

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, JULY 10, 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 Joel Kaminskis, Deputy Clerk/Treasurer Kim Springer, and Clerk/Treasurer Camille Gerou.
- 4. Review of Previous Town Board Meeting Minutes June 12, 2023:** Jared Guillien made the motion to accept the June 12, 2023 minutes as presented, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried.
- 5. ELSUD Payables for July 2023:** Jared Guillien made the motion to approve ELSUD pay their expenses of \$60,622.36, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried.
- 6. Town of Dover's Payables for July 2023:** After review of payables, Jared Guillien made the motion to approve paying the Town's expenses of \$116,661.32, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried.
- 7. Public Comments:** An individual inquired about the 2024 tax line add for garbage and fire. He was provided with an overview handout.
- 8. Special Event Permit Request for the Dirty Hoe Saloon July 16, July 23, July 30, August 6, August 13 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. Operator's Licenses for: Baggers- Cassi Leigh Harris, The Farm at Dover- Olivia Karls:** After review of the background checks, Jared Guillien made the motion to approve the operators' licenses, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 10. New to the Town of Dover Operator License for Michael's on the Lake- Jason Martin:** After review of the background check, Jared Guillien made the motion to approve the operator license, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 11. Information Dissemination Plan for New Tax Bill Line Items, Fire and Garbage Service:** The clerk explained that she contacted the Racine County Mail & Print Division to determine if they could mail out a flyer and an estimated cost. In 2022 Dover paid \$1,484.04 to mail tax bills and since that time postage has increased. The clerk was instructed to develop a sample mailing. Also, to check on the legal opinion regarding potentially adding the tax bill line additions to the mobile home park renters or the owner.
- 12. Resolution 2023-04 Authorizing Union Grove Joint District #1 School Crossing Guards:** Jared Guillien made the motion to approve Dover Resolution 2023-04 Authorizing Union Grove Schools to Appoint Crossing Guards, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 13. COM2 Free Electronic Recycling Program Update:** A draft contract with COM2 was completed for their legal department to review. Discussion with COM2 Legal Department resulted in being told we would need to be registered as an agent. I explained Dover did not want to have other municipalities residents dropping off televisions or any other items, they countered by saying we could be privately registered. According to the DNR (Department of Natural Resources) we would need to weigh the amount of tv's dropped off, complete the monthly, quarterly, and yearly DNR reports and then contact COM2 for pickup. During COM2's presentation it was stated COM2 would handle everything. We would just call for pickup when the box was getting full. No counter contract from COM2 was received after the emails which the Chairman was copied in. Town of Waterford said they refer their residents to Legacy in Sturtevant. After discussion, the clerk was

instructed to find out more information on Legacy.

14. **Tax Assessment Service Proposals:** Two proposals were opened by the Chairman. Magnan submitted a bid in the amount of \$17,992.70 yearly. The Town of Norway utilizes Magnan services. In 2021 the budget for assessment services was \$20,000. The second proposal was in the amount of \$30,000 yearly. Jared Guillien made the motion to accept the proposal from Magnan in the amount of \$17,992.70, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
15. **Report Review from the Wisconsin Humane Society (HS)/Potential Contract Increase Due to Cats:** Dover's yearly contract is based on how many animals are surrendered to the Humane Society (HS). Since Dover has seen a significant increase in animals dropped off, according to monthly overview reports, the HS was asked for a list of animals dropped off. Twenty-six cats were dropped off from one woman. Discussion occurred if an ordinance could be created limiting the amount of drop offs, perhaps any animals over a set limit the person surrendering the animals would have to pay for. Cats are not registered in the Town, so should surrendering even be allowed. Are there laws that say towns must provide this free service? The clerk was asked to identify options.
16. **Discuss the Sale of the 1963 Oshkosh Plow, Eight Foot Western Snowplow, the F250 Salter. Establish a Dollar Value for Each and Sale Venue:** Discussion occurred that the 1963 plow is probably worth what you could get in scrap, \$1,500 to \$2,000. There is one known person who is interested in purchasing the '63 plow and refurbishing it to working condition. It costs Dover approximately \$500 to prep the plow if it needs to go out. The interested Dover resident stated that they would be willing to come push back the high drifts on the years that it may be needed. The last time it was needed was three years ago. Zack has checked with the County, and they said they would charge \$200 an hour to push back the large drifts and it would be when they could get to Dover. Zack stated that if the plow was restored to good working condition, he would be willing to work out a deal to have the drifts pushed back through DHD and pay an hourly wage, fuel, etcetera. Discussion occurred that the eight-foot plow should be under \$1,000 and the salter from \$1,500 to \$2,000. Jared Guillien made the motion to put the salter and plow in the paper requesting sealed bids for each item, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes) Discussion occurred that using the bid method prevents a commission taken off. Zack was also asked to determine the final price for the 1963 Oshkosh plow.
17. **Update on Fire Engine Purchase by Chief Molnar:** Chief Molnar stated that there is nothing to report, as they have not had any response from Seagrave.
18. **Review of Reports from: DHD Roads, Fire, Water Patrol, and Sheriff's Department:** DHD Roads, Zack, reported that all the roads have been mowed for the first time, compost removed, a couple of storm damaged tree branches were removed from Church Road. The Fire Department, Chief Molnar, reported the Fire Department Pancake Breakfast was held yesterday. Great turnout with around 1,100 people served breakfast, the Flight for Fire landed, equipment presentations and demonstrations on extraction techniques were performed. The Gun Raffle will be held on August 6th. Engine 521 did not pass inspection, pumping compacity was low, but it is over 30 years old. It will be out of operation for correction/maintenance for a couple of days. There is no estimate on the cost of repair yet. A guesstimate is around \$6,000.00. Water Patrol, Joel Kaminskis, explained that the lake is very weedy and shallow this year. The swim buoys were installed in the Manor area. The boat has had some mechanical issues with a new prop installed.
19. **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.
20. **Motion to Enter into Open Session:** No closed session was held.
21. **All Business of Closed Session:** No closed session was held.
22. **Adjournment:** Jared Guillien made the motion to adjourn at 7:54pm., seconded by Mike Shenkenberg. Motion carried.