

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, June 1, 2022

Time: **5:30 pm**

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

Call to Order

President Winchowky called the meeting to order at 5:33pm.

Roll Call

Board Members Present

Eric Brill
Darlene Johnson
Ken Johnson
John Meiners
Scott Reeves
Fred Winchowky

Also Present

Fred Schnook, Village Administrator
Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Jerad Wegner, Village Engineer
Charles Polk, Village Attorney
Ron Bittner, Public Works Director
Wayne Caste, Utilities Director
Tim Rutenbeck, Building Inspections Supervisor

Excused

Daniel Adler

Comments from the Public

None.

Approval of Minutes

Approve Committee of the Whole minutes of May 4, 2022

Meiners/D. Johnson Motion to approve Committee of the Whole minutes of May 4, 2022
Unanimously carried.

Downtown Development Committee, Trustee Scott Reeves

Update from Trustee Reeves

Trustee Reeves noted they have nothing to report, there was no quorum, so they were unable to meet.

Finance Committee, Trustee Darlene Johnson

Monthly Treasury Report and Revenue/Expenditure Guideline Report For April

(For information purposes only, no action required)

Discussion possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$678,436.98.

D Johnson/ Meiners motion to recommend approval of Accounts Payable Vouchers in the amount of \$678,436.98. Unanimously carried.

Discussion and possible recommendation on the Village Phone System.

Administrator Schnook noted the Village has been working on the phone system update for some time. Three options were presented; an Onsite System, move to cloud-based system, or recommendation from staff which is Option 3 which is move to cloud with maintaining a 911 system with the onsite system.

The Police Dept does still need onsite phone maintenance for the 911 system but everyone would be in the cloud based system. It was noted the timeline after the COW and Board approval could take about 3 months for the launch.

Trustee D. Johnson questioned if there were any budget concerns, or reliability and security issues.

Chief Streit noted that power surge previously broke out the larger UPS system at the PD long enough for the generator to kick in.

D. Johnson/Brill motion move forward with Option 3. Unanimously carried.

Health and Recreation Committee, Trustee John Meiners

Announcement of Ribbon Cutting Ceremony and Kick-Off Concert on June 4, 2022 at the new Indianhead Park Outdoor Performance Stage.

Discussion and possible recommendation on the application for the Performance Stage rental.

President Winchowky asked follow up regarding security and protection noting local authorities are the ones responsible for security of the events. They are asking the pages be numbered and add this language to the contract. He also was clarifying what vehicles would be allowed to drive and park there.

Banners were discussed and it was noted the DPW Director will discuss and bring this back. Meiners/Reeves motion to recommend approval of the application for the Performance Stage and include the changes. Unanimously carried.

Discussion on the Field Park Pavilion Assessment and request for direction on project planning and scope of potential project.

DPW Bittner reviewed the Field Park pavilion assessment. He asked about how the board wishes to proceed. It is in the CIP for 2022. It was determined they would await results of the CORP plan update and bring back future improvements.

Trustee D. Johnson questioned if they can complete a phased approach.

DPW Bittner noted it is not cost effective.

Trustee K. Johnson questioned if the concerns are relation to not being code compliant and should those matters be addressed immediately and if there are any projected costs for replacement of the facility.

DPW Bittner did not have a consensus for the direction.

Trustee Meiners feels correct process, doesn't feel there is a clear consensus. It is in poor shape but needs additional discussion or a committee to review. He feels \$700,000 is excessive for repairs only and feels take time to decide what vision is necessary for that building. No action taken at this time.

Judicial Committee, Trustee Scott Reeves

Discussion and possible recommendation on the following Renewal Class "A" combination Fermented Malt Beverage and Intoxicating Liquor License Applications; contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, Police Department approval and clearance of any Department of Revenue holds:

