

Village of Mukwonago  
**Notice of Meeting and Agenda**

**COMMITTEE OF THE WHOLE MEETING**  
**Wednesday, February 2, 2022**

Time: **5:30 pm**

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

**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 Approve Minutes of Committee of the Whole meeting of January 5, 2022.  
[2022-01-05 Draft COW Minutes](#)

**5. Downtown Development Committee, Trustee Adler**

*Discussion and action possible on the following items*

- 5.1 Discussion and direction to the consultant and staff regarding the wayfinding signage rankings and list of public facilities to be identified. *(carried over from 1/5/22 COW meeting)*  
[VB Memo - Community Facilities to be identified on Wayfinding Signage - 1-27-2022.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 December 2021. *(For information only, no action required)*  
[2021-12 December PRELIMINARY Revenue & Expenditure Guideline.pdf](#)  
[2021-12 December Treasury Report.pdf](#)
- 6.2 Discussion and possible recommendation on Accounts Payable Vouchers in the Amount of \$4,553,202.92  
[20220202 VB COW Packet.pdf](#)

- 6.3 Discussion and possible recommendation on a First Amendment to Assignment of Offer to Purchase for 301 W. Main Street and E Love Coffee, LLC to extend the deadline for construction improvements.

[Cover Report Amendment to agreement 1-27-2022](#)

[301 Amendment to Assign.pdf](#)

## **7. Health and Recreation Committee, Trustee Decker**

*Discussion and action possible on the following items*

- 7.1 Discussion and possible recommendation to approve the service agreement with MSA for the Village of Mukwonago (CORP) Comprehensive Outdoor Recreation Plan update in the amount of \$13,000.

[CORP Cover Report](#)

[08352005 Mukwonago CORP Update PSA.pdf](#)

## **8. Judicial Committee, Trustee Walsh**

*Discussion and action possible on the following items*

- 8.1 Discussion and possible recommendation to amend Ordinance Section 45-118 Easements to create a section regarding village owned easements.

[Cover Report - Easement Ordinance 45-118 Subsection \(c\)](#)

[Easement Use Ordinance 2022 as Amended](#)

- 8.2 Discussion and possible recommendation to approve an amendment to Ordinance Section 86 Sewer Utilities to provide various updates to the Sewer Utilities Chapter in the Municipal Code.

[Cover Report 2022 Sewer Ordinance Update](#)

[SUO Update-2021 Revised Version-20220124](#)

## **9. Library Board of Trustees, Trustee Brill**

- 9.1 Library Director Report for the month of January.

[Library Director Report - 2022-01.pdf](#)

## **10. Public Works Committee, Trustee Brill**

*Discussion and action possible on the following items*

- 10.1 Discussion and possible recommendation to approve a Letter of Credit Reduction for Box Self Storage Development to \$79,998, as recommended by Ruekert-Mielke.

[Box Self Storage Letter of Credit Reduction #3](#)

- 10.2 Discussion and possible recommendation to award the WWTF Aeration Basin Upgrades Project contract to Lee Mechanical, Inc. in the amount of \$291,500.00.

[Aeration Recommendation of Award and Notice of Award.pdf](#)

- 10.3 Discussion and possible recommendation to award Water Well Solutions Wisconsin, LLC the 2022 Well No. 6 Improvements Project contract in the amount of \$38,050.00.

- 10.4 Discussion and possible recommendation to approve [Task Order No. 2022-01](#) from Ruekert Mielke, Inc. for the engineering related services of Rochester Street Sanitary Sewer and Water Main Relay – 60% Plans project in the amount of \$30,215.  
[2022-01-Rochester Street Sanitary Sewer and Water Main Relay Task Order.pdf](#)
- 10.5 Discussion and possible recommendation to approve [Task Order No. 2022-03](#) from Ruekert Mielke, Inc. for the engineering related services of Holz Parkway & Miniwaukan Park Pond Dredging project in the amount of \$35,475.  
[2022-03-Holz Parkway Miniwaukan Park Pond Dredging Task Order.pdf](#)
- 10.6 Discussion and possible recommendation to purchase and installation of temporary bump outs on N. Rochester St., at Lake St. and 215 N. Rochester.  
[Cover Report - Temporary Bump Outs](#)  
[12-10157 Rochester Street.pdf](#)
- 10.7 Discussion and possible recommendation to approve a purchase requisition for Annual Sanitary Sewer Televising with The Expeditors, Inc., in the amount of \$14,560  
[Annual Sewer Televising Requisition and quote.pdf](#)
- 10.8 Discussion and possible recommendation to approve the purchase and payment for the Atkinson Lift Station - Sewer Utility Easement at 210 Shore Drive in the amount of \$8,250  
[2022 Atkinson LS Easement Purchase Agreement](#)  
[Atkinson LS Attachments](#)
- 10.9 Discussion and possible recommendation on a purchase requisition for a 2022 Water Utility Truck Purchase in the amount of \$68,808  
[2022 RAM Promaster 3500](#)

## **11. 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.