

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, August 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 Public Comment Session shall last no longer than fifteen (15) minutes and individual presentations are limited to three (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Village Board may have limited discussion on the information received, however, no action will be taken on issues raised during the Public Comment Session unless they are otherwise on the Agenda for that meeting. Public comments should be addressed to the Village Board as a body. Presentations shall not deal in personalities personal attacks on members of the Village Board, the applicant for any project or Village employees. Comments, questions and concerns should be presented in a respectful professional manner. Any questions to an individual member of the Commission or Staff will be deemed out of order by the Presiding Officer.

5. Presentations

- 5.1 Presentation honoring retiring Municipal Judge Daniel Smart for his service to the Village of Mukwonago.

[Proclamation - Smart](#)

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 Approve minutes of Special Village Board Meeting of July 13, 2020 and Regular Village Board Meeting of July 15, 2020.

[2020-07-13 Draft Minutes Jt Board](#)

[2020-07-15 DRAFT VB Minutes](#)

- 6.2 Motion to approve Vouchers in the amount of \$674,027.58.

[20200805 AP Packet](#)

- 6.3 Motion to approve the purchase requisition of Liquid Road asphalt sealer with Tracy Sealcoating Service in the amount of \$24,999.00.

[PO - Sealcoating Service](#)

[Est_601Sealcoating Service LLC](#)

- 6.4 Motion to authorize the 2nd of 3 payments of the total developer grant amount in accordance with the performance of Developers Agreement with The Pointe Apartments LLC.
[Pointe Apt Dev Guaranty Agmt - RECORDED](#)
- 6.5 Motion to approve the Flex Patch purchase requisition for Fahrner Asphalt Sealers in the amount of \$22,050.00.
[PO - Flex Patch](#)
[Village of Mukwanago Proposal Flex Patching](#)
- 6.6 Motion to approve the Police Department LED information display sign purchase requisition to the Village Board pending Plan Commission approval for Look Creative in the amount of \$24,311.00.
[PO - PD Sign](#)
[Sign Estimates](#)
- 6.7 Motion to approve a residential refund of private fire protection services incorrectly billed in the amount of \$9,982.25
[Greenwald Private Fire Refund](#)
- 6.8 Motion to approve **Resolution 2020-35** A resolution amending our listing of certain highways and streets where parking, stopping or certain standing is prohibited, Section 82-178 of the Village of Mukwonago Municipal Code.
[RESOLUTION 2020-35 \(ParkingStoppingStandingAmend\)](#)
- 6.9 Motion to approve the 2020 crack sealing contract with Thunder Road LLC in the amount \$62,386.00.
[2020 Crack Seal Recommendation Letter](#)
[Bid Tab 2020](#)
- 6.10 Motion to approve authorizing the Village President to sign the WE Energies lighting agreement for street lights on Mukwonago Dr.
[4515294 Revised Authorization Cover Letter.pdf](#)
[4515294 Lighting Record - Non Std.pdf](#)
[4155294 SKETCH.pdf](#)
- 6.11 Motion to approve to authorize the Village President to sign the WE Energies lighting agreement #4373983 and #4373985 for street lights in and around the Chapman Villas Project.
[4373985 NA Auth Letter_Muni July 2020.pdf](#)
[4373985 Lighting Record - Non Std 2020-01.pdf](#)
[4373985 drawing.pdf](#)
[4373983 NA Auth. Letter - Muni July 2020.pdf](#)
[4373983 NON STD Lighting Record.pdf](#)
[4373983 DRAWING.pdf](#)

- 6.12 Motion to approve **Task Order Amendment No. 2019-18A1** from Ruekert Mielke, Inc. for the additional construction related services for the construction of River Park Estates Rehabilitation Phase 2 in the amount of \$28,790.

[2019-18A1 River Park Estates Rehabilitation Phase 2 Amendment No.1.pdf](#)

- 6.13 Motion to approve the adoption of a policy regarding how an Elected Official places items on an agenda to be included in the Elected Officials Handbook and to be stated as follows: *"The Village President may have any item placed on the agenda. Chairperson for each committee can place items on their respective committee agenda (7) days in advance of said meeting. Other items may be added to the agenda by the filing of a written request by at least two trustees with the Village Clerk, a minimum of (7) days in advance of the meeting, with notice to the committee chair.*

Agenda requests may only be made with less notice than as provided for above, if good cause is shown for the need to action the matter by the date of the requested agenda placement. Said determination shall be made by the Village President. In the event there is a desire for a matter to be placed on the agenda in Closed Session, and the matter does not come from Village staff, at least one Trustee shall be required to request such action and he or she shall consult with the Village Attorney and Village Clerk as to whether statutory basis exists for the Closed Session for the subject desired."

