

TOWN OF DOVER

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JOINT DOVER TOWN BOARD AND PLAN COMMISSION PUBLIC MEETING (UNOFFICIAL) MINUTES WEDNESDAY, SEPTEMBER 16, 2026 – 7:00 P.M. 4110 SOUTH BEAUMONT AVENUE (DOVER TOWN HALL) KANSASVILLE, WI 53139 RACINE COUNTY

- 1. Call to Order:** Chairman Sam Stratton called the Plan Commission Meeting to order at 7:00pm.
- 2. Pledge:** The Pledge of Allegiance was recited.
- 3. Roll Call:** Chairman Sam Stratton, Supervisor #1 Mike Shenkenberg, Supervisor #2 Jared Guillien. Plan Commissioners: Bill Shenkenberg, David Dubiel, Michael Newholm, and Richard Goetsch. Fire Department Justin Ehrhart. Stormwater President Karen Dubiel. Engineer Will Hein. Absent with previous notice: Plan Commissioner Audrey VanDyke.
- 4. Review of Previous August 5, 2026 Plan Commission/Joint Town Board Meeting Minutes:** Richard Goetsch made the motion to accept the August 5th minutes as submitted, seconded by Michael Newholm. VOTE: 6/0 Motion carried.
- 5. CSM Preliminary Preview Requested by Rebecca Prien 26100 Durand Avenue:** The plan is to purchase 4.5 acres from their moms approximately ten-acre parcel. They want to build a barndominium out front of the other two existing outbuildings on lot one of the presented drawing. A perk test has been completed. The frontage is 400 ft total. There will be a shared driveway and easement. There are currently two houses on the driveway, this would be an addition of a third driveway. A discussion took place regarding placing a statement on the driveway easement as to who has the responsibility of general repair and snow plowing. Racine County Zoning will discuss building setbacks. The final Certified Survey Map (CSM) should show the soil borings, driveway easement, driveway placement, in addition to the outbuildings, location of barndominium and the location of lot two's driveway. Dover's Ordinance 16.30 discusses private street requirements which must be followed. The driveway width discussion occurred due to its length, noting if needed gravel could be used to obtain the required width. David Dubiel made the motion to recommend preliminary approval, with all the final CSM's requirements being added, seconded by Michael Newholm. VOTE: 6/0 (Bill yes, David yes, Michael yes, Richard yes, Mike yes, Sam yes) Jared Guillien made the motion to accept the recommendation of the Plan Commission, seconded by Mike Shenkenberg. Vote 3/0. (Jared yes, Mike yes, Sam yes). Motion passed.
- 6. Conceptual Preliminary Review Requested by Jennifer Moskopf 27630 Rowntree Road:** Currently the property has one house and one shop. They are seeking approval to create four new parcels for homes in front of the existing house with roughly three-to-five-acre divisions. Discussion occurred that Dover's 16.04 ordinance allows for three divisions and another division in five years. (Four parcels in total, including the original.) All lots will require 150 ft frontage. No waiver on the number of parcel divisions or frontage can be granted. Dover's ordinance 16.12 defines what is required on the final CSM. If driveways are going to be shared note the easement must also be on the CSM. Discussion took place regarding the neighbor requesting two acres on the northeast corner, which the board noted would be a simple lot line adjustment.
- 7. CSM Final Approval Requested by Ko Kryger S. Britton Road:** There does not seem to be any change in the CSM, and no further concerns were noted. Michael Newholm made the motion to recommend final approval, seconded by Bill Shenkenberg. VOTE: 6/0 (Bill yes, David yes, Michael yes, Richard yes, Mike yes, Sam yes) Mike Shenkenberg made the motion to accept the recommendation of the Plan Commission, seconded by Jared Guillien. Vote 3/0. (Jared yes, Mike yes, Sam yes). Motion passed.

- 8. New Dry Fertilizer Building & Site Entrance 4304 S Beaumont Avenue Requested by Conserv FS Inc:** The project is contingent upon receiving the necessary Department of Natural Resources (DNR) approvals. The DNR is looking to take back land by the trail. The driveway will be moved and the existing aging white shed on the property will be removed and a new building constructed on the north side. The new building will be fully enclosed and will house the same products. Capacity is not being increased. Dover's Engineer, Will Hein, and the Conserv FS representative discussed additional information that would be needed to evaluate storm water flow and the 2024 FS pond calculations. Less than an acre of land will be disturbed. A fence will be constructed by the property line along the trail. The Fire Department representative, Justin Ehrhart, requested that a dry hydrant be installed to provide an additional water source in case of a fire. Recycling or reusing water from the retention pond would save time in the event of a fire. The Fire Department noted that the existing relationship with the property manager has been very positive, including training opportunities. It was noted that the Fire Department is happy the building will be moved away from the large piles of mulch stored at the neighboring property. The Fire Department requested an opportunity to conduct a walk-through of the new building before it becomes operational to identify potential entanglement, entrapment, access, and emergency response concerns. Micheal Newholm made the motion for preliminary approval with the assumption that Will Hein receives his documentation, grants his approval, and the Fire Departments' dry hydrant is incorporated in the plan, seconded by Richard Goetsch. VOTE: 6/0 (Bill yes, David yes, Michael yes, Richard yes, Mike yes, Sam yes) Mike Shenkenberg made the motion to accept the recommendation of the Plan Commission, seconded by Jared Guillien. Vote 3/0. (Jared yes, Mike yes, Sam yes). Motion passed. On a separate note, Chairman Stratton commented that Conserv FS had approached the Eagle Lake Sewer Utility District regarding handling its wastewater produced at the fueling canopy area. That subject will be discussed further at the October Eagle Lake Sewer meeting.
- 9. Fill Permit Lot 1, 125 Sharp Road Requested by Jake Kluetzman:** Jake Kluetzman discussed his lot on Sharp Road that he eventually wants to build a house and potentially install a pond. He has an opportunity to obtain free dirt currently and he is interested in creating a pad on the higher ground for his house. Currently the neighboring properties drain onto his land. The Fill Permit was passed on to Engineer Will Hein for input and project management. Will is requesting contours, proposed mound system location, proposed house location, basically verification that new dirt will not raise the house elevation and push drainage onto the next property. Jake is requesting to bypass the engineering aspect of the project. He would like the dirt to settle over winter. The Plan Commission noted that any future drainage complaints would be the responsibility of Jake Kluetzman. Richard Geotsch made the motion to approve the fill be added providing no additional water goes onto the neighboring property, seconded by Bill Shenkenberg. VOTE: 6/0 (Bill yes, David yes, Michael yes, Richard yes, Mike yes, Sam yes) Jared Guillien made the motion to accept the recommendation of the Plan Commission, seconded by Mike Shenkenberg. Vote 3/0. (Jared yes, Mike yes, Sam yes). Motion passed.
- 10. David Jedrzejczyk 25100 Minnetonka Drive Engineering Fee Discussion:** David Jedrzejczyk discussed his recent project called a fence but is really a retaining wall to hold in stone around the driveway. After two months, the project has been completed; however, there remains a significant outstanding engineering fee. Neighbor complaint issues did occur. David explained he felt the engineer fees were also compounded by Ben Peters, Dover's former Building Inspector. Discussion occurred that an engineer agreement was signed. Chairman Stratton noted that the Town residents should not be asked to pay for engineering fees that occurred for his property. A payment plan was suggested for this unique situation. Another option would be that the engineering fee could be put on David's taxes.
- 11. SAFEbuilt Update:** Chairman Stratton explained that Dover's current credit card software is not compatible with SAFEbuilt's system. SAFEbuilt has provided a list of software companies that previously have intergraded with them. Software presentations will be conducted.
- 12. Town of Norway Building Inspector August 2026 Report:** The Norway Building Inspector last workday was August 13, 2026. August's report was available for review. The monthly permit total was \$757.00, year to date collected total was \$24,350.31.
- 13. Stormwater Commission Updates by President Karen Dubiel:** Nothing to report.
- 14. Public Comments:** Mr. Fonk on Durand Avenue is interested in selling the property but there is still a stop work order posted. The Storage Authority property owner, who was concerned with Mr. Fonk's fill causing drainage issues, has already sold that property. Mr. Fonk inquired if the Stop Work Order would follow with

the property, or once the property sells its gone. Mr. Fonk is interested in just moving the footing on the back of the property, back in and then burying it. After discussion it was determined that the property should have a new survey completed. Any future drainage issues/complaints would be between the buyer and seller. Any unsettled county violations would follow the property. Mr. Fonk was told not to bring in anymore fill.

- 15. Motion to Enter into 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 requires a closed session.:** No closed session was held.
- 16. Motion to Enter into Open Session:** Not applicable.
- 17. All Business of Closed Session:** Not applicable.
- 18. Adjournment:** Motion to adjourn was made by Richard Goetsch at 8:12pm, second by Michael Newholm. All were in favor. Motion carried.

Dated this Sixth Day of October 2026

Camille Gerou Clerk/Treasurer