

MINUTES OF THE VILLAGE BOARD OF TRUSTEES MEETING

Wednesday, February 21, 2024

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

Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Chris DeMotto, Assistant Police Chief
Jerad Wegner, Village Engineer
Wayne Castle, Utilities Director
Ron Bittner, Public Works Director
Nathan Bayer, Attorney
Matt Sura, Captain
Tim Rutenbeck, Building Inspector
Erin Scharf, Planner

Comments from the Public

No Comments

Items Tabled from January 17, 2024

Approval to permit the construction of a 576 SQF cold storage building at Miniwaukan Park, pending plan commission approval. (*This item was tabled at 1-17-24 Village Board Meeting. It requires a motion to remove from the Table and action to approve.*)

Porter/Brill motion to remove from the Table and approve. Unanimously carried.

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 the Regular Village Board Meeting of January 17, 2024, and Special Village Board Minutes of February 7, 2024

- 6.2 Approve Accounts Payable Vouchers in the amount of \$6,059,389.72.
- 6.3 Approve **Resolution 2024- 07** a resolution revising the Village of Mukwonago's previously adopted Budget Policy.
- 6.4 Approve **Resolution 2024-08** a resolution adopting a Village of Mukwonago Revenue Policy.
- 6.5 Approve a Purchase Requisition for repair and coating of blower building floors with Wisconsin Concrete Coatings in the amount of \$19,870.00.
- 6.6 Approve the Disallowance of Claim for Sherry Buelow as recommended by Statewide Services, Inc. for a sidewalk fall on April 12, 2023
- 6.7 Approve a Special Event Application for Field Park from the Mukwonago Lions Foundation on March 23, 2024 (snow day March 30th) for the annual Easter Egg Hunt.
- 6.8 Approve a Special Event application for Field Park from the Mukwonago Lions Foundation for Summerfeste June 13, 14, 15, 16, 2024.
- 6.9 Approve a Special Application for Field Park Usage from Amorphic Beer for a Pop Up Beer Garden using Pavilion B on May 18, June 22, July 6, August 24, and September 21, 2024. *(This vendor holds a special State Brewery License which does not require a local alcohol license.)*
- 6.10 Approve a Special Event permit application for the annual Mukwonago YMCA Family Mud Run on June 29, 2024 at the Mukwonago High School from 7 am - 1 pm, held at the Mukwonago High School.
- 6.11 Approve a Special Event application for the 2024 Concert Series at Phantom Junction Stage May 23, June 1,13,27, July 3,11,25, August 2,8,22, and September 7 and 28.
- 6.12 Approve a **Resolution 2024-11** to update the Parking Restrictions on Gibson and West Side Avenue.
- 6.13 Approve a Temporary Class "B"/"Class B" Retailer's License for Summerfeste from the Mukwonago Lions Foundation on June 13, 2024 to June 16, 2024.
- 6.14 Approve the bid award for the Two Rivers Phase 1 Rehabilitation project to Stark Pavement Corporation in the amount of \$761,761.00
- 6.15 Approve **Resolution 2024-10** to approve the location and placement of Harvester for PLMD at the end of Wahl Avenue.

Meiners/K Johnson motion to approve items 6.1 to 6.15. 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 action to approve an Ordinance 1030 approving the attachment of territory from the Village of Vernon to the Village of Mukwonago.

Meiners/Porter motion to approve. Motion carried 6-1, Trustee Brill opposed.

Joint Village & Town Protective Services Committee Recommendations, Trustee

Scott Reeves

Discussion and possible action to approve establishing an EMS fee for Fee for Field Blood Product Administration.

Reeves/K Johnson motion to approve, subject to Town approval.

Captain Sura was present and noted they provided a presentation to protective services for a development of this program. It is a first in Wisconsin, bring packed blood cells on their rigs and give prior to arrival at the hospital. They are confident it can be done successfully and need to establish a fee for this service. They will have a total of 2 units of blood which is about 350-400 CC. They will have 31 days on hand, the company will come and trade out units and get it back into system to use before it is expired.

Trustee D Johnson questioned how the blood is stored. It was noted it will be stored in a cooler in a blood bag 0 positive for now.

Trustee Meiners asked if the \$850 can be reimbursed by insurance. It was confirmed, yes. Unanimously carried.

Discussion and possible action to approve signing an agreement with Versiti for blood products contingent upon legal review.

Reeves/Porter subject to Town Board approval. Unanimously carried.

Discussion and possible action to allow EBIX to accept payments for EMS fees from Imagine Pay.

Reeves/Meiners motion to approve contingent upon Town Board approval, and to request use of GovPay.