- a. 909 Greenwald Enterprises, Inc. d/b/a Mukwonago Amoco, Judith Schwartz Agent, at 909 Greenwald Ct.
- b. 1060 Rochester Enterprises, Inc. d/b/a Rochester BP, Judith Schwartz Agent, at 1060 N Rochester St.
- c. B&A Trading LLC d/b/a Andy Liquor Store, Amandeep Singh Agent, at 411 Main Street
- d. Ultra Mart Foods, LLC d/b/a Pick N Save #384, Todd Glaser Agent, at 1010 N Rochester S.
- e. Aldi Inc. (Wisconsin) d/b/a Aldi #46, Justin Olsen Agent, at 111 E Wolf Run
- f. Khasria Two Inc. d/b/a Village Wine & Liquor, Harjinder Khasria Agent, at 712 Main St.
- g. Wal-Mart Stores East LP d/b/a Walmart #1571, Michael Sandelback Agent, at 250 E Wolf Run
- h. Walgreen Co. d/b/a Walgreens #07039, Brian Marinello Agent, at 212 N Rochester St
- i. Kwik Trip Inc d/b/a Kwik Trip #282, Valerie Brezgel Agent, at 1212 N Rochester St.
- j. VM Investments LLC d/b/a Amans Beer+Wine (Retail), Amandip Singh Agent at 110 Chapman Farms Blvd
- k. NHI Real Estate d/b/a Village Mini Mart, Harjinder Khasria Agent, at 201 N Rochester St.

Reeves/D. Johnson motion to recommend approval of items A-K. Unanimously carried.

Reeves/D. Johnson motion to recommend approval of E and S Sweets LLC d/b/a E and S Sweets, Kristen Brill Agent, at 211 N Rochester St., D. Motion carried. Trustee Brill Abstained.

Discussion and possible recommendation on the following Renewal Class "A" Fermented Malt Beverage License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, Police Department approval and clearance of any Department of Revenue holds:

- 5 Star Stations, Inc d/b/a Mukwonago Express Mart, Robin Hernandez Agent, at 407 S. Rochester St.
- 122 Arrowhead Enterprises, Inc. d/b/a Arrowhead BP, Judith Schwartz Agent, at 122 Arrowhead Dr.

Reeves/Meiners motion to recommend approval. Unanimously carried.

Discussion and possible recommendation on the following Renewal Class "B" combination Fermented Malt Beverage and Intoxicating Liquor License Applications; contingent upon payment of all outstanding liabilities and delinquencies with the Village

of Mukwonago, outstanding wholesaler invoices, Police Department approval and clearance of any Department of Revenue holds:

- a) American Legion Community Post 375 d/b/a Community Post 375, Harold Casper, Agent at 627 E. Veterans Way
- b) Perseverance Corp, d/b/a Badger Burger, Mark Weiss, Agent at 200 S Rochester St.
- c) Blue Bay Inc, d/b/a Blue Bay Restaurant, Vlaznim Islami, Agent at 927 Main St.
- d) Take a Big Bite Inc d/b/a Fork In the Road Restaurant, Paul Hennessy, Agent at 215 N Rochester St.
- e) Sandy's Miller Time, LLC d/b/a Sandy's Miller Time, Brian Anspach Agent at 701 Main St.
- f) F.J. Partners LLC d/b/a Sol Do Mexico, Froylan Mauricio Agent at 507 Main St.
- g) Jays Lanes Inc. d/b/a Jays Lanes, Jeffrey Royal Jay Agent at 326 Atkinson St.
- h) The Boneyard Pub & Grille, LLC d/b/a Boneyard Pub & Grille, James Fredric Jones Agent, at 215 Bay View Rd., Suite 200

Reeves/Meiners motion to recommend approval. Unanimously carried.

Discussion and possible recommendation on the following Renewal Class "A" Reserve Combination Fermented Malt Beverage and Intoxicating Liquor License Applications; contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, Police Department approval and clearance of any Department of Revenue holds:

- a) El Pueblo Inc d/b/a Antigua Real Restaurant, Marco Alarcon Agent, at 355 Bay View Rd.
- b) DAA Smokehouse LLC d/b/a David Alan Alan's Smokehouse, Tina O'Bryan Agent, at 325 Bay View Rd.
- c) Sarab Investments d/b/a Amans Beer+Wine, Amandip Singh, Agent at 110 Chapman Farms Blvd

Reeves/Meiners motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve a Temporary Class B Retailer's License for the St. James Festival on August 26-28, 2022.

Reeves/D Johnson motion to recommend approval. Unanimously carried.

Library Board of Trustees, Trustee Brill

Library Director's Report for May 2022 was presented.

Personnel Committee, Trustee Ken Johnson

Discussion and possible recommendation to approve the allowance of one additional paid day of vacation in the year an employee reaches a milestone anniversary with the Village.

K. Johnson/Meiners motion to recommend approval of the allowance of one additional paid day of vacation in the year an employee reaches a milestone anniversary with the Village.

It was noted it doesn't get added to the total, it is just every 5 years and is just during that year. Unanimously carried.

