

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING **Monday, August 1, 2016**

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Committee members present: Jay Vermuelen
 Darlene Johnson
 Jim Decker
 Mark Penzkover
 Kelly Klemme
 Ken Werner
 Fred Winchowky, Village President

Also present: Ron Bittner, Public Works Director
 Dave Brown, Utilities Director
 Diana Doherty, Finance Director
 Robert Harley, Supervisor of Inspections
 Kurt Peot, Village Engineer
 Kevin Schmidt, Police Chief
 Jeff Stien, Fire Chief
 Judith Taubert, Deputy Clerk-Treasurer

Minutes

Motion by Decker/Johnson to approve the July 5, 2016 Committee of Whole meeting minutes carried. Penzkover abstained.

Committee Reports

Finance Committee

Vouchers payable

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

- a. M-7-2016-1 \$163,127.09
- b. LIBAP72016 \$ 20,383.49
- c. AP-8-2016-1 \$670,334.48

Purchase requisitions

Motion by Vermeulen/Johnson to approve the purchase requisition for Department of Public Works for the purchase of costs associated with the installation of street lighting along CTH NN from We Energies in the amount of \$163,845.20 carried.

Motion by Vermeulen/Johnson to approve the purchase requisition for the Fire Department for the purchase of an ambulance from Foster Coach in the amount of \$179,344 carried.

2016 Budget amendment

Motion by Vermeulen/Decker to recommend the Village Board approve a 2016 budget amendment to the General Fund related to services rendered by Anderson Commercial Group for potential land acquisition carried.

Sale of equipment

Motion by Vermeulen/Decker to recommend the Village Board authorize Public Works Director to sell unused and retired equipment, in accordance with the list provided on August 1, 2016, through Wisconsin Surplus Action Services carried.

Monthly Treasury Report

The June 2016 monthly Treasury report is on file in the Clerk's Office.

Health and Recreation Committee

Special event permits

Motion by Werner/Johnson to recommend the Village Board approve the special event permit requested by St. James Catholic Parish for the event known as St. James Parish Festival to be held on August 26-28, 2016 at the property located at 830 CTH NN E carried.

Motion by Werner/Vermeulen to recommend the Village Board approve the special event permit requested by Mukwonago Area Chamber of Commerce for the event known as Mukwonago Fall Fest to be held on September 24, 2016 throughout the downtown Village area carried.

Inspection of Phantom Glen Park

Received letter of compliance from the WiDNR regarding Phantom Glen Park which may help towards receiving any grants in the future.

Judicial Committee

Licenses

Motion made by Klemme/Johnson to deny the 2015-16 Operators License for Richard M. Brzenk for the following reasons:

1. Omitted Offenses on Application. During a background check, it was discovered that you were arrested/cited for offenses that were not listed on the application.
2. Habitual Offender (Sec. 125.04(5)(b) Wisc. Stats.). Some of the offenses were substantially related to drug and/or alcohol.
3. Felony Offender. (Sec. 125.04(5)(b) Wisc. Stats.)

The applicant will be offered a hearing to appeal the decision at the next Committee meeting. Motion carried.

Motion by Klemme/Decker to recommend the Village Board approve the change of agent for Wildflower Café LLC, 1015 CTH NN E, d/b/a Wildflower Café to Lourdes Gonzalez carried.

Naming of CTH NN and CTH NN E

Motion by Klemme/Penzkover to recommend the Village Board approve the naming of CTH NN, from the west Village limits to North Rochester Street (also known as STH 83) shall be named "West Veterans Way," and CTH NN East from North Rochester Street (also known as STH 83) to Fox Street (also known as CTH ES) shall be named "East Veterans Way" carried (Vermeulen voted no).

Personnel Committee

Department Head competency categories for performance evaluation matrix

Committee members were reminded to provide the Village Administrator with a list of their top 10 competencies. Item will be discussed at the next meeting.

Supervisor of Inspections Appointment

Motion by Decker/Johnson to recommend the Village Board clarify the appointment start date for the Supervisor of Inspections to be August 1, 2016 carried.

Protective Services Committee

Monthly Police Report

The June 2016 monthly Police report is on file in the Clerk's Office.

Public Works Committee

2016 Police Department Roofing Project

Motion by Penzkover/Decker to recommend the Village Board authorize the Police Chief to begin the bidding process for the 2016 Police Department Roofing Project carried.

The Glen of Mukwonago subdivision

Motion by Penzkover/Decker to recommend the Village Board authorize the Village Attorney to file claim against letter of credit for The Glen of Mukwonago subdivision carried.

CTH NN Reconstruction Project

Motion by Penzkover/Decker to recommend the Village Administrator authorize the CTH NN Reconstruction Project Change Order #1 in the amount of \$10,110 for the following reason: Existing manhole 1.1 was left about 10' low when installed. In order to connect to it per plan, 2- 4 foot sections and rings need to be added to bring it up to grade. Penzkover amended his motion to authorize the Village President to sign and execute the Change Order #1 carried.

Motion by Vermeulen/Decker to recommend the Village Board approve the request by We Energies to remove street lighting located on CTH NN E from Clarendon Ave. to CTH ES (Fox St.) carried.

Discussion on request for guidance regarding the Holz Parkway multi-use trail

Staff directed to bring back pricing options regarding the Holz Parkway multi-use trail at the next meeting.

Railroad Spur Feasibility Study

Item remains in Committee.

Correspondence from Waukesha County Dept. of Public Works regarding driveway at 1002 CTH NN E in relation to the CTH NN Reconstruction Project – Information only.

Item remains in Committee.

Mukwonago High School CTH NN Crosswalk Project

The Mukwonago School District is taking over the project. Information only. No action taken.

Bay View Road Railroad Crossing

State inspected and approved Bigger Arms and Crossing Signals to be installed in 2018 which will be funded by the state. Information only. No action taken.

Monthly Report

The June 2016 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 6:38 p.m.

Respectfully Submitted,

Judith A. Taubert
Deputy Clerk-Treasurer