

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, December 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. 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 Minutes from the Village Board meeting of November 15, 2023
[2023-11-15 VB DRAFT Minutes.docx](#)

- 5.2 Approve Accounts Payable Vouchers in the amount of \$970,004.73.
[110623 VB AP Packet \(003\).pdf](#)

- 5.3 Approve **Resolution 2023-72** A Resolution to adopt the 2024 Annual Tax Increment Finance District (TID) Budgets.
[RESOLUTION 2023-72 \(Adopt 2024 Village TIF Budgets\).pdf](#)

- 5.4 Approve a Class "B"/"Class B" combination fermented malt beverage and reserve intoxicating liquor license for Crush Wine Bar and Craft Lounge application at 110 Main Street, Paul Kwiecien, Agent
[Cover Report - Crush Wine Bar License.pdf](#)
[Crush LLC Application_Redacted.pdf](#)

- 5.5 Approve **RESOLUTION 2023-65** adopting Video Surveillance Policy.

[RESOLUTION 2023-65 \(video surveillance policy\).pdf](#)

[Policy - Video Surveillance Final 11-30-23.docx](#)

- 5.6 Approve **Resolution 2023-64** a Resolution to Appoint Election Inspectors for the 24-25 Term.

[RESOLUTION 2023-64 Election Inspector Appt..pdf](#)

- 5.7 Approve the following Position Description Resolutions;

- **Resolution 2023-69** Deputy Clerk-Treasurer Position Description
- **Resolution 2023- 70** Deputy Treasurer/Admin Payables Clerk Position Description
- **Resolution 2023- 71** Deputy Clerk/Community & Economic Development Position Description

[Cover Report - Position Descriptions.pdf](#)

[Village Hall Time Study Final 11-29-23.pdf](#)

[RESOLUTION 2023-69 Job Des Deputy Clerk Treasurer.docx](#)

[RESOLUTION 2023-70 \(Job Desc Deputy Treasurer-AdminPayables Clerk\).docx](#)

[RESOLUTION 2023-71 \(Job Des Deputy Clerk-CEDD\).docx](#)

- 5.8 Approve **Resolution 2023-67**, a resolution adopting the 2024 salary and wage schedules for non-represented employees.

[RESOLUTION 2023-67 \(Wage Resolution-2024 REVISED\).pdf](#)

- 5.9 Approve **Resolution 2023-68**, A Resolution authorizing annual stipends for the Assistant Fire Chief and Deputy Fire Chief.

[RESOLUTION 2023-68 \(Fire Officer Annual Stipends 2024\).pdf](#)

- 5.10 Approve a service agreement with COM2 for e-Waste disposal contingent upon Attorney review.

[EWaste Collection Services Cover Sheet](#)

[Company Profile - Ver 2.5 \(Updated\) - WI.pdf](#)

[e-Waste Agreement](#)

[Municipalities Contact Details.docx](#)

[COI_COM2_Exp 050424.pdf](#)

[R2V3.pdf](#)

- 5.11 Approve a three year Maintenance Contract Renewal with Bassett Mechanical.

[AIRF- 2024_ 3 Year Bassett Mechanical Maintenance Contract .docx](#)

[3-year Village of Mukwonago-Bassett Mechanical Contract.pdf](#)

- 5.12 Approve **Resolution 2023-66** a Resolution to eliminate the Letter of Credit for Hill Court Reload as recommended by the Village Engineer.

[RESOLUTION 2023-66 \(LOC Elimination Hill Court\).pdf](#)

- 5.13 Approve a contract renewal with Hydro Corp for non-residential cross connection survey program for 24 months in the amount of \$33,912

[AIRF- Hydro Corp Contract Renewal 2024.docx](#)

- 5.14 Approve the purchase of water meters for 2024 in the amount of \$77,300

[AIRF-Purchase Req. for Meters 2024.docx](#)

[2024_Meter Purchase.xlsx](#)

- 5.15 Approve a Purchase Requisition for Community Room HVAC upgrades in the amount of \$16,750.

[Community Room HVAC Upgarde Agenda Request Item.docx](#)

[Village HALL Community Room HVAC Upgrade Purchase Requisition.docx](#)

[vill muk LL zone system 1123-41011rev1 11-28-23.pdf](#)

- 5.16 Approve a proposal from Watson Consoles in the amount of \$59,015 for the dispatch remodel, as budgeted in the Capital Improvement Program.

[Agenda Cover Report 2023 2024 dispatch consoles.pdf](#)

[Mukwonago Police - WI.01 Proposal 2 Quote.pdf](#)

6. Other Items for Approval

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

- 6.1 Discussion and possible to approve the Disallowance of Claim for sewer back up on September 29, 2023 at 221 N Rochester Street and 215 N Rochester Street as recommended by Statewide Services, Inc.

[Statewide Services Disallowance of Claim](#)

7. Planning Commission Recommendations

Discussion and possible action on the following Plan Commission Recommendations

- 7.1 Discussion and action to approve **ORDINANCE 1017** to rezone Kiwanis Park Parcels from P-1 - Public and Semi Public to B-2 – General Business, located at the Northwest Corner of N Rochester St (Hwy 83) and W Veterans Way (Hwy NN) (MUKV 1963-996-005 and MUKV 1963-996-006), by applicant (Mikko Erkamaa); as recommended by the Planning Commission.

[Staff - Kiwanis - Rezoning.pdf](#)

[Example of Commercial Layout.pdf](#)

[ORDINANCE 1017 Amend Zoning Map.pdf](#)

- 7.2 Discussion and action to approve the Conditional Use **RESOLUTION 2023-73** for an application to operate a Funeral Home and Cremation Services (Human and Pet), located at 225 Eagle Lake Ave (MUKV 1974-009), by applicant/future owner (John Rozga); as recommended by the Planning Commission

[Staff - 225 Eagle Lake Ave - CU Rozga Funeral.pdf](#)

[Rozga Information.pdf](#)

[Cremation Environmental Analysis.pdf](#)

[RESOLUTION 2023-73 CU 225_Eagle_Lake_Ave.pdf](#)

7.3 For Information Only, No Action Required:

*Plan Commission approved **PC-RESOLUTION 2023-12** for Site Plan and Architectural Review for a Funeral Home and Cremation Services (Human and Pet); located at 225 Eagle Lake Ave Parcel MUKV 1974-009; by John Rozga, applicant/future owner.*

8. Finance Committee, Trustee Darlene Johnson

Discussion and possible action on the following items

- 8.1 Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$682,425.28.

[122023 VB AP Packet.pdf](#)

9. Judicial Committee, Trustee Dale Porter

Discussion and possible action on the following items

- 9.1 Discussion and possible action to approve a Class A Combination Fermented Malt Beverage and Intoxicating Liquor License application for Elevated Minds of IL, Inc d/b/a Elevated Minds, 411 Main Street, Mukwonago, Shabana Ali Agent.

[Elevated Minds Cover Report](#)

[Elevated Minds Application_Redacted.pdf](#)

10. Public Works Committee, Trustee Eric Brill

Discussion and possible action on the following items

- 10.1 Discussion and possible action to approve the close out Change Order #2 and final payment for the Aeration Basin Project in the amount of \$22,216.50

[AIRF_Aeration Basin Upgrades Project Close Out.docx](#)

[Close Out Documents_Aeration Basin Upgrades.pdf](#)

11. Protective Services, Trustee Scott Reeves

Discussion and possible action on the following items

- 11.1 Police Department Annual Report *(For Information Only, No Action Required)*

[2022 Annual Report MKPD.pdf](#)

- 11.2 Police Report for the Month of November 2023 *(For information Only, no action required.)*

[Monthly Report November 2023.pdf](#)

12. Downtown Development Committee, Trustee Scott Reeves

- 12.1 Status Report from the DDC.

[Mukwonago Downtown Strategic Plan - STATUS REPORT - 12072023.docx](#)

13. Village President

- 13.1 Notice of intent to circulate petition for detachment *(For Information Only, no action required)*

[1Z64823-Notice of Intent to Circulate a Petition of Detachment Signed.pdf](#)

13.2 Election Open House for the Village of Mukwonago Saturday, January 13, 2024
11:30AM to 1:30PM
[Voting Machine Open House Jan 2024.png](#)

14. 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 with the Historical Society and the Mukwonago Professional Police Association.

15. 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

16. 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.