



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

1. Doug Nelson called the meeting to order at 6:10 pm.

2. Roll Call

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

3. Consent Agenda - approval of:

- a. **August 12, 2024, joint Village Board/Plan Commission meeting minutes**
 - b. **Village invoices**
 - c. **Racine County Tax Incremental District No. 1 reimbursement payment #3 in the amount of \$50,000.00**
 - d. **Scheduling a fall tire and electronics collection event at the Village’s waste and recycling collection site, 19040 Spring Street (CTH C) on Saturday, November 9, 2024, from 8:00 a.m. to 3:00 p.m.**
 - e. **Setting the date for the Village’s 1st 2025 budget workshop on Monday, September 23, 2024, at 6:00 p.m.**
 - f. **Setting standard hours of the Village’s future trick-or-treats to October 31 from 5:30 p.m. to 7:30 p.m.**
- Bartlett requested Consent Agenda item 3.c. be pulled to discuss payment frequency and amount.

Motion (Bartlett, S. Nelson) to approve consent agenda items a, b, d, e, and f, MC.
 Motion (Bartlett, S. Nelson) to approve consent agenda item c., as presented, Motion Carried (MC).

4. Business - Discussion and possible action on the following:

- a. **Request #2 for a reduction of Irrevocable Standby Letter of Credit No. 1753 to secure obligations related to implementation of the Yorkshire Highlands subdivision development agreement**
 McKinney stated that the Reesman Company confirmed receipt of payment for pay requests #1 and #2. He noted that there is a balance due to the Village for legal and engineering fees.

Motion (S. Nelson, Bartlett) to approve request #1 (has met previous approval contingency), and to approve request #2 contingent upon receipt of fees due, MC.

- b. **WE Energies Yorkshire Highlands subdivision lighting work request**
 McKinney stated this request is to install a light at the intersection Highland Way and 50th Rd at an energy cost of \$9.81 per month to the Village.

Motion (Bartlett, S. Nelson) to approve the WE Energies work request as presented, MC.

- c. **Wendel Architecture (5 Bugles) Construction Management services agreement for the fire station project**
 McKinney stated that if this is approved, for consistency’s sake the initial agreement should also be approved (it had been approved by the UGYFD Commission, but not the Village Board.) The UGYFD requested Pruitt, Ekes & Geary, S.C. review the document. This firm represents both municipalities thus necessitating agreement by both, or the review would need to be done by an outside firm. Discussed other situations in which board approval is necessary above and beyond Fire Commission approval.

Motion (S. Nelson, Bartlett), to approve the 5 Bugles Construction Management services agreement, MC.

- d. **Amendment #1 to the agreement the Joint Union Grove Yorkville Fire Commission has with Wendel Architecture (5 Bugles) to add Construction Management services for the fire station project and authorize the Village Attorney Pruitt, Ekes & Geary, S.C. to review and advise the Commission on the agreement**

Motion (S. Nelson, Bartlett) to approve Amendment # 1 to the 5 Bugles Construction Management services agreement and to authorize Village Attorney Pruitt, Ekes & Geary, S.C. to review and advise the Commission on the agreement, MC.

e. Resolution 2024-20 Regarding the future use of absentee ballot drop boxes

McKinney stated that the Wisconsin Supreme Court overturned its earlier decision prohibiting ballot drop boxes for absentee ballot return. The recent decision allows, but does not mandate, use of ballot drop boxes. This will formalize Yorkville's decision to not use absentee ballot drop boxes. Discussed reasons and whether Union Grove would be using drop boxes.

Motion (S. Nelson, Bartlett), to approve Resolution 2024-20, as presented, MC.

f. 59th Drive paving and drainage program project scope amendment/change order #1

McKinney stated that paving crews discovered that the base under 59th was inadequate and recommended either adding an additional 5 ¼ inches of asphalt or fixing the base (a considerably higher cost.) Work was underway and emergency approval was granted to add the additional asphalt after consulting with Madsen, Pruitt, and Maurice. Discussed whether borings had been taken and discussing this with engineering. Carls will note road base deficiency on all road data records.

Motion (S. Nelson, Bartlett) to ratify the approval of change order #1 as presented, MC.

g. 2025 road construction projects

In the absence of Robert Funk and Dan Maurice, no discussion was made or action taken.

h. Short Elliott Hendrickson Well #2 Construction Phase Services - Construction Contract Administration Services Supplemental Letter Agreement Amendment #1

McKinney outlined the construction management services to be under this agreement. The Sewer and Water Commission approved this amendment on Tuesday, August 20. The \$163,300.00 fee is based on anticipated hours and inspections over 44 weeks. The cost of this project is 40% TID eligible.

Motion (Bartlett, S. Nelson) to approve the SEH Supplemental Letter Agreement Amendment #1, as presented, MC.

5. Reports

a. Engineer's Report | No Report

b. Yorkville Stormwater Utility District Report

S. Nelson stated that the Stormwater Commission would meet on Thursday, August 28 to resume discussions on financing the assessment. He stated that a motion had been made to pay the Stormwater Commissioners and failed.

c. Roads/Public Works Committee Report

McKinney reported that crack filling would begin soon, and the bus company had been notified.

d. Long Range Planning | No Report

e. Union Grove/Yorkville Fire Commission | No Report

f. Village President's Report | No report

g. Public Works Manager's Report

Carriker reported that Nielsen, Madsen, and Barber had been out to locate for the water tower drive and the Wanasek is planning to be out soon to relocate the walking trail.

h. Clerk's Report

Carls stated that the September newsletter was completed and that she would be attending a Wisconsin Municipal Clerk Association conference Wednesday – Friday.

i. Administrator's Report

McKinney noted upcoming meeting items including a Conditional Use Permit request for Gleason for an after the fact building addition, a Class B weight restriction exemption renewal for JB Trucking at 2505 65th DR., and a Yorkville Baseball/Softball budget request. In addition, he stated that there had been noise complaints about 20614 Spring St. and he is following up with the Racine County Sheriff's

Department and Racine County Zoning. Dino Tsitsis, CEO of Echo Lake, still anticipates completion of planned improvements by the end of the year.

6. Public Comments, Questions, and Suggestions | No comments

7. Adjournment

Motion (S. Nelson, Bartlett) to adjourn the meeting at 7:00 p.m., MC.

Respectfully submitted,
Janine Carls, Village Clerk

Village Board Meetings are normally held on the 2nd and 4th Mondays of each month. Schedules and agendas are available at villageofyorkville.com.