

**VILLAGE OF MUKWONAGO
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JANUARY 8, 2020**

Time: **5:30 pm**

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

Call to Order

Meeting was called to order by President Winchowky at 5:30pm at Mukwonago Municipal Building/Board Room, 440 River Crest Court

Roll Call

Board Members Present:

Eric Brill
James Decker
Darlene Johnson
Jason Wamser
Roger Walsh
Fred Winchowky

Excused Jay Vermeulen

Also Present: John Weidl, Village Administrator
Diana Dykstra, Clerk/Treasurer
Diana Doherty, Finance Director
Ron Bittner, DPW Director
Dave Brown, Utility Director
Kevin Schmidt, Police Chief
Mark Blum, Village Attorney
Jerad Wegner, Village Engineer

Approval of Minutes

Minutes of the December 4, 2019 Committee of the Whole.

It was noted there was a spelling error on Page 2. Decker/Johnson motion to approve Minutes of December 4, 2019 as corrected. Unanimously carried.

State of the Village 2020 Presentation by Administrator Weidl

Administrator Weidl announced the State of the Village will be on January 23, 2020 at 7:30AM sponsored by the Rotary Club, at the Mukwonago Community Library.

Finance Committee, Trustee Vermeulen

Monthly Treasurer Report and Revenue/Expenditure Guideline Report

Monthly reports were placed on file

Motion to recommend to the Village Board to approve Vouchers in the amount of \$640,283.44.

Decker/Brill motion to recommend to the Village Board to approve Vouchers in the amount of \$640,283.44. Unanimously carried.

Motion to recommend to the Village Board to approve a 2020 Patrol Truck equipment package purchase requisition.

Decker/Wamser motion to recommend to the Village Board to approve a 2020 Patrol Truck equipment package purchase requisition. It was noted this truck is multi-use and will be on the road more than the others, and it was part of the long term plan. Unanimously carried.

Motion to recommend to the Village Board to approve a Stumper 280 HD Stump Grinder Purchase Requisition.

Decker/Brill motion to approve Motion to recommend to the Village Board to approve a Stumper 280 HD Stump Grinder Purchase Requisition. Unanimously carried.

Health and Recreation Committee, Trustee Decker

Discussion and possible recommendation on a Park Impact Fee

Trustee Decker noted an impact fee study was previously approved and he would like staff to come up with their recommendations for fees and compare to area communities. Trustee Johnson asked if this was something that may be connected to the Field Park sign because she is receiving phone calls on that issue. DPW Director Bittner noted this is not connected to the sign. Attorney Blum noted that currently the Village has a platting fee, not an impact fee under the Impact Fee Statutes. Trustee Walsh clarified this was for future construction and note on current building permits. Attorney Blum noted Impact Fees are paid at the time of Building Permit issuance and are not applied retroactively.

It was determined staff would make recommendations for rates with comparisons to other communities for the next Committee meeting. No action was required.

Judicial Committee, Trustee Walsh

Discussion and possible recommendation on the issuance process of an available Class "B"/"Class B" combination alcohol license.

Clerk/Treasurer Dykstra explained the Village was alerted of an available regular Class "B"/"Class B" combination alcohol license. It was noted this doesn't happen often, and previously the Judicial Committee recommended a lottery for the Reserve License holders to be provided this opportunity to apply for this license first. There is no statutory authority in regards to a process. Absent any requirement, she is requesting the committee determine if this is the process they wish to continue, and if so, to make it more formalized. Decker/Johnson motion to establish this process by ordinance providing for a lottery among existing Reserve License holders, and this policy will remain in effect from date of motion until formal approval of ordinance on January 15, 2020. Unanimously carried.

Discussion and possible recommendation on an Ordinance amending Section 100-30 of the Village Code relative to the subject of the conducting of public comment Section at Plan Commission meetings.

Trustee Walsh thanked the Attorney for his review and submittal of the draft Ordinance. He felt the privilege of the floor may be too restrictive. He noted Trustee Decker and President Winchowky in the past have had discretion. He reviewed other communities and has provided samples to the Attorney. He suggested an addition of the following to the comment period:

Public Comment: Please be advised per State Statute 19.84 (2) information will be received from the public. It is the policy of the Village that there be a 3 minute time period, per person, with extension per the Chief presiding officer's discretion; be further advised that after the public comments are completed; the Plan Commission may have limited discussion on the information received; however no action will be taken under public comments.

Public comments should be addressed to the Plan Commission as a body. Any questions to an individual member or staff person will be deemed out of order by the Plan Commission Chair. All comments, questions, and concerns should be presented in a respectful, professional manner. "Presentations shall not deal in personalities or personal attacks on members of the Plan Commission, the applicant, or Village Employees." Any comments which may violate an individual right of an employee will not be permitted.

