

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, June 16, 2021

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 motion to accept the 2020 Audit for the Village of Mukwonago as presented from Wendi Unger of Baker Tilly.

[Mukwonago V Audit Results 2020 \(002\)](#)

[Mukwonago V Financial Statements](#)

[2020 Presentation Report to Board - Audit](#)

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 Village Board Meeting Minutes of May 19, 2021 and Special Village Board Meeting Minutes of June 2, 2021.

[Attachment - 2021-5-19 Draft VB Minutes](#)

[Attachment - 2021-06-02 Draft VB Minutes](#)

- 6.2 Approve a request from the Mukwonago Rotary Club regarding their contribution towards temporary stage, and authorize the transfer from reserves \$5,400 to plant trees in the name of the Rotary Club, and further authorize the Finance Director to draft appropriate budget resolution.

[Attachment - Rotary Donation Request](#)

- 6.3 Approve the Purchase Order for the annual Street Maintenance Program, Mill and Fill Patching with Johnson and Sons Paving in the amount of \$23,775.48.
[Mill & Fill patching Agenda Cover Report 2021.docx](#)
[Mill & Fill Patching PO.docx](#)
[Johnson Mill and Patch - 2021.pdf](#)
- 6.4 Approve Accounts Payable Vouchers in the amount of \$295,246.89.
[AP Reports for Packet.pdf](#)
- 6.5 Approve purchase requisition for five (5) Pedestrian Crossing Lights for certain pedestrian crosswalks.
[Attachment - Pedestrian Crossing Lights](#)
[Attachment - Pedestrian Crosswalk locations](#)
- 6.6 Approve the Special Event Application for St James Catholic Parish Festival, August 27, 28, 29, 2021, along with a temporary Class "B" retailer's License St James Catholic Church located on the St. James grounds at 830 E Veterans Way.
[Attachment - 8-27 - 8-29-21 St James Parish Festival](#)
- 6.7 Approve waiving the park fee for Phantom Lakes Management District for the Phantom Lakes Fireworks Display on July 3, 2021.
- 6.8 Approve **ORDINANCE 994** to amend Section 74-5 and 74-6 regarding Street and Sidewalk Excavations, of the Mukwonago Municipal Code to assign a municipal citation for failing to obtain a permit prior to performing the work.
[Attachment - Sect 74-5 and 74-6 Amendment](#)
[Attachment - Current Fees](#)
- 6.9 Approve **Ordinance 993** an Ordinance to amend Section 2-148 of the Village of Mukwonago Municipal Code regarding Appointments; Terms; Vacancies with the Downtown Development Committee.
[Village DDC Ordinance Revision 2021.pdf](#)
[Ordinance Sect 2-146 2-147 2-148](#)
- 6.10 Approve a Temporary Class "B" Fermented Malt Beverage License application from the Rotary Club of Mukwonago for Balloons over Mukwonago July 16-18, 2021.
[Attachment - Rotary Temp Retail License](#)
- 6.11 Approve a wage increase for Brennen McCuen due to his appointment as the new DPW Crew Supervisor.
[Attachment - Brennen McCuen Wage Increase](#)

- 6.12 Approve the Renewal Class "A" Fermented Malt Beverage License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:
- 1.) 5 Star Stations, Inc, d/b/a Mukwonago Express Mart, 407 S. Rochester St., Robin Hernandez, Agent.
 - 2.) 122 Arrowhead Enterprises, Inc., d/b/a Arrowhead BP, 122 Arrowhead Dr., Judith Schwartz, Agent.
 - 3.) Genesis Gas, Inc., d/b/a Village Mini Mart, 201 N Rochester St., Manoj Gupta, Agent.
- 6.13 Approve the Renewal of Combination Class "A" Fermented Malt Beverage Licenses and "Class A" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:
- 1.) Aldi Inc. (Wisconsin), d/b/a Aldi #46, 111 East Wolf Run, Amanda Fait, Agent
 - 2.) Main Street Liquor LLC, d/b/a Main Street Liquor LLC, 411 Main Street, Martin Johnson, Agent.
 - 3.) Kwik Trip Inc., d/b/a Kwik Trip #282, 1212 North Rochester Street, Valerie Brezgel, Agent
 - 4.) Ultra Mart Foods, LLC, d/b/a Pick'n'Save #384, 1010 North Rochester Street, Todd Glaser, Agent
 - 5.) Walgreen Co., d/b/a Walgreens #07039, 212 N. Rochester St., Brian M. Marinello, Agent
 - 6.) Wal-Mart Stores East LP, d/b/a Wal-Mart Supercenter #1571, 250 East Wolf Run, Michael R. Sandelback, Agent
 - 7.) 1060 Rochester Enterprises Inc., d/b/a Rochester BP, 1060 N Rochester St, Judith Schwartz, Agent
 - 8.) 909 Greenwald Enterprises Inc., d/b/a Mukwonago Amoco, 909 Greenwald Ct., Judith Schwartz, Agent
 - 9.) VM Investments, LLC d/b/a Aman's Beer & Wine, 110 Chapman Blvd., Amandip Singh, Agent.
- 6.14 Approve the Renewal of Combination Class "B" Fermented Malt Beverage Licenses and "Class B" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:
- 1.) American Legion Community Post No. 375, d/b/a American Legion Community Post #375, 627 E.Veterans Way, Harold Casper, Agent
 - 2.) Blue Bay Inc., d/b/a Blue Bay Restaurant, 927 Main Street, Vlaznim Islami, Agent
 - 3.) FJ Partners LLC, d/b/a Sol de Mexico, 507 Main Street, Froylan J. Mauricio, Agent
 - 4.) Jay's Lanes, Inc., d/b/a Jay's Lanes, 326 Atkinson Street, Jeffrey R. Jay, Agent
 - 5.) Perseverance Corp., d/b/a The Badger Burger Co., 200 S Rochester St, Mark Weiss, Agent
 - 6.) Sandra M. Miller, 701 Main Street, d/b/a Sandy's Miller Time, Sandra Miller, Agent
 - 7.) Boneyard Pub and Grille, LLC, d/b/a The Boneyard Pub and Grille, 215 Bay View Road Suite D, James F. Jones, Agent

