

MINUTES

**TOWN OF YORKVILLE
TOWN BOARD
TOWN BOARD ROOM
UNION GROVE MUNICIPAL CENTER
MONDAY, AUGUST 22, 2016**

Call to Order

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

Roll Call

The following Town Board members were present: Peter Hansen, Sherry Gruhn and Terrence McMahon. Also present were Andrew Naber representing ASDA Enterprises, Sally Osenga and Linda Schopen representing Rural Mutual Insurance Company, Dan Minton, Jason Dye, Code Enforcement Officer Terrence O'Brien and Clerk-Treasurer Michael McKinney.

Approval of Minutes

Motion (Gruhn, McMahon) to approve the August 8, 2016 joint Town Board/Plan Commission meeting minutes as presented, Motion Carried (MC).

Approval of Town Invoices

McKinney noted that the street sign installed by Lange Enterprises at the intersection of 65th Drive and Walden Drive reads 65th Road rather than 65th Drive. The Town Board asked McKinney to contact Lange Enterprises to request that they correct this issue.

Motion (McMahon, Gruhn) to approve payment of Town invoices as presented in the amount of \$19,671.75 and to instruct the Clerk-Treasurer to contact Lange Enterprises regarding the misprinted sign they installed at the intersection of 65th Drive and Walden Drive, MC.

Approval of Stormwater Invoices

Hansen noted that no Stormwater invoices were presented for payment.

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

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

ASDA television and electronics collection

Andrew Naber and the Town Board discussed the upcoming changes regarding television collection at the Town's collection and recycling site. He stated that ASDA can provide two collection days per year and is flexible on what days of the week those events are held. Hansen noted that the Town Board preferred to have collection events on days that the recycling and collection site is normally closed and wants to schedule the events in April and

October. Naber recommended that each event be scheduled for approximately five hours in the afternoon.

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

Request from Rural Mutual Insurance Company to Submit a 2016-2017 Property, Liability and Workers Compensation Insurance Proposal

Sally Osenga and Linda Schopen met with the Town Board to provide information on Rural Mutual Insurance Company and to request the opportunity to present a proposal to the Town for 2016-2017 property, liability and workers compensation insurance services. The Town Board requested that Osenga and Schopen work on a proposal to present to the Town for insurance services.

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

Code Enforcement Issues at 18826 Washington Avenue (STH 20)

Dan Minton and Jason Dye appeared before the Town Board to discuss code enforcement-related issues on the property located at 18826 Washington Avenue (STH 20), as well as the citation issued to Minton related to those issues. Minton stated that some of the items that he has been told to remove are being used for craft purposes. Dye noted that he believes the code enforcement officer has not been consistent in communicating which issues must be addressed, adding that a specific list should be provided to the property owner outlining what needs to be addressed. The Town Board discussed whether they should hold a meeting on the property with the property owner to clarify which issues must be addressed. The Town Board also discussed the trailer kept on the property for storage purposes, noting that the code enforcement officer requested that the trailer be moved out of view behind the barn on the property. Hansen added that a permit would also be required to keep this trailer on the property for storage purposes.

Hansen stated that the Town's code enforcement is complaint-based, adding that Town employees do not actively go out seeking code-related issues to enforce. He noted that each complaint must be investigated and added that each complaint is treated equally and is not investigated based upon whether the person filing the complaint is a Town resident. O'Brien noted that various pieces of equipment and metal need to be removed from the property or moved within a building and added that the trailer kept on the property needs to be moved behind the barn on the property. He stated that there has been a considerable improvement to the property's condition since he first met with the owner. The Town Board requested that Minton contact McKinney when he is ready for his final property inspection. McMahon requested that he be present when O'Brien does a final inspection on this property. O'Brien noted that he would extend the deadline for the property owner to address these issues to September 20 and would reschedule the court date to discuss the citation issued to the property owner to October 6.

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

Reports

Code Enforcement Officer's Report: O'Brien reported to the Town Board on the results of a

site visit he conducted at an event being held over the weekend on the property located at 3400 South Sylvania Avenue. He discussed on-site security staffing as well as alcohol sales. He noted that the event did have adequate security personnel but no off-duty law enforcement personnel as is required for rodeo events. Hansen requested that O'Brien contact the owner of the used automobile sales facility located at 1891 South Colony Avenue (USH 45) regarding the number of vehicles kept there.

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

Stray Animal Collection and Transport Officer Employment Agreement Issues

The Town Board discussed a request from the Town's Stray Animal Collection and Transport Officer for reimbursement of a call where she was requested to pick an animal up but was informed on the way to the site that the animal was returned to its owner. The Town Board discussed whether some compensation should be provided for this type of call and requested that McKinney contact the Town's Stray Animal Collection and Transport Officer to discuss this issue further.

