

TOWN OF DOVRE  
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday January 14, 2020 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Six (6) 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.

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

Pledge of Allegiance

1. Approval of Agenda: Motion by North second by Hanson to approve the agenda as presented. Motion carried, unanimous yes vote.
2. Public Input
  - a. None
3. Building Inspector Report
  - a. Joe Linn; 2672 5 7/8 Avenue addition - footings, foundation, framing completed, all rough ins and insulation complete
  - b. Josh Christenson 2581 6 – 5 ¾ Ave dwelling - underground plumbing & slab poured, framed
4. Approve Minutes of December 10, 2019 Regular Meeting: Motion by Trowbridge second by Plummer to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Financial Report: Motion by Trowbridge second by North to accept the financial report as presented. Motion carried, unanimous yes vote.
6. Treasurer’s Report: Motion by Trowbridge second by Nyhagen to accept the treasurer’s report as presented. Motion carried, unanimous yes vote.
7. Set Date for Next Meeting: Tuesday February 11, 2020 at 6:00 p.m. for the regular monthly meeting.
8. Town Patrolman Report
  - a. Part-time patrol person Taylor Whitman is here, Patrolman Hetke is no longer with the town. Patrolperson Whitman says she has been plowing snow and trying to keep everything cleaned up. She has noticed there hasn’t been as many people plowing snow across the road since the reminder letter was sent. The town also got two quad loads of sand delivered.
9. Discussion and possible action on driveway permits
  - a. none
10. Reports
  - a. Fire and Ambulance Report
    - i. New Auburn Fire – Representative Albrecht states there is a meeting Thursday
    - ii. Chetek Fire and Ambulance – Supervisor Hanson reports that Sunday there is an informational meeting to talk about combining fire & ambulance and anyone can attend. The regular meeting is January 23<sup>rd</sup>.
  - b. Board member reports

- i. Supervisor Nyhagen – has had people calling him and asking about the letter about snow in the road
- ii. Supervisor North – went to the land conservation meeting up at Barron County and they gave an update on the NR135 and had some discussion. There are 81 entities under NR135 in Barron County and 9 entities having their bonds increased. They didn't say who. At the end of February there is a towns association meeting for Board of Review training. The board requested the clerk to sign everyone up for the February 29 meeting in Eau Claire.
- iii. Supervisor Plummer – reports Art Harelstad came to his house and was PO'ed about his pay and felt he was short changed on his training money. Supervisor Plummer listened to what he had to say and says if the town made a promise to give him x amount of dollars and Patrolman Hetke asked him to be there, his opinion is he should get paid. Chairman Trowbridge says this is on the agenda for discussion in closed session
- iv. Supervisor Hanson - nothing
- v. Chairman Trowbridge – has also had a few calls about the snow in the roads. He also had someone ask about applying for a part time patrolperson in the summer

#### 11. Old Business

- a. Discussion on meeting for haul routes with Northern White Sand and Northern Industrial Sand: Chairman Trowbridge has had trouble reaching someone from Northern White Sand so this issue will be tabled until spring.
- b. Discussion and possible action on election day emergency response plan: The clerk/treasurer has been working with the Chief Election Inspector to update the Emergency Election Day Plan template provided by the Wisconsin Elections Commission. It was discussed at the prior meeting and changes were made. Motion by North second by Trowbridge to approve the Election Day Emergency Response Plan Policy. Motion carried, unanimous yes vote.
- c. Deputy Clerk discussion: The clerk polled neighboring towns to see what they do for a deputy clerk/treasurer. The City of Chetek has one but that is it. All of the other clerks that responded thought having a deputy was a good idea and suggested sharing one. The board will table this issue for now.
- d. Discussion and possible action on Resolution 2020-1 Transferring Remaining Budgeted Royalty Monies to the General Fund: Supervisor North says these funds were a budgeted item for the 2019 budget but have not been transferred. The board would need to approve the resolution to transfer the funds. Motion by North second by Trowbridge to approve Resolution 2020-01. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.

#### 12. New Business

- a. Resolution to adopt amended 2019 budget: Supervisor North discussed the proposed adjustments to the budget presented in Resolution 2020-02. Motion by North second by Trowbridge to approve Resolution 2020-02. Motion carried, unanimous yes vote.
- b. Update on snow road hazard offenders: Supervisor North says there were 61 letters mailed and each board member received one. He also received some phone calls just

like the rest of the board. Ms. Whitman says its looking better than it was before the letters got sent out

- c. Discussion and possible action on purchasing new computers for the town board and patrolman: The current laptops are getting old and will no longer support updates. The clerk received a quote from Citizen's for new laptops for the board members and the patrolperson. Motion by North second by Trowbridge to approve the quote from Citizens and purchase Dell Computers not to exceed \$5,724.00 which includes the computers and setup charge, and use \$2,000 from the Clerk/Treasurer Computer Maintenance Account and the balance from the Contingency Account. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
  - d. Convene into closed session: Motion by Trowbridge second by Nyhagen to convene into closed session and invite clerk/treasurer Kelly Phillips and Taylor Whitman. Motion carried, unanimous yes vote.
    - 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. Discussion of patrolman position employment; discussion of patrolman consultant fees
  - e. Reconvene into open session. Motion by Trowbridge second by Nyhagen to reconvene into open session. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
    - i. Possible action on approving a candidate for the Patrolman position. The board has chosen to offer Taylor Whitman the full-time patrolperson position at \$22/hour with a review at 90 days, 6 months and one year and include 40 hours personal time plus individual insurance coverage.
13. Other Administrative Matters
- a. Next Meeting Agenda Items
    - i. ATV Cruzer representative and trail discussion
  - b. Authorize Payment of Bills: Motion by North second by Nyhagen to pay bills. Motion carried, unanimous yes vote.
14. Adjournment: Motion by Trowbridge second by Nyhagen to adjourn at 7:55 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