

TOWN OF DOVRE  
TOWN BOARD MEETING

The Dovre Town Board met at 7:00 p.m. on Tuesday May 12, 2015 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. 11 Town of Dovre Residents and Guests signed in and were present. Names of persons present at the meeting are on file with the Clerk/Treasurer.

Chairman Dean Trowbridge called the meeting to order at 7:00 p.m.

Roll call: Supervisors – Al Nyhagen – James Plummer – Mitch Hanson – Dan North and Chairman Dean Trowbridge are all present. Also Present - Clerk/Treasurer – Kelly Phillips; Consultant – Greg LaFond; Attorney Dan Gustafson and Patrolman Art Harelstad, Jr.

Adoption of Agenda: Chairman Trowbridge added an update on appraisals by Greg LaFond in new business and the paperwork for the town hall loan from Security Bank first to old business. Motion by North seconded by Hanson to adopt the agenda with the additions. Motion carried, unanimous yes vote.

Approve Minutes of April 14 2015 Meeting: Motion by North seconded by Trowbridge to approve the minutes as presented. Motion carried; unanimous yes vote.

Approve Minutes of May 5 2015 Meeting: Motion by North seconded by Nyhagen to approve the minutes as presented. Motion carried; unanimous yes vote.

Financial Report: Clerk/Treasurer reported she is still working through the account balances and has not received information back from the auditor yet but should have it available for the next meeting.

Treasurer's Report: Clerk/Treasurer reported she is still working through the account balances and has not received information back from the auditor yet but should have it available for the next meeting.

Set Date for Next Meeting: June 2, 2015; roads 6pm; meeting 7pm

Public Comment: 15 minutes with 3 Minute Limit per Person

Residents, Land Owners, Guests

- Julie Hearden asked what the speed limit is on 1<sup>st</sup> Avenue and can it be posted? Patrolman Harelstad says it's 55 mph; Hearden asked if it can it be changed to 45? Plummer said to bring a petition to the board for it to be changed and there would need to be an ordinance
- Ryan Motzer said his realtor wants to know if there's anything going on with the property across from him; if not he'd like a something in writing stating that the board knows nothing about anything happening with the property; Trowbridge asked attorney Gustafson if the town can do that and attorney Gustafson said Ryan can give the notice to his realtor that he knows nothing about the property
- Cathy Albrecht asked if there had been discussion to give Linda a plaque or award for 30+ years of service; others have received awards; Trowbridge says there has been discussion but nothing decided
- Greg LaFond apologized to the county office saying that the board had been getting notices and thinks it re-established a relationship

- Randy Wendt asked about washouts on county line and if the roads would be fixed before the blacktop is put down; Trowbridge asked Patrolman Harelstad to look at it on Wednesday

Loan for the new town hall from Security Bank: Trowbridge stated the loan paperwork is incorrect and would like authorization to sign the paperwork when it is corrected at the bank in the morning to start the draws; Motion by North seconded by Plummer to authorize chairman and clerk/treasurer to go to security bank 05/13/15 and correct the loan certificate to 10 year loan term with annual principal payments and semi-annual interest payments and have the option to pay off early; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried

Update on new town hall construction by Zech Gotham: Project status – roof complete; electrician & plumber done with rough-ins; ceiling drywall hung; telephone company contacted to come do rough ins; HVAC system rough in by end of the week – drywall in utility room needs to be done first; General Contractor will finish exterior as best he can this week and get exterior doors on asap; insulation scheduled for next Tuesday; door locks – 3 exterior doors keyed the same; interior locks – Gotham asked how should they be keyed; Supervisor North suggests the outside doors should be keyed the same; master key should open all doors should be clerk’s office; vault separate; back office separate; Gotham asked how many copies of each key – 6 or 7 exterior doors and two of each interior; the board received information about electric boiler and information for the price for snow stops on the roof which would add \$2,540.00 to project cost; Gotham gave the first draw pay application for \$86,083.92; Motion by North seconded by Plummer to accept pay application one (1) for \$86,083.92 on the condition that the construction loan paperwork with Security Bank is corrected and finalized; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried

Lake District Discussion with possible action: Supervisor North will forward the new information he received at the recent lake district meeting to residents who voted “yes;” Greg LaFond and attorney Gustafson suggested sending the information to everyone; the board decided to send the information to everyone; Supervisor North said he would mail out the new cards tomorrow and gave the proposed town resolution (similar to Prairie Lakes) to attorney Gustafson for review

Town of Dovre Action Plan: Greg LaFond summarized the priorities of the action plan

1. Create the code of ordinance, look it over and decide if the board wants to commit; suggests committing by December 2015 and to appoint one or two members of the board to work on the action plan and there may be some legal fees
2. Revise the budget; suggest having it done by June
3. Determine the disposition of the town hall and suggests the chairman appoint a committee to examine the potential alternatives; suggests to be done by November 1 because of budget planning and offered to come up with a directive to board
4. Complete the conveyor agreement and suggests two board members lead the negotiations
5. Appoint planning commission
6. Solicit/select engineering services firm; develop a request for proposal and solicit proposals
7. Develop/implement road improvement plan; high priority for a paser program for town roads
8. Re-evaluate long term land use plan which should be a priority for plan commission

Railroad discussion: The representative from the railway was unavailable for the meeting

Records request fee ordinance amendment: Greg LaFond said there was a change to the fees in the last paragraph; Motion by Trowbridge to approve the ordinance with the changes to the fees seconded by Plummer; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried

Resolution authorizing destruction of records: Records older than 2006 should be able to be destroyed; The clerk/treasurer should contact the state historical society and the Barron County historical society to see if they want to assume custody of these documents; certain records may not be destroyed; ordinances, resolutions, annual financial reports/audits; full listing on resolution; Motion by North seconded by Hanson to approve the resolution regarding the disposition of outdated records dated 05/12/15; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried

Discuss Patrolman's health insurance and the relation to the Affordable Care Act: The IRS says reimbursing health care costs is no longer acceptable; Greg LaFond suggests getting a legal opinion from the attorney to see if the regulation applies and what the alternatives are

Update on appraisals

- Mikkelson – appraisal indicates a damage factor on the foundation of the house and a repair cost of almost \$30,000;
- Quinlan Thomas – the assessment was lower than the appraisal – assessment noted land as pasture

Motion by Trowbridge seconded by North to convene into closed session; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes; Motion carried

Convene in Closed Session. The Board will consider convening in Closed Session pursuant to the following provisions of Chapter 19 of the Wisconsin Statutes:

- a. 19.85(1)(g) Conferring with legal counsel for the Town regarding oral or written advice concerning strategy to be adopted by the Town Board with respect to litigation in which it is or is likely to become involved – Town Insurance Claim.
- b. 19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Sioux Creek Silica, LLC Conveyor Agreement.
- c. 19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Sioux Creek Silica, LLC Notice.

Motion by North seconded by Trowbridge to reconvene to open session; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes; Motion carried

Item A: Motion by North seconded by Trowbridge for the town advisor to send the insurance claim; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried

Item B: Motion by North seconded by Trowbridge to draft a letter to SCS and the appointment of Supervisors Hanson and Nyhagen along with advisor LaFond and attorney Gustafson; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion

Item C: Motion by Trowbridge seconded by Nyhagen for attorney Gustafson to draft a response to a letter from SCS; Roll call vote – Trowbridge – Yes; Nyhagen – North – Yes; Plummer – Yes; Hanson – Yes. Motion carried

Authorize process for selection of Town Engineer: Motion by Trowbridge seconded by North to authorize Greg LaFond to send out a selection sheet for a town engineer with the potential of hiring a town engineer; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried

Northern Industrial Sands road reconstruction project: Attorney Gustafson advised the board to follow the bidding process; Trowbridge will request NIS engineering plans be ready for a meeting Monday 05/18/15 at 5:15 p.m. and to put bids in the paper for the 05/20 edition

Discuss/Authorize collection of legal bills from sand companies: Advisor LaFond reviewed the legal bills that were not billed to sand companies back to 2011; Motion by North seconded by Trowbridge to authorized LaFond with discerning and dividing up legal fees per company; motion carried by unanimous yes vote

Revised 2015 sand mine royalty payments; Table until June 2, 2015 meeting

Fire & Ambulance Report:

- Fire report – Al Albrecht reported ground has been broken for the new fire hall
- Ambulance report – Supervisor Hanson reported the ambulance commission interviewed three people for ambulance director and selected Sue Gehl

Driveway Permits: Patrolman Harelstad presented a building permit from Pless; Motion by Trowbridge seconded by North to approve the driveway permit; motion carried by unanimous yes vote

Building Inspector Report: Clerk/Treasurer will review the checks submitted by inspector Dostal; Supervisor Hanson asked Chairman Trowbridge to follow up with Dostal about a garage

Patrolman Report: Patrolman Harelstad will be attending an MSHA safety meeting in Rice Lake; requested four (4) loads of soft oil patching material from the county; the culvert on 27 ½ Street is being replaced; the alarm system went off in the shop due to work on a transformer; called Monarch Blacktopping and they will start towards the end of May; should there be bids sent out for shouldering; Motion by Trowbridge seconded by Plummer to put out a notice for bid on shouldering; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried; Laneback lane – Patrolman Harelstad would like to pulverize and add gravel to make it more usable and for the board to bid the project around June 2; Hanson asked about Adam Mikl's shed or culvert; Trowbridge will call Adam

Board Member Reports and Updates:

- Nyhagen – resident called regarding rules or regulations for renting his house; nothing the board is aware of
- North – WTA meeting Barron 7pm; will send out lake district info tomorrow
- Plummer – contractors meeting coming up on fire hall; a bid went over \$1mm on the fire hall – applied for and received a grant
- Hanson – ambulance meeting – selection of Sue Gehl for ambulance director
- Trowbridge – would like the historical society to do something about the old town hall
- LaFond – FLF Herrman called stating that all assessments on property was wrong; property was assessed as agricultural land

Next Meeting Agenda Items:

- Change order for snow retention system
- Lake district discussion
- Revised budget revenues
- Railroad discussion
- Discuss Mikkelson appraisal
- Revised 2015 sand mine royalty payments
- Closed session items status reports
- Patrolman Harelstad update on health insurance
- Open bids for shouldering

Review & Pay Bills: Motion by North seconded by Trowbridge to pay bills as presented; motion carried by unanimous yes vote

Motion by North seconded by Trowbridge to adjourn; motion carried by unanimous yes vote

Minutes are not official until approved by the board at the next meeting

Kelly Phillips  
Clerk/Treasurer  
Town of Dovre Barron County