Trustee Decker questioned if the time needed to be 30 minutes, he would like to see it remain at 15 minutes, and felt it was important for plan commission to review prior to citizen members giving input.

Trustee Walsh noted he tried to incorporate all the suggestions.

Attorney Blum noted he will make those amendments and present the draft to the next Committee meeting in February, then can be reviewed at the Plan Commission. Additionally noting this is an amendment to the Zoning Code which will require a public hearing before the Village Board. This will return to the COW in February and refer to the Plan Commission for discussion and recommendation in February as well.

Personnel Committee, Trustee Johnson

Motion to recommend to the Village Board the request for educational pay incentive from Officer Michael Kubiak.

Decker/Brill motion to recommend to the Village Board the request for educational pay incentive from Officer Michael Kubiak. Unanimously carried.

Public Works Committee, Trustee Wamser

Motion to recommend approval to the Village Board to have the Village President sign the lighting agreement with WE Energies for the additional street light on Fox River View.

Decker/Walsh motion to recommend approval to the Village Board to have the Village President sign the lighting agreement with WE Energies for the additional street light on Fox River View. It was noted the HOA will pay for the install, and the Village is paying for the service. Unanimously carried.

Motion to recommend approval to the Village Board to authorize the Village President to sign the documents related to WE Energies work order 4243187 for the downtown street light project. Decker/Johnson motion to recommend approval of and authorize the Village President to sign the documents related to WE Energies work order 4243187 for the downtown street light project. Unanimously carried.

Motion to recommend approval to the Village Board to authorize the Village President to sign the WE Energies lighting agreement for the River Park Estates LED street light conversion. Decker/Walsh motion to recommend approval of and to authorize the Village President to sign the WE Energies lighting agreement for the River Park Estates LED street light conversion. DPW Director Bittner noted this is an upgrade with a 10year payback. After 7 years rates are half, and the Village will see a \$30,000 savings. Unanimously carried.

Discussion and possible action on Well #3 Repairs and Options.

Utility Director Brown noted that they were working on Well #3 and during rehab with a light brush the Well collapsed. There is a tool stuck 1,200 feet down trapped. He reported the DNR obviously would like to see that removed, but it can be encapsulated in concrete or they would have to abandon the well. If they have to replace this could become a two million dollar project. They have estimates to fish out this tool at \$350 per hour. Engineers will get together with Water Well Solutions and review videos to see if they can push the tool to the bottom and encapsulate it. They will have this on the next agenda for the Village Board to determine the plan once they have more information.

Motion to recommend to the Village Board to approve Task Order 2019-18 from Ruekert-Mielke, Inc. for River Park Estates Phase 2 Design, Bidding, and Construction Services. Decker/Brill motion to recommend approval of Task Order 2019-18 from Ruekert-Mielke, Inc. for River Park Estates Phase 2 Design, Bidding, and Construction Services. Unanimously carried.

Protective Services, Trustee Brill

Recommend to the Village Board to approve Resolution 2020-01 a Resolution to establish a snowmobile route within the limits of the Village of Mukwonago.

Wamser/Johnson motion to recommend to the Village Board to approve Resolution 2020-01 a Resolution to establish a snowmobile route within the limits of the Village of Mukwonago. Trustee Johnson questioned if the required insurance would be available for by the next meeting. It was confirmed Chief would request it. A resident was present to discuss her concern for the increase in snowmobile traffic and the excess speed limits. Chief Schmidt noted it is difficult to enforce. He has discussed with the Sheriff's office and he will report again. Unanimously carried.

Review of Pedestrian and Traffic Safety (*This item is for informational purposes only*)

Chief Schmidt provided an update on the downtown pedestrian traffic and safety. He has been running enforcement and providing warnings to educate the public. They have officers wearing vests and operating at different times and plan to continue this enforcement. Trustee Brill noted the flashing lights have made some improvement.

Correspondence

Correspondence from Town of Vernon regarding notification of a Cooperative Boundary Plan with the Town of Waukesha.

Meet the Mukwonago Fire Department, 1111 Fox Street, on Thursday January 16, 2020. Tours will be provided at 6:00pm along with free blood pressure checks. Community Focus Meeting starts at 7:00pm to answer questions and help direct the future of the Mukwonago Fire & EMS services.

Adjournment

Meeting was adjourned at 6:41pm.

Respectfully Submitted

/s/ Diana Dykstra, CMC
Village Clerk/Treasurer