

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, MAY 8, 2023 – 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, and 2nd Supervisor Jared Guillien, Kansasville Fire Department Ron Molnar, DHD Superintendent Zack Hegemann, Deputy Clerk/Treasurer Kim Springer, and Clerk/Treasurer Camille Gerou. Racine County Sheriff's Department Lt. Charles Gehrand.
- 4. Review of Previous Town Board Meeting Minutes April 10, 2023:** Jared Guillien made the motion to accept the April 10, 2023 minutes as presented, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried.
- 5. ELSUD Payables for May 2023:** Jared Guillien made the motion to approve ELSUD pay their expenses of \$26,533.38, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried.
- 6. Town of Dover's Payables for May 2023:** After review of payables, Jared Guillien made the motion to approve paying the Town's expenses of \$116,641.30, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried.
- 7. Public Comments:** A)Chairman Stratton explained that he spoke with Neil Buchanan, Union Grove State Bank, regarding borrowing money and an answer should be received by this Wednesday, May 10th. B)Cal Magnan, Magnan Assessment Service, which is the assessor for the Town of Norway, stopped in to meet the Town Board and discussed submitting a contract for the town assessor position. C)A resident stated that she had attended a May 2nd meeting at Community State Bank where Senator Van Wanggaard was in attendance and requested additional funding for Dover, since Fire/EMS services are provided to the Southern Wisconsin, Ellsworth Correctional, and the Veterans Complex when no taxes are collected on those properties.
- 8. Special Event Permit Request for Dirty Hoe Saloon May 27 & 28, June 4, June 10&11 2pm to 6pm 4614 Sheard Road:** After discussion with the owner that the event's set ups hadn't changed from last year and that the same parameters must be followed, Jared Guillien made the motion to approve the special event permits, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 9. Special Event Permit Request 1175 Sports Park & Eatery June 11th 12noon to 6pm, 2pm to 5pm on June 25, July 9, July 23. June 24 Fireworks at Dusk and Live Bands 22840 Durand Avenue (Fireworks Permit will be Applied for Separately):** Mike Shenkenberg made the motion to approve the special event permits, seconded by Jared Guillien. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 10. COM2 Free Electronic Recycling Program Presentation:** The COM2 representative explained that they have branches in Canada, the United States, and Dubai. The corporate office is located in Illinois. COM2 provides boxes to dispose of electronics free of charge, three hundred sixty-five days a year, seven days a week. Pickup of full containers normally takes twenty-four hours. All sizes of televisions, computers, florescent light tubes etcetera can be placed in the box/container. The collection container is constructed of corrugated material and is safe to be outside in the elements. There is no writing on the box to indicate the purpose. It would be up to the municipality to provide education on what to dispose of in the box. COM2 would like to set up a three-year

contract. Chairman Stratton explained that he is definitely interested in saving residents money but wants to verify with Dover's current recycler, ASDA, that this will not interfere with that contract. COM2 was asked to send over their contract for review by Dover's lawyer.

- 11. Designation of Noxious Weed Commissioner:** Chairman Stratton designated Zack Hegemann, DHD Superintendent, as the Noxious Weed Commissioner. Jared Guillien made the motion to approve Zack Hegemann as Noxious Weed Commissioner, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 12. Updates to Alcohol Licensing:** Deputy Clerk, Kim Springer, recently took an online Alcohol Licensing class and discussed the new Wisconsin Department of Revenue requirements. A) The WI Town's Association's lawyer discussed utilizing the Crime Bureau for seven dollars per background check as it has more current, extensive, and has up-to-date information. Currently Dover is utilizing the free version. Dover's board discussed that they are concerned with the background checks of servers, and have shared background checks with business owners, when the individuals have had questionable pasts. Dover does not want to have to tell business owners who they should be hiring. It is also the employer's responsibility to conduct a thorough check. The Town Board decided not to change the background check procedure but to pay the seven dollars if there is any concern. B) Publishing of liquor licenses are required only once in a weekly paper but three times in a multi-day paper. The clerk was instructed to look into the cost of the Standard Press versus Racine Journal and proceed with the most economical route. C) Kim Springer also discussed that the Class A Beer license which is now \$50 could be increased up to \$100 if the board so desires. The board discussed this option and decided not to make any changes. D) Class A license holders can provide fermented malt and wine taste samples; conditions include no more than two three fluid ounce samples between the hours of eleven am to seven pm. Citgo and Dover Mart have already inquired about this option.
- 13. Resolution Requesting Legislative Action to Change the Allocation of Reserve Class B Liquor Licenses Within the State of Wisconsin:** Chairman Stratton discussed Dover Resolution 2023-02 and that Burlington's Mayor Hefty has requested all municipalities to sign a resolution to request a change in the law so Reserve Class B Liquor Licenses can be reallocated within the State of Wisconsin. Jared Guillien made the motion to sign Dover Resolution 2023-02, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 14. Update Current Ordinance to Include Clerks to Issue Provisional Operator Licenses:** It was noted that the clerks do give out provisional operator licenses which allows servers to work until the Town Board has an opportunity to review the background checks and vote on the yearly server's permit. Per Wisconsin Town's Association, ordinances should clearly state that the board does allow the clerks to provide the provisional licenses for a month until the board review takes place. Jared Guillien made the motion to approve calling Attorney Ludwig to enhance Dover's ordinance to clearly state this, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 15. Application for a Kennel License for Johnia Burgan 2710 S Britton Road (12 dogs):** After verification of no complaints against the kennel, Jared Guillien made the motion to approve the license, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 16. Operator's License for: Gamblers II – Melissa Ospina:** After reviewing the background check, Jared Guillien made the motion to approve the license, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 17. Fire Department Employee Manual Approval:** Jared Guillien made the motion to approve the Fire Department Employee Manual, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 18. Fire Department Employee Review Forms for Approval:** Jared Guillien made the motion to approve the Fire Department Employee Review Form, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 19. Review of Reports from: DHD Roads, Fire, and Sheriff's Department:** Zack Hegemann explained that the new Case tractor was supposed to have the oil changed after fifty hours since it was just built/new. Zack was not informed, and the tractor has three hundred fifty hours on it.

Zack has that tractor in for service before mowing begins. While there, Zack is going to have them work on the two hoses which are leaking and the one tire. Truck Eleven had a recall on the neutral safety switch. While it was in the shop for the recall Zack had the differential looked at, which apparently was not working due to an airline being disconnected. The salt shed had its yearly inspection and passed. Zack stated that he did talk with Ken Hegeman regarding the Vandeenboom Road drainage issue which Ken will address. Zack also noted that he received several dead tree complaints, however most are technically the parcel owner's responsibility. Obviously, community safety is always a concern. Zack also discussed the steep drop offs of shoulders in specific areas. Discussion took place that perhaps an asphalt millings stockpile could be stored at the sewer plant location for shouldering. Zack discussed that the F250 is not long-distance road worthy anymore. Due to the short distance from the Eagle Lake Management (ELM) building to the dock, the F250 is being stored at the ELM and is being used strictly by the Water Patrol to pull the boat to and from the dock. Discussion took place that perhaps the plow and salter for that truck should be sold. Chief Molnar discussed the Fire Department Gun Raffle which will be held August 6th at the Tin Can. The Chief stated that they had thirty-five blood donors at the blood drive. Calls are up, with sixty-three calls in April. The Chief reported that ninety-four insurance claims have been resubmitted because the word Kansasville was spelled incorrectly. Discussion took place that Highway 20 will be closed, as a result Highway 11 should have a significant traffic increase. The Fire Department will be participating in the many Memorial Day parades. The Sheriff's Department stated that they spent fifty hours patrolling with thirty-eight citations given. Of the thirty-eight citations, twenty-nine were for speeding. Chief Martinson, Dover Water Patrol, stated that the buoys and pier were installed last Saturday. The buoys by the Manor swim area still need to be inserted, however. The patrol will begin on May 21st.

- 20. 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.: No closed session was held.**
- 21. Motion to Enter into Open Session:**
- 22. All Business of Closed Session:**
- 23. Adjournment:** Jared Guillien made the motion to adjourn at 8:18pm., seconded by Mike Shenkenberg. Motion carried.

Respectfully submitted the 26th day of May 2023- Camille Gerou Clerk/Treasurer