

**REGULAR COMMITTEE OF THE WHOLE  
OF THE VILLAGE BOARD OF TRUSTEES  
Wednesday September 4, 2019**

**MINUTES**

**Call to Order**

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

**Roll Call**

Committee members present: Eric Brill  
Jim Decker  
Darlene Johnson  
Jason Wamser  
Roger Walsh  
Fred Winchowky, Village President

Excused: Jay Vermeulen

Also present: Ron Bittner, Public Works Director  
Dave Brown, Utilities Director  
Mark Blum, Village Attorney  
Diana Doherty, Finance Director  
Diana Dykstra, Clerk-Treasurer  
Robert Harley, Supervisor of Inspections  
Kevin Schmidt, Police Chief  
Jeff Stein, Fire Chief  
Jerad Wegner, Village Engineer  
John Weidl, Village Administrator

**Committee of the Whole Business**

**Approval of minutes from the regular Committee of the Whole Meeting August 7, 2019.**

Decker/Johnson motion to approve the regular Committee of the Whole meeting minutes of August 7, 2019. Unanimously carried.

**Committee Reports**

**Finance Committee, Trustee Vermeulen**

**Vouchers payable AP payment batches in the amount of \$289,606.50**

Trustee Johnson introduced the payable invoices in the absence of Trustee Vermeulen.  
Decker/Wamser motion to recommend approval of the voucher payable AP batches in the amount of \$289,606.50. Unanimously carried.

**July 2019 Monthly Treasury Report, Revenue/Expenditure Guideline Report**

The July 2019 Monthly Treasury Report was presented and is on file.

**Recommend to the Village Board approval on the Request for Exemption from the Waukesha County Library Levy 2019 Tax for 2020 Purposes.**

Trustee Johnson noted this is the annual levy request for exemption.  
Decker/Brill motion to recommend approval to the Village Board the request for exemption from the Waukesha County Library Levy 2019 Tax for 2020 Purposes. Unanimously carried.

**Recommend to the Village Board to approve the Payment of Chapman Farms Boulevard Final Pay Request in the amount of \$28,833.66**

Engineer Wegner confirmed all documents have been submitted and no outstanding punch list items exist. Decker/Brill motion to recommend approval of the Payment of Chapman Farms Boulevard Final Pay Request in the amount of \$28,833.66. Unanimously carried.

**Recommend to the Village Board to approve Fairwinds LLC Letter of Credit #01-128-487-78 reduction to \$313,874.00 for completion of work in Fairwinds Phase 5, as recommended by the Village Engineer.**

Decker/Walsh motion to recommend approval of Fairwinds LLC Letter of Credit #01-128-487-78 reduction to \$313,874.00 for completion of work in Fairwinds Phase 5, as recommended by the Village Engineer. Unanimously carried.

**Recommend to the Village Board to approve Fairwinds LLC, Letter of Credit #01-128-487-77 elimination for completion of work in Fairwinds Phase I-IV, as recommended by the Village Engineer.**

Engineer Wegner noted there were some punch list items that were recently completed, and have now all been approved. President Winchowky questioned if the median plantings were to be completed. DPW Bittner noted this was not an item included in the agreement. Decker/Walsh motion to recommend approval of Fairwinds LLC, Letter of Credit #01-128-487-77 elimination for completion of work in Fairwinds Phase I-IV, as recommended by the Village Engineer. Unanimously carried.

**Health and Recreation Committee, Trustee Decker**

**Recommendation to the Village Board approval of Special Event Permit Application for the Mukwonago Chamber of Commerce for Mukwonago Fall Fest on September 21, 2019, which includes a Temporary Class "B" Retailer's License to sell fermented malt beverages.**

Johnson/Decker motion to recommend to the Village Board approval of a Special Event Permit Application for the Mukwonago Chamber of Commerce for Mukwonago Fall Fest on September 21, 2019, which includes a Temporary Class "B" Retailer's License to sell fermented malt beverages. Unanimously carried.

**Public Works Committee, Trustee Wamser**

**Recommend to the Village Board to approve Ruekert Mielke, Inc. Task Order for STH 83 and Wolf Run Pavement Restriping design and bidding not to exceed \$18,460.**

Decker/Johnson motion to recommend to the Village Board to approve Ruekert Mielke, Inc. Task Order for STH 83 and Wolf Run Pavement Restriping design and bidding not to exceed \$18,460. President Winchowky questioned the red arrow necessity, and how it was changed. Chief Schmidt noted it should be based on the number of accidents. President Winchowky questioned if a letter can be submitted to discuss this red arrow problem which is causing back up. Attorney Blum noted he could request a meeting to explain their determination. Johnson/Decker motion to table this item until the Village can have a meeting with the Department of Transportation. Unanimously carried.

**Recommend to the Village Board to award the 2019 Street Rehabilitation Contract to Parking Lot Maintenance Inc. in the amount of \$156,585**

Trustee Wamser noted there were two bidders and PLM was the low bid. Johnson/Decker motion to recommend approval the Village Board to award the 2019 Street Rehabilitation Contract to Parking Lot Maintenance Inc. in the amount of \$156,585. Unanimously carried.

**Recommend to the Village Board to approve a Purchase Requisition to Mendoza Concrete to remove and replace 2,154 sq ft. of concrete sidewalk in the amount of \$23,694.**

Brill/Walsh motion to recommend approval to the Village Board to approve a Purchase Requisition to Mendoza Concrete to remove and replace 2,154 sq ft. of concrete sidewalk in the amount of \$23,694. Unanimously carried.

**Recommend to the Village Board to approve the DPW's request for a December 1, 2019 hiring of a crewperson to replace a retiring staff member.**

DPW Director Bittner noted that Ed Zimmerman will be retiring this year and they have funds allocated for him to participate in the training of a new crewperson and learn the routes. It was noted this will open up and be advertised soon.

Decker/Johnson motion to recommend approval to the Village Board to approve the DPW's request for a December 1, 2019 hiring of a crewperson to replace a retiring staff member. Unanimously carried.

**Discussion and possible recommendation regarding the drafting of a policy on future corporate donations to accommodate corporate advertising into the items donated to the Village.**

DPW Bittner commented Molly Witte had presented the request to have a sport court, and she has a donor who has requested to have their logo displayed. The village currently doesn't have a policy on this for display of a logo of an organization or private company. The cost for this court was around \$25,000. He suggests a policy be presented to the Health and Recreation Committee over the next few months to establish those standards. No action was required.

**Adjournment**

Meeting adjourned at 6:00pm.

Respectfully Submitted,

Diana Dykstra, CMC  
Village Clerk-Treasurer