

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, March 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 February 2, 2022
[2022-02-02 Draft COW Minutes](#)

5. Finance Committee, Trustee Meiners

Discussion and action possible on the following items.

- 5.1 Monthly Treasury Report and Revenue/Expenditure Guideline Report for January
(For information purposes only, no action required)
[2022-01 January Treasury Report.pdf](#)
[2022-01 January Revenue & Expenditure Report.pdf](#)
- 5.2 Discussion and possible recommendation to approve Accounts Payable Vouchers in the amount of \$4,273,789.62.
[20220302 VB COW Packet.pdf](#)
- 5.3 Discussion and possible recommendation to approve **Resolution 2022-27**
Amending the 2021 Adopted Budgets for the General Fund, TID #5, Debt Service, Fire Designated, Village Designated, ARPA, Library, Capital Improvement, Stormwater Utility and Parkland Site Fund.
[RESOLUTION 2022-27 \(Amend 2021 Budget - Various Funds\)](#)

- 5.4 Discussion and guidance for the Administrator regarding the Purchase Policy on small contracts.

[Purchase Policy and Contracts Review](#)

6. **Health and Recreation Committee, Trustee Decker**

Discussion and action possible on the following items

- 6.1 Discussion and possible recommendation to approve the annual Mukwonago Lions Easter Egg Hunt at Field Park on April 9, 2022 (rain date April 16, 2022) from 10 a.m. to Noon.
[04-09-2022 - Easter Egg Hunt - Field Park-Special Event](#)
- 6.2 Discussion and possible recommendation for ProHealth Cares Park Walk for Cancer scheduled for Field Park May 7, 2022 from 6am to 1pm.
[05-06 - 05-07-2022 ProHealth Cares Park Walk for Cancer](#)
- 6.3 Discussion and possible recommendation to approve Mukwonago Lions Summerfeste at Field Park, June 16, 17, 18, 19, 2022, and recommendation to approve a Temporary Class B Retailer's license for the Mukwonago Lions Foundation.
[06-16-19-2022 - Summerfeste Application and Plan of Operation](#)
[Temp Class B Lions Foundation - Summerfeste 2022](#)
- 6.4 Discussion and possible recommendation to approve the application for Croatian Fest at Field Park on July 9, 2022, and approval of a Temporary Class B Retailer's License.
[07-08 to 7-09-2022 Croatia Fest Park App and Temp Class B](#)
- 6.5 Discussion and possible recommendation to approve the Chamber of Commerce sponsored Farmers Market at Field Park every Wednesday May 18, 2022 through October 12, 2022. (No Market on June 15th during Summerfeste) at the agreed upon rate of \$20 per week.
[May - Oct Farmers Market Application and Plan of Operation](#)
- 6.6 Discussion and possible recommendation to approve the Field park Pavilion Renovation Study agreement with Plunkett Raysich Architect, LLP, in the amount of \$4,900.
[Field Park Pavilion Cover Report](#)
[220027-01 Village of Mukwonago Field Park Pavilion Ren Study OA REV UNSIGNED.pdf](#)
- 6.7 Discussion and possible recommendation to approve **Task Order No. 2022-04** from Ruekert Mielke, Inc. for the engineering and construction related services of Miniwaukan Park Restroom Building project in the amount of \$60,325.
[2022-04-Miniwaukan Park Restroom Building Task Order.pdf](#)

7. **Judicial Committee, Trustee Walsh**

Discussion and action possible on the following items

- 7.1 Discussion and possible recommendation to approve a change of agent application from Aldi Inc., Aldi #46 to Justin Olson.
[Aldi Change of Agent](#)

8. Library Board of Trustees, Trustee Brill

- 8.1 Library Directors Report for February 2022
[Library Director Report - 2022-02.pdf](#)

9. Public Works Committee, Trustee Brill

Discussion and action possible on the following items

- 9.1 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](#)
- 9.2 Discussion and possible recommendation to approve **Task Order No. 2022-05** from Ruekert Mielke, Inc. for the engineering and construction related services of Minors Park Pedestrian Culvert Crossing project in the amount of \$68,940.
[2022-05 Minors Park Pedestrian Culvert Crossings Task Order.pdf](#)
- 9.3 Discussion and update on on Village Hall maintenance and equipment for furnace and elevator repairs.
[Cover Report- Village Hall Unbudgeted Expenditures](#)
[VH Elevator Repair.pdf](#)
[VH Furnace Replacement.pdf](#)
- 9.4 Discussion and possible recommendation to approve **Resolution 2022-26** a Resolution to approve the Reduction of the Letter of Credit for Fairwinds Phase V to the amount of \$100,290.
[Resolution 2022-26 Reduction of LOC Fairwinds V.pdf](#)

10. Closed Session

Closed Session pursuant to **Wis. Stats § 19.85 (1) (e)** (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for negotiation with Gearbox, and Briohn Builders.

11. Reconvene into Open Session

Motion to reconvene into open session pursuant to Wis. Stats. 19.85 (2) for possible discussion and/or recommendation concerning any matter discussed in closed session.

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.