

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday March 10, 2020 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Four (4) 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 6:02 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 and Patrolperson Taylor Whitman.

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. Joe Linn – 2672 5 7/8; addition – footings and foundation in, framing completed, all rough ins and insulation complete
 - b. Josh Christianson – 2581 6-5 ¾ Ave; dwelling – underground plumbing and slab poured; framed, all rough ins complete and insulated
4. Approve Minutes of February 11, 2020 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 Hanson to accept the financial report as presented. Motion carried, unanimous yes vote.
6. Treasurer’s Report: Motion by North second by Trowbridge to accept the treasurer’s report as presented. Motion carried, unanimous yes vote.
7. Set Date for Next Meeting: Regular meeting Tuesday April 14, 2020 at 6:00 p.m. with road inspections at 5:00 p.m.
8. Town Patrolperson Report
 - a. Patrolperson Whitman reports there hasn’t been anything too eventful. She has been plowing and salt/sand the haul routes as needed. The road bans on in town. If anyone sees anything she may have missed please let Chairman Trowbridge know. There is a section of 24 ¾ that has been shut down where the culvert is because it is very soft. Barricades have been put up on the road at both ends and snow fencing has been put in the ditch because someone is throwing the signs in the ditch and driving through instead of going around. Patrolperson Whitman has not seen water over the roads yet except for a little on 1st Avenue on the east of Highway SS but will keep checking them. She would like to request to purchase hip waders or chest waders. The board suggested a rain coat and work boots as well. The board approved waders not to exceed \$150.00. Patrolperson Whitman also reports the grader is back and has been fixed.
9. Discussion and possible action on driveway permits; none
10. Reports
 - a. Fire and Ambulance Report

- i. New Auburn Fire – Al Albrecht reports there is a meeting next month
 - ii. Chetek Fire & Ambulance – Supervisor Hanson reports they had a transition team meeting in February and they have to come up with some goals & milestones by August to move forward with the combining of the fire and ambulance
- b. Board member reports
 - i. Supervisor Nyhagen – went to the WTA meeting and board of review training on February 29. The board of review training was very informative
 - ii. Supervisor North – attended the Barron County unit meeting and there was a presentation about the ice age trail going through Barron County. There was also a big deal about the census for the municipalities to have an accurate count. At this time Barron County has enough volunteers
 - iii. Supervisor Plummer – would like to thank the board for the card he received. He would also like to mention Barron County is getting trees trimmed around the power lines
 - iv. Supervisor Hanson - nothing
 - v. Chairman Trowbridge – Jerome’s called prior to the road bans about what and when they can haul

11. Old Business

- a. Discussion and possible action on patrolperson uniforms
 - i. Chairman Trowbridge reports the clerk got the credit app done for Hubesch. Patrolperson Whitman reports she will receive her shirts and jacket tomorrow, but the pants on backorder. To meet the minimum she ordered some rugs and rags as well.
- b. Discussion and possible action for purchase of an oil drain pan
 - i. The board is looking at an oil pan with a pump at the patrolperson’s request. Motion by Hanson second by North to approve the purchase of an oil pan with pump not to exceed \$370.00. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
- c. Discussion and possible action on 2020 Road Projects with WISLR 5 year projections
 - i. The clerk/treasurer sent out a map with possible road projects labeled along with the cost. The board discussed some of the projects, will look at costs related and what is in the budget. This will be an agenda item for April.
- d. Town Shed Discussion
 - i. Supervisor North reports the electors will have to redo motion for the town shed at next annual meeting. There is \$50,000 still budgeted from 2019 The motion would not need to be very detailed but just say “not to exceed \$50,000”

12. New Business

- a. Discussion and possible action on road bans
 - i. Chairman Trowbridge reports the road bans were put on yesterday and a section of 24 ¾ was shut down. Patrolperson Whitman says she would like some bigger barricades
- b. Discussion and possible action on repairing or replacing the outside light on the shop

- i. The sensor on the outside light on the shop is bad. Chairman Trowbridge called Barron Electric and they say it's not their light, it's the town's light. Chairman Trowbridge would also like to switch to LED. Motion by Hanson second by Nyhagen to purchase a new LED light and install it. Motion carried, unanimous yes vote.
 - c. Discussion and possible action on Right-Of-Way mailing
 - i. The clerk/treasurer has reviewed the letter sent in the past and will try to simplify it and include the spring clean-up days information as well. The board requested the letter be sent prior to the April meeting
 - d. Review Town's Board of Review Policies/Ordinance
 - i. Supervisor North reports that at the board of review training they discussed policies and ordinances related to the board of review. He says the town has an alternate member ordinance, timely manner requests ordinance, assessor confidential information ordinance and a sworn and written testimony request ordinance. The board feels they are covered.
 - e. Discussion and possible action on Eli Mast survey
 - i. The property in question is on 27th Street that has been purchased by the Mr. Mast who need approval on the survey and parcel. The board states there has not been enough information presented to make a decision and requests the land owner and surveyor to be present at the next meeting. This parcel will also need a driveway permit at some point.
- 13. Other Administrative Matters
 - a. Next Meeting Agenda Items
 - i. Discussion and possible action on Eli Mast survey
 - ii. ATV Trail Maps
 - iii. Spring Cleanup days
 - iv. Review 2020 road projects – discussion and possible action
 - v. Patrolperson Whitman 90 day review – closed session
 - b. Authorize Payment of Bills: Motion by North second by Trowbridge to pay bills. Motion carried, unanimous yes vote.
- 14. Adjournment: Motion by Trowbridge second by Hanson to adjourn at 7:17 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