

MINUTES OF THE VILLAGE BOARD MEETING

Wednesday, August 18, 2021

Time: 6:30 pm

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

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., Mukwonago, WI 53149

Roll Call

Board Members Present

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

Also Present

Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Dave Brown, Utilities Director
Ron Bittner, Public Works Director
Matt Gralinski, Village Attorney
Jerad Wegner, Village Engineer
John Fellows, Village Planner
Tim Rutenbeck, Supervisor of Inspections
Jeff Stein, Fire Chief

Excused

Darlene Johnson

Pledge of Allegiance

Comments from the Public

David Boebel, 815 Parkview Lane commented on the presentation of the Housing Study. He commented he doesn't feel this applies to anyone in the village, and doesn't understand the point of this. He reviewed census figures for median marks and is concerned for the reports regarding the values in the report. He also noted he obtained the purchase policy passed in 2019 regarding purchases in excess of \$30,000 must be presented to the Finance Committee for recommendation of the Village Board. He feels this wasn't approved. Further, he commented regarding the Field Park Sign noted the Village has contracts out to this vendor with no competitive bid. He felt that the DeBack Drive change order is a concern and feels the residents deserve to know the actual cost. Additionally, he sees there is a Bond for 5 million and doesn't understand what this pays for. He feels there needs more control over expenditures.

Micah Roberts, 1616 Honeywell, has concerns regarding development and knows this is a developing area. The overall feel of the residents is changing in the community. The additional multi-family housing can bring additional expenses and he asks that we take a step back from high density housing situations. He additionally has concerns about the DS200 Voting

Tabulator. He feels we don't need to make this purchase and are just fine getting people through the lines. He felt backups were on the electronic check in side. He feels they are connected to the internet all day and he has concerns about that.

Richard Knudtson, noted he is building a house on blood street. Covid has delayed his building. He is staying with his son, they have put personal belongings in the house and there is an ordinance regarding his personal stuff in the house and he has been issued a fine after the August 20th and he is asking for mediation. They are not living there and asked for relief.

Presentations

Presentation of the Housing Study from Tracy Cross & Associates, Inc. Erik A. Doersching, Executive Vice President and Managing Partner

Erik Doersching was present to review his findings in the Housing Study for the Village of Mukwonago.

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 Village Board meeting minutes of July 21, 2021 and Special Village Board meeting minutes of August 4, 2021

6.2 Motion to approve Accounts Payable Vouchers in the amount of \$511,339.62.

6.3 Motion to approve a Letter of Credit Reduction #2 for Minors Estates Phase 4.

6.4 Motion to approve upgrades to the WWTF Aeration Basin Components for purchase and allow work to be performed for the Aeration Basin Upgrades project (per Task Order 2021-05), with lien waivers and village attorney approval.

6.5 Motion to approve Chief Streit to sign the Memorandum of Understanding for the School Resource Officer Program with the Mukwonago Area School District effective until August 31, 2024.

Decker/Meiners Motion to approve Consent Items #6.1 to 6.5. Unanimously carried.

Other Items for Approval

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

Motion to approve a request from the Downtown Development Committee regarding banner concepts (7A, and 3SE for special events) for the downtown area.

Brill/Adler motion to approve a request from the Downtown Development Committee regarding banner concepts (7A, and 3SE for special events) for the downtown area.

Roll Call: "Yes" Trustee Adler, Brill, Meiners, Walsh, and Winchowky. "No" Trustee Decker. Motion carried 5-1.

Motion to award the Field Park Marquee LED Message Center sign contract with Look Creative LLC in the amount of \$69,800.00.

Decker/Meiners motion to approve to award the Field Park Marquee LED Message Center sign contract with Look Creative LLC in the amount of \$69,800.00.

Roll Call: "Yes" Trustee Brill, Decker, Meiners, and Winchowky. "No" Trustee Adler, and Walsh. Motion carried 4-2.

Motion to approve the purchase of an additional DS200 Voting Tabulator.

Decker/Meiners motion to approve the purchase of an additional DS200 Voting Tabulator
Unanimously carried.

Motion to approve a Permanent Easement and Access Agreement dedicating a portion of 301 Main Street for the purposes of public parking stalls.

Decker/Brill motion to approve a Permanent Easement and Access Agreement dedicating a portion of 301 Main Street for the purposes of public parking stalls. Unanimously carried.

Planning Commission Recommendations

Discussion and possible action to approve RESOLUTION 2021-62 for Site Plan and Architectural Review for outdoor smoking patio area Jeffery Royal Jay (Jay's Lanes, Inc.), applicant; 326 Atkinson St; Parcel MUKV 1976-098.

Planner Fellows noted this was amended for a small smoking patio area.

Trustee Walsh questioned the 500 square feet in packet but is 390 but will have a condition of a sidewalk. Why were hours extended beyond normal hours? Walsh would like to see midnight as the hours of closing.

Fellows noted at Plan Commission those items changed as the applicant withdrew their CUP application. The material may not have been updated in the packet. However, this is only for a smoking patio area outdoor dining has been removed.

Brill/Adler motion to approve RESOLUTION 2021-62 for Site Plan and Architectural Review for outdoor smoking patio area Jeffery Royal Jay (Jay's Lanes, Inc.), applicant; 326 Atkinson St; Parcel MUKV 1976-098. Unanimously carried.

