

## MINUTES

**TOWN OF YORKVILLE  
JOINT TOWN BOARD/PLAN COMMISSION  
TOWN BOARD ROOM  
UNION GROVE MUNICIPAL CENTER  
MONDAY, OCTOBER 13, 2014**

### 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 Raymond Leffler representing Altamount Development, Chuck Haubrich representing Seno K/R LT Conservancy, Randy Borland, Steven Voge, Scott Chase, Yorkville Stormwater District Chair Steve Nelson, Engineer Mark Madsen, Attorney Timothy Pruitt, Code Enforcement Officer Terrence O'Brien, Clerk-Treasurer Michael McKinney and six other attendees.

### Approval of Minutes

***Motion (Gruhn, McMahon) to approve the September 22, 2014 and September 24, 2014 Town Board meeting minutes as submitted, Motion Carried (MC).***

### Financial Reports

***Motion (McMahon, Gruhn) to approve the September Town financial report as submitted, MC.***

### Approval of Town Invoices

***Motion (Hansen, Gruhn) to approve payment of Town invoices in the amount of \$75,938.16, MC.***

### Approval of Stormwater Invoices

***Motion (McMahon, Gruhn) to approve payment of Stormwater invoices in the amount of \$540.00, MC.***

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

#### **Amended Woodland Waters Subdivision Stewardship Plan**

Raymond Leffler appeared on behalf of Altamount Development regarding this amendment. He noted that this amendment addresses maintenance of natural vegetation in Outlot 3 and planting of prairie vegetation in Outlot 4.

***Motion (Fink, Nelson) to recommend that the Town Board approve the amended Woodland Waters Subdivision Stewardship Plan as submitted, MC.***

***Motion (McMahon, Gruhn) to accept the Plan Commission's recommendation and to approve the amended Woodland Waters Subdivision Stewardship Plan as submitted, MC.***

**Pre-application conference related to request made by the Glenn and Jeanette Voge Trust to subdivide the property located at 15005 Washington Avenue (Parcel ID # 018-03-21-11-027-000) via lot line adjustment**

Steven Voge appeared on behalf of the Glenn and Jeanette Voge Trust regarding this request. He stated that this proposal would divide the existing parcel via lot line adjustment into a one-acre parcel where the home on the property currently stands as well as 4.99-acre parcel remnant that would be merged with a neighboring parcel. He noted that this proposed division would recreate the one-acre parcel as it existed before it was merged with the 4.99-acre remnant. The Board and Plan Commission discussed several alternatives to this proposal, including splitting the parcel via certified survey map and dividing the property via lot line adjustment so that the home occupies a three-acre conforming lot. The Board and Plan Commission noted that the alternative creating a three-acre lot for the home may be the best option and recommended that Voge contact Racine County regarding their position on this proposal.

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

**Estoppel request for the Holding Tank Agreement approved on August 27, 2007 for the property located at 13900 West Grandview Parkway and owned by Coastal GV9, LLC (Parcel ID # 018-03-21-13-029-110)**

McKinney noted that approval of this request certifies that the holding tank agreement for this property is still in force and that no pending agreement violations exist. He added that the Sewer Utility Manager was not aware of any holding tank agreement violations.

***Motion (McMahon, Gruhn) to approve the Estoppel request for the Holding Tank Agreement approved on August 27, 2007 for the property located at 13900 West Grandview Parkway and owned by Coastal GV9, LLC (Parcel ID # 018-03-21-13-029-110), MC.***

**Proposal provided by Pruitt, Ekes and Geary, S.C. for maintenance of the Town of Yorkville Code of Ordinances**

McKinney noted that this proposal would allow the Town to delegate maintenance of the Town's Code of Ordinances to Pruitt, Ekes and Geary. He added that this maintenance is currently handled by Municode. He noted that the quote recently provided by Municode for incorporation of the eight ordinances adopted in 2014 into the Town's Code online is much higher than the quote provided by Pruitt for the same work.

***Motion (McMahon, Gruhn) to approve the proposal submitted by Pruitt, Ekes and Geary, S.C. for future maintenance of the Town of Yorkville Code of Ordinances, beginning January 1, 2015, MC.***

**Updates to the Town of Yorkville's Personnel Manual regarding health insurance coverage**

McKinney noted that these updates address part-time employee eligibility for Town-sponsored health insurance coverage.

