

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING Tuesday, January 2, 2018

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:

- Jim Decker
- Darlene Johnson
- Karl Kettner
- Kelly Klemme
- Mark Penzkover
- Jay Vermeulen
- Fred Winchowky, Village President

Also present:

- Ron Bittner, Public Works Director
- Mark Blum, Village Attorney
- Steven Braatz, Clerk-Treasurer
- Dave Brown, Utilities Director
- Diana Doherty, Finance Director
- Bruce Kaniewski, Planner/Zoning Administrator
- Kyle Knott, Administrator Intern
- Kevin Schmidt, Police Chief
- John Weidl, Administrator/Economic Development Director

Committee of the Whole Business Minutes

Motion by Decker/Johnson to approve the December 5, 2017 regular meeting 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. Payments batch AP-12-2017-3 \$156,874.50
- b. Manuals batch M-11-2017-2 \$14,497.22
- c. Manuals batch M-12-2017-1 \$194,011.52
- d. Payments batch LIBAP12-2017 \$5,737.03
- e. Prop Tax OVPY12171 \$6,901.16
- f. Prop Tax OVPY12172 \$9,776.43

Purchase requisition (Committee Approval Only)

Motion by Johnson/Decker to approve the purchase requisition for Mukwonago Department of Public Works for the purchase of a Toro Groundmaster 5910 from Reinders in the amount of \$105,694 carried.

Motion by Decker/Penzkover to approve the purchase requisition for the purchase and installation of tables, chairs and work stations from CJ & Associates, Inc. in the amount of \$20,790 carried.

November 2017 Monthly Treasury Report

The November 2017 monthly Treasury report is on file in the Clerk's Office.

November 2017 Revenue/Expenditure Report

The November 2017 monthly Revenue/Expenditure report is on file in the Clerk's Office.

Health and Recreation Committee

Donated funds for the play structure in Rosewood Park

The Mukwonago Kiwanis Club and Foundation donated a total amount of \$4,500 to help fund the installation of a play structure in Rosewood Park. Motion by Johnson/Klemme to recommend the Village Board adopt the resolution accepting donated funds for the play structure in Rosewood Park carried.

Judicial Committee

Update on parking regulations in Mukwonago Estates Subdivision

Schmidt asked the Board to forward any citizen complaints to him regarding parking in the Mukwonago Estates subdivision. He also noted that he is reviewing if any changes to the ordinance are needed.

Public Works Committee

Chapman Farms Blvd Project

Motion by Johnson/Decker to recommend the Village Board approve Change Order #2 for the Chapman Farms Blvd Project for an increase of \$11,351.21. The reason for the change order is due to WisDOT storm sewer structure casting change, and WisDOT request of change in location of signal base & monotube base carried.

The contractor is requesting a progress payment in the amount of \$295,744.37. Penzkover explained that liquidated damages started accruing November 1, 2017 and went through December 21, 2017. He asked the Committee if they are willing to withhold liquidated damages, and review it again at the end of the contract. Motion by Decker/Johnson to recommend the Village Board approve progress payment #3 for the Chapman Farms Blvd Project in the amount of \$295,744.37, less liquidated damages in the amount of \$48,450, for a total payment of \$247,294.37 carried.

Impact fees

Christy DeMaster, Trilogy Consulting, addressed concerns related to the population estimates she used in the report. Kaniewski felt the estimates were very conservative in comparison to the Comprehensive Plan. Demaster explained that she felt confident in her estimates and are defensible, but the numbers and the impact fee amounts are ultimately the decision on the Committee/Board. Motion by Decker/Vermeulen to recommend the Village Board adopt the ordinance to amend Sec. 44-5 of the Village of Mukwonago Municipal Code pertaining to impact fees based on the November 2017 Impact Fee Study Update by Trilogy Consulting, LLC carried.

Fairwinds Subdivision Phase 5

Motion by Decker/Klemme to recommend the Village Board approve the Addendum to Fairwinds Developers Agreement for Phase 5 carried.

Public Works Operations Review Final Report

Ed Henschel, RW Management Group, presented the findings from the Public Works Operations Review final report. Weidl noted that options will be reviewed and future discussions will be held prior to the 2019 budget workshops. Discussion only. No action taken.

Local Road Improvement Program

Bittner noted that the Village received \$24,730.26 from the Waukesha County Local Road Improvement Program. The monies will be used toward the Mukwonago Estates street project. Having a 5-year capital plan helped the Village get awarded the funds. Discussion only. No action taken.

Downtown Strategic Planning Steering Committee recommendation to prioritize the pursuit of jurisdictional transfer agreement (referred by the Village Board)

The Committee would like a summary of what has been done, any Committee member questions answered, and a list of infrastructure improvements that are needed. Item will come back to the March or April meeting.

Downtown Strategic Planning Steering Committee recommendation to prioritize the pursuit of rerouting “pass-thru” traffic from the downtown to improve traffic and pedestrian safety throughout the downtown (referred by the Village Board)

The Committee would like bullet points and a pros and cons list. Item will come back to the March or April meeting.

Adjournment

Meeting adjourned at 6:53 p.m.

Respectfully Submitted,

Steven Braatz, Jr.
Clerk-Treasurer