

COMMITTEE OF THE WHOLE MEETING MINUTES

Wednesday, June 3, 2020

Time: **5:30 pm**

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

Call to Order

The Village President Winchowky called the meeting to order at 7:00p.m. via Zoom platform with host located in the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Board Members present: Daniel Adler
Eric Brill
Jim Decker
Darlene Johnson
John Meiners
Roger Walsh
Fred Winchowky, Village President

Also present: John Weidl, Village Administrator
Mark Blum, Village Attorney
Diana Dykstra, Clerk-Treasurer
Diana Doherty, Finance Director
Dave Brown, Utility Director
Ron Bittner, Public Works Director
Jerad Wegner, Village Engineer

Approval of Minutes

Motion to approve Committee of the Whole minutes of May 6, 2020.
Decker/Johnson motion to approve. Unanimously carried.

Village Administrator

Village Branding Presentation from Karl Robe of Karl James & Associates.

Karl Robe was present to review some samples of a more historic perspective logo as requested. There were further discussions regarding suggested changes, and it was noted he will return with a revised design.

Downtown Development Committee, Trustee Walsh

Downtown Development Committee (DDC) Preliminary Streetscaping & Wayfinding Design Plan Review

Trustee Walsh reviewed the design plan and costs along with the committee recommendations. There will be a final presentation to the Board in July.

Summary of DDC May 28,2020 remote meeting recommendations.

Trustee Walsh discussed recommendations presented in the streetscaping and wayfinding design plan review that was disseminated. He noted there will be a final presentation in July.

Update from Village Admin/Econ Development Director re: August 2020 Economic Summit. Possible COVID-19 operational guidelines or direction from Village Board.

No Update was available

Finance Committee, Trustee Meiners

Monthly Treasurer Report and Revenue/Expenditure Report for April

This item was placed on file. No action was required.

Discussion and possible recommendation on Resolution 2020- 21 A Resolution Authorizing the Issuance and Sale of \$1,200,000 Taxable General Obligation Promissory Notes, Series 2020A.

Meiners/Decker motion to recommend approval of **Resolution 2020- 21 A Resolution Authorizing the Issuance and Sale of \$1,240,000 Taxable General Obligation Promissory Notes, Series 2020A.**

Finance Director Doherty noted this issue is for TID4 (The Pointe Apartments) Developer Incentives. Jeff Belongia explained the Village was able to maintain a AA rating. These bonds are taxable because they are for payments to a developer for improvements they made and are priced slightly different.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried

Discussion and possible recommendation on Resolution 2020- 22 A Resolution Authorizing the Issuance and Sale of Approximately \$4,715,000 General Obligation Promissory Notes, Series 2020B.

Meiners/Decker motion to recommend approval of **Resolution 2020- 22 A Resolution Authorizing the Issuance and Sale of Approximately \$4,715,000 General Obligation Promissory Notes, Series 2020B.**

Finance Directory Doherty noted this funding will go to refinance TID3 Debt, portion of Deback Drive, and River Park Estates project. The final dollar amount was adjusted as it came in. Trustee Meiners asked for clarification on the one negative comment enclosed in the rating document which noted it is estimated the Village won't be able to keep the (10) year payment schedule. It was explained the Village has the capacity to borrow 5% of their equalized value and received a premium on their tax exempt bond. The interest rates are excellent and they have maintained the solid rating.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried

Motion to recommend to the Village Board to approve Vouchers in the amount of \$1,449,066.32.

Meiners/Decker motion to recommend to the Village Board to approve Vouchers in the amount of \$1,449,066.32. Unanimously carried.

Discussion and possible recommendation on a Small Business Grant program

Trustee Meiners noted this was requested at the last meeting and this formalizes that framework for discussion.

Trustee Decker asked how this item is being presented since it was voted down at the last meeting.

Administrator Weidl clarified there was a motion at the last meeting to allow \$500 in marketing only.

Trustee Adler commented he felt we should be doing some grant program, which may require the movement of money.

Trustee Johnson noted she has concerns with other projects being voting on and now using that money for something else. She questioned if we could be putting out more information regarding what is out there for businesses to get help.

