

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, September 2, 2020

Time: **5:30 pm**

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

1. Call to Order

2. Roll Call

3. Approval of Minutes

- 3.1 Approval of Minutes of August 5, 2020 Committee of the Whole.
[2020-08-05 COW Draft Minutes](#)

4. Downtown Development Committee, Trustee Walsh

- 4.1 Update of August 27, 2020 DDC Zoom Meeting
1. Update on Selection of Chair
 2. Redevelopment Resources, LLC
 - a. Downtown Mukwonago Vision Survey
 - b. Funding Mechanisms including BID & TID
 3. Report on August 24, 2020 Walking Tour and estimated costs of short term items
 4. Branding Comments and Color Poll results
 5. Report of DDC recommendations
- [AIRF 09-02-2020 COtW DDC Agenda Item Request Form.pdf](#)
[DDC Village Downtown Econ 2020 Survey.pdf](#)

5. Finance Committee, Trustee Meiners

Discussion and action possible on the following items.

- 5.1 Monthly Treasurer Report and Revenue/Expenditure Guideline Report For July *(For information purposes only, no action required)*
[2020-07 July Revenue & Expenditure Report.pdf](#)
[2020-07 July Treasury Report.pdf](#)
- 5.2 Discussion and possible recommendation to approve Vouchers in the amount of \$2,928,310.73.
[2020-09-02 COW AP Packet.pdf](#)
- 5.3 Discussion and possible recommendation to approve reallocating funds within the Police Capital Budget to defer the impound garage project and use the funds to replace the dispatch center's roof-top HVAC unit.
[Martens proposal - roof unit.pdf](#)

- 5.4 Discussion and possible recommendation to approve moving forward with the purchase of a Laserfiche Cloud Document Management System with General Code at a cost not to exceed \$10,000, and seek reimbursement under the Roads to Recovery Grant.

[Cover Page](#)

[Under 10k Laserfiche Cloud Site Package](#)

[GC Municipal Cloud Express Overview](#)

[GC Solution Provider of Choice](#)

- 5.5 Discussion and possible recommendation to approve the remaining contract amount for Zoning Code and Sign Code Re Write to Civitek Consulting, Inc. for \$52,200.

[Agenda Item Request Form - Civi Tek contract](#)

[Contract](#)

- 5.6 Discussion and possible recommendation whether to pursue reimbursement under the Roads to Recovery Grant on audio and visual upgrades to the Board Room for video streaming of meetings, or to include as a project in the 2021 Annual Budget.

[AIRF Video Live Stream](#)

- 5.7 Discussion and possible recommendation to approve Resolution 2020-42 a Resolution that exempts the Library from the County Library Levy.

[Co Library Tax Exemption Letter to Municipalities 2020 for 2021 \(1\) \(00000002\).pdf](#)

[RESOLUTION 2020 \(Library Expenditure Resolution\)](#)

- 5.8 Downtown TIF Redevelopment Presentation

[Downtown Tax Increment Financing TIF Policies](#)

[Redevelopment TIF Downtown Mukwonago](#)

[Tax Incremental Financing TIF Policy 1-24-17 Draft](#)

[Village of Mukwonago TIF Developer Application 1-24-17 Draft](#)

6. Health and Recreation Committee, Trustee Decker

- 6.1 Discussion and possible recommendation to approve the Art Fair at the Square event application for Saturday, September 19, 2020 from 10:00AM to 4:00PM.

[Art Fair at the Square.pdf](#)

[Art Fair at the Square Plan of Operation.doc](#)

[Art Fair Vendor Form-4.pdf](#)

- 6.2 Discussion and possible recommendation to approve the annual Fall Fest Special Event Application from the Chamber of Commerce for September 26, 2020.

[Chamber Fall Fest 9-26-20.pdf](#)

7. Judicial Committee, Trustee Walsh

- 7.1 Discussion and possible recommendation on an Ordinance to allow for backyard Chickens.
[AIRF Chickens](#)
[Suggested Chicken Ordinance](#)
[Chicken_Forms Suggestion](#)
- 7.2 Discussion and possible recommendation on an application for Temporary Class "B" Retailers License from the Son's of the American Legion Post #375 at the Mukwonago Chamber of Commerce Fall Fest on September 26, 2020.
[Application](#)
- 7.3 Discussion and possible recommendation on Ordinance 982 prohibiting signage from being hung on village property or fencing.
[ORDINANCE 982 Amending 64-13 prohibit signage from being hung on Village property or fencing](#)
- 7.4 Discussion and possible recommendation to approve public comment periods at all publicly noticed commission and committee meetings including the Committee of the Whole and Historic Preservation Commission (HPC).
[AIRF 09-02-2020 Public Comments Agenda Item Request Form.pdf](#)

8. Personnel Committee, Trustee Johnson

- 8.1 Discussion and possible action to recommend approval of a complaint procedure and form for the Village of Mukwonago, concerning conduct of Village Officials, Officers and Employees.
[Complaint Procedure with Changes 8-27 \(00636180xBE4A3\).docx](#)
[Village Complaint Intake Form - WORD \(00627456-2xBE4A3\).docx](#)

9. Public Works Committee, Trustee Brill

- 9.1 Discussion and possible recommendation on additional Well #3 Capacity Test with SUEZ in the amount of \$45,000.
[AIRF Well 3 Additional Capacity Test.docx](#)
[Well 3 Additional Capacity Test.pdf](#)
- 9.2 Discussion and possible recommendation to approve a Letter of Credit Reduction for Orchards of Mukwonago Addition #2 to a new value of \$51,944.28 contingent upon completing required punch list repairs identified by Staff.
[Orchards of Mukwonago Addn 2-Letter of Credit Reduction #6](#)
- 9.3 Discussion and possible authorization to request Village Attorney draft necessary documents to accept the public storm sewer and roadway infrastructure, contingent upon completion of all punch list items.
[Orchards of Mukwonago Addn 2-Storm Sewer and Roadway Infrastructure Acceptance](#)

- 9.4 Discussion and possible recommendation to release the Letter of Credit with Super Products, LLC.

[Super Products Release of LOC](#)

- 9.5 Discussion and possible recommendation to approve [Task Order # 2020-09 Atkinson Pump Station Design, Bidding and Construction Services](#).
[2020-09 Atkinson Street Pump Station Design Bidding and Construction Engineering.pdf](#)
[Agenda Item Request Form Atkinson Street Pump Station Design Bidding and Construction Engineering Services.docx](#)

- 9.6 Discussion and possible recommendation to approve a declaration of emergency per Wis Stats Sect 62.15(1b) thus eliminating the public bidding requirements and approving the contracts to hire Staab Construction Corporation in the amount of \$46,770 to replace the north dam gate, along with [Task Order 2020-11](#) with R & M to support engineering in the amount of \$6,500 for the project. The overall project budget also includes \$2,500 for We Energies to temporally remove the overhead electrical line over the top of the dam.
[DAM-Agenda Item Request Form.docx](#)
[Resolution for Emergency Action](#)
[DAM Staab Proposal.pdf](#)
[Dam-2020-11 Mukwaongo River Dam North Gate Replacement.pdf](#)

10. Adjournment

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.