

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, June 2, 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
Matt Gralinski, Village Attorney
Jerad Wegner, Village Engineer
John Fellows, Village Planner

Comments from the Public

Joe Graczyk, Chairman of PLMD noted he was excited about the July 3rd event and looks forward to a successful event.

Jake Jagmin Secretary of the PLMD apologized for the delay and noted he will be addressing any clean up at the park that night and the next morning. He additionally hopes to get the Village and Town involved in future events.

Colleen Farmer,

Is requesting the Board vote no on the Boundary adjustments referred to in the TIF #5 study. There is an impact to Walworth County residents and they are very concerned with how it impacts them. They would like to consider having staff study the impact of the values of all the jurisdictions not just Mukwonago.

David Boebel, 815 Park View Ln., requested the Village Board vote no on item 5.4. He expressed concern on the effect of the Budget, timeline and how the Village is going to pay for this additional spending. He noted that TID #3 is over due, the Village has been giving away land, there is a 5% debt limit but no mention about that, and now Blue Bay is brought back in a pay go situation. He felt this was already discussed. The Village needs a parks director to manage their parks. He is asking the Board vote no on this item.

Approval of Minutes

Minutes from Committee of the Whole Meeting of May 5, 2021

Decker/Meiners motion to approve Minutes from Committee of the Whole Meeting of May 5, 2021. Unanimously carried.

Finance Committee, Trustee Meiners

Discussion and possible recommendation to the Village Board to approve a request from the Mukwonago Rotary Club regarding their contribution towards temporary stage, and authorize the transfer from reserves \$5,400 to plant trees in the name of the Rotary Club, and further authorize the Finance Director to draft appropriate budget resolution.

Meiners/Decker motion to approve a request from the Mukwonago Rotary Club regarding their contribution towards temporary stage, and authorize the transfer from reserves \$5,400 to plant trees in the name of the Rotary Club, and further authorize the Finance Director to draft appropriate budget resolution, and request a letter of recognition be sent. Unanimously carried.

Discussion and possible recommendation to approve the Purchase Order for the annual Street Maintenance Program, Mill and Fill Patching with Johnson and Sons Paving in the amount of \$23,775.48

Meiners/Decker motion to recommend approval of the Purchase Order for the annual Street Maintenance Program, Mill and Fill Patching with Johnson and Sons Paving in the amount of \$23,775.48. Unanimously carried.

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$295,246.89.

Meiners/Johnson motion to approve Accounts Payable Vouchers in the amount of \$295,246.89. Unanimously carried.

Discussion and possible recommendation to Village Board to approve a proposal to amend the TID #5 Project Plan to increase the boundary for future industrial park development.

Meiners/Decker motion to recommend approval of a proposal to amend the TID #5 Project Plan to increase the boundary for future industrial park development.

Jonathan Schatz, Ehler's representative was present to discussion this project.

It was noted the idea behind this is to bring a timeline for when values are submitted. No more than 12% of equalized value can be in Tax Increment District and with the new values coming out the Village will be at 10%. This is to amend the project plan boundary for future possible development, this does not change any appropriations or budget amounts. The timeline was presented and noted if the Village does not complete this they will not be able to amend the district until 2027.

Roll Call: "Yes" Trustee Brill, Decker, Meiners, Winchowky. "No" Trustee Adler, Johnson, and Walsh. Motion carries 4-3.

Discussion and possible recommendation to the Village Board to approve purchase requisition for five (5) Pedestrian Crossing Lights for certain pedestrian crosswalks.

Meiners/Decker motion to recommend approval of purchase requisition for five (5)

Pedestrian Crossing Lights for certain pedestrian crosswalks.

Unanimously carried.

Monthly Treasury Report and Revenue/Expenditure Guideline Report For April

(For information purposes only, no action required)

Health and Recreation Committee, Trustee Decker

Update on the September 11, 2021 Concert in the Mukwonago Outdoor Performance Stage, and possible recommendation on the direction regarding rescheduling of Mt. Olive Concert and funding for 2022.

It was noted there was a delay in materials for the construction of the stage. The Clerk provided information on 2022 dates for rescheduling. They will return to the Board meeting with confirmation on available dates with the talent agency and events scheduled for the Village organizations.

Discussion and possible recommendation to the Village Board to approve the Special Event Application for St James Catholic Parish Festival, August 27, 28, 29, 2021, along with a temporary Class "B" retailer's License St James Catholic Church located on the St. James grounds at 830 E Veterans Way.

Decker/Johnson motion to recommend approval on the Special Event Application for St James Catholic Parish Festival, August 27, 28, 29, 2021, along with a temporary Class "B" retailer's License St James Catholic Church located on the St. James grounds at 830 E Veterans Way. Unanimously carried.

Discussion and possible recommendation on waiving the park fee for Phantom Lakes Management District for the Phantom Lakes Fireworks Display on July 3, 2021.

Decker/Johnson motion to recommend approval. Unanimously carried.

Judicial Committee, Trustee Walsh

Discussion and possible recommendation to amend Section 74 -5 and 74-6 regarding Street and Sidewalk Excavations, of the Mukwonago Municipal Code to assign a municipal citation for failing to obtain a permit prior to performing the work.

Walsh/Brill motion to recommend approval of an Ordinance to amend Section 74 -5 and 74-6 regarding Street and Sidewalk Excavations, of the Mukwonago Municipal Code to assign a municipal citation for failing to obtain a permit prior to performing the work.

DPW Bittner noted there were changes required and they needed a mechanism to go after those who do not obtain permits. He noted permits for residential are \$60, Commercial are \$100 and a road opening is \$100. Unanimously carried.

Discussion and possible recommendation on a Temporary Class "B" Fermented Malt Beverage License application from the Rotary Club of Mukwonago for Balloons over Mukwonago July 16-18, 2021.

Walsh/Meiners motion to recommend approval of a Temporary Class "B" Fermented Malt Beverage License application from the Rotary Club of Mukwonago for Balloons over Mukwonago July 16-18, 2021. Unanimously carried

Discussion and possible recommendation on Ordinance 993 an Ordinance to amend Section 2-148 of the Village of Mukwonago Municipal Code regarding Appointments; Terms; Vacancies with the Downtown Development Committee

(referred back to Committee from 5/19/21 Village Board)

Walsh/Brill motion to recommend approval of Ordinance 993 an Ordinance to amend Section 2-148 of the Village of Mukwonago Municipal Code regarding Appointments; Terms; Vacancies with the Downtown Development Committee
Unanimously carried.

Discussion and possible recommendation on the adoption of an Ordinance to allow for the Village Committee of the Whole, Village Board, and other Boards/Commissions to conduct meetings via electronic means and video conferencing.

Walsh/Adler motion to recommend approval of the adoption of an Ordinance to allow for the Village Committee of the Whole, Village Board, and other Boards/Commissions to conduct meetings via electronic means and video conferencing.

Trustee Walsh questioned how to get Board approval. Attorney Blum noted this is necessary to have uniformity in all the boards and committees and still have the ability to interact with the public. Unfortunately, the Village doesn't have a mechanism in their technology to have interaction with the public in a hybrid environment of in-person and remote. There needs to be structure on how to have electronic meetings and uniformity with the village.

Unanimously carried.

Renewal Class A Fermented Malt Beverage License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:

- a.) 5 Star Stations, Inc, d/b/a Mukwonago Express Mart, 407 S. Rochester St., Robin Hernandez, Agent.
- b.) 122 Arrowhead Enterprises, Inc., d/b/a Arrowhead BP, 122 Arrowhead Dr., Judith Schwartz, Agent.
- c.) Genesis Gas, Inc., d/b/a Village Mini Mart, 201 N Rochester St., Manoj Gupta, Agent.

Walsh/Decker motion to recommend approval. Unanimously carried.

Renewal of Combination Class A Fermented Malt Beverage Licenses and Class A Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:

- a.) Aldi Inc. (Wisconsin), d/b/a Aldi #46, 111 East Wolf Run, Amanda Fait, Agent
- b.) Main Street Liquor LLC, d/b/a Main Street Liquor LLC, 411 Main Street, MartinJohnson, Agent.
- c.) Kwik Trip Inc., d/b/a Kwik Trip #282, 1212 North Rochester Street, Valerie Brezgel, Agent

- e.) Ultra Mart Foods, LLC, d/b/a Pick'n'Save #384, 1010 North Rochester Street, Todd Glaser, Agent
- f.) Walgreen Co., d/b/a Walgreens #07039, 212 N. Rochester St., Brian M. Marinello, Agent
- g.) Wal-Mart Stores East LP, d/b/a Wal-Mart Supercenter #1571, 250 East Wolf Run, Michael R. Sandelback, Agent
- h.) 1060 Rochester Enterprises Inc., d/b/a Rochester BP, 1060 N Rochester St, Judith Schwartz, Agent
- i.) 909 Greenwald Enterprises Inc., d/b/a Mukwonago Amoco, 909 Greenwald Ct., Judith Schwartz, Agent
- l.) VM Investments, LLC d/b/a Aman's Beer & Wine, 110 Chapman Blvd., Amandip Singh, Agent.

Walsh/Meiners motion to recommend approval with the exception of item D, J, K

- d.) Khasria Two Inc., d/b/a Village Wine and Liquor, 712 Main Street, Harjinder S. Khasria, Agent
- j.) Khasria Two Inc., d/b/a Village Wine & Liquor, 712 Main St., Harjinder Khasria, Agent.
- k.) E and S Sweets LLC, d/b/a E and S Sweets, 211 N Rochester St., D, Kristine Brill, Agent.

Unanimously carried.

Alder/Decker recommend approval of item K

- k.) E and S Sweets LLC, d/b/a E and S Sweets, 211 N Rochester St., D, Kristine Brill, Agent.

Motion carried, Trustee Brill and Walsh abstained.

Walsh/Brill motion to recommend approval of item D

- d.) Khasria Two Inc., d/b/a Village Wine and Liquor, 712 Main Street, Harjinder S. Khasria, Agent

Unanimously carried.

Renewal of Combination Class B Fermented Malt Beverage Licenses and Class B Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:

- a.) American Legion Community Post No. 375, d/b/a American Legion Community Post #375, 627 E.Veterans Way, Harold Casper, Agent
- b.) Blue Bay Inc., d/b/a Blue Bay Restaurant, 927 Main Street, Vlaznim Islami, Agent
- c.) FJ Partners LLC, d/b/a Sol de Mexico, 507 Main Street, Froylan J. Mauricio, Agent
- d.) Jay's Lanes, Inc., d/b/a Jay's Lanes, 326 Atkinson Street, Jeffrey R. Jay, Agent
- e.) Perseverance Corp., d/b/a The Badger Burger Co., 200 S Rochester St, Mark Weiss, Agent
- f.) Sandra M. Miller, 701 Main Street, d/b/a Sandy's Miller Time, Sandra Miller, Agent
- h.) Boneyard Pub and Grille, LLC, d/b/a The Boneyard Pub and Grille, 215 Bay View Road Suite D, James F. Jones, Agent

Walsh/Decker motion to recommend approval of all with the exception of (g).

- g.) Take A Big Bite, d/b/a Fork in the Road, 215 North Rochester Street, Paul J Hennessy, Agent

Unanimously carried.

Adler/Brill motion to recommend approval of item (g)

- g.) Take A Big Bite, d/b/a Fork in the Road, 215 North Rochester Street, Paul J Hennessy, Agent

Motion carried, Trustee Walsh Abstained

Renewal of Reserve Combination Class B Fermented Malt Beverage Licenses and Class B Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:

- a.) El Pueblo, Inc., d/b/a Antigua Real Restaurant, 325 Bay View Rd., Marco Alarcon, Agent
- b.) DAA Smokehouse LLC, d/b/a David Alan Alan's Smokehouse, 325 Bay View Rd., Tina O'Bryan, Agent.

c.) Sarab Investments, LLC, d/b/a Aman's Beer+Wine, 110 Chapman Blvd, Amandip Singh, Agent.

Walsh/Johnson motion to recommend approval. Unanimously carried.

Renewal of Combination Class B Fermented Malt Beverage License and Class C Wine License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:

a.) Mario's Nature Roman Pizza, 225 Bay View Rd. #500, Charlene Reitman, Agent.

Walsh/Brill motion to recommend approval. Unanimously carried.

Personnel Committee, Trustee Johnson

Discussion and possible recommendation to the Village Board on the wage increase for Brennen McCuen as the new DPW Crew Supervisor.

Johnson/Brill motion to recommend approval of on the wage increase for Brennen McCuen as the new DPW Crew Supervisor. DPW Director Bittner noted that Brennen was promoted to Crew Supervisor and it is recommended as a 10% wage increase which is still on the lower end of the wage scale due to inexperience, but there are funds in the budget. Unanimously carried.

Public Works Committee, Trustee Brill

Discussion and possible recommendation on Resolution 2021-46 approving the Annual 2020 Compliance Maintenance Annual Report for the Wastewater Treatment Plant

Brill/Decker motion to recommend approval. Unanimously carried.

Review of 2021 Annual Water Utility Survey Report *(For information only)*

Utility Director Brown noted no action was required. They did review capacity issues and discussing security issues.

Discussion and possible action to recommend the Village Board approve the Hydro Corp 2021 Industrial Commercial Cross Connection Contract in the amount of \$19,980.

Brill/Decker motion to recommend approval of the Hydro Corp 2021 Industrial Commercial Cross Connection Contract in the amount of \$19,980. It was noted this is for the commercial cross connection control inspections. Unanimously carried.

Discussion and possible recommendation to the Village Board to approve Task Order 2021 -05 for Ruekert & Mielke to provide design and construction services associated with the WWTP Aeration Basin Upgrades.

Brill/Decker motion to recommend approval of Task Order 2021 -05 for Ruekert & Mielke to provide design and construction services associated with the WWTP Aeration Basin Upgrades. Unanimously carried.

Discussion and possible recommendation on the WWTF Chemical Storage Building final pay request to J.H. Hassinger in the amount of \$19,314.30.

Brill/Decker motion to recommend approval of the WWTF Chemical Storage Building final pay request to J.H. Hassinger in the amount of \$19,314.30. Unanimously carried.

Discussion and possible recommendation to approve Task Order 2021-06 for Ruekert & Mielke, Inc in the amount of \$16,808 to provide local limits and industrial permits for select significant sewer users (industries), and to update the Sewer Use Ordinance.

Brill/Meiners motion to recommend approval of Task Order 2021-06 for Ruekert & Mielke, Inc in the amount of \$16,808 to provide local limits and industrial permits for select significant sewer users (industries), and to update the Sewer Use Ordinance.

Unanimously carried.

Village President

Announcement of Police Commission appointment of new Police Chief, Dan Streit

President Winchowky noted that the new Police Chief Dan Streit will be sworn in on June 11, 2021 and that will also be the last day for retiring Chief Kevin Schmidt.

Adjournment

Meeting was adjourned at 7:20pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer