MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
Wednesday, May 5, 2021

Time: **5:30 pm**
Place: **Mukwonago Municipal Building/Board Room, 440 River Crest Court, Mukwonago, WI 53149**

Call to Order
The Village President Winchowky called the meeting to order at 5:30p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct., 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
Diana Doherty, Finance Director
Kevin Schmidt, Police Chief
Dave Brown, Utilities Director
Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Mike Michalski, Village Engineer
John Fellows, Village Planner
Bob Harley, Supervisor of Inspections
Tim Ruttenbeck, Building Code Official

Comments from the Public
David Boebel, 815 Parkview Lane, commented regarding the location of the Fox River Bridge. He noted that he reviewed the item and was not sure what was on the other side of the bridge is worth that $6-700,000 cost. This item does not connect to any multi-use trail and doesn't feel it is justified. He noted that it would be about $70 per $100,000 home and doesn't feel they should have to pay for this bridge. He commented there is a $3.00 per $1,000 difference between the Village and the Town and feels this needs to change.

Approval of Minutes
Minutes from Committee of the Whole Meeting of April 7, 2021
Decker/Johnson motion to approve Minutes from Committee of the Whole Meeting of April 7, 2021. Unanimously carried.

Finance Committee, Trustee Meiners
Monthly Treasury Report and Revenue/Expenditure Guideline Report For January
Both reports were placed on file. No action was required.

Discussion and possible recommendation to approve accounts payable Vouchers in the amount of $512,323.20.
Meiners/Decker motion to recommend approval of accounts payable Vouchers in the amount of $512,323.20. Unanimously carried.

Health and Recreation Committee, Trustee Decker
Discussion and possible recommendation to approve the Special Event Application from the CFU John Movrich Lodge 993 for the 2021 Mukwonago Croatian Day Fest to be held at Field Park on July 10, along with a temporary Class "B" retailer's License from the CFU John Movrich Lodge 993.
Decker/Johnson motion to recommend approval of the Special Event Application from the CFU John Movrich Lodge 993 for the 2021 Mukwonago Croatian Day Fest to be held at Field Park on July 10, along with a temporary Class "B" retailer's License from the CFU John Movrich Lodge 993. Unanimously carried.

Discussion and possible recommendation to approve and permit the construction of dugout storage cabinets at Field Park as presented by Ben Padilla for his Eagle Scout project.
Ben Padilla presented his Eagle Scout project to the Village Board.
Decker/Johnson motion to recommend approval and permit the construction of dugout storage cabinets at Field Park as presented by Ben Padilla for his Eagle Scout project. Unanimously carried.

Discussion and possible recommendation on the possible refunding of a temporary stage for the Concert Series not to exceed the allotted $6,000.
Decker/Walsh motion to recommend refunding of a temporary stage for the Concert Series not to exceed the allotted $6,000.
Trustee Meiners noted that he had spoke to the Rotary Club and found they had spent $5,400 on materials to reimburse the school. They are not asking for their money be returned but would consider a credit on tree planting around the area. It was noted this item will return to the next COW for consideration of a budget resolution to transfer funds into the tree expenditure line item.
Decker and Walsh withdraw their motion. A Budget Resolution will appear on the June 2, 2021 Committee meeting.

Judicial Committee, Trustee Walsh
Discussion and possible recommendation on changes to the Downtown Development Committee Ordinance as forwarded from the April Judicial Committee meeting.
Trustee Walsh reviewed the Economic Development Committee Ordinance prior amendments and the current amendments suggested for the Downtown Development Committee.
He noted Ordinance 960 passed two years ago amended the Economic Development Committee which created the Downtown Development Committee. He asked if the Board might have a future use for the Economic Development Committee in addition to the DDC.
Attorney Bluhm noted the ordinance mentions the EDC, however that portion of the code was already previously removed, so if the Board decides they want to consider that again, a new ordinance would need to be created. That is not the draft that is before them.
Trustee Walsh noted that is a question that might return in the future.

He noted section 2(b) regarding calls for the Village President to determine the terms of the 5 voting members and 4 non-voting members.
President Winchowky noted when the committee is first established, it is year 1, 2, 3, and once reappointed the terms are the full length such as two year term. This prevents everyone from expiring on the same year. He also noted that he prefers the chair be a voting member.
Trustee Walsh noted he was voted in as chair by the Committee, and would continue to like to leave it up to the committee. He feels the Board appointment would be a good liaison to report back to the Board.
Walsh/Adler motion to accept the Downtown Development Committee Ordinance Amendments as presented. Unanimously carried.

Library Board of Trustees, Trustee Brill
Introduction of new Library Director, Abby Armour

Personnel Committee, Trustee Johnson
Discussion and possible recommendation on status change in base salary for merit increase for Building Code Official, Tim Rutenbeck.
Johnson/Decker motion to recommend approval on status change in base salary for merit increase in the amount of $5,000 for Building Code Official, Tim Rutenbeck. Unanimously carried.
Supervisor of Inspections Harley introduced this item and noted that Tim is one of 50 certified inspectors in the State of Wisconsin. Unanimously carried.

Discussion and possible recommendation on change of status for a base wage adjustment for the Deputy Clerk-Treasurer.
Johnson/Decker motion to recommend approval of status for a base wage adjustment for the Deputy Clerk-Treasurer in the amount of $1.00 per hour. Unanimously carried.

Discussion and recommendation to adopt Resolution 2021-032 and Resolution 2021-033 amending the position descriptions for the Accountant and Administrative Clerk to switch the Human Resources transaction processing and Payroll processing functions between the two positions.
Johnson/Meiners motion to approve Resolution 2021-032 and Resolution 2021-033 amending the position descriptions for the Accountant and Administrative Clerk to switch the Human Resources transaction processing and Payroll processing functions between the two positions. Finance Directory Doherty noted it is easier to replace a payroll clerk than someone who has HR knowledge. Unanimously carried.

Public Works Committee, Trustee Brill
Discussion on the request for reroute of Hwy 83 as requested by the Downtown Development Committee and review of 2015 Resolution, as forwarded from the April Committee of the Whole.
Trustee Brill noted that staff is reviewing information and will be scheduling for a future meeting. Planner Fellows noted that they went back a number of years, will come up with a plan and approach the DOT over the next month.
Trustee Decker commented they started talking in 2015 with the DOT and it was 3 Million in costs which is why those upgrades did not take place. He suggested not much energy be wasted on this as a study was already completed.

President Winchowky noted this is not asking to reroute Hwy 83, at the time the Village was asking for a traffic count and it is about gathering information.
Trustee Walsh commented he was on the committee back then and there are potentially two different subjects. His concern has been to create a plan or strategy to get on the published DOT budget. He would like to also see communication of the Village wants and needs, discuss the economic development downtown, open that conversation, and get involved with timelines.
No action was taken.

Discussion and possible recommendation for the location of the proposed Fox River Pedestrian Bridge.
DPW Director Bittner and Engineer Michalski reviewed the options that are available to the Village.
Trustee Meiners noted this is becoming a different deal not too far and has some concerns.
Trustee Walsh noted that he does have issue with this now. He would love to see bike and pedestrian path however the cost vs. usefulness is an issue. He wonders if a smaller option is available.
Trustee Brill commented this is a budgeted item and they are presenting which option they are willing to go and feels it can be rebid later if necessary.
It was noted that option #2 will impact the flood area. The bridge is set higher in that area.
Bittner noted that the bridge life expectancy is 60-75 years similar to the one behind Village Hall.
Brill/Winchowky motion to base alternate number 2
Roll Call: “Yes” Trustee Brill, and Winchowky. “No” Trustee Adler, Decker, Johnson, Meiners, and Walsh. Motion failed 5-2

Discussion and possible recommendation on a refund of $134.42 for sewer charges for water lost by an act of vandalism, that was never discharged into the system at 147 Phantom Lake Court
Brill/Adler motion to recommend approval of a refund of $134.42 for sewer charges for water lost by an act of vandalism, that was never discharged into the system at 147 Phantom Lake Court. It was noted the Police Officer did witness this. Unanimously carried.

Discussion and possible recommendation on a WWTF Adaptive Management Program contribution of $25,000 to Waukesha County for the Riverbank Restoration Project at the Fox River Park in 2022.
Brill/Adler motion to approve a WWTF Adaptive Management Program contribution of $25,000 to Waukesha County for the Riverbank Restoration Project at the Fox River Park in 2022. Utility Director Brown noted this is part of the (5) year plan.
Unanimously carried.

Discussion and possible recommendation on how to proceed with Atkinson Lift Station Rehabilitation project this year.
Utility Director Brown noted the project has had some additional updates regarding this project. They will be required to obtain an easement. They are hoping to review other

options for relocation and negotiation. He would hope they would be able to bid this item and plan for a spring construction. No action was required.

Adjournment
Meeting adjourned at 7:00pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer