

TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139

Phone (262) 878-2200 Fax (262) 878-2595

www.townofdooverwi.com

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, JUNE 12, 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, Water Patrol Josh Martinson, Deputy Clerk/Treasurer Kim Springer, and Clerk/Treasurer Camille Gerou.
- 4. Review of Previous Town Board Meeting Minutes May 8, 2023:** Jared Guillien made the motion to accept the May 8, 2023 minutes with amendment, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried.
- 5. ELSUD Payables for June 2023:** Jared Guillien made the motion to approve ELSUD pay their expenses of \$46,745.78, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried.
- 6. Town of Dover's Payables for June 2023:** After review of payables, Jared Guillien made the motion to approve paying the Town's expenses of \$178,806.19, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried.
- 7. Public Comments:** **A)**Chairman Stratton noted that the Shared Revenue bill to aid local governments will go before Governor Tony Evers for signature. It is estimated at Dover could receive \$140,000 if approved. **B)** Residents noted that people are not displaying their permits during garbage drop off and some seem to be bringing in multiple trucks of garbage. After discussion, the clerk was asked to speak with the owner of ASDA to see if anything can be done. **C)** Currently Fonk's Mobile home residents are only allowed to bring in large items, all other items are to be disposed of through the service provided by Fonk's. Discussion occurred that in 2024/2025 a separate colored tag should be issued to Fonk's residents so the actual garbage collectors can ensure that only large items are being accepted.
- 8. Special Event Permit Request for the Dirty Hoe Saloon June 18, June 25, July 2 & 3, July 9 2pm to 6pm 4614 Sheard Road:** 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. Casper Pyrotechnics Fireworks Display Permit for Saturday, June 24, 2023 11/75 Sports Park & Eatery:** Jared Guillien made the motion to approve the Casper Fireworks Display at 11/75 Sports Park & Eatery on June 24, 2023 pending the Fire Departments inspection/approval, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 10. Application for Temporary Class B Retailer's License for St. Mary's Church 23211 Church Road August 13, 2023 Pork Chop Dinner:** Jared Guillien made the motion to approve the temporary Class B Retailer's License for St. Mary's Pork Chop Dinner on August 13, 2023, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 11. Discussion/Approval of Addition of a Garbage Service Tax Bill Line Item:** Chairman Stratton has been explaining Dover's budget shortcomings after the 2022 reevaluation at almost every meeting. After speaking with other neighboring municipalities and exploring options it has been determined that separate tax lines will be added to the Dover tax bills. The tax bills that will be affected are the ones with improved properties (a building on the parcel) which will take effect on the 2023 bills. One line will be added for fire services and one for garbage collection. A handout was distributed showing the options, what is currently paid for those services, and additional potential budget gains. Resident discussion occurred. These additional tax lines would continue to be added to the yearly taxes. Mike Shenkenberg made the motion to add a tax line to improved

tax parcels in the amount of \$150.00 for garbage service, seconded by Jared Guillien. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)

12. **Discussion/Approval of Addition of a Fire Service Tax Bill Line Item:** Please note #11 above for discussion details. Mike Shenkenberg made the motion to add a tax line to improved tax parcels in the amount of \$450.00 for fire service, seconded by Jared Guillien. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
13. **Discussion/Approval of Addition of Garbage & Fire Service Tax Bill Line Items to Fonk's Mobile Home Residents:** The clerk was asked to check with the Wisconsin Town Association lawyer to verify if adding a line item to Fonk's residents monthly mobile home municipal permit fee is legal.
14. **Discussion/Approval of Maximum Note to Borrow from Union Grove Community State Bank:** The Dover Town Board noted that taking out a loan for \$500,000 would cover expenses for the current year. Jared Guillien made the motion to approve a loan in the amount of \$500,000, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
15. **Discussion/Approval of Signers on the Union Grove Community State Bank Loan:** Jared Guillien made the motion to approve Chairman Sam Stratton, Mike Shenkenberg, Jared Guillien and Camille Gerou as signers on the Union Grove Community State Bank Loan, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
16. **COM2 Free Electronic Recycling Program Contract:** The clerk explained that she completed the sample contract and resubmitted it to the COM2 representative for their legal team to counteroffer. Once the contract is returned from COM2, the contract will be sent to Attorney Ludwig for final approval. A copy of the initial revision was presented to the board to review in the meantime.
17. **Horton Insurance Renewal:** The Fire Department increased the value of their building as well as adding a four-car heated, cement floor garage for coverage. Last year the total for insurance was \$80,025.00, this year it is \$89,606.00, an increase of \$9,581.00. Mike Shenkenberg made the motion to approve the insurance policies in the amount of 89,606.00, seconded by Jared Guillien. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
18. **Applications for a Class A Beer and Class A Liquor License for**
DBP Petroleum 45 LLC dba Dover Food Mart 2010 N Raynor Avenue Union Grove
Kansasville Convenience & Carwash LLC dba Kansasville Convenience & Carwash 22930 Durand Avenue Kansasville
RS Associates of WI LLC dba Kansasville Quick Mart 23010 Durand Avenue Kansasville
Aarsan LLC dba Sunny's Beer, Liquor and Wine 3731 S Beaumont Avenue Kansasville : The clerk noted that Dover Food Mart has a Wholesalers Delinquent Report submitted to the municipality that by law must be paid before a license can be issued. To date, that has not been paid and the Food Mart is aware of the issue. Jared Guillien made the motion to approve the Class A Beer & Liquor licenses to all who are current on their outstanding bills and provided the needed documentation by Friday, June 23, 2023, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes) Current licenses expire June 30, 2023.
19. **Applications for Cigarette License for**
Dover Food Mart 2010 N Raynor Avenue Union Grove
Kansasville Convenience & Carwash 22930 Durand Avenue Kansasville
Kansasville Quick Mart 23010 Durand Avenue Kansasville
Sunny's Beer, Liquor and Wine 3731 S Beaumont Avenue Kansasville
1175 Sports Park & Eatery 22840 Durand Avenue Kansasville
The Dirty Hoe Saloon 4614 Sheard Road Kansasville: Jared Guillien made the motion to approve the cigarette licenses, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
20. **Applications for a Class B Beer and Class B Liquor License for**
Brothers from Another Mother dba 1175 Sports Park & Eatery 22840 Durand Avenue Kansasville
Strebe Investment Group LLC dba Baggers, 3518 S Beaumont Avenue Kansasville
JGSA Inc c/o Shelly Gruber dba Dover Inn 1909 N Beaumont Avenue Kansasville
David Prange dba Gamblers 3731 S. Beaumont Avenue Kansasville
Dean Larsen dba Hogs Nest Saloon 4301 S. Beaumont Avenue Kansasville
Molitor-Wisconsin Inc dba Michael's on the Lake 3101 Eagle Road Kansasville
Teena Flesch dba The Dirty Hoe Saloon 4614 Sheard Road Kansasville
The Farm at Dover LLC dba The Farm at Dover 26060 Washington Avenue Kansasville: The clerk noted that Baggers has a Wholesalers Delinquent Report submitted to the municipality that by law must be

paid before a license can be issued. To date, that has not been paid and Bagger's is aware of the issue. Jared Guillien made the motion to approve the Class A Beer & Liquor licenses to all who are current on their outstanding bills and provided the needed documentation by Friday, June 23, 2023, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes) Current licenses expire June 30, 2023.

21. Annual Operator's Licenses Renewal for:

1175 Sports Park & Eatery- Travis Cadd Jr., Codey Clapper, Samantha Durkee, Bridget Fladhammer, Jacquelyn Geiss, Stephanie Hagen, Brianna Johnson, Cody Kreuscher, Nicole Olson, Elly Passehl, Andrea Rafel, Jessica Schmidt, Robyn Swantz

Dirty Hoe Saloon- Donald Durkee Jr., Brooke Flesch, Colleen Hammes, Zachary Hegemann, Micheline Posbrig, Rachael Reitz

Dover Food Mart- Dharv Patel

Dover Inn- Andrea Chart, Jamie Costigan, Kaitlyn Friemoth, Mackenzie Geschke, Kelli Gruber, Shelly Gruber, Angela Ignasiak, Pamela Kremnitzer, Emily Kruse, Dee Lunetta, Amanda Neumiller, Caitlin Sheehan, Tracy Stillman, Samantha Storck, Savannah Storck, Matthew Thom, Bridgett Thompson, Amanda Weinke, Jennifer Zimmerman

Gamblers- Donna Filler, Linda Mann, Melissa Ospina, Todd Tindal

Hogs Nest Saloon- Samantha Holding, Jennifer Linn Kuehnau, Renee Lynn

Kansasville Convenience & Carwash- Regina Frederick, Laura Proska-Singh, Satvir Singh

Kansasville Quick Mart- Denise Gahart, Corina Gochanour, Courtney Hawkins

Michaels on the Lake- David Molitor, Deborah Ross

Sunny's Beer, Liquor & Wine- Viral Patel

The Farm at Dover- Caitlin Charo, Thomas Hamilton, Carly Stublaski: Jared Guillien made the motion to approve the annual operators' licenses, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)

22. Applications for New Town of Dover Operator's Licenses for

Sunny's Beer, Liquor and Wine- Mitali A Patel

The Farm at Dover- Diane Reitz: The clerk stated that a background check was completed on both individuals for the board's review. Jared Guillien made the motion to approve the new operators' licenses, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)

23. Tax Assessment Service Bids: Two companies potentially are showing interest in placing a bid. Today the software password utilized to process the assessments, Market Drive, was obtained. A copy of the report statistics showing outstanding work that Gardiner did not complete was shared with the Town Board and interested bidders. Discussion took place regarding an outstanding Dover invoice that Gardiner owes, for expenses related to the extremely late 2022 tax assessment. A second request invoice will be sent to Gardiner. The Board decided to wait to see if Gardiner would send their outstanding payment. Dover's last payment will be delayed as a result.

24. Update on 2023 F550 Ford Truck with Plow and Salter by Zack Hegemann: November 14, 2022 the board approved spending \$106,885.00. Now that the truck is preparing to ship the new finance rate is \$107,778.50, an increase of \$893.50. Jared Guillien made the motion to approve the \$893.50 increase, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)

25. Update on Fire Engine Purchase by Chief Molnar: Attorney Ludwig reviewed the Seagrave purchase contract for the fire engine, stating that it is a binding contract. The initial order was placed in October 2021 and the engine was to be delivered at the end of January 2023. Seagrave informed Chief Molnar that they are requesting an additional \$118,000 on top of the \$790,000. A meeting has been requested by Chief Molnar to discuss the issue further.

26. Review of Reports from: DHD Roads, Fire, Water Patrol, and Sheriff's Department: Zack from DHD provided an overview of his report stating they filled potholes, mowed lawns and ditches, sprayed weeds, poured concrete for the drop box and an area in the cold storage building so the plows and salters are not sitting in dirt when being stored. Zack reported that he did trim back the limbs on Lakeshore and Polk. Ron from Kansasville Fire and Rescue discussed upcoming events including the Fire Department monthly Association Meeting, Flight for Life practice landing in Brighton, training, and gun raffle tickets on sale. There were eighty-nine calls in May. Josh, Chief of Water Patrol, noted that they are back patrolling the lake. The lake level is low, but the County boat launch turned out very nice. There are a lot of weeds which paths have been cut through. The swim buoys still need to be installed by the Manor. The twenty-four hours of in-service were completed. To date one applicant has applied for the open position. The Kids Don't Float kiosk graphics are being made and should be ready within the month. That kiosk was donated by Educators Credit Union and built by Union Grove High School. The completed kiosk will be placed at the public launch so any individual can borrow a

life vest.

- 27. 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.
- 28. Motion to Enter into Open Session:** No closed session was held.
- 29. All Business of Closed Session:** No closed session was held.
- 30. Adjournment:** Jared Guillien made the motion to adjourn at 8:47pm., seconded by Mike Shenkenberg. Motion carried.

Respectfully submitted the 21st day of June 2023- Camille Gerou Clerk/Treasurer