

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday December 8, 2015 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. 10 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 6:00 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, Patrolman Art Harelstad, Jr. and Attorney Terry Dunst

Approval of Agenda: Motion by North seconded by Trowbridge to move the “public unit deposit letter” after “set the date of the next meeting.” Motion carried, unanimous yes vote.

1. Public Input
 - a. Resident Al Albrecht – asked WE Energy about gas service for the town and got an application if the town was interested. Chairman Trowbridge asked him to give the application to the clerk/treasurer
2. Town Patrolman Report
 - a. The warranty is up for the CAT grader. An extension is 24 months or 1,000 hours at \$3,295.00 for power train & hydraulics. The board asked the patrolman to follow up as to what the warranty covers actually covers and report at the next meeting
 - b. Will start the list of road projects for next year
 - c. Extend a thank you to Al Albrecht for all his years of service and the board members also thanked him
 - d. Supervisor North asked about using a rut filler on certain roads instead of redoing the entire road
 - e. Driveway Permits - none
3. Building Inspector Report - None
4. Approve Minutes of November 10 2015 Meeting: Motion by North seconded by Nyhagen to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Approve Minutes of November 18 2015 Meeting: Motion by Nyhagen seconded by North to approve the minutes as presented. Motion carried, unanimous yes vote.
6. Financial Report: Supervisor North asked how much was left in the highway budget and consultant LaFond reminded the board the legislation passed Wisconsin Act 105 stating towns no longer need to separate highway funds from general funds, but the ending balance of the town’s account should be around \$200,000
 - a. Questions to the board on invoice coding and allocation
 - i. The clerk/treasurer and patrolman asked for direction from the board how to allocate and code invoices so the accounts are correct. Consultant LaFond will stop at the county office to ask if there is some coding we could reference
 - ii. Motion by North seconded by Plummer to approve the financial report as presented. Motion carried, unanimous yes vote.
7. Treasurer’s Report: Motion by North seconded by Hanson to approve the treasurer’s report as presented. Motion carried, unanimous yes vote.
8. Set Date for Next Meeting: January 12, 2016 at 6:00 p.m.

9. Public Unit Deposit Letter of Credit through Security Bank
 - a. Inez North from Security Bank presented the board with an option of a public unit deposit letter of credit to ensure all deposits are covered. There is no cost to the town and an amount of \$750,000 should be enough. Motion by North seconded by Trowbridge to enter into a \$750,000 letter of credit agreement with Security Bank through the Federal Home Loan Bank of Chicago for the period of December 18, 2015 to February 28, 2016 and also have the clerk coordinate with Inez at Security Bank for required signatures. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried
10. Old Business
 - a. Fire district funding update
 - i. Consultant LaFond drafted a letter to go to the New Auburn and Chetek fire departments reviewing what has been discussed and requesting a meeting in early 2016. Motion by North seconded by Hanson for consultant LaFond to finalize the letters and send them to the chairman electronically for signature and mail them to the fire districts. Motion carried, unanimous yes vote
 - b. Old town hall update
 - i. Supervisor Plummer reports there was a meeting at the Dovre Lutheran Church and there is an interested party in the old town hall. Karin is also working on finding a resource to make it a historical site and asked for a month extension to keep working on it. Supervisor Nyhagen suggested a cutoff date of June 1 2016 for action. Supervisor Hanson suggested if there is nothing taking place at the May 2016 meeting that June 1 2016 should be the cutoff. Motion by Hanson seconded by Nyhagen that the board will get monthly updates about the old town hall hall and if there is a plan in place at the May meeting including insurance and funding the board will consider it but if not the board will take action. Motion carried, unanimous yes vote
 - c. Consider Repeal and recreation of Resolution 2014-1 relating to Town of Dovre Property Value Guaranty Procedures and Payments, 2015-11 Superior Silica. There were a couple of changes related to the wording. Motion by Plummer seconded by Nyhagen to repeal and recreate resolution 2014-1. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Abstain; Plummer – Yes; Hanson – Yes. Motion carried. Motion by Nyhagen seconded by Plummer to approve PVG procedures payments resolution 2015-11. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Abstain; Plummer – Yes; Hanson – Yes. Motion carried
11. New Business
 - a. Discuss options for a fence around outside furnace
 - i. Chairman Trowbridge talked to Zech with Morgan Parmley and they suggested posts with lattice around the outside furnace. Motion by Trowbridge seconded by North for Supervisors Nyhagen and Hanson and resident Al Albrecht to come up with a plan and purchase materials to enclose the outside furnace not to exceed \$1,000. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried
 - b. Discuss Newsletter from Chetek Lake Protection Association
 - i. Motion by Trowbridge seconded by Hanson to add the Chetek Lake Protection Association newsletter with the tax bills

- c. Sioux Creek Silica collection of unpaid legal bills
 - i. Consultant LaFond mentioned the legal bills have been outstanding for some time and nothing has happened with Sioux Creek Silica dry plant, conveyor or permits. Attorney Dunst suggested a letter to Sioux Creek Silica for request of payment before taking any legal collection action. Motion by Trowbridge seconded by Plummer for Attorney Dunst to make contact with Sioux Creek Silica's attorney. Motion carried, unanimous yes vote
- d. Ambulance district funding
 - i. Consultant LaFond reported he has drafted a letter reviewing what has been previously discussed. Motion by Nyhagen seconded by Hanson for consultant LaFond to finalize the letter and send it to the chairman electronically for signature and mail them to the ambulance district. Motion carried, unanimous yes vote
- e. Town Emergency Operations Procedures
 - i. Supervisor North reported that in August of 2014 the town updated the emergency operations procedures. There are changes that need to be made and the town's plan needs to be reviewed. Motion by Trowbridge seconded by Nyhagen for Supervisor North to update and take the plan for review. Motion carried, unanimous yes vote
- f. Discussion on Wisconsin Act 79
 - i. Supervisor North reports Wisconsin Act 79 would allow towns to post notices on their website and one additional place instead of three places not precluding publications and notices. Chairman Trowbridge suggested creating a resolution to post notice on the website and one additional place and leave other postings to the discretion of the chairman. Supervisor Nyhagen states this might not be the best idea if residents are used to going to the other places to see the notices. Action is tabled
- g. Amendment to Chieftain Sand and Proppant Barron, LLC Operations Agreement
 - i. Attorney Dunst stated there has been no action and was told by Chieftain's attorney Mirr he will work on it this week. The amendment would need to be signed at the January meeting or a special meeting will be called
- h. Review bids for tree trimming
 - i. 1st Avenue and two places on 5 mile need trees trimmed. A bid by Eco Tree came in for \$1,275 and Jerry's Tree Service was \$2,400. Motion by Trowbridge seconded by North to approve and schedule Eco Tree Service to have the trees removed for \$1,275. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried
- i. Appointment of the election officials
 - i. Motion by North seconded by Trowbridge for the appointment of election officials Cathy Albrecht; Marie Whalen; Tom Whalen; Linda Nyhagen; Mary Nietzel and Judy Earney for the 2016-2017 election season. Motion carried, unanimous yes vote
- j. Set date of caucus
 - i. Motion by Trowbridge seconded by Nyhagen to set the caucus for 01/19/16 at 6:00 p.m. Motion carried, unanimous yes vote

12. Reports

a. Fire & Ambulance Report

- a. Resident Al Albrecht – the New Auburn fire department will have an open house and chili feed on 1/10/16
- b. Supervisor Hanson – the Chetek Ambulance opened their line of credit at Sterling Bank due to Medicare funding nonpayment. It will only be used for payroll and day to day operations and pensions. The max is \$30,000 and will be paid back as soon as the payments come in
- c. Chairman Trowbridge appoints Supervisor Hanson to attend the Chetek Fire Department meetings

b. Board Member Reports

- a. Supervisor Nyhagen – he's the one that drove off the driveway not Art
- b. Supervisor North – attended county open house; asked to run for county supervisor for district 2; two residents in the town of Sampson have snowplow contracts in Dovre; Supervisor Nyhagen suggests sending the money back and stating we only service residents in the town of Dovre. Motion by Trowbridge seconded by North to send a letter to these residents and return their money for this season. Motion carried, unanimous yes vote
- c. Supervisor Plummer – a couple complaints about rough road but it has been taken care of
- d. Supervisor Hanson – nothing
- e. Chairman Trowbridge – caps for truck tires for the big truck showed up; have a letter from the Dovre Church that is requesting the gift of the tables and chairs in the old town hall be returned. Supervisor Plummer will call Wayne Olson to discuss

13. Other Administrative Matters

- a. Authorize Payment of Bills: Motion by North seconded by Plummer to pay the bills. Motion carried, unanimous yes vote
- b. Next Meeting Agenda Items
 - a. Discuss warranty for CAT grader
 - b. Old town hall update
 - c. Ambulance district funding discussion
 - d. Update on town emergency operations procedures
 - e. Discussion on Wisconsin act 79
 - f. Discuss snow plowing issues and plan
 - g. Discuss letter from the Dovre Church about the tables and chairs
 - h. Discuss adding the Pledge of Allegiance to the agenda after roll call

14. Adjournment

- a. Motion by North seconded by Nyhagen to adjourn at 7:50 p.m. Motion carried, 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