

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, December 6, 2023

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 Minutes from Committee of the Whole Meeting of November 1, 2023
[2023-11-01 DRAFT COW Minutes.docx](#)

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)*

[2023-10 October Treasury Report.pdf](#)

[2023-10 October Revenue & Expenditure Report.pdf](#)

- 5.2 Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$970,004.73.

[110623 VB AP Packet \(003\).pdf](#)

- 5.3 Discussion and possible recommendation on the Disallowance of Claim for sewer back up on September 29, 2023 at 221 N Rochester Street and 215 N Rochester Street as recommended by Statewide Services, Inc.

[Statewide Services Disallowance of Claim](#)

- 5.4 Discussion and possible recommendation on **Resolution 2023-72** A Resolution to approve the 2024 Annual Tax Increment Finance District (TID) Budgets.

6. Judicial Committee, Trustee Dale Porter

Discussion and action possible on the following items

- 6.1 Discussion and possible recommendation on a Class "B"/"Class B" combination fermented malt beverage and reserve intoxicating liquor license for Crush Wine Bar and Craft Lounge application at 110 Main Street, Paul Kwiecien, Agent
[Cover Report - Crush Wine Bar License.pdf](#)
[Crush LLC Application_Redacted.pdf](#)
- 6.2 Discussion and possible recommendation on a Class "A" / "Class A" combination fermented malt beverage and intoxicating liquor license application for Quick On 83, at 201 Rochester Street, Naresh Gulati, Agent.
[Cover Report - Quick on 83 License.pdf](#)
[Quick on 83 Application_Redacted.pdf](#)
- 6.3 Discussion and possible recommendation on **RESOLUTION 2023-65** adopting Video Surveillance Policy.
[RESOLUTION 2023-65 \(video surveillance policy\).pdf](#)
[Policy - Video Surveillance Final 11-30-23.docx](#)
- 6.4 Discussion and possible recommendation on **Resolution 2023-64** a Resolution to Appoint Election Inspectors for the 24-25 Term.
[RESOLUTION 2023-64 Election Inspector Appt..pdf](#)

7. Library Board of Trustees, Trustee Eric Brill

- 7.1 Library Director Report for the Month of November 2023. *(For Information Only, No Action Required.)*
[11_Library_Director_Report_November_2023.pdf](#)

8. Personnel Committee, Trustee Ken Johnson

Discussion and action possible on the following items

- 8.1 Presentation of Village Hall Time Study by Clerk-Treasurer Dykstra.
[Village Hall Time Study Final 11-29-23.pdf](#)
- 8.2 Discussion and possible recommendation on the following Position Description Resolutions;
 - **Resolution 2023-69** Deputy Clerk-Treasurer Position Description
 - **Resolution 2023- 70** Deputy Treasurer/Admin Payables Clerk Position Description
 - **Resolution 2023- 71** Deputy Clerk/Community & Economic Development Position Description[Cover Report - Position Descriptions.pdf](#)
[RESOLUTION 2023-69 Job Des Deputy Clerk Treasurer.docx](#)
[RESOLUTION 2023-70 \(Job Desc Deputy Treasurer-AdminPayables Clerk\).docx](#)

[RESOLUTION 2023-71 \(Job Des Deputy Clerk-CEDD\).docx](#)

- 8.3 Discussion and possible recommendation to the Village Board to approve **Resolution 2023-67**, a resolution adopting the 2024 salary and wage schedules for non-represented employees.

[RESOLUTION 2023-67 \(Wage Resolution-2024\).pdf](#)

- 8.4 Discussion and possible recommendation to the Village Board to approve **Resolution 2023-68**, A Resolution authorizing annual stipends for the Assistant Fire Chief and Deputy Fire Chief.

[RESOLUTION 2023-68 \(Fire Officer Annual Stipends 2024\).pdf](#)

9. Public Works Committee, Trustee Eric Brill

Discussion and action possible on the following items

- 9.1 Discussion and possible recommendation to approve a service agreement with COM2 for e-Waste disposal contingent upon Attorney review.

[EWaste Collection Services Cover Sheet](#)

[Company Profile - Ver 2.5 \(Updated\) - WI.pdf](#)

[e-Waste Agreement](#)

[Municipalities Contact Details.docx](#)

[COI_COM2_Exp 050424.pdf](#)

[R2V3.pdf](#)

- 9.2 Discussion and possible recommendation on a three year Maintenance Contract Renewal with Bassett Mechanical.

[AIRF- 2024_ 3 Year Bassett Mechanical Maintenance Contract .docx](#)

[3-year Village of Mukwonago-Bassett Mechanical Contract.pdf](#)

- 9.3 Discussion and possible recommendation to approve **Resolution 2023-66** a Resolution to eliminate the Letter of Credit for Hill Court Reload as recommended by the Village Engineer.

[RESOLUTION 2023-66 \(LOC Elimination Hill Court\).pdf](#)

- 9.4 Discussion and possible recommendation to approve a contract renewal with Hydro Corp for non-residential cross connection survey program for 24 months in the amount of \$33,912

[AIRF- Hydro Corp Contract Renewal 2024.docx](#)

[Mukwonago 2 yr Renewal PSA 9.25.23 \(002\).pdf](#)

- 9.5 Discussion and possible recommendation to approve the purchase of water meters for 2024 in the amount of \$77,300

[AIRF-Purchase Req. for Meters 2024.docx](#)

[2024_Meter Purchase.xlsx](#)

- 9.6 Discussion and possible recommendation to approve a Purchase Requisition for Community Room HVAC upgrades in the amount of \$16,750.

[Community Room HVAC Upgarde Agenda Request Item.docx](#)

10. Protective Services, Trustee Scott Reeves

Discussion and action possible on the following items

10.1 Discussion and possible recommendation on proposal from Watson Consoles in the amount of \$59,015 for the dispatch remodel, as budgeted in the Capital Improvement Program.

[Agenda Cover Report 2023 2024 dispatch consoles.pdf](#)

[Mukwonago Police - WI.01 Proposal 2 Quote.pdf](#)

11. Closed Session

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 GLFP 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 with the Historical Society, and St. James Property.

12. 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

13. 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.