

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, September 20, 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. Presentations

5.1 Proclamation honoring Benjamin Padilla on his achievement of Eagle Scout

[2023 Proclamation - Eagle Scout Padilla](#)

[Ben Padilla's Eagle Scout Project Presentation](#)

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 Minutes of July 19, 2023 and August 16, 2023.

[2023-07-19 DRAFT VB Minutes.docx](#)

[2023-08-16 DRAFT VB Minutes.docx](#)

6.2 Motion to approve Accounts Payable Vouchers in the amount of \$1,968,593.62.

[090623 VB AP Packet.pdf](#)

6.3 Motion to approve a Patrol Squad purchase for a 2023 Chevy Tahoe from Ewald in the amount of \$45,519

[2023 squad purchase cover letter.pdf](#)

[2023 CHEVROLET TAHOE 4WD PPV.pdf](#)

- 6.4 Approve **Resolution 2023-40** a Resolution to Certify the Village of Mukwonago is exempt from the County Library Levy.
[Resolution 2023-39 Library Exemption - Waukesha.pdf](#)
- 6.5 Approve **Resolution 2023-44** A Resolution to adopt an update to the Village of Mukwonago Fund Balance Policy.
[RESOLUTION 2023-44 \(Fund Balance Policy Update\).docx](#)
[Village of Mukwonago GASB 54 Fund Balance Policy 2023 Revision.pdf](#)
- 6.6 Approve **Resolution 2023-43** A Resolution to adopt an update to the Village of Mukwonago Capital Improvement Planning Policy.
[RESOLUTION 2023-43 CIP Policy Update\).docx](#)
[Village of Mukwonago Capital Improvement Planning Policy 2023 Revision to 2021 Version.pdf](#)
- 6.7 Approve **Resolution 2023- 47** a Resolution to adopt an update to the Village of Mukwonago Capitalized Fixed Asset Policy
[RESOLUTION 2023-47 \(Capitalized Fixed Asset Policy Update\).docx](#)
[Village of Mukwonago Capitalized Fixed Asset Policy 2023 Revision.pdf](#)
- 6.8 Approve **Resolution 2023-45** a Resolution to approve a Contract for Maintenance Assessment Services with Associate Appraisal Consultants for 2024-2026.
[RESOLUTION 2023-45 \(Associated Appraisal Contract 04-06\).docx](#)
[Village of Mukwonago - 2024-2026 Assessor Maintenance Contract.pdf](#)
- 6.9 Approve **Resolution 2023-46** a Resolution to approve a Contract for Exterior Revaluation Services with Associated Appraisal and Consultants.
[RESOLUTION 2023-46 \(Associated REVAL Contract 2024\).docx](#)
[Village of Mukwonago - 2024 Assessor Exterior Revaluation Contract.pdf](#)
- 6.10 Approve to Award the Indian Head Park Sign Project to Poblocki Signs in the amount of \$62,610.
[Indian Head Park Sign Agenda Cover Report.docx](#)
[Indianhead Park Sign.pdf](#)
[Location Exhibit.pdf](#)
- 6.11 Approve the new electric service for the Miniwaukan Park restrooms with WE Energies.
[Miniwaukan Park Restroom Agenda Cover Report 2021.docx](#)
[4875411 Cost Letter.pdf](#)
[4875411 Sketch.pdf](#)
[Pay Invoice.pdf](#)
- 6.12 Approve **Resolution 2023-50** a resolution documenting the annual liquor license quota calculation for the Village of Mukwonago.
[Cover Report - Liquor License Resolution.pdf](#)

[Liquor Lic Quota Calc Resolution.pdf](#)

[RESOLUTION 2023-50 Liquor Lic Quota Calc.docx](#)

- 6.13 Approve a Temporary Class "B" Retailer's License for the annual St. James Catholic Parish Fish Fry held at 830 E Veteran's Way, held on 10/6/2023, 11/3/2023, 12/1/2023, 1/5/2024, 2/2/2024, 3/1/2024, 4/5/2024, and 5/3/2024.

[Temp Retailer's License - St James.pdf](#)

- 6.14 Approve an Original Reserve "Class B"/Class "B" combination Fermented Malt Beverage and Liquor License application for Zip Main, LLC d/b/a The Block, at 944 & 950 Main Street, Mukwonago, WI 53149, Bradley Zajork, Agent.

[Original Reserve Lic Application - The Block_Redacted.pdf](#)

- 6.15 Approve an Original Reserve "Class B"/Class "B" Combination Fermented Malt Beverage and Liquor License Application for That Place LLC, d/b/a That Place Restaurant, 1015 E Veteran's Way, Mukwonago, WI 53149, Arturo Napoles, Agent.

