

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, November 4, 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 Discussion and possible action to approve minutes of the Committee of the Whole meeting of October 7, 2020.

[2020-10-07 Draft COW Minutes](#)

4. Finance Committee, Trustee Meiners

Discussion and action possible on the following items.

- 4.1 Monthly Treasurer Report and Revenue/Expenditure Guideline Report For September *(For information purposes only, no action required)*

[2020-09 September Treasury Report.pdf](#)

[2020-09 September Revenue & Expenditure Report.pdf](#)

- 4.2 Discussion and possible recommendation to approve Vouchers in the amount of \$448,176.58.

[2020-11-04 COW AP Packet.pdf](#)

- 4.3 Recommend authorization to Finance Director to submit request for remaining balance of Routes-to-Recovery grant after final reporting period expenses are submitted in November

[Routes to Recovery memo to Board.pdf](#)

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

[Cover Page - Fee Schedule](#)

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

[2021 Fee Schedule - Draftv2](#)

- 4.5 Discussion and possible recommendation on a Resolution to approve Receipt of Claims for Refund/Adjustment of 2018 and 2019 Property Taxes under Wis. Stats. Section 70.511 and request of chargeback of taxes for the real property known as Tax ID MUKV1970999022.

[Proposed Resolution Excessive Assmt](#)

- 4.6 Discussion and possible recommendation to approve Change Order and final pay request for the WWTF Septage Receiving, Grit, and Digester Upgrade to August Winter and Son in the amount of \$42,945.24.

[Brown-20201009-Close Out Letter and Information.pdf](#)

- 4.7 Proposed 2021 Budget Updates.

[AIRF - budget notice update.pdf](#)

5. Judicial Committee, Trustee Walsh

Discussion and action possible on the following items

- 5.1 Discussion and possible recommendation regarding creating an Ordinance authorizing the sale of intoxicating liquor to be consumed by the glass on the premises where sold, and also authorizing the sale of intoxicating liquor in the original package or container, in any quantity to be consumed off the premises where sold.

[Class B Ordinance Revision](#)

- 5.2 Review and possible recommendation on an Village of Mukwonago Elected Official Handbook update.

[Cover Page - Elected Officials Handbook](#)

[VofMukwonago Handbook-Rev 10282020](#)

- 5.3 Discussion and possible recommendation on establishing a policy regarding special board meetings.

[Request for Discussion re Special Meetings](#)

- 5.4 Discussion and possible recommendation on a policy for remote participation of Trustees at Village Board Meetings.

[Attorney - Policy Re Remote Participation](#)

6. Personnel Committee, Trustee Johnson

- 6.1 Discussion and possible recommendation to approve changes to the 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](#)

7. Public Works Committee, Trustee Brill

Discussion and action possible on the following items

- 7.1 Discussion and possible recommendation on hosting two Electronics Recycling Events in 2021

[RD App and Ele Event Agreement 2021 \(3\).pdf](#)

8. Protective Services, Trustee Adler

Discussion and action possible on the following items

8.1 Discussion and possible recommendation on Engine Response Fee dispute.

[Cover Page - Panetta ERF Billing Dispute](#)

[Panetta ERF Dispute 07-10-2020.pdf](#)

9. 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.