INNOVATES.

Waukesha County has the second highest number of patents in the state behind Dane County.

### DRAWS TALENT.

25,000 more people commute to jobs in Waukesha County than leave the county each day. Waukesha County has a population of 400,000 and continues to grow.

### LEADS.

Waukesha County is a national leader in manufacturing jobs, as well as in the top three percent of managerial and financial services occupations.

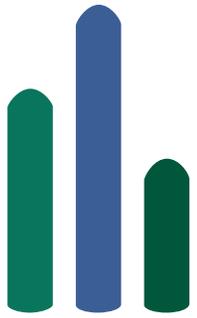




“The expansion of our facility was a major undertaking. The Waukesha County Center for Growth pulled together other local and state partners and helped us move this project forward. We feel like the Center for Growth is really invested in the success of our company and I couldn’t be more excited about the future outlook for Metal-Era.”

– TONY MALLINGER, PRESIDENT & CEO OF METAL-ERA

**Waukesha County is a premier place to locate, conduct and grow business.**



The Waukesha County Center for Growth is Waukesha County’s economic development organization. The Center for Growth is focused on generating capital investment, creating jobs and growing Waukesha County’s economic base.

## THE CENTER FOR GROWTH CAN HELP WITH:



### BUSINESS ATTRACTION

The Center for Growth is the central point of contact for prospective companies, brokers and developers interested in Waukesha County. We work closely with local governments, real estate partners, workforce/education entities, Milwaukee 7, the Wisconsin Economic Development Corporation and more to address your needs and package projects.



### BUSINESS CONSULTING SERVICES

In Waukesha County, our business consulting services are funded by the Small Business Administration and the Waukesha County Center for Growth, and are provided at no cost to businesses. We are focused on helping small and mid-sized businesses to improve and grow, and entrepreneurs to launch successful enterprises. No matter what stage your business is in, let our business consultants be of assistance to you.



### FINANCING PROGRAMS

The Center for Growth has access to Revolving Loan Funds and other financial tools. We work with your business to develop financial packages tailored to the needs of your project, from Main Street retail to the largest corporate office and industrial projects.



### MANAGING THE APPROVAL PROCESS

Our staff understands the local approval process and will work with you to navigate it. We assist with any county, state or other regulatory approvals that may be required. We act as your customer service representative in garnering the approvals necessary to move your project ahead in the shortest possible time frame.



### SITE SELECTION

Waukesha County boasts more than 100 million square feet of industrial and office space. We work with you at no cost to identify the best place for your business, from small retail or office spaces to large industrial buildings or sites available for new development.



### WORKFORCE DEVELOPMENT

We work to develop, attract and retain talent in Waukesha County. Our staff can help you identify where your future labor force will come from, the training necessary to provide the desired skills and available funding to cover a portion of training costs. Center for Growth staff works closely with partners such as Waukesha-Ozaukee-Washington (WOW) Workforce Development, local school districts and other educational and training partners to address your specific needs for talent.

**We want to help your business grow.**

### MISSION

To connect businesses with the resources they need to grow in Waukesha County

### VISION

A vibrant economy where businesses and citizens thrive



IN PARTNERSHIP WITH



WAUKESHA COUNTY  
BUSINESS ALLIANCE

Advocate / Develop / Network / Promote



CITY OF BROOKFIELD  
CITY OF OCONOMOWOC  
CITY OF WAUKESHA  
VILLAGE OF BIG BEND  
VILLAGE OF BUTLER  
VILLAGE OF DOUSMAN  
VILLAGE OF EAGLE  
VILLAGE OF LANNON  
VILLAGE OF MENOMONEE FALLS  
VILLAGE OF MUKWONAGO  
VILLAGE OF PEWAUKEE  
VILLAGE OF SUSSEX

Waukesha County Center for Growth, Inc.  
2717 N. Grandview Blvd., Suite 300, Waukesha, WI 53188  
p: 262.542.4249 | [www.waukeshagrowth.org](http://www.waukeshagrowth.org)



# WAUKESHA COUNTY BUSINESS ALLIANCE

Advocate

Develop

Network

Promote

# WORKFORCE DEVELOPMENT STRATEGY 2019









Waukesha County is leading the charge in addressing the workforce issue. In December 2018, the Milwaukee Business Journal referred to the Waukesha County Business Alliance as “the business group that has been among the leaders in recent years in addressing the skills gap issue for southeastern Wisconsin manufacturers and other businesses.”

Working together with business leaders, educational leaders, public officials and other community advocates, we’ve created action teams and employer collaboratives to ensure that we’re coming up with the most comprehensive solutions.

We believe three tenets make up a strong workforce development strategy:

1. developing our future workforce through partnerships with educational institutions;
2. attracting new talent to our area; and
3. retaining and skilling up our existing workforce.

We are focused on supporting Waukesha County’s four high-growth, driver industries: manufacturing, health care, construction/skilled trades and information technology.

We’re proud we can show, time and again, that we listen to the needs of our member businesses. Until our members have all the employees they need, we will keep working to build a pipeline of skilled talent in southeast Wisconsin.

Need help with your workforce? Call us.

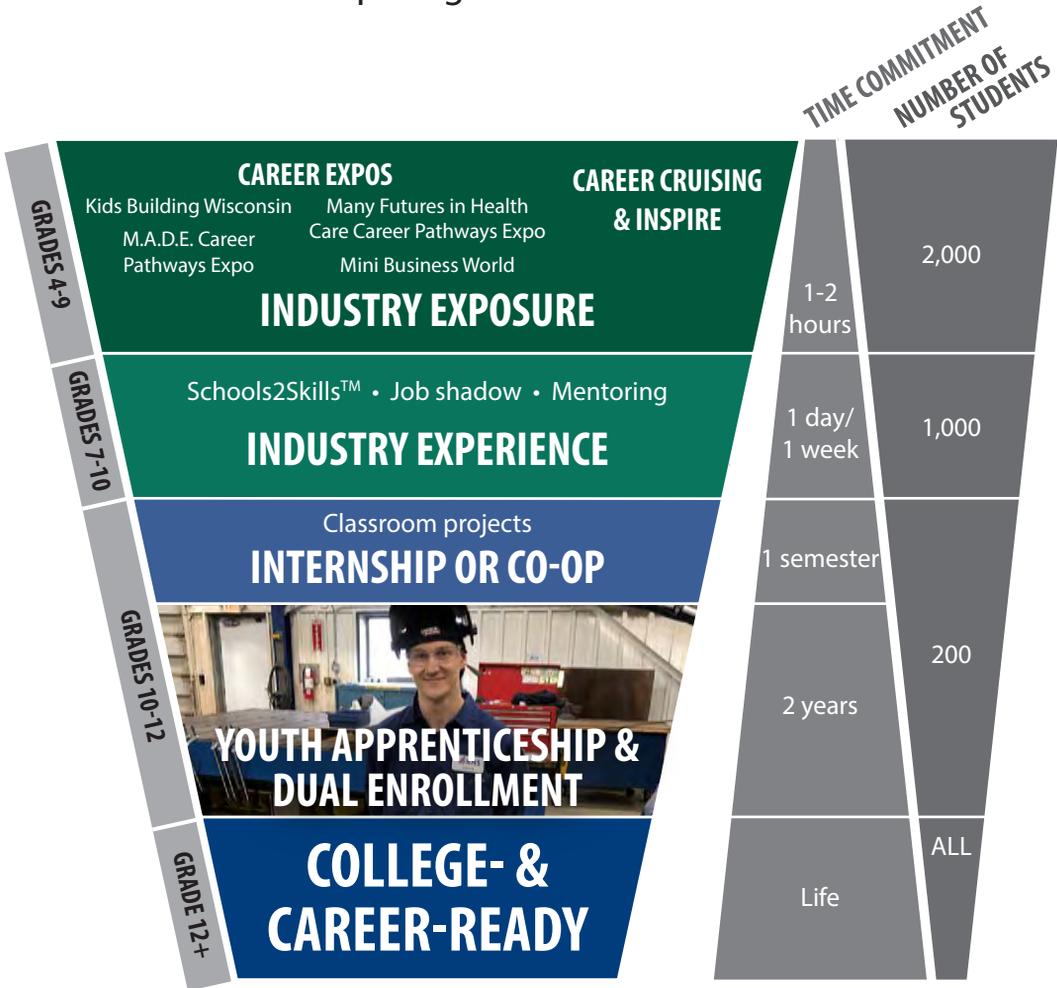
Suzanne Kelley  
President & CEO  
Waukesha County Business Alliance

Tim Casey  
Director, Economic Development  
Waukesha County Center for Growth



# BUSINESS/EDUCATION PARTNERSHIPS

Preparing students for success



If you're a business that wants to get plugged in at any point in the funnel, contact us.

If you're a school that wants to learn more about getting students involved, contact us.



A



B



# DEVELOP

We work to develop our future workforce by connecting K-12 and post-secondary institutions with businesses in order to expose students to all the career opportunities in Waukesha County and the region.

- 1** Expose students to career opportunities in Waukesha County by hosting the MADE Career Pathways Expo, the Many Futures in Health Care Career Pathways Expo, Mini Business World, Kids Building Wisconsin-Waukesha, Schools2Skills™ tours and more.
- 2** Expand Careers Uncovered to bring educators into businesses to tour, interact with business leadership and enhance the Academic & Career Planning process.
- 3** Launch the Workforce Readiness Dashboard for Waukesha County school districts to assess K-12 workforce skills development.
- 4** Host quarterly superintendent/president roundtables to connect educational leaders with local business leaders.
- 5** Create a program to educate parents about career pathways available for their children to pursue after high school graduation.
- 6** Promote youth apprenticeship, dual enrollment and internship opportunities with local businesses.
- 7** Pilot a program to connect K-12 guidance counselors and post-secondary institutions to discuss degrees, programs and/or certifications that exist for in-demand industries.
- 8** Strengthen and support each school district's model to partner with their local businesses.
- 9** Develop an equipment evaluation tool to determine Waukesha County schools' manufacturing and technical education equipment needs.
- 11** Form a health care speaker's bureau to streamline the process for school districts to request health care professional speakers for their classrooms.
- 12** Support the Milwaukee 7's "GROW HERE" campaign by encouraging businesses and educational institutions to participate in career-based learning experiences.



A



B



C



# ATTRACT

We work to attract talent to our area and show why southeast Wisconsin is a great place to work, live and play.

- 1 Gather data on where Waukesha County companies source talent to help inform a talent attraction strategy for the county.
- 2 Support the Wisconsin Economic Development Corporation's (WEDC) campaign to attract veterans to live and work in Wisconsin.
- 3 Support Waukesha County's Neighborhoods Initiative to develop life cycle housing in the county.
- 4 Promote WEDC's "Think. Make. Happen." campaign to market Wisconsin to residents of other states.
- 5 Participate in YPWeek 2019 to showcase Waukesha County and the state of Wisconsin to young professionals.
- 6 Develop and promote collateral to showcase the benefits of living, working and playing in Waukesha County and our region.

6 *The Alliance's Young Professionals of Waukesha County group has fun with Northwestern Mutual's photo booth, November 2018; B - WEDC is working to attract veterans to live and work in Wisconsin; C - Young Professionals volunteer at the Humane Animal Welfare Society (HAWs) during YPWeek, April 2018.*



# RETAIN

We work to retain talent and skill up our current workforce. Whether by providing resources to help those already employed get ahead or providing opportunities to the unemployed, we want to ensure everyone in our area is contributing to our economy and reaching his or her full potential.

- 1 Expand the Alliance's Young Professionals of Waukesha County group to build a community of YPs in our area.
- 2 Promote the Alliance's Leadership Waukesha County program to develop business professionals' leadership skills.
- 3 Connect Waukesha County employers with organizations that reskill and support residents from the inner city of Milwaukee, such as The Joseph Project, Mindful Staffing Solutions and more.
- 4 Support innovative employee retention programs, such as Waukesha-Ozaukee-Washington (WOW) Workforce Development's Employer Resource Network pilot.
- 5 Educate employers on benefits and opportunities for employing individuals with disabilities/special needs.
- 6 Connect businesses to WOW for incumbent worker training and on-the-job training assistance and support WOW job fairs in the fall and spring.

A - The Joseph Project's 61st class graduated November 5, 2018; B - Mindful Staffing helps individuals from the north side of Milwaukee who have been incarcerated learn a skilled trade and gain employment in construction; C - The 29th Leadership Waukesha County class graduated April 11, 2018.



*The Alliance is tackling the workforce development problem to ensure our companies have a pipeline of skilled talent. We also help cultivate employee growth through leadership and professional development programs.*

In partnership with





## **GROW Fund**

### **Generating Resources and Opportunity in Waukesha County**

The GROW Fund, created by the Waukesha County Center for Growth, is designed to help meet community credit needs for the economic development and prosperity of Waukesha County. The GROW Fund is a community development loan fund (CDLF), administered by a community development financial institution (CDFI). The mission of the CDFI is to use the funds for neighborhood revitalization, to implement community development strategies, to assist in creating employment for low and moderate-income individuals and to provide housing to meet existing and projected workforce housing needs.

The Waukesha County Center for Growth is seeking contributions and loans to achieve the objectives of the GROW Fund and sustain the Center for Growth as the central point of contact for businesses looking for workforce, financial and site selection assistance. Businesses, foundations, financial institutions and individuals are being approached to contribute to the GROW Fund.

Businesses and foundations can leverage the tax benefits of contributing to a not-for-profit organization and the GROW Fund. Financial institution participation in the GROW Fund can help banks further their business and civic goals through satisfaction of their Community Reinvestment Act (CRA) strategies by helping to meet the credit needs of a community in a safe and sound manner. The CRA value comes from actions like:

- Contributing to a Community Development Loan Fund, in this case the GROW Fund.
- Projects that generate or retain low- and moderate-income jobs (the employees do not need to live in the community of the business loan).
- Funds being used to implement community development strategies (i.e. revitalizing old Tax Incremental Finance areas or energy and sustainability investment).
- Projects that create affordable housing.

The GROW Fund targets two types of eligible applicants essential to the economic development of the County:

- Manufacturing, service and other commercial establishments located in Waukesha County looking to expand operations, or firms which will locate in Waukesha County.
- Developers with projects to make available housing stock to meet existing and projected workforce growth and talent attraction in Waukesha County.

The GROW Fund, held by the Waukesha County Center for Growth, a business-led, not-for-profit organization, is administered by a financial organization. Loan decisions are guided by a collaborative fund committee made up of individuals representing broad community interests who have special expertise and knowledge of commercial lending, economic development processes and larger scale housing development lending.



# WAUKESHA COUNTY BY THE NUMBERS

## MEDIAN AGE (2017)

**43.2**

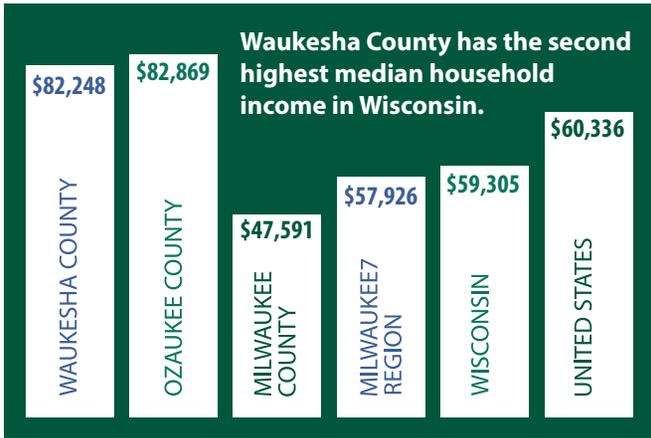
**39.4**

**38.0**

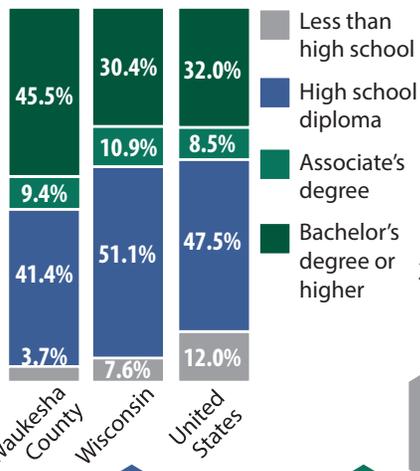
Waukesha County

Wisconsin

United States



## EDUCATIONAL ATTAINMENT



**Median home sale price increased from \$219,000 in 2011 to \$290,000 in 2018.**

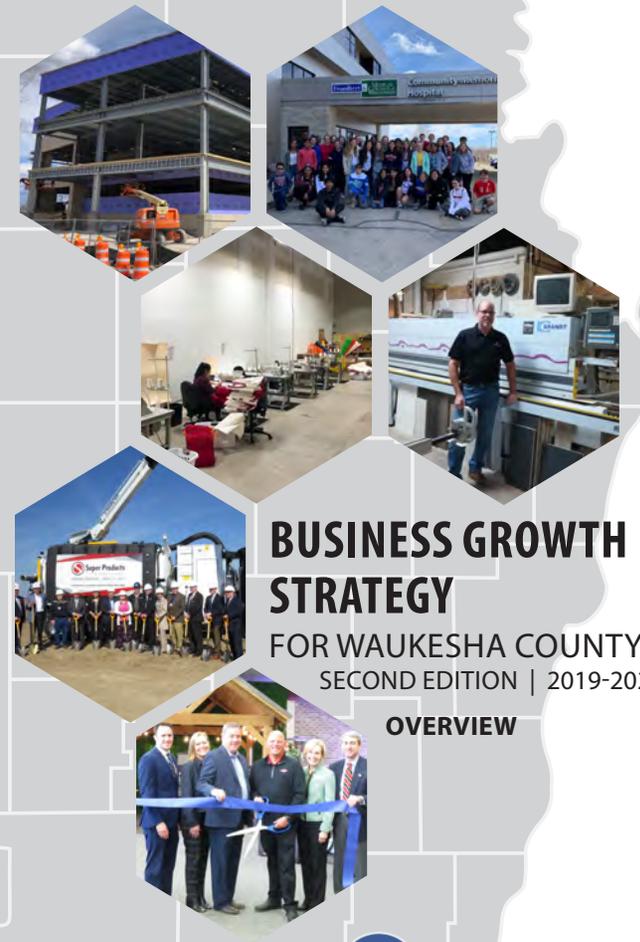
**84.4%**  
Males  
Wisconsin

**80.3%**  
Labor participation rate for females  
Waukesha County

**78.5%**  
Females  
Wisconsin

**88.6%**  
Labor participation rate for males  
Waukesha County

**WAUKESHA COUNTY CENTER FOR GROWTH**  
Advancing business. Growing communities.



**BUSINESS GROWTH STRATEGY**  
FOR WAUKESHA COUNTY  
SECOND EDITION | 2019-2021  
**OVERVIEW**



Thank you We Energies for supporting the printing of this piece.

Sources: Southeastern Wisconsin Regional Planning Commission, U.S. Census Bureau, Wisconsin Realtors Association

# SECOND EDITION OF THE BUSINESS GROWTH STRATEGY

2019-2021

The second edition of the Business Growth Strategy for Waukesha County will serve as a guide for the Waukesha County Center for Growth board and staff for the next three years. Operational plans and tactical strategies will be created to support outcomes, key performance indicators and timelines. This will ensure the collective efforts of the organization and its partners are aligned around common goals.

Through the analysis of demographic, economic and labor market information, input from the Advisory Council and benchmark research, four strategic outcomes and three key initiatives have been identified as critical to the success of the Waukesha County Center for Growth and Waukesha County businesses.

## Who are the key partners?

As the central point of contact for businesses, the Waukesha County Center for Growth collaborates with several organizations to maximize results and leverage the expertise of partners.



## STRATEGIC OUTCOME 1

The Waukesha County Center for Growth will establish itself as the central point of contact supporting businesses and communities in the economic development of Waukesha County.

- 1a:** Increase the awareness of the Waukesha County Center for Growth with key stakeholders in the business community.
- 1b:** Engage Waukesha County communities with the Waukesha County Center for Growth as partners and investors.
- 1c:** Strengthen communication with local leaders to become a trusted resource to support community development objectives.

## STRATEGIC OUTCOME 2

The Waukesha County Center for Growth will help retain, expand and attract businesses in Waukesha County.

- 2a:** RETAIN: Support businesses looking to grow in Waukesha County.
- 2b:** EXPAND: Assist entrepreneurs and business owners with startup and expansion needs.
- 2c:** ATTRACT: Support businesses seeking to locate in Waukesha County.

## OTHER STRATEGIC INITIATIVES

Three overarching topics – **education, housing, and transportation** – were brought up on numerous occasions during the planning of the Business Growth Strategy. Waukesha County Center for Growth staff and board members are committed to working with our regional partners to play an active role in helping to address these issues.

## STRATEGIC OUTCOME 3

The Waukesha County Center for Growth will help connect businesses to workforce solutions.

- 3a:** Strengthen the connection of businesses to workforce development resources, programs and services.
- 3b:** Facilitate talent development, attraction and retention strategies that align with opportunities identified in the “Waukesha County by the numbers” report.
- 3c:** Support regional and statewide workforce development initiatives.

## STRATEGIC OUTCOME 4

The Waukesha County Center for Growth will promote the use of and opportunities to invest in the GROW Fund.

- 4a:** Introduce and elevate the GROW Fund as a mechanism to retain, expand and attract businesses, and increase housing in Waukesha County.
- 4b:** Build the GROW Fund balance to \$7 million by the end of 2021 through investments from businesses, organizations and financial institutions.
- 4c:** Utilize the GROW Fund to support economic development in Waukesha County.

## MINUTES OF THE REGULAR VILLAGE BOARD MEETING Wednesday, June 19, 2019

### Call to Order

The Village President was absent. The Village Clerk/Treasurer 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

Board Members present: Jim Decker  
Darlene Johnson  
Roger Walsh  
Eric Brill  
Jay Vermeulen  
Jason Wamser

Board Member absent: Fred Winchowky, Village President

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

### Pledge of Allegiance

The Village Board recited the Pledge of Allegiance.

### Call for an acting Chairperson

The Clerk ask for nominations for an acting Chairperson.

Motion by Jason/Decker to nominate Darlene Johnson as acting Chairperson. There were no other nominations. Motion carried.

### Announcement of closed sessions

Acting Chair Johnson announced the Board will convene into closed sessions later in the meeting pursuant to Wis. Stat. **§19.85(1)(g)** (*Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved*) discussion of the Haase House zoning issues and discussion concerning enforcement for Fairwinds 5 subdivision electrical, cable and phone installation requirements and pursuant to Wis. Stat. **§19.85(1)(c)** (*Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility*) regarding evaluating the goals for the Village Administrator for 2019

### Public Hearings

- 1) Consideration **Resolution 2019-027** to amend the Final Assessment Resolution for a Special Assessment for a water main and lateral for the property at 318 Gibson Street, known as MUKV 1974-005 opened at 6:34p.m. Needs to be re-noticed. No one spoke. Closed at 6:36 p.m.

- 2) Consideration of an **Ordinance 963** to amend the Village Comprehensive Plan for property located at 255 E. Wolf Run (MUKV2013-995-007) to add a new Mixed Use overlay district opened at 6:37p.m.  
**Greg Petruski, 6090 S. Rosetree Pass, New Berlin, WI 53151-** explained the Senior Facility that he would like to build and why he is asking for a Mixed Use overlay district to the Comprehensive Plan. Closed at 6:40p.m.
- 3) Consideration of an **Ordinance 964** to amend the Village Comprehensive Plan for the Village of Mukwonago for Property located on CTH LO opened at 6:41p.m.  
**John Movrich, S99W30991 CTH LO, Mukwonago, WI 53149-**spoke regarding concerns with the birds and turtles that use that area for nesting and laying eggs. The land is a wet land and is concerned how they could build on that property.  
**Greg Petruski, 6090 S. Rosetree Pass, New Berlin, WI 53151-** spoke regarding the Lot is 22acres, only 7 acres buildable close to CTH LO, 15 acres in back are not buildable. Because of the groundwater want to build side by side on natural grade single story condos closed at 6:48p.m.

#### Comments from the Public

**Joe Cincotta, Attorney for the Greenwalds, 400 E. Wisconsin Ave., Milwaukee, WI 53202** – read a summary of comments on behalf of the Greenwald Family regarding the Village taking a strip of land for a road and is asking the Village to reconsider that approach.

**Eric Warden, Rams Contracting, 20079 W. Main St., Lannon** – Will speak later  
**Ron Spear, 7947 Golden Bay Trail, Waterford, WI** - Doesn't feel the Greenwalds were given ample notice and they are willing to meet.  
Closed at 7:00p.m.

#### Consent Agenda

A. To approve the minutes for May 15, regular Village Board meeting and the June 5, 2019 Special Village Board meeting carried.

#### B. Finance Committee

- 1) Vouchers payable batches
  - a. Payments batch – 2019-05 – US Bank - \$18,360.76
  - b. Payments batch - AP 05-2019-3 - \$61,773.71
  - c. Payments batch – AP 05-2019-4 - \$568,884.39
  - d. Payments batch – LibAP 05-2019 - \$26,600.58
  - e. Payments batch – WE 05-2019 – 39,028.50
  - f. Payments batch - Manuals – 05-2019 - \$145,905.94
- 2) **Ordinance No. 962** – Recommendation to Village Board to adopt **Ordinance No. 962** an ordinance to Amend Ordinance 78-2 (c) to reflect the collection of taxes on real property and Improvements on leased land from 3 installments under W.S.A 74.12 to 2 installments under W.S. A 11.

#### C. Judicial Committee

Recommend to the Village Board approval of the licenses listed below pending payment of any outstanding accounts and passing all required inspections.

- 1) Renewal of Class A Beer License  
**5 Star Stations, Inc., 1243 Fox River Court, Mukwonago, 53149**  
301 Main Street, d/b/a Clark- Mukwonago, Agent – Victoria Smith

- 407 South Rochester Street, d/b/a Mukwonago Express Mart, Agent – Robin H Hernandez  
122 Arrowhead Drive, d/b/a 5 Star BP, Agent – Kori M. Grabowski  
**Genesis Gas, Inc.**, 4350 W. High View Dr., Franklin, 53132  
201 North Rochester Street, d/b/a Village Mini Mart, Agent – Manoj Gupt
- 2) Renewal Class A Beer and Liquor Combo  
**5 Star Stations, Inc.**, 1243 Fox River Court, Mukwonago, 53149  
909 Greenwald Court, d/b/a 5 Star Citgo, Agent – Denise M. Jones  
1060 North Rochester Street, d/b/a North Star Shell, Agent – Denise M. Jones  
**Aldi Inc. (Wisconsin)**, 9342 S. 13<sup>th</sup> St., Oak Creek, 53154  
111 East Wolf Run, d/b/a Aldi #46, Agent – Ricky Lee Minor  
**Main Street Liquor LLC**, 411 Main Street, Mukwonago, 53149  
411 Main Street, d/b/a Main Street Liquor, Agent - Martin M Johnson  
**Khasria Two Inc.**, 712-718 Main Street, Mukwonago, 53149  
712-718 Main Street, d/b/a Village Wine and Liquor, Agent – Harjinder S. Khasria  
**Kwik Trip Inc.**, PO Box 2107, La Crosse, 50602  
1212 North Rochester Street, d/b/a Kwik Trip #282, Agent – Valerie A Brezgel  
**Ultra Mart Foods, LLC**, PO Box 305103, Nashville, TN 37230-5103  
010 North Rochester Street, d/b/a Pick'n'Save #6384, Agent – Patrick T. Groves  
**Wal-Mart Stores East LP**, 702 SW 8<sup>th</sup> Street, Bentonville, AR 72716-0500  
250 East Wolf Run, d/b/a Wal-Mart Supercenter #1571, Agent – Michael R Sandelback  
**Walgreen Co.**, PO Box 901, Deerfield, IL 60015  
212 N. Rochester St., d/b/a Walgreens #07039, Agent – Brian M. Marinello
- 3) Renewal Class B Beer and Reserve Class B Liquor Combo  
**Boneyard Pub and Grille, LLC**, 215 Bay View Road Suite C  
215 Bay View Road Suite D, d/b/a The Boneyard Pub and Grille, Agent – James F. Jones  
**DAA Smokehouse LLC**, 627 Eastern Trail, 53149  
325 Bay View Road, Suites D/E, d/b/a David Alan Alan's Smokehouse & Saloon, Agent – Tina M. O'Bryan  
**El Pueblo Inc.**, W341S9275 Corner Court, Eagle, 53119  
355 Bay View Road, d/b/a Antigua Real, Agent – Marco V. Alarcon
- 4) Renewal Class B Beer and Liquor Combo  
**Blue Bay Inc.**, 927 Main Street, Mukwonago, 53149  
927 Main Street, d/b/a Blue Bay Restaurant, Agent – Vlaznim Islami  
**Community Post No. 375 of the American Legion**, PO Box 152, Mukwonago, 53149; 627 E Veterans Way, d/b/a American Legion Community Post #375, Agent – Michelle A Adams  
**FJ Partners LLC**, 122 W. Sunset Drive, Waukesha, 53189  
507 Main Street, d/b/a Sol de Mexico, Agent – Froylan J. Mauricio  
**Jay's Lanes, Inc.**, N8729 Pickeral Lake Rd, East Troy, 53120  
326 Atkinson Street, d/b/a Jay's Lanes, Agent – Jeffrey R. Jay  
**Perserverance Corp.**, 4764 Lindenwood Ct, New Berlin, 53151  
200 S Rochester St, d/b/a The Badger Burger Co., Agent – Mark A Weiss  
**Sandra M. Miller**, 701 Main Street, Mukwonago, 53149  
701 Main Street, d/b/a Sandy's Miller Time, Owner – Sandra M. Miller  
**Take A Big Bite**, 215 North Rochester Street, Mukwonago, 53149  
215 North Rochester Street, d/b/a Fork in the Road, Agent – Pau J Hennessy  
Reitma

- 5) Renewal Class B Beer and Class C Wine  
**Gus and J's**, 1015 E. Veterans Way, 53149  
1015 E. Veterans Way, d/b/a Mukwonago Family Restaurant, Agent – Gustavo Guterrez  
**Mario's Natural Roman Pizza**, 225 Bay View Rd #500, Mukwonago, 53149  
225 Bay View Rd #500, d/b/a Mario's Natural Roman Pizza, Agent – Charlene A Edwards
- 6) **Ordinance No. 961** – To recommend to the Village Board to adopt Ordinance 961 an ordinance to amend Section 82-177 of the Village of Mukwonago Municipal Code regarding Snow Emergencies

D. Downtown Development Committee

- 1) Update and possible discussion on reporting expectations, planned meeting schedule and organization, & electing a Chair and liaison

E. Public Works Committee

- 1) To recommend to the Village Board to award the 2019 Pavement Rehabilitation contract to Parking Lot Maintenance, Inc.
- 2) To recommend to the Village Board approval of Ruekert Mielke, Inc. Task Order-#2018-11A1 Amendment No. 1 for TID #5 Public Improvement construction related Services in the amount of \$18,650
- 3) To recommend to the Village Board approval of TID #5 Phase 2 Public Improvements Change Order No. 4 in the amount of \$44,612.56
- 4) Eric Warden from Rams Contracting, Inc. will discuss current site conditions and timeline and to approve request for the site to be substantially completed
- 5) To approve a purchase requisition for a Zero Turn Commercial Mower for \$10,649 from Otter Sales & Service, Inc.
- 6) To approve a purchase requisition for a 2019 Chevrolet 4WD, Dbl Cab Work Truck for \$40,244.50 from Lynch Chevrolet
- 7) To approve a purchase requisition for a 2019 Chevrolet Traverse V6 FWD for \$28,622.50 from Lynch Chevrolet
- 8) Notice of Resignation for Public Works Staff

Motion by Wamser/Vermeulen to approve the Consent Agenda items A-E minus the last item of #4 (Take a Big Bite) and Item D (Downtown Development Committee). Motion carried

Motion by Wamser/Vermeulen to approve the 2019/20 Renewal of Class B Beer and Liquor Combo for the Fork in the Road (Take a Big Bite). Walsh recused himself. Motion carried.

Motion by Walsh/Wamser to correct the Downtown Development Committee meeting time to be 6:00 p.m. Motion carried.

### Committee/Commission Business

*Discussion and Possible Action on the Following Items*

#### A. Finance

- 1) **Payments batch AP 06-2019-2 \$758,096.36**

Motion by Vermeulen/Decker to approve the payment batch carried

#### B. Public Works

- 1) **Approve the request by Rams Contracting Inc. for the site of TID #5 Phase 2 to be substantially completed**

Motion by Wamser/Decker to accept the Rams Contracting Inc. site for TID #5 Phase 2 to be substantially completed. Carried

## **New Business**

### **A. Health and Recreation Committee**

- 1) Special Event Permit for WILEORC (Wisconsin Injured Law Enforcement Officers Resource Council) at Field Park on July 27, 2019 – Law Enforcement Appreciation Day**

Motion by Decker/Wamser to approve the Special Event Permit for WILEORC. Carried

- 2) Special Event Permit for the Mukwonago Chamber of Commerce- Balloons Over Mukwonago- July 19, 20, 21, 2019, 6 a.m. – 10 p.m.**

Motion by Decker/Wamser to approve the Special Event Permit for Mukwonago Chamber of Commerce-Balloons Over Mukwonago with the fees waived for this year only. Carried

- 3) Special Event Permit for the John Movrich CFU Lodge 993- Croatian Picnic on 7/13/2019**

Motion by Decker/Wamser to approve the Special Event Permit for the John Movrich CFU Lodge 993 for the Croatian Picnic. Carried

### **B. Public Works**

- 1) Adopt Resolution 2019- 027: a final resolution amending the special assessment against the property at 318 Gibson Street known as MUKV 1974-005 and MUKV 1974-003**

Motion by Wamser/Decker to table this item carried

- 2) Adopt Resolution 2019-031: a resolution to approve the 2018 CMAR Compliance Maintenance Annual Report**

Motion by Wamser/Decker to adopt Resolution 2019-031 a resolution to approve the 2018 CMAR Compliance Maintenance Annual Report carried

- 3) Approve Developer's request for the implementation and funding of lime Stabilization for the TID #5, Super Product site**

Motion by Wamser/Decker to approve the Developer's request for the implementation and funding of lime stabilization for the TID #5, Super Product site carried

- 4) Approve the Purchase Requisition for picnic tables, benches and bike rack for \$17,556.40**

Motion by Wamser/Decker to approve the Purchase Requisitions for picnic tables, benches and bike rack for \$17,556.40 carried

- 5) Approve the Purchase Requisition for 18,620 Square Yards GSB-88 from Farhner Asphalt Sealers for \$21,414.00**

Motion Wamser/Decker to approve the Purchase Requisition for 18,620 sq.yards GSB-88 from Farhner Asphalt Sealers for \$21,414.00 carried

- 6) Requesting direction from the Village Board as to project priority and/or Investigating optional funding sources for LED Display Signs/Village Hall Generator**

Village Board agrees that the Generator for the Village Hall is a priority project

### **C. Planning**

- 1) Adopt Resolution 2019-28**

Motion by Wamser/Decker to adopt Resolution 2019-28: a resolution to approve the Site Plan and Architectural Review for the construction of an industrial building at 101 W. Boxhorn Drive, property known as part of Parcel #A477300002 Touchpad Electronics, Applicant carried.

- 2) Adopt Resolution 2019-29**

Motion by Wamser/Decker to adopt Resolution 2019-29: a resolution to amend the Site Plan (as approved by Resolution 2018-072) for ProHealth Care with regards to the parking areas at 240 Maple Avenue, property known as MUKV 2016-993-002, ProHealth Care, Applicant.

Brill recused himself. Motion carried

**3) Adopt Resolution 2019-30**

Motion by Wamser/Decker to adopt **Resolution 2019-30**: a resolution to approve the Site Plan and Architectural Review for construction of an industrial building at 101 W. Boxhorn Drive, Malcolm Drilling, applicant, subject to Item #2-l.-to clarify that the decorative fencing should be 8 ft. on the south side as approved by the Zoning Administrator and #7 should read the Phase two area shown on the site plan is approved, and Phase two asphalt area shall not be used until it has come back to the Planning Commission for an approval carried

**4) Adopt Ordinance No. 963**

Motion by Wamser/Decker to adopt **Ordinance No. 963** to amend the Village Comprehensive Plan for property located at 255 E. Wolf Run, known as MUKV 2013-995-007 to add a new Mixed-Use overlay district carried

**5) Adopt Ordinance No. 964**

Motion by Wamser/Decker to adopt **Ordinance No. 964** to amend the Village Comprehensive Plan for the Village of Mukwonago for property located on CTH LO carried. Johnson voted no.

**6) Discussion concerning the Fairwinds 5 subdivision electrical, cable and phone installation**

John Donovan spoke regarding the Fairwinds 5 subdivision installing the electrical, cable and phone pedestals in the wrong area and because of this error wants to make a donation to use for the playground. No action taken.

**Convene into Closed Session**

Motion by Decker/Walsh to convene into closed sessions at 7:50 p.m. pursuant to Wis. **§19.85(1)(g)** (*Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved*) discussion of the Haase House zoning issues and discussion concerning enforcement for Fairwinds 5 subdivision electrical, cable and phone installation requirements and pursuant to Wis. Stat.

**§19.85(1)(c)** (*Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility*) regarding evaluating the goals for the Village Administrator for 2019

Motion by Decker/Walsh to adjourn closed session and reconvene into open session at 9:20 p.m. pursuant to Wis. Stats. **§19.85(2)** for possible additional discussion and/or action concerning any matter discussed in closed session and/or any unfinished item remaining on the agenda carried unanimously upon roll call vote. No action taken.

**Adjournment**

Meeting adjourned at 9.21 p.m.

Respectfully Submitted,

Judith A. Taubert  
Clerk-Treasurer



## MINUTES OF THE SPECIAL VILLAGE BOARD MEETING Tuesday July 2, 2019

### Call to Order

Village President Fred Winchowky called the meeting to order at 6:17 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

### Roll Call

Board Members present: Jim Decker  
Darlene Johnson  
Jay Vermeulen  
Fred Winchowky, Village President  
Roger Walsh  
Jason Wamser  
Eric Brill

Also present: Jerad Wegner, Village Engineer  
Ron Bittner, Public Works Director  
Ron English, Village Attorney  
Wayne Castle, Lead Operator  
Robert Harley, Supervisor of Inspections  
Diana Doherty, Finance Director  
John Weidl, Administrator  
Kevin Schmidt, Police Chief  
Judith Taubert, Clerk-Treasurer

1. Announcement of Closed Sessions pursuant to Wis. Stat. **§19.85(1)(e)** (*Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session*) for discussion and possible action regarding the request by Fairwinds to amend the release on restriction of sale of lots in Fairwinds subdivision and the approval of a settlement agreement between the Village and Bielinski Homes, Inc. regarding Fairwinds electrical pedestals and pursuant to Wis. Stat. **§19.85(1)(c)** (Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility) for the appointment of a Village Clerk/Treasurer.

## 2. Committee/Commission Business

### A. Village Attorney

- 1) **A Reapproval of Resolution #2019-026 for the submission of the cooperative boundary plan with the Town of Vernon on to the State Department of Administration**

Motion by Decker/Vermeulen to reapprove the **Resolution 2019-026** for the submission of the cooperative boundary plan with the Town of Vernon on to the State Department of Administration carried upon roll call vote. Johnson recused herself and Walsh voted no.

### B. Public Works

- 1) **Recommend approval of Genesis Excavators, Inc. request for final payment and project closeout**

Motion by Wamser/Decker to approve Genesis Excavators, Inc. request for final payment

and project closeout carried

### **Convene into Closed Session**

Motion by Decker/Wamser to convene into closed sessions at 6:21 p.m. pursuant to Wis. Stat. **§19.85(1)(e)** (*Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session*) for discussion and possible action regarding the request by Fairwinds to amend the release on restriction of sale of lots in Fairwinds subdivision and the approval of a settlement agreement between the Village and Bielinski Homes, Inc. regarding Fairwinds electrical pedestals and pursuant to Wis. Stat. **§19.85(1)(c)** (Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility) for the appointment of a Village Clerk/Treasurer.

Motion by Decker/Johnson to adjourn closed session and reconvene into open session at 6:44 p.m. pursuant to Wis. Stats. **§19.85(2)** for possible additional discussion and/or action concerning any matter discussed in closed session and/or any unfinished item remaining on the agenda carried unanimously upon roll call vote.

Motion by Wamser/Decker to extend the release on restriction of sale of lots in Fairwinds subdivision to the August 7, 2019 Committee of Whole meeting contingent upon completed works leading up to date carried.

Motion by Wamser/Decker to approve the Settlement Agreement between the Village and Bielinski Homes, Inc. regarding Fairwinds electrical pedestals for \$20,000 carried upon roll call vote. Vermeulen voted no.

Motion by Johnson/Decker to recommend appointment of Diana Dykstra to be the Clerk/Treasurer for the Village of Mukwonago carried

### **Adjournment**

Meeting adjourned at 6:45 p.m.

Respectfully Submitted,

Judith Taubert  
Clerk-Treasurer

CUSTOM INVOICE REPORT FOR MUKWONAGO  
 EXP CHECK RUN DATES 06/01/2019 - 07/18/2019  
 UNJOURNALIZED  
 OPEN - CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	VENDOR AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS	
VENDOR NAME: AIRGAS NORTH CENTRAL						
9089955972	EMS SUPPLIES	520.78	AIRGAS NORTH CENTRAL	FIRE	150-5231-531100	520.78
9962915417	EMS SUPPLIES	322.02	AIRGAS NORTH CENTRAL	FIRE	150-5231-531100	322.02
TOTAL VENDOR AIRGAS NORTH CENTRAL		842.80				
VENDOR NAME: AM TOWING						
W23491	STREET SWEEPER REPAIRS	295.18	AM TOWING	DPW	100-5324-539500	295.18
TOTAL VENDOR AM TOWING		295.18				
VENDOR NAME: ASSOCIATED APPRAISAL						
143142	PROFESSIONAL SERVICES-JULY 2019	1,397.57	ASSOCIATED APPRAISAL	CLERK	100-5142-521900	1,397.57
TOTAL VENDOR ASSOCIATED APPRAISAL		1,397.57				
VENDOR NAME: AT & T MOBILITY						
1X06152019	FIRST AT&T CELLULAR/AIRCARD BILL WITH E	939.13	AT & T MOBILITY	POLICE	100-5211-522500	939.13
TOTAL VENDOR AT & T MOBILITY		939.13				
VENDOR NAME: AUGUST WINTER & SONS INC						
PYMT10	ANAEROBIC DIGESTER #10	288,020.01	AUGUST WINTER & SONS	FINANCE	620-0000-000105	288,020.01
TOTAL VENDOR AUGUST WINTER & SONS INC		288,020.01				
VENDOR NAME: BOUND TREE MEDICAL						
83254653	EMS SUPPLIES	135.00	BOUND TREE MEDICAL	FIRE	150-5231-531100	135.00
TOTAL VENDOR BOUND TREE MEDICAL		135.00				
VENDOR NAME: BRAUN THYSSEN KRUPP						
148652	VILLAGE ELEVATOR FEE	187.18	BRAUN THYSSEN KRUPP	DPW	100-5160-521900	187.18
TOTAL VENDOR BRAUN THYSSEN KRUPP		187.18				
VENDOR NAME: BROOKS TRACTOR						
M39471	310 LOADER PARTS	851.22	BROOKS TRACTOR	DPW	100-5324-539500	851.22
TOTAL VENDOR BROOKS TRACTOR		851.22				
VENDOR NAME: BUELOW, VETTER, BUIKEMA, OLSON						
JUNE2019	ATTORNEY FEES FOR SERVICES	9,591.90	BUELOW, VETTER, BUIKE	FINANCE	150-5221-521900	4,333.90
					100-5111-521900	1,767.00
					610-6920-692300	750.00
					620-8400-852000	750.00
					100-5141-521900	1,563.50
					100-5211-521900	427.50
TOTAL VENDOR BUELOW, VETTER, BUIKEMA, OLSON		9,591.90				
VENDOR NAME: C & M AUTO PARTS INC						
JUNE-POL	MIRROR ADHESIVE FOR NEW SQUAD	4.19	C & M AUTO PARTS INC	POLICE	100-5212-531100	4.19
JUNE-DPW	SHOP SUPPLIES	74.44	C & M AUTO PARTS INC	DPW	100-5323-531100	74.44
JUNE-FIRE	AMBULANCE REPAIR 3453	200.56	C & M AUTO PARTS INC	FIRE	150-5231-539500	200.56
TOTAL VENDOR C & M AUTO PARTS INC		279.19				

INVOICE NUMBER	DESCRIPTION	AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS
VENDOR NAME: FASTENAL COMPANY					
WIMUK77886	DIGESTER COVER VENT REPAIR PARTS	2.25	FASTENAL COMPANY	UTILITIES	620-8010-833000 2.25
WIMUK77888	COOLER FOR PLANT	11.99	FASTENAL COMPANY	UTILITIES	620-8010-827000 11.99
TOTAL VENDOR FASTENAL COMPANY		55.23			
VENDOR NAME: FOSTER COACH SALES					
17145	AMBULANCE REPAIR	275.96	FOSTER COACH SALES	FIRE	
17167	AMBULANCE REPAIR	294.03	FOSTER COACH SALES	FIRE	150-5231-539500 275.96
17173	AMBULANCE REPAIR	284.03	FOSTER COACH SALES	FIRE	150-5231-539500 294.03 150-5231-539500 284.03
TOTAL VENDOR FOSTER COACH SALES		854.02			
VENDOR NAME: GALLS INC					
01367241	\$55.16 OFFICER KREISER'S UNIFORM ALLOWA	207.97	GALLS INC	POLICE	100-5212-534600 207.97
TOTAL VENDOR GALLS INC		207.97			
VENDOR NAME: GENERAL FIRE EQUIPMENT CO					
141226	AMBULANCE RADIO PART	87.08	GENERAL FIRE EQUIPMEN	FIRE	
141346	FOR NEW SQUADS	123.42	GENERAL FIRE EQUIPMEN	POLICE	150-5231-531100 87.08 430-5700-571100 123.42
TOTAL VENDOR GENERAL FIRE EQUIPMENT CO		210.50			
VENDOR NAME: GENESIS EXCAVATORS, INC.					
PYMT5	CLOSE OUT 2017 NN WATER MAIN RELAY PROJ	11,367.07	GENESIS EXCAVATORS, I	FINANCE	610-0000-134900 11,367.07
TOTAL VENDOR GENESIS EXCAVATORS, INC.		11,367.07			
VENDOR NAME: HAHN ACE HARDWARE					
JUN19-FIRE	HAHN RECEIPTS	150.17	HAHN ACE HARDWARE	FIRE	150-5221-531100 19.16 150-5231-531100 27.50 150-5222-531100 23.36 150-5222-531100 21.56 150-5222-531100 17.98 150-5222-531100 32.35 150-5231-531100 8.26
JUN19-LIB	WATERING CAN	25.18	HAHN ACE HARDWARE	LIBRARY	440-5890-580600 25.18
JUN19-DPW	SHOP AND PARK SUPPLIES	126.48	HAHN ACE HARDWARE	DPW	100-5521-531100 10.77 100-5521-531100 23.52 100-5348-531100 7.73 100-5323-531100 9.69 100-5521-531100 8.99 100-5521-531100 4.48 100-5521-531100 8.39 100-5521-531100 20.69 100-5323-531100 8.63 100-5323-531100 1.84 100-5521-531100 15.29 100-5521-531100 6.46
JN19-UTIL	BLOWER FOR LAWN CARE				

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 OPEN - CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	VENDOR AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS
VENDOR NAME: HAWKINS WATER TREATMENT					
4521725	PHOSPHORUS CHEMICAL FEED PUMP PARTS	540.00	HAWKINS WATER TREATME	UTILITIES	620-8010-824000 540.00
4525667	POLYMER FOR SLUDGE THICKENING	1,014.30	HAWKINS WATER TREATME	UTILITIES	620-8010-825000 1,014.30
4525678	WATER CHEMICALS FOR TREATMENT	2,739.55	HAWKINS WATER TREATME	UTILITIES	610-6300-663100 2,739.55
TOTAL VENDOR HAWKINS WATER TREATMENT		4,293.85			
VENDOR NAME: HIPPENMEYER, REILLY					
48024	MISC MATTERS	2,082.50	HIPPENMEYER, REILLY,	FINANCE	100-5130-521900 2,082.50
48025	UTILITIES	568.75	HIPPENMEYER, REILLY,	FINANCE	610-6920-692300 284.38 620-8400-852000 284.37
48026	ORDINANCE/RESOLUTION	210.00	HIPPENMEYER, REILLY,	FINANCE	100-5130-521900 210.00
48027	FAIRWINDS SUBDIVISION	752.50	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425-D00007 752.50
48028	MINORS SUBDIVISION	52.50	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425-D00010 52.50
48029	ALDI SIDEWALK	52.50	HIPPENMEYER, REILLY,	FINANCE	100-0000-211400 52.50
48030	TERONOMY	52.50	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425-D00030 52.50
48031	915 MAIN APTS	525.00	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425-D00031 525.00
48032	MALCOLM DRILLING	210.00	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425 210.00
48033	SUPER PRODUCTS	105.00	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425-TID504 105.00
48034	TOUCH PAD ELECTRONICS	105.00	HIPPENMEYER, REILLY,	FINANCE	100-0000-211400 105.00
48035	IDC	87.50	HIPPENMEYER, REILLY,	FINANCE	100-0000-211400 87.50
48036	CITIZENS BANK - GROWTHWERKS	52.50	HIPPENMEYER, REILLY,	FINANCE	100-0000-211400 52.50
48037	PROSECUTIONS	978.00	HIPPENMEYER, REILLY,	FINANCE	100-5130-521900 978.00
48085	MISC MATTERS	1,693.75	HIPPENMEYER, REILLY,	FINANCE	100-5130-521900 1,693.75
48086	UTILITIES	315.00	HIPPENMEYER, REILLY,	FINANCE	610-6920-692300 157.50 620-8400-852000 157.50
48087	ORDINANCE/RESOLUTION	87.50	HIPPENMEYER, REILLY,	FINANCE	100-5130-521900 87.50
48088	FAIRWINDS SUBDIVISION	140.00	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425-D00007 140.00
48089	915 MAIN APTS	280.00	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425-D00031 280.00
48090	TOUCHPAD ELECTRONICS	70.00	HIPPENMEYER, REILLY,	FINANCE	100-0000-211425 70.00
48091	EDGEWOOD MEADOWS	35.00	HIPPENMEYER, REILLY,	FINANCE	100-0000-211400 35.00
48092	PROSECUTION	165.00	HIPPENMEYER, REILLY,	FINANCE	100-5130-521900 165.00
TOTAL VENDOR HIPPENMEYER, REILLY		8,620.50			
VENDOR NAME: HOME DEPOT					
7164512	FORESTRY SUPPLIES	8.35	HOME DEPOT	DPW	100-5611-531100 8.35
6025892	NEW BROOM FOR NEW SQUAD	19.97	HOME DEPOT	POLICE	100-5212-531100 19.97
TOTAL VENDOR HOME DEPOT		28.32			
VENDOR NAME: HORN FEEDS					
30128	BALL FIELD MARKING LIME	15.00	HORN FEED	DPW	100-5521-531100 15.00
TOTAL VENDOR HORN FEEDS		15.00			
VENDOR NAME: HORN OIL					

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INVOICE NUMBER	DESCRIPTION	VENDOR AMOUNT NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS
VENDOR NAME: HORN OIL				
JUNE2019	JUNE 2019 FUEL BILL	7,721.89 HORN OIL	ALLOCATE	100-5212-535100 2,420.38 100-5241-535100 79.77 100-5324-535100 2,246.82 150-5222-535100 468.67 150-5231-535100 1,491.24 610-6920-693300 331.50 620-8010-827000 68.95 620-8010-828000 614.56
TOTAL VENDOR HORN OIL		7,721.89		
VENDOR NAME: JEFFERSON FIRE & SAFETY				
IN107210	SCBA REPAIRS	1,140.45 JEFFERSON FIRE & SAFE	FIRE	150-5222-539500 1,140.45
IN107214	SCBA FLOW TEST	1,350.00 JEFFERSON FIRE & SAFE	FIRE	150-5222-539500 1,350.00
IN107002	TURNOUT GEAR REPLACEMENT	8,608.00 JEFFERSON FIRE & SAFE	FIRE	150-5700-571300 8,608.00
TOTAL VENDOR JEFFERSON FIRE & SAFETY		11,098.45		
VENDOR NAME: JOHNS DISPOSAL				
305219	JUNE SERVICE	41,890.70 JOHNS DISPOSAL	DPW	410-5362-531000 22,905.00 410-5363-522000 18,985.70
TOTAL VENDOR JOHNS DISPOSAL		41,890.70		
VENDOR NAME: JOURNAL SENTINEL				
4834014	CLERK JOB POSTING	268.93 JOURNAL SENTINEL	ALLOCATE	100-5142-531200 268.93
TOTAL VENDOR JOURNAL SENTINEL		268.93		
VENDOR NAME: LARK UNIFORM, INC				
287809	UNTI CLASS A	54.95 LARK UNIFORM, INC	FIRE	150-5880-580600 54.95
TOTAL VENDOR LARK UNIFORM, INC		54.95		
VENDOR NAME: MARSHALL-BOND PUMPS				
392750	DIGESTER DIAPHRAM PUMP REPAIR PARTS	514.76 MARSHALL-BOND PUMPS	UTILITIES	620-8010-833000 514.76
TOTAL VENDOR MARSHALL-BOND PUMPS		514.76		
VENDOR NAME: MILLER KEN				
JULY19	WELL 6 VFD FAN REPLACEMENT	79.92 MILLER KEN	UTILITIES	610-6210-662500 79.92
TOTAL VENDOR MILLER KEN		79.92		
VENDOR NAME: MUKWONAGO AUTO PARTS - FIRE				
JUN2019	PIRSCH REPAIR	70.05 MUKWONAGO AUTO PARTS	FIRE	150-5222-539500 70.05
TOTAL VENDOR MUKWONAGO AUTO PARTS - FIRE		70.05		
VENDOR NAME: MUKWONAGO AUTO PARTS - GENERAL				
JUNE DPW	ZERO TURN MOWER BELT	48.34 MUKWONAGO AUTO PARTS	DPW	100-5324-539500 48.34
JUNE UTIL	WASTEWATER MISC TOOLS AND SUPPLIES	318.33 MUKWONAGO AUTO PARTS	UTILITIES	620-8010-827000 318.33
JUNE PD	EQUIPMENT FOR SETTING UP NEW SQUADS	51.11 MUKWONAGO AUTO PARTS	POLICE	430-5700-571100 51.11

CUSTOM INVOICE REPORT FOR MUKWONAGO  
 EXP CHECK RUN DATES 06/01/2019 - 07/18/2019  
 UNJOURNALIZED  
 OPEN - CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	VENDOR AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS
VENDOR NAME: MUKWONAGO AUTO PARTS - GENERAL					
	TOTAL VENDOR MUKWONAGO AUTO PARTS - GENERAL	417.78			
VENDOR NAME: NORTH CENTRAL LABORATORIES					
425066	LAB SUPPLY	67.50	NORTH CENTRAL LABORAT	UTILITIES	620-8010-826000 67.50
	TOTAL VENDOR NORTH CENTRAL LABORATORIES	67.50			
VENDOR NAME: NORTHERN LAKE SERVICE					
357967	PHOPHORUS LAB TESTING	69.00	NORTHERN LAKE SERVICE	UTILITIES	620-8010-826000 69.00
357891	WPDES RRQUIRED LAB TESTING	208.00	NORTHERN LAKE SERVICE	UTILITIES	620-8010-826000 208.00
358652	WASTEWATER LAB TESTS	208.00	NORTHERN LAKE SERVICE	UTILITIES	620-8010-826000 208.00
358827	WASTEWATER LAB TESTS	208.00	NORTHERN LAKE SERVICE	UTILITIES	620-8010-826000 208.00
	TOTAL VENDOR NORTHERN LAKE SERVICE	693.00			
VENDOR NAME: OTTER SALES & SERVICE					
1018844	MOWER REPAIR PARTS	32.85	OTTER SALES & SERVICE	UTILITIES	620-8010-827000 32.85
	TOTAL VENDOR OTTER SALES & SERVICE	32.85			
VENDOR NAME: PHYSIO-CONTROL					
119046292	LP15 4G MODEMS	3,615.00	PHYSIO-CONTROL	FIRE	150-5700-571400 3,615.00
119044320	EMS SUPPLIES	272.00	PHYSIO-CONTROL	FIRE	150-5231-531100 272.00
	TOTAL VENDOR PHYSIO-CONTROL	3,887.00			
VENDOR NAME: PORT-A-JOHN, INC					
1301136-IN	PORTABLE RESTROOMS	86.00	PORT-A-JOHN, INC	DPW	100-5521-531100 86.00
1301137-IN	PORTABLE RESTROOMS	86.00	PORT-A-JOHN, INC	DPW	100-5521-531100 86.00
1301138-IN	PORTABLE RESTROOMS	258.00	PORT-A-JOHN, INC	DPW	100-5521-531100 258.00
1301139-IN	PORTABLE RESTROOMS	172.00	PORT-A-JOHN, INC	DPW	100-5521-531100 172.00
1301140-IN	PORTABLE RESTROOMS	86.00	PORT-A-JOHN, INC	DPW	100-5521-531100 86.00
1301141-IN	PORTABLE RESTROOMS	86.00	PORT-A-JOHN, INC	DPW	100-5521-531100 86.00
1301142-IN	POTABLE RESTROOMS	86.00	PORT-A-JOHN, INC	DPW	100-5521-531100 86.00
	TOTAL VENDOR PORT-A-JOHN, INC	860.00			
VENDOR NAME: PRAXAIR DISTRIBUTION					
90174624	OXY/ACETYLENE TANK LEASE	29.74	PRAXAIR DISTRIBUTION	UTILITIES	620-8010-827000 29.74
	TOTAL VENDOR PRAXAIR DISTRIBUTION	29.74			
VENDOR NAME: PROHEALTH CARE LAB BILLING					
201906-0	JUNE BLOOD DRAWS	70.00	PROHEALTH CARE	POLICE	100-5212-521900 70.00
	TOTAL VENDOR PROHEALTH CARE LAB BILLING	70.00			
VENDOR NAME: PROHEALTH CARE MEDICAL					
299618	PREUSS FT PRE-EMPLOYMENT	80.00	PROHEALTH CARE MEDICA	FIRE	150-5221-521900 80.00
299491	STAFF ANUAL HEARING SCREENING	26.00	PROHEALTH CARE MEDICA	DPW	100-5323-521900 26.00
	TOTAL VENDOR PROHEALTH CARE MEDICAL	106.00			
VENDOR NAME: QUILL CORPORATION					
8413749	RESTROOM SUPPLIES	156.96	QUILL CORPORATION	DPW	100-5160-531100 156.96
8352724	ORGANIZING SUPPLIES	65.65	QUILL CORPORATION	PLANNER	100-5632-531100 65.65
8316103	SUPPLIES	72.98	QUILL CORPORATION	CLERK	100-5142-531100 72.98

CUSTOM INVOICE REPORT FOR MUKWONAGO  
 EXP CHECK RUN DATES 06/01/2019 - 07/18/2019  
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INVOICE NUMBER	DESCRIPTION	AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS
VENDOR NAME: QUILL CORPORATION					
8474634	COPY PAPER	139.96	QUILL CORPORATION	FINANCE	100-5142-531100 19.59 150-5221-531100 18.19 220-5140-531100 1.40 410-5363-531100 2.80 440-5511-531100 7.00 500-5344-539900 1.40 610-6920-692100 46.19 620-8300-840000 43.39
TOTAL VENDOR QUILL CORPORATION		435.55			
VENDOR NAME: RICOH USA, INC					
5057033105	RICOH COPIES 04/01/19 - 06/30/19	180.77	RICOH USA, INC	ALLOCATE	100-5142-531200 25.30 150-5221-531100 23.50 220-5140-531200 1.81 410-5363-531200 3.62 440-5511-531200 9.04 500-5344-531200 1.81 610-6920-693000 59.65 620-8400-856000 56.04
TOTAL VENDOR RICOH USA, INC		180.77			
VENDOR NAME: RUEKERT & MIELKE, INC.					
128051	12-10028.301 Front Street & Meacham Str	423.00	RUEKERT & MIELKE, INC	FINANCE	480-5700-586100-RD0001 423.00
128052	12-10044.300 Midwest Storage Developmen	457.58	RUEKERT & MIELKE, INC	FINANCE	100-0000-211400 457.58
128053	12-10057.100 Edgewood Apartments / Revi	421.60	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425-D00020 421.60
128054	12-10059.300 Holz Parkway Multi-Use Tra	1,097.13	RUEKERT & MIELKE, INC	FINANCE	480-5700-585000 1,097.13
128055	12-10061.300 Boat Launch Improvements /	647.89	RUEKERT & MIELKE, INC	FINANCE	480-5700-586400 647.89
128056	12-10063.210 2019 GIS Services - GIS Da	833.75	RUEKERT & MIELKE, INC	FINANCE	610-6920-692300 336.25 620-8400-852000 336.25 100-5241-521900 161.25
128057	12-10064.100 Instrument Development Cor	80.10	RUEKERT & MIELKE, INC	FINANCE	100-0000-211400 80.10
128058	12-10068.300 Construction Services Sugd	4,851.76	RUEKERT & MIELKE, INC	FINANCE	250-5335-521900 4,851.76
128060	12-10069.100 Chapman Farms Portion of V	125.45	RUEKERT & MIELKE, INC	FINANCE	100-0000-211400 125.45
128061	12-10069.101 Chapman Farms Portion of V	50.06	RUEKERT & MIELKE, INC	FINANCE	100-0000-211400 50.06
128062	12-10069.102 Chapman Farms Portion of V	96.06	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425-D00023 96.06
128063	12-10069.103 Chapman Farms Portion of V	214.35	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425-D00022 214.35
128064	12-10071-201 Grand Avenue Water Main Re	414.00	RUEKERT & MIELKE, INC	FINANCE	610-6920-692300 207.00 620-8400-852000 207.00
128065	12-10075.300 WWTF Septage Receiving, Di	11,831.63	RUEKERT & MIELKE, INC	FINANCE	620-0000-000110 11,831.63
128066	12-10081.300 Well 5 Iron Filter / Const	1,619.50	RUEKERT & MIELKE, INC	FINANCE	610-0000-000109 1,619.50
128068	12-10086.201 Pick 'n Save Pond Improvem	1,640.00	RUEKERT & MIELKE, INC	FINANCE	480-5700-584800 1,640.00
128069	12-10095.300 I-43 Tower Painting / Cons	1,305.00	RUEKERT & MIELKE, INC	FINANCE	610-6920-692300 1,305.00
128070	12-10096.200 DeBack Drive Infrastructur	2,310.70	RUEKERT & MIELKE, INC	FINANCE	200-5335-521900 2,310.70
128071	12-10098.110 Mukwonago WWTF Phosphorus	2,422.25	RUEKERT & MIELKE, INC	FINANCE	620-8400-852000 2,422.25
128072	12-10103.100 Triple Crown Development R	119.60	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425-TID502 119.60
128073	12-10104.300 Mukwonago Animal Hospital	46.00	RUEKERT & MIELKE, INC	FINANCE	100-0000-211400 46.00



CUSTOM INVOICE REPORT FOR MUKWONAGO  
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INVOICE NUMBER	DESCRIPTION	VENDOR AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS
VENDOR NAME: RUEKERT & MIELKE, INC.					
128074	12-10105.200 WWTF Clarifier Dome / Chem	7,281.00	RUEKERT & MIELKE, INC	FINANCE	620-8400-852000 7,281.00
128075	12-10109.100 Super Products Development	224.00	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425-TID504 224.00
128076	12-10109.300 Super Products Development	229.00	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425-TID504 229.00
128077	12-10110.100 Kay's Dance Center / Devel	375.19	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425-D00028 375.19
128078	12-10111.100 Verizon / Development Revi	39.10	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425-D00029 39.10
128079	12-10112.200 Pavement Rehabilitation Pr	2,078.82	RUEKERT & MIELKE, INC	FINANCE	480-5700-539900 2,078.82
128080	12-10115.200 2019 Well & Well Pump Impr	2,112.50	RUEKERT & MIELKE, INC	FINANCE	610-6920-692300 2,112.50
128081	12-10118.100 TouchPad Electronics / Dev	318.00	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425 318.00
128082	12-10119.100 Malcolm Drilling / Develop	567.00	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425 567.00
128083	12-10120.100 Phantom Lakes Preserve / D	94.00	RUEKERT & MIELKE, INC	FINANCE	100-0000-211425 94.00
128084	12-92041.485 2019 SCADA Service - Hourl	2,646.18	RUEKERT & MIELKE, INC	FINANCE	610-6920-692300 1,323.09 620-8400-852000 1,323.09
TOTAL VENDOR RUEKERT & MIELKE, INC.		62,734.98			
VENDOR NAME: RUNDLE-SPENCE					
2770488001	DIGESTER VENT REPAIR PARTS	162.77	RUNDLE-SPENCE	UTILITIES	620-8010-833000 162.77
2770488002	DIGESTER VENT REPARTS	8.45	RUNDLE-SPENCE	UTILITIES	620-8010-833000 8.45
TOTAL VENDOR RUNDLE-SPENCE		171.22			
VENDOR NAME: SAFELITE FULFILLMENT INC					
01867202368	3462 WINDSHIELD REPAIR	220.70	SAFELITE FULFILLMENT	FIRE	150-5222-539500 220.70
TOTAL VENDOR SAFELITE FULFILLMENT INC		220.70			
VENDOR NAME: SBA STRUCTURES					
IN15646439	THEISEN TOWER SITE 1 YEAR RENT	500.04	SBA STRUCTURES	POLICE	100-5211-521900 500.04
TOTAL VENDOR SBA STRUCTURES		500.04			
VENDOR NAME: SHERWIN-WILLIAMS					
9904-6	HYDRANT PAINT	536.20	SHERWIN-WILLIAMS	UTILITIES	610-6454-665400 536.20
9905-3	DIGESTOR VENT PAINT	187.50	SHERWIN-WILLIAMS	UTILITIES	620-8010-833000 187.50
TOTAL VENDOR SHERWIN-WILLIAMS		723.70			
VENDOR NAME: SOUTHERN LAKES NEWSPAPERS					
JUNE2019	JOB POSTING	810.00	SOUTHERN LAKES NEWSPA	DPW	100-5300-521900 810.00
TOTAL VENDOR SOUTHERN LAKES NEWSPAPERS		810.00			
VENDOR NAME: TASC					
IN1538278	2018 FORFEITURE INVOICE	776.02	TASC	FINANCE	100-0000-216000 776.02
TOTAL VENDOR TASC		776.02			
VENDOR NAME: TERRACON CONSULTANTS					
TC26209	MOPS PHASE 1	2,200.00	TERRACON CONSULTANTS	DPW	810-5140-521900 2,200.00
TOTAL VENDOR TERRACON CONSULTANTS		2,200.00			

INVOICE NUMBER	DESCRIPTION	VENDOR AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS
VENDOR NAME: TRACTOR SUPPLY CREDIT PLAN					
JUNE-DPW	WEED SFRAY	73.98	TRACTOR SUPPLY CREDIT	DPW	100-5521-531100 73.98
JUNE-UTIL	DIGESTER COVER VENT REPAIRS	40.95	TRACTOR SUPPLY CREDIT	UTILITIES	620-8010-833000 40.95
TOTAL VENDOR TRACTOR SUPPLY CREDIT PLAN		114.93			
VENDOR NAME: TREASURER STATE OF WI					
JUNE2019	STATE JAIL FINES	4,896.47	TREASURER STATE OF WI	CLERK	100-0000-242400 4,896.47
TOTAL VENDOR TREASURER STATE OF WI		4,896.47			
VENDOR NAME: TREASURER WAUKESHA COUNTY					
JUNE2019	WAUKESHA COUNTY JAIL FINES	1,604.80	TREASURER WAUKESHA CO	CLERK	100-0000-243240 1,604.80
TOTAL VENDOR TREASURER WAUKESHA COUNTY		1,604.80			
VENDOR NAME: TRILOGY CONSULTING					
883	POTENTIAL TID 3 CLOSEOUT ISSUES	165.00	TRILOGY CONSULTING	FINANCE	100-5141-521900 165.00
TOTAL VENDOR TRILOGY CONSULTING		165.00			
VENDOR NAME: U.S. CELLULAR					
0317803564	LAST US CELLULAR BILL PRORATED	202.24	U.S. CELLULAR	POLICE	100-5211-522500 202.24
TOTAL VENDOR U.S. CELLULAR		202.24			
VENDOR NAME: UNITED LIQUID WASTE					
25244	CAKE SLUDGE HAULING	9,500.00	UNITED LIQUID WASTE	UTILITIES	620-8010-825500 9,500.00
TOTAL VENDOR UNITED LIQUID WASTE		9,500.00			
VENDOR NAME: UNITED STATES FIRE PROTECTION					
F013374	REPLACE AND MOVE SMOKE DETECTOR IN BASE	790.25	UNITED STATES FIRE PR	POLICE	100-5211-539400 790.25
TOTAL VENDOR UNITED STATES FIRE PROTECTION		790.25			
VENDOR NAME: USA BLUEBOOK					
942123	DIGESTER COVER VENT REPAIR PARTS	70.55	USA BLUEBOOK	UTILITIES	620-8010-833000 70.55
937050	LAB CHEMICALS	1,205.52	USA BLUEBOOK	UTILITIES	620-8010-826000 1,205.52
937165	DIGESTER COVER VENT REPAIR PARTS	52.85	USA BLUEBOOK	UTILITIES	620-8010-833000 52.85
942977	LAB TESTING SUPPLIES	183.35	USA BLUEBOOK	UTILITIES	620-8010-826000 183.35
TOTAL VENDOR USA BLUEBOOK		1,512.27			
VENDOR NAME: VERIZON WIRELESS					
9833369976	TELEPHONE BILL	100.20	VERIZON WIRELESS	FIRE	150-5221-522500 100.20
TOTAL VENDOR VERIZON WIRELESS		100.20			
VENDOR NAME: VERMEER WISCONSIN INC.					
20220535	FORESTRY SUPPLIES	312.96	VERMEER WISCONSIN INC	DPW	100-5611-531100 312.96
20204531	VERMEER INHOUSE CREDIT	(274.49)	VERMEER WISCONSIN INC	DPW	100-5611-531100 (274.49)
202200894	FORESTRY SUPPLIES	20.48	VERMEER WISCONSIN INC	DPW	100-5611-531100 20.48
TOTAL VENDOR VERMEER WISCONSIN INC.		58.95			
VENDOR NAME: VILLAGE OF MUKWONAGO DUE TO/FR					

CUSTOM INVOICE REPORT FOR MUKWONAGO  
 EXP CHECK RUN DATES 06/01/2019 - 07/18/2019  
 UNJOURNALIZED  
 OPEN = CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS	
VENDOR NAME: VILLAGE OF MUKWONAGO DUE TO/FR						
JULY2019	TRANSFER OF MONTHLY BUDGETED AMOUNT	48,874.00	VILLAGE OF MUKWONAGO	FINANCE	720-0000-250015 610-6920-640800	18,207.00 30,667.00
TOTAL VENDOR VILLAGE OF MUKWONAGO DUE TO/FR		48,874.00				
VENDOR NAME: W C T C						
S0693230	WCTC	416.78	W C T C	FIRE	150-5223-533500	416.78
TOTAL VENDOR W C T C		416.78				
VENDOR NAME: W.H. MAJOR & SONS, INC.						
24626	STATION 1 LANDSCAPING AFTER ADDITION	1,840.00	W.H. MAJOR & SONS, IN	FIRE	430-5700-572000	1,840.00
TOTAL VENDOR W.H. MAJOR & SONS, INC.		1,840.00				
VENDOR NAME: WALWORTH COUNTY						
JUNE2019	WALWORTH COUNTY JAIL FINES	60.00	WALWORTH COUNTY	CLERK	100-0000-243250	60.00
TOTAL VENDOR WALWORTH COUNTY		60.00				
VENDOR NAME: WAUKESHA CITY OF						
22190016	TECH RESCUE CONTRACT CWFD	3,038.00	CITY OF WAUKESHA	FIRE	150-5221-521900	3,038.00
TOTAL VENDOR WAUKESHA CITY OF		3,038.00				
VENDOR NAME: WI DEPT OF JUSTICE CIB						
JUNE2019	BACKGROUND CHECKS	770.00	WI DEPT OF JUSTICE CI	POLICE	100-5211-521900 100-0000-242205	70.00 700.00
TOTAL VENDOR WI DEPT OF JUSTICE CIB		770.00				
VENDOR NAME: WI RURAL WATER ASSOCIATION						
3765	SAFETY TRAINING	62.98	WI RURAL WATER ASSOCI	UTILITIES	620-8400-854100	62.98
3758	SAFETY EXCAVATION TRAINING	253.60	WI RURAL WATER ASSOCI	UTILITIES	620-8400-854100	253.60
TOTAL VENDOR WI RURAL WATER ASSOCIATION		316.58				
VENDOR NAME: WILDON WOODS						
629374	DOOR LOCK REPAIRS	720.00	WILDON WOODS	UTILITIES	610-6210-662500 620-8010-821100	500.00 220.00
TOTAL VENDOR WILDON WOODS		720.00				
VENDOR NAME: WISCONSIN IMAGING						
AR35572	JUNE COPY MACHINE	196.76	WISCONSIN IMAGING	POLICE	100-5211-521900	196.76
TOTAL VENDOR WISCONSIN IMAGING		196.76				
VENDOR NAME: WITTE SUPPLY COMPANY						
82177	LANDSCAPING SUPPLIES	298.75	WITTE SUPPLY COMPANY	DPW	100-5220-539400	298.75
TOTAL VENDOR WITTE SUPPLY COMPANY		298.75				

CUSTOM INVOICE REPORT FOR MUKWONAGO  
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INVOICE NUMBER	DESCRIPTION	AMOUNT	VENDOR NAME	APPROVAL DEPARTMENT	DISTRIBUTIONS\AMOUNTS
VENDOR NAME: WORKMAN ENTERPRISES, LLC					
PYMT5	HOLZ PKWY MULTI-USE TRAIL FINAL PAYMENT	7,343.19	WORKMAN ENTERPRISES,	DPW	480-5700-585000 7,343.19
TOTAL VENDOR WORKMAN ENTERPRISES, LLC		<u>7,343.19</u>			
VENDOR NAME: ZEP SALES & SERVICE					
9004345606	FIRE-EMS CLEANING SUPPLIES	383.79	ZEP SALES & SERVICE	FIRE	150-5231-531100 191.90 150-5222-531100 191.89
TOTAL VENDOR ZEP SALES & SERVICE		<u>383.79</u>			
GRAND TOTAL:		570,494.72			

## **Vouchers Payable Cover Sheet**

Payments batch AP 07-2019-2	\$570,494.72
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Total for board approval:	\$570,494.72
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**VILLAGE OF MUKWONAGO PURCHASE REQUISITION**

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

<b>DATE:</b>	7/11/19	<b>NUMBER:</b>	
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<b>VENDOR NAME &amp; ADDRESS:</b>	<b>SHIP TO:</b>
RJ Thomas Mfg. Co. Inc. PO Box 946 Cherokee, IA 51012	DPW

<b>DEPT NAME:</b>	<b>SUGGESTED VENDOR</b>	<b>AUTHORIZED SIGNATURE</b>
DPW	RJ Thomas Mfg. Co. Inc.	<i>[Signature]</i>

<b>BUDGETED ITEM?</b>	Yes	<b>BUDGETED SOURCE:</b>	
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<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>	<u>ACCT #</u>
1	18	Picnic Tables	\$689.40	\$12,409.20	
2	3	ADA Picnic Tables	\$673.20	\$2,019.60	
3	5	Benches	\$504.90	\$2,524.50	
4	1	Bike Rack	\$350.10	\$350.10	
5	1	Shipping		\$1,063.00	
			<b>TOTAL</b>	<b>\$18,366.40</b>	430-5700-5716

<b>FINANCE COMMITTEE USE ONLY</b>	
<b>APPROVED (COMMITTEE INITIALS):</b>	
<b>DATE:</b>	
<b>SPECIAL INSTRUCTIONS</b>	

# Order Acknowledgement

<b>Order No</b> 184316	<b>Order Date</b> 6/28/2019	<b>Page</b> 1
<b>Customer Purchase Order</b> 838		

## RJ Thomas Mfg. Co. Inc.

PO Box 946  
Cherokee, IA 51012      fax: 712-225-5796  
www.pilotrock.com      orderentry@rjthomas.com

REVISED

**Bill To:**

Mukwonago, Vlg of  
% Ron Bittner  
440 River Crest Ct  
PO Box 206  
Mukwonago, WI 53149

**Ship To:**

Mukwonago, Vlg of  
% Ron Bittner  
630 E Veterans Way  
262-363-6447  
Mukwonago, WI 53149

rbittner@villageofmukwonago.com

**\* NOT AN INVOICE - PLEASE NOTE ANY CHANGES, SIGN AND RETURN to orderentry@rjthomas.com or fax: 712-225-5796 \***

Customer	Payment terms	Ship Date			
WI 1009	NET 30 DAYS XPO Logistics	8/2/2019	<i>Thank you for your order!</i>		
Quantity	Item No	Unit price	UOM	Extended price	
18	XT/G-8PN TABLE XT 2-3/8OD 8' GALV FRMS GREEN RCLD PLSTC 2x10	689.40	EA	12,409.20	
3	XTH/G-6PN/E TABLE XTH WHLCHR ACC 2-3/8OD GALV FRMS EXT 1 END GREEN RCLD PLSTC 2x10 6' SEATS 8' TOP EXTENDED	673.20	EA	2,019.60	
5	RBB/B-6N26 BENCH RCLD PLSTC 6' w/BACK BLACK FRMS GREEN 2x6 SLATS	504.90	EA	2,524.50	
1	BR210DS/G BIKE RACK BELL STYLE GALV DOUBLE SIDED FOR 10 BIKES	350.10	EA	350.10	

This order will ship by commercial truck freight. The driver is instructed to call ahead before arriving. Unless lift gate was quoted, equipment and help must be available at the delivery location provided to unload this freight from the carrier truck. The driver is not required to unload or provide unloading equipment. Freight ships knocked down, assembly may be required.

IMPORTANT: In case of any shortage or visible damage, Note clearly on the Bill of Lading BEFORE signing, and contact RJ Thomas Mfg Co Inc at 1-800-762-5002 immediately.

\*\* FAILURE TO FOLLOW THESE INSTRUCTIONS WILL RELEASE THE CARRIER FROM ANY RESPONSIBILITY FOR LOSS OR DAMAGE. \*\*

For more information see "Receiving Your Order" at www.pilotrock.com/

**ACCEPTED AS IS**       **CHANGES REQUIRED AS NOTED**

<b>Sales amount:</b>	17,303.40
<b>Sales tax:</b>	0.00
<b>Misc. Charge:</b>	0.00
<b>Freight Charge:</b>	1,063.00
<b>Total</b>	<b>18,366.40</b>

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**RESOLUTION 2019-032**

**RESOLUTION APPROVING A CERTIFIED SURVEY MAP ON BEHALF OF MALCOM DRILLING COMPANY AND TOUCHPAD ELECTRONICS IN MUKWONAGO BUSINESS PARK;  
VILLAGE OF MUKWONAGO, APPLICANT**

**WHEREAS**, pursuant to Article IV of the Land Division Ordinance, a 3-Lot Certified Survey Map for the vacant property located west of the southwest corner of Rochester Street (STH 83) and Boxhorn Drive, in the Village of Mukwonago, was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

**WHEREAS**, the application was submitted by Chris Ruetten, of Ruetten and Mielke, to allow Malcom Drilling Company and Touchpad Electronics Company to purchase the two lots created by this Certified Survey Map from the Village and construct an industrial building on each respective lot within the Mukwonago Business Park, and

**WHEREAS**, the Certified Survey Map has been reviewed and recommended by the Village Plan Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the 1-Lot Certified Survey Map dated December 1, 2018, prepared by Chris Ruetten, Public Land Surveyor and submitted by the Village of Mukwonago.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** approval of the Certified Survey Map shall be subject to the following conditions:

1. Prior to Village officials signing of the CSM, final documents conveying the property from the Village of Mukwonago to the organization representing Malcom Drilling and Touchpad Electronics shall be confirmed by Village Staff.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the applicant, upon the approval of this Certified Survey Map, shall agree to accept the same in writing.

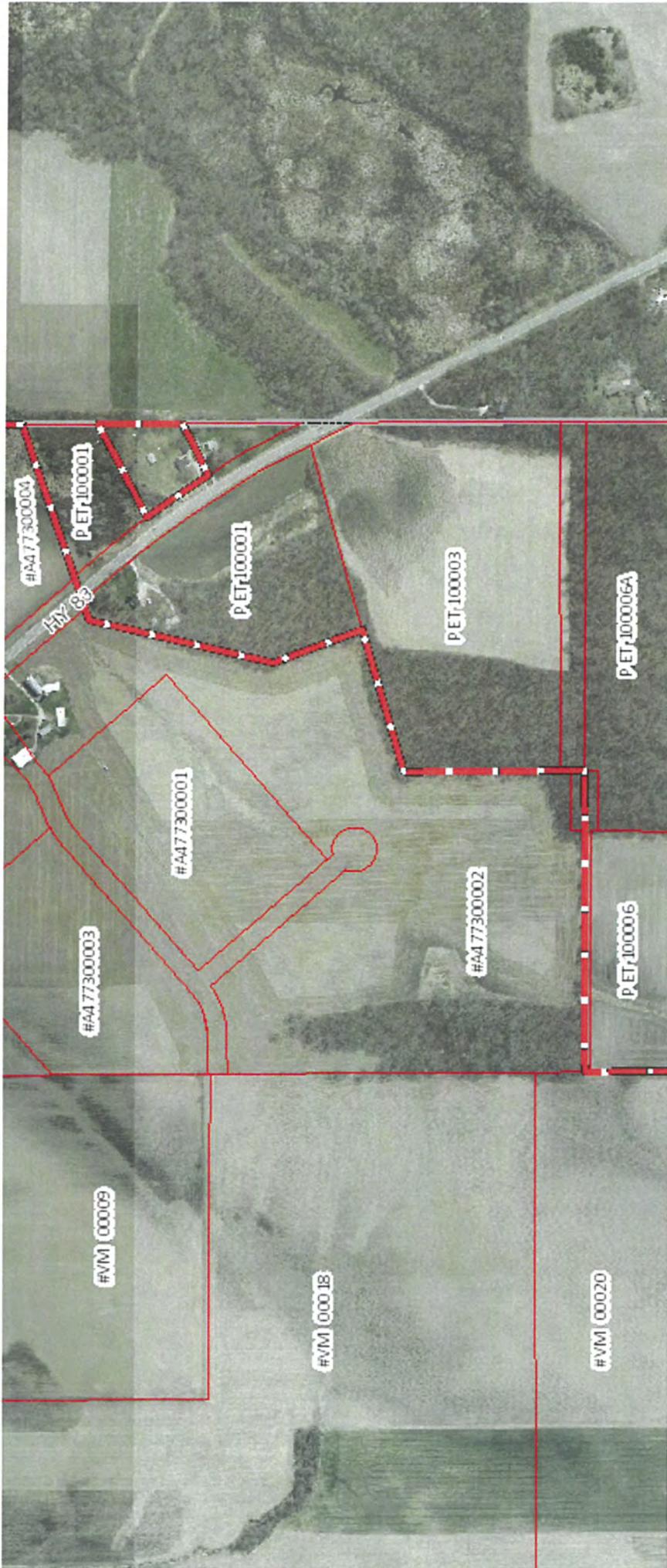
Passed and dated this 17<sup>th</sup> day of July, 2019.

VILLAGE OF MUKWONAGO

By: \_\_\_\_\_  
Fred Winchowky, Village President

Attest: \_\_\_\_\_  
Judith A. Taubert, Village Clerk-Treasurer

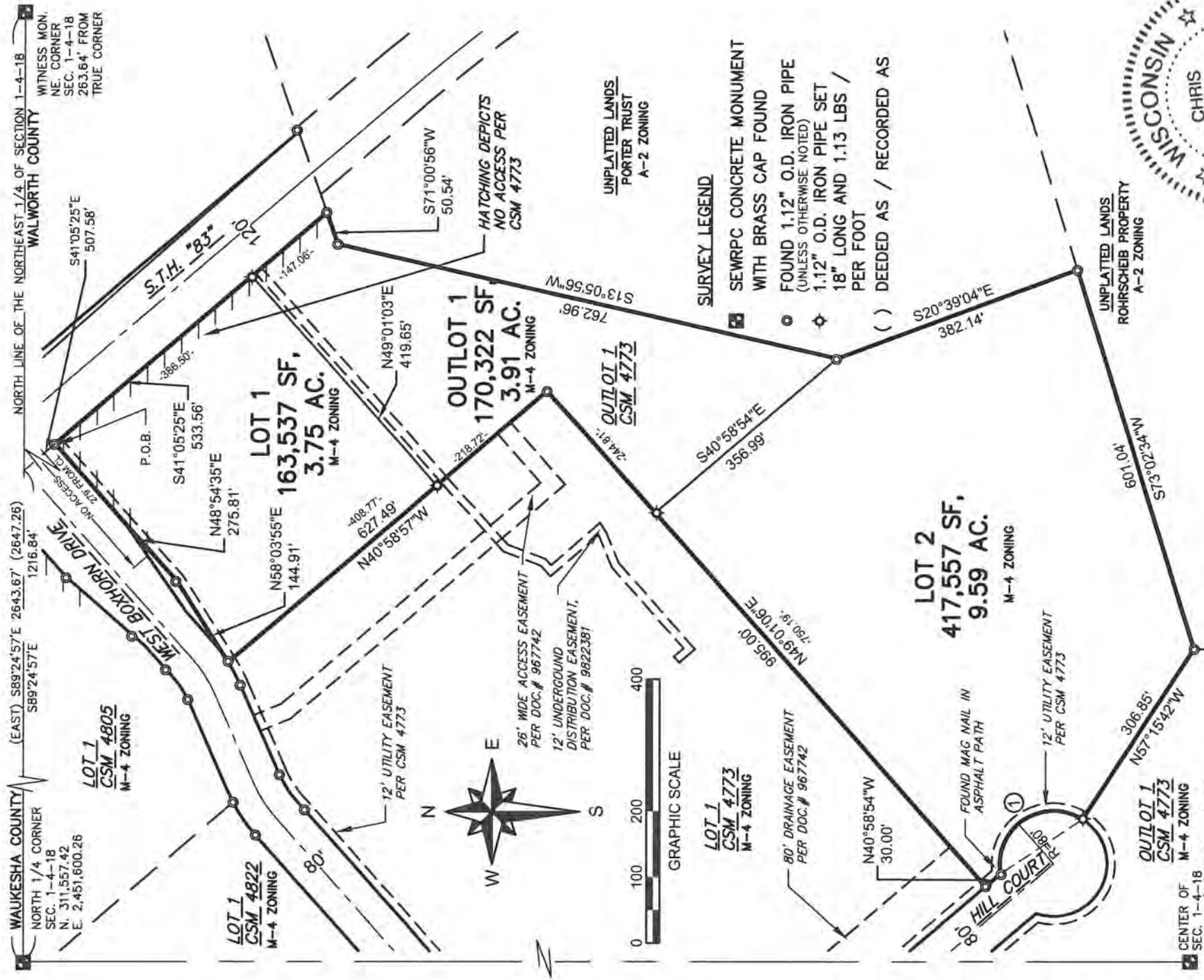






# CERTIFIED SURVEY MAP -

BEING A PART OF OUTLOT 1 CSM 4773, LOCATED IN THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4, AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN



**OWNER/SUBDIVIDER:**  
 Village of Mukwonago  
 Post Office Box 206  
 Mukwonago, WI 53149  
 Ph. 262-363-6434

**PREPARED BY:**  
 Ruekert & Mielke, Inc.  
 W233 N2080 Ridgeview Pkwy.  
 Waukesha, WI 53188  
 262-547-5733



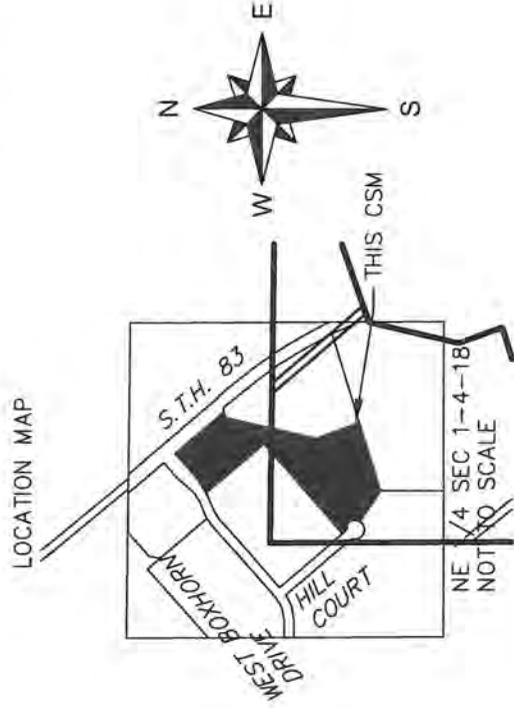
*Chris Ruetten*  
 Chris Ruetten, P.L.S. 2942

Dated this 11th day of July, 2019  
 THIS INSTRUMENT WAS DRAFTED BY JOHN M. SCHULZ  
 CHECKED BY: CHRIS RUETTEN, PLS (06/27/19) SHEET 1 OF 4



# CERTIFIED SURVEY MAP -

BEING A PART OF OUTLOT 1 CSM 4773, LOCATED IN THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4, AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN



## NOTES:

1. NO BUILDINGS EXIST WITHIN THIS PROPOSED CERTIFIED SURVEY MAP.
2. LOT SHOWN AS ZONE "X" UNSHADED, AREAS OF MINIMAL FLOODING, PER FEMA MAP AND PANEL NO. 55127C0125D, EFFECTIVE DATE NOVEMBER 5, 2014. BASED UPON CURRENT FEMA MAPPING AND COUNTY GIS DATA NO MAPPED OR STUDIED 100 YEAR FLOODPLAIN EXIST WITHIN 2400 +/- FEET OF THE PROPOSED CERTIFIED SURVEY MAP BOUNDARY, THEREFORE IT IS ASSUMED NO LANDS LIE AT OR BELOW THE 5 VERTICAL FEET ABOVE CONTOUR ELEVATION.
3. THE LOT WITHIN THIS DEVELOPMENT WILL BE SERVED BY PUBLIC SANITARY SEWER AND WATER.

