

TOWN OF DOVER

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JOINT DOVER TOWN BOARD AND PLAN COMMISSION PUBLIC MEETING MINUTES WEDNESDAY, MARCH 16, 2022 – 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, Supervisor #1 Mike Shenkenberg, Supervisor #2 Jared Guillien. Plan Commissioners: Audrey Van Dyke, Bill Shenkenberg, Michael Newholm, and Richard Goetsch. Fire Department Colleen Devaney. Building Inspector Ben Peters. Absent with prior notice: Plan Commissioner David Dubiel, and Stormwater President Karen Dubiel.
- 4. Review of Previous February 14, 2022, Plan Commission/Joint Town Board Meeting Minutes:** Richard Goetsch made the motion to accept the February 14th minutes with amendment, seconded by Michael Newholm. VOTE: 7/0 Motion carried.
- 5. Commercial Property at 21021 Durand Avenue Update from John Funk:** Tabled.
- 6. Division of 41.62 Acres on Mealy Road Parcel #00603200502000 Requested by Seth Fields, Update by Mike Shenkenberg:** There should be an updated CSM (Certified Survey Map) coming from Mr. Fields regarding the property showing the four ten-acre parcels. Mr. Fields can request to divide again in another five-year time frame if he wishes.
- 7. Preliminary Review of Certified Survey Map for Land Division at 2601 S. Beaumont Avenue Requested by Bernard Lavin:** Barney Lavin explained that his daughter would like to move back home and build on the property. Mr. Lavin stated that he spoke with Sara Reed at Racine County already. A rough CSM handout was distributed showing that this is on the adjoining parcel to the Island Road and Beaumont Avenue. Discussion occurred regarding sewer tie in potentially to the James/Thea Lavin lateral under Highway 75. James Lavin was in attendance with Bernard Lavin. The parcel would be 160 by 475. Mr. Lavin explained that there is a retention pond built 15 to 20 years ago which handles the pasture runoff to the east. A vegetative buffer is in place currently and Mr. Lavin will specify to keep that in place. The house will not be built in the buffer area; the buffer area will be in the rear of this new lot. Zoned R2. Shoreline zoning will also need to be observed and a driveway request submitted. Richard Goetsch made the motion to recommend approving the preliminary review, seconded by Michael Newholm. A complete CSM will be needed for final approval. Vote 6/0 Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes. Jared Guillien made a motion to accept the recommendation of the Plan Commission, seconded by Mike Shenkenberg. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.
- 8. Transitional Living Center 482 South Pine Street Burlington Requesting Conditional Use of 23303 Church Road Previously the Women's Resource Center:** Christen Chaffee, Director of the Transitional Living Center (TLC) explained that the Transitional Living Center has been operating out of Burlington for 28 years; at the same Burlington location for the last seventeen years. TLC was notified that as of June 30 they must move from their current location by Burlington's Love Inc store. Since the Women's Resource Center is set up for the same needs/requirements as TLC they inquired into leasing the space from the Women's Resource Center. Pam Handrow, Executive Director from the Women's Resource Center was in attendance as well. TLC would be open 24 hours a day with up to sixteen residents and caregivers. It is zoned R4 & B. Dover's Building Inspector, Ben Peters, noted that he spoke with the architect. Colleen Devaney, Fire Inspector, noted that she has been in touch with Christen. The Church Road Women's Resource Center was inspected annually and appears to be in the same condition as when it closed. Christen stated that only change they need to do concerns the clothes washer and dryer. The sprinkler system was installed in 2015 and the Fire Department noted they have no new requirements before opening. Christen noted that Flannery Fire Protection out of Kenosha has also stated that the facility is up to date. The old

school gym area has not been divided up. Two larger areas were made into sleeping areas. The facility has been freshly painted. There is a security system in place, but additional cameras will be added in the playground area. The facilities' doors are locked, and the Sheriff's Department has been very cooperative and understands the nature of their business. Common domestic violence individuals' backgrounds can consist of eviction, addiction, divorce, or lack of family support. At TLC the program helps individuals in those areas. TLC serves around twelve percent from Walworth County with the remainder from Racine County. Transitional living clients stay in the program from 45 to 75 days pending the individuals' goals, issues, and availability of low-cost housing. Transportation will be provided by the TLC van if the clients don't have their own. Badger Care provides medical transportation. Less than fifty percent have their own transportation. Parking spots are on the property. Richard Goetsch made the motion to recommend approving the conditional use, seconded by Audrey Van Dyke. Vote 6/0 (Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes) Jared Guillien made a motion to accept the recommendation of the Plan Commission, seconded by Mike Shenkenberg. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried. Since this is a nonprofit organization, the Town Board approved waiving the \$250 meeting fee.

9. **Public Comments:** a)Kastenson Auto Service provided an update to their project stating that after evaluation they have decided to build a new structure. The grading will need to be raised substantially. The board noted that storm water management would be required, and they must ensure that there is no runoff onto the adjacent property. They were informed to contact Dover's Building Inspector, Ben Peter's for Dover's Storm Water Engineer contact information. Kastenson's inquired if they would need a conditional use update and the Dover Plan Commissioners stated that it will be the same type of business with no zoning variance so it should not change but they should contact Racine County for verification. b) The question was asked why Dover does not require signage to be posted stating "under consideration for development". The answer was if an individual is just selling a piece of property, it is not a requirement. If a subdivision is being considered, then a public information meeting/hearing with neighbor notification would need to be completed.
10. **Building Inspectors Report for February 2022 by Inspector Ben Peters:** Ben Peters read the report: February 2022 monthly total was \$4,406.52. Monthly Valuation was \$450,488.00.
11. **Stormwater Commission Updates by President Karen Dubiel:** Tabled.
12. **Review/Approval of Dover's Chapter 16 Ordinance Enhancements/Table of Contents Presented by David Dubiel:** Tabled.
13. **Life Quest Banking Authorization for Emergency Medical Services Billing Requested by Chief Molnar:** Lifequest Emergency Medical Services billing utilizes the Hometown Bank located in Fond du Lac Wisconsin for their banking. Chief Molnar contacted a Cerry from Lifequest who stated that they cover the Hometown's Banking fees. Based on Hometowns website they charge \$20 for every wire transfer and Dover will need to maintain a \$1,000 balance in the account at all times. No checks will be ordered, only wire transfers to Dover's Community State Bank will be completed. As a result, Dover's Treasurer completed the paperwork with the deputy clerk/treasurer and clerk/treasurer as the authorized signers in addition to the Dover Chairman Sam Stratton. Additionally, Chairman Stratton, Supervisors #1 and #2 were listed as the Owner/Officer information. The Hometown Bank is FDIC, (Federal Deposit Insurance Corporation) covered for \$250,000. Jared Guillien made a motion to open/sign the Lifequest/Hometown Bank account, seconded by Mike Shenkenberg. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.
14. **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.
15. **Motion to Enter into Open Session:** No closed session was held.
16. **All Business of Closed Session:** Not applicable.
17. **Adjournment:** Motion to adjourn was made by Richard Goetsch at 7:52pm., seconded by Michael Newholm. VOTE: 7/0 All were in favor. Motion carried.