

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, August 4, 2021

Time: **5:30 pm**

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

Call to Order

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, Interim Admin/Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Dave Brown, Utilities Director
Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Jerad Wegner, Village Engineer
John Fellows, Village Planner

Comments from the Public

David Boebel, 815 Park View Lane, was present to discuss item #6.2 Discussion of Salaries of Village Trustees and would like to know what this is about. He noted that it is a shame no one ran in last election and feels the demographics of the board don't reflect the demographics of the village. He also commented on item #7.1 Field Park message sign contract. He is opposed to this. He feels this was classified as a want and feels it is over budget. Is concerned about awarding contract to a single bidder.

Approval of Minutes

Approval of minutes of Committee of the Whole meeting of July 7, 2021

Decker/Brill motion to approve minutes of Committee of the Whole meeting of July 7, 2021 Unanimously carried.

Downtown Development Committee, Trustee Adler

Discussion and possible recommendation to approve a request from the Downtown Development Committee regarding banner concepts for the downtown area.

Planner Fellows noted this item went to bid and found contractors to do the work. There are concepts presented for review. He noted that 7A was the most preferred, 1A was voted the second choice, and 1B was third choice. He noted that 3SE was chosen for special events Trustee Johnson noted she prefers some different 3A, 4B, #22, and #23

Trustee Brill confirmed this is this just downtown. Planner Fellows noted there will be about 30 banners from middle school south down Rochester.

Trustee Decker suggested "enjoy your stay and visit" as a design.

Adler/Walsh motion to approve the banner concepts as recommended for the downtown area banner # 7A and the 3SE would be the two move forward with.

Trustee Brill noted he agrees with recommendation, but something other than white background they can go with and remove the repetitive to remove the “make downtown yours” duplicate language.

Planner Fellows stated yes they will discuss.

Roll call: “Yes” Trustee Adler, Brill, Meiners, Walsh, and Winchowky. “No” Trustee Decker, and Johnson. Motion carried 5-2.

Finance Committee, Trustee Meiners

Monthly Treasury Report and Revenue/Expenditure Guideline Report For June

(For information purposes only, no action required)

Discussion and possible consideration of the salaries of Village Trustees in the Village of Mukwonago.

Trustee Meiners noted he brought this issue up and asked both Diana Dykstra and Diana Doherty to look into this and got the list from League which is paired down to similar size. He sees we are right in line. Attorney Blum confirmed they are not employees they are elected officials and any adjustments to salaries are a process in advance of next term date.

Meiners asked if there can be a cost of living adjustment. Attorney Blum noted he has seen as part of resolution or ordinance for that type of an adjustment but not again would not be effective until next term. No action was taken.

Discussion and possible recommendation to the Village Board to approve the sale of three village owned vehicles, 2004 Sterling patrol truck (DPW), 2017 Ford Explorer (Police squad), and a 2010 Ford Expedition (Police detective squad).

Meiners/Decker motion to recommend approval of the sale of three village owned vehicles, 2004 Sterling patrol truck (DPW), 2017 Ford Explorer (Police squad), and a 2010 Ford Expedition (Police detective squad).

DPW Bittner noted that they use Wisconsin Surplus for sale auctions, take pictures submit and upload, they advertise and complete the sale. They get commission based on sale price, which is paid by the Buyer. It is a much cleaner process for us.

Trustee Johnson confirmed the money goes back into capital equipment.

Unanimously carried.

Discussion and possible recommendation to approve the purchase of an additional DS200 Voting Tabulator.

Meiners/Decker motion to recommend approval of the purchase of an additional DS200 Voting Tabulator. Trustee Johnson expressed her concerns for the choice of machine. Clerk Dykstra noted it is the Waukesha County machine and that is a decision from Waukesha County.

Roll Call: “Yes” Trustee Adler, Brill, Decker, Meiners, Walsh, and Winchowky. “No” Trustee Johnson. Motion carried 6-1.

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$511,339.62.

Meiners/Decker motion to recommend approval of Accounts Payable Vouchers in the amount of \$511,339.62. Unanimously carried.

Notification of disbursement of final grant payment to developer in accordance with the performance of Developers Agreement with Hill Court Partners LLC for the completion of the footings and foundation for the project and the closing-in of the structure. The

disbursement amount is \$81,666,67. (This item is for information purposes only. No board action required.)

Health and Recreation Committee, Trustee Decker

Discussion and possible recommendation to the Village Board to award the Field Park Marquee LED Message Center sign contract with Look Creative LLC in the amount of \$69,800.00.

Decker/Meiners motion to award the Field Park Marquee LED Message Center sign contract with Look Creative LLC in the amount of \$69,800.00.

Trustee Johnson asked about the concerns regarding bids and placement of sign and size. DPW Bittner commented there was one bid that came in, had several calls, but only one came in. And in the end they followed bid protocols. Material costs have risen and it is common to see some of those increases this year.

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

Library Board of Trustees, Trustee Brill

Abby Armour, Library Director was present to discuss some monthly updates and provide an introduction of Nancy Acup who is the new Meta Space personnel.

Public Works Committee, Trustee Brill

Discussion and possible recommendation to the Village Board to award J.H. Hassinger, Inc. the Indianhead Park Outdoor Performance Stage Project contract in the amount of \$310,832.20.

Brill/Decker motion to recommend approval to the Village Board to award J.H. Hassinger, Inc. the Indianhead Park Outdoor Performance Stage Project contract in the amount of \$310,832.20. It was noted they had two bids, have worked with contractor in another municipality and very pleased with their work.

Trustee Johnson questioned exactly what does this do?

DPW Bittner noted they purchased the structure from Polygon and this bid is the extra amenities, path, installation, etc all except WE Energies bringing in the Electric.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Meiners, Winchowky. "No" Trustee Johnson and Walsh. Motion carried 5-2

Discussion and possible recommendation to the Village Board to approve a Letter of Credit Reduction #2 for Minors Estates Phase 4.

Brill/Decker motion to recommend approval to the Village Board to approve a Letter of Credit Reduction #2 for Minors Estates Phase 4 on the condition receiving lien waivers and village attorney approval. Unanimously carried.

Discussion and possible recommendation to the Village Board on upgrades to the WWTF Aeration Basin Components for purchase and allow work to be performed for the Aeration Basin Upgrades project (per Task Order 2021-05).

Brill/Decker motion to recommend to the Village Board on upgrades to the WWTF Aeration Basin Components for purchase and allow work to be performed for the Aeration Basin Upgrades project (per Task Order 2021-05).

Utility Director Brown noted this is an upgrade of existing system. Components are coming from Germany, and we are coordinating with supplier and were able to reduce costs by 5%, this is the final approval for some material parts. Material will be ordered and fabricated 5-6 months and bid this construction out in winter and proceeds in the spring. Unanimously carried.

Protective Services, Trustee Adler

Discussion and possible recommendation to the Village Board to approve Chief Streit to sign the Memorandum of Understanding for the School Resource Officer Program with the Mukwonago Area School District effective until August 31, 2024.

Adler/Decker motion to recommend approval to the Village Board to approve Chief Streit to sign the Memorandum of Understanding for the School Resource Officer Program with the Mukwonago Area School District effective until August 31, 2024.

Chief Streit noted the lay out is similar, however this spells out some responsibilities of the school resource officer and sharing of information. Attorney Blum reviewed and made changes. It was passed by school board last week. Chief reviewed items in the contract and expectations. Unanimously carried.

Village President

Announcement and congratulations to Deputy Clerk -Treasurer Linda Gourdoux who has been awarded a scholarship to attend the 2021 41st Annual WMCA Conference in Brookfield.

Correspondence from Mukwonago Lions Foundation Inc thanking the Village for their support for Summerfeste and Father's Day Parade.

Adjournment

Meeting adjourned at 6:27pm

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk/Treasurer

