

REGULAR VILLAGE BOARD MEETING

Wednesday, August 19, 2020

Time: **6:30 pm**

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

Call to Order

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

Roll Call

Present

Daniel Adler
Eric Brill
Jim Decker
Darlene Johnson
John Meiners
Roger Walsh
Fred Winchowky

Also Present

John Weidl, Village Administrator
Diana Doherty, Finance Director
Kevin Schmidt, Police Chief
Ron Bittner, DPW Director
Lee Wagner, DPW
Dave Brown, Utilities Director, arrived after start of meeting
Linda Gourdoux, Deputy Clerk-Treasurer
Mark Blum, Village Attorney
Jerad Wegner, Village Engineer

Pledge of Allegiance

Presentation

Presentation honoring retiring Municipal Judge Daniel Smart tabled until recipient can be present.

Comments from the Public

David Boebel, 815 Park View Lane, commented on minutes from July had not been posted to the website, this needs to change; there should be updates on the small business grant program; public comments should be allowed at all public meetings; \$400,000 – what is being done with it?; budget process should be more transparent, whatever is available should be posted by September 9, so residents can review.

Consent Agenda

6.1 Motion to approve Special Village Board meeting minutes of July 13, 2020 and Regular Village Board meeting minutes of July 15, 2020.

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

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

- 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
- 6.5 Motion to approve the Flex Patch purchase requisition for Fahrner Asphalt Sealers in the amount of \$22,050.00
- 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
- 6.7 Motion to approve a residential refund of private fire protection services incorrectly billed in the amount of \$9,982.25
- 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,
- 6.9 Motion to approve the 2020 Crack Sealing contract with Thunder Road LLC in the amount of \$62,386.00
- 6.10 Motion to approve authorizing the Village President to sign the WE Energies lighting agreement for street lights on Mukwonago Dr
- 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
- 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 Part Estates Rehabilitation Phase 2 in the amount of \$28,790.00

Decker/Meiners motion to approve items 6.1 to 6.12. Unanimously carried.

- 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."

Walsh/Johnson motion to approve item 6.13 as listed. Unanimously carried.

Planning Commission Recommendations

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); Parcel MUKV 1976-936, as recommended by the Plan Commission

Decker/Johnson motion to approve **Resolution 2020-36** for the LED sign located at the Mukwonago Police Department, 627 S Rochester St (Village of Mukwonago, Owner; Ron Bittner, Applicant); Parcel MUKV 1976-936,
Unanimously carried.

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); Parcel MUKV 2009-963, as recommend by the Plan Commission

Decker/Adler motion to approve **Resolution 2020-37** for the update of the wall sign located at the Lynch Ford, 1017 Main St (Lynch Ford, Applicant); Parcel MUKV 2009-963
Unanimously carried.

Discussion and possible action on Resolution 2020-41 for the monument sign located at The Pointe Apartments, 907 Main St (The Pointe Apartments, Owner; Mikko Erkamaa, Applicant); Parcel MUKV 2009-965-003, as recommended by the Plan Commission

Decker/Brill motion to approve **Resolution 2020-41** for the monument sign located at The Pointe Apartments, 907 Main St (The Pointe Apartments, Owner; Mikko Erkamaa, Applicant); Parcel MUKV 2009-965-003
Unanimously carried.

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 the Plan Commission

Decker/Walsh motion to approve **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
Unanimously carried.

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 Momsen at W304S10581 Lakeview Dr and W304S10544 Lakeview Dr (Sean Momsen, Applicant); Parcel MUKT 2005-213-001, as recommended by the Plan Commission

Decker/Brill motion to approve **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 Momsen at W304S10581 Lakeview Dr and W304S10544 Lakeview Dr (Sean Momsen, Applicant); Parcel MUKT 2005-213-001
Unanimously carried.

Finance Committee, Trustee Meiners

Discussion and possible action to approve Vouchers in the amount of \$845,525.41.

Meiners/Johnson motion to approve Vouchers in the amount of \$845,525.41. Unanimously carried.

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.

Meiners/Decker motion to approve final pay request from Staab Construction for Well #5 Iron Filtration project in the amount of \$15,000. Unanimously carried.

Health and Recreation Committee, Trustee Decker

Discussion and possible action to approve John's Disposal Service Contract

Decker/Brill motion to approve John's Disposal Service Contract. Unanimously carried.

Public Works Committee, Trustee Brill

Discussion and possible action to reduce the Letter of Credit for Verizon

Development from \$2,500 to \$0

Brill/Adler motion to approve reducing the Letter of Credit for Verizon Development from \$2,500 to \$0. Unanimously carried.

Discussion and update on required Mukwonago River Dam repairs

Detailed report will be forthcoming at the September 2, meeting

Protective Services Committee, Trustee Adler

Monthly Police Report for July 2020

Report was placed on file. No action was required.

Discussion and possible action to accept the MFD Study final report

Johnson/Adler motion to acknowledge receipt and place on file the Fire Department Study that was completed by R & M Management Group. Each Board would need to vote on any future action implemented. Unanimously carried.

Discussion and possible action on ACT 102 Funds for Kno2 and Butterfly IQ Ultrasound.

Adler/Johnson motion to approve ACT 102 Funds for Kno2 and Butterfly IQ Ultrasound. Unanimously carried.

Discussion and possible action on a reduction request in ERF bill.

No action taken, more information requested.

Discussion and possible action on Policy revisions for #4 Injury Illness and #39 LODD

Adler/Meiners motion to approve Policy revisions for #4 Injury Illness and #39 LODD. Unanimously carried.

Village President

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

Decker/Walsh motion to appoint John Weidl to the Downtown Development Committee as a non-voting member through January 2021. Unanimously carried.

Village Administrator

Discussion and possible action on problem solving training session being postponed until first quarter of 2021, where it can be held in person.

Board directed Weidl to schedule in-person training for the first quarter 2021

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.

No action taken. Requested copies be printed off for all Board members.

Roll Call: "Yes" Trustee Brill, Decker, Johnson, Meiners, Walsh, and Winchowky. "No" Trustee Adler.

Closed Session

Decker/Johnson motion to go into 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. at 7:18pm. Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky. Unanimously carried.

Reconvene into Open Session

Decker/Johnson motion to reconvene into open session pursuant to Wis. Stats. § 19.85(2) at 7:45 pm. Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky. Unanimously carried.

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

Decker/Meiners motion to have Village Attorney move forward with Letter of Intent. Roll Call. "Yes" Trustee Brill, Decker, Meiners, Winchowky; "No" Trustee Adler, Johnson, Walsh. Motion carries.

Adjournment

Meeting was adjourned at 7:47 pm.

Respectfully Submitted,

Linda Gourdoux
Deputy Clerk-Treasurer