



Village Board & Planning Commission

Joint Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Monday, July 10, 2023

1. **Village Board President, Douglas Nelson, called the meeting to order at 6:02 pm.**

2. **Roll Call**

President - Douglas Nelson. Trustees/Commissioners - Robert Funk, Daniel Maurice, Steve Nelson, Cory Bartlett, Barb Geschke, Aaron Alby, Tim DeGarmo. Staff - Michael McKinney (Administrator/Clerk), and Janine Carls (Deputy Clerk-Treasurer). Others – Mark Madsen (Village Engineer), Bob Gleason, Matt Gleason, John Lemke, Sinaj Maliakal, Mark Sondag, Robin Christensen.

3. **Approval of Minutes**

Motion (Funk, Maurice) to approve the June 26, 2023, Village Board meeting minutes as presented, Motion Carried (MC).

4. **Approval of Financial Reports**

Motion (S. Nelson, Bartlett) to approve the June Financial Reports as presented, MC.

5. **Approval of Village Invoices**

Motion (Maurice, Bartlett) to approve Village invoices as presented in the amount of \$112,200.67, MC.

6. **Approval of Stormwater Invoices**

No stormwater invoices were presented for approval.

7. **New and Unfinished Business - Discussion and possible action on the following:**

- a. **Site plan review application submitted by Mark and Joyce Sondag (with Sinaj Maliakal as applicant/agent) for the parcel located at 14314 58th Road (Parcel ID # 194-03-21-24-007-000) in the M-3 (Heavy Industrial) Zoning District for occupancy of an existing industrial building (Building #4) with a stone product warehousing and distribution business known as "3D Stones & Surfaces, LLC"**

Sondag stated a renter had been found to occupy the 16,000 sq. ft. space – no manufacturing, just warehouse and distribution. Maliakal shared that 3D Stones and Surfaces manages imported stone from India for distribution to fabricators and contractors.

No formal action was taken on this agenda item.

- b. **Resolution 2023-19 Approving a site plan review request for the occupancy of an existing industrial building (Building #4) with a stone product warehousing and distribution business known as "3D Stones & Surfaces, LLC" at 14314 58th Road (Parcel ID # 194-03-21-24-007-000); Mark and Joyce Sondag, Owner; Sinaj Maliakal, Applicant/Agent**

Motion (Alby, Geschke) to recommend adoption of Resolution 2023-19 as presented, MC.

Motion (S. Nelson, Bartlett) to adopt Resolution 2023-19 as presented, MC.

- c. **Public Hearing - to hear public comment on a conditional use application submitted by 2232 North Sylvania LLC and 2118 North Sylvania LLC (with Robert Gleason as applicant/agent) for the parcel located at 2232 North Sylvania Avenue and the vacant parcel located immediately to the south of 2232 North Sylvania Avenue (Parcel ID #'s 194-03-21-01-019-000 and 194-03-21-01-020-000) in the M-3 (Heavy Industrial) Zoning District to combine these two parcels and to construct two ±10,000-square-foot industrial building shells on the resulting parcel, with site work and buildout to be determined once potential commercial tenants are established**

D. Nelson opened the public hearing at 6:07 pm. John Lemke, an adjacent property owner, described the negative impact on his agricultural land due to changes in stormwater drainage after dirt was brought in to elevate the parcels. Madsen assured Lemke that the approved plans should eliminate the problem once in place, including draining surface water. Gleason stated that the new perforated inlets had been delivered and that he anticipated completion in 4 weeks' time. Discussed other technical details. Madsen stated that Gleason needs to make minor improvements to the silt fence and riprap erosion control measures in place. He also emphasized the use of the approved SEH plans going forward. Gleason and Lemke will continue to communicate with one another as the project continues. D. Nelson closed the public hearing at 6:21 pm.

- d. **Conditional use application submitted by 2232 North Sylvania LLC and 2118 North Sylvania LLC (with Robert Gleason as applicant/agent) for the parcel located at 2232 North Sylvania Avenue and the vacant parcel located immediately to the south of 2232 North Sylvania Avenue (Parcel ID #'s 194-03-21-01-019-000 and 194-03-21-01-020-000) in the M-3 (Heavy Industrial) Zoning District to combine these two parcels and to construct two ±10,000-square-foot industrial building shells on the resulting parcel. Site work and buildout to be determined once potential commercial tenants are established.**

Discussed the condition of approval being contingent upon combining the two parcels.

No formal action was taken on this agenda item.

- e. **Resolution 2023-20 Approving a conditional use permit request to combine two parcels and to construct two ±10,000-square-foot industrial building shells on the resulting parcel, with site work and buildout to be determined once potential commercial tenants are established, at 2232 North Sylvania Avenue and the vacant parcel located immediately to the south of 2232 North Sylvania Avenue, Sec. 01, T3N, R21E, Village of Yorkville, Racine County, Wisconsin (Parcel ID #'s 194-03-21-01-019-000 and 194-03-21-01-020-000); 2232 North Sylvania LLC and 2118 North Sylvania LLC, Owner; Robert Gleason, Applicant/Agent**

Motion (Geschke, DeGarmo) to recommend adoption of Resolution 2023-20 as amended, with the added condition that approval of this conditional use is contingent upon the two parcels being combined, MC.

