

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, June 5, 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
Darlene Johnson
Ken Johnson
John Meiners
Dale Porter
Scott Reeves
Fred Winchowky

Also Present

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

Comments from the Public

David Boebel, 815 Parkview Lane, expressed his concerns for the HMO Filtration plant.

Approval of Minutes

Minutes of May 1, 2024 Committee of the Whole

Meiners/D. Johnson motion to approve as corrected.

It was requested to correct page 9 first line "bury" spelled incorrectly.

Unanimously carried.

Presentations

Summer Library Program Presentation: A presentation providing information on the Summer Library Program, kicking-off on Saturday, June 8th.

Abby Armour with staff presented the Summer Reading Program and reviewed activities that are planning over the next few months.

Finance Committee, Trustee Darlene Johnson

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

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$584,727.93.

D. Johnson/Meiners motion to approve. Unanimously carried.

Discussion on funding sources for the Village portion of a Fire Truck

Finance Director Doherty noted the Fire Chief is proposing to prepurchase for his 2026 Capital request because it has a large lead time. It will take four years lead time for a fire truck. She noted no decision is required. She commented there is about \$423,000 available however \$162,000 is earmarked for this years Fire Capital. There is about \$207,000 to use if you wish to prepay. She would have to create a resolution.

Chief noted he will send over the three options and the one they are interested in has a prepay option due to manufacturing time. There were questions regarding this item and it was noted they would be discussing at the special joint meeting on June 19, 2024.

Annual Room Tax Report Review (For Information Only, No Action Required)

Clerk Dykstra noted there is a 6% Room Tax Fee. 70% of those collected are turned over to the Chamber and 30% remain.

Trustee Brill asked where the Village portion of those funds are receipted.

Finance Director Doherty noted these are in the general fund.

Trustee Brill asked how the 70/30 split was arrived. Clerk Dykstra noted she would have to look at that ordinance to clarify if it is a State Statute or local established ordinance.

No action was required.

Health and Recreation Committee, Trustee John Meiners

Discussion and possible recommendation of a Phantom Junction Stage Rental on August 30, 2024 for Night of Worship from 12pm - 8pm, applicant Life Point Church Mukwonago.

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

Discussion and possible recommendation to approve a special event and stage application for Aesthetic Management & Artis Development (AMAD) Gold Coast Festival on Saturday August 24, 2024 from 11AM to 11PM at Indian Head Park and Phantom Junction Stage.

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

Special recognition for our donors for bringing Phantom Junction Stage events this season fully funded 100% by donations. Check out the Schedule of Events and Food Truck Schedule at www.phantomjunctionstage.com (For Information Only, No Action Required).

Judicial Committee, Trustee Dale Porter

Discussion and possible recommendation on Class "A" Retail Fermented Malt Beverage License Applications for: 122 Arrowhead Enterprises, Inc. d/b/a Arrowhead BP, 122 Arrowhead Drive, Mukwonago; Judith Schwartz Agent

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

Discussion and possible recommendation on Class "A"/"Class A" Retail Combination Fermented Malt Beverage and Intoxicating Liquor License Applications for:

1. 1060 Rochester Enterprises, Inc. d/b/a Rochester BP, 1060 Rochester St.; Judith Schwartz, Agent
2. 909 Greenwald Enterprises Inc., d/b/a Mukwonago Amoco, 909 Greenwald Ct.; Judith Schwartz, Agent
3. Aldi Inc., d/b/a Aldi #46, 111 East Wolf Run; Tammy Wright, Agent
4. B&A Trading LLC, d/b/a Andy Liquor Store, 411 Main Street; Amandeep Singh, Agent

5. E and S Sweets LLC, d/b/a E and S Sweets, 211 N Rochester St, Unit D; Kristen Brill, Agent
6. Khasria Two Inc., d/b/a Village Wine & Liquor, 712 Main Street; Harjinder Khasria, Agent.
7. Kwik Trip Inc., d/b/a Kwik Trip #282, 1212 N Rochester St., Susan Michaelson, Agent
8. Ultra Mart Foods, Inc., d/b/a Metro Market #384, 1010 N Rochester St., Todd Glaser, Agent
9. VM Investments LLC, d/b/a Amann's Beer+Wine, 110 Chapman Farms Blvd (Lower Retail), Amandip Singh, Agent
10. Wal-Mart Stores East LP, d/b/a Wal-Mart #1571, 250 E Wolf Run, Charles Burns, Agent
11. Walgreen Co, d/b/a Walgreens #07039, 212 N Rochester St., Brian Marinello, Agent

Porter/Meiners motion to recommend approval item 1-11 minus #5. Unanimously carried.

