

TOWN OF DOVRE  
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday May 8, 2018 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. 5 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 Trowbridge called the meeting to order at 6:00 p.m. and noted that the recorder was not working tonight

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 and Patrolman Art Harelstad, Jr.

Pledge of Allegiance

1. Approval of Agenda: Motion by Nyhagen second by North to move item 15a before item 14. Motion carried, unanimous yes vote.
2. Public Input
  - a. Dan North – Al Albrecht called him about the New Auburn Fire Department raffle
3. Building Inspector Report
  - a. Roger Kruse 2646 5 7/8 Ave – finish addition
4. Approve Minutes of April 10, 2018 Regular Meeting: Motion by Trowbridge second by Nyhagen to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Approve Minutes of April 10, 2018 Special Meeting: Motion by North second by Plummer to approve the minutes as presented. Motion carried, unanimous yes vote.
6. Approve Minutes of April 19, 2018 Special Meeting: Motion by Trowbridge second by Nyhagen to approve the minutes as presented. Motion carried, unanimous yes vote.
7. Approve Minutes of May 5, 2018 Board of Review: Motion by Nyhagen second by North to approve the minutes as presented. Motion carried. Chairman Trowbridge abstained from voting as he was not present at the meeting.
8. Financial Report: Motion by North second by Plummer to approve the financial report as presented. Motion carried, unanimous yes vote.
9. Treasurer's Report: Motion by North second by Nyhagen to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
10. Set Date for Next Meeting: Tuesday June 12<sup>th</sup> at 6:00 p.m. for the regular meeting with road inspections at 5:00 p.m.
11. Town Patrolman Report
  - a. Patrolman Harelstad asked that the Chairman call Olynick and Monarch about 29<sup>th</sup> Street
  - b. April was a busy month plowing snow. He also rented the sweeper from the county and swept all the intersections. He contacted the company the town purchased the fuel tank from and the fuel tank will be available to install within two weeks. Patrolman Harelstad asked for permission to order blades for the boom mower which will cost \$1,192.00 + freight. Motion by Nyhagen second by Hanson to approve the purchase of blades for the boom mower. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried. Patrolman Harelstad also reports the tires on loader/backhoe are getting worn. For Jerdet Lane - does the board want to pulverize? Should we bid out the gravel on Jerdet? Motion by Nyhagen second by Plummer to put 5<sup>th</sup> Avenue (Jerdet) out for gravel bids. Roll call vote – Trowbridge – Yes; Nyhagen

– Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried. Patrolman Harelstad looked at 27<sup>th</sup> Street to 1<sup>st</sup> Avenue to get a quote for scrub sealing. The board discussed the cost and they will take no action at this time. A resident asked about the town clearing out a silted culvert on a driveway in the right of way and the board discussed looking at the culvert

## 12. Old Business

- a. Award 2018 road project bids – Barron/Dunn Hill Cutting and Gravel: Chairman Trowbridge reports all bids have met the criteria requested. The board reviewed each bid.
  - i. Chippewa Valley Excavating \$45,122.00 with Olynick Gravel. Yf Michels gravel \$43,577.00
  - ii. Olynick \$53,255.00
  - iii. Antzcak \$51,810.00
  - iv. Motion by Trowbridge second by North to award the bid to Chippewa Valley Excavating in the amount of \$45,122.00 using Olynick Gravel. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes; Motion carried.
- b. Discussion and possible action on Designated Funds Resolution 2018-04. Chairman LaFond shares that the plan commission has approved the resolution and this resolution will allow the board to set up designated funds for future expenditures. Motion by North second by Trowbridge to approve resolution 2018-04. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
- c. Public Nuisance Mailing – update and landowner response
  - i. 448 24  $\frac{3}{4}$  St – about the same, not much worse
  - ii. 4 Cty Hwy SS – building is down but not much has changed. The board directs the clerk to send another letter
  - iii. 2643 1<sup>st</sup> Ave – board members will visit to review progress
  - iv. 220 30<sup>th</sup> St – not much has changed. The board directs the clerk to send another letter to the landowner/resident
  - v. 573 25  $\frac{3}{4}$  St – board directs clerk to send another letter
  - vi. 2951/2953 5  $\frac{1}{2}$  Ave - the board directs the clerk to send another letter
  - vii. 2549 6-5  $\frac{3}{4}$  Ave – ongoing improvement; the board will continue to monitor
  - viii. 2851 1<sup>st</sup> avenue – clerk will send a letter. The landowner was present tonight and stated things will get cleaned up, wood scrap, an old trailer will be moved; the board will continue to monitor
- d. Discussion and possible action on town attorney: The board was informed that our current attorney is retiring and have looked into a couple different firms. Stafford & Rosenbaum – Paul Kent is the attorney for the Town of Auburn and they are happy with them. The Town of Rice Lake uses William Cole with Axley Brynelson and they are happy with them as well. The board discussed both options and chose to go with Stafford & Rosenbaum. The board directs the clerk to make contact with the firm.

## 13. New Business

- a. Presentation – Carl Henneman property with possible action: Mr. Henneman reports the property was surveyed and a driveway permit completed. Supervisor Plummer and Patrolman Harelstad looked at where the driveway was going to be on 29<sup>th</sup> Street and they are okay with the location. The board discussed the proposal and they have no questions for Mr. Henneman. The board approved the proposal.
- b. Discussion and possible action – Engineer Zech Gotham to do an engineering study on 29<sup>th</sup> Street: The board would like to leave the road bans on year round on 29<sup>th</sup> Street for 15 ton. Supervisor Plummer wants to know why the town can't put weight limits on all of its roads. Engineer Gotham says the road bans basically reduce every day truck traffic but any agricultural entities

- have the right under state statutes. The board and Mr. Gotham discussed the low spots of 29<sup>th</sup> Street and if they should restrict traffic. The Engineer states the town will need to have a wetland grading permit depending on what they grade and recommends contacting the DNR to see what the town will need to do. Supervisor Nyhagen will call the DNR to see what the town needs to do.
- c. Discussion and possible action on town lawn mowing: There was some concern about the quality and frequency of mowing last year and the board discussed putting the mowing out for bid. Motion by Trowbridge second by North to put the lawn mowing out for bids and to include trimming, and the bids should be set up for a per mowing basis. Motion carried, unanimous yes vote.
  - d. Ordinance to appoint alternate members to board of review – discussion and possible action: The board discussed the option to have alternate board of review members available in case of absence or removal. Motion by North second by Nyhagen to adopt ordinance 2018-05. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried. Motion by North second by Nyhagen to appoint 1<sup>st</sup> alternate Tim Nelson and 2<sup>nd</sup> alternate Art Harelstad. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
  - e. Ordinance regarding confidentiality of financial information – discussion and possible action: some levies can be based on income and it needs to be kept confidential until it comes before the Board of Review and becomes public. Motion by North second by Trowbridge to approve ordinance 2018-06. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
  - f. Discussion and possible action on appointment of town representatives to the New Auburn Fire Board: Motion by North second by Nyhagen to appoint Jim Plummer and Al Albrecht as the representatives for the Town of Dovre for the New Auburn Fire Board. Motion carried, unanimous yes vote.
  - g. Convene into closed session: Motion by Trowbridge second by North to convene into closed session and invite Consultant LaFond, Patrolman Art Harelstad and Clerk/Treasurer Kelly Phillips. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes; Motion carried, unanimous yes vote.
    - i. The board will consider convening into closed session pursuant to Wisconsin Statute 19.85 (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – interviewing applicants for the patrolman’s position
    - ii. And 19.85 (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – status of Anderson Road and Piranha’s responsibility to rebuild, review of proposed changes to operations agreements; drafting revised contracts and scheduling meetings with sand mines
  - h. Reconvene into open session to consider action on the applicants for the patrolman’s position, Anderson Road, operations agreements, contracts and sand mine meetings: Motion by Trowbridge second by North to reconvene into open session. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried. Motion by North second by Nyhagen to direct Consultant LaFond to draft an operations agreement and letter to send to the attorney for review. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes;

Plummer – Yes; Hanson – Yes. Motion carried. Motion by Trowbridge second by Nyhagen to offer the patrolman position to David Craton with a possible start date in the middle of July. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried. The Chairman will personally contact all three candidates.

14. Reports

a. Fire & Ambulance Report

- a. New Auburn Fire – summer raffle and chicken feed tickets are available now
- b. Chetek – fire meeting this Thursday; ambulance next month; Cliff Bromstad is not running again so there will be a new person on the fire board. Mark Carlson stepped down as chair of ambulance and Dale Lehner of Prairie Lake is now chair and Mitch Hanson from Dovre is now vice-chair. The new bookkeeper is working out well so far

b. Board Member Reports

- a. Supervisor Nyhagen – looking into air and water testing – contacted SEH and they have a conflict but found 3 firms in the cities. They are not cheap so he will contact the companies to get more information
- b. Supervisor North – May 21 is Barron County Towns Association meeting
- c. Supervisor Plummer – phone call from a resident concerned about a neighbor throwing garbage over the fence
- d. Supervisor Hanson - nothing
- e. Chairman Trowbridge –He would like to monitor the sand blowing around over the next month. Patrolman Harelstad wants to borrow the decibel meter.

15. Other Administrative Matters

a. Next Meeting Agenda Items

- a. Loader/backhoe tires
- b. Discussion and possible action on cleaning culvert in the right of way
- c. Gravel bid for 5<sup>th</sup> Ave
- d. Building inspector discussion

- b. Authorize Payment of Bills: Motion by North second by Plummer to pay bills. Motion carried, unanimous yes vote.

16. Adjournment: Motion by North second by Plummer to adjourn at 9:16 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