

TOWN OF DOVER

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JOINT DOVER TOWN BOARD AND PLAN COMMISSION PUBLIC MEETING MINUTES

WEDNESDAY, JANUARY 11, 2023 – 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, David Dubiel, Michael Newholm, and Richard Goetsch. Building Inspector Ben Peters. Stormwater President Karen Dubiel. Absent with previous notice: Fire Department Johns Dahms.
- 4. Review of Previous November 16, 2022 Plan Commission/Joint Town Board Meeting Minutes:** Richard Goetsch made the motion to accept the November 16th minutes with amendment, seconded by Michael Newholm. VOTE: 7/0 Motion carried.
- 5. Sharing of Primary Driveway Variance Requested by Kris/Jim Endemann 2918 Sunnyside Drive:** The Endemann's explained that their parents previously owned the property. When the mom died the land was split between siblings. The problem is that a 150 foot of road frontage is required to build. They are looking at building a smaller house behind their current house. Their daughter plans to purchase their current house. They are seeking a variance off the driveway past the barn into the woods. This would be on the southwest side of the current house. The current house is located just west of the grain bins. Plan Commissioners discussed that an easement would need to be drawn up to share the driveway. Fire access is always a concern, and they would need to observe the width and required turnaround specifics. Concern for future expansion was also discussed and that a variance will prevent further land divisions. The Endemann's were asked to submit a driveway agreement and then have it recorded with the Register of Deeds. Richard Goetsch made the motion to recommend the driveway variance, seconded by David Dubiel. VOTE: 7/0 Bill, Audrey, David, Michael, Richard, Mike, and Sam. Motion carried. Mike Shenkenberg made the motion to accept the Plan Commission recommendation seconded by Jared Guillien. VOTE: 3/0 Jared, Mike, and Sam. Motion carried.
- 6. Request for Deed Restriction Removal for Division of Parcel #006032024006000 1715 S Britton owned by John Fonk:** Mr. Fonk explained that he searched for the verbiage on the Deed restriction and only found one line indicating that the land could not be divided. It was noted that this property has a very odd shape. The Terpstra's are neighbors of John Fonk's property and reside at 1909 S Britton Road. The Terpstra's currently have a holding tank and want to install a mound system but do not have enough land. John Fonk is willing to sell Terpstra's five acres which will square up the current corner of the property. Mr. Terpstra provided a couple of additional handouts. After discussion, if the Terpstra's and Mr. Fonk can agree upon a price, a lot line adjustment would need to be completed to encompass the five additional acres. The Plan Commission noted that this would not take off or affect the deed restriction, but a CSM (certified survey map) would need to be completed. The Terpstra's were directed to reach out to the Register of Deeds to verify what they would need for the lot line adjustment. Michael Newholm made the motion to recommend signature of a CSM showing the lot line adjustment with the five acres, seconded by Richard Goetsch. VOTE: 7/0 Bill, Audrey, David, Michael, Richard, Mike, and Sam. Motion carried. Mike Shenkenberg made the motion to accept the Plan Commission recommendation, seconded by Jared Guillien. VOTE: 3/0 Jared, Mike, Sam. Motion carried.
- 7. Public Comments:** 1) Richard Goetsch noted that the free tax service for low-income individuals is being offered on Wednesdays at Love Inc. and Saturdays at the Union Grove Graham Library. Appointments are required. 2) Discussion occurred regarding the financial state of the town. All road construction for 2023 has been cancelled due to budget constraints. Dover's mill rate was at \$2.05 in 2022 and after the reassessment dropped to \$1.43 for 2023. The board requested any volunteers to create a committee to plan a referendum campaign explaining the need to raise taxes. 3) Mr.

Fonk questioned changing his zoning on the Durand Avenue land. He is interested in making the full length of land B3. It was explained to Mr. Fonk that he would have to be on the agenda to discuss the situation and so a motion can be made. 4) Ben Peters, Building Inspector, stated that he noticed work on the Durand Avenue location and noted that no permits had been pulled. Mr. Fonk stated that he is making the Durand Avenue property into a two-family dwelling. Discussion occurred that proper fire suppression, the electrical, and the plumbing must be configured correctly. Proper permits must be pulled, and everything brought up to code.

8. **Building Inspectors Report for November and December 2022 by Inspector Ben Peters:** December 2022 monthly total was \$2,057.54 Year to Date Total was \$72,089.63. Monthly valuation was \$175,435.00. Year to date valuation 8,287,012.00.
9. **Stormwater Commission Updates by President Karen Dubiel:** Karen noted that she had nothing to report.
10. **Review/Approval of Dover's Chapter 16 Erosion Control Language, Forms, Permits, and Fees Presented by David Dubiel:** David noted that Attorney Ludwig did send back comments on Chapter 16 which he is working through. There is a question regarding erosion control, Ordinance 16.42. There is a comment regarding an erosion control permit, but no one is able to locate any form. After Plan Commission discussion, David agreed to check with surrounding municipalities to see what ordinances they have in place for erosion control. David did note that Racine County along with other locations provide erosion control training if someone would like to be Dover's agent. The DNR (Department of Natural Resources) does handle erosion control issues but exempts one- and two-family parcels.
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.:** Jared Guillien made the motion to go into closed session at 7:45pm, seconded by Mike Shenkenberg.
12. **Motion to Enter into Open Session:** Mike Shenkenberg made the motion to go into open session at 8:01pm, seconded by Jared Guillien.
13. **All Business of Closed Session:** After review of state statute, Dover's EMT's (emergency medical technicians) under WRS (Wisconsin Retirement System) will continue to receive a six point five percent contribution from the town and current from thereafter.
14. **Adjournment:** Motion to adjourn was made by Jared Guillien at 8:02pm., seconded by Mike Shenkenberg. VOTE: 3/0 All were in favor. Motion carried.