

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING **Tuesday, March 1, 2016**

Call to Order

Village President Fred Winchowky called the meeting to order at 5:34 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Board members present: Darlene Johnson
Jim Decker
Mark Penzkover
Ken Werner
Fred Winchowky, Village President

Board members excused: Arnold Fickau
Jerry Gasser

Also present: John Weidl, Administrator
Kevin Schmidt, Police Chief
Ron Bittner, Director of Public Works
Diana Doherty, Finance Director
Dave Brown, Interim Utilities Director
Robert Harley, Building Codes Official
Bruce Kaniewski, Village Planner
Kurt Peot, Village Engineer
Steven Braatz, Jr., Clerk-Treasurer

Minutes

Motion by Decker/Johnson to approve the February 2, 2016 Committee of Whole meeting minutes carried (Penzkover abstained).

April 5, 2016 Committee of the Whole meeting

Motion by Decker/Johnson to move the April 5, 2016 Committee of the Whole meeting to April 11, 2016 due to the Spring General Election carried.

Committee Reports

Finance Committee

Vouchers payable batches

Motion by Johnson/Decker to recommend the Village Board approve the following batches of vouchers payable carried:

- a. TAXSET2-2016 \$3,728,199.84
- b. AP-3-2016-1 \$81,864.69
- c. M-2-2016-1 \$163,580.44

Purchase requisition

Motion by Johnson/Decker to approve the purchase requisition for DPW for the purchase of a dumpbox and spreader from Lynch Mukwonago Chevrolet in the amount of \$17,700 carried.

Building Permit Fees

Motion by Johnson/Decker to recommend the Village Board approve the updates to the Schedule of Building Permit Fees carried (Johnson voted no).

Update on 2015 Fire Department settlement

Doherty reported that each entity will be receiving \$38,907 back from the 2015 Fire/Ambulance budget. This amount includes the critical care revenues and expenditures. This money will be placed into the Fire Department Designated Fund to help pay for future capital expenditures. No action taken.

2015 Year-end Budget Amendments to various funds

Motion by Johnson/Decker to recommend the Village Board approve the 2015 budget amendments for the General, Fire, TID #3, Debt Service, Village Designated, and Library Funds carried.

Update on internal 2015 Budget re-allocations

Doherty presented various internal budget re-allocations. The bottom lines of each department budget is not changing. No action taken.

Monthly Treasury Report and Library Circulation Report

The monthly Treasury and Library Circulation reports are on file in the Clerk's Office.

Health and Recreation Committee

Holz Parkway Multi-use Trail Project cost estimate

Engineer prepared an estimate cost in the amount of \$83,859 and a drawing of a proposed multi-use trail on Holz Parkway between Perkins Dr. and CTH ES. A funding source has yet to be determined. Item will remain in Committee.

2015 4th Quarter Recycling Report

The 2015 4th Quarter Recycling report is on file in the Clerk's Office.

Judicial Committee

Razing of barn and milk house on the property located at S93W28220 CTH ES

Committee agreed the barn and milk house on the property located at S93W28220 CTH ES was a public safety hazard and agreed that the Supervisor of Inspections should contact the Village Attorney to begin the process for razing the structures.

2015-16 Operators License for Darlene M. Tadych

Motion by Decker/Johnson to deny the 2015-16 Operators License for Darlene M. Tadych. The applicant will be offered a hearing to appeal the decision at the next Committee meeting. Motion carried.

Review of Fair Housing Analysis of Impediments by Waukesha County

The Village Attorney responded to the Waukesha County survey regarding Fair Housing Lay impediments. Information only. No action taken.

Chapter 2, Articles II and V amendments

Motion by Decker/Johnson to recommend the Village Board proceed with the amendments to Chapter 2, Articles II and V pertaining to Village Board meetings and Committee of the Whole carried.

Elected Officials Handbook

Certain sections of the elected officials handbook need to be revised to incorporate the Chapter 2 as well as a few other sections that need to be revised. The Committee had no specific issues with the current version. Item will remain on the agenda.

Personnel Committee

Wage schedules for Election Officials

The wages for the Chief Election Inspector and Deputy Chief Election Inspector were inadvertently left off of the original resolution. The wages have not changed from 2014. Motion by Penzkover/Decker to recommend the Village Board adopt the resolution relating to wage schedules for Election Officials carried.

Position descriptions

Motion by Penzkover/Decker to recommend the Village Board approve the Building Codes Official position description carried.

Motion by Penzkover/Decker to recommend the Village Board approve the Supervisor of Inspections position description carried.

Employee Handbook

Motion by Penzkover/Decker to recommend the Village Board approve the amendments to the Village Employee Handbook related to various employee benefits carried.

Protective Services Committee

Permit from WiDOT Permit for installation of a vertical panel curb system

Motion by Penzkover/Werner to recommend the Village Board authorize the Public Works Director to apply for a permit from WiDOT for Yellow/Black Vertical Panel on State Right-of-way for the placement in the public right-of-way on STH 83 at Atkinson St. of a vertical panel curb system carried.

Median opening at STH 83 and Arrowhead Drive

Staff and the Village Attorney are preparing a response to WiDOT regarding the median opening at STH 83 and Arrowhead Drive. No action taken.

Monthly Police Report

The monthly Police report are on file in the Clerk's Office.

Public Works Committee

Amendment to Section 74-8

Motion by Penzkover/Decker to recommend the Village Board adopt the ordinance to amend Section 74-8 of the Municipal Code of the Village of Mukwonago pertaining to the regulation of streets, sidewalks and other public places carried.

WiDNR Urban Nonpoint Source grant

Motion by Penzkover/Decker to recommend the Village Board authorize the Public Works Director to apply for an Urban Nonpoint Source grant with WiDNR to incorporate storm water information into the Village GIS carried.

Fairwinds Subdivision

Motion by Penzkover/Decker to recommend the Village Board approve a new deadline date for restoration of the Fairwinds pond to August 1, 2016 carried.

CTH NN Reconstruction Project

Motion by Penzkover/Decker to recommend the Village Board approve the construction agreement with Waukesha County pertaining to the CTH NN Reconstruction Project carried.

CTH NN Water Main Relay Project

Motion by Penzkover/Decker to recommend the Village Board approve the CTH NN Water Main Relay Project contingent upon available funds carried.

Correspondence from WiDOT regarding the Traffic Impact Analysis covering the Chapman Property Development

Item will remain on the agenda.

Monthly Reports

The monthly Water and Sanitary Sewer Utilities, Public Works Department, and Engineering Department reports are on file in the Clerk's Office.

Adjournment

Meeting adjourned at 7:26 p.m.

Respectfully Submitted,

Steven Braatz, Jr.
Clerk-Treasurer