

COMMITTEE OF THE WHOLE MEETING MINUTES

Wednesday, January 20, 2021

Time: **5:30 pm**

Place: **Mukwonago Municipal Building/Board Room, 440 River Crest Court,
Mukwonago, WI 53149**

Roll Call

Board Members Present

Daniel Adler
Eric Brill
Jim Decker
Darlene Johnson
John Meiners
Roger Walsh
Fred Winchowky

Also Present

Diana Dykstra, Village Clerk-Treasurer
Kevin Schmidt, Police Chief
Dave Brown, Utilities Director
Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Jerad Wegner, Village Engineer
John Fellows, Village Planner
Jeff Stien, Fire Chief

Approval of Minutes

Minutes of Committee of the Whole meeting of December 2, 2020

Decker/Meiners motion to approve Committee of the Whole meeting minutes of December 2, 2020. Unanimously carried.

Finance Committee, Trustee Meiners

Monthly Treasurer Report and Revenue/Expenditure Guideline Report For November. Report was placed on file.

Notification of disbursement for the final one-third of the total developer grant amount in accordance with the performance of Developers Agreement with The Pointe Apartments LLC based on the issuance of the occupancy permit for all of the buildings constructed as part of the development. The final disbursement amount is \$383,333.34. This item is for information purposes only. No board action was required. Attorney Blum noted this is only informational at this point because it was agreed upon in the Development Agreement.

Discussion and possible recommendation to approve Resolution 2021-01 A Resolution to amend the 2020 Adopted Budgets for General Fund, Fire, Capital Equipment, Library, and Sewer Utility Funds.

Meiners/Decker motion to recommend approval of Resolution 2021-01 A Resolution to amend the 2020 Adopted Budgets for General Fund, Fire, Capital Equipment, Library, and Sewer Utility Funds. Finance Directory Doherty noted that Roads to Recovery

Grant funds were received and this resolution shows receipt of those funds into the accounts necessary. Unanimously carried.

Discussion and possible recommendation to approve Vouchers in the amount of \$414,306.63.

Meiners/Decker motion to recommend approval of Vouchers in the amount of \$414,306.63. Unanimously carried.

Judicial Committee, Trustee Walsh

Discussion and possible recommendation on the Village of Mukwonago Elected & Appointed Official Guidebook, and recommendation to approve the Village Organizational Chart.

Trustee Johnson asked if there could be a review of the language regarding dispatch and the Fire Department in the Emergency Government Section.

Walsh/Brill motion to recommend approval of Village of Mukwonago Elected & Appointed Official Guidebook, and the Village Organizational Chart, subject to adding the Economic Development Director to the Organizational Chart and review of the language regarding dispatch and the Fire Department in the Emergency Government Section.

Unanimously carried.

Discussion and possible recommendation on an Original Class A Fermented Malt Beverage and Class A Intoxicating Liquor combination license application for VM Investments, LLC, d/b/a Aman's Beer + Wine, 110 Chapman Blvd, Mukwonago, Amandip Singh, Agent.

Walsh/Decker motion to recommend approval on an Original Class A Fermented Malt Beverage and Class A Intoxicating Liquor combination license application for VM Investments, LLC, d/b/a Aman's Beer + Wine, 110 Chapman Blvd, Mukwonago, Amandip Singh, Agent subject to verification of location, compliance with applicable Village approvals and building permits issued within (6) months of the Village Board approval. License shall expire if conditions aren't met within (6) months of Village Board approval. Roll Call: "Yes" Trustee Adler, Brill, Decker, Meiners, Walsh, and Winchowky. "No" Trustee Johnson. Motion carried 6-1.

Public Works Committee, Trustee Brill

Discussion and possible recommendation on a Letter of Credit Reduction #2 for Chapman Villas for infrastructure to a new amount of \$535,384.00.

Brill/Decker motion to recommend approval of a Letter of Credit Reduction #2 for Chapman Villas for infrastructure to a new amount of \$535,384.00. Unanimously carried.

Discussion and possible recommendation on a Letter of Credit Reduction #7 for Orchards of Mukwonago - Addition #2, to a new value of \$35,474.28.

Brill/Decker motion to recommend approval of a Letter of Credit Reduction #7 for Orchards of Mukwonago - Addition #2, to a new value of \$35,474.28. Unanimously carried.

Discussion and possible recommendation to approve Task Order No. 2020-14 from Ruekert Mielke, Inc. for the Design, Bidding and Construction Services of the 2021 Street Rehabilitation project in the amount of \$90,180.

Brill/Decker motion to recommend approval of Task Order No. 2020-14 from Ruekert Mielke, Inc. for the Design, Bidding and Construction Services of the 2021 Street Rehabilitation project in the amount of \$90,180.

Trustee Walsh questioned if everyone was aware of the location 83 & Main Street. Director Bittner noted that there is one area on Blood Street that they are working with the County on. Trustee Brill confirmed there are some manhole repairs that are also to be completed and some driveway approaches to be reviewed. Unanimously carried.

Notification of Urban Forestry Grant from the Public Works Director.

Director Bittner announced the award of the Urban Forestry Grant this year for labor and equipment.

Discussion and possible recommendation on the non-compliance of the Storm Water Management Agreement for The Box Self Storage Development.

Trustee Brill noted that they would be making a draw on February 1st for non-compliance. Director Bittner noted that SWMA was signed in spring of 2019 and designs have changed, it was installed and has leaks. They went out again this week after a fix and it continues to leak. The Village will draw on the letter of credit and repair the pond.

Brill/Decker motion to recommendation a draw on the letter of credit for the non-compliance of the Storm Water Management Agreement for The Box Self Storage Development.

Unanimously carried.

Protective Services, Trustee Adler

Discussion and possible recommendation on an Ordinance to revise for Chapter 37 and Chapter 38 for the Fire Code.

Adler/Meiners motion to recommend approval of on an Ordinance to revise for Chapter 37 and Chapter 38 for the Fire Code. Chief Stien noted these are recommendations from the Fire Study. Unanimously carried.

Village President

Library Board of Trustees Update

President Winchowky wanted to add a section to the agenda from now on for the Library Board Reports. Trustee Brill noted there is an Interim Director and her name is Martha Riel.

Adjournment

Meeting adjourned at 5:58pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer