

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, SEPTEMBER 9, 2024 – 6:30 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 6:30pm
2. **Pledge:** The Pledge of Allegiance was recited.
3. **Roll Call:** Chairman Sam Stratton, 1st Supervisor Mike Shenkenberg, 2nd Supervisor Jared Guillien, DHD Roads Superintendent Zack Hegemann, Kansasville Fire Department Ron Molnar, Water Patrol Andy Mammen, Racine Sheriff Department Charles Gehrand, Deputy Clerk/Treasurer Kim Springer, and Clerk/Treasurer Camille Gerou.
4. **Review of Previous Town Board Meeting Minutes August 5, 2024:** Jared Guillien made the motion to accept the July 8, 2024 minutes as presented, seconded by Mike Shenkenberg. VOTE: 3/0 Motion carried.
5. **ELSUD Payables for September 2024:** Jared Guillien made the motion to approve ELSUD pay their expenses of \$16,354.38, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried.
6. **Town of Dover's Payables for September 2024:** After review of payables, Jared Guillien made the motion to approve paying the Town's expenses of \$139,778.57, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried.
7. **Public Comments:** a) A resident stated that in the previous minutes it was noted that the EMS (Emergency Medical Services) retirement contribution rate was increased by \$15,000 per month. Chairman Stratton stated that this is due to a change in classification to Protective Services. EMS personnel are also trained to handle various duties such as fire which entitles them to be placed into the Protective Services retirement category. This affects six full-time employees currently, but any EMS individual who surpasses twelve hundred hours per calendar year qualify for this contribution rate. The EMS just voted in the union as well which will affect expenses. The Brighton and Gateway contracts are being renegotiated for 2025 to help with the ever-increasing expenses. b) A resident previously discussed, in December 2024, an assessment problem concerning a condominium common shared garage area. The garage assessment was changed by the current assessor from \$88,000.00 to \$100.00. The Condo Management Company/Association would like a \$600 refund for the fire and garbage fees. Jared Guillien made the motion to approve paying a refund of \$600.00 to the Condo Association/Management Company, seconded by Mike Shenkenberg. Vote: 3/0 Motion carried. (Jared yes, Mike yes, Sam yes)
8. **Applications for New Town of Dover Operator's Licenses for: 'Ville Inn Randi Luznicky and Citgo Kelly L Morlen:** Background checks were provided. Jared Guillien made the motion to approve the new Dover Operator Permits, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
9. **Refund of Road Bond for: Robers Homes Inc 23721 Golf Road, and 3D Construction Inc 833 Cox Road:** Zack, DHD Roads confirmed that there was no damage to the roads. Jared Guillien made the motion to approve the refund of the road bonds, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
10. **Sale of the 2003 White Ford F250 on Wisconsin Surplus:** Wisconsin Surplus sold the truck for \$3,000.00 to ASDA.

- 11. Signature of Revised Ordinance 5.28 Cigarette, Tobacco, and Vaping Products Retailer License:** The State of Wisconsin revised their verbiage in the licensing process to include vaping, so as a result we updated our verbiage. Jared Guillien made the motion to approve signature of the revised 5.28 Ordinance to include Vaping, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 12. Signature of Revised Ordinance 8.68 Smoking:** Jared Guillien made the motion to approve signature of the revised 8.68 Ordinance to include Vaping, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 13. Renewal of Magnan Assessment Contract for 2025:** The 2024 Magnan Assessment contract was in the amount of \$17,992.70; for year 2025 Cal Magnan is requesting \$18,352.56. Jared Guillien made the motion to approve the 2025 Assessor Contract in the amount of \$18,352.56, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 14. Renewal of DHD Maintenance Three Year Contract for 2025-2028:** The 2024 DHD Maintenance one year contract was \$140,000.00. DHD is requesting a three-year contract in the amount of \$160,000.00 yearly. This subject was tabled to be discussed in closed session. Results of closed session: Jared Guillien made the motion to approve the three-year contract in the amount of \$160,000.00 yearly, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 15. 2025 Preliminary Budget Awareness, Special Assessment Discussion, Gateway 2025 Contract Update:** Both the Gateway and Town of Brighton Fire Contracts need to be renewed for 2025. Brighton may want to extend fire/EMS coverage area to JB or Highway K. Discussion then took place on 2025 Special Assessments and after financial review the fire charge will be dropped down to \$400.00 from \$450.00 and the garbage charge down to \$75.00 from \$150. The improvement value, which determines who receives the special charges, will be raised from \$1,000.00 to \$5,000.00. 2024 was the first year for the special assessments. Chairman Stratton noted that we want to tax as little as possible as inflation has been tough on everybody.
- 16. Archibald Highway 11 Land Purchase:** The land around the fire station on Highway 11 is now up for sale. They are asking 1.1 million dollars. Chairman Stratton asked for a quote for eight acres from Eagle Road to the lot line closest to the actual Fire Department and was quoted \$44,000 an acre or \$352,000.00. A local real estate guru assembled comps for a counteroffer. Chairman Stratton made an inquiry asking if Mr. Archibald would like to have a building named after him, legacy, to lower the price. Land is always a good investment, especially for future expansion but the town cannot afford \$352,000.00.
- 17. Review of Reports from: DHD Roads, Fire, Water Patrol, and Sheriff's Department :** Zack from DHD reported that the ditch mowing was finished for the second time this year. In high drift areas which accumulate over the road, DHD may attempt to mow a third time. The stop ahead and stop signs on Sharp Road have been replaced three times. Whomever pulls the signs out and lays them in the area. Special police attention has been requested and a new post cement/adhesive is being implemented. Fire signs continue to be installed, and the boat launch money collection lock has been cut off and replaced due to a key broken in the lock. Discussion took place regarding a willow in the Manor which crushed a culvert. It was determined that the culvert must be replaced by the company causing the damage. The concern noted was that the ditches over the years have sunk. This road culvert is not low enough and perhaps should be lowered since it is being replaced, as water just sits. Further discussion occurred regarding lake levels in some lower areas being the same as culverts/ditches, preventing flow of water regardless. Zack will reevaluate the situation. Chief Molnar reported that approximately \$9,000.00 of the proceeds from the Association Gun Raffle is going to be spent on variety of equipment needs and operational support: 2 battery-powered misting fans; Recalibration/recertification of 2 Cardiac monitors (one is in service on 531); Floor plate and additional lighting for response vehicle; Mounting carousel for battery-powered extrication equipment on Engine 522; Replacement collapsible ladder for RIT1 gear on Engine 521; New hose nozzle for Engine 522 and new CPR Training Manikins and AED trainers, etc. Initial planning has begun for a residential burn that may occur in the future on First Street in Brighton. There were eighty-three calls for service. Two new part-time people have stated. Fire Prevention Week is October 6-12

with the theme of: Smoke Detectors Make Them Work For You. The Chief is looking into expanding the EMS operational license which would increase hospital to hospital billing revenue. Water Patrol Chief Utecht reported that fifty-eight hours were spent patrolling. The fireworks barge inspection was completed, and staff were on hand for the event. The Sheriff's Department liaison, Charles Gehrand, reported that twenty-five citations were distributed mainly for the detour traffic during the installation of the roundabouts. Roundabout completion construction is estimated at the beginning of October for Highway J/11 and end of October for A. A public inquiry was made if the speed limit will be lowered with the new roundabout on 75/A. The speed limit on Highway 75 by Church Road is fifty-five, you will have to slow down for the roundabout, and it was noted that it would be nice to lower that speed limit throughout that area. Chairman Stratton noted since it is a state road, Dover does not have control over the speed limit. You would think the state would take that into consideration but lobbying for a reduced speed can be attempted.

- 18. Closed Session under Wisconsin State Statute 19.85(1) 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.** Jared Guillien made the motion to go into closed session at 7:30pm., seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried.
- 19. Motion to Enter into Open Session:** Jared Guillien made the motion to go into open session at 8:00pm., seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried.
- 20. All Business of Closed Session:** a) A staff 2025 budget meeting will be held on September 25 at 5pm. Budget numbers will be sent out to the department managers. b) Jared Guillien made the motion to approve the three-year contract in the amount of \$160,000.00 yearly to DHD Maintenance, seconded by Mike Shenkenberg. VOTE: 3/0 Motion Carried. (Jared yes, Mike yes, Sam yes)
- 21. Adjournment:** Jared Guillien made the motion to adjourn at 8:01pm., seconded by Mike Shenkenberg. All were in favor. Motion carried.

Respectfully submitted the 26th day of September 2024
Camille Gerou Clerk/Treasurer