



Village Board & Planning Commission Joint Meeting Minutes

Union Grove Municipal Center 925 15th Avenue

Monday, July 28, 2025

1. Call to Order

D. Nelson called the meeting to order at 6:01 p.m.

2. Roll Call

Present and constituting a quorum the following Village Board Trustees were present: Doug Nelson, Village President, Robert Funk, Dan Maurice, Steve Nelson, and Cory Bartlett. Staff present: Michael McKinney, Administrator, Janine Carls, Clerk, Nick Carriker, Public Works Manager, and Krisztina Dommer, Village Auditor.

3. Consent Agenda - Any item listed on the consent agenda for approval may be removed at the request of any member of the Board. The request does not require a second, is not discussed, and is not voted upon.

- a. July 14, 2025, joint Village Board/Plan Commission meeting minutes
- b. Village invoices
- c. Stormwater invoices

An updated invoice was provided and included the addition of an invoice for Landmark Title.

Motion (Maurice, Bartlett) to approve the Consent Agenda with the invoice change, Motion Carried (MC.)

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

- a. 2024 annual financial report

Krisztina Dommer presented the 2024 annual financial report noting a generous fund balance and smooth audit process. She stated that the Village Staff was very prepared. Bartlett noted that the goal is to be at a 25% fund balance/savings, and we are at 22%.

- b. Resolution 2025-32 Approving and accepting the Village of Yorkville's annual audit and financial report for the period ending December 31, 2024

Motion (Funk, Bartlett) to adopt Resolution 2025-32 (accepting the annual audit report), MC.

- c. Request submitted by Taner Nelsen for a waiver of Subsections 10-148(f) and 10-148(g)(3) of the Code of Ordinances of the Village of Yorkville, County of Racine, State of Wisconsin, relating to maximum size limitations of storage pods, storage containers, polystructures and polyshelters, and relating to minimum lot size requirements for permanent storage containers, to allow for an application to obtain a permanent permit for an 8-foot by 40-foot storage container and a temporary permit for an 8-foot by 20-foot storage container on a parcel that is less than 5 acres in size (2.31 acres), to be kept at 14008 50th Road (Parcel ID # 194-03-21-01-025-000) in the A-2 (General Farming and Residential II) Zoning District

Motion (S. Nelson, Funk) to table this until the next Village Board and Planning Commission meeting (August 11) and provide a 30-day extension, MC.

- d. Yorkville United Methodist Church request for funds for right-of-way improvements on 63rd Drive
Discussed that while it is our right-of-way (ROW), it is not our project. However, the history of the parking lot being in the ROW is not known and consensus was to share some responsibility.

Motion (Funk, Maurice) to share the estimated cost of \$5000.00 fifty-fifty, MC.

- e. Investment policy

McKinney stated that annually there is a delay with the fund transfer due to bank being closed on New Year's Eve and Day. This policy is recommended by the Auditor and allows us to exceed the amount that can be held over in this circumstance.

- f. Resolution 2025-33 Adopting an investment policy for the Village of Yorkville

Motion (Funk, Maurice) to approve Resolution 2025-33 (adopting an investment policy), MC.

- g. Uncashed check and unclaimed funds policy

McKinney stated the auditor recommended formalizing current practices. If a check is uncashed, reissue. If uncashed again, send it to Racine County to manage it as unclaimed funds.

- h. Resolution 2025-34 Adopting an uncashed check and unclaimed funds policy for the Village of Yorkville

Motion, S. Nelson, Bartlett) to adopt Resolution 2025-34, MC.

- i. General Fund balance policy

This policy creates an expectation that the fund balance will be kept at a minimum of 25% to cover one quarter of expense in case of emergency. We are at 22% now.

- j. Resolution 2025-35 Adopting a General Fund balance policy for the Village of Yorkville

Motion (S. Nelson, Bartlett) to adopt Resolution 2025-35 (adopt a general fund balance policy), MC.

- k. Union Grove-Yorkville Fire Department fire station construction bids

Clarified that by approving the joint resolution 2025-01 for maximum project cost, the Board will also be approving the recommended contract awards.

- l. Joint Resolution 2025-01 Joint Resolution of the Village Boards of the Village of Union Grove and the Village of Yorkville establishing the maximum project cost for the Union Grove-Yorkville Fire Department fire station construction project, approving the award of contracts to multiple prime contractors, authorizing the expenditure of funds, and authorizing the execution of documents

Motion (Maurice, Funk) to adopt Joint Resolution 2025-01 in the amount of \$13,834,223.00 with approval of our attorney, MC.

- m. Fire station construction debt service/borrowing amount

McKinney stated that the Board could consider increasing/decreasing the amount set for borrowing but recommended leaving the amount originally set for borrowing at \$10,485,000. No action taken on this agenda item.

- n. 2026-2031 Wisconsin Department of Transportation Surface Transportation Program and Local Bridge Program

McKinney recommended applying for bridge aid for the bridge over the west branch on 50th Road and to outlined two other grant options, one rural and one local. Discussed which roads to focus on.

Motion (Bartlett, S. Nelson) to do Grandview, and 56th and Raynor, MC.

Motion (Maurice, S. Nelson) to include the 50th Road Bridge, MC.

- o. 2026-2027 RYDE Racine public transit service agreement

McKinney stated that the agreement has changed to a 2-year agreement and proposes an increase from \$10,000 to \$12,000 in 2026 and to \$12,600 in 2027. Ridership numbers were not provided. Discussed cost doubling in 10 years and discrepancies in transit schedule.

Motion (Maurice, S. Nelson) to table it, have them come in and discuss it at next Village Board meeting without Planning Commission, MC.

- p. Mid City Corporation pay request #2 for the Yorkville Water Utility District No. 1 Well #2 drilling and construction project

Motion (S. Nelson, Maurice) to honor the pay request, MC.

q. West Grandview Parkway bollard installation proposal

Motion (S. Nelson, Maurice) to request a new quote for 3 concrete blocks and restoring lawn, MC.

5. Reports

a. Engineer's Report - report on activities and issues | No report

b. Yorkville Stormwater Utility District Report - report on activities and issues | No report

c. Roads/Public Works Committee Report - report on activities and issues

Funk reported completion of the 58th road punch list. Requested that McKenny have county begin shouldering working from the list from the 2025 Road Tour.

d. Village President's Report - report on activities and issues | No report

e. Public Works Report - report on activities and issues

Carriker stated that the Archeology Society had completed their inspection on the site for the new well. Drillers are set to come back next week to begin drilling the permanent well. He reported that the lift station projects are underway.

f. Clerk's Report - report on activities and issues

Board of Review will reconvene August 11th following the Village Board and Planning Commission meeting to review two commercial objections.

g. Administrator's Report - report on activities and issues

McKinney stated that the Village Board and Planning Commission meeting on Aug 11th would include the final CSM review for Schauf (16509 Plank Rd), a Conditional Use Permit for Dreamscape (2334 N Sylvania). He stated that Dan Oaks has applied for Rezone and Conditional Use for future development on KR/County Line Road. The closing date for the land acquisition for the Fire Station is tentatively July 30th. He noted that Mutter has not been able to look at the busted tile on Church Rd due to too much water flow there.

6. Public Comments, Questions and Suggestions – No Comments

7. Adjournment

Motion (S. Nelson, Bartlett) to adjourn 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.