Discussion and possible recommendation to approve job descriptions for:
Community & Economic Development Director
Economic Development Specialist (also serves as the Assistant Director)
Building Inspector I
Building Inspector II
Administrative Clerk/Building Inspection Secretary

K. Johnson/Meiners motion to recommend approval as amended adjusting the title of the Building Inspector to Lead Inspector I. Unanimously carried.

Public Works Committee, Trustee Brill

Discussion regarding installing military banners along E Veterans Way.

DPW Bittner noted the Legion is not qualified for servicing of the banners, the Agreement will be drafted between the village and the legion. The Village needs to allow this and be the agent for the row permit.

Trustee Brill noted it is a great idea with the proper agreement in place, with the cost bared by the legion and the PW staff would be the laborer.

Trustee Meiners questioned the time they will be up and if they are weathered how will they be maintained.

D. Johnson confirmed they have the funding for these banners.

Brill/ K. Johnson motion to recommend approval and direct legal counsel to draft agreement. Unanimously carried.

Discussion and possible recommendation to award the 2022 crack seal project to Fahrner Asphalt Sealers in the amount of \$45,932.

Brill/Meiners motion to recommend approval of award the 2022 crack seal project to Fahrner Asphalt Sealers in the amount of \$45,932. Unanimously carried.

Discussion and possible recommendation on Resolution 2022-36 A Resolution to petition for the establishment of a new at-grade pedestrian crossing at Indianhead Park.
Brill/Meiners motion to recommend approval on Resolution 2022-36 A Resolution to petition for the establishment of a new at-grade pedestrian crossing at Indianhead Park. Unanimously carried.

Discussion and possible recommendation to approve the 2021 (CMAR) Compliance Maintenance Annual Report of the Mukwonago Wastewater Treatment Plant.

Brill/K. Johnson motion to recommend approval of the annual report. Unanimously carried.

Discussion and possible recommendation on HMO Pilot Study from Water Surplus in the amount of \$8,500.

Brill/Meiners motion to recommend approval of HMO Pilot Study from Water Surplus in the amount of \$8,500.

Dave Arnodt from R&M was present to discuss. He noted in May 2021 there was a capacity study. He noted the main item was there is an existing deficiency in well supply identified. If they could have a radium treatment at Well 4 they could rectify the situation, currently they are blending well 5 & 6

Trustee K. Johnson questioned if growth is stabilized will that help.

Engineer Arnodt noted this is a current deficiency so that won't change anything.

Trustee Meiners questioned proposal pilot testing equipment and asked about final costs?

Engineer Arnodt noted the project costs for design is around 3.5 million or 4 million.

If you don't do a pilot, then you have to use the DNR loading rates. The purpose is to show the DNR that higher loading rates can be used.

Director Castle noted this is reducing the cost significantly by trying this system.
Unanimously carried.

Discussion and possible recommendation to approve an HMO Pilot Study Task Order with Ruekert-Mielke in the amount of \$9,800.

Brill/Meiners motion to recommend approval of an HMO Pilot Study Task Order with Ruekert-Mielke in the amount of \$9,800. Unanimously carried.

Village President

Motion to recommend acceptance on the resignation of Trustee Daniel Adler.

Winchowky/Meiners motion to approve. President Winchowky thanked Daniel Adler for his service and noted he will always be remembered as the trustee who brought chickens to Mukwonago. Unanimously carried.

Discussion and possible recommendation regarding Plan Commission Site Plan and Architectural Review (SPAR) approval process as previously discussed at the May 4, 2022 Committee of the Whole meeting.

Trustee D. Johnson noted she had received call from a resident regarding a news report and they were concerned about the plan commission having the final say on these items. Attorney Polk commented that there are specific provisions that go down specific criteria. There are certain ways things have been carried are not consistent with what is in the code, but they would like to help provide guidelines for what sort of approvals take place. He noted the board can review, but the approval process is what was the discrepancy, and this process follows the code.

Closed Session

Meiners/Brill motion to go into closed session pursuant to **Wis. Stats § 19.85 (1) (g)** (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) concerning GFLP v Village of Mukwonago; and 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 in development of Gearbox Express, Teronomy, and Schultz Farm at 6:53pm. Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Reeves, Winchowky. Motion carried.

Reconvene into Open Session

Meiners/D. Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) at 7:55pm. Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Reeves, Winchowky. Motion carried.

Adjournment

Meeting was adjourned at 7:55pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer