



**Village Board Meeting Minutes**  
**Union Grove Municipal Center 925 15th Avenue**  
**Monday, March 23, 2026**

**1. Call to Order**

*Michael McKinney, Village Administrator, called the meeting to order at 6:02 p.m.*

**2. Roll Call**

*Present and constituting a quorum the following Village Board Trustees were present: Rob Funk, Dan Maurice, and Steve Nelson. Absent: Doug Nelson, Village President, and Cory Bartlett. Staff present: Michael McKinney, Administrator, Janine Carls, Clerk, Nick Carriker, Public Works Manager, and Elaine Sutton Ekes, Village Attorney.*

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

*Motion (Maurice, Funk) to appoint Steve Nelson as temporary chairperson, Motion Carried (MC).*

**4. 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. March 9, 2026, joint Village Board/Plan Commission meeting minutes
- b. Village invoices
- c. Invoices/pay applications recommended for payment by the Union Grove/Yorkville Fire Commission on March 11, 2026
  - 1. Wendel payment in the amount of \$10,748.48 for invoice # 616501.01-21
  - 2. Wendel payment in the amount of \$45,820.82 for invoice # 616501A-8
  - 3. Scherrer Construction payment in the amount of \$91,006.81 for pay application # 3
  - 4. Southport Engineered Systems payment in the amount of \$45,968.03 for pay application # 2
  - 5. Gurtz Electric Co. payment in the amount of \$109,767.56 for pay application # 1

*Motion (Funk, Maurice) to approve the consent agenda as listed, motion carried (MC).*

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

- a. Valbridge Property Advisors 67<sup>th</sup> Drive easement acquisition appraisal proposal

*The appraisal covers a small section of the Harris property situated near the southeast corner of the 67th Drive railroad trestle. The purpose of the proposed acquisition is to establish the value for easement and right-of-way acquisitions necessary for the replacement of the large culvert under 67th Drive. McKinney noted a change in project scope based on the Village Engineer's recommendation. The project has shifted from two easements to one easement and a right-of-way acquisition.*

*The change will not increase the proposed appraisal cost of \$5,900.00. Funding is expected to follow the standard project split: 72.4% Union Grove and 27.6% Yorkville. The committee discussed sending an introductory letter to the property owner prior to the formal acquisition process.*

*Motion: (Maurice, Funk) to approve the proposal from Valbridge in the amount of \$5,900.00 including updates to scope provided by McKinney, MC.*

- b. 2403 South Colony Avenue (USH 45) cross access and easement declaration

*McKinney provided an overview of the easement declaration. Ekes presented a detailed view of the cross-access easement extending over the driveway on the north end of Lot 1 (the Fire Station project currently under construction) to Lot 2 (a future lot retained by the Village of Yorkville). Ekes noted that potential future uses should be considered when defining this easement; for instance, if Lot 2 is eventually developed as a park, the easement should potentially incorporate a sidewalk or walking path. Additionally, she inquired whether limitations on vehicle types, such as heavy agricultural or public works equipment, should be established, which would require such traffic to utilize Martin Drive instead.*

Following discussion, the consensus was that no vehicle or use limitations would be set for the easement on Lot 1. S. Nelson suggested widening the easement to 48.5 feet (extending to the northernmost property line) to accommodate heavier traffic and provide space for a future walking path. The Board also discussed adding language to provide the right to improve the driveway on Lot 1 to ensure full access to Lot 2. Ekes will obtain a revised Certified Survey Map (CSM) and update the cross-access and easement declaration accordingly.

Motion (Maurice, Funk) to table agenda item b. until the next meeting (April 13, 2026), MC.

- c. Ordinance 2026-03 Amending Section 50-91 of the Code of Ordinances of the Village of Yorkville, County of Racine, State of Wisconsin, relating to heavy traffic prohibited; weight limitations; exemptions

McKinney stated that the Long-Range Planning Committee approved this ordinance amendment for Village Board review. The amendment proposes to eliminate all "Class B" road designations and implement a uniform weight limit of 20,000 pounds for most Village-maintained roads. The primary objective is to restrict heavy dump truck traffic on local roads to the greatest extent possible.

The ordinance exempts traffic utilizing Yorkville roads to obtain orders or supplies, or to deliver commodities to and from Yorkville properties. Additionally, the following are exempt:

- Agricultural vehicles, Implements of Husbandry (IOH), and agricultural commercial vehicles;
- School buses and recreational vehicles;
- Village-owned and operated vehicles;
- Emergency services (Fire, EMS, and Police);
- Vehicles utilized for road maintenance.

The Board discussed concerns regarding the fiscal impact of removing and replacing existing "Class B" signage, as well as strategies for communicating these weight exemptions to commercial delivery services.

Action: Following discussion, the Board determined that additional information was required. (See motion under Item d).

- d. Resolution 2026-14 Establishing heavy traffic routes in the Village of Yorkville

Motion (Funk, Maurice) to table Resolution 2026-14 and Ordinance 2026-03 until the next meeting to allow for the collection of additional information. Motion Carried.

