

MINUTES

VILLAGE OF YORKVILLE
VILLAGE BOARD
COMMUNITY ROOM (1ST FLOOR)
UNION GROVE MUNICIPAL CENTER
MONDAY, AUGUST 24, 2020

Call to Order

Village Board President Douglas Nelson called the meeting to order at 6:00 p.m.

Roll Call

The following Village Board members were present: Douglas Nelson, Robert Funk, Daniel Maurice, Steve Nelson and Cory Bartlett. Also present were Tom Hribar, Katie Nakles representing EMCS, Code Enforcement Officer Terrence O'Brien, Engineer Mark Madsen and Administrator/Clerk Michael McKinney.

Approval of Minutes

Motion (S. Nelson, Bartlett) to approve the July 13, 2020 joint Village Board/Plan Commission and July 27, 2020 Village Board meeting minutes as presented, Motion Carried (MC).

Approval of Financial Reports

Motion (Maurice, Funk) to approve the July Village and Stormwater financial reports as presented, MC.

Approval of Village Invoices

Motion (Bartlett, S. Nelson) to approve payment of Village invoices as presented in the amount of \$136,153.44, MC.

Approval of Stormwater Invoices

McKinney 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 the following:

Land disturbing construction activity permit approved on March 9, 2020 for Karen Kristopeit for 232 South Colony Avenue (USH 45) (Parcel ID # 194-03-21-18-001-000)

Maurice recused himself from any discussion of or action on this agenda item.

Tom Hribar provided an update to the Village Board on the changes made to this property, including the addition of a six-foot swale on the southwest corner of the property and tree removal. Madsen stated that the elevation of the southwest corner of the property was impacted by this work, adding that this change did not negatively impact drainage in that area. Hribar agreed to reimburse the Village for the cost of the Village Engineer performing an as-built survey of the site.

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

2021 property assessment planning/budgeting

Discussion focused on whether the Village Assessor should perform a standard maintenance assessment or an interim market update assessment in 2021. McKinney noted that the Village of Union Grove would also be discussing which option to pursue for 2021.

Motion (Maurice, Bartlett) to plan for an interim market update assessment in 2021, MC.

2021 Racine County professional services agreement for zoning-related services

McKinney stated that Racine County was willing to consider a reduction of the annual fee charged for zoning-related services from \$50,000.00 to \$40,000.00 due to lower than anticipated zoning permit revenues over the last several years.

Motion (Bartlett, S. Nelson) to do the following:

- ***To authorize the Administrator/Clerk and Village Attorney to negotiate a 2021 Racine County professional services agreement for zoning-related services in the amount of \$40,000.00***
- ***To authorize the Administrator/Clerk and Village President to sign said agreement on behalf of the Village once it is completed, MC.***

Resolution 2020-13 Approving an authorized representative to file applications for financial assistance from the State of Wisconsin Environmental Improvement Fund

Motion (S. Nelson, Maurice) to adopt Resolution 2020-13 as presented, MC.

Resolution 2020-14 Declaring official intent to reimburse expenditures from proceeds of borrowing through the State of Wisconsin Environmental Improvement Fund

McKinney stated that he has not received a cost estimate for the proposed wastewater treatment plant project.

Motion (Maurice, Bartlett) to table this agenda item, MC.

Resolution 2020-15 Setting escrows for reimbursement of costs in submittals to the Village of Yorkville

McKinney stated that an escrow should also be established for shoreland contract requests since the Village Engineer reviews those requests at the Village's expense.

Motion (Maurice, Funk) to adopt Resolution 2020-15 as amended to include a \$100.00 escrow for shoreland contract requests, MC.

Change order request for the 2019 67th Drive paving and drainage program project

Madsen stated that this change order is for relocating a driveway culvert that was partially obstructed by the new culvert installed under 67th Drive.

Motion (Funk, Maurice) to approve the change order request submitted by Payne & Dolan, Inc. in the amount of \$2,700.00 for the 2019 67th Drive paving and drainage program project, MC.

Wisconsin Department of Transportation State/Municipal Agreement for a State-Let Local Bridge Project

McKinney stated that this agreement is for the design of the 58th Road Bridge over the West Branch of the Root River Canal.

Motion (Funk, Bartlett) to approve the Wisconsin Department of Transportation State/Municipal Agreement for a State-Let Local Bridge Project, MC.

Review process for Letters of Interest and Statement of Qualifications for the 58th Road Bridge over the West Branch of the Root River Canal

Motion (Maurice, Funk) to establish a committee to review Letters of Interest and Statement of Qualifications for the 58th Road Bridge over the West Branch of the Root River Canal comprised of Steve Nelson, Cory Bartlett and Michael McKinney, MC.

Participating in the Wisconsin Department of Transportation Standardized Bridge Planning Program for the 58th Road Bridge over the West Branch of the Root River Canal

McKinney stated that participation in this program is intended to reduce the overall design cost for this bridge by using standardized bridge plans.

Motion (S. Nelson, Funk) to do the following:

- ***To elect to participate in the Wisconsin Department of Transportation Standardized Bridge Planning Program for the 58th Road Bridge over the West Branch of the Root River Canal***
- ***To direct the Administrator/Clerk to notify all firms that submitted Letters of Interest and Statement of Qualifications for the 58th Road Bridge over the West Branch of the Root River Canal to make them aware of this decision, MC.***

Ditch/driveway repair/maintenance requests

Discussion focused on recent contacts from Village residents regarding drainage issues along various roads.

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

Scheduling mowing in Village rights-of-way

Discussion focused on the amount of vegetation growth that has taken place in ditches since the last mowing in June. The Village Board also discussed including an additional mowing in the Village's 2021 budget. The Village Board also instructed the Administrator/Clerk to send a letter to the Racine County Public Works Department requesting that they perform an additional mowing in the County's rights-of-way.

Motion (Maurice, Funk) to authorize Two Ski Services to perform an additional 2020 mowing at a cost of \$6,800.00, MC.

69th Drive speed limit change request

Discussion focused on a request from the Village of Union Grove to reduce the speed limit on 69th Drive near its intersection with 18th Avenue due to sight distance concerns at that intersection.

Motion (S. Nelson, Funk) to direct the Administrator/Clerk to notify the Village of Union Grove that the Village of Yorkville does not oppose a speed limit change to either 35 miles per hour or 45 miles per hour on the portion of 69th Drive to the north of the property located at 5120 69th Drive, but that any change to the speed limit on 69th Drive at or to the south of this address would require a speed study to be performed, MC.

Wisconsin Elections Commission Election Security Subgrant Program for Municipalities Memorandum of Understanding

Motion (Maurice, Bartlett) to authorize the Administrator/Clerk to sign the Election Security Subgrant Program for Municipalities Memorandum of Understanding and submit it to the Wisconsin Elections Commission, MC.

Setting dates for the Village's 2021 budget workshops

Motion (Bartlett, S. Nelson) to schedule the Village's first 2021 budget workshop on Monday, September 28, 2020, at 6:00 p.m., MC.

Request submitted by Troy and Courtney Mox for shoreland contract approval for the property located at 18600 Walden Drive (Parcel ID # 194-03-21-05-010-108) in the C-2 (Upland Resource Conservation) Zoning District to permit construction of an in-ground pool and uncovered deck attached to an existing residence within the shoreland jurisdiction of an un-named navigable pond

Motion (Funk, Bartlett) to approve the shoreland contract submitted by Troy and Courtney Mox for the property located at 18600 Walden Drive (Parcel ID # 194-03-21-05-010-108) in the C-2 (Upland Resource Conservation) Zoning District to permit construction of an in-ground pool and uncovered deck attached to an existing residence within the shoreland jurisdiction of an un-named navigable pond, with the

condition that the applicant has silt fence or a straw “wattle” placed around the disturbed area to prevent any erosion from reaching the nearby pond, MC.

Special Event Permit application submitted by Darrell Graf on behalf of the Union Grove Lions Club for the Union Grove Lions Club Chicken BBQ, to be held at the Racine County Fairgrounds, 19805 Durand Avenue (STH 11), from Saturday, September 12, 2020, through Sunday, September 13, 2020

Motion (S. Nelson, Maurice) to grant a Special Event Permit to Darrell Graf on behalf of the Union Grove Lions Club for the Union Grove Lions Club Chicken BBQ, to be held at the Racine County Fairgrounds, 19805 Durand Avenue (STH 11), from Saturday, September 12, 2020, through Sunday, September 13, 2020, with no conditions, MC.

2020-2021 annual Operator License applications submitted by the following:

- Brian Anchondo
- Frank Anchondo
- Morgan DeLuca
- Amy Murdoch
- Hailey Stoltenberg
- Jeanette Stuckart

Motion (S. Nelson, Funk) to grant all listed 2020-2021 annual Operator Licenses as presented, with no conditions, MC.

November 3 election planning

McKinney discussed plans to relocate the locations of the polling place on Election Day and the site for absentee voting for the election.

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

Reports

Building Inspector’s Report: The Building Inspector was not present to provide his report to the Village Board.

Motion (Funk, Maurice) to approve and file the Building Inspector’s report as presented, MC.

Code Enforcement Officer’s Report: Discussion focused on issues related to the following properties:

- 820 South Sylvania Avenue
- 2406 59th Drive
- 2334 North Sylvania Avenue
- 18100 65th Court
- Vacant lot to the west of 15706 Ives Grove Road

- 19529 Durand Avenue (STH 11)
- 17806 Spring Street (CTH C)

Engineer's Report: Madsen stated that he had no information to report to the Village Board.

Yorkville Stormwater Utility District Report: S. Nelson stated that he had no information to report to the Village Board.

Roads/Public Works Committee Report: Funk stated that a portion of Twin Waters Lane has partially washed out due to a failed culvert, adding that he received a quote from Mutter Excavating to perform the culvert replacement. Maurice stated that the vegetation along the 50th Road Bridge over the West Branch of the Root River Canal has become overgrown and needs to be trimmed back and sprayed.

Long-Range Planning/Ordinance Committee Report: Maurice stated that he had no information to report to the Village Board.

Village President's Report: D. Nelson stated that he was contacted by the owner of the agricultural field located immediately to the south of 2240 North Colony Avenue regarding the Village's plans to repair a riprap stormwater outlet at the edge of this property.

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

- That the following items will appear on the September 14 joint Village Board/Plan Commission meeting agenda:
 - 820 South Sylvania Avenue site plan application
 - 14015 Grandview Parkway site plan application
 - Temporary use and temporary structure ordinance updates
 - 17806 Spring Street (CTH C) property maintenance
 - Central Racine County Health Department status update
 - Concept plan for three parcels on 50th Road

Public Comments, Questions and Suggestions

EMCS representative Katie Nakles introduced herself to the Village Board.

Adjournment

Motion (Maurice, S. Nelson) to adjourn, MC. The meeting was adjourned at 8:10 p.m. The next scheduled Village Board meeting is Monday, September 14, 2020, at 6:00 p.m.

Michael McKinney
Administrator/Clerk