

Village of Mukwonago

MINUTES OF THE VILLAGE BOARD OF TRUSTEES MEETING
Wednesday, May 21, 2025

Time: **6:30 pm**

Place: **Mukwonago Municipal Building/ Board Room, 440 River Crest Court,
Mukwonago, WI 53149**

Call to Order

Clerk Kropf called the meeting to order at 6:30 p.m.

Roll Call

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

Absent: President Winchowky (excused)

Election of Temporary President

Clerk Kropf asked for nominations for Temporary President to preside over the meeting in President Winchowky's absence.

Motion by K. Johnson to nominate D. Johnson to preside, second Reeves. Motion carried 6-0.

Pledge of Allegiance

Comments from the Public

Jake Jagmin; Signed up but did not speak

Presentations/Announcements

Board of Review to be held June 11, 2025 at 3 p.m.

D. Johnson announced the Board of Review will be held on June 11, 2025 at 3:00 p.m, in the Village Board Room.

Consent Agenda

-Approval of the April 16, 2025 Village Board Minutes and May 7, 2025 Special Village Board Minutes

-Approve **Resolution 2025 -07** a resolution acknowledging a palpable error in the 2024 assessment roll and requesting a charge-back of taxes for the real estate property known as MUKV2091-989-052, MUKV1976-133, and MUKV1976-134

-Approve an agreement with Civic Review Inc for Building and Zoning Department software in an amount not to exceed \$13,100.00

-Approve Payable Vouchers in the amount of \$1,002,781.63

-Approve a Special Event Permit filed by Life Point Church for the event of Church & Picnic in the Park, to take place on August 31, 2025 from 8:00 am to 3:00 pm, located in Field Park

-Approve a Special Event permit for St. James Catholic Church for the event of St. James Festival, to take place on August 22, 2025 to August 24, 2025, located at 830 E Veterans Way

-Approve the fee waiver for Phantom Glen Park for the July 3 fireworks show (July 5 rain date)

-Approve a Temporary Class "B"/"Class B" Retailer's license filed by St. James Catholic Church for the event of St. James Parish Festival to take place on August 22, 2025 through August 25, 2025, located at 830 E Veterans Way

-Approve a Temporary Class "B"/"Class B" Retailer's license filed by Mukwonago Food Pantry for the event of Phantom Junction Stage Concert Series to take place on June 5, 2025, July 17, 2025, and July 31, 2025

-Approve an Agent Change Request filed by Aldi INC, to Matthew Fait

-Approve **Resolution 2025- 08** a resolution authorizing and directing the proper Village Official(s) to issues the liquor license renewals for the period of July 1, 2025 to June 30, 2026

-Approve a bid with Wanasek Corp to replace seven (7) fire hydrants, Village wide, in an amount not to exceed \$26,775.00

Motion by Meiners to approve the consent agenda, second by K. Johnson. No discussion. Motion carried 6-0.

Planning Commission Recommendations

-For information only, no action required:

PC Resolution 2025-09 for a Site Plan and Architectural Review (SPAR) for the Historical Society Log Cabin Trading Post located at 103 Main Street, Parcel MUKV1976100

PC Resolution 2025-10 for a Site Plan and Architectural Review (SPAR) for the Park View Middle School, located at 930 N Rochester St, Parcel MUKV1964992, applicant (Mukwonago Area School District)

PC Resolution 2025-11 for a Site Plan and Architectural Review (SPAR) for a revised site plan approval for Tsunami Car Wash, Parcel MUKV 2013-995-001

No action taken.

Discussion/Action regarding **Resolution 2025-09** for a Conditional Use Permit for an expansion and modifications to Park View Middle School, located at 930 N Rochester St, Parcel MUKV1964992, applicant (Mukwonago Area School District)

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

Finance Committee, Trustee Darlene Johnson

Motion to approve Vouchers in the amount of \$483,417.87

Motion by D. Johnson to approve, second by K. Johnson. No discussion Motion carried 6-0.

Public Works Committee, Trustee Eric Brill

Discussion/Action regarding an Access Agreement between Douglas & Liane Quakkelaar and the Village of Mukwonago, for property location at 441 Blood St, Parcel # MUKV1975949

Motion by Brill to approve, second by Porter. DPW Director Bittner explained the need for the access agreement and construct a driveway. Motion carried 6-0.

Discussion/Action regarding an Early Grading Agreement with Bielinski Homes Inc, for work to be completed in the Chapman Farms Phase 3 Development

Motion by Brill to approve with a change to the form of payment acceptable to the Village to either a letter of credit or cash escrow, second by Meiners. Motion carried 6-0.

Discussion/Update regarding the Parkview Middle School Expansion Traffic Study Wis 83 & CTH NN SE Quadrant, Mukwonago Log #340334 from the Wisconsin Department of Transportation (DOT)

Brill offered a follow up to the traffic study and outlined the study within the packet. The DOT will not notify any of the affected property owners, but that the school's architect will handle that. It is unknown if this will have an effect on Field Park. No action taken.

Protective Services, Trustee Scott Reeves

2024 Mukwonago Police Department Annual Report

Asst. Chief DeMotto presented the 2024 Annual Report. No action taken.

Police Department April 2025 Monthly Report

Asst. Chief DeMotto presented the April Monthly Report. No action taken.

Village President

Discussion/Final acceptance of the Strategic Plan and update regarding plan implementation process

Administrator Dykstra explained the process and outlined the process moving forward. The Board needs to officially accept the plan. The Village Leadership Team will be updating the Board quarterly. Motion by Meiners to approve, second by K. Johnson. Discussion was held regarding the importance of implementing the plan as presented. Dykstra noted that this plan has goals that can actually be measured. Motion carried 6-0.

Discussion/Action regarding **Resolution 2025-10** a resolution designating Public Depositories and authorizing withdrawal of the Village of Mukwonago funds

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

Discussion/Action regarding **Resolution 2025-11** a resolution designating the official posting, publication, and posting in lieu of publication directives for the Village of Mukwonago

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

Confirming the appointment of Board of Review members D. Johnson, Porter, Brill, Clerk/Treasurer Kropf, and President Winchowky, with term to expire 2026

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

Confirming the following Library Board appointment and re-appointments:

Term Expire	Name
2026	Luke Spielman
2026	Eliza Pautz

2027	Andrea Cooper
2027	Eric Brill
2028	Sue Perkins
2028	Jill Werner
2028	Karen Sperstad

Motion by Meiners to approve, second by Reeves. Porter stated Luke Spielman was named Principal of Year for the state of Wisconsin. Motion carried 6-0.

Closed Session 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) regarding Pleasant Lane

Motion to Meiners convene the Village Board into Closed Session, second by K. Johnson. Motion carried on a roll call vote 6-0. The Village Board convened into Closed Session at 7:01 p.m.

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. Motion to Meiners reconvene the Village Board into Open Session, second by K. Johnson. Motion carried on a roll call vote 6-0. The Village Board reconvened into Open Session at 7:18 p.m.

Adjournment

The meeting adjourned at 7:18 p.m.