

Village of Mukwonago

MINUTES OF THE VILLAGE BOARD OF TRUSTEES MEETING

Wednesday, April 16, 2025

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 6:30 p.m.

Roll Call

Present: Brill, D. Johnson, K. Johnson, Meiners, Porter, Reeves, and President Winchowky

Absent: None

Pledge of Allegiance

Swear In Newly Elected Village Officials; Village President Winchowky, Village Trustee Ken Johnson and Scott Reeves

Clerk-Treasurer Kropf sworn in the newly elected officials, Trustee Reeves, Trustee Johnson, and President Winchowky.

Comments from the Public

LeeAnne Sherrod; S70W25055 Pine Ct; Thanked the Board for more time regarding the Highway 83 access for the Animal Clinic.

Presentations and Proclamations

Presentation of Guidance for an Emergency Operations Center by Chief Stien

Chief Stien outlined the Guidance for Emergency Operations, as provided in the packet materials. No action taken.

2025 Clerk & Treasurer Week Proclamation

President Winchowky proclaimed the week of April 20-26, 2025 as Treasurer's Week and the week of May 4-10, 2025 as Municipal Clerk's Week. No action taken.

2025 Arbor Day Proclamation

President Winchowky proclaimed April 25, 2025 as Arbor Day. DPW Director Bittner stated that a celebration of Arbor Day will occur on April 25, 2025 at Clarendon Elementary School. No action taken.

2025 Water and Wastewater Professionals Workforce Week Proclamation

President Winchowky proclaimed the week of May 4-10, 2025 as Water and Wastewater Professional Workforce Week. No action taken.

Consent Agenda

-Approve March 19, 2025 Village Board Minutes and April 2, 2025 Special Village Board Minutes

-Approve the purchase requisition for two (2) International 507 TA patrol truck cab and chassis

- Approve the Village Board to approve Vouchers in the amount of \$1,407,294.80
- Approve a Special Event Permit Application filed by Chris Hill for the event of 70's & 80's Class Reunion, to take place on August 30, 2025 from 1:00 p.m. to 9:00 p.m., located in Field Park
- Approve a Special Event Permit Application filed by Clarendon Avenue Elementary School for the event of Clarendon Art Show to take place on May 22, 2025; to include closure of Clarendon Ave, from E Veterans Way to Lincoln Ave
- Approve a Special Event Permit Application filed by Mukwonago American Legion Post #375 for the Memorial Day Parade to be held on May 26, 2025 from 9:00 am to Noon, located on N Rochester St
- Approve a Special Event Permit filed by the American Legion Post #375 for Maxwell Street Days to take place on June 7 & 8, July 19 & 20, August 16 & 17, and September 13 & 14, from 6:00 am to 5:00 pm each day, located at Field Park
- Approve **Ordinance 1035** an Ordinance to Allow Electronic "Reader Board" Signs to Refresh at a Rate of Once Every Fifteen Seconds
- Approve an application for a Temporary Class "B"/"Class B" Retailer's License filed by the American Legion Post #375 for Maxwell Street Days to take place on June 7 & 8, July 19 & 20, August 16 & 17, and September 13 & 14, from 6:00 am to 5:00 pm each day, located at Field Park
- Approve an application for a Temporary Class "B"/"Class B" Retailer's License filed by the Rotary Club of Mukwonago for the Phantom Stage Concerts to take place July 3, 2025, August 9, 2025, and September 20, 2025 , located at Phantom Junction Stage
- Approve a bid award to Parking Lot Maintenance, LLC for the Field Park Pickleball Court construction, in an amount not to exceed \$132,894.48
- Approve a Task Order #2025-04 to provide engineering and construction related to services for the design, bidding, and construction of extension of East Wolf Run
- Approve a Task Order #2025-05 to provide engineering and construction related to services for the design, bidding, and construction of extension of Marsh View Drive
- Approve the Mukwonago Shared Connectivity Network MOU (fiber network sharing)
- Approve to provide a credit for the sewer usage due to leaking yard hydrant for 419 Lake St
- Approve an Original Class "B" Beer License Application filed by Najera Brothers Company LLC d/b/a Genoas Pizza, agent Bulfrano Najera, located at 225 Bayview Rd, Ste #500, Mukwonago
- Approve appointment of the Village Administrator, Legal Counsel, Fire Chief, and Personnel Chair Ken Johnson, to conduct Fire Union Negotiations

Motion by D. Johnson to approve the consent agenda, second by Meiners. Motion carried 7-0.

Other Items for Approval

Discussion/Action regarding a letter of support request, to the WI DOT pertaining to access on Highway 83 and County Road NN (Tabled at the April 2, 2025 Special Village Board Meeting)

Agenda item was postponed. No action taken.

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

Update regarding Mukwonago Fire Department 2024 Annual Report

Chief Stien discussed the Fire Department's Annual Report as presented in the packet. No action taken.

Discussion/Action regarding a request to utilize ACT102 Funds to send two (2) FT staff to Paramedic Class not to exceed \$20,000.00

Motion by Reeves to approve, second by Meiners. Reeves stated that this was approved by Joint Village and Town Protective Services Committee, on April 14, 2025. Chief Stien explained this has not been done in the past, but it will be paid for by the ACT102 funds. This could be used for recruitment in the future. Motion carried 7-0.

Planning Commission Recommendations

For information only, no action required:

-PC Resolution 2025-07 for a Site Plan and Architectural Review for the Mukwonago Police Station Garage Expansion, Parcel MUKV 1976-936 and MUKV 976-933, applicant (Village of Mukwonago)

-PC Resolution 2025-08 a Site Plan and Architectural Review for Journey Salon, Located at the West/Southwest Corner of CTH ES and Phantom Woods Road. Parcel MUKV 2011-991, applicant (Ford Construction)

Discussion/Action regarding **Resolution 2025-05** a resolution granting a Conditional Use and Prescribing Conditions for a Public Safety Facility (Village of Mukwonago Police Department) on Parcel MUKV1976936, Mukwonago, WI

Motion by Winchowky to approve, second by Meiners. No discussion. Motion carried 6-0.

Discussion/Action regarding **Resolution 2025-06** a resolution approving a Certified Survey Map for the property located at S103W30209 Lakeside Drive in the Town of Mukwonago, Waukesha County

Motion by Winchowky to approve, second by Brill. No discussion. Motion carried 6-0.

Finance Committee, Trustee Darlene Johnson

Discussion/Action regarding a contract with CivicPlus for Village Website upgrade along with Agenda Management Software in an amount not to exceed \$11,162.00

Motion by D. Johnson to approve, second by K. Johnson. Clerk/Treasurer Kropf explained that the current website is at its end of life for support and a new website will provide more accessibility. She explained that this would be an ideal time to change the agenda management software as well. Motion carried 7-0.

Motion to approve Vouchers in the amount of \$132,992.63

Motion by D. Johnson to approve, second by Meiners. No discussion. Motion carried 7-0.

Protective Services, Trustee Scott Reeves

March 2025 Monthly Incident Report

Trustee Reeves offered the monthly incident report as presented in the packet. No action taken.

Village President

Confirmation of Village President appointment of Jill Werner and Andrea Cooper, to the Mukwonago Library Board, with a term to expire 2028

Motion by Winchowky to approve, second by Meiners. No discussion. Motion carried 7-0.

Confirmation of Village President appointment of Karl Kettner to the Plan Commission and the Police Commission, with terms to expire 2028

Motion by Winchowky to approve, second by K. Johnson. No discussion. Motion carried 7-0.

Adjournment

Meeting adjourned at 7:11 p.m.