

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, January 8, 2025

Time: **5:30 pm**

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

Call to Order

President Winchowky called the Committee of the Whole to order at 5:30p.m.

Roll Call

Present: President Winchowky, Trustees: Brill, D. Johnson, K. Johnson, Meiners, Porter, and Reeves

Absent: None

Comments from the Public

NONE

Approval of Minutes

Approve Minutes of Committee of the Whole December 4, 2024.

Motion by D. Johnson to approve the minutes for the December 4, 2024 Committee of the Whole, second by Meiners. No discussion. Motion carried 7-0.

Presentation

Swearing in of newly appointed Clerk-Treasurer Lana Kropf.

Administrator Dykstra swore in Village Clerk-Treasurer, Lana Kropf.

Presentation and possible acceptance of the Strategic Plan for the Village of Mukwonago from CP2 Consulting.

Cory Poris Plasch addressed the Committee concerning the Village's Strategic Planning. She addressed the Village's initiatives and the next steps moving forward. No action was taken.

Finance Committee, Trustee Darlene Johnson

Monthly Treasury Report and Revenue/Expenditure Guideline Report For November 2024 (For information purposes only, no action required)

D. Johnson offered the monthly treasury report and revenue/expenditure guideline report for November 2024. No action was taken.

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$704,816.79.

Motion by D. Johnson to recommend the approval of the Accounts Payable Vouchers in the amount of \$704,816.79 to the Village Board, second by Meiners. No discussion. Motion carried 7-0.

Discussion and possible recommendation to approve the purchase requisition of a Toro 5910 lawn mower.

DPW Director Bittner expressed the necessity for purchasing the equipment and starting a more restrictive equipment replacement.

Motion by D. Johnson to recommend the approval of the purchase requisition of a Toro 5910 lawn mower, second by Reeves. Motion carried 7-0.

Discussion and possible recommendation to approve the purchase requisition of two John Deere 2025R compact tractors with attachments.

DPW Director Bittner expressed the necessity for purchasing the equipment and work on cycling out equipment before its end of life.

Motion by D. Johnson to recommend the approval of the purchase requisition of two John Deere 2025R compact tractors with attachments. Motion carried 7-0.

Discussion and possible recommendation on a Purchase Requisition for a Vac-Con Combination Truck in the amount of \$622,173

Utilities Director Castle addressed the board concerning the need for this purchase. He stated that this is a necessary piece of equipment for maintenance and emergency situations.

Motion by D. Johnson to recommend the approval of purchase requisition for the vac-con combination truck in the amount of \$622,173, second by Meiners. Motion carried 7-0.

Health and Recreation Committee, Trustee John Meiners

Discussion and possible recommendation on Phantom Junction Stage Special Event Permit application for 2025 concerts; 5/22, 6/5, 6/21, 7/3, 7/17, 7/26, 7/31, 8/14, 8/23, 9/20.

DPW Director Bittner explained that the 8/23 date has a conflict with a festival in the Village, so it will be removed for the recommendation.

Motion by Meiners to approve the recommendation on Phantom Junction Stage Special Event Permit application for 2025 concerts, second by Reeves. Motion carried 7-0.

Discussion and review of park and recreation programing request

DPW Director Bittner explained that the Village had been asked to consider a program that would allow citizens to participate in outside recreation services with reimbursement from the Village. Meiners expressed concerns with the implementation and management of the program. Bittner stated that there would be nothing done for 2025. Brill and Porter stated they would not be in favor, is funding tax dollars. Director Bittner was instructed to conduct a community interest survey and revisit at a future meeting. No action taken.

Judicial Committee, Trustee Dale Porter

Discussion and possible recommendation on an amendment to the Municipal Code clarifying language for a maximum of three dogs per residence, and authorizing the Village Attorney to draft the amendment

Police Chief Streit stated there was a recent incident that's brought the ordinance regarding the number of dogs allowable in a residence. The code currently states that three dogs is the maximum, but the code needs clarification. Porter and Reeves stated they are not in favor of the limit on dog ownership.

Motion by Meiners to recommend approval on the amendment to the Municipal Code clarifying language for a maximum of three dogs per residence, and authorizing the Village Attorney to draft the amendment, second by D. Johnson. Motion carried 5-7, with Porter and Reeves voting no.

Library Board of Trustees, Trustee Eric Brill

Announcement of the "[I Love My Librarian](#)" nomination to Library Director Abby Armour
Brill announced that Abby Armour was announced as the winner of the "I Love My Librarian". The library will have extended hours on January 24, 2025 to host a watch party. No action taken.

Library Directors Report (For Information Only, No Action Required)

No action taken.

Public Works Committee, Trustee Eric Brill

Discussion and possible recommendation on **Resolution 2024-73** a resolution to approve a reduction of the Letter of Credit for Cardinal Ridge Phase 1

Motion by Brill to recommend approval on **Resolution 2024-73** a resolution to approve a reduction of the Letter of Credit for Cardinal Ridge Phase 1, second by Reeves. Motion carried 7-0.

Discussion and review of wastewater treatment plant primary clarifier piping condition and associated replacement project. (For Information Only, No action required)

Utilities Director Castle explained the issues with the clarifier piping. He added that the original piping is from 1981 and has met its end of life. Castle added that he will be working on obtaining bids and will bring them to the board for review, within the next month or two. No action taken.

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 GFLP 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), 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 residency requirement for Fire Department Employee
Motion by Meiners to convene into Closed Session, second by D. Johnson. Motion carried on a roll call vote 7-0. The Board convened into Closed Session at 6:33 p.m.

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

Motion by Meiners to reconvene into Open Session, second by Reeves. Motion carried on a roll call vote 7-0. The Board reconvened into Open Session at 7:23 p.m.

Adjournment

Meeting adjourned at 7:23 p.m.

Respectfully submitted

Lana C. Kropf, WCMC
Village Clerk Treasurer