Finance Committee, Trustee Meiners

Discussion and possible action to Accounts Payable Vouchers in the amount of \$260,185.10.

Meiners/Decker motion to approve Accounts Payable Vouchers in the amount of \$260,185.10. Unanimously carried.

Discussion and possible action on Resolution 2021-67 a Resolution Amending and Supplementing Resolution 2002-03; Providing the Issuance and Sale of \$5,175,000 Waterworks System and Sewerage System Revenue Bonds, Series 2021C; and Providing for the Payment of said Bonds and other details and covenants with respect thereto.

Finance Director Doherty noted they are refunding sewer BANS and a few other bonds that can be refunded at a lower rate for Utilities, and they are including about one million in new utility debt for a project. Utility borrowing doesn't count against debt capacity.

Jeff Belongia of Huntington was present. He noted the Village has secured AA rating. Utility is often different and often net revenues. Village will save \$250,000 in interest costs, and end with an interest rate of 1.76%

Decker/Meiners motion to approve Resolution 2021-67 a Resolution Amending and Supplementing Resolution 2002-03; Providing the Issuance and Sale of \$5,175,000 Waterworks System and Sewerage System Revenue Bonds, Series 2021C; and Providing for the Payment of said Bonds and other details and covenants with respect thereto.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Meiners, Walsh, Winchowky. Unanimously carried.

Discussion and possible action on an underwriting contract with WFAQ radio for public service messages.

Todd Ciske of WFAQ Radio was present nothing he has been on the air 14 years at this 100 Watt community radio station. Their coverage ranges about 175,000 in the region. Not officially rated. They believe about 5-800 listeners. He produces service announcements and

has them parked on their web sites, and shared on social media. He has completed about 47 announcements that play 10 times per day.

Trustee Walsh confirmed the population coverage of the signal, and their license. Ciske noted they have renewed their broadcast license, approved last year for 8 years with FCC.

Trustee Decker feels they need to listen to the people and the money would be better served elsewhere

Planner Fellows asked if this can be for this year only and look at next year for budgeting, as his budget doesn't have the funds.

Walsh/Adler motion to rework a contract to continue until December 31 and bring back September 1 Committee meeting for review.

Unanimously carried.

Motion to approve Resolution 2021-66 adopting revisions to the Village of Mukwonago Capital Improvement Planning Policy.

Meiners/Decker motion to approve Resolution 2021-66 adopting revisions to the Village of Mukwonago Capital Improvement Planning Policy. Unanimously carried.

Review and discussion on revised version of the 5 Year Capital Plan.

Finance Director Doherty presented the final plan with priorities established. She was not looking for any action, just wanted to present for review.

Public Works Committee, Trustee Brill

Discussion and possible action to approve a contract price adjustment for DeBack Drive Infrastructure in the amount of \$720,513.93

Engineer Wegner noted that in October 2019 the Village issued a contract to Musson Brothers and couple days into work and had to halt ever since. There were general conditions when work picks back up the contractor is due damages and inflation, and two years now and we are getting going on it, and we went to get the price adjustment and this the final number. R&M reviewed those numbers by line item and it is normal to see this type of increase in those years and with Covid materials have increased and had shortages as well. He would expect 15% increase due to these factors and there were two items that he felt were higher and one was dirt hauling to tie in the road grades. Looking into other options to save money and reduce the impact. They have found some fill materials over by Gearbox and have tested materials to be sure it is suitable. If material is confirmed they can eliminate the additional cost to about \$420,000 which is the expected amount. He went back and reviewed there were originally six bidders ranging from 2.8 to 3.7 million. Even adding this change order into the lowest bid, this is still in range in the competitive bid.

Trustee Walsh questioned if this is a budgeted expense. Finance Director Doherty noted they increased budget.

Brill/Meiners motion to approve a contract price adjustment for DeBack Drive Infrastructure in the amount of not to exceed \$720,513.93

Roll Call: "Yes" Trustee Brill, Decker, Meiners, Winchowky. "No" Trustee Adler and Walsh. Motion carried 4-2.

Protective Services, Trustee Adler

Police Department Monthly Report for July 2021 (*For Information Only*)

Report was placed on file. No action required.

Discussion and possible action on Resolution 2021-65 a Resolution to for Designations of through highways, controlled intersections, and location of stop signs for the Village of Mukwonago.

Chief Streit noted this resolution is to address a situation with Minors for a 4-way intersection, #67 on the Resolution. This resolution hasn't been updated recently and they will be reviewing an update on the list of stop signs before the end of the year.

Adler/Brill motion to approve Resolution 2021-65 a Resolution to for Designations of through highways, controlled intersections, and location of stop signs for the Village of Mukwonago. Unanimously carried.

Village President

Letter of Appreciation to the National Night Out Committee.

Decker/Alder motion to approve letter. Unanimously carried.

Trustee Meiners added he was part of this committee and even with rainstorms it was a huge success.

Decker/Meiners motion to go into Closed Session Closed session 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 the Building Inspection Code Official.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Meiners, Walsh, and Winchowky. Unanimously carried.

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

Adjournment

Meeting adjourned at 8:25pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer