

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, December 16, 2020

Time: **6:30 pm**

Place: **Mukwonago Municipal Building/ Board Room, 440 River Crest Court,
Mukwonago, WI 53149**

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 and Discussion Regarding Community Concert Series for 2021.
[Concert Series.pptx](#)

5.2 Presentation from Ruekert & Mielke on Sewer and water improvements needed to accommodate growth in the southern portion of the Village
[Board presentation Dec 2020.pdf](#)
[Mukwonago Southern Sanitary Sewer System Study.pdf](#)
[Mukwonago South Pressure Zone Memo.pdf](#)

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 the Regular Village Board meeting of November 18, 2020, and the Special Village Board meeting of November 18, 2020.
[2020-11-18 Draft VB Minutes](#)
[2020-11-18 Draft Special VB Minutes](#)

6.2 Approve Vouchers in the amount of \$352,416.56.

- 6.3 Approve **Resolution 2020-70** A resolution relating to the Salary and Wage Schedules for Non-Represented Full-Time and Part-Time Employees.
[RESOLUTION 2020-70 \(Wage Resolution-2021\).pdf](#)
- 6.4 Approve **Resolution 2020-71** A resolution relating to salary exemption schedule for Village Administrator/Economic Development Director Position.
[RESOLUTION 2020-71 \(Wage Resolution-2021 Exceptions\).pdf](#)
- 6.5 Approve **Resolution 2020-72** A resolution authorizing annual stipends for the Assistant Fire Chief and Deputy Fire Chief.
[RESOLUTION 2020-72 \(Fire Officer Stipends\).pdf](#)
- 6.6 Approve **Resolution 2020-074** A Resolution adopting the Annual Tax Increment District Budgets for TID #3, TID #4, and TID #5.
[2021 TID Budget Highlights.pdf](#)
[RESOLUTION 2020-74 \(Adopt 2021 Village TIF Budgets\).pdf](#)
[2021 Final TID Budgets for Adoption.pdf](#)
- 6.7 Approve **Resolution 2020-73** A resolution related to the annual increase in Impact Fees and Sewer Connection Fees as allowed by Village code.
[RESOLUTION 2020-73 \(2021 Impact Fee & Sewer Connection Fee Increases\).pdf](#)
[Impact Fees Increases for 2021 Resolution Exhibit.pdf](#)
- 6.8 Approval of an Village of Mukwonago Elected & Appointed Official Guidebook.
[Elected Official Guidebook Draft 12102020.pdf](#)
- 6.9 Approve an Original Reserve Class B Intoxicating Liquor and Fermented Malt Beverage license application from Sarab Investments, LLC d/b/a Aman's Beer + Wine to be located at 110 Chapman Farm Boulevard, Mukwonago, subject to terms and conditions set forth in Exhibit A within (6) months of the date of Village Board's approval of the license.
[Attachment - Application](#)
[Schematic Floor Plan](#)
[Renderings](#)
[Exhibit A 110 Chapman Farms Boulevard](#)
- 6.10 Approve an application for temporary Class "B" license to sell fermented malt beverages from the Mukwonago Rotary Club for a Drive Thru Beer Garden Fundraiser to be held on February 6, 2021, subject to permission from the school.
(Amended on 12/07/20 to Americana Flower Station at 500 Main Street.)
[Temp Retailer Lic App - Rotary Amended 12072020.pdf](#)
- 6.11 Approve **Resolution 2020-75** A Resolution amending the Accountant position description to remove reference to it being a part-time shared position.
[RESOLUTION 2020-75 \(Accountant Position Description\) for Adoption.pdf](#)

- 6.12 Approve **Resolution 2020-76** A Resolution adopting the Assistant Chief position description in proper format.
[RESOLUTION 2020-076 \(Assistant Police Chief Position Description\) for Adoption.pdf](#)
- 6.13 Approve **Resolution 2020-77** A Resolution amending the Police Lieutenant position description for changes made when the department was reorganized in 2020.
[RESOLUTION 2020-077 \(Police Lieutenant Position Description\) for Adoption.pdf](#)
- 6.14 Approve River Park Estates Rehabilitation Phase 2 Close-out Change Order and Final Payment request from Wolf Paving Inc in the amount of \$1,376,724.54.
[Attachment - River Park 20201120-Closeout_.pdf](#)
- 6.15 Approve CTH LO Sanitary Sewer Rehabilitation Close-out Change Order and Final Payment to Globe Contractors Inc, in the amount of \$156,878.99.
[Attachment - LO SAN SEWER 20201124-Closeout.pdf](#)
- 6.16 Approve Task Order 2020-13 to implement VUEWorks Software.
[VUEWorks Implementation Cover Sheet](#)
[Task Order 2020_13 VUEWorks Software Implementation with Attachments.pdf](#)
- 6.17 Approve Letter of Credit Reduction #1 for Edgewood Village to \$40,841.20.
[Attachment 20201116-Edgewood Village-LOC Reduction #1.pdf](#)
- 6.18 Approve **Resolution 2020-78** a Resolution approving the Final Plat of Chapman Farms/Bielinski Homes Subdivision to re-approve the Final Plat for Chapman Farms Villas originally approved January 19, 2019.
[Resolution for Final Plat Reapproval.pdf](#)

7. Other Items for Approval

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

- 7.1 Discussion and possible action to approve and authorize the Village Attorney to create an Ordinance which authorizes the sale of intoxicating liquor to be consumed by the glass on the premises where sold, and also authorizing the sale of intoxicating liquor in the original package or container, in any quantity to be consumed off the premises where sold.

[Memo Re Class B Combo Revision Discussion](#)
[Class B Ordinance Revision](#)

8. Downtown Development Committee, Trustee Walsh

Discussion and possible action on the following items

- 8.1 DDC Informational Update on Tier1 and Tier 2 recommendations of the Downtown Strategic Plan.
[Downtown-Muk-Strategic-Plan-FINAL-05312018.pdf](#)

- 8.2 Discussion and possible action for Village Administrator to proceed drafting Request For Proposals (RFP) for next level Streetscaping and Wayfinding Implementation.

9. Finance Committee, Trustee Meiners

Discussion and possible action on the following items

- 9.1 Discussion and possible action in a Letter of Credit Reduction #1 for Pointe Apartments Development to the new amount of \$46,763.
[Pointe Apartments-Letter of Credit Reduction #1.pdf](#)
- 9.2 Discussion and possible action to approve Vouchers in the amount of \$697,999.11.
[2020-12-16 VB AP Packet.pdf](#)

10. Public Works Committee, Trustee Brill

Discussion and possible action on the following items

- 10.1 Discussion and possible action on Change Order #5 for the WWTF Chemical Storage Building and Final Pay Request
[Chemical Bldg Pay Requests 4 5 6 7.pdf](#)

11. Protective Services, Trustee Adler

Discussion and possible action on the following items

- 11.1 Discussion and possible action to approve updated policies as recommended by the Protective Services Committee on December 7, 2020.
[PSC-Policy 01 - Organizational Policy_r13.pdf](#)
[PSC-Policy 02 - Bloodborne Pathogens r5.pdf](#)
[PSC-Policy 03 - Tobacco Usage_r7.pdf](#)
[PSC-Policy 05 - Corrective Action_r6.pdf](#)
[PSC-Policy 06 - Vehicle Operationsr1.pdf](#)
[PSC-Policy 07 - Cellular Telephone Usage_r4.pdf](#)
- 11.2 Discussion and possible action to approve Employee Assistance Program, as recommended by the Protective Services Committee on December 7, 2020.
[PSC-EAP AIRF.pdf](#)
[PSC-EAP Proposal Aurora- 2020.pdf](#)
[PSC-EAP Proposals.pdf](#)
[PSC-Empathia.pdf](#)
[PSC-Stien Ltr 11.4.20 EAP Response.pdf](#)
[EAP - Impact on Departmental Budgets.pdf](#)
- 11.3 Update on revisions for Chapter 37 and Chapter 38 for the Fire Code are being handled by the Village Attorney.

12. 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 discussion regarding negotiation strategy for the St. James Property, 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 evaluation of Village Administrator.

13. 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

14. 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.