

## MINUTES

**TOWN OF YORKVILLE  
TOWN BOARD  
TOWN BOARD ROOM  
UNION GROVE MUNICIPAL CENTER  
THURSDAY, OCTOBER 1, 2015**

### Call to Order

Town Board Chair Peter Hansen called the meeting to order at 5:00 p.m.

### Roll Call

The following Town Board members were present: Peter Hansen, Sherry Gruhn and Terrence McMahon. Also present was Clerk-Treasurer Michael McKinney.

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

**Application for a Special Event Permit submitted by Edna Lowe on behalf of the Half Point Historical Re-Enactment for the Half Point Historical Re-Enactment, to be held at the Racine County Fairgrounds, 19805 Durand Avenue (STH 11), from 12:00 a.m. on Thursday, October 8, 2015, to dusk on Sunday, October 11, 2015**

***Motion (Gruhn, McMahon) to grant a Special Event Permit to Edna Lowe on behalf of the Half Point Historical Re-Enactment for the Half Point Historical Re-Enactment, to be held at the Racine County Fairgrounds, 19805 Durand Avenue (STH 11), from 12:00 a.m. on Thursday, October 8, 2015, to dusk on Sunday, October 11, 2015, with no conditions, MC.***

### 2016 Town General Fund Annual Budget

The Town Board discussed revenues for amusement devices, building permits, fines and forfeitures, investment interest and dog licenses. They requested that the revenues for building permits be decreased and that McKinney write a new resolution to adopt a \$30.00 fee for all site plan applications. The Town Board discussed expenditures for printing and publication, Deputy Clerk-Treasurer wages, Clerk-Treasurer salary, equipment repairs, elections, Code Enforcement Officer salary, snow plowing and ice control, and road maintenance. They opted to make the following expenditure changes for 2016: to increase the salary for the Code Enforcement Officer from the 2015 budgeted amount; to leave the budget for the Racine County Economic Development Corporation the same as the 2015 budget; to increase the budget for recycling and collection site maintenance to pay for graveling the recycling and collection site parking area.

The Town Board opted to increase the hourly wage of the Deputy Clerk-Treasurer by 2%, effective January 1, 2016. They discussed several other items, including placing an article in this fall's newsletter about dog licensing, conducting a local salary survey of the Clerk-Treasurer and Deputy Clerk-Treasurer positions, requiring that the Code Enforcement Officer maintain written records of all contacts, cutting back on road maintenance in the next few months, and opting against contracting with the Racine County Sheriff's Department for enforcement services. The Town Board also discussed what standards should be followed

for snow plowing and whether the Town can seek reimbursement from a property owner if a tree on their property falls into the Town's right-of-way and the cost for removing the tree is paid by the Town.

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

#### **Setting additional dates for the Town's 2016 budget workshops**

The Town Board opted to schedule no additional Town budget workshops.

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

#### **Scheduling a Public Hearing for Presentation of the Town's 2016 General Fund, Sewer Utility Fund, Stormwater Utility Fund and Water Utility Fund Annual Budgets**

**Scheduling a Special Town Elector Meeting for the purposes of approving 2016 Highway Expenditures in excess of those permitted by Wisconsin Statutes Section 82.03(2), setting the 2015 payable 2016 Tax Levy and for any other purpose as permitted by Wisconsin Statutes Section 60.10**

#### **Scheduling a Town Board meeting for the purposes of approving the final 2016 Town General Fund Annual Budget**

***Motion (Hansen, McMahon) to schedule the following to begin at 7:00 p.m., on Monday, November 16, 2015, and to hold consecutively on that evening: a public hearing for presentation of the Town's 2016 General Fund, Sewer Utility Fund, Stormwater Utility Fund and Water Utility Fund annual budgets; a Special Town Elector Meeting for the purposes of approving 2016 Highway Expenditures in excess of those permitted by Wisconsin Statutes Section 82.03(2), setting the 2015 payable 2016 Tax Levy and for any other purpose as permitted by Wisconsin Statutes Section 60.10; a Town Board meeting for the purposes of approving the Town's 2016 General Fund, Sewer Utility Fund, Stormwater Utility Fund and Water Utility Fund annual budgets, MC.***

#### **Closed Session: Conducting the Clerk-Treasurer's Annual Performance Review**

***Motion (McMahon, Gruhn) to enter into closed session at 5:58 p.m. pursuant to Wisconsin Statutes Section 19.85(1)(c), for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically on the issue of evaluating the performance of the Clerk-Treasurer. Roll Call – Hansen, Yes; Gruhn, Yes; McMahon, Yes. Motion Carried (MC).***

The Town Board conducted the Clerk-Treasurer's annual performance review in closed session.

***Motion (Hansen, Gruhn) to return to open session at 6:27 p.m., MC.***

## **Clerk-Treasurer Performance Review**

The Town Board recommended that the Clerk-Treasurer receive a \$1,500.00 annual salary increase effective January 1, 2016.

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

## **Other – Comments, questions and suggestions**

No comments, questions or suggestions were provided.

## **Adjournment**

***Motion (McMahon, Gruhn) to adjourn, MC.*** The meeting was adjourned at 6:31 p.m. The next scheduled Town Board meeting is Monday, October 12, 2015, at 6:00 p.m.

Michael McKinney  
*Clerk-Treasurer*