Motion (Funk, Maurice) to adopt Resolution 2023-20 as amended, with the added condition that approval of this conditional use is contingent upon the two parcels being combined, MC.

- f. **Leetsbir Road ditch repair proposal**

Discussed various options to resolve drainage issues at 13815 Leetsbir Road, including removal/sealing of the culvert that runs from the ditch to the pond. Reviewed plans McKinney had located from 2013 that were not incorporated but were believed to have been approved – McKinney will verify. Gleason stated that he was willing to improve the property according to those plans if approved.

Motion (S. Nelson, Bartlett) to approve the removal/sealing of the culvert that runs from the ditch to the pond in conjunction with the ditch repair proposal already submitted, not to exceed \$5,000.00, MC.

- g. **Leetsbir Road drain tile repair proposal**

Motion (S. Nelson, Maurice) to approve the drain tile repair proposal as presented, MC.

- h. **Queens Brook Lane ditch repair proposal**

Reviewed proposal to remove cattails, add topsoil, grade to drain, seed and mulch for \$1825.00. Madsen confirmed Mutter is grading from culvert to culvert back to the original plans.

Motion (Maurice, Funk) to approve the Queens Brook Lane ditch repair proposal as presented, MC.

- i. **North Raynor Avenue culvert replacement proposal**

McKinney reviewed two quotes: one just under \$12,000 (slightly used plastic) and one at \$13,364 for brand-new CMP pipe. Each added \$3,800 for asphalt road patch. Madsen's preference is concrete and recommends avoiding CMP as it rusts out. Funk pointed out that this culvert has had a barricade for a year and a half and is prioritized. McKinney will get a quote for concrete.

No formal action was taken on this agenda item.

- j. **Engineering design standard details and construction specifications**

McKinney stated that the Sewer and Water Commission meeting would review this in more detail next week. He proposed developing design standards for 4 areas: water, sewer, village infrastructure, and stormwater. Madsen recommended we review other municipalities and replicate what we like where possible, leaning on Alby and Hansen for some guidance. The board discussed various examples and benefits of having standard specifications, especially for public work.

No formal action was taken on this agenda item.

- k. **Engineer's Report - report on activities and issues**

Madsen stated that the culverts on 58th RD were completed, and pulverizing work is to begin any day. Madsen noted that during the final walk-through of Grandview, it was observed that sprinkler heads installed in the right of way had sustained damage and were leaking which will undermine the curb eventually. McKinney has sent out letters requiring relocation/repair as applicable.

No formal action was taken on this agenda item.

- I. **2023-2024 annual Operator License applications submitted by the following: Taylor Branch, Nicole Flores, John Pisanello, Joshua Reading, Raquel Rodriguez**

Motion (Maurice, Funk) to approve all Operator License applications presented, MC.

8. Reports

- a. **Building Inspector's Report**

Motion (Funk, Bartlett) to approve the Building Inspector's Report as presented, MC.

- b. **Code Enforcement Officer's Report**

McKinney stated that the report style is being revised to show more detail in the future.

- c. **Yorkville Stormwater Utility District Report**

S. Nelson reported that the State had decided that the Drainage Board did have the authority to assess Union Grove for expenses and that the percentage rates assessed were reasonable. It is unclear if Union Grove will continue to fight the assessment. Back dues were not addressed by the State in this ruling.

- d. **Roads/Public Works Committee Report**

Funk reported reviewing the budget and determining priority areas to address. The "crack fill" guy is coming to provide quotes and Funk will introduce him to Carriker. Geschke noted that the SW corner of the intersection at 50th and 53rd has overgrown trees obstructing the view of the road and stop sign. McKinney will ask the county to inspect that corner and/or have Madsen check the visual triangle.

- e. **Village President's Report**

D. Nelson asked Bartlett to give a report from the last County Fire Subcommittee meeting. Bartlett reported that the meeting was very data centered again and that he is hoping they can start putting together some models of options soon. An individual from the state level for additional input. He noted great interest amongst those in attendance as related to rescue services and what that might look like.

- f. **Administrator/Clerk's Report**

McKinney stated he would be attending Zoom meetings for the frontage road project on Wednesday for the pre-pave and weekly update. The Northern Mechanical ribbon cutting is Thursday, June 13 at 4:45 pm. McKinney mentioned that Bob Gleason may be submitting a Conditional Use Permit for the old Auto Salvage property.

9. Public Comments, Questions, and Suggestions

Robin Christensen inquired about plans to address issues with the road shoulder on 67th and in other areas of the village. Christensen also questioned the accuracy of the railroad trestle height signage.

10. Adjournment

Motion (S. Nelson, Bartlett) to adjourn the meeting at 7:48 pm, MC. The next scheduled Village Board meeting is July 24, 2023, at 6:00 pm.

Respectfully submitted,

Janine Carls

Village Deputy Clerk-Treasurer