

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, July 7, 2021

Time: **5:30 pm**

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

1. Call to Order

2. Roll Call

3. Comments from the Public

Information and comment may be received from the public by the Committee of the Whole, but solely as to matters that appear on the Agenda for that meeting. The public comment session shall last no longer than 15 minutes and individual presentations are limited to (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Committee of the Whole may have limited discussion on the information received, however, no action will be taken on issues raised during the public comment session unless they are otherwise on the agenda for that meeting. Public comments should be addressed to the Committee of the Whole as a body. Presentations shall not deal in personalities or personal attacks on members of the Board, the applicant for any project or Village employees. Comments, questions and concerns shall be presented in a respectful and professional manner. Any questions to an individual member of the Committee of the Whole or Staff will be deemed out of order by the Presiding Officer.

4. Approval of Minutes

- 4.1 Motion to approve minutes of the Committee of the Whole meeting of June 2, 2021
[Attachment - 2021-06-02 COW Draft Minutes](#)

5. Downtown Development Committee, Trustee Adler

Discussion and action possible on the following items

- 5.1 Discussion and possible action to approve a request to allow the Downtown Development Committee to meet virtually from June 2021 through November 2021, to allow for more more participating from the business community during the meetings.
[Attachment - DDC Request for Virtual](#)

6. Finance Committee, Trustee Meiners

Discussion and action possible on the following items.

- 6.1 Discussion and possible recommendation on web site redesign proposal from CivicCMS in the amount of \$9,800 and \$2,000 for annual maintenance, and authorize Village President to execute contract.
[Cover Report - Web Site Design Proposal](#)
[Attachment - Mukwonago WI Proposal - CivicCMS](#)
[Current Provider Invoice Report](#)

[LWM - Extension ARPA Resources](#)

- 6.2 Discussion and possible recommendation to approve the purchase requisition for Ravel Seal asphalt sealer to Gee Asphalt Systems Inc. in the amount of \$22,706.00.
[Purchase Requisition - Ravel Seal](#)
[Ravel Seal](#)
[RAVEL SEAL® Pavement Preservation Emulsion - Sell Sheet](#)
[Specification RAVEL SEAL Pavement Preservation Emulsion](#)
- 6.3 Discussion and possible recommendation to approve the purchase requisition for Friction Seal asphalt sealer to Fahrner Asphalt Sealers LLC in the amount of \$80,661.00.
[Purchase Requisition - Friction Seal](#)
[Village of Mukwonago FrictionSeal proposal](#)
[GSB-FS_Brochure_Fahrner](#)
- 6.4 Discussion and possible recommendation on a Fire Department Roof Top Unit Replacement Purchase Requisition for four Carrier RTU to AUER STEEL in the amount \$25,755.00.
[Purchase Requisition - FD RTUs](#)
[Auer Steel Village of Mukwonago Fire Dept_0621ATIN0052](#)
- 6.5 Discussion and possible recommendation to approve the purchase requisition for installation services and required hardware to install station 1 RTUs to AC Services INC. in the amount of \$17,995.00.
[Purchase Requisition - FD Install and Harware](#)
[AC Services muk fd rtus replace 0621-38515rev1](#)
- 6.6 Discussion and possible recommendation on a request from the Downtown Development Committee to authorize expenditures from the pedestrian and signage funds to secure the services of KMA Design Group, of Carnegie, PA for design drawings and construction drawings for Village signage identification and wayfinding program for the Village in the amount of \$37,635.00
[Signage Program and Wayfinding Contract for services](#)
[Mukwonago Contract - Final for COW review](#)
- 6.7 Monthly Treasury Report and Revenue/Expenditure Guideline Report For May (*For information purposes only, no action required*)
[2021-05 May Treasury Report.pdf](#)
[2021-05 May Revenue & Expenditure.pdf](#)
- 6.8 Discussion and possible recommendation to approve Vouchers in the amount of \$670,783.09.
[20210707 AP for COW Packet.pdf](#)

7. Health and Recreation Committee, Trustee Decker

Discussion and action possible on the following items

- 7.1 Announcement of 2022 Kick Off Concert Scheduled at Indian Head Park Outdoor Performance Stage with Mt. Olive on June 4, 2022.

8. Judicial Committee, Trustee Walsh

Discussion and action possible on the following items

- 8.1 Discussion and possible recommendation on a Schedule of Agent change for Kwik Trip 282 to Susan J. Foster.

[Attachment - Schedule of Agent - Kwik Trip](#)

9. Library Board of Trustees, Trustee Brill

Monthly Update from Trustee Brill.

10. Personnel Committee, Trustee Johnson

Discussion and action possible on the following items

- 10.1 Discussion and possible recommendation on the appointment of two additional members to the Personnel Committee.

- 10.2 Discussion and possible recommendation on change of status for the new Supervisor of Inspections, Tim Rutenbeck.

[Attachment - COS Rutenbeck](#)

11. Public Works Committee, Trustee Brill

Discussion and action possible on the following items

- 11.1 Discussion and possible recommendation to approve Front Street Reconstruction Close-out Change Order and Final Payment request from Advance Construction, Inc. in the amount of \$9,689.53. (Final Contract amount is \$352,668.15)

[Attachment - Front Street Closeout](#)

- 11.2 Discussion and possible recommendation to approve Grand Avenue Infrastructure Rehabilitation Close-out Change Order and Final Payment request from Advance Construction, Inc. in the amount of \$20,127.39. (Final Contract amount is \$852,250.30)

[Attachment - Grand Avenue Closeout](#)

- 11.3 Discussion and possible recommendation to approve **Task Order No. 2021-08** from Ruekert Mielke, Inc. for the construction related services of Indianhead Park Outdoor Performance Stage project in the amount of \$29,610.

[2021-08 Indianhead Park Outdoor Performance Stage Construction Related Services Task Order.pdf](#)

- 11.4 Discussion and possible recommendation to approve a Permanent Easement and Access Agreement dedicating a portion of 301 Main Street for the purposes of public parking stalls.

[Attachment - Easement 301 Main Street](#)

11.5 Discussion and possible recommendation to award the 2021 Street Crack Seal project to Fahrner Asphalt Sealers LLC in the amount of \$28,624.00.

[Agenda Cover Report](#)

[2021 Recommendation to Award](#)

[Bid Tab 2021](#)

[2021 Crack Sealing Map](#)

11.6 Discussion and possible recommendation to approve a Resolution approving a Developer's Agreement for Subdivision Improvements within the Chapman Farms Subdivision Phase 2.

[Attachment - Chapman Dev agreement 6-25-2021 Final](#)

11.7 Discussion and possible recommendation on a Letter of Credit Elimination for Phantom Lakes Preserve (Infinity Development), as recommended by the Village Engineers.

[Attachment-Phantom Lakes Preserve - Letter of Credit Elimination](#)

11.8 Discussion and possible recommendation on a Letter of Credit Elimination for the Hittman Property project on Arrowhead and STH83, as recommended by the Village Engineers.

[Attachment-Hittman Property - Letter of Credit Elimination](#)

11.9 Discussion and possible recommendation on a Letter of Credit Elimination for Pointe Apartments Development, as recommended by the Village Engineers.

[Attachment -Pointe Apartments-Letter of Credit Elimination](#)

11.10 Discussion and possible recommendation on a Letter of Credit Reduction for Minor's Estates Phase 4 development to \$1,505,647.84.

[Attachment - Minors Estates Phase 4 - Letter of Credit Reduction #1](#)

11.11 Discussion and possible action to recommend approval to approve Chapman Farm phase 2 street lights and authorize the Village President to sign the WE Energies lighting agreement.

[Agenda Cover Report Chapman Farm Phase 2](#)

[4640200 Auth Cover Letter_Village.pdf](#)

[4640200 drawing.pdf](#)

[4640200 Lighting Record - Non Std.pdf](#)

12. Protective Services, Trustee Adler

Discussion and action possible on the following items

12.1 Update on the police department hiring process to replace the vacancy created by Chief Schmidt's retirement.

[PD - New Officer Hiring.pdf](#)

13. 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.