Captain Sura noted that right now they are not able to use a credit card.

Trustee Reeves noted the Village is the fiduciary payment.

Unanimously Carried.

Fire Department Reports

(For Information Only - No Action Required)

Fire Department reports were provided.

Planning Commission Recommendations

Discussion and possible action on the following Plan Commission Recommendations

Discussion and possible action to approve ORDINANCE 1026 for a Comprehensive Plan Amendment for Neumann Companies; Edgewood Ave; Parcel MUKV 2091-995.

Meiners/K Johnson motion to approve. Unanimously carried.

Discussion and possible action to approve ORDINANCE 1027 for a Rezoning from A-1 Agricultural District to R-3 Single-Family Lot Residential District for Neumann Companies; Edgewood Ave; Parcel MUK V2091-995.

Meiners/Brill motion to approve. Unanimously carried.

Discussion and possible action to approve RESOLUTION 2024-04 for a Conditional Use Permit for a structure by Village of Mukwonago-Miniwaukan; 360 McKenzie Rd; Parcel MUKV 1972-999.

K Johnson/Porter motion to approve. Unanimously carried.

Discussion and possible action to approve RESOLUTION 2024-05 for an Extraterritorial Review for a three-lot Certified Survey Map located at N8952 E Mirimar Dr in the Town of East Troy, by Mike Greeson-V2G Surveying, applicant.
Meiners/Brill motion to approve. Unanimously carried.

Discussion and possible action to approve ORDINANCE 1028 for the request to Amend the 2035 Comprehensive Plan for the future land use of a property located at 917-919 Main St (MUKV 2009-964), from Low Intensity Commercial/Business with a Business Mixed Use Overlay to Government and Institutional, submitted by Mukwonago Area School District (future owner).

Meiners/Brill motion to approve.

Trustee D. Johnson noted she has concerns this used to be taxed property and is concerned losing another area to tax exempt property.

Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Winchowky. "No" Trustee Reeves, Abstain Trustee Porter. Motion carried 5-1-1.

Discussion and possible action to approve ORDINANCE 1029 for the request to rezone the property located at 917-919 Main St; Parcel MUKV 2009-964; from B-2 General Business District to P-1 Public and Semipublic District, submitted by Mukwonago Area School District (future owner).

Planner Scharf noted this was approved with recommendation this is contingent upon proving ownership.

K Johnson/Brill motion to approve.

Roll Call: "Yes" Trustee Brill, K Johnson, Meiners, Winchowky. "No" Trustee D Johnson and Reeves. Abstain Trustee Porter. Motion carried 4-2-1

Discussion and possible action to approve RESOLUTION 2024-06 for the Conditional Use request for a school at the property located at 917-919 Main St (MUKV2009964), submitted by Mukwonago Area School District (future owner).

Meiners/Brill motion to approve.

Trustee Brill noted the plan commission requested this occupancy can be reduced for the number of students from 50-30.

Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, and Winchowky. "No" Trustee Reeves. Abstain Trustee Porter. Motion carried 5-1-1.

Updates from February 13, 2024 Plan Commission meeting

(For Information Only, No Action Required)

Approval of PC-RESOLUTION 2024-01 for a Site Plan and Architectural Review for a structure within Miniwaukan Park (garage) by Village of Mukwonago; 360 McKenzie Rd; Parcel MUKV 1972-999.

Application for the Planned Unit Development at 1271 Honeywell Rd; Parcels MUKV 2011-990 and MUKV 2011-992-013; Warren Hansen, applicant, has been withdrawn.

Finance Committee, Trustee Darlene Johnson

Discussion and possible action on the following items

Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$177,373.87.

D Johnson/Meiners motion to approve. Unanimously carried.

Personnel Committee, Trustee Ken Johnson

Discussion and possible action on the following items

Announcement of Special Workshop on March 20, 2024 at 5:15pm.

Protective Services, Trustee Scott Reeves

Discussion and possible action on the following items

Police Report for the Month of January. *(For information only, no action required.)*

Closed Session

Meiners/D 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 advice from and Village Board discussion regarding Village compliance with resignation agreement, 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 Red Brick Museum Lease at 6:59pm.

Roll Call on Motion to go into Closed Session: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Porter, Reeves, and Winchowky. Unanimously carried.

Staff Present: include DPW Director Ron Bittner, and Interim Administrator/Clerk-Treasurer Dykstra. At approximately 7:05pm staff present were excused.

Reconvene into Open Session

Meiners/Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) and direct staff on items discussed in closed session at 8:10pm.

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

Adjournment

Meeting adjourned at 8:10pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer