

MINUTES

VILLAGE OF YORKVILLE
VILLAGE BOARD
VILLAGE BOARD ROOM
UNION GROVE MUNICIPAL CENTER
MONDAY, JUNE 25, 2018

Pledge of Allegiance

Village Board President Sherry Gruhn conducted the Pledge of Allegiance.

Village Board Swearing-In Ceremony

Clerk-Treasurer Michael McKinney swore in Trustees Terrence McMahon, Daniel Maurice and Robert Funk and President Sherry Gruhn.

Call to Order

Village Board President Sherry Gruhn called the meeting to order at 6:04 p.m.

Roll Call

The following Village Board members were present: Sherry Gruhn, Robert Funk, Daniel Maurice and Terrence McMahon. Steve Nelson was absent. Also present were Jim Fox, Rodney Holmdohl, Code Enforcement Officer Terrence O'Brien, Engineer Mark Madsen, Attorney Tim Pruitt and Clerk-Treasurer Michael McKinney.

Approval of Village Invoices

Motion (Maurice, McMahon) to approve payment of Village invoices as presented in the amount of \$31,378.78, Motion Carried (MC).

Approval of Stormwater Invoices

Gruhn noted that no Stormwater invoices were presented for payment.

No formal action was taken by the Village Board on this agenda item.

New and Unfinished Business - Discussion and possible action on all of the following:

License and permit applications for the period of July 1, 2018, through June 30, 2019

- Country Rose Bakery and Café, 19319 Washington Avenue (STH 20) (Agent: Rita Zadurski) (Premises: Bakery, Café, Dining Room and Patio)
 - Class "B" Beer License
 - Operator Licenses
 - Rosalie Laketa

Motion (McMahon, Funk) to grant all licenses applied for by Country Rose Bakery and Café, 19319 Washington Avenue (STH 20), with no conditions, MC.

- **Ironwood Saloon/The Annex, 20715 Durand Avenue (STH 11) (Agent: John Kurt) (Premises: Entire Building including Patio Areas)**
 - **Combination Class B Beer and Liquor License**
 - **Operator Licenses**
 - **Terri Fox**
 - **Tara Friar**
 - **Kylie Jost**
 - **Amanda Kurt**
 - **Cassandra Kurt**
 - **Lonni Kurt**
 - **Rebecca Kurt**
 - **Heather Ladwig**
 - **Stephanie Moczynski**
 - **Gaming Machine License (5 video gaming + 2 miscellaneous)**
 - **Class B Dance Hall License**

Motion (Maurice, Funk) to grant all licenses applied for by Ironwood Saloon/The Annex, 20715 Durand Avenue (STH 11), with no conditions, MC.

- **Wisconsin Sportsman's Association, 16010 Durand Avenue (STH 11) (Agent: Gerald Werner) (Premises: Clubhouse)**
 - **Class "B" Beer License**
 - **Shooting Facility License**

Motion (Gruhn, Maurice) to grant all licenses applied for by Wisconsin Sportsman's Association, 16010 Durand Avenue (STH 11), with no conditions, MC.

- **Robert Gleason (Gleason Truck and Equipment), 2118 North Sylvania Avenue**
 - **Junk or Auto Salvage Facility License**

Motion (Funk, Gruhn) to grant a Junk or Auto Salvage Facility License to Robert Gleason (Gleason Truck and Equipment), 2118 North Sylvania Avenue, with no conditions, MC.

- **Maria Vargas (Travelers Inn), 14017 Durand Avenue (STH 11)**
 - **Hotel/Motel License**

Motion (McMahon, Maurice) to grant a Hotel/Motel License to Maria Vargas (Travelers Inn), 14017 Durand Avenue (STH 11), with no conditions, MC.

Applications for 2018-2019 annual Operator Licenses submitted by the following:

- **Noel Barrios**
- **Shelby Brown**
- **Jacqueline Gramza**
- **Kari Pavia**

- **Mia Stindle**

McKinney stated that four of the applicants have not provided proof of completion of an operator license training course and recommended that those applications be approved with the condition that he not issue those licenses until such time as each applicant provides proof of completion of that training.

Motion (McMahon, Funk) to grant a 2018-2019 annual Operator License to Mia Stindle, with no conditions, and to grant 2018-2019 annual Operator Licenses to Noel Barrios, Shelby Brown, Jacqueline Gramza and Kari Pavia, with the condition that operator licenses not be issued by the Clerk-Treasurer to those four applicants until such time as each applicant provides proof of their completion of an operator license training course, MC.

Board/committee/commission formation and/or membership:

- **Plan Commission**

Gruhn discussed proposals to reduce the number of Plan Commission members from seven to five and to allow for another Plan Commissioner other than the Village President to act as the commission's chair. Pruitt stated that the Village Board has the authority to reduce the number of commissioners and to alter the composition of the Plan Commission by ordinance. Gruhn stated that the Plan Commission could continue to include one Village Trustee and the Village President as commission members. McMahon recommended that the Plan Commission include a member of the Yorkville Elementary District School Board. Pruitt recommended that the Village Board consider reappointing all commissioners at their next meeting.

Motion (McMahon, Funk) to authorize the Village's attorney to draft changes to Village ordinances regarding the Plan Commission to reduce the size of the Plan Commission to five members, to change the composition of the Plan Commission so that the Village President be the only member of the Village Board on the Plan Commission, and to allow someone other than the Village President to function as the chair of the Plan Commission, MC.

- **Board of Appeals**

Gruhn stated that two Village residents have agreed to become members of the Board of Appeals.

No formal action was taken by the Village Board on this agenda item.

- **Yorkville Sewer Utility District/Yorkville Water Utility District**

Pruitt stated that membership of these two commissions are based upon state statute, adding that the appointment terms of these commissions need to be updated. Gruhn recommended that she, Daniel Maurice and Steve Nelson act as the Village Board representatives on these two commissions.

No formal action was taken by the Village Board on this agenda item.

- **Stormwater Utility District**

Gruhn stated that the membership of this commission will need to change due to the number of commissioners that are now also on the Village Board. She recommended that she and Steve Nelson continue to serve on this commission. Pruitt stated that the membership of this commission could be reduced to five members by ordinance, adding that the composition of the commission could also be changed.

Motion (Gruhn, Maurice) to authorize the Village's attorney to draft changes to Village ordinances regarding the Stormwater Utility District Commission to reduce the size of the Stormwater Utility District Commission to five members and to change the composition of said commission so that only one member of the Village Board is required to be a member of the Stormwater Utility District Commission, MC.

- **Roads/Public Works**

McMahon stated that this committee should have three members, with two members being Village Board representatives and one member being an at-large citizen representative. Gruhn recommended that Terrence McMahon and Steve Nelson be the Village Board representatives on this committee. Pruitt stated that an ordinance is not required in order to establish this committee.

Motion (Gruhn, Funk) to establish a Roads/Public Works Committee, with membership of said committee to be three members, with two Village Board members and one at-large citizen member, and with the two Village Board members of said committee to be Terrence McMahon and Steve Nelson, MC.

- **Long Range Planning/Land Division Ordinance**

Gruhn stated that Plan Commission members Douglas Nelson and Barbara Geschke have both expressed interest in serving on this committee.

No formal action was taken by the Village Board on this agenda item.

- **Union Grove/Yorkville Fire**

McMahon stated that he was willing to step down from this commission. Gruhn recommended that she, Robert Funk and Steve Nelson be appointed to this commission.

No formal action was taken by the Village Board on this agenda item.

- **Central Racine County Health Department**

Gruhn stated that she was willing to continue as the Village's representative on the Central Racine County Health Department's governing body.

Motion (McMahon, Funk) to appoint Sherry Gruhn as the Village's representative on the Central Racine County Health Department's governing body, MC.

- **Racine County Economic Development Corporation**

Motion (McMahon, Funk) to appoint Sherry Gruhn as the Village's representative on the Racine County Economic Development Corporation's governing body, MC.

