

MINUTES

TOWN OF YORKVILLE JOINT TOWN BOARD/PLAN COMMISSION TOWN BOARD ROOM MONDAY, NOVEMBER 11, 2013

Call to Order

Town Board Chair Peter Hansen called the meeting to order at 6:00 p.m.

Roll Call

The following Board members were present: Peter Hansen, Sherry Gruhn and Terrence McMahon. The following Plan Commission members were present: Peter Hansen, Sherry Gruhn, Gary Fink, Douglas Nelson, Barbara Geschke, Robert Root and Nathan Skewes. Also present were Thomas Lauber, Mike Prosser representing Prosser RV, Jenny Trick representing Racine County Economic Development Corporation, Yorkville Stormwater Utility District Chair Steve Nelson, Town Constable Terrence O'Brien, Town Engineer Mark Madsen, Town Attorney Timothy Pruitt and Town Clerk-Treasurer Michael McKinney.

Approval of Minutes

Motion (Gruhn, Hansen) to approve the October 28, 2013 Town Board meeting minutes as submitted, Motion Carried (MC).

Financial Report

Motion (McMahon, Gruhn) to approve the October Town financial report, MC.

Approval of Town Invoices

Motion (Gruhn, McMahon) to approve Town invoices in the amount of \$64,776.42, MC.

Motion (McMahon, Gruhn) to approve Stormwater Utility District invoices in the amount of \$1,515.50, MC.

New and Unfinished Business – Discussion and possible action on all of the following

Proposal and contract submitted by the Racine County Economic Development Corporation for 2014 Economic Development technical assistance

Hansen requested that this agenda item be moved to the top of the business portion of the agenda. No objections were raised to this request.

Jenny Trick of the Racine County Economic Development Corporation (RCEDC) was present to discuss this agenda item with the Board. She provided her semi-annual update of RCEDC activities and outlined some of the services RCEDC provides, including business recruitment, retention and expansion, as well as workforce development. She added that the proposal and contract submitted to the Board has not changed from the 2013 agreement.

Motion (Hansen, McMahon) to approve the proposal and contract submitted by the Racine County Economic Development Corporation for 2014 Economic Development technical assistance, MC.

Application for approval of an updated Site Plan by Gleason Redi-Mix, Inc. for the property located at 13815 Leetsbir Road (Parcel ID 018-03-21-24-002-110) to increase the number of recreational vehicles and campers displayed for sale on the northeast corner of the site from 30 to 50

Mike Prosser of Prosser RV appeared on behalf of the applicant and presented his proposal to the Board. He noted that he would like to increase the number of recreational vehicles and campers displayed for sale on the northeast corner of the site from 30 to 50. He added that he leases most of the front portion of the property and part of the rear portion of the property for his business. Prosser and the Board discussed several issues, including where the additional vehicles and campers would be stored on the site, how this proposal would interact with the new lawn care and landscaping business that applied to move in to the site, how the equipment will be displayed and how the upcoming road work on the frontage road will impact storage of these vehicles. The Board and Plan Commission requested that the applicant provide more detail on the proposal as well as a plan showing how and where this equipment would be displayed. Prosser also added that he had considered setting up a campground display area in the far northeast corner of the lot.

Motion (Hansen, McMahon) to table the application for approval of an updated Site Plan by Gleason Redi-Mix, Inc. for the property located at 13815 Leetsbir Road (Parcel ID 018-03-21-24-002-110) to increase the number of recreational vehicles and campers displayed for sale on the northeast corner of the site from 30 to 50 until the next Joint Town Board/Plan Commission meeting on Monday, December 9, 2013, MC.

Application for approval of a Certified Survey Map by the Norman Lauber Family Trust for the property located at 612 55th Drive (Parcel ID 018-03-21-14-014-000) for the purposes of splitting one parcel into two parcels

Thomas Lauber presented his proposal to the Board. He noted that this certified survey map (CSM) would split an existing parcel into two and merge the larger portion of the split with an existing parcel, leaving a smaller 3-acre parcel with an existing residence on it. Madsen noted that he requested that a driveway easement be added to the CSM, which was included on the final draft.

Lauber also discussed plans to transfer a small strip of land totaling 0.3 acres from the larger remnant parcel of this CSM to a small neighboring nonconforming residential lot. Madsen noted that, since this does not involve the creation of a new parcel, this transfer could be completed through a lot line adjustment. Pruitt noted that while the nonconforming lot would remain nonconforming after the lot line adjustment, Town practice has been to permit this as long as it increases the size of the lot.

Motion (Nelson, Root) to approve the Certified Survey Map application by the Norman Lauber Family Trust for the property located at 612 55th Drive (Parcel ID 018-03-21-14-014-000) for the purposes of splitting one parcel into two parcels, MC.

Motion (McMahon, Gruhn) to accept the Plan Commission's recommendation regarding the application for approval of a Certified Survey Map by the Norman

Lauber Family Trust for the property located at 612 55th Drive (Parcel ID 018-03-21-14-014-000) for the purposes of splitting one parcel into two parcels, MC.

Revision of current Town ordinances regarding Communication (Cell) Towers and Antennas

Pruitt provided an update to the Board on their request that he review the Town's existing ordinances regarding cell towers. He noted that recent changes in State law require that municipalities adopt zoning ordinances to regulate cell towers. He added that the Town cannot enact a zoning ordinance as its zoning is currently administered by Racine County, who is currently reviewing their zoning ordinances to determine what changes may be necessary. He noted that he believes that the inconsistent sections in the Town's current ordinances, such as those addressing colocation and indemnification, are invalidated but believes that the remainder of the ordinance is still valid. He added that the Town could still add reasonable conditions when acting on a cell tower application. He recommended that the Board take no action at this time to change their cell tower ordinances.

No formal action was taken by the Board on this agenda item.

Revision of current Town ordinances regarding Certified Survey Maps (CSM's)

The Board discussed the existing CSM application process included in the Town ordinances. Pruitt noted that the Board may wish to look at a way to streamline the CSM application process for simple proposals, such as by allowing them to bypass most of the application process. Madsen noted that the process should not be eliminated but should be made easier if the proposal does not require a high level of scrutiny before approval. Madsen also recommended that remnant parcels should not be included in the CSM if they exceed a certain size. Pruitt suggested that requests could appear as a draft before the Board, with the Board making a determination of whether the application does need to be subjected to a more comprehensive review. He also noted that State Statutes still required that certain items be included on the recorded CSM.

No formal action was taken by the Board on this agenda item.

Proposal and contract submitted by Racine County Information Systems for Information Systems services

The Board noted that they were satisfied with the service the Town receives from their existing Information Services provider and added that the Town could still consult with Racine County Information Systems on technical questions or assistance with purchasing.

Motion (Hansen, McMahon) to take no action on the proposal and contract submitted by Racine County Information Systems for Information Systems services and to continue using Glassen Consulting and Automation, LLC, for the Town's Information Services needs, MC.

2014 Election Hardware Maintenance Agreement submitted by Command Central

McKinney noted that this agreement covers support, repair and maintenance of the Town's election equipment and added that this equipment would not need to be shipped to Command Central for annual maintenance.

Motion (Gruhn, Hansen) to approve the 2014 Election Hardware Maintenance Agreement submitted by Command Central, MC.

Scheduling a meeting with Stonecrest Shores subdivision residents regarding final paving in the Stonecrest Shores subdivision

Hansen noted that he was meeting with Dan Neider of Stonecrest Shores on Wednesday of this week and would discuss this issue with him at that time. Madsen noted that the work could likely be done as early as next April or May. The Board discussed whether a meeting with residents could be held sometime around the beginning of 2014, nearer to the time when the paving would be done. Pruitt noted that it is permissible for the Town to allow an obstruction to remain in the Town right-of-way. The Town Board also discussed allowing concrete to be used to repair existing driveways if it is determined to be a less expensive alternative to asphalt.

No formal action was taken by the Board on this agenda item.

Reports

Constable's Report: O'Brien provided his report to the Board. He noted that he planned to hold off on any further enforcement action regarding issues related to the Jenkins property at 17806 Spring Street, as it is likely that property ownership will change through foreclosure. He also informed the Board of a dispute between two neighbors on Old Yorkville Road that resulted in one of them being reported to the Wisconsin Department of Natural Resources by the other for allegedly burning binder twine.

Building Inspector's Report: The Building Inspector was not present to provide his report.

Motion (Hansen, Gruhn) to accept the October Building Inspector's report as submitted, MC.

Engineer's Report: Madsen provided his report to the Board. He informed the Board that he is working on plans for the proposed 2014 road projects on 50th Road and Braun Road. He updated the Board on the temporary driveway at 707 Deer Path, noting that the driveway was still being used until recently and added that the roadway in front of the driveway will not be repaired by Racine County until spring. He noted that the fill being hauled into the former duck farm site at 2319 Raymond Avenue was brought in to fill in several sanitary lagoons on the site, which was ordered by the Wisconsin Department of Natural Resources. Madsen and the Board also discussed whether he should file an application for a TRM grant with the Wisconsin Department of Natural Resources for drainage work on 61st Drive. The Board requested instead that Madsen file an application for a TRID grant with the Wisconsin Department of Transportation. He added that the application would likely take several hours to complete.

Motion (McMahon, Gruhn) to instruct the Town Engineer to complete and submit an application for TRID funding for the 2014 50th Road project, MC.

Clerk's Report: McKinney provided his report to the Board. He informed the Board that he should receive updated letters of credit from Dan Neider of Stonecrest Shores before the existing letters of credit expire at the end of this week. He provided copies of the existing personal property tax roll to the Board and Plan Commission members and requested that

they review the list for any additions or deletions before their next meeting in December. He noted that he will contact the Town's existing election officials about whether they would like to be reappointed for another two year term. He provided a summary of the items that will appear on the upcoming Town Board/Plan Commission agenda in December, including: a conditional use permit application to construct a cell tower at the Racine County Fairgrounds; a site plan for a new accessory structure at 202 South Sylvania Avenue; a site plan for a new lawn care and landscaping business at 13815 Leetsbir Road; the site plan application held over from earlier in this meeting; and a presentation by the Wisconsin Department of Transportation on the proposed road work planned at the STH 20/I-94 interchange in 2014.

Other – Comments, questions and suggestions

No comments, questions or suggestions were provided.

Adjournment

Motion (Fink, Gruhn) to adjourn, MC. The meeting was adjourned at 7:24 p.m. The next regularly scheduled Town Board meeting is Monday, November 25, 2013, at 6:00 p.m.

Michael McKinney
Clerk-Treasurer