

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, July 5, 2023

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 5:30pm.

Roll Call

Board Members Present

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

Also Present

Fred Schnook, Village Administrator
Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Rob Krieser, Police Lt.
Ron Bittner, Public Works Director
Jerad Wagner, Village Engineer
Nathan Bayer, Village Attorney
Wayne Castle, Utilities Director
Tim Rutenbeck, Building Inspection Supervisor

Comments from the Public

None.

Approval of Minutes

Minutes of June 7, 2023 Committee of the Whole

Meiners/D Johnson motion to approve. Unanimously carried.

Finance Committee, Trustee Darlene Johnson

2022 Audit Presentation and Recommendation to accept the 2022 Audited Financial Report.

Wendy Unger with Baker Tilly presented the Annual Audit Presentation. She reviewed various highlights including the General Fund adding \$387,000 to the general fund balance. It was a result of Revenues which came in over, and expenditures coming in less. General government came in \$125,000 under budget. We have a favorable unreserved balance about 1 million more than our policy requires to have on hand.

Trustee D.Johnson questioned if this was due to covid funds coming in. Unger noted it was not, it was netting of the revenue due to cost savings, and staffing shortages etc.

D. Johnson/Meiners motion to recommend acceptance of the 2022 Audited Financial Report. Unanimously carried.

Monthly Treasury Report and Revenue/Expenditure Guideline Report For May

(For information purposes only, no action required)

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$493,301.37.

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

Discussion and possible recommendation on Resolution 2023-28 A Resolution acknowledging a Palpable Error in the 2022 Assessment Roll and Requesting a Charge-back of Taxes for the Real Estate Property known as MUKV-1969-011.

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

Discussion and possible recommendation on Resolution 2023-29 A Resolution Acknowledging a Palpable Error in the 2022 Assessment Roll and Requesting a Charge-back of Taxes for Real Estate Property known as MUKV1974-904

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

Health and Recreation Committee, Trustee John Meiners

Update on Phantom Junction Stage Concert Series for 2023.

DPW Bittner noted the concert drew almost 1500-1600 attendees. The event was successful. Organizations seemed to benefit, two reserve officers were on site as well. Garbage cans will be added for the next event. Traffic, and parking were a concern at the end of the event, however police felt they mitigated with traffic control.

Trustee K Johnson expressed concern about additional resources for Cherry Pie event in September. Lt. Krieser suggests a possible full time officer on site at that particular event. President Winchowky asked about the porta potties and bathrooms. DPW Bittner noted this is the first year and bathrooms were not all used

Discussion and possible recommendation to approve the reconstruction of the now permitted pedestrian RR crossing at Indian Head Park with Volkmann for \$18,892.

Meiners/D Johnson Motion to recommend approval.

DPW Bittner noted this issue came to light when the crossing was found to not be permitted from the 1960s. It was approved by the State. This was not budgeted, however he noted there will be savings in other categories to cover the expense and there will be a budget amendment. Unanimously carried.

Discussion and possible recommendation to sell the retired holiday decorations.

Meiners/Brill Motion to recommend approval. Unanimously carried.

Library Board of Trustees, Trustee Eric Brill

Library Director Report for the month of June 2023

(for information only, no action required)

Informational presentation by the Mukwonago Community Library Director Abby Armour regarding her presentation on NAGPRA at the 2023 American Library Association National Conference.

Library Director Abby Armour was present to discuss the presentation she was chosen to make at the National Association Conference. She reviewed materials and explained the complexities.

Discussion and possible recommendation to approve a loan agreement with the Mukwonago Community Library for the part of the Grutzmacher collection housed at the Red Brick Museum. (Tabled from 6/21/23; requires motion to remove from the table)

Brill/K Johnson motion to remove from the table. Unanimously carried.

Trustee Brill noted he passed out a new outgoing loan agreement. It was discussed since the last meeting with the Historical Society and formed a new loan agreement. It is being presented to the Village now, and next week to the Historical Society, and lastly to the Library Board.

The only change is the Library Board on page 1 under property owner agreement add that the property will be insured and maintained as any other property for the village.

Attorney Bayer noted the owner of the collection is the Library provided by a will, and the agreement by the Historical Society and the Library is for certain collections. The Village will not be in the middle of that agreement. The property owner agreement is for the Village. The Village agrees to maintain the building, insurance and provide that safe environment as a landlord.

Brill/Meiners Motion to recommend approval. Unanimously carried.

Public Works Committee, Trustee Eric Brill

Discussion and possible recommendation on Fiber Infrastructure project between all village facilities.

John Wisniewski from Velocity was present to follow up the discussion and brought forward several fiber proposals and infrastructure challenges. The Village Board requested options and ballpark costs for the entire village. Police Station to the Library and Police Station to Village Hall were the preliminary fiber ring locations and they do have estimates of cost.

Cablecom was present to discuss the estimate they created. This will address the connectivity issues at Village Hall, Police Department, and Library.

The project is suggested to be underground and directional bored and trying to avoid construction that is forthcoming for any road work. The cost estimate is about two million.

The complete ring could have a 5-10 year phased approach if necessary. Underground is more secure, more aesthetic pleasing, and safe from weather or rodents or wear and tear.

If you were to choose aerial it would also require a we energies rental contract annually and this is another downfall for added long term above ground costs.

He noted Right of Way is part of the costs of engineering and permitting process.

Administrator Schnook commented staff discussed the need for fiber, presented to the Board and they have received all the costs now, and the question for the Board is do we want to add this to our CIP? There are some grants out there and we need to do some research out there on that as well.

Trustee Brill asked about offering public free wifi at the parks along the way .

Brill/Meiners motion to recommend to instruct staff to further investigate final pricing and funding for routing a fiber infrastructure project of all village facilities.

Unanimously carried.

Discussion and possible recommendation to approve Task Order 2023-06 a WWTF Biosolids Handling Study with R&M in the amount of \$55,203

Brill/Reeves motion to recommend approval.

Dave Arnoldt from R&M was present to discuss this larger plant expansion in 8-10 years that is planned. This is a study now and identify solutions for long term to push out that full construction. This will reduce cost of the project that will come up and more efficiently handle bio solids. The money is budgeted. Unanimously carried.

Closed Session

Meiners/D Johnson 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) 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 on terms and condition on the Red Brick Museum Lease; 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 Mukwonago Professional Police Association Contract, and discussion of amendments to certain ordinance for specific village officers at 7:23pm.

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

Reconvene into Open Session

Meiners/D. Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) at 8:41pm.

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

Adjournment

Meeting adjourned at 8:42pm.

Respectfully submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer