

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, December 7, 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 Approval of Minutes of November 2, 2022 Committee of the Whole Meeting.
[2022-11-02 DRAFT COW Minutes](#)

5. Finance Committee, Trustee Darlene Johnson

Discussion and action possible on the following items.

- 5.1 Monthly Treasury Report and Revenue/Expenditure Guideline Report For October
(For information purposes only, no action required)
[2022-10 October Revenue & Expenditure Report.pdf](#)
[2022-10 October Treasury Report.pdf](#)
- 5.2 Discussion regarding funding strategies for Capital Improvement Program with Ruekert Mielke
[Mukwonago Funding Presentation.pptx](#)
[Mukwonago Funding Memo on Radium Well Treatment.docx](#)
- 5.3 Discussion, presentation, and possible recommendation adopting the sewer rate increase for 2023.
[2023 Sewer Rate Increase Cover Report](#)
[DRAFT summary-20221107-recommended rate increases.docx](#)

- 5.4 Discussion of Change Order No. 7 for DeBack Drive Infrastructure *(For informational purposes only, no action required.)*
[Deback Drive CO 7.pdf](#)
- 5.5 Discussion and possible recommendation to the Village Board to approve Vouchers in the amount of \$1,015,260.76.
[120722 VB AP COW Packet.pdf](#)
- 5.6 Discussion and possible recommendation to the Village Board to approve **Resolution 2022-70** A Resolution adopting the 2023 Annual Tax Increment District Budgets for TID #3, TID #4, and TID #5
[RESOLUTION 2022-70 \(Adopt 2023 Village TIF Budgets\).pdf](#)
[final 2023 TID Budget Summaries for Resolution.pdf](#)
- 5.7 Discussion and possible action to recommend approval of a maintenance contract with Bassett Mechanical for the Wastewater Utilities.
[2023 Bassett Mechanical Maintenance Contract](#)
[Village of Mukwonago PM Proposal 113022.pdf](#)
- 5.8 Fire Station #1 water heater replacement. *(For Information Only, no action required)*
[Station #1 Water Heater Agenda Cover Report.pdf](#)
[VILLAGE OF MUKWONAGO FIRE DEPT #25534.pdf](#)
[Estimate 71699.pdf](#)
- 5.9 Discussion and possible recommendation to approve **Resolution 2022-73** a Resolution adopting the 2023 Annual Water and Sewer Utilities Budget, including 2023 Sewer Utility Rate Increase for the Village of Mukwonago.
[RESOLUTION 2022-73 \(Adopt 2023 Water and Sewer Utility Budgets\).pdf](#)
[2023 Utilities Summary Budgets for Resolution.pdf](#)
- 5.10 Discussion and possible recommendation to the Village Board to approve **Resolution 2022-74** A resolution related to the annual increase in Impact Fees and Sewer Connection Fees as allowed by Village Municipal Code.
[RESOLUTION 2022-74 \(2023 Impact Fee Schedule\).pdf](#)
[Impact Fees Increases for 2023 Resolution Exhibit.pdf](#)
- 5.11 Discussion and possible recommendation to authorize the Village Administrator to draft a resolution to apply for the Vibrant Spaces Grant with Wisconsin Economic Development Corporation.
[Vibrant Spaces Grant Overview.docx](#)
[Vibrant Spaces brochure.pdf](#)
[DRAFT Project Scope.docx](#)
[Park Design.pdf](#)

6. Health and Recreation Committee, Trustee John Meiners

Discussion and action possible on the following items

- 6.1 Discussion and possible recommendation to approve the WE Energies service agreement for the Field Park message center sign power.

[WE Energies Agenda Cover Report.pdf](#)

[4821370 Cost Letter.pdf](#)

[4821370 Sketch.pdf](#)

7. Judicial Committee, Trustee Scott Reeves

Discussion and action possible on the following items

- 7.1 Discussion and possible recommendation to approve a Temporary Class "B" Fermented Malt Beverage License for the Knights of Columbus #7048 for a Bean Bag Tournament on January 21-22, 2023, a Card Party on February 11, 2023, and a Family Sock Hop on February 18, 2023.

[Knights of Columbus Temp Alcohol.pdf](#)

- 7.2 Discussion and possible recommendation to approve a Class "A" Fermented Malt Beverage and "Class A" Liquor License Application from Ultra Mart Foods, LLC, d/b/a Metro Market #384, 1010 N Rochester St., Mukwonago, WI *(This application is a reflection of the new DBA only, no change in officers, agents, or Corporate Name)*

[PickNSave Metro Name Change Approval](#)

8. Personnel Committee, Trustee Johnson

Discussion and action possible on the following items

- 8.1 Filling vacant Budgeted positions in the Police Department *(For Information Only, no action required)*

[12-07-2022 COW Police Hiring.pdf](#)

- 8.2 Discussion and possible recommendation on offering two weeks vacation upon hire for officers with atleast 10 years experience as a full-time certified law enforcement officer.

[12-07-2022 COW Police Officer Vacation Days.pdf](#)

[Police Association Contract - Vacation Days.pdf](#)

- 8.3 Discussion and possible recommendation to the Village Board to approve **Resolution 2022-71** A Resolution approving the 2023 Salary and Wage Schedules for Non-Represented Full-Time and Part-Time Employees.

[RESOLUTION 2022-71 \(Wage Resolution-2023\).pdf](#)

- 8.4 Discussion and possible recommendation to the Village Board to approve **Resolution 2022-72** A Resolution authorizing annual stipends for the Assistant Fire Chief and Deputy Fire Chief

[RESOLUTION 2022-72 \(Fire Officer Annual Stipends 2023\).pdf](#)

9. Public Works Committee, Trustee Brill

Discussion and action possible on the following items

- 9.1 Discussion and possible recommendation on **Resolution 2022-68** A Resolution for Minors Estates Phase 2 Sanitary Sewer and Watermain Acceptance.

[Minors 4-Phase 2-Recommendation of Sewer and Water Acceptance.pdf](#)

[RESOLUTION 2022-68 \(Dedication of water and sewer Minors 4\).docx](#)

- 9.2 Discussion and possible recommendation on **Resolution 2022-69** a Resolution to approve the Letter of Credit reduction for Minor's Estates 4 Phase 1 to a new Letter of Credit value of \$199,939.38

[Minors 4-Phase 1 - Letter of Credit Reduction #6.pdf](#)

[RESOLUTION 2022-69 \(LOC Reduction Minors Estates 4\).docx](#)

- 9.3 Discussion and possible recommendation to approve the Holz Parkway and Miniwaukan Park Pond Dredging Final Change Order and Acceptance of completed work.

[20221121-Closeout.pdf](#)

- 9.4 Discussion and possible recommendation on a Resolution to adopt Standard Specifications for constructing village infrastructure.

[Village Standards Agenda Cover Report.docx](#)

[Village S&S 2022.pdf](#)

- 9.5 Discussion and possible recommendation on the Village Engineering Services Agreement with Ruekert-Mielke for 2023 thru 2025.

[Engineering Services Agreementv2.pdf](#)

10. Closed Session

Closed session 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 Village Administrator Evaluation

11. Reconvene into Open Session

Motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) for possible discussion and/or action 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.