

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, August 16, 2023

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. 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.

- 5.1 Approve Accounts Payable Vouchers in the amount of \$371,458.25.
[080223 VB AP Packet.pdf](#)
- 5.2 Approve a Purchase Requisition for Miller Electric Enterprises in the amount of \$12,495 for the Village Board Room upgrades as budgeted in the Capital Improvement Program.
[VH Lighting Upgrade Purchase Requisition](#)
[Mukwonago village lighting](#)
- 5.3 Approve a Purchase Requisition from Lewis Sound & Video in the amount of \$16,844.04 as budgeted in the Capital Improvement Plan for Village Board Room Upgrades.
[Purchase Requisition - Microphones](#)
- 5.4 Approve **Resolution 2023-38** A Resolution to adopt an update to the Village of Mukwonago Purchasing Policy.
[Village of Mukwonago Purchasing Policy Revision 2023](#)

RESOLUTION 2023-38 Purchasing Policy Update

- 5.5 Approve **Resolution 2023-39** a Resolution to approve an update to the Accounting Operations Policy.
[RESOLUTION 2023-39 \(Accounting Operation Policy Update\)](#)
[Village of Mukwonago Accounting Operations Policy Revision 2023](#)
- 5.6 Approve a Temporary Retailers License for the Mukwonago Lions Foundation for the Phantom Junction Stage Concert Series event on September 8, 2023.
[Temp Retailer Lic - Lions Club 9-08-23.pdf](#)
- 5.7 Approve **Resolution 2023-35** a Resolution to Amend Parking Limitations for the Village of Mukwonago reflecting new restrictions on Grand Avenue.
[RESOLUTION 2023-35-Amend Parking Limitations.docx](#)
[RESOLUTION 2023-35-Amend Parking Limitations - Exhibit B.pdf](#)
- 5.8 Approve **Resolution 2023-36** a resolution to eliminate the letter of credit for Birchrock-Castle Senior Living at 210 McDivitt Lane.
[RESOLUTION 2023-36 \(LOC Elimination Birchrock\)](#)
[210 McDivitt Lane - Letter of Credit Elimination](#)
- 5.9 Approve Change Order No 1 and final close out for Minor Park Pedestrian Culvert Crossing.
[Minor Park Pedestrian Closeout](#)

6. Finance Committee, Trustee Darlene Johnson

Discussion and possible action on the following items

- 6.1 Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$173,303.87
[AP Packet 8-16-2023.pdf](#)
- 6.2 Schedule a date for the 2024 Budget Workshop.
- 6.3 Discussion and possible approval of the Miniwaukan trail sealcoat purchase requisition in the amount of \$17,050.
[Purchase Req - Miniwaukan Park Trail Seal Coating.pdf](#)

7. Health and Recreation Committee, Trustee John Meiners

Discussion and possible action on the following items

- 7.1 Discussion and possible action to approve a special event permit for Brooklife Church for their Summer Jam. Taking place in the parking lot of Brooklife Church, 857 S Rochester St, on August 18, 2023 from 6 pm to 8 pm.
[08-18-2023 - Sp Event-Brooklife Church.pdf](#)
- 7.2 Discussion and possible action to approve the special event permit for Touch a Truck at Indianhead Park on August 24, 2023 from 4 pm to 8 pm.

[08-24-2023 - Indianhead - Touch a truck 4-8p.pdf](#)

[Touch a Truck Flyer 2023](#)

- 7.3 Discussion and possible approval of a special event permit and Phantom Junction Stage Application for Life Point Church on September 1, 2023 from 4 pm to 9 pm for a Night of Worship - live, uplifting music from local church group.

[09-01-2023 - PJS - 4-9pm_Redacted.pdf](#)

8. Judicial Committee, Trustee Dale Porter

Discussion and possible action on the following items

- 8.1 Discussion and possible action to approve a Temporary Class "B"/"Class B" Retailer's License for Son's of the American Legion Post #375 for Fall Fest on September 23, 2023.

[Temp License Fall Fest_Redacted.pdf](#)

- 8.2 Discussion and possible action to approve a Temporary Class "B"/ "Class B" Retailer's License for the Mukwonago Area School District Education Foundation for their annual Dinner Fundraiser on September 30, 2023.

[Temp License MASD Foundation.pdf](#)

9. Protective Services, Trustee Scott Reeves

Discussion and possible action on the following items

- 9.1 Monthly Police Report for July 2023 *(No Action Required, For Information Only)*

[Monthly Report July 2023.pdf](#)

10. Village Administrator

- 10.1 Community & Economic Development Department Process and Procedures Presentation

[Cover Memo CED Process Updates.pdf](#)

[CED Department Presentation.pptx](#)

[Revised Starting a Business Checklist - 7.23.pdf](#)

11. 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 negotiation with Associated Appraisal and Consultants, and a lease with the Mukwonago Historical Society.

12. 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

13. 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.