

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday February 14, 2017 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. 3 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 6:03 p.m.

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

Pledge of Allegiance

1. Approval of Agenda: Motion by North second by Nyhagen to approve the agenda as presented. Motion carried, unanimous yes vote.
2. Public Input
 - a. none
3. Building Inspector Report
 - a. No building permits issued in January
 - b. Update on Act 211
 - i. Supervisor North reports there is something in this month's WTA magazine and it sounds like this will be more work for the clerk/treasurer
4. Approve Minutes of January 10, 2017 Regular Meeting: Motion by Nyhagen second by Plummer to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Approve Minutes of January 17, 2017 Caucus: Supervisor North will not comment as he was not present at the caucus. Motion by Trowbridge second by Nyhagen to approve the minutes as presented. Motion carried, unanimous yes vote. Supervisor North recuses himself.
6. Financial Report: Motion by Trowbridge second by Nyhagen to approve the financial report as presented. Motion carried, unanimous yes vote.
7. Treasurer's Report: Motion by Nyhagen second by North to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
8. Set Date for Next Meeting: Tuesday March 14, 2017 at 6:00 pm. For the regular meeting.
9. Town Patrolman Report
 - a. Patrolman Harelstad and Supervisor Nyhagen had a busy month; The Northern Industrial Sand truck route was salted 10 times and the Great Northern Sand/Northern White Sand truck route was salted 7 times so Patrolman Harelstad had to order more salt. So far the new equipment is fine. The salt brine tank is installed but is waiting for Valley View to put the tool box on. Patrolman Harelstad has an MSHA refresher class this Thursday. He will also keep an eye on road bans and communicate with the other towns since it has been so warm lately.
 - b. Discussion on 2017 road projects
 - i. Patrolman Harelstad has some road recommendations for upcoming projects this year – Lame Back Lane would be ready to blacktop this year; 26 ½-27th street – pulverize, gravel, blacktop, shoulder, stripe; Chairman Trowbridge checked with Great Northern and asked if they still had the boring samples from when they were planning on making that an alternate haul route which would help the town engineer with his analysis. 5th Ave from SS to 27 ½ Street – pulverize and gravel – would recommend not blacktopping this year

and would like the town engineer to take a look at it. Other projects would be chip sealing, crack filling and blacktopping the town hall parking lot. Supervisor North asked about estimates for the other projects. Patrolman Harelstad said chip sealing is about \$18,000 per mile. Supervisor North also said there is some carryover from last year in the road budget. Supervisor Hanson stated that he would like to see how county line plays out this year with the chip seal and overlay to see if that would work with some of the town roads that has less traffic. Chairman Trowbridge asked if there any other project ideas for this season and Patrolman Harelstad said he would like to try spray patch on some of the roads to see if it works. Motion by North second by Nyhagen to put out bids for Lame Back Lane and the town hall parking lot blacktop. Chairman Trowbridge asked if there is any other discussion regarding this years' projects. Supervisor Plummer said there are more projects the board is looking at to do this year and why aren't they all being put out for bid tonight. Roll call vote to put out bids for Lame Back Lane and the town hall parking lot blacktop – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – No; Hanson – Yes. Motion carried. Motion by North second by Trowbridge to pulverize, gravel, blacktop, shoulder & stripe as one packet for bid on 26 ½-27th street and to pulverize, gravel, blacktop, shoulder & stripe as another packet for bid on 5th avenue from SS to 27 ½ street. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – No; Hanson – Yes. Motion carried. Patrolman Harelstad would like a recommendation from the board of 20' mat or 22' mat on Lame Back Lane – the board discussed and recommended 20' mat

10. Old Business

- a. Update on the junked and abandoned vehicles ordinance
 - i. Attorney Dunst says the only changes made on the copy in front of the board tonight were changes made to the timing of things and it now matches up with the public nuisance ordinance – when a vehicle gets deemed abandoned; public nuisance is for junk; this is a licensing ordinance (junk dealer would have to get a license) and is geared more towards a business as opposed to an individual; discussion by the board about specifics in the ordinance. Motion by Nyhagen second by Hanson to approve the Junked and Abandoned Vehicles Ordinance. Chairman Trowbridge asks for any further discussion and there is none. Roll call vote – Trowbridge – Abstain; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
- b. Discussion regarding plan commission and the town comprehensive plan
 - i. The board asked Supervisor Plummer to get the list of previous plan commission members to the clerk treasurer who will forward to the board; Resident Jim Heerey chaired the commission and suggested randomizing the process so the commission is not stacked one way or another; the board will take that into consideration
- c. Road ban sign discussion and possible action
 - i. Chairman Trowbridge states that the DOT representative was not able to be at the meeting due to a prior commitment so the road ban signs will probably stay the way they are this year but would like to keep the discussion open
- d. 2016 budget resolution
 - i. Consultant LaFond shares that this resolution is an interim cleanup of the budget before the audit; the resolution in front of the board tonight goes category by category; Supervisor North asked if this is something that should be done every year and Consultant LaFond says yes; Motion by North second by Nyhagen to approve Resolution 2017-1 in regards to the 2016 town budget as presented on February 14, 2017 and will

be adopted this day February 14, 2017; Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.

- e. Per diem discussion
 - i. After the February regular monthly meeting, the clerk/treasurer requested each board member to send her their understanding and suggestions for per diem pay as the statutes are vague. The clerk/treasurer read the suggestions aloud. Supervisor North recalls the salary increase for the board members and the chairman, the salary covers 12 monthly meetings, the annual meeting and the caucus; Consultant LaFond didn't include the annual budget hearing or the board of review because they can be all over the place; the question to the board is, what else does per diem cover? Per Diem means "per day"; Attorney Dunst suggests Consultant LaFond create a document for the board to review

11. New Business

- a. Discussion about asphalt on Lame Back Lane;
 - i. This item was discussed during the road project discussion in item 12(b)
- b. Chetek Fire dues discussion
 - i. The Clerk/Treasurer received a call from the treasurer of the Chetek fire department a while ago asking where their money was; the clerk sent a letter to the fire department asking for the equalized values for each town and an invoice of what the town owes; the clerk has heard nothing; The fire chief called Supervisor Hanson and said he has better things to do and will not provide the information and to talk to the other towns to find out what we owe; Supervisor Hanson told the fire chief the town needs a bill from the fire department; Consultant LaFond states the town board went through this issue a year ago, we need to see a bill that breaks down the municipal share per town; the board would like the fire department to provide the town with a bill; Consultant LaFond will draft a letter for the clerk to send to the fire department with a request for a bill
- c. Convene into closed session
 - i. The board will consider convening into closed session pursuant to Wisconsin Statute 19.85 (1)(g) for purposes of conferring with legal counsel for the town regarding oral or written advice concerning strategy to be adopted by the town board – Chieftain Sand 2016 Royalties Payment
 - ii. Motion by Trowbridge second by Nyhagen to convene into closed session and invite Attorney Dunst, Consultant LaFond and clerk/treasurer Kelly Phillips. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
- d. Reconvene into open session to consider action regarding the 2016 Chieftain Sand Royalties Payment
 - i. Motion by Trowbridge second by North to reconvene into open session. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried. Motion by North second by Trowbridge to direct Attorney Dunst to draft a letter to Chieftain in regards to returning the monies they requested with the proviso where it goes. Motion carried, unanimous yes vote.

12. Reports

- a. Fire & Ambulance Report
 - a. Fire – Supervisor Plummer reports that at the meeting they went over the number of calls and how many hours; engine/ladder testing; needed to purchase a hose tester and are looking at that, might be able to share the cost with other fire departments

- b. Ambulance – Supervisor Hanson reports that there are 13 applicants for accounts payable and billing; looking at using the tax service in town for some of the payroll; the third party billing is pretty much ready to start and Peggy and Penny are going to stay on until that starts; the new ambulance is ordered, the cost was around \$180,000.00
- b. Board Member Reports
 - a. Supervisor Hanson – the road sign on SS that got wiped out is back up; the bridge north of Sioux Creek Silica went out last Friday and an inspector initially had said it was okay for truck traffic
 - b. Supervisor Plummer – there’s sand on the road in some places, not sure how the plants are going to clean it up; the road by the Anderson mine has deteriorated and needs to be repaired; there’s a WTA meeting on March 27th in Eau Claire or Friday the 31st in Cumberland; he and Patrolman Harelstad spent quite a bit of time looking at roads for the upcoming construction season
 - c. Supervisor North – will go to the WTA meeting in Cumberland; went to the county meeting on the 2nd; the county is almost done with the ATV bridge
 - d. Supervisor Nyhagen – would the board like to look at the mobile home ordinance
 - e. Chairman Trowbridge – nothing
- 13. Other Administrative Matters
 - a. Next Meeting Agenda Items
 - a. Discussion and possible action on payment to new truck loan at Security bank from contingency fund
 - b. Discussion and possible action on cul-de-sac work on 27 7/8
 - c. Discussion and possible action on mobile home ordinance
 - d. Invitation to the sand companies to attend the annual meeting
 - e. Per diem discussion
 - f. Chetek fire discussion
 - b. Authorize Payment of Bills: Motion by North second by Trowbridge to authorize payment of bills. Motion carried, unanimous yes vote.
- 14. Adjournment: Motion by Trowbridge second by North to adjourn at 8:25 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