[Original Reserve Lic Application - That Place Restaurant_Redacted.pdf](#)

- 6.16 Approve **Ordinance 1019** An Ordinance to Amend **Chapter 2 Administration; Article IV Officers and Employees; DIVISION 4 Finance Director.**

[Agenda Cover Report Department Head Ordinances Changes](#)

[ORDINANCE 1019 Amend Finance Director .docx](#)

- 6.17 Approve **Ordinance 1020** an Ordinance to Amend **Chapter 2 Administration; ARTICLE IV Officers and Employees; Division 2 Public Works Director.**

[ORDINANCE 1020 Amend Public Works Director .docx](#)

- 6.18 Approve **Ordinance 1021** an Ordinance to amend **Chapter 2 Administration, ARTICLE IV Officer and Employees; Division 5 Utilities Director.**

[ORDINANCE 1021 Amend Utilities Director](#)

- 6.19 Approve **CHARTER ORDINANCE 1022**, An Ordinance to amend Charter Ordinance **Chapter C, ARTICLE II Officers and Employees; Division 2 Clerk/Treasurer**

[ORDINANCE 1022 Amend Charter Clerk-Treasurer](#)

- 6.20 Approve **Resolution 2023-41** a Resolution to approve the Stormwater Management Agreement with St. John's Evangelical Lutheran Church.

[RESOLUTION 2023-41 \(SWMA St Johns\).pdf](#)

- 6.21 Approve **Resolution 2023-42** a Resolution to approve a Letter of Credit Elimination for Goodwill of Mukwonago.

[RESOLUTION 2023-42 \(LOC Elimination Goodwill\).pdf](#)

7. Joint Village & Town Protective Services Committee Recommendations, Trustee Scott Reeves

- 7.1 Fire Reports (*JPS Meeting was canceled for September - this is Information Only, No Action Required*)

[EBIX Reports 01-01-2023 to 08-31-2023.pdf](#)

[Financials 01-01-2023 to 08-31-2023 w Referendum.pdf](#)

[Financials 01-01-2023 to 08-31-2023 WO Referendum.pdf](#)

[Open house flier 2023.jpg](#)

8. Planning Commission Recommendations

Discussion and possible action on the following Plan Commission Recommendations

- 8.1 Discussion and possible action to approve **RESOLUTION 2023-48** for a Certified Survey Map for Empire/Milwaukee Tool; 929 Empire Drive; Parcels MUKV 1969-988-006 and MUKV 1969-988-001, as recommended by the Plan Commission.

[Staff - CSM - Milw. Tool - 929 Empire Dr.pdf](#)

[168626 CSM10-Milw Tool.pdf](#)

[RESOLUTION 2023-48 CSM Empire Dr.pdf](#)

- 8.2 Discussion and possible action to approve **RESOLUTION 2023-49** for an Extraterritorial Review of a Four-Lot Certified Survey Map located at N9033 and N9025 Army Lake Road in the Town of East Troy, as recommended by the Plan Commission.

[Staff - Kosteretz ETZ.pdf](#)

[Kosteretz 21-9496-CSM.pdf](#)

[5-17-2023 Town ET Resolution Approval.pdf](#)

[RESOLUTION 2023-49 Kosteretz EXTR TER.pdf](#)

- 8.3 Site Plan and Architectural Reviews Approved: *(For Information Only, No Action Required)*

- **PC-RESOLUTION 2023-09** for for a parking lot at Empire/Milwaukee Tool; 929 Empire Drive; Parcels MUKV 1969-988-006 and MUKV 1969-988-001.

[PC-RESOLUTION 2023-09 SPAR - Milw. Tool - 914 Empire Dr - Signed.pdf](#)

9. Finance Committee, Trustee Darlene Johnson

Discussion and possible action on the following items

- 9.1 Discussion and possible action to approve approve Accounts Payable Vouchers in the amount of \$581,855.81.

[092023 VB AP Packet.pdf](#)

10. Protective Services, Trustee Scott Reeves

Discussion and possible action on the following items

- 10.1 Police Report for the Month of August. *(For Information Only, No Action Required)*

[Monthly Report August 2023.pdf](#)

11. Village Administrator

- 11.1 Discussion and possible action to approve a contract extension of the purchase and sale agreement with Briohn.

[Briohn Contract and Extension Request](#)

12. 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 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 the Intergovernmental Agreement with the Village of Vernon, Red Brick Museum Lease, and WE Energies Property.

13. 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

14. 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.