

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, September 7, 2022

Time: **5:30 pm**

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

Call to Order Call to Order

President Winchowky called the meeting to order at 5:30pm.

Roll Call

Board Members Present

Eric Brill
James Decker
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
Mike Kubiak, Police Lieutenant
Jerad Wegner, Village Engineer
Nathan Bayer, Village Attorney
Ron Bittner, Public Works Director
Tim Rutenbeck, Building Inspections Supervisor
Jeff Stien, Fire Chief

Comments from the Public

None.

Approval of Minutes

Committee of the Whole Minutes of August 3, 2022

Decker/D. Johnson motion to approve Committee of the Whole Minutes of August 3, 2022.
Unanimously carried.

Finance Committee, Trustee Darlene Johnson

Monthly Treasury Report and Revenue/Expenditure Guideline Report For July.

(For information purposes only, no action required)

Discussion and possible recommendation to approve Accounts Payable Vouchers in the amount of \$1,202,386.30.

Johnson/Meiners motion to recommend approval of Accounts Payable Vouchers in the amount of \$1,202,386.30. Unanimously carried.

Discussion and possible recommendation to approve Resolution 2022-55 a Resolution to certify that the Village shall provide for and allow the Library to expend no less than the County Rate in the prior year.

D Johnson/K Johnson motion to recommend approval of Resolution 2022-55 a Resolution to certify that the Village shall provide for and allow the Library to expend no less than the County Rate in the prior year.

Unanimously carried.

Discussion regarding the purchase of 201 N. Rochester property to create downtown parking. (*Trustee Meiners*)

Trustee Meiners noted that Last month gas station coffee shop idea came forward and felt if they think about this location it is centralized to the downtown and it is in desperate need of parking. He suggests considering purchasing that property and tear it down and make a village parking lot and possible green space. He does have ideas to pay for it. He suggests Miniwaukan bathrooms can be pushed out to allow for this purchase. He also is concerned if this is sold to someone else. This is just a discussion item to see how others would feel. He would like to be a part of the board who did something dramatic for the downtown.

Trustee Decker questioned the cost to take out tanks and tear down. It was noted that the tanks have been removed.

Trustee D Johnson did receive an email from Roger Walsh regarding his concerns.

Trustee Brill question regarding this and his service on downtown committee and hasn't seen this as a project in the past. He expressed concerns for the loss of a business in that location. He noted there are easements on that site that could make it troubled.

President Winchowky noted there could be a future expansion of the Museum which would require additional parking and there is more research that needs to be done. He noted that the one notation for failure of the coffee shop was the inability to get access off 83 which seems to be a problem. Sounds like there is some research to do but would like to come back and discuss in the future.

Trustee D Johnson commented there is some issues with encroachment and would like to have that researched and who owns what land and footprint of concrete vs grass.

Trustee Meiners noted these are some of the items we would find out, but not at that point yet. This item will return on a future agenda.

Discussion and possible recommendation to approve Resolution 2022- 51

A Resolution Authorizing the Issuance and Establishing Parameters For the Sale of Not to Exceed \$4,350,000 Taxable General Obligation Refunding Bonds.

Finance Director Doherty noted the refunding of a BAN is not additional debt just a different form. The BAN is due.

Justin Fischer with Baird was present and noted the bond anticipation note was taken out to purchase land. You were waiting for the tax revenue to be able to pay the debt service. Now the Bond Anticipation Notes are ready to be refinanced.

This is taken out for the life of TID 5. Callable anytime after 2030.

Estimated Interest Rate about 4.6% and rates continue to increase.

Johnson/Meiners Recommendation to approve with increase to 5.25% as a threshold the Resolution 2022- 51. A Resolution Authorizing the Issuance and Establishing Parameters For the Sale of Not to Exceed \$4,350,000 Taxable General Obligation Refunding Bonds

Unanimously carried.

Set date for next Village budget workshop.

September 21st Village Board meeting prior to Village Board at 5:30pm. It will be to finish any outstanding budget workshop items on the agenda.

Health and Recreation Committee, Trustee John Meiners

Presentation of the draft 2022-27 Village of Mukwonago's Comprehensive Outdoor Recreation Plan.

Becky Vinz from MSA was present to update on the progress of the CORP plan and discussed the various improvements. This will come back after Trustees have an opportunity to review and make recommendations prior to final adoption.

Discussion and possible recommendation to approve a special event and park application for Mukwonago Rotary, Jack-O-Lantern Jaunt on October 14, 15, 2022 at Field Park from 5-10 pm each night.

Meiners/D Johnson motion to recommend approval of a special event and park application for Mukwonago Rotary, Jack-O-Lantern Jaunt on October 14, 15, 2022 at Field Park from 5-10 pm each night. Unanimously carried.

Discussion and possible recommendation on a park and special event application of Mukwonago Chamber of Commerce and Temporary Class B Retailer License from Son's of the American Legion Post #375 for Fall Fest on September 24, 2022.

Meiners/K Johnson motion to recommend approval on a park and special event application of Mukwonago Chamber of Commerce and Temporary Class B Retailer License from Son's of the American Legion Post #375 for Fall Fest on September 24, 2022. Unanimously carried

Discussion and possible recommendation to approve for a Temporary Class "B"/"Class B" Retailer's License and Special Event Permit for Mukwonago Education Foundation for their 2022 Annual Gala at Lynch Chevrolet, 280 E Wolf Run, held on October 8, 2022 from 5-9 pm.

Meiners/Decker motion to recommend approval for a Temporary Class "B"/"Class B" Retailer's License and Special Event Permit for Mukwonago Education Foundation for their 2022 Annual Gala at Lynch Chevrolet, 280 E Wolf Run, held on October 8, 2022 from 5-9 pm. Unanimously carried.

Discussion and possible recommendation to establish Trick or Treat hours for October 31, 2022 from 4pm to 6pm.

It was noted this has traditionally been on the Sunday prior to Halloween. It was requested staff research area communities and return to the next agenda.

Judicial Committee, Trustee Scott Reeves

Discussion and possible recommendation regarding the extension of premise description for the Class B Combination License for the American Legion Community Post #375 to includes outdoor patio, contingent upon Plan Commission Approval.

Reeves/Meiners motion to recommend approval. President Winchowky noted that they were using bollards. He quoted other places were required to use a fence. Unanimously carried.

Library Board of Trustees, Trustee Brill

Library Director Report for the month of August 2022

This was for information only. No action required.

Public Works Committee, Trustee Brill

Discussion and possible recommendation to approve Resolution 2022-50 a Resolution to eliminate the Letter of Credit for Box Self Storage LLC.

Brill/Decker motion to recommend approval of Resolution 2022-50 a Resolution to eliminate the Letter of Credit for Box Self Storage LLC. Unanimously carried.

Discussion and possible recommendation to approve the final pay request and acceptance of work from JH Hassinger for the Indianhead Park Outdoor Performance Stage Project.

Brill/Decker motion to recommend approval to approve the final pay request and acceptance of work from JH Hassinger for the Indianhead Park Outdoor Performance Stage Project.

Unanimously carried.

Discussion and possible recommendation to approve Resolution 2022-54 A Resolution to approve a reduction in the Letter of Credit for Chapman Farms Phase 2 Development.

Brill/Decker motion to recommend approval of approve Resolution 2022-54 A Resolution to approve a reduction in the Letter of Credit for Chapman Farms Phase 2 Development.

Unanimously carried

Discussion and possible recommendation on Resolution 2022-53 A Resolution to approve a Letter of Credit Elimination for Hill Court Multitenant Building #1.

Brill/Decker motion to recommend approval on Resolution 2022-53 A Resolution to approve a Letter of Credit Elimination for Hill Court Multitenant Building #1.

Unanimously carried.

Discussion and possible recommendation on Resolution 2022-52 A Resolution to approve the Storm Water Maintenance Agreement with Hill Court Partners Reload, LLC

Brill/Decker motion to recommend approval of Resolution 2022-52 A Resolution to approve the Storm Water Maintenance Agreement with Hill Court Partners Reload, LLC

Unanimously carried.

Discussion and possible recommendation to approve the WE Energies lighting agreement for Chapman Farm Phase 2.

Brill/Decker motion to recommend approval of the WE Energies lighting agreement for Chapman Farm Phase 2.

Unanimously carried.

Discussion and possible recommendation to approve a Resolution to approve changes as proposed to the tables submitted to the Federal Highway Administration (FHWA) for the Village of Mukwonago.

Brill/Decker motion to recommend approval of a Resolution to approve changes as proposed to the tables submitted to the Federal Highway Administration (FHWA) for the Village of Mukwonago. Unanimously carried.

Protective Services, Trustee Decker

ACT 102 ARPA Funding for Stryker Arms and Ferno Mounts

Decker/Reeves motion to recommend approval of ACT 102 ARPA Funding for Stryker Arms and Ferno Mounts contingent upon Town approval.

Chief Stien noted the Fire Dept receiving funds, for one time additional expense for 102 funding. These are arms attached to the cot to have a monitor and swing arms to move out of the way for transport.

Unanimously carried.

Police Report for the Month of July 2022

For Information only. No action required.

Downtown Development Committee, Trustee Scott Reeves

Update on Downtown Planters

Trustee Reeves provided an update noting they have three planters in the locations of E&S Sweets, Citizens Bank, and Museum which have been planted by Thomas Greenhouse. They approved the order of three more sets of those planters. Thomas Greenhouse has graciously donated fall mums to have in place by Fall Fest. They currently have volunteers watering the planters every 7-10 days. They have developed a planter sponsorship and they will be rolling this out shortly.

Closed Session

D Johnson/K Johnson motion to go into 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 Briohn Land Development LLC, and Gearbox Express Expansion, and pursuant to **Wis. Stats. § 19.85(1)(c)** (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.) concerning 6 month evaluation of the Village Administrator at 7:14pm

Roll Call: "Yes" Trustee Decker, Brill, D. Johnson, K. Johnson, Meiners, Reeves, Winchowky. Unanimously carried.

Reconvene into Open Session

Decker/D Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) at 8:32pm.

K. Johnson/Decker motion to note that it was determined Administrator has completed his successful 6 month evaluation and is entitled to 2.5% increase based on his contract. Unanimously carried.

Adjournment

Meeting was adjourned at 8:32pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer