

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, December 1, 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 Committee of the Whole Minutes of November 3, 2021.
[2021-11-03 Draft COW Minutes](#)

5. Downtown Development Committee, Trustee Adler

Discussion and action possible on the following items

- 5.1 Discussion and possible recommendation to the Village Board regarding the Sign and Wayfinding Program formal design.
[Conceptual Design Selection Options COW 12-1-2021.pdf](#)

6. Finance Committee, Trustee Meiners

Discussion and action possible on the following items.

- 6.1 Monthly Treasury Report and Revenue/Expenditure Guideline Report For October
(For information purposes only, no action required)
[2021-10 October Revenue & Expenditure Report.pdf](#)
[2021-10 October Treasury Report.pdf](#)
- 6.2 Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$383,280.15
[120221 COW AP Packet.pdf](#)

- 6.3 Discussion and possible recommendation on **Resolution 2021-102** A Resolution to adopt the 2022 Fee Schedule for the Village of Mukwonago.
[RESOLUTION 2021-102 \(2022 Fee Schedule\)](#)
[2022 Fee Schedule - Draft.pdf](#)
- 6.4 Discussion and possible recommendation on a contract agreement for Assessment Services with Associated Appraisal Consultants, Inc. for 2022-2023
[2022-2023 Assessment Services Contract updated 11242021.pdf](#)
- 6.5 Discussion and possible recommendation to authorize the Village President to sign a 3-year engagement letter with Baker Tilly for the 2021-2023 annual audits.
[Agenda Item 2021-23 Engagement Letter.pdf](#)
[Mukwonago V EL.pdf](#)
- 6.6 Discussion and possible recommendation to the Village Board to approve **Resolution 2021-99** A resolution related to the annual increase in Impact Fees and Sewer Connection Fees as allowed by Village code.
[RESOLUTION 2021-99 \(2022 Impact Fee Schedule\).pdf](#)
[Impact Fees Increases for 2022 Resolution 2021-99 Exhibit.pdf](#)
- 6.7 Discussion and possible recommendation to the Village Board to approve **Resolution 2021-100** A Resolution adopting the Annual Tax Increment District Budgets for TID #3, TID #4, and TID #5.
[RESOLUTION 2021-100 \(Adopt 2022 Village TIF Budgets\).pdf](#)
[Proposed 2022 TID Budgets as of 11-23-21.pdf](#)
- 6.8 Discussion and possible recommendation regarding Legal Services Request for Proposals.

7. Health and Recreation Committee, Trustee Decker

Discussion and action possible on the following items

- 7.1 Discussion and possible recommendation on the donation of \$2,500 budgeted in the Celebrations account, to the Phantom Lakes Fireworks display for July 4, 2021.
[Phantom Lakes Fireworks Donation.pdf](#)

8. Judicial Committee, Trustee Walsh

Discussion and action possible on the following items

- 8.1 Discussion and possible recommendation to approve a Class A combination Liquor and Fermented Malt Beverage License application for the NHI Real Estate Holding LLC d/b/a Village Mini Mart, Harjinder Khasria agent.
[Application Village Mini Mart](#)
- 8.2 Discussion and possible recommendation to approve a Temporary Class "B" Retailers License to sell fermented malt beverages for the Rotary Club of Mukwonago for the Drive thru Beer Garden Fundraiser on January 8, 2022.

- 8.3 Discussion and possible direction from the Village Board for Village Staff to research and provide options to the Village Board regarding non-discriminatory local municipality limitations on the conditions and number of alcoholic beverage licenses in the Village of Mukwonago.

[Alcohol Policy Submitted Request](#)

9. Library Board of Trustees, Trustee Brill

- 9.1 Monthly Library Directors Report *(For Information Only, no action required)*

[Library Director Report - 2021-11.pdf](#)

10. Personnel Committee, Trustee Johnson

Discussion and action possible on the following items

- 10.1 Discussion and possible recommendation on **Resolution 2021-101** A Resolution to appoint Election Inspectors for the Village of Mukwonago.

[RESOLUTION 2021-101 \(Election Inspector Appointment\)](#)

- 10.2 Discussion and possible recommendation to the Village Board to approve **Resolution 2021-96** A Resolution approving the 2022 Salary and Wage Schedules for Non-Represented Full-Time and Part-Time Employees.

[RESOLUTION 2021-96 \(Wage Resolution-2022\)](#)

- 10.3 Discussion and possible recommendation to the Village Board to approve **Resolution 2021-97** A Resolution relating to a wage exception for the Utilities Lead Operator position.

[RESOLUTION 2021-97 \(Wage Resolution Utilities Lead Operator Exception-2022\).pdf](#)

- 10.4 Discussion and possible recommendation to the Village Board to approve **Resolution 2021-98** A Resolution authorizing annual stipends for the Assistant Fire Chief and Deputy Fire Chief

[RESOLUTION 2021-98 \(Fire Officer Annual Stipends 2022\).pdf](#)

11. Public Works Committee, Trustee Brill

Discussion and action possible on the following items

- 11.1 Discussion and possible recommendation for the Utilities Department to look into options on eliminating the residential third quarter sprinkler credit and move to an irrigation meter billing system for outside water use that does not drain to the sanitary sewer.

[Attachment: Sprinkler Credit Irrigation Meter Policy](#)

- 11.2 Discussion and possible recommendation to approve Change Order No. 4 for DeBack Drive Infrastructure in the amount of \$72,200.00

[00 63 63 Change Order No.4.pdf](#)

12. 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.