

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday May 14, 2019 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Eight (8) 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 – 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 to approve the agenda with the change of moving opening the bids for the town hall shed project and the fire and ambulance report before old business second by North. Motion carried, unanimous yes vote.
2. Public Input
 - a. Cathy Albrecht – The residence at 2474 County A that looks terrible – it is getting messier and messier. The board will take a look this week to see if a nuisance letter needs to be sent.
 - b. Al Albrecht – asked about the maintenance that should have been done on Anderson since Piranha will not be doing anything with it. The board stated it is still looking at road projects for 2019.
 - c. Mr. Klanderman reports that the residents or landowners seemed to have cleaned up the property across from him. He called the county health department but doesn't know how soon they get back to someone or if they sent anyone over.
3. Building Inspector Report
 - a. Chad Frami – slab is poured, addition rough ins all in, insulation complete
 - b. Carol Carlson - repairs and addition, addition walls poured, building has been gutted
 - c. Brandon Wilson - garage
4. Approve Minutes of April 9, 2019 Regular Meeting: Motion by North second by Plummer to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Approve Minutes of April 17, 2019 Special Meeting: Motion by North second by Trowbridge to approve the minutes as presented. Motion carried, unanimous yes vote.
6. Financial Report: Motion by Trowbridge second by North to approve the financial report as presented. Motion carried, unanimous yes vote.
7. Treasurer's Report: Motion by Trowbridge second by North to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
8. Set Date for Next Meeting: Tuesday June 11, 2019 at 6:00 p.m. with road inspections at 5:00 p.m.
9. Town Patrolman Report
 - a. Replaced a couple culverts on Harelstad road on 2 ½ Avenue; got all the roads swept and started patching potholes and hope to be done by tomorrow; ordered cold mix from Monarch and it should be delivered Thursday and will work on blade patching the boils on Friday; Next Monday and Tuesday 5th Ave and Barron/Dunn will get started

shaping and the paving will be done next Wednesday Thursday. He will need to contact Olynick about shouldering; a roll-off will be delivered Friday for clean-up days this weekend; Supervisor North says there are three categories of recycling – tires, white goods and electronics – so is thinking tires in one, white goods in another and electronics separate on a pallet.

10. Fire/ambulance report – New Auburn: Al Albrecht reports that June 22nd is the Fireman’s Raffle from 4 p.m. to 7 p.m. He also learned that everyone in the department must know how to drive the equipment so that is something they will all need to do.
11. Chetek Fire & Ambulance – Supervisor Hanson reports the meeting is this Tuesday
12. Open bids for the pole shed & concrete
 - a. Pole shed – Cleary Building Corp \$42,550; Blue Sky Builders LLC \$41,531
 - b. Concrete - Apple Valley Concrete \$11,160; Fahrner Asphalt \$35,573.91
 - c. The board discussed the options and cost for the pole shed and concrete which were a lot higher than they originally planned and budgeted for. Motion by Trowbridge second by North to reject both bids for the pole shed and both bids for concrete. The board will look at the cost of building a smaller shed and rebid the project.
13. Old Business
 - a. Update on the Piranha box culvert project: Chairman Trowbridge says the agreements have been back and forth between attorneys and he has signed both of them. They have been passed on to Piranha to have their people sign them.
 - b. Discussion on approved 2019 lawn mowing bid: In the past the board has requested a certificate of insurance from anyone performing services for the town. The person approved to mow the lawn this year does not have one, and the town’s insurance provider stated the town will not be liable for injury or damage since they are not part of the town’s policy. Chairman Trowbridge has talked to the gentleman’s parents and the father understands his liability insurance will cover any injuries. Supervisor North would prefer to have a signed acknowledgement. Chairman Trowbridge will get one signed.
 - c. Discussion and possible action on restating the driveway ordinance; table until next meeting
 - d. Update and possible action on 2019 road projects: Supervisor Hanson met with Patrolman Craton to discuss possible projects for 2019 and requested recommendations from the Patrolman tonight. He suggested 29th Street and scrub sealing on 27th Street. The board has tabled this item until a special meeting is called with further information available.
 - e. Jerdet Road update: Supervisor Hanson reports all of the water is off the road. The cost of the pump was \$60.00 per day to rent and it ran about 20 hours a day for 13 days. An estimated 6 to 8 million gallons of water has been removed.
 - f. Update on Johnson/Klanderma public nuisance complaint: The board reports the property looks better and directs the clerk to send a follow up letter. The renters have left a basketball hoop at the edge of the road and that needs to be moved – they cannot play in the road.
 - g. Discussion and possible action on purchasing exterior security cameras for the town hall and shop: Supervisor North talked with Citizens about a 4 channel and 8 channel wired system with a cost of \$2,499.99 and \$2,699.99 respectively. Supervisor North

mentioned getting the 8 channel system would allow future expansion of cameras if they needed to. The system would also allow for tape backups to keep enough history. Motion by Trowbridge second by North to purchase the 8 channel surveillance camera system for \$2,699.99. Roll call vote - Trowbridge - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.

- h. Discussion and possible action on setting an hourly rate for equipment use: The board discussed hourly rates for labor and equipment for helping others out based on the Town Patrolman's hourly rate including benefits and the equipment rate based on what the county charges. Supervisor Hanson will give the clerk a list of equipment costs.
- i. Discussion and update on the Fischer land use permit: A certified letter sent to make them aware we are aware they have 2 years left. The letter was signed for. Supervisor North states that the county also sends a letter notifying the owner but is not sure of the timeline.
- j. Discussion and possible action on adopting the Wisconsin Municipal Records Schedule: The Wisconsin Public Records Board acknowledged the Town's Notification of Adoption. The clerk presented Ordinance 2019-02 for approval to adopt the records schedule which will simplify and streamline records management which will provide uniform guidance for the retention and disposition of common municipal records. Motion by North second by Trowbridge to adopt Wisconsin Municipal Records Schedule Ordinance 2019-02. Roll call vote - Trowbridge - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.

14. New Business

- a. Discussion on abstaining from a vote: At the last special meeting, Attorney Konopacki noted that a board member abstained from voting on an issue and offered an opinion on the proper process of abstaining. He states that only under extreme circumstances may a board member abstain from voting, and at that time should also abstain from any discussion or motion.
- b. Discussion and possible action on appointment of town representatives to the New Auburn Fire Board: Motion by Trowbridge second by North to appoint Al Albrecht and Jim Plummer to continue as the town representatives to the New Auburn Fire Department. Motion carried, unanimous yes vote.
- c. Convene into closed session: Motion by Trowbridge second by North to convene into closed session and to invite clerk/treasurer Kelly Phillips and Patrolman Dave Craton now and invite resident Cody Nyhagen in later. Roll call vote - Trowbridge - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
 - i. The board will consider convening into closed session pursuant to Wisconsin Statute 19.85 (1)(c) for purposes of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss appointing a person to fill the Supervisor 1 position. Discuss Patrolman Craton's hourly rate of pay
- d. Reconvene into open session. Possible action on Supervisor 1 appointment: Motion by Trowbridge second by North to come out of closed session. Roll call vote - Trowbridge -

Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried. Motion by North second by Trowbridge to appoint Cody Nyhagen as Supervisor 1 and complete the current term. Roll call vote - Trowbridge - Yes North - Yes; Plummer - Yes; Hanson - Yes. Motion carried. Mr. Nyhagen was sworn in by the clerk/treasurer.

15. Reports

- a. Board member reports
 - i. Supervisor North – road bans are off
 - ii. Supervisor Plummer – meeting to go to at WITC for town’s official workshop
 - iii. Supervisor Hanson – Western Star had a recall and they sent the part over so he will repair it as agreed when the truck was purchased. There is no need to send the truck to Marshfield.
 - iv. Chairman Trowbridge – talked with the homeowners on 1st Avenue about the loud vehicles on the 45 mph road and let them know if it happens again the sheriff will be called; there have been trucks on 5th Ave or 29th Street from 3 ½ Ave south and if anyone sees anything, get the truck company name and number. There is a driveway permit to present - Joshua Christensen. Patrolman Dave Craton says it looks fine and the resident has paid. Motion by Trowbridge second by North to approve the driveway permit. Motion carried, unanimous yes vote.

16. Other Administrative Matters

- a. Next Meeting Agenda Items
 - i. Piranha box culvert
 - ii. Driveway ordinance
 - iii. Update on Klanderman/Johnson
- b. Authorize Payment of Bills: Motion by North second by Trowbridge to pay bills. Motion carried, unanimous yes vote.

17. Adjournment: Motion by Trowbridge second by Hanson to adjourn at 8:37 p.m.

Minutes are not official until approved by the board at the next meeting
Kelly Phillips
Clerk/Treasurer
Town of Dovre Barron County