6.15 Approve the Renewal of Reserve Combination Class "B" Fermented Malt Beverage Licenses and "Class B" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:

- 1.) El Pueblo, Inc., d/b/a Antigua Real Restaurant, 325 Bay View Rd., Marco Alarcon, Agent
- 2.) DAA Smokehouse LLC, d/b/a David Alan Alan's Smokehouse, 325 Bay View Rd., Tina O'Bryan, Agent.
- 3.) Sarab Investments, LLC, d/b/a Aman's Beer+Wine, 110 Chapman Blvd, Amandip Singh, Agent.

6.16 Approve the Renewal of Combination Class "B" Fermented Malt Beverage License and Class C Wine License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds for Mario's Natural Roman Pizza, 225 Bay View Rd. #500, Charlene Reitman, Agent.

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 a proposal from Ehler's to amend the TID #5 Project Plan to increase the boundary for future industrial park development.

[TID plan amendment summary](#)

[TID Analysis Ehlers](#)

[Ehlers Proposal](#)

7.2 Discussion and possible action to approve a renewal of Combination Class "A" Fermented Malt Beverage Licenses and "Class A" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds for Khasria Two Inc., d/b/a Village Wine & Liquor, 712 Main Street, Harjinder S Khasria, Agent.

7.3 Discussion and possible action to approve a renewal of Combination Class "A" Fermented Malt Beverage Licenses and "Class A" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds for E and S Sweets, LLC, d/b/a E and S Sweets, 211 N Rochester St., D, Kristine Brill, Agent

7.4 Discussion and possible action to approve a renewal of Combination Class "B" Fermented Malt Beverage Licenses and "Class B" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds for Take a Big Bite, d/b/a Fork in the Road, 215 North Rochester St., Paul J Hennessy, Agent.

