

TOWN OF DOVRE  
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday June 14, 2016 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. 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.

Supervisor Al Nyhagen called the meeting to order at 6:00 p.m.

Roll call: Supervisors – Al Nyhagen – James Plummer – Mitch Hanson – Dan North are all present. Chairman Dean Trowbridge is absent. Also Present - Clerk/Treasurer – Kelly Phillips; Consultant – Greg LaFond and Patrolman Art Harelstad, Jr.

Pledge of Allegiance

Approval of Agenda: Supervisor North requests moving item E of the old business above item A. Consultant LaFond requests to add manufacturing values as established by the department of revenue under new business. Second by Hanson. Motion carried, unanimous yes vote.

1. Public Input
  - a. Resident Al Albrecht thanked Supervisors Hanson and North and Patrolman Harelstad for installing the flag pole in front of the town hall and Devon Coon for keeping things clean at the town hall during the spring cleanup
  - b. Resident Cathy Albrecht asked what the royalty payments were from Chieftain and Great Northern from 2015
2. Building Inspector Report
  - a. Beth Parker mobile home
  - b. Layne Siverling garage
  - c. Robert Fischer – deck and garage
  - d. Bryce Harelstad – new dwelling
3. Approve Minutes of May 10, 2016 Meeting: Motion by North second by Plummer to approve the minutes as presented. Motion carried, unanimous yes vote.
4. Approve Minutes of May 17, 2016 Special Meeting: Motion by North second by Hanson 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 Plummer to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
7. Set Date for Next Meeting; July 12, 2016 at 6:00 p.m. for the regular monthly meeting with road inspections at 5:00 p.m.
8. Town Patrolman Report
  - a. Ordered five loads of patching material from Monarch Paving
  - b. 29<sup>th</sup> street project will start at the end of the month
  - c. Rented a three-point mower from the county and is 2/3 done

- d. Supervisor Nyhagen asked Patrolman Harelstad about 6<sup>th</sup> Avenue at 25 ¼ Street and he recommends contacting the town engineer. Motion by Plummer second by Nyhagen for supervisor Nyhagen to contact the town engineer to check on 6<sup>th</sup> Avenue and 25 ¼ Street and make sure it is up to code. Roll call vote – Trowbridge – Absent; Nyhagen – Yes; North - Yes; Plummer – Yes; Hanson – Yes. Motion carried.

9. Old Business

- a. Discussion by committee about replacement of old patrol truck; Tom Schartner from Monroe Truck Equipment is here to answer any questions. Mr. Schartner thanks the town board for allowing Monroe to submit an equipment bid
  - i. Supervisor Plummer asked about a scraper on the chassis and Mr. Schartner said it only works for certain chassis without moving fuel tanks etc. installers cannot move the emissions because it voids the warranty
  - ii. Supervisor Nyhagen asked what vehicles are the easiest to install and Mr. Schartner said the Freightliner; International and Western Star
  - iii. Mr. Schartner recommendation is for a town to have a body building company and a chassis company to work with the town. He also said much of the equipment Monroe quoted the town is very similar to the equipment Barron County uses
  - iv. Supervisor North asked what locations the committee was looking at for chassis and Patrolman Harelstad says the ones they were pricing were out of Eau Claire
  - v. Supervisor Nyhagen asked Mr. Schartner where they are for delivery time and he said 75-80 days for equipment and their shop is looking at a December-January start time for the build
  - vi. Supervisor Hanson asked when payment is due. Mr. Schartner said payment would be due 30 days after the truck delivery and approval by the Patrolman. The chassis provider would probably want payment when it's delivered
  - vii. The board will table the discussion for next month's regular meeting
- b. Discussion about Old Town Hall proposal
  - i. The town has received a signed agreement from the Sletten family
  - ii. Supervisor North and Supervisor Hanson will coordinate the removal of town property from the old town hall
  - iii. Motion by North second by Hanson to approve the Asset Conveyance and Removal Agreement between the Town of Dovre and Paul Sletten, who signed on June 6, 2016, and give signing authority to acting Chairman Al Nyhagen since Chairman Trowbridge is absent. Roll call vote – Trowbridge – Absent; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
- c. Review of amended NR135 from Great Northern
  - i. Consultant LaFond handed out a summary of the GNS PVG program due to the amended NR135 which was effective 5/11/16 and property owners that are within ¼ mile or ½ mile have one year to file a "Notice of Intent to Participate in the PVG Program" with the Town Clerk and GNS and suggests sending it certified mail, return receipt requested to GNS. Some residents have already filed and those notices are on file with the clerk. Consultant LaFond also pointed out there are circumstances where the property would not be eligible such as

foreclosure or construction. If a resident intends to sell their property, a “Notice of Intent to Sell Property” must be filed with the Town Clerk and GNS and suggest sending it certified mail, return receipt requested to GNS and they have five days to determine if they elect to purchase the property.

- d. Discussion of amendments to Northern Industrial Sands and Great Northern Sands agreements
  - i. Nothing from the attorney at this time
- e. Snowplow contract update and outcome of court case
  - i. Consultant LaFond reports the appellate court has not published their decision, but the indication from the court clerk was they are upholding the original decision
- f. Right of way letters update
  - i. Letters were mailed to residents; if the Patrolman sees anything in the right of way he should contact the Chairman
- g. Discussion regarding labor/equipment sharing with Sioux Creek
  - i. It’s been working well for both towns and patrolmen

#### 10. New Business

- a. Discuss budgeted maintenance for the town shop
  - i. The town has budgeted \$10,000
    - 1. Two items that planned are to change heaters since the town is switching to natural gas and paint the exterior
    - 2. Supervisor Nyhagen asked Patrolman Harelstad to make a list of items to include and get some pricing
- b. Discuss City of River Falls truck
  - i. Supervisor Nyhagen got a call from City of River Falls and said they want to use the truck another year
- c. Manufacturing Values as established by the WIDOR
  - i. Consultant LaFond looked up the property values for the town and saw there were some things missing so he called the state. Mr. Smith has never been to Dovre since the sand mines were built and did not come to look at the NIS property and Consultant LaFond believes the values are understated. Bomar Appraisal will be sending a letter to the state.

#### 11. Reports

- a. Fire & Ambulance Report
  - a. Fire – Al Albrecht – fire board meeting July 21, 2016 and next week is the chicken dinner; Supervisor Plummer – payments to the fire board are smaller than anticipated
  - b. Ambulance – Supervisor Hanson – nothing
- b. Board Member Reports
- c. Supervisor Nyhagen – nothing
- d. Supervisor North – in the Town Association magazine, Wisconsin Act 211 electronic building permits are going to be mandatory in 2018 and requests the building inspector to give the board an update at the next meeting

- e. Supervisor Plummer – at WTA meeting they are trying to get the municipalities together to make it known how little money the towns have to keep up the roads
  - f. Supervisor Hanson – continuing to work on the new truck proposal
12. Other Administrative Matters
- a. Authorize Payment of Bills
    - a. Motion by Nyhagen second by North to pay bills. Motion carried, unanimous yes vote.
  - b. Next Meeting Agenda Items
    - a. Has the Parker mobile home been moved
    - b. Discussion by committee about replacement of old patrol truck
    - c. Discussion of amendments to Northern Industrial Sands and Great Northern Sands agreements
    - d. Snowplow contract update and outcome of court case
    - e. Discuss budgeted maintenance for the town shop
    - f. Update of MFG values as established by the WIDOR
    - g. Building inspector - Wisconsin Act 211
    - h. "Just Fix It" program
13. Adjournment
- a. Motion by North second by Nyhagen to adjourn at 8:05 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