

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, February 19, 2020

Time: **6:30 pm**

Place: **Mukwonago Municipal Building/ Board Room, 440 River Crest Court**

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. 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.

5. Presentations

5.1 Presentation from Karl James & Company LLC on Brand Positioning for the Village of Mukwonago.

[Mukwonago Brand](#)

6. 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.

6.1 Motion to approve minutes of the Village Board meeting of January 15, 2020.

[2020-01-15 Draft VB Minutes](#)

6.2 Motion to approve Vouchers in the amount of \$5,410,518.67

[2020-02-05 Accounts Payable Reports](#)

6.3 Motion to approve purchase requisition for a 2020 Chevrolet 2500HD Service Truck for the Utilities Department.

2020 2500HD Service Truck Purchase Requisition

2020 2500HD Water Service Truck Quote

- 6.4 Motion to approve the Purchase Order for park equipment from Keeper Goals in the amount of \$11,760.
Keeper Goal PO.pdf
Keeper Goal Quote
- 6.5 Motion to approve of 2019 Paving Rehabilitation Close-out Change Order and Final Payment.
2019 Pavement Rehabilitation Closeout
- 6.6 Motion to approve the Purchase requisition for one new squad 2020 Dodge Durango in the amount of \$32,019 from Lynch Chrysler Dodge Jeep.
Lynch Dodge Durango bid.pdf
2020 Squad purchase order
- 6.7 Motion to approve TID #5 Phase 2 Public Improvements Close-out Change Order and Final Payment.
TID #5 Phase 2 Closeout
- 6.8 Motion to approve 2019 Street Rehabilitation Close-out Change Order and Final Payment.
2019 Street Rehabilitation Closeout
- 6.9 Motion to approve purchase requisition for pedestrian crossing lights at STH 83 & Lincoln Avenue.
Purchase Requisition.docx
Sales-Quote Q1818006.pdf
- 6.10 Motion to approve special event application for Summerfeste 2020 sponsored by the Mukwonago Lions Foundation, held at Field Park June 18, 19, 20, 21, 2020.
Summerfeste Park and Special Event Application
- 6.11 Motion to approve special event application for the Annual Easter Egg Hunt sponsored by the Mukwonago Lions Foundation, located at Field Park April 4, 2020 (rain date April 11, 2020).
Easter Egg Hunt Park and Special Event Application
- 6.12 Motion to approve special event request for ProHealth Park Walk for Cancer at Field Park on May 1 (preparation for event) and May 2 (event).
ProHealth Park Walk-Field Park-May 1-2

6.13 Motion to approve the Temporary Class "B" / "Class B" Retailers License for Mukwonago Lions Foundation for Summerfeste 2020, June 17, 18, 19, 20, 21.
[Summerfeste Temporary Alcohol Application](#)

6.14 Motion to approve Letter of Credit Reduction No. 1 for Box Self Storage Development to \$191,089.50.
[Box Self Storage Letter of Credit Reduction #1](#)

7. Report from Library Director, Angela Zimmermann

8. Downtown Development Committee, Trustee Walsh

8.1 Summary of conversation with DOT regarding Downtown Hwy 83 and Feb 27th Open House Announcement.

9. Finance Committee, Trustee Vermeulen

Discussion and possible action on the following items

9.1 Motion to approve Vouchers in the amount of \$393,347.75.
[2020-02-19 Accounts Payable Report](#)

9.2 Deback Drive Mandatory Alternate Proposal Analysis
[Deback Drive Cost Breakdown from Engineer.pdf](#)
[Analysis of Mandatory Alternate Proposal.pdf](#)

10. Planning Commission Recommendations

Discussion and possible action on the following Plan Commission Recommendations

10.1 RESOLUTION 2020-04 to approve a Site Plan Amendment for Pro Health Care Hospital and new Propane Tank Located on East side of facility at 240 Maple Ave. (Waukesha Memorial Hospital Inc, Owner/Applicant); Parcel MUKV 2016-993-002.
[RESOLUTION 2020-004 ProHealth](#)
[Staff Report](#)
[Site Plan](#)
[Aerial Map](#)

10.2 Resolution 2020-03 to approve a Planned Unit Development (PUD) Request and associated Site Plan and Architectural Review as a Conditional Use for a proposed 20 unit Residential Care Assisted Living Facility at 210 McDivitt Ln (Birchrock Properties LLC, Owner/Applicant); Parcel MUKV 2012-215-002.
[RESOLUTION 2020-03 210 McDivitt - SPAR](#)
[Staff Report](#)
[210 McDivitt Ln Aerial](#)

Site Plan
Civil Plans 20200206
SWMP submittal approved by Village ENGR
PC Packet 20200211

11. Public Works Committee, Trustee Wamser

Discussion and possible action on the following items

11.1 Update on the Well #3 well pump improvements and repairs.

[Well 3 Tool Removal](#)

11.2 Motion to approve waste hauler refunds due to rate increase, as presented contingent upon offsetting any outstanding liabilities owed to the Village.