8. Planning Commission Recommendations

Discussion and possible action on the following Plan Commission Recommendations

- 8.1 Discussion and possible action on **RESOLUTION 2021- 53** to approve a Conditional Use for 809 S Rochester Street, for Carl Goede / Rivers Edge Car Wash; Parcel MUKV 2009-978-004, as recommended by the Plan Commission.
[RESOLUTION 2021-53 CU - 809 S ROCHESTER ST - MUKV2009978004.pdf](#)
[Staff Report - CU-SPAR - 809 S ROCHESTER ST - MUKV2009978004.pdf](#)
- 8.2 Discussion and possible action on **RESOLUTION 2021-54** to approve a Site Plan and Architectural Review for Car Wash; Carl Goede/Rivers Edge Care Wash, applicant; 809 S Rochester St; Parcel MUKV 2009-978-004, as recommended by the Plan Commission.
[RESOLUTION 2021-54 SPAR - 809 S ROCHESTER ST - MUKV2009978004.pdf](#)
- 8.3 Discussion and possible action on **RESOLUTION 2021- 48** to approve a Site Plan and Architectural Review for Village of Mukwonago, applicant; 1111 Fox Street; Parcel MUKV 1969-989, as recommended by the Plan Commission.
[Staff Report - 1111 Fox ST - MUKV1969989.pdf](#)
[RESOLUTION 2021-48 FD LED Sign.pdf](#)
- 8.4 Discussion and possible action on **RESOLUTION 2021- 47** to approve a land division for a two lot Certified Survey Map (CSM), 322 Plank Road, for Ryan Jansen / Ryan's Buying; Parcel MUKV 1976-998, as recommended by the Plan Commission.
[RESOLUTION 2021-47 CSM-322 Plank Road - MUKV1976998.pdf](#)
[Staff Report - CSM - 322 Plank Road - MUKV1976998.pdf](#)
- 8.5 Discussion and possible action on **RESOLUTION 2021- 51** to approve a Site Plan and Architectural Review, 301 Main Street, for David A. and Tracy A. Stockwell / Espresso Love Coffee; Parcel MUKV 1976-128, as recommended by the Plan Commission.
[Staff Report - CU-SPAR - 301 Main Street - MUKV1976128.pdf](#)
[RESOLUTION 2021-51 SPAR - 301 Main Street - MUKV1976128.pdf](#)
- 8.6 Discussion and possible action on **RESOLUTION 2021- 52** to approve a Site Plan and Architectural Review, 309 and 315 Gibson Road, for IMPACT MUKWONAGO LLC; Parcel MUKV 1976-128, as recommended by the Plan Commission.
[RESOLUTION 2021-52 SPAR - 309-315 Gibson - MUKV1975023.pdf](#)
[Staff Report - SPAR - 309 -315 Gibson - MUKV1975023.pdf](#)
- 8.7 Discussion and possible action on **RESOLUTION 2021- 49** to approve a Site Plan and Architectural Review (Lighting), **LOT 2 CERT SURV 9620 at Arrowhead Drive**, for Goodwill Industries; Parcel MUKV2015-997-010, as recommended by the Plan Commission.
[RESOLUTION 2021-49 - SPAR- Lighting - Arrowhead Dr and 83 - MUKV2015997010 Updated.pdf](#)
[Staff Report - SPAR Lighting - Arrowhead Dr and 83 - MUKV2015997010.pdf](#)

9. Downtown Development Committee, Trustee Adler

Discussion and possible action on the following items

- 9.1 Discussion and possible action on a request from the Downtown Development Committee to Authorize expenditures from the Downtown Development Committee operating fund for Historic District Identification Signage within the Pearl and Grand Historic District in the amount of \$1,250.00
[Attachment - DDC - Donation](#)
- 9.2 Discussion and possible action to approve a request to allow the Downtown Development Committee to meet virtually from June 2021 through November 2021, to allow for more more participating from the business community during the meetings.
[DDC - Virtual Meetings.docx](#)
- 9.3 Update, discussion, and possible action regarding streetscape improvements for Rochester Street including preparation of a survey of the area to allow staff to continue to move discussion with WIDOT and design improvements forward.
[2021-09 Rochester Street Temporary Pedestrian Bump-Outs Task Order.pdf](#)
[DDC - PW - Downtown Street Streetscape.pdf](#)

10. Finance Committee, Trustee Meiners

Discussion and possible action on the following items

- 10.1 Discussion and possible action to approve a Purchase Requisition for the message center at Mukwonago Fire Dept. station #1 from Look Creative in the amount of \$24,311.00.
[Attachment - PO Fire Dept. Message Center](#)
[Attachment - Fire Dept Sign Invoice #482](#)
[Attachment - Sign Exhibit](#)
- 10.2 Motion to authorize the Finance Director to sign the contract for UKG, a new payroll vendor replacing the Village's current vendor, B2E Solutions.
[Agenda Item - UKG Contract.pdf](#)
[Attachment - UKG Final Contract](#)
- 10.3 Discussion and possible action to approve **Resolution 2021-55** to establish the new Police Chief's initial salary, including increases through the calendar year 2022.
[RESOLUTION 2021-55 \(Establish Initial Salary for Police Chief\).pdf](#)
- 10.4 Discussion and possible cation to Accounts Payable Vouchers in the amount of \$694,878.38.
[20210616 for AP Packet.pdf](#)
- 10.5 Discussion and selection of date for the Village's Budget Planning workshop.

11. Health and Recreation Committee, Trustee Decker

- 11.1 Discussion and possible action to reschedule the 2021 Mt. Olive Concert in the Mukwonago Outdoor Performance Stage, and consider funding for 2022.

Attachment - Concert Series Decisions

12. **Personnel Committee, Trustee Johnson**

Discussion and possible action on the following items

12.1 Discussion and possible action on Village Administrator search process.

13. **Protective Services, Trustee Adler**

Discussion and possible action on the following items

13.1 Monthly Police Report for May 2021 *(For information only, no action required)*

[Attachment - May 2021 PD Monthly Report](#)

14. **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 LP V Village of Mukwonago; 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 Supervisor of Inspections, Interim Administrator, and Interim Economic Development Director.

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

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.