Porter/Meiners motion to recommend approval of item #5. Motion carried. Trustee Brill Abstained.

Discussion and possible recommendation on Class "B"/Class C Combination Fermented Malt Beverage and Wine License Applications for:

- Bee Well Cafe, 100 Main Street, Suite 1, Calaya Kostecki, Agent
- Five Rice, Inc. d/b/a Five Rice Restaurant, 920 Greenwald Ct., Suite 100, Jianping Huang, Agent

Porter/Meiners motion to recommend approval. Unanimously carried.

Discussion and possible recommendation on Class "B"/"Class B" Retail Combination Fermented Malt Beverage and Intoxicating Liquor License Applications for:

1. American Legion Community Post 375, 627 E Veteran's Way; Tammy Stelter, Agent
2. Blue Bay, Inc, d/b/a Blue Bay Restaurant, 927 Main Street; Victor Islami, Agent
3. FJ Partners LLC, d/b/a Sol De Mexico, 507 Main Street; Jose Jaimes-Lopez, Agent
4. Jays Lanes Inc., d/b/a Jay's Lanes, 326 Atkinson Street; Jeffrey Jay, Agent
5. Perseverance Corp, d/b/a Badger Burger Company, 200 S Rochester St.; Mark Weiss, Agent
6. Sandy's Miller Time, LLC d/b/a Sandy's Miller Time, 701 Main Street; Brian Anspach, Agent
7. Take A Big Bite, Inc., d/b/a Fork in the Road Restaurant, 215 N Rochester St.; Therese Hennessy, Agent
8. The Boneyard Pub & Grille, LLC, d/b/a Boneyard Pub & Grille, 215 Bay View Rd., Suite 200; James Fredric Jones, Agent

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

Discussion and possible recommendation on Class "B"/"Class B" Reserve Combination Fermented Malt Beverage and Intoxicating Liquor Renewal Applications for:

1. Crush, LLC d/b/a Crush Wine and Social, 110 Main Street; Paul Kwiecien, Agent
2. DAA Smokehouse LLC, d/b/a David Alan Alan's Smokehouse, 325 Bay View Rd., Suite D/E; Tina O'Bryan, Agent
3. El Pueblo, Inc, d/b/a Antiqua Real Restaurant, 355 Bay View Rd.; Marco Alarcon, Agent
4. Sarab Investments, d/b/a The Terraces At Aman's, 110 Chapman Farms Blvd; Amandip Singh Agent
5. That Place Restaurant, LLC, d/b/a That Place Trattoria, 1015 E Veteran's Way; Arturo Napoles, Agent
6. The Elegant Farmer, Inc., d/b/a The Elegant Cork, 1541 Main Street; Tina Schmidt, Agent

Porter/Meiners motion to recommend approval. Unanimously carried

Library Board of Trustees, Trustee Eric Brill

Library Directors Report

Trustee Brill noted Friend of the Library have assisted with expanding the locker project outside the Library for pick-ups.

Abby Armour presented information on her trip to the Wilton Rancheria Tribe to repatriate belongings from the Grutzmacher collection in time for reburial. This is the first public library in Wisconsin to experience this. It was also noted the Library Board approved this travel.

Personnel Committee, Trustee Ken Johnson

Discussion and possible recommendation to approve Resolution 2024-32 a Resolution adopting the updated Village Administrator Position Description.

K. Johnson/Reeves motion to recommend approval. Johnson noted this is the result of input from Village Board, Department Heads, Resident, and assistance from Library Director Armour to update the description from 2021. It was noted the Board will be advertising for replacement after approval. Unanimously carried.

