

MINUTES OF THE VILLAGE BOARD OF TRUSTEES MEETING

Wednesday, November 17, 2021

Time: **6:30 pm**

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

Call to Order

President Winchowky called the meeting to order at 6:30pm.

Roll Call Roll Call

Board Members Present

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

Also Present

Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
John Fellows, Village Planner
Dan Streit, Police Chief
Chris DeMotto, Asst Chief
Mike Michalski, Village Engineer
Mark Blum, Village Attorney

Pledge of Allegiance

Comments from the Public

Michael Reiter was present to discuss his concern for the police department and his frustration with getting answers. He will continue to discuss his concerns in a public platform.

Consent Agenda

5.1 Minutes of Special Village Board meeting of October 13, 2021, October 16, 2021, Special Joint Meeting of October 18, 2021, and Special Village Board Meeting of October 27, 2021

5.2 Motion to approve Vouchers in the amount of \$363,387.86.

5.3 Motion to approve **Resolution 2021 - 79** a resolution to authorize the submission of a Community Development Investment (CDI) grant application to the Wisconsin Economic Development Corporation (WEDC) for the Elove Coffee LLC DBA Espresso Love Coffee Project; applicant Elove Coffee LLC dba Espresso Love Coffee, 301 Main Street, Parcel Number MUKVMUKV1976128

5.4 Motion to approve a Purchase Requisition for Terminal -Andrea Inc. in the amount of \$22,945 for installation of light pole for SCADA service at the Fire Department, remove temporary system from training tower, and installation of mast and SCADA hardware on existing pole at Field Park.

5.5 Motion to approve a T-Mobile Lease Renewal Agreement

5.6 Motion to approve 2021 Street Rehabilitation Close-out Change Order and Final Payment request from Wolf Paving Co., Inc. in the amount of \$15,616.71. (Final Contract amount is \$565,805.62)

5.7 Motion to approve **Resolution 2021-89** A Resolution to approve Minor's Estates Phase 4 Letter of Credit Reduction #5 to a new balance of \$428,118.82.

5.8 Motion to approve **Resolution 2021-91** a Resolution to eliminate the Letter of Credit for Orchards of Mukwonago, Addition #2.

5.9 Motion to approve Change Order No. 3 for DeBack Drive Infrastructure in the amount of \$199,516.00.

Decker/Meiners motion to approve Consent Agenda items 5.1 to 5.9. Unanimously carried

Other Items for Approval

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

Discussion and possible action to deny a sewer sprinkler credit for Fredrick and Therese Keyes, 603 Crestview Lane.

Decker/Brill motion to deny a sewer sprinkler credit for Fredrick and Therese Keyes, 603 Crestview Lane. Motion carried. Trustee Walsh Abstained.

Public Hearings

Public Hearing and Presentation on Proposed 2022 Annual Village Budget.

President Winchowky opened the Public Hearing.

Interim Admin/Clerk-Treasurer Dykstra began the presentation noting that Diana Doherty put the entire budget together for 2022. She created the slides that they were about to review based on the direction of the Board from the workshop. There were many changes in 2021 includes Administration, Inspections, Planning, Library, and the Police Department. Some of the projects that were completed include Outdoor Performance Stage, DeBack Drive acquisition and start, Streetscape and Wayfinding program which is almost complete, Zoning Code rewrite which should be completed soon, A new Village Website will be live by the end of the month, 2021 Street Rehabilitation projects completed, and a Digital Budget Book was launched. Even in an unusual year with new personnel adjustments and a pandemic, we have accomplished quite a bit. We are looking forward to a new Administrator and new beginnings in 2022. Budget figures were presented with a Village Levy of \$6,622,188. The Walworth County portion is \$187,677.65 and the Waukesha Portion is \$6,434,510.35.

Finance Director Doherty reviewed the new digital budget book navigation process.

Trustee Walsh questioned the unfunded liability. Doherty noted this is a requirement we budget additional each year to mitigate the future liability.

She noted the capital items were estimates from department heads, based on contracts or at the time based on quotes. They were not adjusted following the Board approval of the CIP.

Trustee Johnson noted the new budget book was colorful but overwhelming.

Trustee Brill noted he likes the new format

Trustee Walsh commented this is providing more information, the budget process this year was better, more transparent and shows accountability.

There were no comments from the public on this budget.

Planning Commission Recommendations

Discussion and possible action to approve RESOLUTION 2021-82 for a Site Plan and Architectural Review (SPAR) for Banker Wire, applicant; 123 W Boxhorn Dr; Parcel #A477300001.

Decker/Brill motion to approve **RESOLUTION 2021-82** for a Site Plan and Architectural Review (SPAR) for Banker Wire, applicant; 123 W Boxhorn Dr; Parcel #A477300001.

It was noted this is an addition to banker wire, fulfills completion of the site. Trustee Walsh asked if this does this have impact on paying off TID 5 sooner?

