

## TOWN OF DOVRE

### TOWN BOARD MEETING

The Regular Monthly Town Board Meeting for the Town of Dovre convened at 6:00 p.m. on Tuesday, January 14, 2014, at the Dovre Town Hall. Fifteen (15) Town of Dovre Residents and Guests were present. Names of persons present at the meeting are available from the Clerk/Treasurer.

Chairman Dean Trowbridge called the Meeting to order at 6:00 p.m. Roll Call - Supervisors Present – Tim Nelson – Dan North - James Plummer and Bruce Tegels. and Clerk/Treasurer – Linda K. Reinolt.

Agenda – Motion by Nelson, seconded by Plummer to approve the Agenda as presented. No Discussion, Motion Carried, Unanimous Yes Vote.

Minutes of the December 10, 2013 Town Board Meeting, Financial Statement, Detailed Receipts & Disbursements and Reconciliation of Bank Statement Report for December 2013 were presented to the Town Board in typewritten form.

Motion by Nelson, seconded by Tegels to Approve the Minutes of the December 10, 2013 Town Board Meeting as presented. No further Discussion, Motion Carried, with Unanimous Vote.

Motion by North, seconded by Trowbridge to Approve the Financial Statement Reports as of December 31, 2013. Question – Total Amount in Tax Fund more than Taxes Collected in December? There was some carryover from 2013. No further Discussion, Motion Carried, Unanimous Vote.

Motion by Tegels, seconded by Nelson to approve the Reconciliation Report of the December 2013 Bank Statement. No further Discussion, Motion Carried, Unanimous Vote.

Motion by Nelson, seconded by Trowbridge to hold the February 2014 Town Board Meeting on Tuesday, February 11, 2014 at the Dovre Town Hall at 6:00 pm, Motion Carried.

Public Comment: **Residents:** Brenda Tabor reported that the sale of her property is continuing to move forward. She is working with Chieftain Sands and Proppant Barron LLC with regard to the Property Value Guarantee and with the Town of Dovre. She will keep the Town informed on the further progress. Jim North has turned over copies of Emails he had received with cover letters while Chairman of Town of Dovre. Attorney Thiel has said that these are Town Records. North would like to know what is the "Rule for Transfer of Records and what Emails need to be kept, etc. Statute 19:21 refers to Transfer of Records. Clerk/Treasurer will check further on this matter. Jim stated that he had filed the documents for the "Property Value Guarantee" with Superior Silica Sand and the Town of Dovre, but has not received any reply from them. In previous minutes it stated that Superior Silica Sand was not part of the "Property Value Guarantee" Is there a legal document from Attorney Thiel stating this? When the Original NonMetallic Mining Ordinance was adopted, Superior Silica Sand was still located in the Town of Dovre. North also said that residents within the ¼ mile of Superior Silica Sand should have received letters from the Town with regard to the Property Value Guarantee and the "Resolution" which covers up to ½ Mile. Chairman Trowbridge will continue to work with Attorney Thiel with regard to this matter. What is the Property Tax Money Superior Silica Sand will be paying to the Town of Dovre for the next 5 years, because of the Annexation into the Village of New Auburn, designated to be used for? Not designated yet. Mary Nietzel: Cameron Rail LLC hauling Sand on 27th Street to Chieftain Drying Plant. Please look at the impact this additional truck traffic would have on Residents in and around that route. Safety and many other factors are involved. New Town Hall on agenda again. Is reason for new Town Hall for Bathrooms, Office Space for Clerk/Treasurer and Storage Space for Town Records? Suggestion - build this type of area and then use current Town Hall for Meeting Area. Supervisor Nelson addressed the possible Cameron Rail LLC Haul Route on 27<sup>th</sup> Street. He continues to feel that their Truck Route should stay on County Roads and stay off Town Roads, and would want a commitment from Chieftain Sands with regard to Cameron Rail LLC. At this time Town of Auburn has not agreed to Cameron Rail LLC to haul sand on their roads. Denise Ziperski: Has many questions with regard to Great Northern Sand "Operations Agreement". Sections 4.6 and 4.7 and other Sections. She would like Attorney Thiel at a Meeting to clarify these sections. Chairman Trowbridge stated that she could Email him questions and he will get the answers and let her know. Will the money from the Sand Companies be used to build a new Town Hall if Town Hall is approved by Electors to build. Chairman Trowbridge - No.

ATV / UTV Ordinance - Duane from Chetek ATV Cruisers said that a trail from Dallas to New Auburn is also being explored. Want to use more roads in Town of Dovre for Routes. Not eligible for Grants because using roads for routes. Speed Limits? – Barron County – 25 MPH; All ATV and UTV vehicles have a license with 4 numbers and 2 letters. Recommendation from Barron Co. Recreation Office – Do not put "All Roads are Open" in the ATV/UTV Ordinance. Supervisor, Jim Plummer, distributed copies of the Sioux Creek ATV/UTV Ordinance for reference in the creation of Town of Dovre Ordinance. Chairman Trowbridge will have Attorney Bill Thiel create a proposed ATV/UTV Ordinance to be discussed at February Board Meeting.

Patrolman: All of the Salt/Sand purchased has been used and will need to order 8 more loads to be delivered. Garbage Cans placed beyond mail boxes are creating a problem when plowing the roads. Supervisor Plummer will contact Garbage Companies with regard to needed placement of them on garbage pick up days, etc. Reminder: Yearly Retirement Payment is due to be paid for Harelstad by the Town of Dovre. Six Per Cent (6%) 2013 Gross Wage.

Security Bank of New Auburn, represented by Inez North, presented information with regard to how deposited funds are Insured by the Bank. FDIC and State insures up to \$650,000.00. Tax Base in the Town of Dovre has been increasing. To insure deposits in Security Bank that are over \$650,000.00, it is recommended that the Town of Dovre ask Security Bank of New Auburn to take out a Public Unit Deposit Letter of Credit or PUD LOC, from the Federal Home Loan Bank of Chicago (FHLBC) in the amount of \$200,000.00. Inez suggested that the Town's Auditor should be contacted with regard to this. This is renewed on an annual basis.

Motion by North, seconded by Nelson to authorize Linda K. Reinolt, Clerk/Treasurer for the Town of Dovre, to request Security Bank of New Auburn to take out a Public Unit Deposit Letter of Credit, or PUD LOC, from the Federal Home Loan Bank of Chicago (FHLBC) in the amount of \$200,000.00 and contact, Auditor, Dan Thole about proceeding with this. Motion Carried - Unanimous Vote.

Representative, Howard Moe from Indianhead Insurance Agency of Chetek, reviewed the Town's Insurance Policy and suggested looking at the shop building value to be sure there is adequate insurance on it. Liability covers off premises, the Clerk/Treasurer's home & property if Town residents are there for Town Business; it covers while plowing snow with Trucks, Pick Up, and Grader. Town has Cyber Liability Coverage. Howard will meet with Town Chairman on a yearly basis prior to policy renewal and any relevant matters.

New Town Hall: Supervisor North presented the following: 40' X 50' Town Hall, 2000 Sq Feet – cost \$350,000.00. 10 year amortization – fixed rate today at 3.15%. Discussion regarding the proposed building. Whatever is done with this building it must fall under all State Requirements. Before anything can proceed, a Town Electors Meeting is required for the Electors to vote either to approve or not approve building a new Town Hall Office and Meeting Building. New Town Hall will be on February Meeting Agenda.

Resolution to call for a referendum on the April 2014 Election Ballot. Chairman Trowbridge read aloud the Ordinance to Call for a Referendum of Electors on the proposed future Appointment of the Clerk-Treasurer Position. If the Ordinance is passed by the Board, the following Question will appear on the Spring Election Ballot, April 1, 2014. "Shall the person holding the combined office of Town Clerk and Town Treasurer, be appointed by the Town Board?" Discussion followed – Cathy Albrecht - Question – Why is this being brought up again in 2014 when the Town of Dovre Electors voted in the 2013 Spring Election to keep the Clerk/Treasurer Position as an Elected Position. Some Board Members did not remember that this was on the 2013 ballot. Supervisor, Jim Plummer read a letter he had received from Attorney Thiel that favored the Appointment of the Position. Cathy Albrecht - Question to Board, what is the reason you want this to be an appointed position? Supervisor Tegels stated – I am not trying to get Linda out of Office, but when a new person is needed in that position, the Board would like to be able to choose a responsible person for the job. Chairman Trowbridge stated he wanted the Clerk/Treasurer to have 16 Hours per week of work time at the current Town Hall, but because this Position is currently an Elected Position, he cannot dictate those hours and force the current Clerk/Treasurer to do so. Chairman Trowbridge stated that the Board is trying to move things forward and make things run smoother. Cathy Albrecht stated she felt Chairman Trowbridge was doing a good job. Where are the records from the Sand Companies with regard to their weight slips for Hauling and Shipping of Sand? According to the Ordinance, etc the Clerk is suppose to have them on file. Chairman Trowbridge has them.

Motion by Nelson, seconded by Tegels to Adopt the Ordinance to Call for a Referendum of Electors on the Proposed Future Appointment of the Clerk-Treasurer with the correction of the Date of Spring Election from April 7 to April 1, 2014. Motion Carried. Unanimous Vote. Ordinance is Attached to Clerk's Copy of Minutes and also on File.

Great Northern Sand LLC and Chieftain Sand and Proppant, Barron LLC will each give a their Annual Report with regard to the Tons of Sand being shipped and the Overall Picture of their Companies at the present time and what is planned in the future at the February Town Board Meeting.

Building Inspector: Lee Fox and Darryl Dostal, both interested in the vacant position of Building Inspector for the Town of Dovre were present. Each one was given time to give a presentation about themselves and the work they currently do for other municipalities as Building Inspector. Questions were asked by the Board Members and also the candidates had questions for the Board Members.

Motion made by Plummer, Seconded by Tegels to hire Darryl Dostal as Town of Dovre Building Inspector. No Further Discussion – Roll Call Vote – Tegels-Yes; Plummer-Yes; North-Yes; Trowbridge-Yes; Nelson-Yes - Motion Carried. Supervisor Tegels will contact Lee Fox and Darryl Dostal with regard to the results of the

Board's Vote. Supervisor Tegels will meet with Dostal to go over the Building Ordinances, etc in effect in the Town of Dovre.

Great Northern Sand was not present due to illness. Chairman Trowbridge reported that the Royalty Payments are due from GNSand by January 31, 2014. The Great Northern Sand LLC Road Maintenance Account will be replenished at the end of this year to \$50,000.00, pursuant to agreement for funds used from the Road Maintenance Account during this year.

Jeff Goldsmith, Environmental Specialist working with Permits and Ordinances for Chieftain Sand and Proppant Barron LLC stated that the Funds in the Chieftain Sand Road Maintenance Account will be turned back to Chieftain Sand per Road Agreement. Chairman Trowbridge and another Board Member will meet with Chieftain Sand and Proppant Barron LLC with regard to the Money in the Chieftain Road Maintenance Account. Todd Roth replaced Mike Perry as President/CEO for Chieftain Sand and Proppant Barron LLC.

Patrolman's Job Description, General Requirements and Contract: Supervisors Tim Nelson and Dan North will review the current Document and recommend changes that are needed at the February 11, 2014 Town Board Meeting.

Chairman Trowbridge and Clerk/Treasurer, Linda K. Reinolt will sign the Engagement Letter provided by Auditor, Mr. Dan Thole from CliftonLarsonAllenLLP to proceed with the 2013 Financial Audit for the Town of Dovre.

Records Request Ordinance: Supervisor, Dan North, presented information he obtained from the Village of New Auburn with regard to the Records Request Ordinance they have on file. This involves Keeping and Disposing of Records, etc. State's recommendations and laws. Records Request Policy will be on the February Agenda.

Accounting Software – More information is needed. This will be on the February Agenda.

Joe Atwood, former Building Inspector for the Town of Dovre submitted a Current Report of the building projects he is still working with in the Town of Dovre. He will continue to work with those projects until their completion. Copies of the Report have been given to each of the Board Members.

SupervisorTegels – No Report

Supervisor Plummer: Mike Maierle contacted Plummer with regard to the Property Value Guarantee for Mielcarek Property and pay out per this Guarantee, et. Told him he needed to contact Chairman Trowbridge. D Schroeder – Property Taxes Too High; Monarch Paving Final Payment Application to GNSand for Road Project – 25 ½ St – 2ne Ave to CTH "A" ; 2<sup>nd</sup> Ave; 26<sup>th</sup> Street. Papers were emailed from Tom Harding of SEH to Clerk/Treasurer; New Auburn Area Fire Department Meeting; L. Earney – Property Taxes Too High. Plummer would like to recommend that the Board consider hiring Tom Harding from SEH as Road Person to make the initial analysis of the 27<sup>th</sup> Street if a decision is made to upgrade 27<sup>th</sup> Street.

2014 Road Projects: February Agenda

Supervisor North: Information per WI Towns Association – Emergency Truck and Plow Drivers do not have to have a CDL License.

Supervisor Nelson: Comment made from Public regarding Board Members not doing enough – Come to the Caucus on January 28, 2014 to nominate people to be on the April 1, 2014 Spring Election Ballot.

Agenda Items for February Town Board Meeting: Brenda Tabor; ATV-UTV Ordinance; Town Hall; GNSand and Chieftain Sand Annual Reports; Patrolman Job Description, General Requirements and Contract; Records Request Policy; Accounting Software; 2014 Road Projects; Insurance-Brodt; Cameron Rail LLC; Tape Record Board Meetings; Property Value Guarantees-Superior Silica Sand;

Motion by Nelson, seconded by Tegels to pay Current Bills as presented and the Board Members will not review the individual bills but will review the list of bills presented by the Clerk/Treasurer, No further Discussion, Motion Carried.

Motion by Trowbridge to Adjourn Meeting, seconded by Tegels, Motion Carried. 9:36 P.M.

Linda K. Reinolt, Clerk /Treasurer  
Town of Dovre, Barron Co