### OWNER/SUBDIVIDER:

Village of Mukwonago  
Post Office Box 206  
Mukwonago, WI 53149  
Ph. 262-363-6434

### PREPARED BY:

Ruekert & Mielke, Inc.  
W233 N2080 Ridgeview Pkwy.  
Waukesha, WI 53188  
262-547-5733

**Ruekert • Mielke**

[www.ruekertmielke.com](http://www.ruekertmielke.com)



Chris Ruetten, P.L.S. 2942

Dated this 11th day of July, 2019

THIS INSTRUMENT WAS DRAFTED BY JOHN M. SCHULZ  
CHECKED BY: CHRIS RUETTEN, PLS (06/27/19)

SHEET 2 OF 4

**CERTIFIED SURVEY MAP -**

BEING A PART OF OUTLOT 1 CSM 4773, LOCATED IN THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4, AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN

**SURVEYOR'S CERTIFICATE**

STATE OF WISCONSIN }  
COUNTY OF WAUKESHA } SS

I Chris Ruetten, Professional Land Surveyor, do hereby certify that at the direction of the Village of Mukwonago, that I have surveyed, divided and mapped part of Outlot 1 of Certified Survey Map No. 4773, being a part of the Northeast 1/4, Southeast 1/4, Southwest 1/4, and the Northwest 1/4 of the Northeast 1/4, of Section 1, Township 4 North, Range 18 East, Village of Mukwonago, Walworth County, Wisconsin, more particularly described as follows:

Beginning at North corner of said Outlot 1; thence bearing S41°05'25"E, along the Westerly Right-of-Way (ROW) line of State Highway "83", a distance of 533.56 feet; thence bearing S71°00'56"W, a distance of 50.54 feet; thence bearing S13°05'56"W, a distance of 762.96 feet; thence bearing S20°39'04"E, a distance of 382.14 feet; thence bearing S73°02'34"W, a distance of 601.04 feet; thence bearing N57°15'42"W, a distance of 306.85 feet to the Southeasterly ROW line of Hill Court; thence along Hill Court for the next two (2) courses; thence along an arc of curve to the left, for a distance of 186.71 feet, having a chord bearing N34°07'18"W, a distance of 147.13 feet, having a radius of 80.00 feet, and having a central angle of 133°43'12"; thence bearing N40°58'54"W, a distance of 30.00 feet to the Southeasterly line of Lot 1 of C.S.M. 4773; thence bearing N49°01'06"E along said Southeasterly line, a distance of 995.00 feet to the Northeasterly line of said Lot 1; thence bearing N40°58'57"W along said Northeasterly line, a distance of 627.49 feet to the Southerly ROW line of West Boxhorn Drive; thence along West Boxhorn Drive for the next two (2) courses; thence bearing N58°03'55"E, a distance of 144.91 feet; thence bearing N48°54'35"E, a distance of 275.81 feet to the POINT OF BEGINNING. Said lands contain 751,416 S.F. more-or-less. Subject to covenants, conditions, restrictions and easements of record.

That I have made this survey, land division and map by the direction of the Village of Mukwonago, Owner(s) of said land.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the division thereof made.

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and the Village of Mukwonago ordinances in surveying, dividing and mapping of same.

**PREPARED BY:**

Ruekert & Mielke, Inc.  
W233 N2080 Ridgeview Pkwy.  
Waukesha, WI 53188  
262-547-5733

**OWNER/SUBDIVIDER:**

Village of Mukwonago  
Post Office Box 206  
Mukwonago, WI 53149  
Ph. 262-363-6434



THIS INSTRUMENT WAS DRAFTED BY JOHN M. SCHULZ  
CHECKED BY: CHRIS RUETTEN, PLS (06/27/19)



Chris Ruetten, P.L.S. 2942

Dated this 11th day of July, 2019

**CERTIFIED SURVEY MAP -**

BEING A PART OF OUTLOT 1 CSM 4773, LOCATED IN THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4, AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN

**CORPORATE OWNER'S CERTIFICATE**

The Village of Mukwonago, a Municipal Corporation duly organized and existing under, and by virtue of, the laws of the State of WI, and as owner(s), do hereby certify that said Municipal Corporation, caused the land described on this map to be surveyed, divided, mapped, and dedicated as represented on this map.

The Village of Mukwonago, does further certify that this Certified Survey Map is to be submitted to the following for approval or objection:  
(Village of Mukwonago)

WITNESS the hand and seal of said owner(s) this \_\_\_\_ day of \_\_\_\_\_, 2019.

In the presence of:

Signed: \_\_\_\_\_  
Fred Winchowky, Village President

Countersigned: \_\_\_\_\_  
Linda Gourdoux, Deputy Village Clerk

STATE OF WISCONSIN }  
COUNTY OF \_\_\_\_\_ } SS

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2019, Fred Winchowky, Village President, and Linda Gourdoux, Deputy Village Clerk of the above named Municipal Corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such Village President and Village Clerk of said Municipal Corporation, and acknowledged that they executed the foregoing instrument as such officer(s) as the deed of said Municipal Corporation, by its authority.

Notary Public, \_\_\_\_\_ County, Wisconsin

My Commission Expires \_\_\_\_\_

**VILLAGE BOARD CERTIFICATE**

Resolved, that this Certified Survey Map, in the Village of Mukwonago, is hereby approved by the Village Board.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Fred Winchowky, Village President

I hereby certify that the foregoing is a copy of a resolution adopted by the Village of Mukwonago Board.

\_\_\_\_\_  
Linda Gourdoux, Deputy Village Clerk

**VILLAGE PLANNING COMMISSION CERTIFICATE**

Resolved, that this Certified Survey Map, in the Village of Mukwonago, is hereby approved by the Village Planning Commission.

\_\_\_\_\_  
Fred Winchowky, Village President

I hereby certify that the foregoing is a copy of a resolution adopted by the Planning Commission of the Village of Mukwonago.

\_\_\_\_\_  
Linda Gourdoux, Deputy Village Clerk

**PREPARED BY:**

Ruekert & Mielke, Inc.  
W233 N2080 Ridgeview Pkwy.  
Waukesha, WI 53188  
262-547-5733

**OWNER/SUBDIVIDER:**

Village of Mukwonago  
Post Office Box 206  
Mukwonago, WI 53149  
Ph. 262-363-6434

  
Chris Ruetten, P.L.S. 2942



Dated this 11th day of July, 2019



## Village of Mukwonago

440 River Crest Court, Mukwonago, Wisconsin 53149  
(262) 363-6420 x 2111

## Office of the Village Planner

[www.villageofmukwonago.com](http://www.villageofmukwonago.com)  
[planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

Date: June 28, 2019

To: Fred Winchowky, Village President  
Plan Commissioners

Cc: John Weidl, Village Administrator (via email); Judy Taubert, Village Clerk (via email); Bob Harley, Supervisor of Inspections (via email); Mark Blum, Village Attorney (via email); Jerad Wegner, Village Engineer (via email); Kevin Schmidt, Police Chief (via email); Jeff Stein, Fire Chief (via email); Ron Bittner, Public Works Director (via email); Doug Olson, agent for applicant (via email)

From: Ben Kohout, AICP; Village Planner

Subject: Klug CSM/ **Extraterritorial Review**

Meeting: July 9, 2019 Plan Commission meeting

---

**Property location** N9101 Stone School Road, East Troy, WI (Town of East Troy)

**Current zoning** R-1 (Residential)- Town of East Troy

**General description** Mr. Robert Klug is proposing to create a two-lot CSM out of his existing 3.56 acre parcel, with a proposed 33 foot wide easement providing access to the proposed "Lot 1". The property is along the west side of Stone School Road (Honeywell Road in Village of Mukwonago limits), about one-half mile south of the Village corporate boundary, meaning that pursuant to state law the Village has an opportunity to review the CSM under extraterritorial plat review authority. The property is outside the ultimate Village boundary pursuant to the Town-Village boundary agreement.

The purpose of the CSM is to create two lots out of the one larger buildable lot. A parallel review process is occurring with the Town of East Troy.

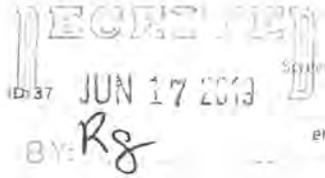
### **Recommendation**

State law allows the Village to review the CSM to ensure compliance with the Village Comprehensive Plan. The Village Comprehensive Plan designates the property as Medium Lot Single-Family I with lot sizes 25,000 square feet and above. Therefore, as the proposed CSM conforms to the comprehensive plan, I recommend approval with the following conditions:

1. Prior to Village signature placement on the CSM, the addition of the Village President name shall be listed as Fred Winchowky, and the clerk's signature shall be listed as Judy A. Taubert, Village Clerk/Treasurer.
2. Prior to Village signature placement on the CSM, the Town of East Troy shall provide the Village Planner with documentation of Town approval.

- Dashboard
- Posts
- Events
- Media
- Forms
- New Form
- Entries
- Settings
- Import/Export
- Help
- Pages
- Comments
- Projects
- Profile
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- Div Engine
- Collapse menu

## Extraterritorial Review Application v



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[Entries](#)
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Extraterritorial Review  
Application : Entry # 552

### Date Submitted

05/12/2019

### Type of Submittal

Certified Survey Map

### Applicant Information

#### Name

Robert F. Klug

#### Address

N9101 Stone School Road  
 East Troy, Wisconsin 53120  
 United States  
[Map It](#)

#### Daytime Phone

(414) 303-9461

### Applicant is Represented by

#### Name

Douglas Olson

#### Company

Olson Land Surveying, LLC

#### Address

45 South Wisconsin Street  
 PO Box 322  
 Elkhorn, Wisconsin 53121  
 United States  
[Map It](#)

#### Daytime Phone

(262) 723-3434

#### Fax

(262) 723-6044

#### Representative Email

doug@olsonsurveying.com

Community fields

### Entry

Entry Id: 552

Submitted on: 2019/06/12 at 11:05 am

User IP: 97.87.39.80

Embed Url: [../extraterritorial-review-application](#)

[Edit](#)

VILLAGE OF MUKWONAGO  
 440 RIVER CREST CT  
 MUKWONAGO WI 53149  
 262-363-6420

Transaction 32567.1603  
 06/20/2019 08:06am

N9101 STONE SCHOOL RD  
 CSM-EXTRATERRITORIAL REVIEW

ding Permits & Impact Fees	\$0.00
Zoning Review Fees	\$0.00
Plan Review Fees	\$200.00
ETZ FOR CSM OLSON LAND SURVEYING LLC	
State Building Permit Fees	\$0.00
Building Permits	\$0.00
Erosion Control Fees	\$0.00
Occupancy Permit Fees	\$0.00
Record Mgmt Assessor Fee	\$0.00
Administration Fee	\$0.00
Parkland Site Fees Rec'd	\$0.00
Sewer Impact Fees Rec'd	\$0.00
Water Impact Fees Rec'd	\$0.00
Library Impact Fees Rec'd	\$0.00
Police Impact Fees Rec'd	\$0.00
Fire Impact Fees Rec'd	\$0.00
Sewer RCA Fees Rec'd	\$0.00
ated Garbage/Recycling Fee	\$0.00

Receipt Total \$200.00

Check Payment (6941) \$200.00



 Dashboard

 Posts

 Events

 Media

 Forms

 Forms

 New Form

 Entries

 Settings

 Import/Export

 Help

 Pages

 Comments

 Projects

 Profile

 Tools

 Divi Engine

 Collapse menu

Extraterritorial Review  
Application - Entry # 552

[View entry # 552](#)

#### Architect

##### Address

United States

[Map It](#)

#### Professional Engineer

##### Address

United States

[Map It](#)

#### Registered Surveyor

##### Name

Same as above

##### Address

United States

[Map It](#)

#### Contractor

##### Address

United States

[Map It](#)

#### Property and Project Information

##### Address

United States

[Map It](#)

##### Location/Address

N9101 Stone School Road, East Troy, Wisconsin

##### Present Zoning

R-1

##### Tax Key #(s)

Tax Parcel PE 1 100040A

##### Name of Town Property is Located In:

East Troy

##### Town Official Contact Name:

Christine Kniep

##### Town Official Phone #:

(262) 642-5386

##### Present Use

-  Dashboard
-  Posts
-  Events
-  Media
-  Forms
-  New Forms
-  Entries
-  Settings
-  Import/Export
-  Help
-  Pages
-  Comments
-  Projects
-  Profile
-  Tools
-  Div Engine
-  Collapse menu

Extraterritorial Review Application : Entry # 552 ← Previous Entry

1 Single Family Residence

**Intended Use**

Create a new lot for a Single Family Residence

**Procedural Checklist for Extraterritorial Review and Approval**

**Application:**

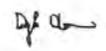
- Completed application form including the procedural checklist
- Application fee: \$200
- Agreement for Reimbursable Services (separate application)

**Certification**

**Property Owner Name**

Robert Klug

**Applicant Signature**



**Applicant Name**

Douglas Olson

**Would you like to receive updates from the Village via email or text?**

Yes

**Email for Updates**

doug@olsonsurveying.com

**Mobile for Updates**

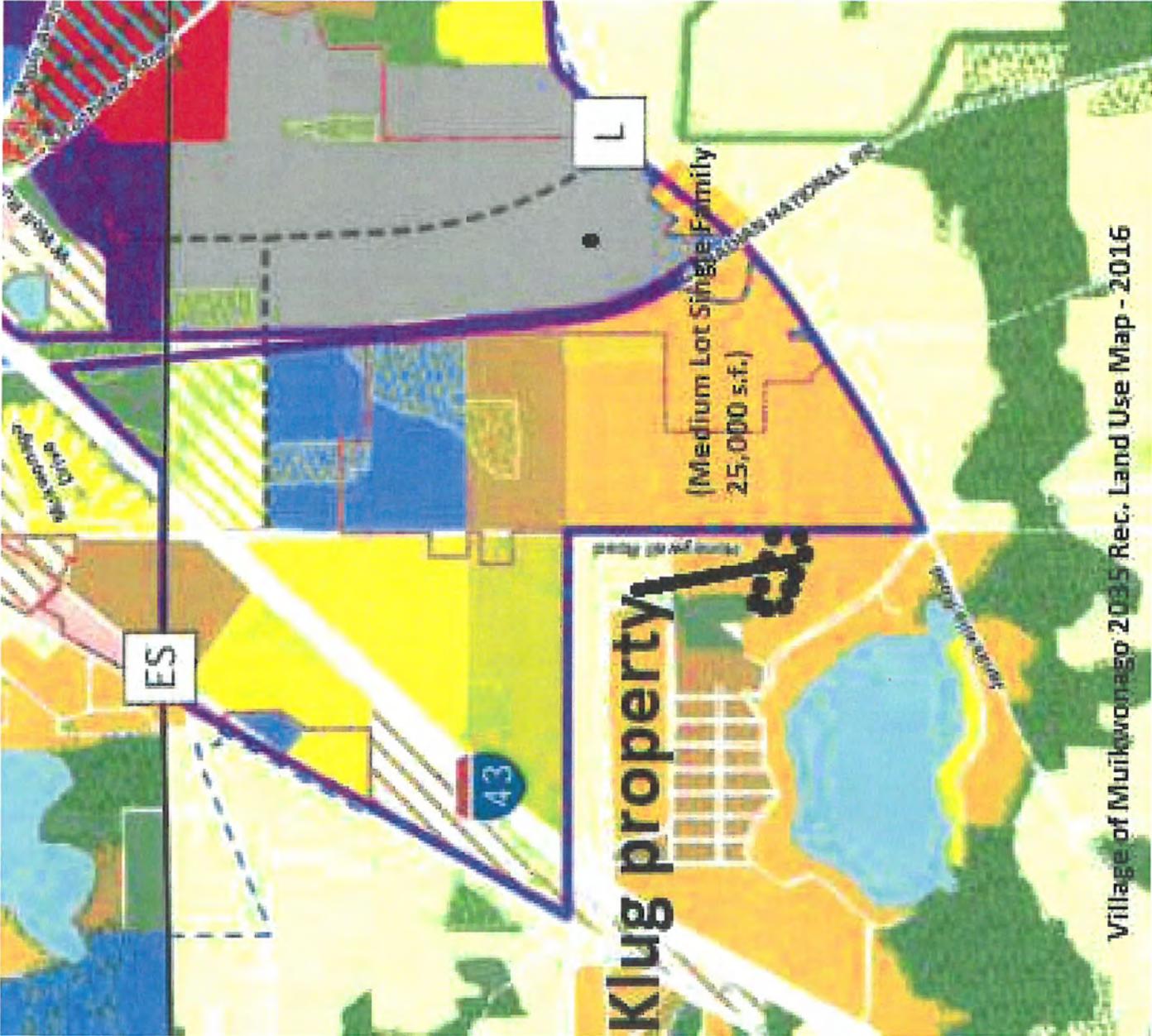
(262) 215-3434

**Notes**

1

Add Note Also email this note to





Village of Mukwonago 2035 Rec. Land Use Map - 2016

**RESOLUTION 2019-033**

**RESOLUTION APPROVING THE EXTRATERRITORIAL REVIEW OF A CERTIFIED  
SURVEY MAP WITHIN THE TOWN OF EAST TROY  
ROBERT F. KLUG, OWNER**

**WHEREAS**, pursuant to the Village of Mukwonago Land Division Ordinance and the State of Wisconsin Plat Act (Chapter 236), an application for extraterritorial review of a Certified Survey Map for the property with the current tax key number of PET1100040A, located within the Town of East Troy, was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

**WHEREAS**, the application was submitted by Douglas Olson of Olson Land Surveying, LLC, representing Robert F. Klug, and

**WHEREAS**, the subject property, located along the west side of Stone School Road, about one-half mile south of the Village corporate boundary, falls within the 1.5-mile extraterritorial plat review area surrounding the corporate boundary of the Village of Mukwonago, and

**WHEREAS**, the Plat Act allows the Village the opportunity to review any land division that is within the 1.5-mile extraterritorial plat review area for compliance with the Village Comprehensive Plan, and

**WHEREAS**, a 2-Lot Certified Survey Map creating two parcels out of an existing parcel has been reviewed and recommended by the Village Plan Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the 2-Lot Certified Survey Map dated May 20, 2019 prepared by Douglas Olson, Public Land Surveyor, finding that the Certified Survey Map conforms to the Village Comprehensive Plan.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** approval of the Certified Survey Maps shall be subject to the following conditions:

1. Prior to Village signature placement on the Certified Survey Map, the addition of the Village President name shall be listed as Frank Winchowky, and the clerk's signature shall be listed as Judy A. Taubert, Village Clerk/Treasurer.
2. Prior to Village signature placement on the Certified Survey Map, the Town of East Troy shall provide the Village Planner with documentation of Town approval.

Passed and dated this 17<sup>th</sup> day of July, 2019.

VILLAGE OF MUKWONAGO

By: \_\_\_\_\_  
Fred Winchowky, Village President

Attest: \_\_\_\_\_  
Judith A. Taubert, Village Clerk-Treasurer



## Village of Mukwonago

440 River Crest Court, Mukwonago, Wisconsin 53149  
(262) 363-6420 x.2111

## Office of the Village Planner

[www.villageofmukwonago.com](http://www.villageofmukwonago.com)  
[planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

Date: June 28, 2019

To: Fred Winchowky, Village President  
Plan Commissioners

Cc: John Weidl, Village Administrator (via email); Judy Taubert, Village Clerk (via email); Bob Harley, Supervisor of Inspections (via email); Mark Blum, Village Attorney (via email); Jerad Wegner, Village Engineer (via email); Kevin Schmidt, Police Chief (via email); Jeff Stein, Fire Chief (via email); Ron Bittner, Public Works Director (via email); Doug Olson, agent for applicant (via email)

From: Ben Kohout, AICP; Village Planner

Subject: Klug CSM/ **Extraterritorial Review**

Meeting: July 9, 2019 Plan Commission meeting

---

**Property location** N9101 Stone School Road, East Troy, WI (Town of East Troy)

**Current zoning** R-1 (Residential)- Town of East Troy

**General description** Mr. Robert Klug is proposing to create a two-lot CSM out of his existing 3.56 acre parcel, with a proposed 33 foot wide easement providing access to the proposed "Lot 1". The property is along the west side of Stone School Road (Honeywell Road in Village of Mukwonago limits), about one-half mile south of the Village corporate boundary, meaning that pursuant to state law the Village has an opportunity to review the CSM under extraterritorial plat review authority. The property is outside the ultimate Village boundary pursuant to the Town-Village boundary agreement.

The purpose of the CSM is to create two lots out of the one larger buildable lot. A parallel review process is occurring with the Town of East Troy.

