



TOWN OF DOVER

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ANNUAL TOWN MEETING (Unofficial) Minutes TUESDAY, APRIL 18, 2023 – 7:00 P.M.

The Annual Town Meeting for the Town of Dover, County of Racine was held at the town hall located at 4110 South Beaumont Avenue, Kansasville WI, Racine County on the third Tuesday in April, that being the 18th, 2023. The meeting began at 7:00 p.m.

Call to Order: Chairman Stratton called the meeting to order at 7pm.

Pledge: The Pledge of Allegiance was Recited.

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

Discussion/Action May Occur on Any/All of the Following Items:

Annual Report: Chairman Stratton noted that there were extra copies of audit report available on the front table, due to length there was not separate reports printed for everyone.

1) Review of the 2022 Town of Dover Audit Completed March 2023 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. Dover utilizes a Modified Cash Basis. Assets and liabilities, expenditure breakdowns, state pension funds, and accounting policies were discussed. Page six of the report provides a format like Dover's budget. Noted on page sixteen of the 2022 Annual Report is that zero dollars of the taxes collected, were exposed to custodial credit risk as uninsured and uncollateralized.

2) 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)

3) Review of the 2022 Eagle Lake Sewer Audit Completed March 2023 by Gordon J. Maier & Company:

Julie Craig also stated that the Eagle Lake Sewer Audit was also completed. Julie noted the department was solid on an asset basis. Jared Guillien made the motion to accept the audit as presented, Mike Shenkenberg seconded. VOTE: 3/0 (Jared yes, Mike yes, Sam yes)

4) Approval of the April 19, 2022 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)

5) Summary of the 2022 Budget and Expenses: Chairman Stratton stated that the 2022 income assets were \$1,895,838 and expenditures liabilities of \$2,266,130 which is outlined on page eight of the Gordon Maier's Annual Report. Leases: 2015 Freightliner ambulance lease to own which began in 2016 and will conclude in 2023 (\$32,129.07 yearly). Racine County Fire Department Radio Lease which began in 2017

to conclude in 2026 (\$5,584 yearly). 2020 International Snowplow Truck six-year lease to own to conclude in 2026 (\$24,861.00 yearly). A 2021 Case Maxxum 125 and Tiger Mower lease to own to conclude in 2026 (\$35,926.74 yearly). There are no outstanding lawsuits. Accomplishments included:

* Milled and paved Lois Drive and multiple spots on the double lanes in the Manor * Chip sealed, and crack filled two miles of Ketterhagen/McKee/Minnetonka Roads * Mastic was applied to all large cracks/openings on Sheard Road * In February 2022, Emergency Medical Services (EMS) is now staffed with Town of Dover employees. (no longer Curtis/Medix) All billing is managed by a third party. A loan from Eagle Lake Sewer in the amount of \$300,000 with one percent Annual Percentage Rate (APR) and a thirty-day call has been utilized to cover EMS operating expenses * All rights-of-way in the Town of Dover have been trimmed back with the new Case 125 & Tiger Mower * Several Fire Department equipment grants have been received throughout 2022 and \$446,000 from the American Rescue Plan Act which was assigned to the Eagle Lake Sewer Utility District to assist with its \$4,028,588.00 update project. Overview of 2023 Endeavors: *The culvert on Britton Road will be replaced in 2023 *In April 2022 the Eagle Lake Sewer Department awarded the lift station/force main project in the amount of \$3,986,000.00 to PTS Contractors from Green Bay. There was a change order added to the project to raise that total to \$4,028,588.00. This project is projected to be completed in 2023. *Kansasville Fire Department would like to replace the 1993 Engine 521. A \$789,243.00 Seagrave engine is projected to be delivered in 2023. *Save the date for the KFRD Annual Pancake Breakfast & Safety Day on Sunday, July 9, 2023.

Departmental Reports:

- 1) **Municipal Court – Judge Heather Niski & Clerk of Courts Donna Prochacka/Christine Jacobsen:** Donna was not present, but her report was available for review. No questions were received regarding the report.
- 2) **Water Patrol – Chief Josh Martinson:** Twenty-four hours of in-service training was completed. The Chief noted the low water level on the lake. Eagle Lake Park was closed for a couple months as well. Two hundred point five patrolling hours were completed. Zero citations were written. Nineteen warnings were issued, with education being provided. Reimbursement for training was received from the state, and it was noted that this would be the last year for the patrol boat reimbursement. The Chief stated that it was a very slow boating season, traffic on the water was much slower. A contributing factor also may have been the high price of gas, the fishing, or the amount of lake algae/weeds. The buoys, this year, will be placed April 29th. Also, new this year the manor's beach will have swim area buoys installed.
- 3) **Buildings, Park, & Roads Department – DHD Maintenance, Inc., Zack Hegemann:** Zack Hegemann discussed the road maintenance, crack filling, chip sealing, and shouldering that was completed on Minnetonka, McKee, and Ketterhagen. This should add five to ten years to those road's life spans. He stated that Lois Drive was milled and paved. Mastic was applied to Sheard Road. The cutting edge was replaced on the one-ton truck and the salt spreader fixed. Fixed the DEF (Diesel Exhaust Fluid) system for the second time on snowplow #10, it was in the shop for two months. Snowplow #11 just went in for normal maintenance. New exterior lights were added around the building for safety. New bottoms were installed on two garage doors and the salt shed was fixed. Three hundred fifty hours were put on the new tractor for mowing the rights-of-way back. Sold the batwing mower as the new tractor was purchased. Two hundred ton of salt was utilized in 2022.
- 4) **Fire & EMS Department – Chief Ron Molnar:** Chief Molnar apologized for his late arrival, but he was presenting his report at Brighton's Annual Meeting. As of February 1, 2022 Kansasville Rescue is now staffed internally. No contracted EMS (emergency medical services) is utilized. An Aurora hospital opened at Highway 20 saving transport time. Grant dollars were awarded helping cover EMS retention pay, EMS startup expenses, and supplies. Dover's EMS wage is competitive with neighboring municipalities. Internally the command staff is working on addressing Kansasville paying for EMS employees' training and then they leave. Rescue calls to the Veterans Campus have been down, ever since covid. Cottage sixteen has been knocked down and several areas have been shut down. Also, Ellsworth Correctional Institute internal health care staffing has reduced calls to that facility. The Fire/EMS report outlines 2023 goals.

Currently there is discussion regarding combining fire districts. Committees and meetings are being formed to determine feasibility.

- 5) **Eagle Lake Sewer Utility District, Superintendent Jeff Bratz:** Jeff arrived late as he was presenting at the Rochester Annual Meeting. Due to the weather monthly flows increased from the previous year. There were no permit violations. Dover's phosphorus levels are being maintained and the variance amount is monitored closely. Sump pumps are not allowed to be connected to the sewer; inspections are continuing again. Please remember not to flush wipes as it is hard on the equipment. Sewer rates remained at \$100.00 for fifteen years and now have been raised to \$136.00 quarterly. This was done to help cover costs. The lift station/force main project was awarded to PTS contractors from Green Bay in the amount of \$4,028,588.00.

Chairman Stratton 2023 Financial Obligations/Concerns: Chairman Stratton announced the Open Book Meeting will be held on May 19, 2023 from 4 to 6 pm at the town hall. This is when you can examine and ask questions regarding your assessment. If you do not agree with the assessment, you can obtain the paperwork to attend the Board of Review which will be held on May 30 from 5 to 7pm to dispute the assessment. Chairman Stratton explained how a mill rate is calculated, which is how your property tax is calculated and determines Dover's municipal operating budget. The majority of a residents' property tax money goes to fund the schools not the municipality. A handout was distributed showing examples and neighboring municipalities' mill rates. Due to Dover's reassessment, our mill rate decreased to \$1.43 from \$2.11. Other municipalities have had referendums to raise their mill rate. We are currently exploring adding line adjustments for fire and trash to your 2024 improved lot tax bill. This will be similar to the Drainage District. This money will be earmarked for fire and trash and free up money for roads etc. A suggestion was made to produce a spreadsheet to show potential tax income that the Town doesn't receive from the tax-free VA buildings to present to the Veterans Administration (VA) for more grant dollars. Chairman Stratton stated that he has spoken to Robin Vos and Van Wanggaard regarding VA dollars, and he noted more follow up should be completed.

Adjournment: Jared Guillien made the motion to adjourn at 8:17pm, seconded by Mike Shenkenberg. All were in favor.