

MINUTES OF THE VILLAGE BOARD OF TRUSTEES MEETING

Wednesday, August 16, 2023

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

Board Members Present

Eric Brill
Dale Porter
Darlene Johnson
Ken Johnson
John Meiners
Scott Reeves
Fred Winchowky

Also Present

Fred Schnook, Village Administrator
Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Jerad Wegner, Village Engineer
Mike Wilharms, Public Works Supervisor
Wayne Castle, Utilities Director
Nathan Bayer, Attorney

Pledge of Allegiance

Comments from the Public

Mary Koehler, resident of Hawks Ridge 350 E Veterans Way Unit 5, read a prepared statement regarding the association. She expressed concerns for trimming trees on Village Property that were hanging over onto their property causing damage and not being able to have them trimmed. During the storm they had one fall and caused \$600 in damages.

Barb Pernelesten, Veterans Way unit 4, also a board member on the Hawks Ridge Board. She noted she worries about personal property and safety. They heard they have a forestry position approved and would hope they can get that done. She wants to work with the Village board and looking forward to some follow up. Has also heard gun shots from the woods if it can be monitored for illegal hunting.

Judy Kuglisch, Hawks Ridge 350, noted she spoke with Ron on the phone and was told the budget wouldn't allow for this. They feel the gypsy moth is a mess. Previously they had trimmed, and the Village told them they couldn't trim but now that the limbs fall on their property they would like them trimmed.

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.
- 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.
- 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.
- 5.4 Approve **Resolution 2023-38** A Resolution to adopt an update to the Village of Mukwonago Purchasing Policy.
- 5.5 Approve **Resolution 2023-39** a Resolution to approve an update to the Accounting Operations Policy.
- 5.6 Approve a Temporary Retailers License for the Mukwonago Lions Foundation for the Phantom Junction Stage Concert Series event on September 8, 2023.
- 5.7 Approve **Resolution 2023-35** a Resolution to Amend Parking Limitations for the Village of Mukwonago reflecting new restrictions on Grand Avenue.
- 5.8 Approve **Resolution 2023-36** a resolution to eliminate the letter of credit for Birchrock-Castle Senior Living at 210 McDivitt Lane.
- 5.9 Approve Change Order No 1 and final close out for Minor Park Pedestrian Culvert Crossing.

Meiners/K Johnson approve Consent Agenda items 5.1 to 5.9. Unanimously carried.

Finance Committee, Trustee Darlene Johnson

Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$173,303.87

D Johnson/Meiners motion to approve. Unanimously carried.

Schedule a date for the 2024 Budget Workshop.

It was determined to hold two possible dates one would encompass the Joint Fire Budget and one would be for the Village General Budget. Village Workshop on September 20th 5:30pm, and September 7th 5:30pm.

Discussion and possible approval of the Miniwaukan trail sealcoat purchase requisition in the amount of \$17,050.

D Johnson/Porter motion to approve. Unanimously carried.

Health and Recreation Committee, Trustee John Meiners

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.

Meiners/Porter motion to approve. Unanimously carried.

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.

Meiners/Porter motion to approve. Unanimously carried.

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.

Meiners/Reeves motion to approve. Unanimously carried.

Judicial Committee, Trustee Dale Porter

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.

Porter/K. Johnson motion to approve. Unanimously carried.

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.

Meiners/Reeves motion to approve. Motion carried. Trustee Porter Abstained.

Protective Services, Trustee Scott Reeves

Monthly Police Report for July 2023

(No Action Required, For Information Only)

Village Administrator

Community & Economic Development Department Process and Procedures Presentation

Administrator Fred Schnook presented the process and improvement procedures for the Community & Economic Development Department.

Closed Session

Meiners/ D. Johnson motion to go into 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.

Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Porter, Reeves. Unanimously carried.

Reconvene into Open Session

Meiners/D. Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) at 8:10pm. No action required.

Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Porter, Reeves. Unanimously carried.

Adjournment

Meeting adjourned at 8:10pm

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer