

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday December 12, 2017 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. 5 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 North called the meeting to order at 6:00 p.m. as Chairman Trowbridge was absent

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

Pledge of Allegiance

1. Approval of Agenda: Motion by North to move 11a of new business when the representative from the bank arrives. Second by Nyhagen, motion carried, unanimous yes vote. Chairman Trowbridge was absent.
2. Public Input
 - a. Resident Al Albrecht – Piranha has done quite a bit of reclamation and is very pleased
 - b. Engineer Zech Gotham from Morgan Parmley – stopped in to wish the board a merry Christmas and drop off some things
3. Building Inspector Report
 - a. None
4. Approve Minutes of November 14, 2017 Regular Meeting: Motion by Nyhagen second by Hanson to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Approve Minutes of November 14, 2017 Special Meeting: Motion by North second by Nyhagen to approve the minutes as presented. Motion carried, unanimous yes vote.
6. Financial Report: Motion by Nyhagen second by Plummer to approve the financial report as presented. Motion carried, unanimous yes vote.
7. Treasurer's Report: Motion by Nyhagen second by Hanson to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
8. Set Date for Next Meeting: Tuesday January 9, 2018 at 6:00 p.m. for the regular monthly meeting.
9. Town Patrolman Report
 - a. Patrolman Harelstad received a call from the commissioner about a bridge on Jerdet Road and changing it to 20 ton
 - b. The Patrolman's contract says he can get reimbursed for sick days not used and asked if he can get them paid out on his last check in December instead of January; the board agrees and directs the clerk/treasurer to pay the hours on his last check in December
10. Old Business
 - a. Generator discussion: Supervisor Nyhagen got a couple of quotes on generators and installation; the board discussed if it would work for the town hall and how to hook it up. Supervisor Nyhagen will get more information and the board will discuss at next month's meeting
 - b. Discussion and possible action on mobile home ordinance(s)
 - i. Attorney Dunst has the ordinances the board would like to approve but the clerk has not heard back from him in over three weeks. The board directs the clerk to contact the attorney again and to resend the ordinances to the board for review
 - c. Discussion and possible action on junk ordinance application
 - i. Supervisor Nyhagen talked with the towns association and Supervisors Plummer and North don't have to recuse themselves. Supervisor Nyhagen also looked at the site and

would recommend a fence along County M, trees along Highway SS, straighten all the cars up, and to make sure all the fluids are drained. Both Supervisors North and Plummer have un-recused themselves. Supervisor North would like to see a layout of what the applicant is planning to do to comply with the permit. He will also talk to the them about what conditions the board would like met

- d. Public Nuisance mailing – update and landowner responses
 - i. 448 – Supervisors North and Hanson met with the landowner, Mr. Chada, last Thursday and they feel the property looks better. They asked Mr. Chad to please tell the renters to continue to make progress. The board will continue to monitor this property.
 - ii. 4 County Highway SS – the citation was completed and is ready to deliver to the landowner. Supervisor North will personally deliver it and one other supervisor will accompany him
 - iii. 1st Ave – The board will continue to monitor this property and revisit in spring
 - iv. 220 30th Street; Chairman Trowbridge said he contacted the resident but the board says not much has changed. Supervisor North will follow up with Chairman Trowbridge.
 - v. 5 ½ Ave – A follow up letter was sent and a confirmation of receipt was received by the clerk. The board will continue to monitor this property and revisit in the spring
 - vi. 6 - 5 ¾ Ave – The property is looking better. They are cleaning up and there are only three cars remaining. The board will continue to monitor this property and revisit in the spring
- e. Plan commission update: Supervisor Nyhagen reports the appointed members of the commission and got copies of the town plan to everyone; they will review the plan and get a meeting going

11. New Business

- a. Security Bank PUD LOC presentation: Inez North from Security Bank made a presentation about a letter of credit for the town. The bank purchases a letter of credit in the amount of \$850,000 during tax time to cover deposits from 12/15/2017-02/15/2018. The bank will revisit balances and purchase another letter of credit from 02/15/2018-12/15/2018 to cover deposits the remainder of the year. The letter of credit is at no cost to the town. In February the board will need to revisit the amounts and ask for another letter of credit. Motion by North second by Nyhagen to enter into a secured public deposit line of credit with Security Bank and FHLB of Chicago for the time period of 12/15/2017-02/15/2018. Motion carried, unanimous yes vote.
- b. Set date for caucus: January 16, 2018 6:00 p.m. for the positions of Supervisors 3 & 4
- c. Appoint election officials: The clerk presented the board with a list of residents willing to be election inspectors and the chief inspector. Motion by North second by Hanson to approve 2018-2019 election inspectors & chief inspectors Cathy Albrech, Linda Nyhagen, Marie Whalen, Mary Garfinkel and Mary Nietzel. Motion carried, unanimous yes vote.
- d. Certified Highway plats filing: they have been entered this year
- e. Pavement rating report filing: PASER & WISLR ratings have been entered and reported to the state
- f. Road project discussion for 2018: Supervisor Nyhagen and Patrolman Harelstad looked into a couple projects for 2018 that they would want to get done before Patrolman Harelstad retires. The estimate for these projects is \$515,000 and if the town does these projects they might have to borrow some money from future budgets. They will need to contact utilities and landowners

12. Reports

- a. Fire & Ambulance Report
 - a. New Auburn Fire – Al Albrecht reports there is a meeting next month

- b. Chetek Fire Supervisor Hanson reports Chief Olson gave a presentation about combining the ambulance and fire department. There are some issues with the bookkeeper and what might happen if the services were combined. The new ambulance will be here in mid-January
- b. Board Member Reports
 - a. Supervisor Nyhagen - nothing
 - b. Supervisor North – There is Board of Review training this year March 24 in Eau Claire and Supervisor North says all board members should be there. The board directs the clerk to sign the board members up
 - c. Supervisor Plummer – He and Supervisor North went to a meeting in Barron County and gave the clerk paperwork on emergencies. The main contact will be Mike Judy
 - d. Supervisor Hanson - Nothing
 - e. Chairman Trowbridge – absent
- 13. Other Administrative Matters
 - a. Next Meeting Agenda Items
 - a. Generator discussion
 - b. Discussion and possible action on mobile home ordinance(s)
 - c. Discussion and possible action on junk ordinance application
 - d. Plan Commission Update
 - e. Road project discussion for 2018
 - b. Authorize Payment of Bills: Motion by North second by Hanson to pay bills. Motion carried, unanimous yes vote.
- 14. Adjournment: Motion by Hanson second by Plummer to adjourn at 7:34 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