

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, March 6, 2024

Time: **5:30 pm**

Place: **Mukwonago Municipal Building/Board Room, 440 River Crest Court,
Mukwonago, WI 53149**

Call to Order

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

Roll Call

Board Members Present

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

Also Present

Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Jeff Stien, Fire Chief
Mike Michalski, Village Engineer
Wayne Castle, Utilities Director
Ron Bittner, Public Works Director
Nathan Bayer, Attorney

Excused: John Meiners

Approval of Minutes

Approval of Committee of the Whole Meeting minutes of February 7, 2024

D Johnson/K Johnson Motion to approve. Unanimously carried.

Presentations

2023 Annual Presentation of Water & Sewer Rates from Christy DeMaster, Trilogy Consulting, Inc.

Finance Committee, Trustee Darlene Johnson

Monthly Treasury Report and Revenue/Expenditure Guideline Report For January
(For information purposes only, no action required)

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$3,208,939.67.

D Johnson/K Johnson motion to recommend approval.

Trustee D. Johnson noted this included tax settlements which is why it was so large.

Unanimously carried.

Discussion and possible recommendation to approve the purchase of the Anti-Ice/Pre-Wet System from Burke Truck & Equipment for \$23,200.

DPW Bittner noted that trucks are equipped with pre-wet systems. This unit is a wedge style tank and designed to fit in the back of an existing truck. It can be used for anti-ice, and use for regular patrol, and use for liquid, dry or combination in between.

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

Discussion and possible recommendation to approve the Purchase Requisition for Expeditors to conduct annual sanitary sewer televising.

Director Castle noted it is part of our annual maintenance they clean 10% annually and then televise it.

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

Discussion and possible recommendation to the Village Board to approve Resolution 2024-14 Amending the 2023 Adopted Budgets for the Fire Dept., Community Development, TID #4, Fire/Ambulance Designated, Village Designated, American Rescue Plan Act, Capital Equipment, Library, Parkland, Water Utility and Sewer Utility Funds.

Finance Director Doherty noted this is the annual budget amendment as they wrap up fiscal year. Most of these are because we had more revenue than prior years. Fire it is an increase in EBIX revenues. They are increasing the fire budget. Community Development Fund is due to a delay in a project, TID 4 was added interest revenues, Fire Ambulance is due to settlement, Village designated funds was for donations that were taken in, ARPA was using those funds for the Well 3& 4 and received more in interest from that fund, Capital Equipment that didn't get purchased, Library donations, Parkland Site Fund which had added interest revenue. The utility side had increases due to additional residential and commercial revenues and leases.

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

Discussion and possible recommendation to approve the 2023 Fire Department Settlement.

Finance Director Doherty reviewed the settlement figures. She noted revenue for fire was \$2,876,341 and Expenditures were \$1,930,801 and that's \$945,000 they didn't spend.

With the revenue excess they are recommending replenishment of the ProHealth monies and \$345,000 of referendum money they want to hold and use for the new fire fighters. That leaves \$493,000 split with village and town.

D Johnson/reeves motion to recommend approval, subject to the Town of Mukwonago approval. Unanimously carried.

Discussion and possible recommendation to the Village Board regarding Fire Chief's proposed uses of 2023 Settlement amount.

Chief Stien noted in 2023 had an excess of revenue and he would like the board to consider several uses of those funds. He recommends to replenish the pro health fund, next he suggests replacement of 2021 and 2022 turnout gear. The last time he purchase was 2022, \$45,000 for 10 sets of replacements. He also would like the opportunity to establish a pilot program for this year and decide if successful for recruitment or retention; \$15,000 a piece or a total of \$50,000 for this new program. They would like to fund the full time sick payout fund, which is about \$36,000 short. They would like a Turnout Gear Extractor washing machine. The current extractor was 2013. They do not need dryer. \$18,000. He would like Cardiac monitors (4). And the balance to offset the 2024 CIP project to prevent the village from borrowing.

D Johnson/ K Johnson motion to recommend to the Village Board to approve the proposed use pending Town of Mukwonago Board approval. Unanimously carried.

Health and Recreation Committee, Trustee John Meiners

Discussion and possible recommendation to approve a Special Event application for Mukwonago Area Chamber of Commerce Farmers Market. Farmers Market is held at Field Park every Wednesday from May 15 through October 9, 2024 (no market on June 12 during Summerfeste). Set-up begins at 12 pm, take down by 6:30 pm, with the market hours from 2 - 6 pm.

D Johnson/Reeves motion to recommend approval.

Trustee Brill asked about the fee as the application was missing that information. It was noted the fee schedule requires \$23 per week. The application also indicates no alcohol on the application and they have had Amorphous Beer. It is in her plan of operations to declare.

The Clerk will follow up with April from the Chamber to correct this.

Unanimously carried.

Discussion and possible recommendation to approve a Special Event application for ProHealth Care Foundation for ProHealth Care Walks for Cancer - Park Walks at Field Park on May 4, 2024 from 7 am to 1 pm.

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

Discussion and possible recommendation to approve a Lease Agreement with the Historical Society and Red Brick Museum.

DPW Bittner noted there were no changes, and this copy is the latest decision at the last meeting.

Winchowky/Porter motion to recommend approval. Unanimously carried.

Judicial Committee, Trustee Dale Porter

Discussion and possible recommendation on an Original Reserve Class B Fermented Malt Beverage and Class B Intoxicating Liquor License Application from The Elegant Farmer, LLC, d/b/a The Elegant Cork, 1541 Main Street, Tina Schmidt Agent.

Porter/Reeves motion to recommend approval.

Trustee D. Johnson asked if this was a new license.

Trustee Brill asked for clarification from applicant if they want to serve on the entire premise.

