

TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139

Phone (262) 878-2200 Fax (262) 878-2595

www.townofdooverwi.com

Chairman
Sam Stratton
262 206-4843

Supervisor #1
Mike Shenkenberg
262 661-9932

Supervisor #2
Jared Guillien
262 994-6975

Roads Dept
DHD Maintenance Inc.
878-2200 Ext 12

Clerk/Treasurer
Camille Gerou
878-2200 Ext 10

Municipal Judge
Heather Niski
878-2200 Ext11

JOINT DOVER TOWN BOARD AND PLAN COMMISSION PUBLIC MEETING MINUTES

WEDNESDAY, JULY 14, 2021 – 7:00 P.M.

4110 SOUTH BEAUMONT AVENUE (DOVER TOWN HALL)

KANSASVILLE, WI 53139 RACINE COUNTY

1. **Call to Order:** Chairman Sam Stratton called the Plan Commission Meeting to order at 7:00pm
2. **Pledge:** The Pledge of Allegiance was recited.
3. **Roll Call:** Present: Chairman Sam Stratton and Supervisor #1 Mike Shenkenberg. Plan Commissioners: Audrey Van Dyke, Bill Shenkenberg, and Michael Newholm. Building Inspector Ben Peters. Stormwater President Karen Dubiel. Absent: Plan Commissioners Richard Goetsch and David Dubiel, Fire Department Johns Dahms, and Supervisor #2 Jared Guillien called to say working late.
4. **Introduction of New Plan Commissioner Bill Shenkenberg and Oath of Office:** Chairman Stratton introduced Bill Shenkenberg and administered the oath of office for the Plan Commission.
5. **Review of Previous June 16, 2021 Plan Commission/Joint Town Board Meeting Minutes:** Michael Newholm made the motion to accept the June 16th minutes as amended, seconded by Audrey Van Dyke. VOTE: 5/0 Motion carried.
6. **Conditional Use 4720 Radius Road Requested by Sam Country Shared Imaging LLC:** Mr. Country stated that that they lease mobile scanning trailers and equipment. Their intention is to store the equipment between leases, update flooring, cabinetry, lighting etc. in the trailers as needed at the 4720 Radius Road location. Discussion took place that the imaging equipment would also need to be serviced/calibrated. Shared Imaging employees will need their WI radioactive material license. There is a team of six employees who will be working at the location. The buildings electrical will need to be upgraded to handle the various machines that will require charging. Discussion took place regarding installation of a sprinkler system which will need further research. Planned immediate upgrades include the cement and security fencing. Mr. Country is signing a seven-year lease contingent on Racine County Zoning and the Town of Dover approval. Mr. Country's business is currently located in IL but wants to move up to WI. Michael Newholm made the motion to recommend conditional use pending Racine County Zoning approval and pending passing an occupational inspection completed by Dover's Building Inspector, seconded by Audrey Van Dyke. VOTE: 5/0 (Bill yes, Audrey yes, Michael yes, Mike yes, Sam yes) Motion carried. A motion was made by Mike Shenkenberg to accept the recommendation of the Plan Commission, seconded by Sam Stratton. VOTE: 2/0 (Mike yes, Sam yes) Motion carried.
7. **Public Comments:** No comments
8. **Building Inspectors Reports for June 2021 by Inspector Ben Peters:** June 2021 monthly permit total was \$9,879.80, year-to-date total is \$48,917.14. Ben contacted Baggers Bar as he noticed they were installing a scrolling electric sign without an electric permit and instructed them to follow up with Racine County Zoning as well. Ben stated he will follow up with Racine County Zoning to ensure they were contacted.
9. **Stormwater Commission Updates Presented by President Karen Dubiel:** Karen stated that Chuck Spinelli's daughter, Amy, is interested in taking her dad's place on the Stormwater Commission. Karen will follow up with Amy. Karen would also like to renew oaths of office for the other two remaining members since their three-year term has been completed. Karen will draft a letter for the clerk to mail with a deadline of August 13th to come in and complete a new oath or step down. At this point, there are three individuals for the Commission. Chairman Stratton noted that he feels it is important to have Stormwater liaisons so drainage issues can be fully researched and brought to the Plan Commission and Town Boards attention in a timely manner.
10. **Review/Approval of Dover's Chapter 16 Ordinance Enhancements/Table of Contents:** There is an updated Chapter 16 pdf version posted on Dover's website, www.townofdooverwi.com, that appears to be working. The flow chart is not live at this point. The clerk was emailed a marked-up version for historical reference if future questions

arise. The clerk inquired if the initial 2015 Platting Law Changes and the November 14, 2016, Chairman Lembcke Chapter 16.60 Financial Security were now included in the revised Chapter 16. Also questioned was if Chapter 16 needs to go to an Engineer for final approval and if the Plan Commissioners and Town Board needed to take a vote to accept the newly completed Chapter 16 version. The final question was if Chapter 15, Buildings and Construction, should be revamped next? All questions were tabled until the all the Plan Commissioners are present to make the decisions.

11. **Motion to Enter into Closed Session Under Wisconsin State Statute 19.85(g) Concerning Legal Advice Related to Litigation. Estimated Time of Closed Session will be Approximately One-Half Hour.:** No closed session was held.
12. **Motion to Enter into Open Session:** Not applicable.
13. **All Business of Closed Session:** Not applicable.
14. **Adjournment:** Motion to adjourn was made by Michael Newholm at 7:36pm., seconded by Audrey Van Dyke.
VOTE: 7/0 All were in favor. Motion carried.

Dated this 28th day of July 2021.
Camille Gerou Clerk/Treasurer