[Waste Hauler Refund](#)

12. Protective Services, Trustee Brill

Discussion and possible action on the following items

12.1 Discussion and action on the 2019 Fire Department Settlement and authorization for the Finance Director to create a 2019 Budget Amendment.

[2019 Joint Settlement Position as of 2-12-2020](#)

12.2 Fire Department Study Update

12.3 Discussion and action to approve the sale of used equipment and apparatus including a Utility Vehicle 3481, Engine 3461, Mako Air Compressor, SCOTT SCBA Harnesses, and LUCAS 2.

[Sale of Used Equipment](#)

12.4 Discussion and action on the purchase of Ballistic Gear

[Ballistic Gear Quote](#)

12.5 Discussion and action on the purchase of a 2020 Chevrolet Silverado 3500HD

[2020 Chevrolet Silverado 3500HD](#)

12.6 Intercept Agreement with Elkhorn FD

[Elkhorn Intercept Agreement Signed 01-11-2020](#)

12.7 Damage to 3488 \$3,200

12.8 New MSA G1 packs in service 02-01-2020

12.9 Fire & Ambulance Reports for 2020 (for information only, no action required)

[2020 Fire and Ambulance Reports](#)

- 12.1 Monthly Police Department Report (for information purposes only)
[January 2020](#)

13. Village Administrator

- 13.1 Update on legislation surrounding the Tax Increment District financing as it relates to multi-county municipalities.
- 13.2 Review of comments on proposed Cooperative Boundary Agreement between the Town of Vernon and the Town of Waukesha.
[Comments Proposed for Cooperative Boundary Agmt](#)
- 13.3 Discussion and possible action on a Memorandum of Understanding between the Village of Mukwonago and the Wisconsin Department of Transportation for access to WIS 83 between the Village of Mukwonago and the Wisconsin Department of Transportation for the Mukwonago TID #5 (Banker Wire) development site located on lands on the northeast side of WIS 83 opposite of Boxhorn Drive.
[DOT MOU Redline Version](#)
[DOT MOU Final](#)
- 13.4 Discussion and possible action on Economic Development Cooperation Contract between Waukesha County Center for Growth, Inc. and the Village of Mukwonago in the amount of \$6,108.56.
[Waukesha Co Center for Growth Contract 2020](#)

14. Village President

- 14.1 Acknowledgement of letter from Dr. Chris Hibner, Superintendent of the East Troy Community School District regarding the April 7, 2020 Referendum.
[ET School Referendum Letter](#)
- 14.2 Appointments to Historic Preservation Committee: Ben Kohout, Village Planner, for a term expiring 2021 Jeff Vanevenhoven, Historian, for a term expiring 2023 Ray Gooden, Real Estate Broker, for a term expiring 2023 Jim Decker, Village Trustee, for a term expiring 2021 Mary Patz, Citizen Member, for a term expiring 2022 Jeane Coley, Citizen Member, for a term expiring 2023 Scott Reeves, Citizen Member, for a term expiring 2022
- 14.3 Appointment of Mark Penzkover to the Plan Commission for a term expiring in 2020.
- 14.4 Appointment of Joseph McAdams to the Police Commission for a term expiring in 2021.

14.5 Appointment of Shane Herbig to the Joint Fire Commission to a term expiring in 2020.

15. Closed Session

Closed session pursuant to **Wis. Stats. § 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 negotiation with 301 Main Street, 830 E Veteran's Way, Ground Lease with US Cellular, and contract with Musson Brothers regarding the DeBack Drive infrastructure contract; and pursuant to **Wis. Stats. § 19.85(1)(c)** (*Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.*) concerning Police Chief, and the evaluation of the Village Administrator.

16. Reconvene into Open Session

Motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) for possible discussion and/or action concerning any matter discussed in closed session

16.1 Award of Contract to Musson Brothers, Inc. the DeBack Drive Infrastructure with the mandatory alternate, subject to approval of form by the Village Attorney.

[DeBack_Recommendation of Award-MA](#)

[Cost Comparison of Bidders-DeBack](#)

[Notice of Award-Revised Deback](#)

16.2 Discussion and possible action on Counter Offer for 301 Main Street

16.3 Discussion and possible action on possible land purchase at 830 E. Veteran's Way.

[Appraisal Report 803 E Veterans Way](#)

16.4 Discussion and possible action on a Ground Lease Agreement between The Village of Mukwonago and United States US Cellular Operating Company LLC.

[Mukwonago South 784479 fin draft repl Lease 012320](#)

17. Adjournment

It is possible that 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, 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 Municipal Clerk's Office, (262) 363-6420.