



**Village Board Meeting Minutes**  
**Union Grove Municipal Center 925 15th Avenue**  
**Monday, February 26, 2024**

1. **Village Administrator, Michael McKinney, called the meeting to order at 6:32 pm.**
2. **Roll Call**

Village Trustees	Administration	Community
Dan Maurice Steve Nelson Cory Bartlett Robert Funk  Absent: Douglas Nelson	Michael McKinney, Administrator Janine Carls, Clerk Nick Carriker, Public Works Manager	

3. **Appointment of a temporary Village Board chairperson**

*Motion (Funk, Maurice) to appoint S. Nelson as temporary Village Board chairperson, MC.*

4. **Consent Agenda - approval of:**

- a. January 22, 2024 - VB/PC Meeting Minutes
- b. \$43,528.89 Village Invoices

*Motion (Funk, Maurice) to approve the Consent Agenda items as presented, Motion Carried (MC).*

5. **Business - Discussion and possible action on the following:**

- a. **Personnel manual update**

McKinney pointed to a summary outlining the most significant changes and noted that outside legal counsel was contracted to update the manual. Discussed proposed changes to the discrimination policy and consideration of changing the language for sick days to include time off for animal care.

*Motion (Bartlett, Funk) to approve the personnel manual update as presented except for the sick leave language about animal care which will not be included at this time, MC.*

- b. **Resolution 2024-02 Amending the Village of Yorkville's 2023 General Fund and Sewer Utility Fund annual budgets**

McKinney stated that the Sewer Utility Fund budget amendment was approved at the last Sewer and Water Commission. He highlighted fund transfers from building and electrical inspections into attorney and office, planning, economic development, and capital outlay expenses. The total amount of transfers on the village side is \$26,600.00 and on the sewer side \$58,500.00.

*Motion (Maurice, Funk) to approve Resolution 2024-02 as presented, MC.*

- c. **Resolution 2024-03 Memorializing and approving the execution and submission of a ballot related to the Second Amended Joint Chapter 11 Plan of Reorganization of Endo International PLC and its affiliated debtors as recommended by the Official Committee of Opioid Claimants**

McKinney stated that this is to approve an already completed action opting into the reorganization plan. The plan provides for the creation of a trust to disperse payments to opioid claimants.

*Motion (Maurice, Bartlett) to approve Resolution 2024-03 as presented, MC.*

- d. **Ordinance 2024-03 Amending Section 22-111 of the Code of Ordinances for the Village of Yorkville pertaining to nuisances.**

McKinney stated that the change is being made to include Wisconsin Statutes' "Right to Farm" language.

*Motion (Bartlett, Funk) to approve Ordinance 2024-03 as presented, MC.*

- e. **Wisconsin Department of Transportation State/Municipal Agreement Revision #4 for State-Let Local Bridge Project 2702-00-05/75 (2 Mile Road bridge over the West Branch of the Root River Canal)**

McKinney stated that this revision only applies to construction, which the state is covering 100% of. For this revision, the only cost to the village is \$150.00.

*Motion (Funk, Maurice) to approve Revision #4 as presented, MC.*

**f. Colony Avenue (USH 45)/Plank Road (CTH A) intersection**

McKinney stated that the Department of Transportation is starting the roundabout design for this intersection from scratch to incorporate resident comments/concerns. Roley Behm has asked the Village Board to amend or rescind their opposition to the roundabout (Resolution 2022-15). Discussed withholding any action until the board can contact the impacted residents.

*No action taken on this agenda item.*

**g. Westbrook Associated Engineers, Inc. proposal for 2024 bridge inspection services**

McKinney stated that the proposal is \$2000 over budgeted amount but will include all 5 bridges. Discussed what determines when bridges are inspected, which is directly related to its rating.

*Motion (Maurice, Bartlett) to approve the Westbrook Associated Engineers, Inc. proposal as presented, MC.*

**h. Annual special event permit application submitted by Apple Farm Management, Inc., for Apple Holler, 5006 South Sylvania Avenue (West Frontage Road)**

Carls pointed to the list of events, noting none of concern. Funk raised concerns about traffic in the fall.

*Motion (Funk, Maurice) to approve the annual special event permit for Apple Holler, MC.*

**6. Reports**

**a. Engineers Report | No Report**

McKinney noted that Madsen is working on the plans for the road projects being considered for 58<sup>th</sup> RD and 59<sup>th</sup> DR. Plans will include addressing any drain tile issues.

**b. Yorkville Stormwater Utility District Report | No report**

**c. Roads/Public Works Committee Report**

Funk/McKinney outlined concerns reported at a new home construction site on Acorn Trail: silt fence failure, fill, wetland delineation, second driveway, and damage to the road possibly from truck traffic at the site. Follow-up is in progress with the building inspector and roads committee. Also touched on a possible broken tile at the intersection at Hwy C and 51<sup>st</sup> Dr. that Madsen should investigate.

**d. Long Range Planning**

Maurice stated that they had met on February 13 to discuss the off-road vehicle ordinance, the nuisance ordinance, and whether to look at a property maintenance ordinance. March 12 is the next scheduled meeting. May discuss meeting every other month.

**e. Union Grove/Yorkville Fire Commission**

S. Nelson reported that five Zoom meetings are scheduled with Five Bugles to look at the design. There are plans for the High School and Fire Commission to hold a joint session in the future.

**f. Village President's Report | No report**

**g. Clerk Report**

Carls mentioned considering adding a citizen member to the Board of Review and Board of Appeals as backup members. Provided an update on 13904 Spring St where numerous cars are being stored behind tarps. The owner has been given a notice of violation and must respond by March 8<sup>th</sup>.

**h. Administrator Report**

McKinney stated that he would be meeting with SEH and Tim Pruitt regarding solar facilities, noting a recent inquiry regarding larger facilities. The March 11<sup>th</sup> board and plan commission meeting will include a site plan review for a cell tower collocation. He noted that US Cellular identified antennas on the water tower that do not belong to them; unable to confirm owners, researching options for removal. McKinney mentioned a special assessment that had been on the books since the 1990s (for 58<sup>th</sup> RD east of 51<sup>st</sup> DR, 12" asphalt base), noting Pruitt recommended leaving this on the books. He stated that there is disagreement on the interpretation of whether board approval for residential solar systems is required; this may be discussed at a future meeting. McKinney would like to discuss the future handling of dead trees overhanging roads, whether they are in our right of way or on private property, at the March 11<sup>th</sup> meeting.

**7. Public Comments, Questions, and Suggestions | No comments**

**8. Adjournment**

*Motion (Funk, Maurice) to adjourn the meeting at 7:45 p.m., MC.* The next scheduled Village Board meeting at the time of this submission is March 11, 2024, at 6:00 pm.

Respectfully submitted,  
Janine Carls, Village Clerk