Pruitt discussed several alternatives for updating the entire Village Code of Ordinances to ensure that it is in compliance with state statutes regarding village government and to update the ordinances with recent changes in state law regarding the conditional use permitting process.

Poclain Hydraulics driveway request

Madsen stated that he and Peter Hansen met with Poclain Hydraulics representatives regarding their request to install a second driveway for their facility located at 1300 Grandview Parkway. Madsen noted that Poclain would need to cut through an existing landscaping berm on its property to install this driveway. McKinney stated that the Village's building inspector recommended that the Village Board require that Poclain apply for a miscellaneous permit so that the building inspector can log this request into the Village's electronic building permit database.

Motion (McMahon, Maurice) to approve Poclain Hydraulics' request for a second driveway onto Grandview Parkway, with the condition that Poclain Hydraulics file a miscellaneous permit application with the Village's building inspector, MC.

67th Drive drainage issues

Funk stated that the Racine County Public Works Department inspected the driveway culvert and ditch located on the property at 3509 67th Drive last year but did not take any action following that inspection. The Village Board requested that the Village's engineer inspect this culvert and ditch to determine whether any action should be taken.

No formal action was taken by the Village Board on this agenda item.

Braun Road ditch tile

Madsen stated that he received a tile investigation report from Huddleston - McBride Land Drainage Co. for the north side of Braun Road between 57th Drive and the East Branch of the Root River Canal. He noted that this report indicated that this tile has limited flow due to siltation and several broken segments. He stated that this six-inch tile is entirely within the Braun Road right-of-way, with some segments being located underneath the roadway itself. He recommended that the entire length of this tile be replaced with an eight-inch tile at an estimated cost of \$50,000 to \$60,000. Pruitt stated that this work would need to be advertised for bids due to its projected cost. Madsen noted that it would take approximately four weeks to begin this project once the project plans are completed. Maurice stated that the Village should also consider repairing the tile on the property located on the south side of Braun Road at 16209 Braun Road. Madsen stated that the cross-road culvert in front of this

property has been replaced and lowered, adding that the tile on this property was not found when this culvert was replaced.

Motion (McMahon, Maurice) to authorize the Village's engineer to compile project plans and request bids for replacing the existing tile on the north side of Braun Road between 57th Drive and the East Branch of the Root River Canal, including replacement of the tile on the property located on the south side of Braun Road at 16209 Braun Road, MC.

Quote for 53rd Drive road damage repair

The Village Board discussed a proposal they received from Payne & Dolan in the amount of \$42,000.00 for milling and patching approximately 400 square yards of 53rd Drive between 50th Road and Ives Grove Road. The Village Board also discussed options for temporarily repairing 53rd Drive, since construction traffic will continue to use this road in the future for residential construction projects. Madsen stated that the Village could have this road pulverized, graded and compacted as a temporary repair alternative. McMahon added that this roadway could then be seal coated to extend the life of the roadway for another five to eight years. Gruhn recommended that residents on 53rd Drive be notified if the Village opted to pulverize, grade and compact the roadway. Madsen stated that this year's planned culvert replacement project on 61st Drive could be delayed until next year to accommodate any work on 53rd Drive.

No formal action was taken by the Village Board on this agenda item.

Root River Canal – East Branch cleanup at 50th Road

McKinney noted that a large buildup of debris has collected on the upstream side of the bridge over the East Branch of the Root River Canal at 50th Road. The Village Board discussed having this debris cleaned up and the cost of the cleanup shared equally between the Village and the Yorkville Stormwater Utility District.

Motion (Gruhn, McMahon) to authorize the Racine County Public Works Department to remove the debris has collected on the upstream side of the bridge over the East Branch of the Root River Canal at 50th Road, with the cost of said cleanup to be shared equally between the Village and the Yorkville Stormwater Utility District, MC.