### **Recommendation**

State law allows the Village to review the CSM to ensure compliance with the Village Comprehensive Plan. The Village Comprehensive Plan designates the property as Medium Lot Single-Family I with lot sizes 25,000 square feet and above. Therefore, as the proposed CSM conforms to the comprehensive plan, I recommend approval with the following conditions:

1. Prior to Village signature placement on the CSM, the addition of the Village President name shall be listed as Fred Winchowky, and the clerk's signature shall be listed as Judy A. Taubert, Village Clerk/Treasurer.
2. Prior to Village signature placement on the CSM, the Town of East Troy shall provide the Village Planner with documentation of Town approval.

**RESOLUTION 2019-034**

**RESOLUTION APPROVING SIGNAGE FOR TRIPLE CROWN PRODUCTS FACILITY  
BAUER SIGN AND LIGHTING, APPLICANTS  
102 WEST BOXHORN DRIVE**

**WHEREAS**, pursuant to Section 64-32, an application for wall signs is required to be accepted by the zoning administrator and review the applications for zoning compliance, which application was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

**WHEREAS**, the application was submitted by Dave Salkin, of Bauer Sign and Lighting Company, on behalf of Triple Crown Products Company, and

**WHEREAS**, Section 64-32, subsection (b), requires Plan Commission review and recommendation of all signage for single tenant properties 3.01 acres or greater in size, and

**WHEREAS**, the proposed wall sign presented as meeting the requirements of Section 64-32 has been reviewed and recommended by the Village Plan Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the proposed wall signage for proposed on plans file stamped June 19, 2019, for property at 102 West Boxhorn Drive, which meet size requirements, based upon the plans submitted to the Village.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** this wall signage approval shall be subject to the plans submitted by Bauer Sign and Lighting Company, on file in the office of the Zoning Administrator.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the applicant, upon the approval of this wall signage review shall agree to accept the same in writing.

Passed and dated this 17<sup>th</sup> day of July, 2019.

VILLAGE OF MUKWONAGO

By: \_\_\_\_\_  
Fred Winchowky, Village President

Attest: \_\_\_\_\_  
Judith A. Taubert, Village Clerk-Treasurer

**ACCEPTANCE**

This approval is accepted, and permittee agrees to abide by the terms thereof.

Village of Mukwonago

By: \_\_\_\_\_  
Representative

Bauer Sign Company

By: \_\_\_\_\_  
Agent

Print Name: \_\_\_\_\_



Village of Mukwonago  
440 River Crest Court, P.O. Box 206  
Mukwonago, WI 53149  
Phone: (262) 363-6420  
Fax: (262) 363-6425  
www.villageofmukwonago.com

# VILLAGE OF MUKWONAGO

## SIGN PERMIT REVIEW APPLICATION

Application Fee: Below

Date Submitted: 5/22/19

Total Fees Paid: \$100.00

### FEES

(Please check one)

- Basic Sign Review: \$100  
 Sign Special Exception: \$450

### CONTACTS

#### Zoning and Planning Department

Contact: Bruce Kaniewski  
Phone: (414) 339-4105  
Fax: (262) 363-6425  
Email: [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

### GUIDELINES

The undersigned petition is to consider a request, as stated herein, for a sign p  
Commission of the Village of Mukwonago. The application packet must be filed wi  
to the meeting of the Planning Commission at which action is desired. The Plan Co  
of each month at 6:30 p.m.

Materials listed on page 3 must be provided to the Village of Mukwonago in accord  
64 and other pertinent sections of Village ordinances and as necessary to perm  
planning practice. The Village will strive to accommodate reasonable requests for ir  
the Village shall not place any items on the agenda for Plan Commission consider  
complete in accordance with all requirements specified on this and other attached

Mail completed applications to: Village Planner  
ATTN: Sign Permit Review  
PO Box 206  
Mukwonago, WI 53149  
Deliver to: Village Clerk's Office  
440 River Crest Court  
Email to: [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

Complete, accurate and specific information must be entered. Please Print.

VILLAGE OF MUKWONAGO  
440 RIVER CREST CT  
MUKWONAGO WI 53149  
262-363-6420

Transaction 32566.1683  
06/28/2019 08:32am

102 W BOX HORN DR

ding Permits & Impact Fees	\$0.00
Zoning Review Fees	\$0.00
Plan Review Fees	\$100.00
BAUER SIGN & LIGHTING INC	
State Building Permit Fees	\$0.00
Building Permits	\$0.00
Erosion Control Fees	\$0.00
Occupancy Permit Fees	\$0.00
Record Mgmt Assessor Fee	\$0.00
Administration Fee	\$0.00
Parkland Site Fees Rec'd	\$0.00
Sewer Impact Fees Rec'd	\$0.00
Water Impact Fees Rec'd	\$0.00
Library Impact Fees Rec'd	\$0.00
Police Impact Fees Rec'd	\$0.00
Fire Impact Fees Rec'd	\$0.00
Sewer RCA Fees Rec'd	\$0.00
ated Garbage/Recycling Fee	\$0.00
Receipt Total	\$100.00
Check Payment (42186)	\$100.00

### APPLICANT (Full Legal Name)

Name: Triple Crown Products  
Company: Bauer Sign and Lighting  
Address: 814 Ela Ave City: Waterford State: WI Zip: 53185  
Daytime Phone: 1800-619-1110 Fax: \_\_\_\_\_  
E-Mail: tim@triplecrownproducts.com

**APPLICANT IS REPRESENTED BY (Full Legal Name)**

---

Name: Dave Salkin  
Company: Bauer Sign and Lighting  
Address: 2500 S 170th Street city: New Berlin State: WI Zip: 53151  
Daytime Phone: 262-784-0500 Fax: \_\_\_\_\_  
E-Mail: dsalkin@bauersignusa.com

**SIGN CONTRACTOR**

---

Name: Dave Salkin  
Company: Bauer Sign and Lighting  
Address: 2500 S 170th Street city: New Berlin State: WI Zip: 53151  
Daytime Phone: 262-784-0500 Fax: \_\_\_\_\_  
E-Mail: dsalkin@bauersignusa.com

**PROPERTY AND PROJECT INFORMATION**

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Address/Location: 102 West Boxhorn Dr Mukwonago, WI 53149

A. The property is presently used as:  
Under Construction

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Size of property (in acres): \_\_\_\_\_

C. Project Timetable: Start Date: 11/2018 Completion Date: July 2019

D. Type/Description of Sign(s):  
The Triple Crown Products logo will be illuminated with LED's. The Text "Triple Crown Products" will also illuminate. These will be orange and lit with LED Lighting. Underneath are aluminum not illuminated black plate letters. Copy to include: Custom Logo's, Quality Brands, Unbeatable prices.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **PROCEDURAL CHECKLIST FOR SIGN PERMIT REVIEW AND APPROVAL**

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This form is designed to be a guide for submitting a complete application for a conditional use.

### **Application Submittal Packet Requirements for Village and Applicant Use (Check off List)**

#### **Application:**

- Completed application form including the procedural checklist and justification of the proposed special exception (if necessary).
- Application fee: See page 1.
- Agreement for Reimbursable Services (separate application)

#### **Required site drawings:**

- Survey of the property
- Professional drawings of the sign showing exact dimensions of the perimeter of the sign.
- Colors of the sign.

#### **Other Documents:**

- Special exceptions only: Overview of the adjoining lots (including list of parcel identification numbers and names and mailing addresses of the current owners for all properties within 300 feet of the subject property)
- Electronic Submittals are required.** Email (or CD ROM) with all plans and submittal materials in Adobe PDF to [planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com).
- Any additional information as determined by Village staff

## **JUSTIFICATION OF THE PROPOSED SIGN SPECIAL EXCEPTION**

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The Plan Commission of the Village of Mukwonago will base their decisions on the category standards listed below. It is in the best interest of the applicant to base their presentation on the same applicable set of standards when presenting their petition. **Applicant: Please fill out ALL of the questions. Use additional sheets of paper if needed.**

- A. State the category of special exception pursuant to Sec. 64-34 (b) of Chapter 64 of the Municipal Code (Sign Code).  
This sign is proportion to the allowable footage.

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- B. State the size and percentage of additional signage requested.

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- C. State how the proposed special exception (the exception in general, independent of its location) is in harmony with the purposes, goals, objectives, policies and standards of the Village of Mukwonago Comprehensive Plan, the Zoning Ordinance, and Chapter 64 of the Municipal Code (Sign Code).

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D. State the unusual factors that preclude construction of the sign(s) in accordance with Chapter 64 of the Municipal Code (Sign Code).

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E. State the hardship that would occur if completed to conform with Chapter 64 of the Municipal Code (Sign Code).

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F. State how the requested special exception would not be harmful to the general public.

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G. State how the requested special exception supports the public safety, health and welfare of the public.

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H. State other reasons for the request pursuant to justification needed for the category of special exception as listed in Sec. 64-34 (b) of Chapter 64 of the Municipal Code (Sign Code).

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**CERTIFICATION**

Applicant hereby certifies that:

1. All of the above statements and other information submitted as part of this application are true and correct to the best of his or her knowledge.
2. Affirms that no Village of Mukwonago elected or appointed official or employee has a proprietary interest in the above referenced property for which this applications being filed.
3. None of the above referenced individuals has been promised or given any contract for consultation, planning or construction in relation to this project.
4. Applicant has read and understands all information in this packet.
5. Applicant has read and understands all pertinent regulation in Chapter 64 of the Municipal Code.

Applicant further understands the policies of the Village regarding signage and property development. Conditions of the resolution regarding all approvals are strictly followed.

By the execution of this application, applicant hereby authorizes the Village of Mukwonago or its agents to enter upon the property during the hours of 7:00 am to 7:00 pm daily for the purpose of inspection. Applicant grants this authorization to enter even if this land has been posted against trespassing pursuant to Section 943.13 WI Stats.

*(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature[s] below. If more than one, all of the owners of the property must sign this Application).*

\_\_\_\_\_  
Signature - Property Owner

Tim Quernemoen

Name & Title (PRINT)

5/23/19

Date



\_\_\_\_\_  
Signature - Applicant

Dave Salkin

Name & Title (PRINT)

5/23/19

Date

FOR OFFICE USE ONLY			
Date Paid <u>6-20-19</u>	Receipt # <u>32568.1603</u>	Date(s) Notice Published	Date Notices Mailed
Public Hearing Date	Plan Commission Date(s)	Village Board Date(s)	Resolution Number
Plan Commission Disposition			



**2500 South 170th Street**  
**New Berlin, Wisconsin 53151**  
**Proudly Made In the USA!**

**wire bauer-signusa.com**  
**voice 262.784.0500**  
**fax 262.784.6675**

SAVED AS \_\_\_\_\_ Triple Crown  
 LOCATION \_\_\_\_\_ Mukwanago  
 CLIENT \_\_\_\_\_  
 SALES REP \_\_\_\_\_ Dave Salkin  
 DATE \_\_\_\_\_ 06/10/19  
 REVISION \_\_\_\_\_



**TRIPLE CROWN PRODUCTS**

Custom Logos. Quality Brands. Unbeatable Prices. 1'-0"

**RECEIVED**  
 JUN 19 2019

- SPECIFICATIONS**
- FABRICATE (1) INTERNALLY FRONT ILLUMINATED RACEWAY MOUNTED CHANNEL LETTERS.**
- FACES TO BE WHITE POLYCARBONATE SHEETED WITH BURNT ORANGE 3630-127
  - RETURNS TO BE .050X3" AND BACKS TO BE .050 ALUMINUM
  - TRIMCAPS TO BE 1" ORANGE WAGNER
  - EXTERIORS TO BE VIBRANT ORANGE
  - INTERIORS TO BE WHITE
  - ILLUMINATED WITH WHITE LEDs
  - POWERED WITH APPROPRIATE LOAD POWER SUPPLIES
  - RACEWAYS TO BE 5" X 3.5" X 272 & 188" EXTRUSION PAINTED SW 7649 SILVER PLATE



Printed artwork colors are not always representative of final product colors. Please refer to specifications for call out or salesman for samples. These drawings are the exclusive property of Bauer Sign Company. Not to be duplicated in any way without expressed written permission!

**FINAL ELECTRICAL CONNECTIONS CLIENT'S RESPONSIBILITY**

Our products are certified by Underwriters Laboratories, Inc. This sign and the manufacturer's name are trademarks of Bauer Sign Company, Inc. All other trademarks are the property of their respective owners.

Scale: 3/16" = 1'



## Village of Mukwonago

Office of the Village Planner

440 River Crest Court, Mukwonago, Wisconsin 53149  
(262) 363-6420 x.2111

[www.villageofmukwonago.com](http://www.villageofmukwonago.com)  
[planner@villageofmukwonago.com](mailto:planner@villageofmukwonago.com)

Date: July 2, 2019

To: Fred Winchowky, Village President  
Plan Commissioners

Cc: John Weidl, Village Administrator (via email); Judy Taubert, Village Clerk (via email); Bob Harley, Supervisor of Inspections (via email); Mark Blum, Village Attorney (via email); Jerad Wegner, Village Engineer (via email); Kevin Schmidt, Police Chief (via email); Jeff Stein, Fire Chief (via email); Ron Bittner, Public Works Director (via email); Dave Salkin, agent for applicant (via email)

From: Ben Kohout, AICP; Community Planner

Subject: Triple Crown Products / **Sign Review**

Meeting: July 9, 2019 Plan Commission meeting

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**Property location** 102 W. Boxhorn Dr.

**Current zoning** M-4 (Medium - Heavy Industrial)

**General description** Triple Crown Products building and site plan are nearing completion. They have applied for wall signage.

Per Code Section 64-32 (5A), wall signs on properties greater than 3 acres in size are to be brought forward for the Plan Commission review and action.

**Dimensional standards** The proposed sign complies with all relevant dimensional standards, including setbacks and coverage. Section 64-32(5A) requires a maximum wall signage allowance for a single tenant property/building in the form of 0.75 feet of sign per linear foot of building frontage, up to 150 square feet. The frontage is substantial and affords the 150 square footage of wall signage. The proposal is for 150 square feet on the East side of the building and includes a logo, and two rows of lettering.

**Recommendation** The proposal meets the 150 square foot threshold and therefore recommends Approval.

**Attachments:**

1. Application materials
2. Draft Resolution



Committee/Board:	Protective Services
Topic:	IPad and WDA/ Inspection App
From:	Jeff Stien, Fire Chief
Department:	Fire Department
Presenter:	Jeff Stien
Date of Committee Action (if required):	07-15-19
Date of Village Board Action (if required):	07-17-19

**Information**

**Subject:**

IPad and WDA/ Inspection App Upgrades

**Background Information/Rationale:**

Will allow the WDA CAD program to run on an IPad instead of a Panasonic Toughbook computer. Current cost to replace a Toughbook is \$4,100.00 per unit with docking station. IPads will be used in fire apparatus and two dedicated for mobile fire inspections.

**Key Issues for Consideration:**

Total cost savings in switching to IPad in the departments fire apparatus is \$12,030.00

**Fiscal Impact (If any):**

No operating budget impact. MFD sell of the LUCAS 2 units (\$9,500.00) and money was placed in a designated fund for purchases. \$3,615 was used for 4G Modem upgrades. Since this was an unbudgeted costs I am requesting that we use the remaining balance (\$5,885 and \$2,585 from donated funds).

**Requested Action by Committee/Board:**

Recommendation to use funding from the sale of property and donations for the IPad and WDA/Inspection upgrades.

**Attachments**

- IPad and WDA/Inspection Upgrade explanation



# Sold Equipment and Donation Fund Proposal

## ProPhoenix WDA iPad License

- Will allow the WDA CAD program to run on an iPad instead of a Panasonic Toughbook computer. Current cost to replace a Toughbook is \$4,100.00 per unit with docking station.
- Cost of license \$3000.00 with installation and first year support. On going support is \$350.00 dollars

## 6<sup>th</sup> Generation 9.7" iPad

- On special pricing from Verizon at a cost of \$210.00 per tablet. 5 iPads would replace the current Toughbook computers in all fire apparatus and command vehicles. Remaining 2 iPads will be used to perform fire inspections. EMS units will continue to utilize Toughbook computers due to the EMS reporting software. Cost for 7 iPads is \$1470.00

## IPad apparatus mounting hardware / cases / protectors

- Magnetic mount that also charges the iPad when attached. Is NFPA 1901 compliant, MIL Spec certified for fire apparatus and is tested to withstand up to 10.6G's of force. Cost for 7 iPads is \$4,000.00

Total cost of proposal \$8,470.00

Total cost savings in switching to iPad in the departments fire apparatus is  
**\$12,030.00**



# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM

Committee/Board:	Protective Services
Topic:	Department Study RFP
From:	Jeff Stien, Fire Chief
Department:	Fire Department
Presenter:	Jeff Stien
Date of Committee Action (if required):	07-15-19
Date of Village Board Action (if required):	07-17-19

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### Information

**Subject:**

Department Study RFP.

**Background Information/Rationale:**

The Almont Study 10-2000, addressed policy, procedures and communications. No study has been done to analyze the fire department to address current and future staffing needs, funding and services provided. We need to get a baseline for the fire department and an outside independent review of current and future staffing needs and ways to increase efficiencies.

**Key Issues for Consideration:**

To determine if there are any staffing deficiencies, to address any concerns on current and future needs of the department.

**Fiscal Impact (If any):**

No operating budget impact. This is a RFP. Once the quotes come back that information will be taken to committee to recommend to the respective boards to proceed or not and to address any study funding concerns.

**Requested Action by Committee/Board:**

Recommendation send out the proposed RFP.

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### Attachments

- Scope of Work Fire Staffing RFP Draft Mukwonago
  - Organizational Study Companies
-

## **SCOPE OF WORK for Mukwonago Fire Department Study**

### **A. General**

The purpose of this RFP is to select a firm qualified to conduct a staffing study and analysis for the Mukwonago Fire Department. For this Fire Department staffing analysis the selected firm is expected to provide qualified and expert professional services, including, but not limited to:

#### **Current Department Funding and Staffing:**

1. Determine the number of firefighters, supervisors, and command officers currently required to enable a department to:
  - a. Respond to emergency demands of the communities being served;
  - b. Respond to non-emergency demands of the community;
  - c. Conduct prevention and other proactive community risk reduction activities;
  - d. Allow personnel to meet all administrative requirements satisfactorily, including report writing, training, and personal needs; and
  - e. Promote the safety of the public and members of the fire department.
  - f. Evaluate how productively personnel and other resources are used to conduct current operations.

#### **Efficiency and Effectiveness:**

2. Suggest a plan for deploying the required firefighters and supervisors most cost effectively, by shift and area in response to geographical incidence of emergencies and demands for non-emergency services.
3. Identify areas and services that require a more effective response.
4. Identify functions performed by a department that can be performed more effectively by alternative means and/or agencies.

#### **Future Needs:**

5. Assess staffing requirements for the immediate future.
6. Project future workload and service demands.
7. Specify appropriate levels of personnel needed to conduct future departmental operations.
8. Review organizational effectiveness of classifications with the Department and a recommendation for determining appropriate staffing based on current and future service demands.
9. As part of the departmental staffing review, consideration should be given to HR-related issues including career development, training, advancement, employee stress, etc. and issues related to overtime incurred due to understaffing, if any.

#### **Consideration and Costs for:**

1. Sustain current costs

2. Continue current services
3. Addressing staffing levels to meet future needs

**Executive Summary Report:**

1. Written Final Report
  - a. Recommendations
  - b. Plan to accomplish recommendations
  - c. Timeline to complete plan
  - d. Financial projections for recommendations
    - i. Evaluate municipal tax contribution to fees ratio

**Public Input and Board Meetings:**

1. Hold a minimum initial and midway process public input sessions
2. Hold a minimum of two public meetings to present draft report and champion ideas
3. Present draft report to Joint Board
4. Final edits, address questions and presentation of final draft to Joint Board for approval
5. Onsite visits with staff and command staff to understand daily operations

## Organizational Study Companies

- RW Management Group, Inc.
  - 1256 Wrenfield Way Oconomowoc, WI 53066-2387, 262-354-0731
- GovHR USA
  - 630 Dundee Rd #130, Northbrook, IL 60062 847-830-3240
- Springsted, Inc.
  - 710 N Plankinton Ave, Milwaukee, WI 53203 414-220-4255
- WI Public Policy Forum
  - 633 W Wisconsin Ave #406, Milwaukee, WI 53203 414-276-8240
- Resource Management Associates, Inc. (2012 \$7,850)
  - 17730-A Oak Park Ave, Tinley Park, IL 60477 708-444-2326
- McGrath Consulting Group, Inc. (2012 \$12,360)
  - PO Box 190, Wonder Lake, IL 60097 815-728-9111

Meadowland Townhomes, LLC, as "Owner" of the property described in Exhibit A, in accordance with Chapter 34 of the Village of Mukwonago Municipal Code, agrees to install and maintain storm water management practices on the subject property in accordance with approved plans and Storm Water Permit conditions. The Owner further agrees to the terms stated in this document to ensure that the storm water management practices continue serving the intended functions in perpetuity. This Agreement includes the following exhibits:

**Exhibit A:** Legal Description of the real estate for which this Agreement applies ("Property").

**Exhibit B:** Location Map - shows an accurate location of each storm water management practice affected by this Agreement.

**Exhibit C:** Maintenance Plan - prescribes those activities that must be carried out to maintain compliance with this Agreement.

**Exhibit D:** Design Summary - contains a summary of key Engineering calculations and other data used to design the storm water management practices.

**Exhibit E:** As-built survey (to be recorded as an addendum) - shows a detailed "as-built" cross section and plan view of the storm water management practices.

**Exhibit F:** Engineering/Construction Verification (to be recorded as an addendum) - provides verification from the project engineer that the design and construction of the storm water management practices complies with all applicable technical standards and the Village's requirements.

NOTE: After construction verification has been accepted by the Village of Mukwonago, for all planned storm water management practices, an addendum(s) to this agreement shall be recorded by the Owner showing construction details and construction verification. The addendum(s) may contain several additional exhibits, as described below.

Through this Agreement, the Owner hereby subjects the Property to the following covenants, conditions and restrictions:

1. Upon execution of this Agreement, the Village shall record the Agreement at the Waukesha County or Walworth County Register of Deeds, as applicable. The recording of this Agreement shall be a condition for the issuance of a Storm Water Permit. An addendum to this Agreement shall be recorded upon project completion which shall include submittal of Exhibit E and Exhibit F in an acceptable form to the Village. The recording of Amendment #1 including Exhibit E and Exhibit F shall be a condition for the issuance of an occupancy permit.
2. The Owner shall construct, maintain and if necessary reconstruct the storm water management practices so as to maintain their compliance with applicable governmental, statutes, ordinances or rules. The Owner shall be responsible for the routine and extraordinary maintenance and repair of the storm water management practices identified in Exhibit B in accordance with the maintenance plan contained in Exhibit C.

3. The Owner shall, at their own cost inspect the storm water best management practices on an annual basis and maintain records of annual inspections and maintenance performed. Records shall be made available to the Village upon request within 30 days of written notice. Annual inspections shall be performed as detailed in Exhibit C Maintenance Plan of the storm water maintenance agreement and shall be performed to determine if the facility is functioning within the design parameters. Commencing in 2019 and every five years thereafter the Owner shall, at their own cost, have a certification inspection of the storm water management practices conducted by a professional engineer, who shall then file a report with the Village of Mukwonago no later than December 31<sup>st</sup> of the same year. Upon written notification by Village of Mukwonago or its designee the Owner shall, at their own cost and within a reasonable time period determined by the Village of Mukwonago, have an inspection of the storm water management practices conducted by a professional engineer, who shall then file a report with the Village of Mukwonago. The Owner shall thereafter timely complete any maintenance or repair work recommended in any of the above reports. The Owner shall be liable for the failure to undertake any maintenance or repairs.
4. In addition, and independent of the requirements under paragraph 2 above, the Village of Mukwonago, or its designee, is authorized but not required to access the property as necessary to conduct inspections of the storm water management BMP's to ascertain compliance with the terms and intent of this Agreement and the activities prescribed in Exhibit C. The Village of Mukwonago may require work to be done which differs from the report(s) described in paragraph 3 above, if the Village of Mukwonago reasonably concludes that such work is necessary and consistent with the intent of this agreement and /or with Chapter 34 of the Village Code of Ordinances. Upon notification by the Village of Mukwonago of required maintenance or repairs, the Owner shall complete the specified maintenance or repairs within a reasonable time frame, as determined by the Village of Mukwonago.
5. If the Owner does not complete an inspection under 3 above or complete the required maintenance or repairs under 2 above within the specified time period, the Village of Mukwonago is authorized, but not required, to perform the specified inspections, maintenance or repairs. In the case of an emergency situation, as determined by the Village of Mukwonago, no notice shall be required prior to the Village of Mukwonago performing emergency maintenance or repairs.

The cost of inspections or measures undertaken by the Village pursuant to this agreement shall be first paid from the proceeds of any surety maintained to secure the performance by the Owner/Developer of its obligations under this agreement and the conditions of the use, site and architectural approval. In the event that the costs of said measures shall exceed the value of the surety or the surety has expired or been terminated, then in that event the cost of said measures shall be assessed as a special charge for current services pursuant to Wis Stat Sec. 66.0627. Any such assessment which is not paid within 60 days after billing

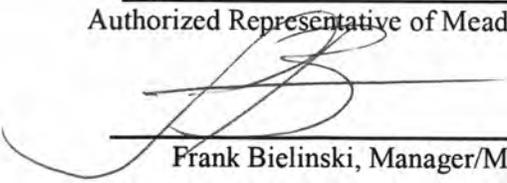
shall be deemed a delinquent special charge and shall become a lien upon the parcel against which such charge has been assessed. Such delinquent charges shall be extended upon the current or next tax roll as a delinquent tax against the parcels for which payment has not been received by the Village and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special charges. The Developer hereby consents to the levy of such charge and waives notice and the right to hearing.

6. This Agreement shall run with the property and be binding upon all heirs, successors and assigns. Any modifications shall conform to the minimum requirements of Chapter 34 (or its successor) and be written so as to ensure the long-term maintenance of the storm water BMP's.
7. The Owner/Developer agrees to pledge a surety in a form acceptable to the Village of Mukwonago to secure performance of the obligations arising from the construction and maintenance of the storm water BMPs provided for under this Agreement in the amount of 120% of the actual cost of the storm water BMPs. Said surety shall remain in effect for a period of three (3) years from the date of the execution of this Agreement or until drawn upon in full by the Village or one year (1) from the date of the certification of the storm water improvements whichever occurs first. Release of the surety prior to the deadlines stated herein shall be governed by Mukwonago Village code section 34-108(c) as amended
8. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

Dated this 17<sup>th</sup> day of May, 2019

Owner:

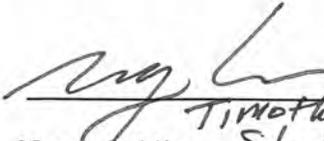
\_\_\_\_\_  
Authorized Representative of Meadowland Townhomes, LLC

  
\_\_\_\_\_  
Frank Bielinski, Manager/Member

State of Wisconsin:  
County of Waukesha



Personally came before me this 17<sup>th</sup> day of May, 2019, the above named to me known to be the person who executed the foregoing instrument and acknowledged the same.

  
Notary Public, State of County, WI  
My commission expires: 15 permanent

Accepted by the Village of Mukwonago this \_\_\_ day of \_\_\_\_\_, 201\_\_

\_\_\_\_\_  
Fred Winchowky, Village President

\_\_\_\_\_  
Judith Taubert, Village Clerk

This document was drafted by:  
Trio Engineering, LLC  
4100 N. Calhoun Road, Ste 300  
Brookfield, WI 53005  
Telephone: (262) 790-1480  
Email: mbailey@trioeng.com

## Exhibit A – Legal Description

The following description and reduced copy map identify the land parcel(s) affected by this Agreement. For a larger scale view of the referenced document, contact the Waukesha County Register of Deeds office.

Legal Description: PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, TOWNSHIP 5 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN, DESCRIBED IN REEL 2879 AS IMAGE 258 OF WAUKESHA COUNTY RECORDS, DESCRIBED MORE PARTICULARLY AS FOLLOWS; COMMENCING AT A CONCRETE MONUMENT WITH BRASS CAP FOUND MARKING THE SOUTHWEST CORNER OF SAID SOUTHEAST 1/4 SECTION; THENCE N01°10'12"W, ALONG THE WEST LINE OF SAID SOUTHEAST 1/4 SECTION, 1118.50', TO THE INTERSECTION OF SAID WEST LINE AND THE NORTH RIGHT-OF-WAY LINE OF C.T.H. "NN", SAID INTERSECTION BEING THE PLACE OF BEGINNING OF THE LANDS TO BE DESCRIBED; THENCE N01°10'12"W, CONTINUING ALONG SAID WEST LINE, 540.66', TO A POINT ON A CURVE AT THE INTERSECTION OF SAID WEST LINE AND THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF C.T.H. "EE"; THENCE ALONG SAID RIGHT-OF-WAY LINE AND SAID CURVE TO THE RIGHT, 612.59', SAID CURVE HAVING A RADIUS OF 1065.48' AND A CHORD BEARING S33°40'35"E, 604.19'; THENCE LEAVING SAID CURVE, S37°56'54"W, 54.40', TO A POINT ON THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF C.T.H. "NN"; THENCE N88°59'06"W, ALONG SAID RIGHT-OF-WAY LINE, 290.58', TO THE PLACE OF BEGINNING; THE ABOVE DESCRIBED LANDS CONTAIN 2.57 ACRES MORE OR LESS.

Exhibit A - Continued

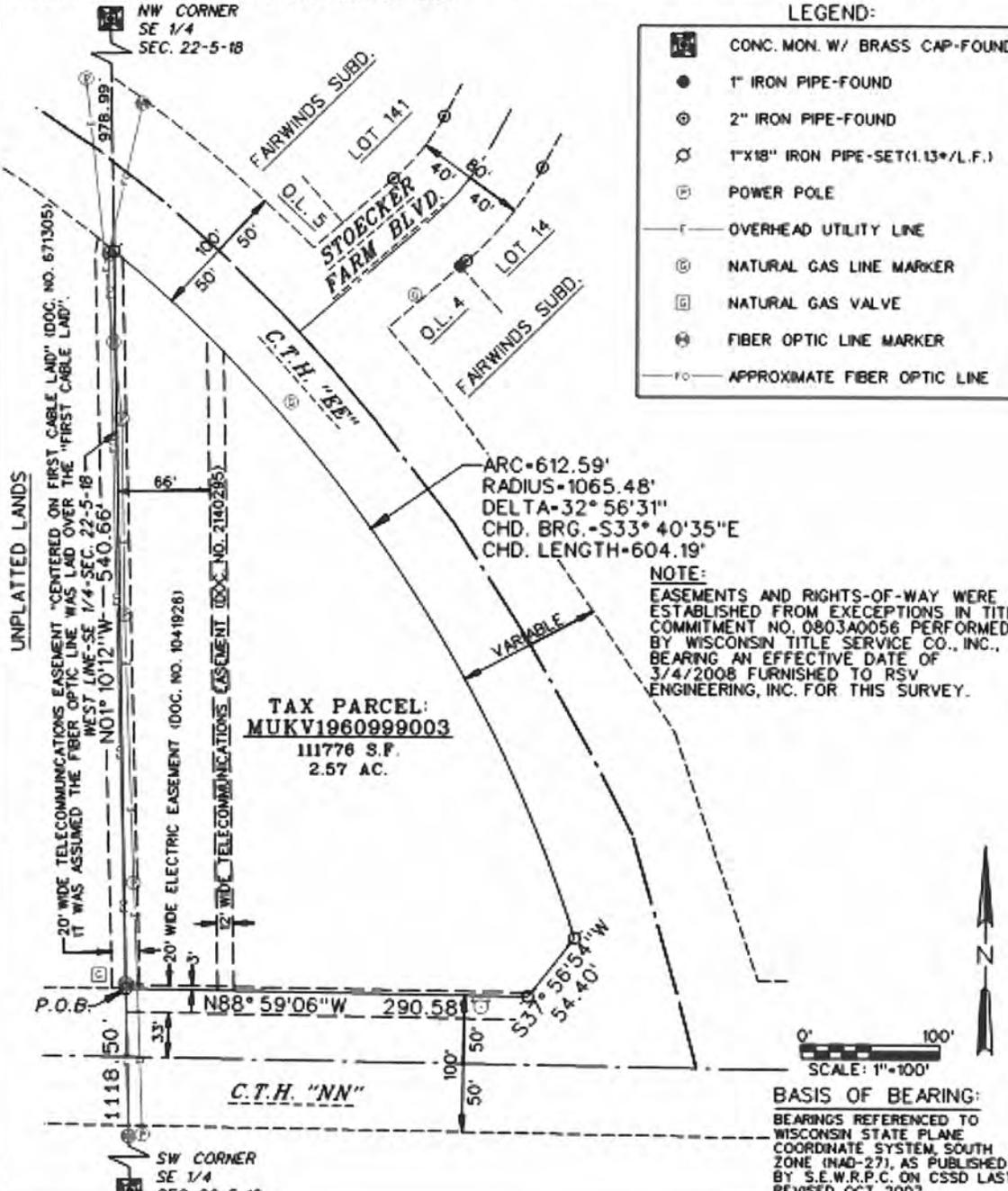
# PLAT OF SURVEY

**SUGGESTED LEGAL DESCRIPTION:**

PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, TOWNSHIP 5 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALKESHA COUNTY, WISCONSIN, DESCRIBED IN REEL 2879 AS IMAGE 258 OF WALKESHA COUNTY RECORDS, DESCRIBED MORE PARTICULARLY AS FOLLOWS: COMMENCING AT A CONCRETE MONUMENT WITH BRASS CAP FOUND MARKING THE SOUTHWEST CORNER OF SAID SOUTHEAST 1/4 SECTION; THENCE  $N01^{\circ}10'12''W$ , ALONG THE WEST LINE OF SAID SOUTHEAST 1/4 SECTION, 1118.50', TO THE INTERSECTION OF SAID WEST LINE AND THE NORTH RIGHT-OF-WAY LINE OF C.T.H. "NN"; SAID INTERSECTION BEING THE PLACE OF BEGINNING OF THE LANDS TO BE DESCRIBED; THENCE  $N01^{\circ}10'12''W$ , CONTINUING ALONG SAID WEST LINE, 540.86', TO A POINT ON A CURVE AT THE INTERSECTION OF SAID WEST LINE AND THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF C.T.H. "EE"; THENCE ALONG SAID RIGHT-OF-WAY LINE AND SAID CURVE TO THE RIGHT, 612.59', SAID CURVE HAVING A RADIUS OF 1065.48' AND A CHORD BEARING  $S33^{\circ}40'35''E$ , 604.19'; THENCE LEAVING SAID CURVE,  $S37^{\circ}56'54''W$ , 54.40', TO A POINT ON THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF C.T.H. "NN"; THENCE  $N88^{\circ}59'06''W$ , ALONG SAID RIGHT-OF-WAY LINE, 290.58', TO THE PLACE OF BEGINNING; THE ABOVE DESCRIBED LANDS CONTAIN 2.57 ACRES MORE OR LESS.

**LEGEND:**

	CONC. MON. W/ BRASS CAP-FOUND
	1" IRON PIPE-FOUND
	2" IRON PIPE-FOUND
	1"x18" IRON PIPE-SET(1.13'+/L.F.)
	POWER POLE
	OVERHEAD UTILITY LINE
	NATURAL GAS LINE MARKER
	NATURAL GAS VALVE
	FIBER OPTIC LINE MARKER
	APPROXIMATE FIBER OPTIC LINE



**NOTE:**  
EASEMENTS AND RIGHTS-OF-WAY WERE ESTABLISHED FROM EXCEPTIONS IN TITLE COMMITMENT NO. 0803A0056 PERFORMED BY WISCONSIN TITLE SERVICE CO., INC., BEARING AN EFFECTIVE DATE OF 3/4/2008 FURNISHED TO RSV ENGINEERING, INC. FOR THIS SURVEY.

**TAX PARCEL:**  
**MUKV1960999003**  
111776 S.F.  
2.57 AC.

0' 100'  
SCALE: 1"=100'

**BASIS OF BEARING:**  
BEARINGS REFERENCED TO WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD-27), AS PUBLISHED BY S.E.W.R.P.C. ON CSSD LAST REVISED OCT. 2007.

## **Exhibit B - Location Map**

### **Storm Water Management Practices Covered by this Agreement**

The storm water management practices covered by this Agreement are depicted in the reduced copy of a portion of the construction plans, as shown below.

Storm water Practices:

1. **Wet Pond 1**
  - a. Located in the southeast corner of the site
  - b. Receives runoff from the center and eastern portions of the site including the proposed paved areas and rooftops.
  - c. Outlet structure discharges to the existing ditch line along the west side of CTH "EE"
2. **Rain Garden 2**
  - a. Located in the southwest corner of the site
  - b. Receives runoff from the western portion of the site.
  - c. Discharges into the ditch line along the north side of CTH "NN"
3. **Rain Garden 3**
  - a. Located on the north side of the site
  - b. Receives runoff from the northern portion of the site
  - c. Discharges into the ditch line along the west side of CTH "EE"

Drainage Area Restrictions: Stormwater drainage areas identified are for storm water collection, conveyance and treatment. No buildings or other structures are allowed in these areas. No grading or filling is allowed that may interrupt storm water flows in any way unless an amended stormwater management plan and maintenance agreement is provided. See Exhibit C for specific maintenance requirements for storm water management practices within this area. See Exhibit B for details on location.

# Exhibit B - Continued

## Meadowland Townhomes Multi-Family Development



**RAIN GARDEN RG-3**  
 2-YEAR = 0.091 CFS (843.28)  
 10-YEAR = 0.198 CFS (843.83)  
 100-YEAR = 1.921 CFS (844.44)

**WET POND P-1**  
 2-YEAR = 0.483 CFS (835.54)  
 10-YEAR = 0.736 CFS (836.22)  
 100-YEAR = 2.386 CFS (837.47)

**RAIN GARDEN RG-2**  
 2-YEAR = 0.049 CFS (843.08)  
 10-YEAR = 0.309 CFS (843.31)  
 100-YEAR = 1.689 CFS (843.62)

## **Exhibit C**

### **Minimum Storm Water Practice Maintenance Requirements**

This exhibit explains the basic function of each of the storm water practices listed in Exhibit B and prescribes the minimum maintenance requirements to remain compliant with this Plan. The maintenance activities listed below are aimed to ensure these practices continue serving their intended functions in perpetuity. The list of activities is not all-inclusive, but rather indicates the minimum type of maintenance that can be expected for this particular site.

#### **WET DETENTION BASIN & RAIN GARDEN**

##### **System Description:**

The wet detention basin and rain gardens are designed to remove at least 80% of the Total Suspended Solids (TSS) from the site runoff and to reduce the post-development downstream peak flows to meet the Village of Mukwonago Stormwater Ordinance. Swales and storm sewer function to convey runoff to the basins, as well as filter pollutants, especially from smaller storms. To function correctly, the pond size, water level, vegetation and outlet structures must be maintained as specified in this Plan.

##### **Minimum Maintenance Requirements:**

To ensure the proper function of the storm water management practices described above, the following activities must be completed:

1. All outlet structures and pipes must be checked monthly to ensure there is no blockage from floating debris or ice, especially the washed stone in front of the orifices and the trash rack on the risers in the main part of the basins. Any blockage must be removed immediately. The washed stone must be replaced when it becomes clogged.
2. Grass swales shall be preserved to allow free flowing of surface runoff in accordance with approved grading plans. No buildings or other structures are allowed in these areas. No grading or filling is allowed that may interrupt flows in any way.
3. Grass swales, inlets and outlets must be checked at least twice yearly (spring and fall) and after heavy rains for signs of erosion. Any eroding areas must be repaired immediately to prevent premature sediment build-up in the basin. Erosion matting is recommended for repairing grassed areas.
4. NO trees are to be planted or allowed to grow on the earthen berms. Tree root systems can reduce soil compaction and cause berm failure. The berms must be inspected annually and any woody vegetation removed.
5. If floating algae or weed growth becomes a nuisance (decay odors, etc.), it must be removed from the basin and deposited where it cannot drain back into the basin. Removal of the vegetation from the water reduces re-growth the following season (by harvesting the nutrients). Wetland vegetation must be maintained along the waters edge for safety and pollutant removal purposes.
6. The wet pond is to be cleaned out prior to the depth of water being reduced by accumulated sediment to less than three (3) feet. All removed sediment must be placed in an appropriate upland disposal site and stabilized (grass cover) to prevent sediment from washing back into the basin.
7. No grading or filling of the basins or berms other than for sediment removal is allowed, unless otherwise approved by the Village of Mukwonago.
8. To promote more effective infiltration, mowing in the drainage ways, detention basins, and wetland fringe areas should be minimized. If mowing is deemed necessary, the mowing heights should be no shorter than six (6) inches. Restricting any mowing to late summer or autumn will minimize mortality to ground nesting birds. To discourage the presence of nuisance waterfowl (i.e. Canada Geese), a minimum 30-foot wide no-mow fringe shall be maintained around all detention basins, where possible.
9. After Vegetation is 70% established, the use of herbicides/pesticides is to be discontinued along the swales & basins.

#### **Wet Detention Pond**

##### **I. ROUTINE MAINTENANCE**

##### **A. Mowing**

1. Side slopes, embankments, and emergency spillways that are not rock lined which have been planted with turf grasses should be mowed at least three (3) times a year to prevent

woody growth and control noxious weeds. Recommended mowing times are April, July and October of each year.

2. The Owner may more frequently mow areas adjacent to the entry drive, typically once every week to two weeks during a normal growing season, for aesthetic and allergy control purposes.
3. Native grasses should be mowed to a height of 6" in mid to late summer or after they have achieved a height of 1-1/2 feet during the first growing season. Further mowing in subsequent growing seasons may not be required.
4. A 6" to 8" mowing every 3 to 4 years, may suffice as a substitute management technique. The mowed area should be raked and performed in the spring.

**B. Inspections**

1. Inspections of the ponds shall be completed on an annual basis or after significant rainfall events.
2. The inspections should be completed during wet weather conditions to determine if the ponds are functioning properly.
3. Inspection priorities shall be as follows:
  - a. Inspect the embankments for subsidence, erosion, cracking and tree growth.
  - b. Inspect the condition of the emergency spillway and overland flow path.
  - c. Inspect the pond for accumulation of sediment.
  - d. Inspect the outlet control structure for clogs, debris and material failures.
  - e. Inspect upstream and downstream channels from an erosion perspective.
  - f. Inspect any modifications that may have been done to the ponds following their initial construction.
  - g. Inspect the side slopes of the pond for erosion, slumping, cracking or woody plant materials.
4. As-built plans shall accompany the person responsible for the pond inspections.
5. Documentation of the inspections should be completed and filed. Documentation should include as a minimum:
  - a. Inspectors name, affiliation and professional credentials if applicable.
  - b. Date, time and weather conditions.
  - c. Approximate rainfall total over a 24 hour period if applicable.
  - d. Existing embankment, outlet and inlet conveyance systems and vegetation condition.
  - e. Sediment depth at the outlet control structure (in wet forebays) and at a minimum one other location.
  - f. Identification of potential structural failures and repair needs.
  - g. Other pond conditions such as vegetation growth, algae growth and emergency spillway conditions.
  - h. Repair recommendations.

**C. Debris and Litter Removal.**

1. Debris and litter removal from the pond surface shall be completed at least once a month.
2. Particular attention should be paid to debris accumulating around the riser pipe to prevent potential clogging.

**D. Erosion Control.**

1. The pond side slopes, embankments and emergency spillways may suffer from periodic slumpage and erosion.
2. Corrective measures shall include regrading, filling and revegetation of the eroded or slumping areas.
3. Permanent geosynthetic erosion matting (or rip rap) at the pond outlet and emergency spillways should be inspected for displacement or undermining. Repairs shall be made upon discovery.

**E. Nuisance Control.**

1. Biological control of algae and mosquitoes is preferred over chemical control. Consultation with local WDNR officials is recommended prior to the introduction of any biological control.
2. Maintaining the native grass perimeter will aide in the control of geese.
3. Mechanical controls should be used when feasible.

## II. NON-ROUTINE MAINTENANCE

### A. Structural Repairs and Replacement.

1. The outlets of the pond have been constructed utilizing concrete or PVC pipe and concrete materials. The estimate life of these structures is 75 to 100 years. Annual inspection of the structures will disclose any potential structural problems. If structural problems appear, repair or replace the outlet.
2. Excessive or chronic drawdowns of the ponds may cause leaks or seepage through the embankments. Excessive drawdowns should be avoided and thus corrective measures for leakage and seepage can be avoided.

