

TOWN OF DOVRE  
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday April 9, 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 6:00 p.m.

Roll call: Supervisors – Al Nyhagen – Dan North – James Plummer – Mitch Hanson 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 with the change of opening the lawn maintenance bids with no action after 9(a). Motion carried, unanimous yes vote.
2. Public Input
  - a. Resident Al Albrecht – would like to formally request a written opinion from the town attorney for Anderson Lane regarding the validity of the letter from Chieftain. Mr. Albrecht also ran into a guy measuring the road and asked him what he was doing and said he was measuring for chip sealing. Mr. Albrecht requests nothing be done until there is a written opinion from the attorney. Chairman Trowbridge says other roads were being looked at for possible projects this year and that doesn't have anything to do with the Piranha project.
  - b. Resident Mike Klanderma 2956 5 ½ Avenue – brought pictures for the board to look at and says his neighbors across the road have garbage everywhere, their dogs are killing his chickens and he called the sheriff yesterday. He has also called the landlord and talked with him and nothing has been done. Mr Klanderma is lodging a formal complaint against the resident and land owner. The board directs the clerk to start the public nuisance process.
3. Building Inspector Report
  - a. Chad Frami – slab poured, addition rough ins all in; insulation complete
  - b. Carol Carlson – repairs and addition
4. Approve Minutes of March 12, 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 Nyhagen second by North to approve the financial report as presented. Motion carried, unanimous yes vote.
6. Treasurer's Report: Motion by North second by Nyhagen to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
7. Set Date for Next Meeting: Tuesday May 14, 2019 at 6:00 p.m. with road inspections at 5:00 p.m.
8. Town Patrolman Report
  - a. Patrolman Craton received a driveway permit request for 6<sup>th</sup> Avenue but was waiting to see if the driveway ordinance got resolved first. The board directed Patrolman Craton to

follow the current driveway permit process until they resolve the driveway ordinance. Patrolman Craton has been hand patching roads and need more cold mix. He asked if Barron County had any otherwise Monarch has some. He also graded Barron/Dunn Avenue and took down all the signs. He can't find high water sign that someone stole. The 29<sup>th</sup> Street Bridge is fixed from where a car hit it and the board directed the clerk to send a bill for the repairs to the person who crashed. Patrolman Craton would like to order some more signs since we are out of a lot except the road work ahead signs and would like to purchase some small hand tools from Harbor Freight and it would probably cost around \$200.00. The board directs Patrolman Craton to order the tools from Harbor Freight.

#### 9. Old Business

- a. Update on the Piranha box culvert project: Engineer Gotham is present and reported he is waiting for the board to give him approval to get the permit for the low end where they would be filling the inslopes. The board received an email from Attorney Konopacki earlier today but have not had time to review it. Attorney Konopacki is talking with Piranha's Attorney. After more discussion Chairman Trowbridge suggested getting the permits since they are good for about 3 years. The board decided not to move forward with anything until the attorneys have come to an agreement. Chairman Trowbridge says he and Supervisor Hanson talked with Attorney Konopacki yesterday and gave them a push. Supervisor Hanson says until the attorneys get things hammered out this item should be tabled. Chairman Trowbridge said if the attorneys can get their stuff together the goal is to try to have another meeting within the next week or so.
- b. Open lawn maintenance bids (no action): There was one bid from Payton Trowbridge bidding \$100/occurrence and under the advice of his family's insurance company that since he was only 16 years old he would not purchase liability insurance. The board discussed that anyone coming to do work on our property should have liability insurance and will revisit this at the next board meeting.
- c. Discussion and possible action on restating the driveway ordinance: Town Attorney Konopacki just sent an email today with a draft and notes of a new ordinance. Chairman Trowbridge suggests tabling until next month so the board has time to review. Supervisor Hanson gave the board a copy of the county's driveway permit for some other ideas.
- d. Discussion and possible action on a mailbox policy
  - i. Supervisor Nyhagen presented a drawing and the postal guidelines for installing the swinging mailbox arms. The board discussed the instructions and drawings. Motion by Nyhagen second by Hanson to add only the postal guidelines with the swinging mailbox arm. Motion carried, unanimous yes vote.
- e. Update on road projects
  - i. Patrolman Craton looked at the town roads and recommends 3 ½ Avenue to 5<sup>th</sup> Avenue – pulverize and repave as the one big project for this year. He also suggested 27<sup>th</sup> Street from 1<sup>st</sup> Avenue to Mr. Harelstad's house could be cold patched and scrub sealed (a process which adds oil and aggregate) to rejuvenate the blacktop. 27<sup>th</sup> Street North off SS all the way to 5<sup>th</sup> is also good candidate for scrub seal. Supervisor Hanson would prefer to scrub seal a short stretch of road to see how it will look before doing a lot of it. Patrolman Craton says 27<sup>th</sup> needs some work and a handful of roads need to be crack-filled. He is

also looking at some roads to pulverize this year to possibly be paved next year. Chairman Trowbridge suggests getting a lot of the crack sealing done because that saves the roads. Patrolman Craton suggests redoing 29<sup>th</sup> Street and using the rest of the budget for maintenance.

- f. Discussion about the Town Hall shed project
  - i. Supervisor North said the board needs to discuss this if someone is going to present it to the electors at the annual meeting. Supervisor Hanson has been working with a couple contractors and figures the structure – including steel, electrical, overhead doors, etc. – would cost about \$13-15 per square foot. This would be a state approved plan that Lampert's Lumber could draw up and submit for approval at a slight cost. The building discussed would be 40' x 50' with 14' sidewalls and 12' overhead doors. The concrete floor and approach would cost about \$4.00-4.50 per square foot for materials and labor.
- g. Discussion and possible action on purchasing exterior security cameras for the town hall and shop
  - i. The clerk is still looking at cameras due to the length of time the recordings would need to be retained. An option would be cloud based storage, otherwise will continue to look for a DVR with enough storage. Patrolman Craton will also talk to Citizen's to see if they have any ideas.
- h. Discussion and possible action on setting an hourly rate for equipment use
  - i. Supervisor Hanson has a copy of the list of hourly equipment charges from Barron County and Chairman Trowbridge says he will ask the Town of Sampson for a copy of their rates as well for comparison. The board discussed the rates, will review and will need to pass a resolution for the rates they decide on.
- i. Discussion and update on the Fischer land use permit
  - i. Supervisor North reminds the board that the Fischer's were granted a 5 year period to build which expires in the next couple of years and suggests sending a follow up letter. Chairman Trowbridge asked if he would be willing to draft a letter for this and Supervisor North agreed to.

#### 10. New Business

- a. Discussion and possible action regarding the water on Jerdet Road:
  - i. The board met prior to the meeting during road inspections to view the road. Engineer Gotham was also present. He brought a map to show where the drainage runs and the proposed project. The board also met with the landowner who would help drain it but reports there is a problem with the DNR. Supervisor Hanson had an alternative suggesting saying Apple Valley Agri could pump the water and drain it down to the bridge, but wasn't sure if there would need to be a call to the DNR. Supervisor Hanon says the resident has lived there 18 years and water over the road has only happened 3 times and can't see spending all this money to dig things out and thinks pumping the water is a less expensive solution for the same results. Motion by Trowbridge second by Nyhagen to pump the water within the next couple of days, for Supervisor Hanson to look into pulling and completing a DNR permit if needed, and for the cost not to

- exceed \$2,000.00. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
- b. Discussion and possible action on purchasing a welder
    - i. Patrolman Craton got a quote from Mississippi Welding for a Miller 212 welder, regulator, helmet and wire for \$2,376.48. Motion by North second by Trowbridge to purchase the welder from Mississippi Welding for \$2,376.48. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
  - c. Discussion and possible action on Morgan Parmley bill:
    - i. The board reviewed the bill received for the box culvert project and Supervisor Nyhagen had some concerns about the work being done prior to the entire board approving it. The board discussed the charges with the Piranha representative who was present, who asked for a copy of the bill. Chairman Trowbridge said part of the bill should be paid from Piranha's Road Maintenance fund, which the representative will discuss. Motion by Hanson second by North to pay the Morgan Parmely bill of \$4,166.35 with the balance of \$5,074.00 to be reimbursed from the Piranha Road Maintenance fund. Roll call vote - Trowbridge - Yes; Nyhagen - No; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
  - d. Update on sand company operations agreement compliance
    - i. Supervisor North and Chairman Trowbridge met with the town engineer and went through a list of items the board had discussed the engineer should be responsible for. Engineer Gotham says there will be no conflict of interest helping the board enforce the sand companies Operations Agreements but Supervisor Nyhagen asks how can he when he's working for the sand plants, and gave the example of the current box culvert project with Piranha? The clerk/treasurer reviewed the list of tasks and asked why the board was interested in having the engineer perform some things on the list that were related to recordkeeping, since that was part of the clerks job. Supervisor North said they should table the issue for now.
  - e. Discussion and possible action on adopting the Wisconsin Municipal Records Schedule
    - i. The Wisconsin Historical Society passed a new records schedule in August of 2018 and the clerk had suggested the board adopt the schedule since it gave a lot of detailed direction on recordkeeping and if and when records can be destroyed. Before the board can approve a resolution to adopt the schedule they need to send notice to the Wisconsin Historical Society. Motion by North second by Nyhagen to approve the notification of the general records schedule adoption for the Wisconsin Historical Society. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.

## 11. Reports

- a. Fire and Ambulance Report
  - i. New Auburn Fire – Al Albrecht – meeting next week

- ii. Chetek Fire – Supervisor Hanson reports there’s nothing new except there will be a new commission member because of the election results last week.
  - iii. Chetek Ambulance – Supervisor Hanson reports the chair for the ambulance chose not to run as chairman of Prairie Lake but as a supervisor. He did not get elected. There will also be a new chair so there will be new members of the ambulance commission.
- b. Board member reports
- i. Supervisor Nyhagen - nothing
  - ii. Supervisor North – reports the Barron County Spring Fling is on April 25
  - iii. Supervisor Plummer - nothing
  - iv. Supervisor Hanson – Asked when spring clean-up days are scheduled and the clerk says May 19 and 20. Chairman Trowbridge asked if that could be put on the calendar on the website. Supervisor Hanson says the county might be going to single sort recycling. He also reports he received a call from resident Adam Mikl who said there is water coming down the field on 28<sup>th</sup> street up by Kollwitz’s and asked if there was something he could do. Supervisor Hanson said there is nothing the board can do since the issue is on private property and suggested Mr. Mikl work with the resident.
  - v. Chairman Trowbridge – Reports the 2019 Town Officials Workshop is coming up if anyone wants to go. Chairman Trowbridge brought a schedule of costs for appliance recycling and asked if the town should charge the residents or if the town should pay for it during town clean up days.
12. Other Administrative Matters
- a. Next Meeting Agenda Items
- i. Discussion and possible action on restating the driveway ordinance
  - ii. Update on Johnson/Klanderma public nuisance
  - iii. Piranha box culvert update
  - iv. Update on road projects
  - v. Town hall shed bids
  - vi. Update on security cameras
  - vii. Hourly equipment rate – ordinance
  - viii. Fischer land update
  - ix. Jerdet Road
  - x. Municipal records resolution
- b. Authorize Payment of Bills: Motion by Trowbridge second by Hanson to pay bills. Motion carried, unanimous yes vote.
13. Adjournment: Motion by Trowbridge second by North to adjourn at 9:10 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