57th Drive speed and engineering study

McKinney stated that he has not received the results of the 57th Drive speed and engineering study from Traffic Engineering Services. He noted that Traffic Engineering Services had recommended to him that shoulder marking lines and passing and no passing zones be located and marked on 57th Drive but added that he has not received a quote for this work.

No formal action was taken by the Village Board on this agenda item.

Elected official and employee bank signature cards and employee bank access

Gruhn recommended that Daniel Maurice be authorized to act as a signatory on the Village's bank accounts.

Motion (McMahon, Funk) to authorize Sherry Gruhn and Daniel Maurice to act as signatories on the Village's bank accounts, MC.

Elected official e-mail

McKinney asked the Village Board whether they had any interest in establishing Village e-mail accounts to replace their private e-mail accounts, at a cost of \$144.00 per account per year. Pruitt recommended that the Village Board make this change to ensure that any open records requests received by the Village Board does not include their private e-mail accounts. The Village Board discussed establishing e-mail accounts for both Village Board and Plan Commission members.

Motion (Gruhn, Maurice) to authorize the establishment of ten e-mail accounts for the Village Board and Plan Commission at the quoted cost of \$144.00 per account per year, MC.

Elected official tablet purchase

McKinney asked the Village Board whether they had any interest in purchasing tablets to replace the paper packets that are normally provided to the Village Board. The Village Board requested that McKinney solicit a quote from Glassen Technology Services for the purchase of ten tablets for Village Board and Plan Commission members.

No formal action was taken by the Village Board on this agenda item.

2018 Leadership Union Grove program application and scholarship request submitted by Shelly Schwegel

Motion (Maurice, Gruhn) to approve the 2018 Leadership Union Grove program application and scholarship request submitted by Shelly Schwegel, MC.

Process for reporting violations to the Village Code Enforcement Officer and Racine County Code Enforcement

The Village Board and the Code Enforcement Officer discussed under what circumstances violations should be reported to Racine County and when they should be reported to the Code Enforcement Officer.

No formal action was taken by the Village Board on this agenda item.

Reports

Code Enforcement Officer's Report: O'Brien reported to the Village Board on the following:

- That the property located at 18100 65th Court is still in the process of being cleaned up
- That he received complaints regarding uncut grass on the properties located at 2002 67th Drive and 15428 Ives Grove Road. He also asked whether a second residence was permitted on the property located at 15428 Ives Grove Road.

Engineer's Report: Madsen stated that he is soliciting quotes for the repair of a deteriorated stormwater inlet and section of curb located on Grandview Parkway in front of the property located at 1906 Grandview Parkway.

Yorkville Stormwater Utility District Report: The Yorkville Stormwater Utility District Commission Chair was not present to provide his report to the Village Board.

Clerk's Report: McKinney reported to the Village Board on the following:

- That WE Energies has submitted an application to the Wisconsin Public Service Commission regarding their proposed Lakeshore Lateral project. Pruitt stated that the Village does not have any authority to block such a project if it is approved by the Wisconsin Public Service Commission.
- That the Greater Union Grove Area Chamber of Commerce contacted him to ask whether any Village Board members plan to participate in the Union Grove July 4th parade
- That he received a draft update to the deed restrictions for the Stonecrest Shores subdivision
- That the following requests will appear on the July 9 joint Village Board/Plan Commission meeting agenda:
 - 2908/2808 South Colony Avenue (USH 45) detachment request
 - 2808 North Sylvania Avenue conditional use
 - 14215 2 Mile Road site plan
 - 15516 Ives Grove Road certified survey map
 - Queens Brook Lane certified survey map
 - 14001 Washington Avenue (STH 20) site plan. Gruhn stated that this request should appear before the Board of Appeals for consideration before appearing before the Village Board and Plan Commission.

Other – Comments, questions and suggestions

No comments, questions or suggestions were provided.

Adjournment

Motion (Gruhn, McMahon) to adjourn, MC. The meeting was adjourned at 8:30 p.m. The next scheduled Village Board meeting is Monday, July 9, 2018, at 6:00 p.m.

Michael McKinney
Clerk-Treasurer