- e. Ordinance 2026-04 Amending Division 2 of Article V of Chapter 2 of the Code of Ordinances of the Village of Yorkville, County of Racine, State of Wisconsin, relating to election officials

The proposed ordinance provides greater flexibility in scheduling election staff while ensuring that statutory requirements for party balance are maintained when Election Inspectors are appointed by the Republican or Democratic parties. Carls noted that many Election Inspectors have expressed a preference for shorter shifts. She further explained that with the implementation of electronic poll books, shorter shifts are beneficial in preventing "computer fatigue" and maintaining high levels of accuracy throughout Election Day.

Motion (Maurice, Funk) to adopt Ordinance 2026-04, MC.

- f. Resolution 2026-15 Providing compensation for members of the Board of Review

McKinney stated that this resolution does not change current compensation rates but serves to formalize the existing pay structure for Board of Review members. Members are compensated at a rate of \$50.00 per session attended. It was noted that this compensation does not apply to Village Board members, whose service on the Board of Review is covered under their existing annual salary.

Motion (Maurice, Funk) to approve Resolution 2026-15, MC.

- g. Scheduling the Village's 2026 Board of Review and Board of Review training

Discussed June dates that would better accommodate spring planting schedules. Carls will check availability of all Board of Review members. No action taken on this agenda item.

## 6. Reports

- a. Yorkville Stormwater Utility District Report – Steve Nelson  
*Attended the last meeting but there was a closed session, plans to attend the next meeting scheduled for April 14, to learn more.*
- b. Roads/Public Works Committee Report – Rob Funk  
*Crack Filling Services made recommendations and provided a quote. Will look at this during the upcoming road tour. Appraisal for old Fire Station has not been provided by Union Grove yet; Yorkville has obtained an appraisal from Valbridge. UGYFD Clerk is working on one resolution for both villages regarding EMS Fees.*
- c. Union Grove/Yorkville Fire Commission Report – Steve Nelson  
*Owner's meeting to be held Wednesday morning to provide update on construction progress.*
- d. Long-Range Planning/Ordinance Committee Report – Dan Maurice  
*Met on March 10<sup>th</sup>. Moved to pass the zoning ordinance regarding accessory structures and ordinance amending heavy traffic and weight limitations on to the Village Board. Will meet again May 12.*
- e. Village President's Report – No report
- f. Public Works Report – Nick Carriker  
*Still trying to link up with Al Jeske to get specs for driveway replacement around water tower. McKinney will follow up with attorney on contract questions regarding the driveway replacement.*
- g. Clerk's Report – Janine Carls  
*In-person absentee voting for the April 7<sup>th</sup> Spring Election begins Feb. 24. Union Grove Baptist Church has approved the use of their gymnasium for elections; Carls will take a closer look at the site after the April 7 election to determine if it is a good fit. Road packets are ready. Sifuentes pulled all required building permits and reportedly will have all buildings required to be razed be down this weekend. County to reinspect.*
- h. Administrator's Report – Mike McKinney
  - *That the April 13 Village Board/Plan meeting will have agenda items regarding a conditional use amendment for 2221 Raymond Avenue (CTH U), discussion about request for amendment to conditions related to the conditional use approved for 16122 50th Road, and consideration of zoning ordinance approved by Long Range Planning commission regarding accessory structures primarily pertaining to building heights.*
  - *That the Village of Union Grove is currently reviewing its options regarding building inspection services. The existing service contract is a joint agreement between the provider and both the Villages of Union Grove and Yorkville. McKinney inquired whether the Board had an interest in conducting a concurrent review of these services. Funk requested that this item be placed on the agenda for the second meeting in April and directed McKinney to gather additional information for the Board's consideration.*

## 7. Public Comments, Questions and Suggestions - 5-minute limit per person

## 8. Business - Discussion and possible action on the following:

- a. **Closed Session:** The Village Board MAY entertain a motion to go into CLOSED SESSION pursuant to Wis. Stat. § 19.85(1)(e), which allows for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to discuss a potential agricultural lease for the vacant land located at 2403 South Colony Avenue (USH 45) (Parcel ID # 194-03-21-20-021-001)

*Funk, identifying as a potential lessee, recused himself from the matter. Following the recusal, it was determined that a quorum was no longer present; consequently, the Board was unable to enter into closed session.*

*In open session, the Board discussed the proposed parcel access within the agricultural lease and the requirements for insurance coverage. It was determined that language referring to limitations of access to the parcel will be removed from the lease agreement.*

*McKinney reported that he consulted with the Village's insurance agent, who indicated that farm policies typically list the property owner as an "additional interest" rather than "additional insured" to verify that coverage remains in force. Ekes noted that in the event of a lawsuit involving the lessee, the Village would likely be named in the suit but would not necessarily be held liable.*

*McKinney will update the lease accordingly, and the revised document will be presented to the Board for consideration at the April 13th meeting. No formal action taken on this agenda item.*

- b. **The Village Board shall RECONVENE INTO OPEN SESSION reserving the right to take action on the matters discussed in CLOSED SESSION and to move to the remaining meeting agenda as posted**  
*Not applicable as the Village Board did not enter into closed session.*

## 9. Adjournment

*Motion (Maurice, Funk) to adjourn at 7:24 p.m., MC.*

Respectfully submitted,  
Janine Carls  
Clerk

*Village Board Meetings are normally held on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month. Schedules and agendas are available at [villageofyorkville.com](http://villageofyorkville.com).*