Finance Director Doherty noted it will help. Unanimously carried.

Discussion and possible action to approve RESOLUTION 2021-83 for Site Plan and Architectural Review (SPAR) for a temporary parking lot for Empire/Milwaukee

Tool/Schwer Pficht & Werkzeug Properties, LLC, applicant; 929 Empire Drive and Holz Parkway; Parcel MUKV 1969-988-006 and MUKV 1969-988-001.

Decker/Brill motion to approve **RESOLUTION 2021-83** for Site Plan and Architectural Review (SPAR) for a temporary parking lot for Empire/Milwaukee Tool/Schwer Pficht & Werkzeug Properties, LLC, applicant; 929 Empire Drive and Holz Parkway; Parcel MUKV 1969-988-006 and MUKV 1969-988-001. Planner Fellows noted they are running three shifts and looking to expand parking. Unanimously carried.

Finance Committee, Trustee Meiners

Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$201,435.86.

Meiners/Decker motion to approve Accounts Payable Vouchers in the amount of \$201,435.86. Unanimously carried.

Discussion and possible action to approve Resolution 2021- 92 a Resolution to adopt the FY 2022 Annual Budget and establish the Tax Levy for the Village of Mukwonago.

<https://villageofmukwonago.com/budget-reports/>

Meiners/Decker motion to approve **Resolution 2021- 92** a Resolution to adopt the FY 2022 Annual Budget and establish the Tax Levy for the Village of Mukwonago.

Trustee Walsh commented on the policy and priority thanks Finance Director, Administrator, and Dept Heads making this a better process this year. He did note the Smart growth plans are not consistent in the planning process, he would like to see us focus on debt reduction and retirement of the TIDS. He sees an increase in the debt and incentivized growth in the corridor 43 and would like to add the reconnecting plank road and related subdivision should be a priority for the village, along with river bridge road gateway entry. Unanimously carried.

Discussion and possible action to approve Resolution 2021-93 a Resolution adopting the 2021 Storm Water Utility District #1 Budget for the Village of Mukwonago.

Meiners/Decker motion to approve **Resolution 2021-93** a Resolution adopting the 2021 Storm Water Utility District #1 Budget for the Village of Mukwonago. Unanimously carried.

Discussion and possible action to approve Resolution 2021- 94 a Resolution adopting the 2022 Annual Water and Sewer Utilities Budget for the Village of Mukwonago.

Meiners/Decker motion to approve **Resolution 2021- 94** a Resolution adopting the 2022 Annual Water and Sewer Utilities Budget for the Village of Mukwonago. Unanimously carried.

Public Works Committee, Trustee Brill

Discussion and possible action to approve Resolution 2021-88 A Resolution to accept the Sewer and Water Connection for Meadowland Townhomes, as recommended by Ruekert-Mielke.

Brill/Meiners motion to approve **Resolution 2021-88** A Resolution to accept the Sewer and Water Connection for Meadowland Townhomes, as recommended by Ruekert-Mielke. Unanimously carried.

Discussion and possible action to approve Resolution 2021-90 A Resolution to approve a Letter of Credit Reduction #1 for Meadowland Townhomes to a new balance of \$108,303

Brill/Meiners motion to approve **Resolution 2021-90** A Resolution to approve a Letter of Credit Reduction #1 for Meadowland Townhomes to a new balance of \$108,303. Unanimously carried.

Discussion and possible action to approve Resolution 2021-95 a Resolution to accept the Water Main and Sanitary Sewer for Minors Estates Phase 4, as recommended by Ruekert-Mielke

Brill/Meiners motion to approve Resolution 2021-95 a Resolution to accept the Water Main and Sanitary Sewer for Minors Estates Phase 4, as recommended by Ruekert-Mielke
Unanimously carried

Discussion and possible action to approve Resolution 2021-87 A Resolution authorizing execution of Pedestrian Crossing Beacon Ownership and Maintenance Agreement between Waukesha County Public Works and the Village of Mukwonago.

Brill/Meiners motion to approve Resolution 2021-87 A Resolution authorizing execution of Pedestrian Crossing Beacon Ownership and Maintenance Agreement between Waukesha County Public Works and the Village of Mukwonago. Unanimously carried.

Discussion and possible action to approve a consent letter approval for AT&T Generator Installation on their site leased from the Village Water Utility.

Brill/Meiners motion to approve a consent letter approval for AT&T Generator Installation on their site leased from the Village Water Utility. Unanimously carried.

Protective Services, Trustee Adler

Police Report for the Month of October 2021 (For Information Only, no action required)

Closed Session

Decker/Johnson motion to go into 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 GFLP v 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 on Assessment Services. 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) for possible discussion and/or action concerning any matter discussed in closed session at 7:38pm. Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky. Unanimously carried.

Adjournment

Meeting adjourned at 7:40pm

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer