

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, September 16, 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. Presentations

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

[Proclamation](#)

5. Public Hearings

All persons interested in making comments about any of the public hearing items will be heard. Formal petitions and written comments regarding any of the public hearing items may be submitted tonight. During the public hearing(s), 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 at the public hearing must sign the Public Hearing Appearance sign-in sheet before speaking. The sign-in sheet is available on the table located in the back of the room.

- 5.1 Public Hearing before the Village of Mukwonago Village Board to consider an application requesting changes to the text of the Zoning Code with regard to senior care facilities and related matters as requested by The Box Self Storage, LLC.

[Public Hearing Notice 091620](#)

6. 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.

7. 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.

- 7.1 Approve Minutes of the Regular Village Board Meeting of August 19, 2020 and Special Village Board Meeting of September 2, 2020.
[2020-08-19 DRAFT VB Minutes](#)
[2020-09-02 Draft Special VB Minutes](#)
- 7.2 Approve Vouchers in the amount of \$2,928,310.73.
[2020-09-02 COW AP Packet.pdf](#)
- 7.3 Approve reallocating funds within the Police Capital Budget to defer the impound garage project and use the funds to replace the dispatch center's roof-top HVAC unit.
[Martens proposal - roof unit.pdf](#)
- 7.4 Approve moving forward with the purchase of a Laserfiche Cloud Document Management System with General Code at a cost not to exceed \$10,000, and seek reimbursement under the Roads to Recovery Grant.
[Cover Page](#)
[Under 10k Laserfiche Cloud Site Package](#)
[GC Municipal Cloud Express Overview](#)
[GC Solution Provider of Choice](#)
- 7.5 Approve the remaining contract amount for Zoning Code and Sign Code Re Write to Civitek Consulting, Inc. for \$52,200.
[Agenda Item Request Form - Civi Tek contract](#)
[Contract](#)
- 7.6 Approve Granicus video streaming along with audio and visual upgrades to the Board Room for Board Meeting and to pursue reimbursement under the Roads to Recovery Grant.
[AIRF Video Live Stream](#)
[Video Stream Quote](#)
- 7.7 Approve Resolution 2020-42 a Resolution that exempts the Library from the County Library Levy.
[RESOLUTION 2020-42 \(Library Exemption\)](#)
[Co Library Tax Exemption Letter to Municipalities 2020 for 2021 \(1\) \(00000002\).pdf](#)
- 7.8 Approve the Art Fair at the Square special event application for Saturday, September 19, 2020 from 10:00AM to 4:00PM, with the Village named as additional insured on the certificate of insurance.
[Art Fair at the Square.pdf](#)
[Art Fair at the Square Plan of Operation.doc](#)
[Art Fair Vendor Form-4.pdf](#)
- 7.9 Approve the annual Fall Fest Special Event Application from the Chamber of Commerce for September 26, 2020.
[Chamber Fall Fest 9-26-20.pdf](#)

- 7.10 Approve an application for Temporary Class "B" Retailers License from the Son's of the American Legion Post #375 at the Mukwonago Chamber of Commerce Fall Fest on September 26, 2020.

[Application](#)

- 7.11 Approval of complaint procedure and form for the Village of Mukwonago, concerning conduct of Village Officials, officers, and employees.

[Complaint - Village Complaint Intake Form - WORD \(00627456-2xBE4A3\)](#)

[Complaint Procedure with Changes 8-27 \(00636180xBE4A3\)](#)

- 7.12 Approve additional Well #3 Capacity Test with SUEZ in the amount of \$45,000.

[AIRF Well 3 Additional Capacity Test.docx](#)

[Well 3 Additional Capacity Test.pdf](#)

- 7.13 Approve a Letter of Credit Reduction for Orchards of Mukwonago Addition #2 to a new value of \$51,944.28 contingent upon completing required punch list repairs identified by Staff.

[Orchards of Mukwonago Addn 2-Letter of Credit Reduction #6](#)

- 7.14 Approve Resolution 2020-47 a Resolution to accept the public storm sewer and roadway infrastructure for the Orchards of Mukwonago Addition No.2, contingent upon completion of all punch list items.

[Resolution 2020-47](#)

[Orchards of Mukwonago Addn 2-Storm Sewer and Roadway Infrastructure Acceptance](#)

- 7.15 Approve release the Letter of Credit with Super Products, LLC.

[Super Products Release of LOC](#)

- 7.16 Approve Task Order # 2020-09 Atkinson Pump Station Design, Bidding and Construction Services.

[2020-09 Atkinson Street Pump Station Design Bidding and Construction Engineering.pdf](#)

[Agenda Item Request Form Atkinson Street Pump Station Design Bidding and Construction Engineering Services.docx](#)

- 7.17 Approve Resolution 2020-48 a Resolution declaring an emergency and awarding the contract for the repair of the Mukwonago River Dam North Gate per Wis Stats Sect 62.15(1b) with a contract to hire Staab Construction Corporation in the amount of \$46,770, and approve Task Order 2020-11 with R & M to support engineering in the amount of \$6,500 for the project.

[RESOLUTION 2020-48 re river dam north gate repair.docx](#)

[DAM-Agenda Item Request Form.docx](#)

[DAM Staab Proposal.pdf](#)

[Dam-2020-11 Task Order River Dam North Gate Replacement.pdf](#)

8. Other Items for Approval

Other items removed from Consent Agenda which were not unanimously approved from the Committee of the Whole.

- 8.1 Discussion and possible action to approve Ordinance 983 an Ordinance regarding the keeping of domesticated Chickens.

[Ordinance Re Backyard Chickens Revised 090920](#)

[AIRF Chickens](#)

[Chicken_Forms Suggestion](#)

9. Planning Commission Recommendations

Discussion and possible action on the following Plan Commission Recommendations

- 9.1 Discussion and possible action to approve RESOLUTION 2020-38 on the Site Plan and Architectural Review Request for a Multi-family Residential Project at 200 Grand Ave (Ulrich M & Karen A Jentzsch Revocable Trust, Owner; Ulrich Jentzsch, Applicant); Parcel MUKV 1976-085-001

[200 Grand Avenue.pdf](#)

[RESOLUTION 2020-38 SPAR 200 Grand Ave.pdf](#)

- 9.2 Discussion and possible action on the proposed text amendment of the Village's zoning code regarding senior care facilities and related matters; The Box Self Storage LLC, applicant; Robert Chandler, agent

[Staff report for Proposed Text Amend.pdf](#)

- 9.3 Discussion and possible action to approve **RESOLUTION 2020-46** for Conditional Use for a senior care facility at 1654 Van Buren Dr, Parcel MUKV 2091-988-002; The Box Self Storage LLC, Applicant; Robert Chandler, Agent

[Avenues - Staff report.pdf](#)

[RESOLUTION 2020-46 Conditional use order .pdf](#)

- 9.4 Discussion and possible action to approve **RESOLUTION 2020-43** for Site Plan and Architectural Review for The Avenues; The Box Self Storage LLC, Applicant; 1654 Van Buren Dr; Parcel MUKV 2091-988-002

[Avenues - Staff report.pdf](#)

[RESOLUTION 2020-43 SPAR 1654 Van Vuren The Avenues.pdf](#)

- 9.5 Discussion and possible action to approve **RESOLUTION 2020-45** for a wall sign for Malcolm Drilling located at 102 Hill Ct; Brady Frederick, Applicant; Parcel #A486800002

[Malcolm Staff report.pdf](#)

[RESOLUTION 2020-45 Malcolm Drilling Sign.pdf](#)

- 9.6 Discussion and possible action to approve **RESOLUTION 2020-44** for Site Plan and Architectural Review for the Multi-Tenant Building; Hill Court Partners LLC, Applicant; Parcel #A477300002

[Hill Court Staff report.pdf](#)

[RESOLUTION 2020-44 SPAR Hill Court.pdf](#)

10. Finance Committee, Trustee Meiners

Discussion and possible action on the following items

10.1 Discussion and possible action to approve Vouchers in the amount of \$318,689.97.
[2020-09-16 VB AP Packet.pdf](#)

10.2 Recommendation and possible action on payroll tax holiday allowed by the IRS on employee portion of social security withholding.
[AIRF - payroll tax holiday.pdf](#)

11. Health and Recreation Committee, Trustee Decker

Discussion and possible action on the following items

11.1 Discussion and possible action to approve Indian Head Park Beach House Remodel Bids in the following divisions;

1. Demolition, Commonwealth Construction Corp in the amount of \$14,190
2. Concrete, Paun Construction in the amount of \$5,280
3. Masonry, TVJ Masonry, Inc in the amount of \$11,300
4. Carpentry, John Beres Builders in the amount of \$23,044
5. Roofing, Scott Davis Enterprises, Inc in the amount of \$6,670
6. Plumbing, Joe Debelak Plumbing and Heating in the amount of \$50,722
7. Electric, Lemberg Electric in the amount of \$16,018

And to reject bids in the following divisions;

1. Steel Doors, Level Up Construction in the amount of \$16,140
2. HVAC, Joe Debelak Plumbing and Heating in the amount of \$5,429

[Bid Indian Head Park Beach House Remodel](#)

12. Judicial Committee, Trustee Walsh

Discussion and possible action on the following items

12.1 Discussion and possible action on an Application for Temporary Class "B" Retailers License to sell Fermented Malt Beverages from the Rotary Club of Mukwonago for concession stand at the Americana Flower Station parking lot as a charitable fundraising event in conjunction with Fall Fest on September 26, 2020.
[Temporary Permit Application - Rotary](#)

13. Protective Services, Trustee Adler

Discussion and possible action on the following items

13.1 Discussion and possible action on Updated Suburban Critical Incident Team (SCIT) Mutual Aid Agreement and By - Laws
[2020 BY LAWS-SCIT with changes.doc](#)
[2020 BY LAWS-SCIT FINAL.CLEAN.doc](#)
[2020 SCIT MUTUAL AID AGREEMENT showing changes.doc](#)
[2020 SCIT MUTUAL AID AGREEMENT-9 Agencies.JMEdit.May29.july7.FINAL.CLEAN.doc](#)

14. Village President

14.1 Announcement that Trick or Treat Hours for the Village of Mukwonago will be on October 25, 2020 from 4pm - 6pm.

14.2 Discussion and possible action to choose final coloring option (out of the top four) 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-6.PNG](#)

[Option-8.jpg](#)

15. Closed Session

Closed session pursuant to **Wis. Stats § 19.85 (1) (g)** (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) concerning Greenwald Family Limited Partnership vs. Village of Mukwonago, and 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 Bloom Companies, LLC regarding Highway 83 Improvements, an Offer to Purchase from Hill Court Partners, LLC, and Village Attorney Compensation.

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

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.