

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, October 7, 2020

Time: **5:30 pm**

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

1. Call to Order

2. Roll Call

3. Presentations

- 3.1 MS4 Stormwater Presentation from Ruekert Mielke

[Mukwonago-MS4-Presentation-2020.pptx](#)

- 3.2 2018 Forestry Grant Presentation from the Village of Mukwonago Public Works Department

[PowerPoint Presentation.pptx](#)

4. Approval of Minutes

- 4.1 Motion to approve minutes of September 2, 2020 Committee of the Whole.

[2020-09-02 Draft COW Minutes](#)

5. Finance Committee, Trustee Meiners

Discussion and action possible on the following items.

- 5.1 Monthly Treasurer Report and Revenue/Expenditure Guideline Report For August
(For information purposes only, no action required)

[2020-08 August Treasury Report.pdf](#)

[2020-08 August Revenue & Expenditure Report.pdf](#)

- 5.2 Discussion and possible recommendation on **Resolution 2020-50** a resolution to adopt the 2021 Fee Schedule changes.

[RESOLUTION 2020-50 \(2021 Fee Schedule\)](#)

[Backyard Chicken Area Community fees](#)

[2021 Fee Schedule Draft 10012020.pdf](#)

- 5.3 Discussion and possible recommendation to proceed with a 3% Simplified Rate Increase for the Water Utility.

[2020 Simplified Rate Increase](#)

[Trilogy Rate Increase Cost 2020](#)

6. Health and Recreation Committee, Trustee Decker

Discussion and action possible on the following items

- 6.1 Discussion and possible recommendation on establishing new Trick or Treat Hours for the Village of Mukwonago.

[Request to Review Trick or Treat Hours](#)

- 6.2 Discussion and possible recommendation on an Architectural design contract with Anderson Ashton in the amount of \$17,300 for the outdoor performance stage.

[2020-09-24 Mukwonago Pavilion.pdf](#)

[B132-2019 - Final - Mukwonago Amphitheater](#)

7. Judicial Committee, Trustee Walsh

Discussion and action possible on the following items

- 7.1 Discussion and possible recommendation on **Ordinance 982** prohibiting signage from being hung on village property or fencing. *(Requested for review of a use agreement from September Committee)*

[ORDINANCE 982 Amending 64-13 prohibit signage from being hung on Village property or fencing](#)

- 7.2 Discussion and possible recommendation to request Attorney to draft an ordinance regarding Temporary Occupancy.

[Partial-TemporaryOccupancyRequirements 2020 AIRF](#)

[Partial-TemporaryOccupancyRequirements 2020](#)

[Milwaukee Partial-TemporaryOccupancyRequirements 2020 Word.docx](#)

- 7.3 Discussion and possible action to approve an agent change for the Pick N Save #384 to Todd Glasser

[Schedule of Agent Change - Pick N Save_Redacted](#)

- 7.4 Discussion and possible recommendation on Amending Ordinance 54-54 regarding Bow Hunting in the Village.

[Bow Hunting Ordinance](#)

8. Personnel Committee, Trustee Johnson

Discussion and possible recommendation on the following

- 8.1 Discussion and possible recommendation to approve **Resolution 2020-52** adopting revisions to the Community Planner / Zoning Administrator Position Description

[AIRF - Planner Description.pdf](#)

[PlannerPositionDescription REVISION DRAFT 09-2020 Marked Up.pdf](#)

[PlannerPositionDescription REVISION DRAFT 09-2020.pdf](#)

- 8.2 Discussion and possible recommendation to approve changes to Employee Handbook subject to final review by labor attorney.

[Summary Memo of 2020 Employee Handbook Updates 10-7-2020 COW.pdf](#)

[Employee Handbook-2020 Updates COW Review 10-7-2020.pdf](#)

[Village Remote Work Policy DRAFT Revised 9-16-2020.pdf](#)

[Village of Mukwonago Remote Work Agreement Form Draft Revised 9-16-2020.pdf](#)

[Policy- Key Control and Agreement Policy VOM](#)

9. Public Works Committee, Trustee Brill

Discussion and action possible on the following items

- 9.1 Discussion and possible recommendation to approve a Letter of Credit reduction for Phantom Lakes Preserve to \$68,396.40.
[Phantom Lakes Preserve - Letter of Credit Reduction #2](#)
- 9.2 Discussion and possible recommendation to approve a Letter of Credit Reduction for Box Self Storage Development to \$105,735
[Box Self Storage Letter of Credit Reduction #2](#)
- 9.3 Discussion and possible recommendation to approve a Letter of Credit Reduction for Chapman Villas to \$1, 218,930
[Chapman Villas-Letter of Credit Reduction #1](#)
- 9.4 Discussion and possible recommendation to approve a Letter of Credit reduction for Hittman Property on Arrowhead Drive and STH83 to \$8,838.
[Hittman Property - Letter of Credit Reduction #1](#)
- 9.5 Discussion and possible recommendation to approve **Resolution 2020-51** a resolution authorizing the filing of the 2021 Forestry Grant Application.
[Urban Forestry Grant AIRF](#)
[RESOLUTION 2020-51 \(Urban Forestry Grant App\)](#)
- 9.6 Discussion and possible recommendation on a purchase requisition for the Utility Department for an enclosed cargo trailer from Bob Clapper Automotive in the amount of \$16,300.
[Purchase Requisition](#)
- 9.7 Discussion and possible recommendation to draft an ordinance allowing services within the 10' of a driveway requiring homeowner to sign a waiver releasing the Village from damages to driveway and being responsible for all driveway repairs and attaching as signed agreement to deed.
[Agenda Item Request Form Ordinance 74.5 \(b\)\(6\)](#)
[Ordinance 74 5b6](#)

10. Protective Services, Trustee Adler

Discussion and action possible on the following items

- 10.1 Monthly Police Report *(for information only, no action required)*
[Monthly August 2020](#)
[MonthlySeptember 2020](#)

11. 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.