***Motion (Gruhn, McMahon) to adopt the proposed updates to the Town of Yorkville's Personnel Manual regarding health insurance coverage as submitted, MC.***

**Existing 2014-2015 agreement with Municode for maintenance of the Town of Yorkville Code of Ordinances**

McKinney noted that the Town's service agreement with Municode automatically renews each year. He added that the Town would need to provide a 60-day notice before terminating their agreement with Municode.

***Motion (McMahon, Gruhn) to provide the required 60-day termination notice to Municode for cancellation of the existing agreement with Municode for maintenance of the Town of Yorkville Code of Ordinances, MC.***

**Proposal and contract submitted by Midwest Snow Control for snow plowing at the Town's waste and recycling collection site, 19040 Spring Street**

McKinney noted that this proposal includes increases in the cost of snow plowing and salt spreading.

***Motion (McMahon, Gruhn) to approve the proposal and contract submitted by Midwest Snow Control for snow plowing at the Town's waste and recycling collection site, 19040 Spring Street, and to select the following options therein: to use the hourly rate for snow plowing, to use the per pound rate for salt spreading, and to grant the discretion to Midwest Snow Control to determine whether to apply salt when at the site, MC.***

**Application for a 2014-2015 annual Operator's License submitted by Julie Paulaski**

***Motion (Gruhn, McMahon) to grant a 2014-2015 annual Operator's License to Julie Paulaski, MC.***

**Resolution 16-2014 Appointing the Clerk-Treasurer and Deputy Clerk-Treasurer as Election Day Special Registration Deputies for November 4, 2014**

***Motion (McMahon, Gruhn) to approve Resolution 16-2014 as submitted, MC.***

**2015 Town General Fund Annual Budget**

McKinney provided updates on the 2015 Town General Fund annual budget, including changes in revenues for transportation aids and exempt computer aids and changes in revenues for ordinance codification, office cleaning, fire and EMS contributions, and engineering.

***Motion (Hansen, Gruhn) to receive and file the provided updates to the 2015 Town General Fund Annual Budget, MC.***

**Shawn Roberts Lawn and Tree, Inc. Receivership**

Steve Nelson noted that a claim was filed with a surety company to arrange for completion of the maintenance of the East Branch of the Root River Canal by a new contractor.

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

## Reports

**Code Enforcement Officer's Report:** O'Brien provided his report to the Board. He provided updates on code enforcement issues for the following properties:

- 803 Log Cabin Drive
- 1932 51<sup>st</sup> Drive
- 17806 Spring Street
- 17908 Old Yorkville Road

Scott Chase appeared before the Board to discuss the Town's communication with him regarding maintenance of his home and property at 17908 Old Yorkville Road. He noted that he intends to return the property to a more natural state.

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

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

**Engineer's Report:** Madsen provided his report to the Board. He discussed the installation of a mound system access road in the Stonecrest Shores Subdivision. The Board and Plan Commission requested that Madsen contact Dan Neider to direct him to complete installation of the gravel access driveway to the mound system.

**Clerk's Report:** McKinney provided his report to the Board. He discussed the following:

- United States Supreme Court action on Wisconsin's photo ID requirements for voting
- Correspondence from the Wisconsin Department of Transportation regarding the Town's request to lower the speed limit on USH 45 south of Church Road
- Request for renewal of a conditional use permit to be considered by the Racine County Economic Development and Land Use Planning Committee for the property located at 2319 Raymond Avenue
- Request for a conditional use permit to be considered by the Racine County Economic Development and Land Use Planning Committee for the property located at 15230 Ives Grove Road

## Other – Comments, questions and suggestions

Fink discussed a letter he plans to mail adjoining property owners regarding disposal of leftover debris from corn harvesting. Geschke discussed property maintenance issues at the properties located at 18917 Spring Street and on STH 20 west of the STH 20/USH 45 roundabout.

## Adjournment

***Motion (Fink, Nelson) to adjourn, MC.*** The meeting was adjourned at 7:51 p.m. The next scheduled Town Board meeting is Wednesday, October 29, 2014, at 6:00 p.m.

Michael McKinney  
*Clerk-Treasurer*