

TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139

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Chairman	Supervisor #1	Supervisor #2	Roads Dept	Clerk/Treasurer	Municipal Judge
Sam Stratton	Mike Shenkenberg	Jared Guillien	DHD Maintenance Inc.	Camille Gerou	Heather Niski
262 206-4843	262 661-9932	262 994-6975	262 206-1319	878-2200 Ext 10	878-2200 Ext11

DOVER TOWN BOARD PUBLIC MEETING MINUTES

MONDAY, DECEMBER 13, 2021 – 7:00 P.M.

4110 SOUTH BEAUMONT AVENUE (DOVER TOWN HALL) KANSASVILLE, WI 53139

1. **Call to Order:** Chairman Sam Stratton called the Town Board Meeting to order at 7:00pm.
2. **Pledge:** The Pledge of Allegiance was recited.
3. **Roll Call:** Chairman Sam Stratton, 1st Supervisor Mike Shenkenberg, 2nd Supervisor Jared Guillien, Kansasville Fire Department Chief Ron Molnar, Deputy Clerk/Treasurer Kim Springer, and Clerk/Treasurer Camille Gerou were present.
4. **Review of Previous Meetings Minutes November 8, 2021:** Jared Guillien made the motion to accept the November 8, 2021, minutes as presented, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried.
5. **ELSUD Payables for December 2021:** Jared Guillien made the motion to approve ELSUD pay their expenses of \$48,725.08, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried.
6. **Town of Dover's Payables for December 2021:** After review of payables, Jared Guillien made the motion to approve paying the Town of Dover's expenses of \$49,992.75, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried.
7. **Public Comments:** The Deputy Clerk/Treasurer discussed Eagle Creek Drainage District bills for tax exempt properties for the Town of Dover and Eagle Lake Sewer. The Town Board suggested we contact Attorney Pete Ludwig for input.
8. **Application for a Class B Beer and Class B Liquor License for Strebe Investment Group LLC, Carrie Ann and Jason Strebe dba Baggers 3518 S Beaumont Avenue Kansasville formally Baggers LLC, Troy McReynolds and Sandra VanDen Heuvel:** Jared Guillien made the motion to approve Class B Beer and Liquor License for Strebe Investment Group doing business as Baggers, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
9. **Approval of Application for Operator's License for: Sunny's Carolyn Holman and Hogs Nest Saloon Jennifer Kuehnau:** After review of the background checks, Jared Guillien made the motion to approve the operator licenses, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
10. **Refund of Road Bond for: Scott Squire 27225 Church Road, Jerome Kobriger 1024 S Cox Road, and Jerome Szarzynski 27329 Dover View Lane:** DHD Zack Hegemann had inspected the roads and confirmed no damage during construction. Jared Guillien made the motion to approve the refund of road bonds, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
11. **Contract Discussion/Signature Town of Brighton Fire/EMS Approved by Attorney Ludwig:** After discussion, Jared Guillien made the motion to approve signature of the Town of Brighton Fire/EMS contract, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
12. **Contract Discussion/Signature of Gardiner Appraisal 2022 Exterior Revaluation Approved by Attorney Ludwig:** Attorney Ludwig has been unable to discuss this contract with Gardiner Appraisal. An email with Attorney Ludwig's inquiries/concerns was received today and are included in the board members packets. After board review of the Attorney's concerns, Jared Guillien made the motion to approve signature of the Gardiner Appraisal Exterior Revaluation as presented, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
13. **Proposal from Asphalt Contractors to Rent a 621 Case Loader Requested by DHD Maintenance Approved by Attorney Ludwig:** After discussion, Jared Guillien made the motion to approve signature of the rental from Asphalt Contractors for loading salt for the Roads Department, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
14. **Discussion/Signature of Dover Resolution 2021-08 Repealing Chapter 8.04 of the Code of Ordinances Relating to the Health Department Approved by Attorney Ludwig:** Jared Guillien made the motion to approve signature of the Resolution 2021-08 repealing the Health Department from Dover's Code of Ordinance's, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)

15. **Discussion/Review/Approval of Updated Ordinance 2.20 Fire Department and Emergency Medical Services Combined by Attorney Ludwig:** The Clerk explained that Attorney Ludwig updated Dover's Ordinance 2.20, which was originally only regarding the Fire Department, to include Emergency Medical Services since in February of 2022 plans are to run a Kansasville Ambulance Service versus a contract with Curtis-Medix. Chief Molnar did have the opportunity to review the updates. Jared Guillien made the motion to approve signature of the updated 2.20 Ordinance, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
16. **Discussion/Review/Approval of Town of Dover Personnel Manual Amended by Attorney Ludwig:** The Clerk/Treasurer explained that the benefit proportion of the manual has been updated to include insurance. Attorney Ludwig is currently reviewing the main policy portion, to ensure Act 10 is represented correctly. Jared Guillien made the motion to approve signature of the updated Personnel Manual, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
17. **Approval of 2022 Election Staff under Wisconsin State Statute 7.30(4)(a):** Karen Bird, Rita Van Horn, Robert Van Horn, Barb Furey, Judy Barrera, Judy Bratz, Glenda Bronikowski, Kim Casper, Kim Christman, Kathy Ehrhart, Karen Fischer, Mae Goetz, Renee Gussman, Scott Halverson, Janice Hansen, Marie Ingram, Patsy Kieliszewski, Mary Kletecka, Claudia Kreuscher, Deborah Krogh, Nancy Mateski, Sue McFadden, Tammy Mealy, Shelly Mullikin, Connie Murphy, Marie Mutter, Dawn Noble, Andy Rusk, Connie Rusk, Jeff Stenehjelm, Thomas Stone, Jacque Stratton, Mark Taylor, and Nancy Younger. **Republican Party Nominees:** Jessie Modrow, Brian Wienke, Kelly Gronli: Jared Guillien made the motion to approve the 2022 Election Staff as stated, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
18. **Review of Reports from: DHD Roads, Fire, and Sheriff's Department :** Lt. David Kinservik provided the Sheriff's Department report. Kansasville Fire/Rescue Chief Molnar reported his members have been challenged by illness in November. Three members were hospitalized, released, and continuing to improve every day. Gateway's final session for this year will be December 18th for testing. Chief Molnar stated that he has been working on obtaining all the documentation to get the EMS billing, staffing, and medical authorizations in place. Chief Molnar stated he did receive an approved Operations Plan back from Aurora Health Care which will be good for three years. Chief Molnar stated he had submitted the Billing Service Contract to Attorney Ludwig for verification before signature. Delivery of the new engine remains on schedule for January of 2023. Currently John Dahms and the Gordon Maier Auditor are working on creating a Procurement Policy for future Fire Department grants which will require Town Board approval.
19. **Motion to Enter into Closed Session under Wisconsin State Statute 19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and under Wisconsin State Statute 19.85(1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and Wisconsin State Statute 19.85(1) (g) concerning legal advice related to litigation. Estimated time of closed session will be approximately ½ hour.:** Jared Guillien made the motion to go into closed session at 7:54pm., seconded by Mike Shenkenberg.
20. **Motion to Enter into Open Session:** Jared Guillien made the motion to go into open session at 8:14pm., seconded by Mike Shenkenberg.
21. **All Business of Closed Session:** Nothing to note.
22. **Adjournment:** Jared Guillien made the motion to adjourn at 8:15pm., seconded by Mike Shenkenberg. Motion carried.

Respectfully submitted the 6th day of January 2021- Camille Gerou Clerk/Treasurer