

EAGLE LAKE SEWER UTILITY DISTRICT

Of the Town of Dover

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EAGLE LAKE SEWER UTILITY DISTRICT COMMISSION

PUBLIC MEETING MINUTES

MONDAY, NOVEMBER 10, 2025 @ 6:00 PM

4110 SOUTH BEAUMONT AVE (TOWN HALL)

KANSASVILLE, WI RACINE COUNTY

1. **Call to order:** Chairman Sam Stratton called the meeting to order at 6:00pm.
2. **Roll Call:** Sam Stratton Chairman, Mike Shenkenberg Supervisor #1, Jared Guillien Supervisor #2, Jim Kieliszewski ELSUD Commissioner, Marie Frederick ELSUD Commissioner, Jeff Bratz ELSUD Superintendent
3. **Approval of Previous Meeting Minutes September 8, 2025:** Marie Frederick made a motion to approve September 8, 2025 minutes as presented, seconded by Jim Kieliszewski. VOTE: 5/0 Motion carried.
4. **Approval of Eagle Lake Sewer Utility District (ELSUD) Payables for November 2025:** Superintendent Jeff Bratz provided an overview of the expenditures and financial reports. Jim Kieliszewski made the motion to pay November's expenses of \$22,463.08, seconded by Mike Shenkenberg. It was noted that \$150,000.00 was moved to the Town Bank savings from the Community State Bank checking account. Jeff Bratz also noted that, although the October meeting was cancelled, the loan interest payment was still made that month.
5. **2026 Budget Approval:** Jeff provided a line-by-line review. Highlights included a salary increase of \$500 per month for Jeff Bratz's contract, increase in auditor fees, increase in the DNR fee, truck repairs increase as it is being utilized more, postage increase, and insurance increase. The cost of chemicals decreased compared to last year. Jeff stated in 2026, checking flow rates and trying to locate/fix leaks should be the priority. Jeff will confirm the final tax special assessment/late fees and provide the final budget next month for approval.
6. **Ordinance 13.04.070 Grease Trap Enforcement:** Discussion occurred that Dover's ordinance 13.04.070 already covers yearly grease trap cleanings. It is believed that ELSUD has not received grease trap cleaning documentation from two or three agencies. A letter should be sent, along with the ordinance, to the businesses to serve as a reminder of the cleaning documentation requirement. Jeff Bratz will stop at the BP to verify if there is a grease trap. The letters should be sent out this month for year-end compliance.
7. **Mail Delivery Issue:** Jeff Bratz noted an increased number of postcards have been returned labeled, no such address, no such receptacle, no such person, etcetera. Jeff spoke with the Rochester postmaster, who stated that normally it is the route driver bringing the mail back noting what they should be labeled. Jeff confirmed that he personally inspected the addresses and verified that receptacles/mailboxes were present. If the postcard was remailed in a standard-size envelope, the mail was received. Discussion occurred regarding a Post Office phone app, Informed Delivery, which shows every letter coming in that day. Jeff requested that this concern be tabled, he will check with other sewer districts. Also noted are payment delivery complaints have also been increasing. Customers who use bank autopay may not realize that their banks still mail physical checks, and that these payments are not processed electronically. Credit card payments are processed electronically and have been increasing, which is the most efficient, obviously date stamped. Some customers have complained however that the credit card app does not allow them to proceed after a certain point. This may be due to their antivirus software, however.
8. **Update on Mutual Aid Agreement with Western Racine County Sewerage District Requested by Glatfelter Insurance Company:** Jeff Bratz stated that the document had been signed by all parties and the mutual aid agreement is complete.

9. **Sump Pump Inspector:** Jeff Bratz noted that Daryl works about fifteen to twenty hours a month and is currently inspecting the Manor.
10. **Lift Station Updates:** Jeff is pushing to get this completed by pricing grass planting, painting, etcetera to provide estimates to the company so money owed/retained can be established/settled.
11. **Plant Operations Update:** Jeff Bratz noted that everything is operating as it should be.
12. **Public Comments:** No public comments.
13. **Adjournment:** Jim Kieliszewski made the motion to adjourn at 6:33pm., seconded by Jared Guillien. All were in favor. Motion carried.

Submitted the 21st day of November 2025
Camille Gerou, Clerk/Treasurer