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

Applications for 2016-2017 Annual Operator Licenses submitted by the following:

- Erica Eggert
- Patricia Gutierrez

The Town Board discussed the background check results for each applicant.

Motion (Hansen, Gruhn) to grant all listed 2016-2017 annual Operator licenses as presented, with no conditions, MC.

Resolution No. 2016-09 Appointing the Clerk-Treasurer of the Town of Yorkville to a Three-Year Term

Motion (Gruhn, McMahan) to approve Resolution No. 2016-09 as presented, MC.

Firearms Discharge Ordinance Updates

McKinney and the Town Board discussed potential changes to the Town's firearms discharge ordinances to bring those ordinances into compliance with current state law. McKinney noted that these changes included granting an exception for discharging a firearm in defense of property. The Town Board discussed the recent ordinance updates adopted by the Town of Paris and requested that McKinney draft an updated ordinance based on the language adopted by Paris.

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

Election Worker Scheduling for In-Office Absentee Voting

McKinney and the Town Board discussed the potential costs of scheduling poll workers to work in the Town office during in-office absentee voting prior to the November 8 Fall General

Election. Discussion also focused on potential changes at the state level regarding when in-office absentee voting can be held.

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

Setting Dates for the Town's 2017 Budget Workshops

The Town Board scheduled their initial 2017 budget workshop at 9:00 a.m. on Wednesday, October 5, 2016.

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

2017 Road and Bridge Construction and/or Maintenance Projects

The Town Board discussed future road and bridge projects and requested that McKinney contact the Town's engineer to ask for a more detailed cost estimate for the following projects:

- The western half of Braun Road, to be completed in 2017
- 53rd Drive from Two Mile Road to 50th Road, to be completed in 2017
- Drainageway safety enhancements and right-of-way acquisition on 61st Drive, to be completed in 2018
- 59th Drive from Durand Avenue (STH 11) to 58th Road, to be completed in 2018

McMahon stated that Scott Construction will begin pulverizing 59th Drive north of Spring Street (CTH C) this weekend.

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

Rescheduling of the September 26, 2016 Town Board Meeting

Motion (Hansen, McMahon) to reschedule the September 26, 2016 Town Board meeting to Wednesday, September 21, 2016, at 6:00 p.m., MC.

Setting Hours of the Town's 2016 Trick-or-Treat on Monday, October 31, 2016, from 5:00 p.m. to 7:00 p.m.

Motion (Hansen, Gruhn) to set the hours for the Town of Yorkville's 2016 Trick-or-Treat to Monday, October 31, 2016, from 5:00 p.m. to 7:00 p.m., MC.

Reports

Engineer's Report: The Engineer was not present to provide his report to the Town Board.

Yorkville Stormwater Utility District Report: No one appeared to provide a report to the Town Board.

Clerk's Report: McKinney reported to the Town Board on the following:

- That he received an updated three-year proposal from Jim Henke for assessor services for the 2017-2019 term, adding that no cost increases are being proposed in this proposal
- That a public involvement meeting is scheduled for tomorrow evening from 4:00 p.m. to 7:00 p.m. at Racine County's Ives Grove office building to discuss the proposed roundabout at the Spring Street (CTH C)/Washington Avenue (STH 20) intersection
- That he was contacted by a citizen regarding past discussions related to safety upgrades at the Two Mile Road/Raymond Avenue (CTH U) intersection. The Town Board requested that McKinney contact the Town of Raymond on this issue to indicate the Town's willingness to split the cost of installing flashing warning lights on Two Mile Road at that intersection.
- That the Town's engineer is currently reviewing a complaint regarding drainage from the owner of the property located at 2300 North Sylvania Avenue
- That the Town's attorney sent a letter to the owner of the property located at 17806 Spring Street (CTH C) regarding the storage of junk and rubbish and building code violations
- That the Town was asked to send notices of the proposed land division at 2945 Forest View Circle to all residents in the Forest View Circle subdivision in advance of when the application is scheduled to appear again before the Plan Commission and Town Board for consideration. The Town Board asked McKinney to send notices to all residents in the subdivision by standard mail before it is scheduled to appear again before the Town Board and Plan Commission.
- That he is requesting to reschedule the beginning of the September 20, 2016 water utility and sewer utility facilities tour from 6:30 p.m. to 5:30 p.m. The Town Board did not object to rescheduling the beginning of this tour.
- That a new access driveway is being installed to the properties located at the southeast corner of the North Colony Avenue (USH 45)/Washington Avenue (STH 20) roundabout. He added that he did contact the owner of these properties to find out if he received a permit allowing for this driveway installation.

Other – Comments, questions and suggestions

No comments, questions or suggestions were provided.

Adjournment

Motion (Gruhn, Hansen) to adjourn, MC. The meeting was adjourned at 7:42 p.m. The next scheduled Town Board meeting is Monday, September 12, 2016, at 6:00 p.m.

Michael McKinney
Clerk-Treasurer