Trustee Decker questioned how this might be possible when staff is being requested to make cuts out of their budgets.

Administrator Weidl commented the Village may not have to make any cuts at all.

Trustee Walsh confirmed the amount in the CDBG fund is \$210,000 and it is committed to our offer to purchase which is more than that amount.

President Winchowky noted this request is for \$50,000 and we can confirm \$210,000 is earmarked for another project, then where will this \$50,000 come from.

Finance Director Doherty commented it would be from the unreserved excess, however she is hesitant to give that up without knowing the future economic situation.

Administrator Weidl felt that was not accurate, and that was not what he hears from the board.

President Winchowky likes the program, and suggests it stay local, and if we can find \$50,000 he would like to see it. He suggests the Finance Director go back and see where she can find those funds, otherwise this would be a moot point.

Trustee Meiners noted this will come back to the July 1 COW.

Trustee Johnson asked the zip code reflect 53149.

Trustee Walsh confirmed the offer to purchase is at \$248,000 with some testing expenses etc, and he wanted everyone to be clear when they evaluate the budget and come back in July.

Trustee Johnson commented there will also be clean up and demolition.

Trustee Brill noted he is in favor of some program for small business and \$500 in marketing simply wasn't enough. He agrees they need to understand where the money is coming from to move forward.

Trustee Adler noted that things have substantially changed and it might be worth reconsidering to look at a small business grant as a better use of our resources.

Trustee Johnson agrees if there is a way to rethink the other deal and there is money available to work with, but she will not feel comfortable until she knows.

Attorney Blum suggests both items can return to the next Committee agenda for discussion.

Update on 2019 Tax Bill calculation explanation for Walworth County residents. (for information only, no action required)

Finance Director Doherty reviewed her memo regarding the TID impact on Walworth County residents. Staff reviewed how the calculations happened and the effect on the mill rate. They do plan to hold a meeting with Walworth residents later in the summer.

Judicial Committee, Trustee Walsh

Motion to recommend approval of Class A Fermented Malt Beverage License Renewal Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

A. 301 Main Enterprises, Inc. d/b/a Clark, 301 Main Street, Judith Schwartz, Agent

B. 122 Arrowhead Enterprises, Inc., d/b/a Arrowhead BP, 122 Arrowhead Dr., Judith Schwartz, Agent

C. 5 Star Stations, Inc., d/b/a Mukwonago Express Mart, 407 South Rochester St., Robin Hernandez, Agent

D. Genesis Gas, Inc. d/b/a Village Mini Mart, 201 N. Rochester St., Manjo Gupta, Agent
Walsh/Decker motion to recommend approval. Unanimously carried.

Motion to recommend approval of Combination Class A Fermented Malt Beverage and Class A Intoxicating Liquor License Renewal Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

A. Aldi, Inc., d/b/a Aldi #46, 111 East Wolf Run, Ricky Lee Minor, Agent

B. Main Street Liquor LLC, 411 Main Street, Martin Johnson, Agent

C. Kwik Trip, Inc., d/b/a Kwik Trip #282, 1212 N. Rochester St., Valerie Swan, Agent
D. Khasria Two Inc., d/b/a Village Wine and Liquor, 712-18 Main St., Harjinder Khasria, Agent
E. Ultra Mart Foods, LLC, d/b/a Pick N Save #6384, 1010 Rochester St., Patrick Groves, Agent
F. Walgreen Co., d/b/a Walgreens #07039, 212 N. Rochester St., Brian Marinello, Agent
G. Wal-Mart Stores East LP, d/b/a Wal-Mart Supercenter #1571, 250 E. Wolf Run, Michael Sandelback, Agent.
H. 1060 Rochester Enterprises LLC, d/b/a Rochester BP, 1060 N Rochester St., Judith Schwartz, Agent
I. 909 Greenwald Enterprises, Inc., d/b/a Mukwonago Amoco, 909 Greenwald Ct., Judith Schwartz, Agent
Decker/Johnson motion to recommend approval subject to clarification on site address for pending application of Khasria Two Inc (D). Unanimously carried.

