



TOWN OF DOVER

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ANNUAL TOWN MEETING MINUTES

TUESDAY, APRIL 20, 2021 – 7:00 P.M.

4110 South Beaumont Avenue, Kansasville WI, Racine County

Call to Order: The meeting was called to order by Chairman Sam Stratton at 7:00pm.

Pledge: The Pledge was recited.

Staff Attendance: Chairman Sam Stratton, 1st Supervisor Mike Shenkenberg, Gordon Maier Auditor Julie Craig, Clerk of Courts Donna Prochacka, Water Patrol Chief Martinson, Kansasville Fire/Rescue Department Chief Molnar, Superintendent Roads Dept Zack Hegemann, and Clerk/Treasurer Camille Gerou. Late: Superintendent ELS Jeff Bratz, 2nd Supervisor Jared Guillien

Approval of the 2020 Annual Town Meeting Minutes: A motion was made by Jared Guillien to accept the minutes with amendment, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)

- 1) Summary of the 2020 Budget and Expenses:** Camille Gerou Clerk/Treasurer provided an overview of Dover's: assets/liabilities, ongoing leases, closed and ongoing lawsuits, and future endeavors. Chairman Stratton discussed the recent 2021 auction acquisition of a 2012 ambulance with 27,000 miles and no rust. The Veteran Administration Grant dollars are being utilized to get the ambulance equipped, painted, DOT certified for service by May 2021. This new to Dover ambulance should last 10-15 years. The old ambulance will be sold.
- 2) Review of the 2020 Town of Dover Audit Completed March 2021 by Gordon J. Maier & Company:** Julie Craig noted the highlights of the audit report: Dover's financials appear clean and completed in accordance with the law. The State of WI pension is reflected differently in the audit report than monthly reporting. Page four shows Dover's revenues and expenses. Page five has the typical P&L (profit and loss) adjustments. Page seven looks like Dover's traditional budget but contains actuals. The coverage of financials discusses bank insurances if economic issues would occur and at this point no monies are exposed or at risk. Julie noted that there is one open FEMA audit to be completed once Chief Molnar obtains the requested info from former Chief Remer. Ms. Craig will provide a follow up report once that FD account audit is completed.
- 3) Acceptance of the Town of Dover Audit Report:** Jared Guillien made the motion to accept the audit report as presented, Mike Shenkenberg seconded. VOTE: 3/0 (Jared yes, Mike yes, Sam yes)
- 4) Review of the 2020 Eagle Lake Sewer Audit Completed March 2021 by Gordon J. Maier & Company:** Julie Craig also provided an overview of the Eagle Lake Sewer Utility District audit report. Julie noted that it was a tight budget but came in positive. Bank insurances are in place and no monies are exposed or at risk. Page 11 & 12 discusses Cash & Investments.

Departmental Reports:

- 1) **Municipal Court – Judge Heather Niski & Clerk of Courts Donna Prochacka:** Clerk Donna Prochacka presented the court report showing a slight decrease in cases but that could be contributed to COVID in 2020. 210 citations were processed. 45 cases were closed out from prior outstanding years citations. There was a carry-over of 56 cases into 2021. \$27,575 was collected, of that money Dover kept \$19,574. In person court is scheduled to open in June 2021.
- 2) **Water Patrol – Chief Josh Martinson:** Chief Martinson explained that former Chief Chris Utecht retired January 3, 2021. The DNR reimbursed the town \$15,342.99. Late April the buoys and rock/hazard markers are always placed and then removed in late September by the Water Patrol. At the Town Board request, discretion is used to conduct more training with the public than issuing citations. Citations are primarily issued when safety is a concern. When questioned Chief Martinson stated that violations of slow no wakes and not inserting plugs in boats were the main noted issues encountered on the lake.
- 3) **Buildings, Park, & Roads Department – DHD Maintenance, Inc. Zack Hegemann:** Superintendent Hegemann purchased a new lawn mower which has reduced mowing time by an hour every week. That hour is normally utilized to fill potholes. An increasing number of signs have been replaced due to individuals stealing them. The Sheriffs Department has been notified and are on patrol. Metal posts are now being utilized as opposed to wood with each sign replacement. A grant was received to assist paying for the repaving of Minnetonka Drive in 2020 but due to weather was pushed back to this spring. Schroeder Road will also be repaved in 2021.
- 4) **Fire & EMS Department – Chief Ron Molnar:** Chief Ron Molnar replaced Scott Remer. Chief Molnar provided a brief work background introduction. Calls dropped slightly from 2019 to 2020. There were 736 calls in 2020 and already in 2021 there have been 250 calls. The annual pancake and spaghetti Association fund raisers were not held in 2020 due to COVID. In exchange gun raffles were held. The Association spends any proceeds from the fund raisers on fire and rescue equipment not covered in the towns budget. Please mark your 2021 calendars, July 11th the Pancake and Safety Day will be held. In 2021, Ice Rescue Training was provided for 35-40 individuals with the support of generous community sponsors. Grain Bin Rescue will also be provided, again with community sponsorship. Additional planned training at this point includes a safety burn on Schoen Road later this summer. Gateway is now holding training courses every night except Sundays at the Kansasville station. Recruitment continues especially for daytime availability. There is an agreement in place (auto aid) with the Union Grove and Raymond Fire Departments as they are experiencing the same staffing dilemmas. If you or someone you know would be interested in even helping at the fire station, please feel free to call so we can get you started! All are welcome. Discussion continues on organizing potential safety classes to be offered at the Fire Department for the general public such as Narcan, CPR, and First Aid, Boater, Hunter, and Snowmobile Safety. A firefighters sons Eagle Scout project has begun; Dover residents with long driveways have been contacted to install signage (Diggers Hotline is involved) every 600-foot noting where to drop large diameter hoses. This project should save valuable time in the event of a fire.
- 5) **Eagle Lake Sewer Utility District, Superintendent Jeff Bratz:** 2020 flows were down from 2019. Due to COVID, more individuals utilizing their home facilities and a toilet paper shortage, flushable wipes became the main cause of blockages. “Flushable” wipes are not recommended. The sewer plant operated well within our permit limits. New phosphorous permit levels were issued in 2020. The Dover plant was given a fifteen-year variance during which time hopefully technology can catch up. Prior to the COVID outbreak residents’ sump pumps were being inspected to verify that they are not hooked to the sewer. Hopefully in 2021, when it is deemed safe, inspections will continue. The 42-year-old force main broke again. Due to the system age, pump repairs, etc. Applied Technology Engineering was hired to conduct a study to evaluate the current system and produce recommendations. The suggested recommendations are estimated at 4.7 million dollars. A Clean Water Fund Low Interest Loan has been applied for. Our current loan will be paid off in 2023. Approximately \$600,000 has been saved throughout the years to help with this project. No decisions have been made at this point. Informational meetings will be held, or mailings sent to sewer customers regarding any rate increases if that were to occur. Quarterly rates have not been increased in almost twenty years. The DNR (Department of

Natural Resources) is also requesting this update due to the system age. Work continues with the DNR as well on the storage of our phosphorus chemical. Currently the material is stored on a pad but the DNR is requiring a new storage containment area with special hazard safeguards such as eye wash stations etc. The DNR is currently defining their specifications with a neighboring community. Once that project is concluded then we should be able to proceed with our containment area. Mr. Bratz explained that he is currently monitoring the Drainage District Lawsuit and its financial impact.

Additional Topics:

- 1) **American Rescue Plan Act of 2021:** Chairman Stratton explained that approximately \$420,000 is estimated to be received. At this point there are no clear guidelines on exactly what these dollars can be utilized for other than sewer, water, or broadband. As more information becomes available it certainly will be shared. Regardless any additional revenue can always be put to good use.
- 2) **Cost of Living Salary Adjustment for Town Board Members:** Chairman Stratton discussed that for fifteen to twenty years there has been no wage adjustment for town board members. A neighboring municipality board wage handout was distributed. Currently Dover's Chairman is paid \$8,000 yearly, and the Supervisors receive \$4,825. Until this point Dover was continuously in debt, so this wage dilemma has not been addressed. Obviously, anybody who does this job does so for the community not for the wage. After discussion Karen Dubiel made the motion for a 3.5% wage increase across the board with a reassessment in two additional years. Jeff Bratz seconded the motion. Residents in attendance roll call: Michelle Vanek yes, William Stratton yes, Paul Baerwald yes, Karen Dubiel yes, David Dubiel yes, Jeff Bratz yes, Jared Guillien yes, Mike Shenkenberg yes, Sam Stratton yes. Vote: 9/0 Motion carried.
- 3) **Application for a Class B Beer and Class B Liquor License for Baggers formally Dead Mann's Saloon 3518 S Beaumont Avenue Kansasville:** Chairman Stratton discussed with the new owner Troy McReynolds his awareness of Dover's ordinances regarding noise, special outside event permits, building permits for structural changes/new buildings, etc. Mr. McReynolds and business partner, Sandra Van Den Heuvel, discussed an installation of a new LED message center sign, similar to the Fire Departments or Schools, that will be raised up no taller than 6 feet on a pedestal, since the land slopes down. Discussion took place that the sign should not be a disturbance to the residents of the neighboring apartment building. In the future Mr. McReynolds would like to build the business to be a motorcycle destination with outdoor bar garages. Mr. McReynolds noted that Baggers intends to be community oriented, holding a classic car and Jeep night, and sponsoring events for the Foundation of Fallen Riders and their children. Mike Shenkenberg motion to approve the license, seconded by Sam Stratton. VOTE: 2/0 Motion carried. (Mike yes, Sam yes)

Adjournment: Karen Dubiel made the motion to adjourn at 9:00pm, seconded by David Dubiel. All were in favor.