Discussion and possible recommendation on the adoption of RESOLUTION 2024-33 Code of Conduct Policy for Elected and Appointed Officials in the Village of Mukwonago.

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

Trustee K. Johnson noted this document was created to cover Village Officials, Employees, and Committee members.

He recited from the cover "Good government requires that decision-makers and policy makers be independent, impartial, and accountable to the people they serve. The Village of Mukwonago has adopted this Code of Ethics and Values to promote and maintain the highest standards of personal and professional conduct in the pursuit of good government. All elected and appointed officials, Village employees, volunteers, and others who participate in the village's government are required to subscribe to this Code, understand how it applies to their specific responsibilities, and practice its core values in their work."

He noted this document helps dictate how we interact with the public and social media along with other Boards. Unanimously carried.

Public Works Committee, Trustee Eric Brill
Collection Report for the April 27 E-Cycle event

The collection event was very successful. It was noted the next event is being planned and more than likely will be semi-annually.

Update on STH 83/Rochester Street downtown utilities and design.

Trustee Brill noted that they have reached out to WE Energies to remove overhead lines and set up meetings. As everyone may know there was another water main break in this area which was also reported to the State because it is along this route. This could assist in the timing and approach of their attention to this project. In addition, they are reviewing what the State might now consider in a round-a-bout, which will go to the next DDC meeting for preliminary discussions and streetscaping. He is working to disrupt the least amount of business. There was no action required.

Discussion and possible recommendation to approve a task order to create our Water and Sewer System Master Plan

Trustee Brill presented the conversation for long term master planning so we know we are on target, addressing the right questions, and planning our budget appropriately.

Utilities Director Castle noted questions always arise if we have capacity or projects are proposed which sometimes don't happen and we need a living document that will do more investigation into our aging infrastructure. This will be used in economic development, reliability, planning, including financing and stakeholder engagement. This is a task order that will review where those bottlenecks, standardize pressure, and establish quality.

Trustee Meiners and D. Johnson noted this is an excellent idea.

Brill/Meiners motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve Resolution 2024- 34 a resolution to approve the Compliance Maintenance Report (CMAR) for 2023.

Brill/D Johnson motion to recommend approval. Utilities Director Castle credits his staff for a great report. Unanimously carried.

Discussion on the Well 3 and 4 Treatment Plant and Water Capacity Upgrades. (*This is for information and discussion only. No action required at this time.*)

Utilities Director Castle noted this has been a project on the Capital Plan for some time. Initially presented the 2018 Capacity Report, and it was finalized in 2021. He further reviewed the history of the various parts of the project.

Dave Arnodt from R&M presented information to the Board and response to a resident email Board members received detailing concerns.

The DNR has approved this plan and stated the Village should continue to look for capacity.

Discussion and possible recommendation on changing the color of the bear on future wayfinding signs.

DPW Director Bittner noted there is a one year warranty and then we can paint the bear next year. However there is a sign in production which can be fixed and painted brown or black. He presented color samples.

Brill/Reeves motion to recommend changing the color to black.

Trustee D. Johnson discussed her research on the Black Bear in early Wisconsin tied to Mukwonago.

Unanimously carried.

Protective Services, Trustee Scott Reeves

Reminder of Special Joint Village and Town meeting June 19, 2024 at 5:30PM

Discussion and possible recommendation to approve the Intergovernmental Agreement for Law Enforcement Services for the 2024 Republican National Convention with the City of Milwaukee.

Reeves/Meiners motion recommend approval.

Trustee D. Johnson clarified if officers were injured it would not affect the Village. It was confirmed this agreement will cover them with the City of Milwaukee.

Unanimously carried.

Discussion and possible recommendation to approve the purchase of a 2024 Chevy Tahoe squad car as budgeted.

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

Village President

Update on village-wide exterior revaluation, and announcement of Open Book on June 6 and June 7th. Please be sure to reach out to the Assessor with any questions or appointment requests. For more information visit: www.villageofmukwonago.gov/revaluation2024

Adjournment

Meeting adjourned at 7:06pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer