

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday March 12, 2019 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Five (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 Dean Trowbridge called the meeting to order at 6:05 p.m.

Roll call: Supervisors – Al Nyhagen – Dan North – Mitch Hanson – James Plummer and Chairman Dean Trowbridge are all present. Also Present - Clerk/Treasurer – Kelly Phillips and Patrolman David Craton.

Pledge of Allegiance

1. Approval of Agenda: Motion by Trowbridge second by North to approve the agenda as presented. Motion carried, unanimous yes vote.
2. Public Input: None
3. Building Inspector Report
 - a. Chad Frami – slab poured; addition rough ins all in; insulation complete
4. Approve Minutes of February 13, 2019 Regular Meeting: Motion by Nyhagen second by Plummer to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Financial Report: Motion by North second by Nyhagen to approve the financial report as presented. Motion carried, unanimous yes vote.
6. Treasurer’s Report: Motion by Trowbridge second by Nyhagen to approve the treasurer’s report as presented. Motion carried, unanimous yes vote.
7. Set Date for Next Meeting: Tuesday April 9, 2019 at 6:00 p.m. for the regular meeting with road inspections at 5:00 p.m.
8. Town Patrolman Report
 - a. Patrolman Craton talked to Tom at Monarch Paving and they are on schedule to get to our two roads from last year done first. He will need new summer tires for the pickup. The board discussed using the winter tires he has on now for this summer and getting new winter tires for the fall. Patrolman Craton would like to look at purchasing a welder for a few tasks and got a couple of quotes for the board to look at and Supervisor North states there is \$6,000 in the budget. The board discussed options for welding equipment. Patrolman Craton also says the auger needs to be rebuilt and should cost about \$200.00 including shipping. Supervisor Hanson suggests taking it apart before ordering to make sure the parts will fix it. The board directs Patrolman Craton to order the parts after taking the auger apart. Patrolman Craton has been getting DEF from Peterbilt instead of the county because it’s cheaper. Supervisor Plummer shared that he’s received the fewest complaints of any year on roads and snowbanks and thanked Patrolman Craton.
9. Old Business
 - a. Update on box culvert project: Engineer Gotham is present to give an update on the project. He made copies of the plans to distribute and are the same ones he emailed and nothing has changed. He has not heard anything from Jason Hanson of Piranha or Paul Mumm from Stout Construction since the last meeting. Mr. Gotham talked with the

DNR representative who issues permits for culvert piping and she didn't seem too concerned so he can send in the permit when the board directs him to. Engineer Gotham also states the plans are done as far as he can go until he hears back from Piranha and if the town wants to extend the project to the south and north. Supervisor Hanson says there's no reason to move on it until the next meeting. Supervisor North asked about the admin fees that show under the town's portion of the project estimate and Mr. Gotham says it's for the bonding on the project. Supervisor North also asked Engineer Gotham about working with him to make sure the sand companies are getting the town the information the Operations Agreements require and suggested the chairman and one other board member. After discussion, Chairman Trowbridge asked if Supervisor North would volunteer and he said yes.

- b. Discussion and possible action on restating the driveway ordinance: Supervisor Nyhagen says the biggest concern about the proposed ordinance is culvert maintenance. Attorney Konopacki's opinion is that the culvert maintenance is the landowner's responsibility but the board feels that isn't what he said the last time. The board will have Attorney Konopacki review Rockland's ordinance. The attorney's had some questions on what direction the board would like to go. They answered them tonight and directed the clerk to forward to the attorney's office.
 - c. Discussion and possible action on a Town recycling program: Supervisor North has nothing new to report other than the more he thinks about it the less enthusiastic he is. Barron County is rethinking its recycling program since they are getting more than recyclables at the plant. Supervisor North suggests tabling this item until the county decides what they are going to do.
 - d. Discussion and possible action on an annual garbage rebate: Supervisor North also suggests tabling this item until the recycling is figured out.
 - e. Discussion and possible action on purchasing exterior security cameras for the town hall and shop. The board discussed purchasing the cameras and asked the attorneys about freedom of information act. The attorney's reviewed the Wisconsin Municipal Records Schedule and reported that the town will have to retain these records for 120 days. The clerk will look into a system offering those capabilities.
 - f. Discussion and possible action for hourly billing rates for equipment: Supervisor Hanson states he has not received the rates yet so the board directs clerk to wait to bill the Town of Sampson for Patrolman Craton's assistance this past winter.
 - g. Update on transferring bank accounts to Sterling Bank, Chetek
10. New Business
- a. Discussion on 2019 lawn maintenance proposals: Chairman Trowbridge says it's only fair to put it out for bids. Patrolman Craton wants to know why it's bid out and we don't have our own mower so he can do it himself and Supervisor North says he'd prefer the patrolman to do other things. Resident Cathy Albrecht stated that in the past they said there was no room to store the mower. Motion by North second by Nyhagen to send the request for bids. Motion carried, unanimous yes vote.
 - b. Discussion about 2019 Road Projects: Supervisor Plummer says at the county meeting there was talk about road maintenance and the consensus was the patrolman should decide which projects should be done every year. Supervisor Hanson says that the WISLR program has decent guidelines. Patrolman Craton shared that he isn't sure about

what suggestions the program makes. Chairman Trowbridge suggests a couple board members go with Patrolman Craton and look at the roads. Supervisors Plummer and Nyhagen volunteered to work with him over the next couple of weeks.

- c. Discussion and possible action on date for spring clean-up: The dates for clean-up will be Saturday May 19 and Sunday May 20. The board will look into accepting tires and appliances/electronics for a fee.
- d. Update on upcoming election staffing: The clerk reports the election is small this April and feels three workers will be sufficient. The clerk will also look into lining up a few more volunteers so split shifts would be a possibility since the day gets very long.
- e. Discussion and possible action on 2018 Budget Amendment Resolution: Supervisor North says the past two years the board has been amending the previous year's budget and this is the third year. Supervisor North went through the amendments and there were no questions. Motion by Trowbridge second by Plummer to approve Resolution 2019-01 Budget Amendment. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
- f. Discussion and possible action on a mailbox policy: Supervisor North asked about the swinging mailbox arms and where they will be stored and if there is a policy or some direction on who gets one or how we hand them out. Supervisor Nyhagen offered to draft something.
- g. Discussion about Annual Town Meeting and Board of Review dates: The annual town meeting is always the third Tuesday in April unless changed at the prior year's meeting. The clerk will still post a notice in the Chetek Alert and in three places prior to the meeting.

11. Reports

- a. Fire and Ambulance Report
 - i. New Auburn Fire Department – Resident Al Albrecht states at the prior town meeting the board asked about a commitment letter from the town when the fire hall was built and now that the hall is paid off is the letter released? At the last fire board meeting he found out it is not because they are rolling it over for purchase of a new engine. Supervisor Plummer reports that there is a shortage of EMS workers and committees are trying to find a way to attract applicants.
 - ii. Chetek Fire Department – Supervisor Hanson asked the clerk about completing the 2% Fire Dues Certification and the clerk reported it was completed in January but will check her records.
 - iii. Chetek Ambulance – Nothing.
- b. Board member reports
 - i. Supervisor Nyhagen – nothing
 - ii. Supervisor North – At the most recent town's association meeting it was brought up that the annual CT form filed with the state impacts municipal road funds and asked if Dovre's has been completed. The clerk reports the auditor was working on it, knows of the deadline and will get a copy once it is complete.
 - iii. Supervisor Plummer – nothing
 - iv. Supervisor Hanson – Resident Tim Nelson emailed and asked if someone would be able to take care of the high snowbanks at a couple of intersections on

county roads. At this time the county was focusing on state roads so contacted Chairman Trowbridge to ask if Patrolman Craton could take care of them and he did.

12. Board member reports

13. Other Administrative Matters

a. Next Meeting Agenda Items

- i. Discussion and possible action on purchasing a welder
- ii. Discussion and possible action on restating the driveway ordinance
- iii. Discussion and possible action on a mailbox policy
- iv. Update on road projects
- v. Update on sand company ops agreement compliance
- vi. Hourly rate for equipment
- vii. Security cameras

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

14. Adjournment: Motion by North second by Nyhagen to adjourn at 8:08 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