Motion to recommend approval of Combination Class B Fermented Malt Beverage and Class B Intoxicating Liquor Renewal Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

A. American Legion Community Post #375, 627 Veteran's Way, Michelle Adams, Agent
B. Blue Bay Inc., d/b/a Blue Bay Restaurant, 927 Main St., Vlaznim Islami, Agent
C. FJ Partners LLC, d/b/a Sol de Mexico, 507 Main St., Froylan Mauricio, Agent D. Jay's Lanes, Inc., d/b/a Jays Lanes, 326 Atkinson St., Jeffrey Jay, Agent
E. Perserverance Corp, d/b/a The Badger Burger Co., 200 S. Rochester St., Mark Weiss, Agent
F. Sandra Miller, d/b/a Sany's Miller Time, 701 Main St., Sandra Miller, Agent
G. Take A Big Bite, d/b/a Fork in the Road, 215 N Rochester St., Paul Hennessy, Agent
Decker/Johnson motion to recommend approval. Unanimously carried.

Motion to recommend approval of Reserve Combination Class B Fermented Malt Beverage and Class B Intoxicating Liquor Renewal Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

A. Boneyard Pub and Grille, LLC, d/b/a Boneyard Pub and Grille, 215 Bay View Rd., Suite D, James Jones, Agent
B. DAA Smokehouse LLC, d/b/a David Alan Alan's Smokehouse & Saloon, 325 Bay View Rd. Suite D/E, Tina O'Bryan, Agent
C. El Pueblo Inc., d/b/a Antigua Real Restaurant, 355 Bay View Rd., Marco Alarcon, Agent
Walsh/Johnson motion to recommend approval. Unanimously carried.

Motion to recommend approval of Combination Class B Fermented Malt Beverage and Class C Wine License Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

A. Brew52, LLC, d/b/a Brew52, 1146 N. Rochester Street, Glenn Dieball, Agent
B. Gustavo Gutierrez, d/b/a Mukwonago Family Restaurant, 1015 E Veteran's Way, Gustavo Gutierrez, Agent
Walsh/Decker motion to recommend approval. Unanimously carried.

Library Board, Trustee Brill

Mukwonago Community Library update. *(for information only, no action required.)*

Angela Zimmermann was present to discuss the phased in opening plan "Return to Normal" for the Community Library. They are continuing to handle curbside service.

Personnel Committee, Trustee Johnson

Discussion and possible recommendation on a complaint procedure and form for the Village of Mukwonago, concerning conduct of Village Elected Officials, Officers and Employees.

Trustee Johnson noted this covers the procedure if someone makes a complaint and how it is handled. There is a procedure form included.

Trustee Decker questioned why the investigator would not be from the Police Department and would want to limit the visits to the Labor Attorney.

Attorney Blum noted that he understands that concern, however that position is the best to handle those types of issues.

Finance Director Doherty noted she would like to know the difference between the Grievance procedure and this procedure.

It was suggested this item return to the July 1st Committee meeting for further review.

Public Works Committee, Trustee Brill

Motion to recommend approval of a Stormwater Maintenance Agreement for Hittman property for preliminary installation of a water detention basin to get property ready for any future development, not yet selected, for a 3.32 acre property located on the SW corner of State Highway 83 and Arrowhead Drive, MUKV 2015997010.

Brill/Decker motion to recommend approval. Attorney Blum noted this will still need further review when a development comes forward. Engineer Wegner commented they used the worst case scenario in this plan so when they have an investor it is ready.

Unanimously carried.

Motion to recommend approval of Edgewood Condominiums Storm Water Management Agreement.

Brill/Decker motion to recommend approval. Unanimously carried.

Update on Well #3

Utility Director Brown noted they will be back at the Board meeting with a quote for test pump to see where they are at now.

Discussion and possible recommendation to approve the revised Adaptive Management Plan and authorize the Village President to sign prior to final approval on June 17, 2020.

Utility Director Brown commented after the last approval, the DNR returned they wanted the Village to double their commitment. They altered the strategic for phosphorus compliance and brought into compliance with the DNR standards, which caused the Village to change their approach significantly.

Brill/Johnson motion to recommend approval. Unanimously carried.

Adjournment

Meeting was adjourned at 8:30pm.

Respectfully Submitted,

Diana Dykstra, CMC
Village Clerk-Treasurer