7. Planning Commission Recommendations

Discussion and possible action on the following Plan Commission Recommendations

- 7.1 Discussion and possible action on RESOLUTION 2020-36 for the LED sign located at the Mukwonago Police Department, 627 S Rochester St (Village of Mukwonago, Owner; Ron Bittner, Applicant); MUKV 1976-936, as recommended by the Plan Commission.
[Staff Report](#)
[RESOLUTION 2020-36 PD LED Sign.pdf](#)
- 7.2 Discussion and possible action on RESOLUTION 2020-37 for the update of the wall sign located at the Lynch Ford, 1017 Main St (Lynch Ford, Applicant); MUKV 2009-963, as recommended by the Plan Commission.
[Lynch sign review.pdf](#)
[RESOLUTION 2020-37 Lynch-Amato Site-Sign.pdf](#)
- 7.3 Discussion and possible action on RESOLUTION 2020-41 for the monument sign located at the The Pointe Apartments, 907 Main St (The Pointe Apartments, Owner; Mikko Erkamaa, Applicant); MUKV 2009-965-003, as recommended by Plan Commission.
[Pointe Staff Report](#)
[RESOLUTION 2020-41 Pointe Apartments Sign.pdf](#)
- 7.4 Discussion and possible action on RESOLUTION 2020-39 on the Site Plan and Architectural Review Request for Addition to Existing Detached Garage at 1341 Bear Pass (Meadows of Mukwonago LLC, Owner and Applicant); Parcel MUKV 2015-012, as recommended by Plan Commission.
[1341 Bear Pass staff review.pdf](#)

RESOLUTION 2020-39 SPAR 1341 Bear Pass Garage

- 7.5 Discussion and possible action on [RESOLUTION 2020-40](#) of the Extraterritorial Certified Survey Map Review of property located outside of and within 1.5 miles of Village Boundary in Town of Mukwonago for Sean Mommsen at W304S10581 Lakeview Dr and W304S10544 Lakeview Dr (Sean Mommsen, Applicant); Parcel MUKT 2005-213-001, as recommended by Plan Commission.

[Mommsen CSM review.pdf](#)

[RESOLUTION 2020-40 Extra Terr Review - Town of Mukwonago.pdf](#)

8. Finance Committee, Trustee Meiners

Discussion and possible action on the following items

- 8.1 Discussion and possible action to approve Vouchers in the amount of \$845,525.41.
[2020-08-19 VB AP Packet.pdf](#)

- 8.2 Discussion and possible action to approve a final pay request from Staab Construction for Well #5 Iron Filtration project in the amount of \$15,000.

[Staab Final Application for Payment.pdf](#)

[Staab Subcontractor Supplier Lien Waivers 1 of 2.pdf](#)

[Staab Subcontractor Supplier Lien Waivers 2 of 2.pdf](#)

9. Health and Recreation Committee, Trustee Decker

Discussion and possible action on the following items

- 9.1 Discussion and possible action to approve John's Disposal Service Contract.
[Johns Mukwonago Village Agreement 8.3.20 FINAL](#)

10. Public Works Committee, Trustee Brill

Discussion and possible action on the following items

- 10.1 Discussion and possible action to reduce the Letter of Credit for Verizon Development from \$2,500 to \$0.

[Verizon Letter of Credit Elimination](#)

- 10.2 Discussion and update on required Mukwonago River Dam repairs.

[AIRF River Dam Repairs](#)

11. Protective Services, Trustee Adler

Discussion and possible action on the following items

- 11.1 Monthly Police Department Report for July 2020 *(For information only, no action required)*

[Monthly Report July 2020](#)

- 11.2 Discussion and possible action to accept the MFD Study final report.

[20200817 MFD Study Results Acceptance AIRF](#)

[Mukwonago Fire Dept Org Analysis_ Final - 04-29-2020.pdf](#)

- 11.3 Discussion and possible action on ACT102 Funds for Kno2 and Butterfly IQ Ultrasound.
[20200817 Butterfly IQ and Kno2 AIRF](#)
[08-2020 Butterfly IQ and Kno2 Proposal](#)
- 11.4 Discussion and possible action on a reduction request in ERF Bill.
[Reduction in ERF bill](#)
- 11.5 Discussion and possible action on Policy revisions for #4 Injury Illness and #39 LODD
[Policy 04 - Personnel Accident Injury Reporting_r6](#)
[Policy 39-LODDr1](#)

12. Village President

- 12.1 Appointment of Village Administrator John Weidl to the Downtown Development Committee as a non-voting member.

13. Village Administrator

- 13.1 Discussion and possible action on problem solving training session being postponed until first quarter of 2021, where it can be held in person.
- 13.2 Discussion and possible action to choose final coloring option for the village branding project logo, and authorize Karl James and Associates to move forward with the final use guidelines.
[Option-1.jpg](#)
[Option-1_1.jpg](#)
[Option-2.jpg](#)
[Option-2_1.jpg](#)
[Option-3.jpg](#)
[Option-3_1.jpg](#)
[Option-4.jpg](#)
[Option-5 \(1\).jpg](#)
[Option-6.PNG](#)
[Option-7_white lettering.jpg](#)

14. 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 a letter of intent with Briohn Land Development, and the assignment of mortgage and Development Guarantee Agreement with Mukwonago Property Group LLC.

15. 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

15.1 Assignment of the mortgage and the Developer Guaranty Agreement by Mukwonago Property Group LLC to 3036 LLC.

15.2 Letter of Intent from Briohn Land Development, LLC to purchase land within the industrial park to design and construct a multi-tenant industrial building.

16. 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.