

Village of Mukwonago

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, August 6, 2025

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 5:30 p.m.

Roll Call

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

Absent: Brill (excused) and Porter (excused)

Comments from the Public

None

Approval of Minutes

Approval of the July 2, 2025 Committee of the Whole minutes as prepared and distributed

Motion by Meiners to approve the July 2, 2025 Committee of the Whole minutes, second by D. Johnson.

No discussion. Motion carried 5-0.

Finance Committee, Trustee Darlene Johnson

Discussion/Direction regarding potential TID closure schedules

Finance Director Doherty gave an overview regarding the potential TID closure schedules. She explained that the Joint Review Board did approve the extension for TID #3 by three additional years. She then reviewed TID #4 and the option available to the Village as the TID can be open until 2031. D. Johnson expressed interest in changing the boundaries for TID #4, to remove the Pointe Apartments.

Motion by D. Johnson to change the boundaries for TID #4 to remove the Pointe Apartments and to review the amended project plan, second Meiners. Motion carried 5-0.

Doherty discussed the possibility of the closure of TID #6, and stated she would report back with the WI DOR requirements.

Motion to recommend to the Village Board to approve Vouchers in the amount of \$868,346.83

Motion by D. Johnson to recommend approval, second by K. Johnson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding approval of the purchase of a 2026 Ram 5500 Chassis Cab in an amount not to exceed \$62,364.00

Director Castle noted that this is a part of the capital budget plan,

Motion by D. Johnson to recommend approval, second by K. Johnson. Motion carried 5-0.

Monthly Treasury Report and Revenue/Expenditure Guideline Report For June 2025

Finance Director Doherty offered the June 2025 Treasury Report and revenue/expenditure report for review. No action taken.

Health and Recreation Committee, Trustee John Meiners

Discussion/Recommendation regarding a Special Event Permit application filed by Mukwonago High School for the MHS Homecoming Parade to take place on September 19, 2025 from 4:00 p.m. to 5:00 p.m.

Motion by Meiners to recommend approval, second by D. Johnson. Staff had no issues or concerns. Motion carried 5-0.

Discussion/Recommendation regarding a Special Event Permit application filed by Mukwonago Education Foundation for the MEF Annual Dinner Auction to take place on September 27, 2025 from 5:00 p.m. to 9:00 p.m.

Motion by Meiners to recommend approval, second by Reeves. Staff had no issues or concerns. Motion carried 5-0.

Announcing upcoming Phantom Junction Stage events August 9, 2025 Sam Grady & The Britins, and August 14, 2025 Outdoor Movie Night

Meiners announced the upcoming Phantom Junction events. No action taken.

Judicial Committee, Trustee Dale Porter

Discussion/Recommendation regarding a Temporary Class "B"/"Class B" Retailer's License filed by the Mukwonago Education Foundation for the event of MEF Annual Dinner Auction to be held September 27, 2025 at 926 Perkins Dr

Motion by Winchowky to recommend approval, second by Meiners. No discussion. Motion carried 5-0.

Library Board of Trustees, Trustee Eric Brill

Discussion/Regarding the July 2025 Library Director's Report

Winchowky offered the July 2025 Library Director report for review. D. Johnson thanked Jerry Gasser, Mark Penzkover, and Diane Magolan, who are leaving the board, for their service. She then welcomed Sue Perkins, Andrea Cooper, and Jill Werner to the Library Board positions. No action taken.

Personnel Committee, Trustee Ken Johnson

Discussion and possible recommendation on engaging Innovative Public Advisors for the Finance Director recruitment

K. Johnson gave an overview of the importance of engaging with an outside firm to recruit for this position. Jay Shambeau introduced himself and gave an overview of the recruitment process. Motion by K. Johnson to recommend approval for an amount to exceed \$8,750, second by Meiners. Motion carried 5-0.

Public Works Committee, Trustee Eric Brill

Discussion/Recommendation regarding **Resolution 2025-25** approving the changes to the Mukwonago Urban Area Functional Classification System

Dpw Director Bittner gave an overview of the resolution and urban area boundary.

Motion by Winchowky to recommend approval, second by K. Johnson. Motion carried 5-0.

Discussion and possible recommendation to approve the two-party agreement with Waukesha County for the installation of Rapid Flashing Beacons on CTH NN (East Veterans Way)

DPW Director Bittner gave an overview of project.

Motion by Winchowky to recommend approval, second by Meiners. Motion carried 5-0.

Discussion and possible recommendation to approve Change Order #01 for the for the" An Addition to the Village of Mukwonago Police Station" project epoxy floor coating upgrade
DPW Director Bittner gave an overview of project. After reviewing the samples and decision was made add the epoxy floor coating.
Motion by Winchowky to recommend approval, second by D. Johnson. Motion carried 5-0.

Discussion/Recommendation regarding a letter of support to Waukesha County to obtain federal funding to complete project CTH ES, Edgewood Avenue Roundabout
DPW Director Bittner explained that he was approached by Brett Wallace, to put together a letter for the request.
Motion by Winchowky to recommend approval, second by K. Johnson. Motion carried 5-0.

Discussion/Recommendation regarding a letter of support to Waukesha County to obtain federal funding to complete project CTH ES, Atkinson St to CTH NN
Bittner stated this item was the same as the previous. A general overview of the project was explained. Reeves added that he would like to see better signaling for 83 and ES on Fox St would be greatly helpful.
Motion by Winchowky to recommend approval, second by K. Johnson. Motion carried 5-0.

Protective Services, Trustee Scott Reeves

Announcing National Night Out at Field Park on August 5, 2025

National Night Out was held last night and was very well attended. D. Johnson announced that the raffle amount was \$1,135. No action taken.

Discussion/Recommendation regarding approval of budgeted funds to purchase garage equipment/accessories in an amount not to exceed \$39,777.50
Reeves mentioned that was address last month, but the board wanted to see the actual costs, not a guess.
Motion by Reeves to recommend approval, second by D. Johnson. Motion carried 5-0.

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 **Unauthorized Pier on Village Property** 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 on CSM 9773**
Motion by Meiners to convene the Committee of the Whole into Closed Session, second by D. Johnson. Motion carried 5-0 on a roll call vote. The meeting convened into Closed Session at 6:21 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 the Committee of the Whole into Open Session, second by D. Johnson. Motion carried 5-0. The meeting reconvened into Open Session at 6:41p.m.

Adjournment

The meeting adjourned at 6:42 p.m.