

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday June 12, 2018 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. 7 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.

Second Supervisor Dan North called the meeting to order at 6:08 p.m.

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

1. Approval of Agenda: Motion by Nyhagen second by Plummer to approve the agenda as presented. Motion carried, unanimous yes vote.
2. Public Input
 - a. Al Albrecht asked what is going on with Anderson Lane and Chieftain/Piranha. Supervisor North states that the board is working on redoing the operations agreements right now and the position of the board is that Chieftain/Piranha will have to redo the road
 - b. Jack Perry shares that he sees weight limits on 29th street on the agenda. Supervisor North reports the board is contemplating making it a B road which has a 48, pound limit. Mr. Perry says that it's not Dovre's road, it's a public road and there are a lot of people that use that road that need truck service and would encourage the board not to restrict the road
3. Building Inspector Report
 - a. Chad Frami – addition & 3 stall garage
4. Approve Minutes of May 8, 2018 Regular Meeting: Motion by North second by Nyhagen 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 Nyhagen to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
7. Set Date for Next Meeting: Tuesday July 10th at 6:00 p.m. with road inspections at 5:00 p.m.
8. Town Patrolman Report
 - a. 29th Street, 5th Avenue and Barron/Dunn Avenue have been pulverized; 29th Street has also been graveled and blacktopped.
 - b. The new fuel tank has been installed & passed inspection. The fire inspector was also here and everything passed
 - c. Met with Mark Servi from Barron County to look at a culvert on end of 5th Avenue at the junction of SS They were going to have the county replace it since there is a gas line right there but Patrolman Harelstad and Mr. Servi decided there is no need for the culvert. Patrolman Harelstad and Supervisory Nyhagen removed it.
 - d. Chippewa Valley Excavating has completed their part of the road construction on Barron/Dunn Avenue. Olynick will bring in gravel this Thursday for Barron/Dunn and Patrolman Harelstad will take care of the soft spot that was noticed on road inspections today
 - e. Patrolman Harelstad has 3 driveway permits to present to the board. Two for Jake Stei for field approaches and one for David Ryniec. Supervisor North asked if the landowner should make the application? Patrolman Harelstad reports the field approaches look a lot better, they furnished and installed the culverts and put down gravel. Mr. Ryniec is a new driveway on a new parcel.

Motion by North second by Plummer to approve the Ryniec driveway permit. Motion carried, unanimous yes vote.

- f. Patrolman Harelstead was asked by Chairman Trowbridge to get information for the board to review on speed signs. Chairman Trowbridge was also thinking to ask the sand companies if they would contribute to the cost
- g. Patrolman Harelstad recommends putting out bids for shouldering 29th street. Motion by Nyhagen second by Hanson to bid out 29th Street shouldering. Motion carried, unanimous yes vote.

9. Old Business

- a. Public Nuisance Mailing – update and landowner response
 - i. 448 24 ¾ street – cleaned up, one occupant gone, mowed
 - ii. 4 Cty Hwy S – loaded tin; moving things out; will continue to monitor
 - iii. 2643 1st Ave – still needs work – the board directs the clerk to send another letter
 - iv. 220 30th St – some improvement, will continue to monitor
 - v. 573 25 ¾ St – sent a letter; haven’t heard back yet
 - vi. 2951/2953 5 ½ Ave; sent a letter; haven’t heard anything back yet
 - vii. 2851 1st Ave ; sent a letter; check next month
- b. Town attorney discussion: The clerk reminds the board that at the last monthly meeting they approved Stafford Rosenbaum as the new firm to represent the town. The clerk has been in contact with the attorneys and have shared with them the items the board would like assistance with. The clerk also gave a letter to the Chairman to sign and mail to Bakke Norman, the previous firm representing the town, that we no longer need their services.
- c. Discussion and possible action on resolutions 2018-2 and 2018-3 Town Hall and Truck debt payoff
 - i. Supervisor North shares that the premise of the resolutions were to pay off the town hall and the town truck and the specific dollar amounts used at the time the resolution was written were not accurate as of the date of payoff. The board discussed restating these resolutions with the correct amount. This item will be added to the July regular meeting agenda.

10. New Business

- a. Open Gravel bids for 5th Ave – County SS to 27 ¼ Street
 - i. Todd’s Redi Mix – 1,155 yards of ¾” gravel at \$11.95 per yard = \$13,802.25
 - ii. Olynick – 1,155 yards of ¾” gravel at \$9.84 per yard = \$11,365.20
 - iii. Motion by Hanson second by Plummer to accept Olynick’s bid for a total of \$11,365.20. Roll call vote – Trowbridge – absent; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
- b. Open Town Mowing bids: The town requested bids for lawn service at the town hall, requesting the bids to be on a per occurrence basis and to include mowing and trimming
 - i. Pioneer - \$85 per occurrence including mowing and trimming
 - ii. Art Harelstad - \$60 per occurrence including mowing and trimming
 - iii. Payton Trowbridge \$60 per occurrence but did not specify mowing & trimming as requested in the bid notice
 - iv. Able Lawn \$240 per month did not specify mowing & trimming per occurrence as requested in the bid notice
 - v. Motion by Nyhagen second by Hanson to accept Art Harelsted’s bid for \$60 per occurrence including mowing and trimming. Roll call vote – Trowbridge – absent; Nyhagen – Yes; North – abstain; Plummer – Yes; Hanson – Yes. Motion carried.

- c. Loader/backhoe tires and lighting – discussion and possible action: Supervisor Hanson was asked to get prices on front and rear tires and received two quotes \$1,800 Firestone brand tires from Pomp’s Tire and \$1,600-\$1,650 Titan brand tires from Northwest Tire plus \$200 to mount to be completed by Valley View Service and Repair. Supervisor North states he was following Patrolman Harelstad while he was trimming brush and thinks there should be more lighting – only has rotating beacon. The board discussed lighting options and this will be an item on the July agenda. Motion by Nyhagen second by Plummer to accept the quote from Northwest Tire not to exceed \$1,650 and mounting by Valley View Service and Repair in the amount of \$200. Roll call vote – Trowbridge – absent; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – abstain. Motion carried.
- d. Discussion and possible action on cleaning culvert in the right of way: Supervisor Hanson looked at the culvert and met with the landowner and reports there is silt all the way through and it is sagging. Chairman Trowbridge also looked at the culvert and spoke to the landowner. The town’s position is that it is landowner maintenance and it is not the town’s responsibility. During discussions with the landowner, he was made aware of the town’s position by both Supervisor Hanson and Chairman Trowbridge.
- e. Building inspector discussion
 - i. The board discussed requesting copies of his certificate of insurance and current certifications. The board was also inquiring as to how many of our permits are out of date and are requesting a more detailed monthly report. The board directs the clerk to contact the building inspector to request this information.
- f. 29th Street Road Rating discussion and possible action: The board has considered enacting a road ban because heavy traffic is destroying the roads and share that other towns are banning traffic and those trucks are starting to use Dovre’s roads. Supervisor Nyhagen spoke with the Town’s Association and found that we can’t ban the roads but we can make them Class B roads. This would have to be all roads in the town though. And we can’t stop services or deliveries. The board directs the clerk to contact the town attorney to look into this issue
- g. NIS PVG Eligible Owner – discussion and possible action: The clerk shared the town received a letter of intent to sell and read aloud the next steps in the process. The board agreed to waive the ¼ mile survey as they were in agreement the resident qualified. The board directs the clerk to contact the appraiser to move forward with the PVG process
- h. Signage/barriers for town buildings – discussion and possible action: Supervisor North reports that as he was walking around the town hall property, there appears to be some areas that could be susceptible to damage. The board discussed options and requests Valley View Service and Repair to create barriers for some of the items that are in danger of being run over or destroyed
- i. HVAC enclosure pad – discussion and possible action: Supervisor North suggested putting something in the enclosure instead of grass so it doesn’t need to be trimmed
- j. Set special meeting for sand mine contracts discussion: Consultant LaFond would like to meet in closed session to discuss the sand mine contracts. The board discussed dates and agreed on June 20, 2018 at 6:00 p.m. pending the availability of all supervisors, chairman and consultant.
- k. Sale of old fuel tank and concrete enclosure – discussion and possible action: Supervisor North asked if this could be sold. Patrolman Harelstad reports the person who installed the new tank pumped everything out of the old one and it is saleable. The town has received a couple quotes and will discuss at the special meeting.

11. Reports

a. Fire & Ambulance Report

- a. New Auburn Fire – Al Albrecht reports the meeting is next month

- b. Chetek Fire & Ambulance – Supervisor Hanson reports at the fire meeting the new committee member was there. At the ambulance meeting they discussed that the fundraising group for the ambulance is using the ambulance tax ID and the committee is questioning if this is the right thing to do
- b. Board Member Reports
 - a. Supervisor Nyhagen – Has been in contact with the DNR as to the progress of the 29th Street blacktopping project
 - b. Supervisor North - Nothing
 - c. Supervisor Plummer – Attended the WTA meeting; the attendees asked some really good questions
 - d. Supervisor Hanson – Nothing
 - e. Chairman Trowbridge - absent
- 12. Other Administrative Matters
 - a. Next Meeting Agenda Items
 - a. Discussion and possible action on speed signs
 - b. Open bids for shouldering 29th street
 - c. Discussion and possible action on restating resolutions 2018-02 and 2018-03
 - d. Loader/backhoe lighting – discussion & possible action
 - e. 29th Street Road Rating discussion and possible action
 - b. Authorize Payment of Bills: Motion by Plummer second by Nyhagen to pay bills. Motion carried, unanimous yes vote. Chairman Trowbridge was absent.
- 13. Adjournment: Motion by Hanson second by Nyhagen to adjourn at 8:03 p.m. Motion carried, unanimous yes vote. Chairman Trowbridge was absent.

Minutes are not official until approved by the board at the next meeting
Kelly Phillips
Clerk/Treasurer
Town of Dovre Barron County