### B. Sediment Removal.

1. A sediment clean out cycle of 10 to 15 years is recommended. Sediment removal may be necessary prior to 10 years if there is a substantial amount of land disturbance occurring within the contributory watershed. Annual inspections shall be made to insure that the design depth of the permanent water pool is maintained.
2. It is recommended that the sediment be tested to determine if land filling is necessary. Contact the local DNR prior to sediment sampling and testing to insure compliance with State standards and regulations.
3. Surveyed depths of the sediment storage area and permanent pool elevations shall be made immediately following the construction of the ponds and recorded on the as-built plans. Annual inspections shall include measure downs to determine sediment elevations in relation to the permanent pool elevation.

## RAIN GARDEN OPERATIONS AND MAINTENANCE

### I. ROUTINE MAINTENANCE

#### A. Inspection

1. Performance of the rain garden should be inspected monthly and after every major storm event, following the initial construction to evaluate if the basin is draining within the design time limits.
  - a. Water plants should be watered as necessary the first year to establish plants.
2. If performance does not meet the design goals, complete repairs to the facility to meet the design requirements.
3. Following the initial growing season of monthly inspections, quarterly inspections of the facility should be made. Inspect the facility for:
  - a. Differential settlement
  - b. Cracking
  - c. Erosion
  - d. Leakage



- e. Tree and woody plant growth on the embankments and plant health
- f. Condition of the inlets and outlets
- g. Sediment accumulation
- h. Vigor and density of vegetation on the floor of the basin and buffer strips
- i. pH testing of the soil (if plants growth issues exist)
- j. Observation wells and/or under drains

B. Mowing – Native Vegetation

- 1. During establishment of vegetation, the first mowing shall occur once it reaches a height of 10 to 12 inches.
- 2. Control woody plant invasion by mowing once a year. The vegetation height shall be 5 to 6 inches after mowing.
- 3. Mow once per year in the fall after November 1<sup>st</sup>.
- 4. Remove trash and debris at the time of mowing.

C. Erosion Control

- 1. Inspect seasonally for erosion. Inspection after major storm events for erosion problems is also recommended if practical.
- 2. Repair all eroded areas immediately. Temporary erosion controls may be necessary to facilitate repairs.

D. Tilling

- 1. If the basin is located on marginally permeable soils, annual or semi- annual tilling may be needed to maintain infiltration capacity.
- 2. Tilled areas should be immediately re-vegetated to prevent erosion.

II. NON-ROUTINE MAINTENANCE

A. Structural Maintenance

- 1. Inspect pipe systems quarterly.
- 2. Remove and replace pipe systems that have eroded or rusted.
- 3. Earthen structures should be inspected annually. Erosion should be repaired immediately upon discovery.

B. Restoration of Infiltration Capacity

1. Over time the original infiltration capacity of the basin will be diminished. Diminished infiltration capacity will require maintenance once the rain garden practice fails to infiltrate a rain event within 72 hours.
2. Deep tilling can be done to restore the infiltration capacity of the basin. The basin will be drained and the soils dried to a depth of 8 inches.
3. The top 2 to 3 inches of topsoil, chisel plowing, and adding topsoil and compost can be done.
4. The basin must be restored with native plantings.

C. **Watering**

1. Water plants need to be watered as necessary during the first growing season.
2. After the first growing season, water as necessary during dry periods.

**Storm Water Conveyance System maintenance requirements:**

1. The Titleholder(s) is responsible for ensuring system inlets, outlets roof drains and any external runoff control structures remain clear of debris and blockage. The inlets, including parking lot trench drains, and outlets shall be inspected semi-annually and/or after major storm events (more than 3.5 inches of rainfall in 24 hours). Any debris or blockage found should be immediately removed.
2. Visual inspections from system access points of the conveyance system shall be conducted semi-annually and/or after major storm events (more than 3.5 inches of rainfall in 24 hours) and, after extended periods of rainy weather (more than 3 days) and at least semi-annually. Major items to look for are excessive debris build-up at system inlets and outlets, and proper system discharge.
3. Storm curb inlets shall be inspected semi-annually and/or after major storm events (more than 3.5 inches of rain fall in 24 hours). Any debris that is found, causing potential blockage, shall be cleaned immediately. All storm curb inlet and storm manhole sumps shall be cleaned annually, at a minimum, or when sediment in the sump has accumulated to an elevation of one foot below the outlet pipe elevation.
4. Cleanout of sediment accumulation should be based on manufacture recommendations. Cleanout shall be performed when the sediment accumulation does not allow the system to function as designed.

**CULVERTS OPERATION AND MAINTENANCE**

I. **INSPECTION**

- A. Culverts should be inspected twice a year and after heavy rainfall.
- B. Inspect for sediment deposition, scour at the ends of pipe, accumulations of trash and obstructions.

II. **MAINTENANCE**

- A. Scour areas should be repaired with clean fill and replacement of end treatment (rip rap, TRM, etc.). Scour areas with no end treatment should be stabilized with topsoil, seed and erosion control mat at a minimum.
- B. Sediment deposits, trash and obstructions should be removed from the pipe ends.
- C. Material deposited within the pipe should be promptly removed to maintain the conveyance capacity of the pipe.

## **Exhibit D Design Summary**

The proposed development will include the six (6) buildings each containing two (2) units each, with a shared entry driveway, sidewalk for pedestrians, and storm water management facilities.

The proposed development has been intentionally designed with sensitivity to storm water drainage, recognizing that existing drainage patterns should be maintained while measures should be taken to improve drainage and alleviate or maintain proposed discharges to pre-development levels as described by chapter 34 of the Village of Mukwonago Municipal Code. Water quality has also been addressed to meet or exceed the Village of Mukwonago requirements for Total Suspended Solid (TSS) removal.

### **Proposed Drainage Areas**

The proposed project is divided in to five (5) drainage areas, which include detained, un-detained, and offsite drainage areas. The following is a description of the proposed drainage areas; please refer to the drainage map for additional information:

**Proposed Drainage Area P-1:** A total of 1.301 acres which includes the majority of the proposed impervious surfaces, building, and green space. The runoff from this drainage area will be routed to the proposed Wet Pond P-1 located at the southeast corner of the development site.

**Proposed Drainage Area P-2:** A total of 0.467 acres which contains mostly open space, with some roofs tops. The runoff from this drainage area will be routed to the proposed rain garden RG-2 located at the southwest corner of the development.

**Proposed Drainage Area P-3:** A total of 0.351 acres which includes open space with some driveway area and small section of roof top, located at the north end of the development site. The runoff from this drainage area will flow directly to rain garden RG-3, and will ultimately discharge to the CTH EE drainage ditch.

**Proposed Drainage Area UD-1:** A total of 0.008 acres of open space located mostly on the back slopes of berms. The runoff from this drainage area will flow directly off site and will ultimately enter the existing drainage ditches along CTH EE & CTH NN.

**Drainage Area OS-1:** This area contains 0.083 acres of offsite area that drains into the drainage area P-3. Ultimately discharging to Rain Garden RG-3.

## Water Quality Summary

<b>Meadowland Townhomes - Water Quality Output Summary Table</b>							
Pollutant	Concentration - No Controls	Concentration - With Controls	Concentration Units	Pollutant Yield - No Controls	Pollutant Yield - With Controls	Pollutant Yield Units	Percent Yield Reduction
Particulate Solids	126.1	30.07	mg/L	125.9	23.35	lb	81.45%
Particulate Phosphorus	0.5136	0.1211	mg/L	0.5128	0.09405	lb	81.66%
Filterable Phosphorus	0.2878	0.2325	mg/L	0.2874	0.1805	lb	37.19%
Total Phosphorus	0.8014	0.3536	mg/L	0.8002	0.2746	lb	65.69%

### Drainage Summary

The following describes the peak flows associated with the proposed drainage areas.

Summary Data Elements	Subwatershed P-1		Subwatershed P-2	
	Pre-develop	Post-develop	Pre-develop	Post-develop
<b>Watershed areas (in acres)</b> <i>(see attached map)</i>	1.301	1.301 acres	0.467 acres	0.467 acres
<b>Average Watershed Slopes (%)</b>	1-25%	1-4%	3-10%	1.5-3%
<b>Land Uses (% of each)</b> <i>(see attached map)</i>	100% Open Space	100% Residential	100% Open Space	50% Residential 50% Open Space
<b>Runoff Curve Numbers</b>	RCN = 82	RCN = 82	RCN = 82	RCN = 73
<b>Conveyance Systems Types</b>	Grass waterway	75% grass swale 25% storm sewer	Grass waterway	100% grass swale
<b>Summary of Average Conveyance System Data</b>	13% Grade	1' deep swale @ 2% 12" Storm Sewer @ 5.3%	6.5% Grade	2' deep grass swale @ 2.5% grade
<b>Time of Concentration (Tc)</b> <i>(see attached map &amp; worksheets)</i>	0.16 hrs.	0.29 hrs.	0.16 hrs.	0.26 hrs.
<b>25% of 2-yr 24-hr post dev runoff volume</b>	N/A	0.031 ac. ft.	N/A	0.007 ac. ft.
<b>1-year/24 hour Runoff Volume</b>	0.47 cfs	1.393 cfs.	0.17 cfs	0.269 cfs
<b>2-yr./24 hour Peak Flow</b> <i>(see attached hydrographs)</i>	0.76 cfs	1.741 cfs	0.27 cfs	0.372 cfs
<b>10-yr./24 hour Peak Flow</b>	2.06 cfs	3.121 cfs	0.74 cfs	0.812 cfs
<b>100-yr./24 hour Peak Flow</b>	5.63 cfs	6.289 cfs	2.02 cfs	1.929 cfs

### Drainage Summary (cont.)

The following describes the peak flows associated with the proposed drainage areas.

Summary Data Elements	Subwatershed P-3		Subwatershed OS-1	
	Pre-develop	Post-develop	Pre-develop	Post-develop
<b>Watershed areas (in acres)</b> <i>(see attached map)</i>	0.351 acres	0.351 acres	0.083 acres	0.083 acres
<b>Average Watershed Slopes (%)</b>	5-16%	5-33%	4-15%	4-15%
<b>Land Uses (% of each)</b> <i>(see attached map)</i>	100% Open Space	100% Residential	100% Open Space	100% Open Space
<b>Runoff Curve Numbers</b>	RCN = 82	RCN = 78	RCN = 82	RCN = 61
<b>Conveyance Systems Types</b>	Grass waterway	100% Impervious pavement & Flume	Grass waterway	Grass waterway
<b>Summary of Average Conveyance System Data</b>	10% Grade	10% Asphaltic Flume	9% Grade	9% Grade
<b>Time of Concentration (T<sub>c</sub>)</b> <i>(see attached map &amp; worksheets)</i>	0.16 hrs.	0.10 hrs.	0.16 hrs.	0.15 hrs.
<b>25% of 2-yr 24-hr post dev runoff volume</b>	N/A	0.006 ac. ft.	N/A	0.0 ac. ft.
<b>1-year/24 hour Runoff Volume</b>	0.13 cfs	0.447 cfs	0.008 cfs	0.008 cfs
<b>2-yr./24 hour Peak Flow</b> <i>(see attached hydrographs)</i>	0.21 cfs	0.577 cfs	0.018 cfs	0.018 cfs
<b>10-yr./24 hour Peak Flow</b>	0.55 cfs	1.106 cfs	0.084 cfs	0.084 cfs
<b>100-yr./24 hour Peak Flow</b>	1.52 cfs	2.349 cfs	0.28 cfs	0.280 cfs

### Drainage Summary (cont.)

The following describes the peak flows associated with the proposed drainage areas.

Summary Data Elements	Subwatershed UD-1	
	Pre-develop	Post-develop
<b>Watershed areas (in acres)</b> <i>(see attached map)</i>	0.008 acres	0.008 acres
<b>Average Watershed Slopes (%)</b>	5-9%	1-5%
<b>Land Uses (% of each)</b> <i>(see attached map)</i>	100% Open Space	10% Impervious 90% Open Space
<b>Runoff Curve Numbers</b>	RCN = 82	RCN = 98
<b>Conveyance Systems Types</b>	Grass waterway	100% grass swale
<b>Summary of Average Conveyance System Data</b>	Road side ditch @ 2.7%	Road side ditch @ 2.7%
<b>Time of Concentration (Tc)</b> <i>(see attached map &amp; worksheets)</i>	0.16 hrs.	0.10 hrs.
<b>25% of 2-yr 24-hr post-dev runoff volume</b>	N/A	0.0 ac. ft.
<b>1-year/24 hour Runoff Volume</b>	0.003 cfs	0.028 cfs
<b>2-yr./24 hour Peak Flow</b> <i>(see attached hydrographs)</i>	0.005 cfs	0.031 cfs
<b>10-yr./24 hour Peak Flow</b>	0.01 cfs	0.044 cfs
<b>100-yr./24 hour Peak Flow</b>	0.04 cfs	0.072 cfs

## Descriptions & Summaries of Storm Water Practices

### Wet Pond P-1 Summary

This basin is located at the southeast corner of the site and collects runoff from drainage areas P-1. Characteristics of this basin are as follows:

Wet Pond P-1	Design Data
<b>Site assessment data: (see attached maps)</b>	
Contributing drainage area to basin (P-1)	1.301 acres
Distance to nearest private well (including off-site wells)	>100feet
Distance to municipal well (including off-site wells)	>1200 feet
Wellhead protection area involved?	No
Ground slope at site of proposed basin	average 16%
Any buried or overhead utilities in the area?	No
Proposed outfall conveyance system/discharge (w/ distances)	32.5 ft. to CTH "EE" ditch to Existing storm sewer system under CTH "EE"
Any downstream roads or other structures? (describe)	Yes-24"x36" RCP culvert
Floodplain, shoreland or wetlands?	No
<b>Soil investigation data (see attached map &amp; soil logs):</b>	
Number of soil investigations completed	1 (in basin area)
Do elevations of test holes extend 3ft. below proposed bottom?	Yes (see SWMP)
Average soil texture at pond bottom elevation (USDA)	Silty Sand
Distance from pond bottom to bedrock	>14 feet
Distance from pond bottom to seasonal water table	1 foot below pond bottom
<b>General basin design data (see attached detailed drawings):</b>	
Permanent pool surface area	0.6 acres
Design permanent pool water surface elevation	elev. 834.75
Top of berm elevation (after settling) and width	elev. 838.50/5.5 feet wide
Length/width (dimension/ratio)	75 ft. (L) x 45 ft. (W.) = 3:2
Safety shelf design (length, grade, max. depth)	10 ft. @ 10% slope/1.0' deepest
Ave. water depth (minus safety shelf/sediment)	5 ft. in center
Sediment forebay size & depth	N/A
Sediment storage depth & design maintenance	2 feet/10-15 year maintenance schedule

Wet Pond P-1 Inflow, Outflow & Storage Data (see attached hydrographs and detail drawings)				
Inflow Peak/Volume	Maximum Outflow Rate	Max. Water Elevation	Storage Volume at Max. Elev. (above perm. pool)	Outflow Control Structures *
1.393 1-yr/24hr. (volume)	0.405 cfs	835.37 ft.	0.040 acre-feet	#1
1.741 cfs (Post 2-yr./24 hr. peak)	0.483 cfs	835.54 ft.	0.051 acre-feet	#1
3.121 cfs (Post 10-yr./24 hr. peak)	0.736 cfs	836.22 ft.	0.099 acre-feet	#1
6.289 cfs (Post 100-yr/24 hr. peak)	2.386 cfs	837.47 ft.	0.204 acre-feet	#1 & #2

- \* #1 = 5.25-inch orifice in water level control weir plate - flow line elev. @ 834.75  
 #2 = 36" outlet control structure - rim elev. @ 837.35  
 #3 = 10' wide overflow wier @ 837.50

### Rain Garden RG-2 Summary

This basin is a rain garden located at the southwest corner of the site. This storm water practice receives runoff from drainage basin P-2. Discharge from this facility flows to the R.O.W. of CTH NN. Characteristics for this facility are as follows:

Rain Garden RG-2	Design Data
<b>Site assessment data: (see attached maps)</b>	
Contributing drainage area to basin (P-2)	0.467 acres
Distance to nearest private well (including off-site wells)	>100feet
Distance to municipal well (including off-site wells)	>1200 feet
Wellhead protection area involved?	No
Ground slope at site of proposed basin	average 2.1%
Any buried or overhead utilities in the area?	Yes, overhead utilities near the western edge of the property line
Proposed outfall conveyance system/discharge (w/ distances)	22 ft. 6" PVC to CTH "NN" ditch to Existing storm sewer system under CTH "EE"
Any downstream roads or other structures? (describe)	Yes-18" RCP & 24"x36" RCP culvert
Floodplain, shoreland or wetlands?	No
<b>Soil investigation data (see attached map &amp; soil logs):</b>	
Number of soil investigations completed	2 (in basin area)
Do elevations of test holes extend 3ft. below proposed bottom?	Yes (see SWMP)
Average soil texture at pond bottom elevation (USDA)	Coarse Sand
Distance from pond bottom to bedrock	>20 feet
Distance from pond bottom to seasonal water table	11.5 foot below pond bottom
<b>General basin design data (see attached detailed drawings):</b>	
Permanent pool surface area	N/A
Design permanent pool water surface elevation	N/A
Top of berm elevation (after settling) and width	elev. 844.50/6 feet wide
Length/width (dimension/ratio)	55 ft. (L) x 28 ft. (W.) = 2:1
Safety shelf design (length, grade, max. depth)	N/A
Ave. water depth (minus safety shelf/sediment)	0 ft.
Sediment forebay size & depth	N/A
Sediment storage depth & design maintenance	Yearly

Rain Garden RG-2 Inflow, Outflow & Storage Data (see attached hydrographs and detail drawings)				
Inflow Peak/Volume	Maximum Outflow Rate	Max. Water Elevation	Storage Volume at Max. Elev. (above perm. pool)	Outflow Control Structures *
0.269 1-yr/24hr. (volume)	0.019 cfs	843.02 ft.	0.010 acre-feet	#1
0.372 cfs (Post 2-yr./24 hr. peak)	0.049 cfs	843.08 ft.	0.011 acre-feet	#1
0.812 cfs (Post 10-yr./24 hr. peak)	0.309 cfs	843.31 ft.	0.020 acre-feet	#1
1.929 cfs (Post 100-yr/24 hr. peak)	1.689 cfs	843.62 ft.	0.031 acre-feet	#2

\* #1 = 6-inch PVC outlet pipe - flow line elev. @ 842.95

#2 =10-foot earthen/grass emergency spillway elev. @ 843.50



### Rain Garden RG-3 Summary

This basin is a rain garden located at the southwest corner of the site. This storm water practice receives runoff from drainage basin P-3 and OS-1. Discharge from this facility flows to the R.O.W. of CTH EE. Characteristics for this facility are as follows:

Rain Garden RG-3	Design Data
<b>Site assessment data: (see attached maps)</b>	
Contributing drainage area to basin (OS-1 & P-3)	0.434 acres
Distance to nearest private well (including off-site wells)	>100feet
Distance to municipal well (including off-site wells)	>1200 feet
Wellhead protection area involved?	No
Ground slope at site of proposed basin	average 16.5%
Any buried or overhead utilities in the area?	No
Proposed outfall conveyance system/discharge (w/ distances)	32 ft. to CTH "EE" ditch to Existing storm sewer system under CTH "EE"
Any downstream roads or other structures? (describe)	Yes-24"x36" RCP culvert
Floodplain, shoreland or wetlands?	No
<b>Soil investigation data (see attached map &amp; soil logs):</b>	
Number of soil investigations completed	1 (in basin area)
Do elevations of test holes extend 3ft. below proposed bottom?	Yes (see SWMP)
Average soil texture at pond bottom elevation (USDA)	Poorly Graded Sand
Distance from pond bottom to bedrock	>20 feet
Distance from pond bottom to seasonal water table	8.5 foot below pond bottom
<b>General basin design data (see attached detailed drawings):</b>	
Permanent pool surface area	N/A
Design permanent pool water surface elevation	N/A
Top of berm elevation (after settling) and width	elev. 845.50/4 feet wide
Length/width (dimension/ratio)	53 ft. (L) x 8 ft. (W.) = 13:2
Safety shelf design (length, grade, max. depth)	N/A
Ave. water depth (minus safety shelf/sediment)	0 ft. in center
Sediment forebay size & depth	N/A
Sediment storage depth & design maintenance	Yearly

<b>Rain Garden RG-3 Inflow, Outflow &amp; Storage Data</b> (see attached hydrographs and detail drawings)				
Inflow Peak/Volume	Maximum Outflow Rate	Max. Water Elevation	Storage Volume at Max. Elev. (above perm. pool)	Outflow Control Structures *
0.448 1-yr/24hr. (volume)	0.053 cfs	843.18 ft.	0.009 acre-feet	#1
0.585 cfs (Post 2-yr./24 hr. peak)	0.091 cfs	843.28 ft.	0.011 acre-feet	#1
1.170 cfs (Post 10-yr./24 hr. peak)	0.198 cfs	843.83 ft.	0.022 acre-feet	#1
2.595 cfs (Post 100-yr/24 hr. peak)	1.921 cfs	844.44 ft.	0.039 acre-feet	#2

- \* #1 = 3-inch orifice in water level control weir plate - flow line elev. @ 843.00
- #2 = 2' riser structure - rim elev. @ 844.25
- #3 = 10' wide overflow wier @ 844.50

## Site Release Rate Summary

The table below summarizes the storm water release rates associated with the development. The Allowable Release Rate is defined as the pre-development release rate, which is the addition of the one existing/pre-development drainage areas. The Total Proposed Release Rate is calculated as the addition of the:

- Wet Pond P-1 release rate at the peak time.
- Rain Garden RG-2 & RG-3 release rate at the peak time.
- Undetained area release rate at the peak time

The table verifies that the Storm Water Management Plan reduces the post-developed flow rates to equal to or less than the corresponding pre-developed (existing) flow rates.

### Site Discharge\*

Storm Event (Year)	Allowable Release Rate from Site (cfs)	Allowable Release Rate from Offsite (cfs)	Total Allowable Release Rate (Pre- (cfs)	Proposed Release Rate (Post- (cfs)
1	0.775	0.008	0.781	0.465
2	1.248	0.018	1.266	0.617
10	1.248 <sup>1</sup>	0.084	1.332	1.230
100	3.362 <sup>2</sup>	0.280	3.642	3.598

- Total Peak Runoff Rates are based on the addition of the peak discharge rates from the associated hydrographs at the peak time for the site; due to varying peak times, the total discharge rates are not a direct summation of the peak rates for each. Refer to the attached calculations for additional information.

1 – Represents the 2-year release rate associated with the pre-development conditions.

2 – Represents the 10-year release rate associated with the pre-development conditions.