Tina Schmidt agent was present to explain she wanted to extend to greenhouse for events

Trustee Brill noted he had concerns regarding restrictions on fencing on outdoor areas and where they can consume.

Chief Streit noted he doesn't have an issue in this location. It is more of downtown establishments where people are walking. He noted most recent was the American Legion where they were made to put up bollards. He also noted if there were issues they could recommend a change at the renewal.

Trustee D. Johnson noted she plans to vote no due to some of the churches that have concerns with the number of licenses in the Village.

Motion carried 5-1, Trustee D. Johnson votes no.

Discussion and possible recommendation on Resolution 2024-12 a Resolution to appoint additional Election Inspectors for the Village of Mukwonago.

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

Library Board of Trustees, Trustee Eric Brill
Library Directors Report for the month of January.
(For Information Only, No Action Required)

Personnel Committee, Trustee Ken Johnson

Discussion and possible recommendation on Resolution 2024-15 A resolution to approve tuition reimbursement forgiveness when an officer is promoted to non-union position

K Johnson/Porter motion to recommend approval.

Chief Streit noted officers are allowed up to \$11,000 per year for tuition advance, they receive incentive pay which is credited until their tuition is paid. Basically, an interest free loan and they repay from their incentive pay. They have not had this issue in the past and had always paid back where someone was promoted and they weren't getting the incentive pay to pay back. He noted this could be added to the employee handbook in the future for amendments.

Trustee K Johnson confirmed this is structured at \$2,500 per year until payback.

Unanimously carried.

Public Works Committee, Trustee Eric Brill

Discussion and possible recommendation on the PFAS litigation for damages addendum, contingent upon attorney review.

Brill/K Johnson motion to recommend approval.

It was noted this is an amendment to the original settlement and need to make sure structured deal and amend to what was originally laid out.

Director Castle wanted to inform the Board that they are working on getting the village some money. Once they found PFAS in one of their wells they took that well off line. He learned of the 3M & Dupont settlements.

Attorney Bayer noted this is basically an amendment to the terms and conditions to pay the settlement over a number of years as opposed to immediately.

D Johnson, questions the number, appears to be nationwide.

Each community will be unique depending on the testing of PFAS and number of participants.

Unanimously carried.

Discussion and possible recommendation to approve a contract with COM2 for the removal and E-Cycle of electronics collected from Village Residents.

Brill/Reeves motion to recommend approval.

DPW Director Bittner noted that we will become a collection center, and will not cost the village anything. The contract is for services and disposal. The village will be the administrator

Com2 will provide pallets, disposal etc and they make money based on recycling proceeds and grants. Unanimously carried.

Discussion and possible recommendation to enter into a service agreement with Barrientos Design and Consulting for a Utilities Facility Assessment.

Brill/K. Johnson motion to recommend approval.

It was noted this is a budgeted item and the department wanted to get a fair review and this assessment that will help them with their planned expansions. Unanimously carried.

Presentation from Ruekert & Mielke on the 30% Plans for Hwy 83. *(Information Only, no action required)*

Trustee Brill noted about a year ago approved task order for 30% plans, and it was presented to the DDC and hasn't been before the Village Board before now.

This was presented to the Downtown Committee in December and he wanted to bring this to the Board for the next steps and make sure to track these items and move forward. He requested Trustee Reeves bring any comments forward to the Board which would be helpful.

Mike Michalski presented the conceptual 30% plans, and took both FOTH design and strategic plan and came up with reconstruction.

Streetscaping stamped concrete and planters, benches will come further down the line once we get an agreement with other entities for approving the overall plan.

Trustee Brill noted there are open-ended questions where this came from where did we get here and has seen recommendations from the DDC over the last few years.

This is the first step in the process to get the state to buy into the requirements we need on the street. This is really not representing the secondary items that the DOT is not as concerned with at this time. This is a lengthy multi step process so he will be opening regular conversations.

Mike Michalski noted that they are in the design process. In the spring early summer they will get authorization to further investigate the overall project scope which is first safety the operational components and take local considerations and vision corners. Once authorization they will set up meetings and take everything under consideration and take what they want to see in their corridor.

Trustee Brill noted he is looking for the pulse of the board

Trustee K Johnson asked about the projections on streetscapes and has seen the planters and would like to see that sooner. More open to other options to collaborate. Recommending they continue to research that pricing for future consideration and will bring this back for updates and high level pricing.

Discussion and possible recommendation on STH83/Rochester Street Utility Relay Project options.

The Board was presented options on replacing water/sewer utilities which have had issues recently and had R& M work up solutions.

Utilities Director Castle noted the cost to do this project and what are all different options to address issues. He was presented three options with replacing some aging infrastructure while coordinating with the State on the STH 83 project.

Mike Michalski noted 2 miles of sewer and water relay Rochester and a couple side streets. This covers granular backfill and trench repair about 5.2 million and then if the State requires slurry backfill add \$540,000 to that amount.

He noted the second option is \$5.5 Million which knowing DOT is coming in 5 years if they required resurfacing of entire road and again and add \$540,000 for slurry backfill if they require. Then option 3 repair or replacing lateral at fork in the road with a grinder pump. \$131,261

Trustee Brill noted this explains why this project keeps getting discussed and kicked down the road. He was surprised by the cost, and opened the discussion on how do we fund, reprioritize, rework with those numbers and rates changes, etc. The next step feels like we look at this now. Makes sense to figure this out and be prepared.

Utilities Director Castle noted this is in the capital plan for atleast 5 years, and there could be rate changes to work into that mix.

Trustee K Johnson suggested exploring funding options.

It was a consensus of the Board to continue to push forward and research this necessary improvement and search funding options to go along with the planning of STH83.

Adjournment

Meeting adjourned at 7:22pm

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer