

TOWN OF DOVRE  
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday October 9, 2018 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. 12 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 Dean Trowbridge called the meeting to order at 6:00 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 and Patrolmen Art Harelstad, Jr. and David Craton.

Pledge of Allegiance

1. Approval of Agenda: Motion by North second by Plummer to approve the agenda as presented. Motion carried, unanimous yes vote.
2. Public Input
  - a. none
3. Building Inspector Report
  - a. Chad Frami – garage – slab poured
  - b. Henneman – occupancy granted
  - c. Borntreger – no changes since June
  - d. Gunn – footings, foundation & floor
4. Approve Minutes of September 11, 2018 Regular Meeting: Motion by Nyhagen second by North to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Approve Minutes of September 11, 2018 Special Meeting: Motion by Trowbridge second by Nyhagen to approve the minutes as presented. Motion carried, unanimous yes vote.
6. Approve Minutes of September 19, 2018 Special Meeting: Motion by Nyhagen second by North to approve the minutes as presented. Motion carried, unanimous yes vote.
7. Financial Report: Motion by North second by Plummer to approve the financial report as presented. Motion carried, unanimous yes vote.
8. Treasurer's Report: Motion by North second by Nyhagen to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
9. Set Date for Next Meeting: Tuesday October 16<sup>th</sup>, 2018 at 6:00 p.m. for a special meeting and Tuesday November 13<sup>th</sup> at 6:00 p.m. for the regular monthly meeting.
10. Town Patrolman Report
  - a. Patrolman Craton reports they have been patching roads with truck & grader. They got blacktop from the county, got the worst spots in the town. Except for the sand truck route all the shouldering is done. The new strobe lights are installed on the trucks. There are a couple of trees that need to be cut down and Patrolman Craton got prices from a couple of places. All Seasons Services comes in at a price of \$3,320.00. Eco Tree Care comes in at a price of \$3,400.00. The board discussed both companies and their quotes. Motion by North second by Trowbridge to approve the quote from Eco Tree Care Service for \$3,400.00. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried. The patrolmen also asked for quotes

from two companies for bolt bins & electrical connectors to maintain stock parts at the shop. This is an agenda item. Patrolman Craton has been working on ditch mowing and intersection cleaning especially as the leaves start falling. Patrolman Harelstad requested the board send Patrolman Craton to the highway safety meeting in Eau Claire on December 6, 2018. The board agrees this is a good idea and requests the clerk/treasurer to submit the enrollment form.

#### 11. Old Business

- a. Public Nuisance Mailing – update and landowner response
  - i. 448 – everything is up to par with the building inspector; satisfied
  - ii. 30<sup>th</sup> Ave – looks a lot better; satisfied
  - iii. 4 SS – nothing changed; still waiting on a response from the landowner the land is finished being cleaned up
  - iv. 25 ¼ Street – nothing has changed, the board requests the clerk to send a follow up letter
  - v. 2951/53 – looks better; satisfied
  - vi. 2643 – satisfied
  - vii. 2549 6 -5 ¾ - satisfied
  - viii. 2851 1<sup>st</sup> Ave – the landowner has told the board the property will be cleaned up as of November 1; the board will revisit at the November meeting
- b. Timeclock discussion and possible action
  - i. The patrolmen have had an opportunity to view the demo for the online timekeeping software and would like to give it a try. The board requests the patrolman and any hourly employees start the online timekeeping as of January 1, 2019.
- c. Culvert Cleaning – discussion and possible action
  - i. Chairman Trowbridge talked to the Wisconsin Towns Association and their stance is if the culvert is in the town's right of way and they aren't maliciously plugging it, it is the town's responsibility to clean it out. Chairman Trowbridge states the board will need to address the driveway ordinance and will talk to Bischel to see if they can clean out the culvert and find out how much it would cost
- d. Budget Workshop – discussion and possible action
  - i. The board discussed when they would meet to discuss the 2019 budget and decided November 7<sup>th</sup> at 6:00 p.m. The board will get copies of the New Auburn and Chetek Fire Department budgets and the Chetek Ambulance budget to know what to budget for 2019 subsidies.
- e. Discussion and possible action on maintaining stock parts at the town hall
  - i. The Patrolmen asked two companies for quotes to supply stock parts to the shop. Lawson comes in at \$788.00 but they wouldn't negotiate on what was included. The other parts needed would cost extra. Arrow Terminal would get them what they needed and would cost \$717.61. Motion by Trowbridge second by Hanson to purchase stock parts from Arrow Terminal. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
- f. Discussion and possible action on joining the Wisconsin Retirement System

- i. The board looked into participating in the Wisconsin Retirement System and after some research, there is a resolution the board must approve. The clerk/treasurer presented the required resolution for review. It will be Town Resolution 2018-09. Motion by North second by Trowbridge to approve Resolution 2018-09 Participation in the Wisconsin Retirement System. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.

## 12. New Business

- a. Open bids for shouldering Northern White Sand haul route
  - i. Olynick – total of \$12,687.30 for \$19.98 per yard
  - ii. A-1 Excavating – total of \$10,600.00 for \$20.00 per yard
  - iii. Motion by Nyhagen second by Trowbridge to approve the bid from Olynick at \$19.98 per yard for a total of \$12,687.30. Roll call vote – Trowbridge – Yes; Nyhagen – Yes; North – Yes; Plummer – Yes; Hanson – Yes. Motion carried.
- b. Presentation by Piranha Proppant for Schaaf property mining with possible action
  - i. Jason Hanson from Piranha presented. Piranha is finishing mining the reserves of the Driver property and working on reclamation. Piranha is proposing going across the road to get to the Schaaf and Skoug property instead of trying to fight through the wetlands. They are proposing putting box culverts under the road. The process would include taking the road out, putting the culverts in and rebuilding the road back up. Piranha plan on running the conveyors under the road. Piranha discussed other options which would be running the trucks across the road or putting a conveyor over the road and feel the best option is to go under the road. They would take up about 100 feet on each side of the culverts. After building the road back up, they would like it to sit for a season before adding blacktop to make sure everything has settled and they would maintain it. It would also have guardrails put into place. Piranha would also like to put a concrete pad to the north of the proposed culverts for the equipment to go across to the other properties. Resident Tim Nelson asked who would be responsible for the bridge and culverts since it is a town road. Chairman Trowbridge says that since it is a town road the town would have to perform the work and the cost would come out of the road maintenance account. The town engineer would have to look at the plans and the board would need to speak with the town attorney to see if we would need a road use agreement. Supervisor North asked if the project would need to bid out. Supervisor Hanson says that Piranha should be responsible for any attorney or engineering fees the town incurs and the representatives from Piranha agreed. The board is in favor of conveying under the road and will move forward with contacting the town engineer and attorney.
- c. Discussion and possible action on landowner driveway – Jansen 26 ½ Street & 5 ½ Avenue
  - i. The board met with the landowner during road inspections to discuss what the issue was with their neighbor and the driveway. The landowner will be moving the driveway and the patrolman will move a street sign.

- d. Discussion and possible action on purchase or upgrade of clerk/treasurer computer equipment: The clerk reports there has been no response from Citizens with a proposal yet. The board will table until next month
- e. Discussion and possible action on the town hall memorial stone and plaque
  - i. The clerk received some bills for the memorial and were wondering if they should be approved and what they were for. Supervisor Plummer states they were for the plaque and plants around the stone. The board approves paying for the plaque and plants
- f. Discussion and possible action on 40 x 50 x 16 storage shed
  - i. Chairman Trowbridge looked into building a storage shed for some of the town equipment because right now it is stored off site. He talked with the town engineer and because of the size of the storage shed it would need to have state-approved plans and he estimated it to cost \$58,000 – \$88,000 to complete the shed with state approved plans

### 13. Reports

- a. Fire & Ambulance Report
  - a. New Auburn – Al Albrecht – meeting a week from Thursday
  - b. Chetek Fire – Supervisor Hanson – same numbers as last year for subsidies
  - c. Chetek Ambulance – Supervisor Hanson – same numbers as last year for subsidies
- b. Board Member Reports
  - a. Supervisor Nyhagen – received calls about 5<sup>th</sup> Ave from residents that are irritated 5<sup>th</sup> Avenue will not be blacktopped this year
  - b. Supervisor North – nothing
  - c. Supervisor Plummer – also received a couple calls to complain on 5<sup>th</sup> Avenue. He is also not getting anywhere with Jennie-O and the piles
  - d. Supervisor Hanson – Barron County is not doing the construction on Highway SS this year due to the weather
  - e. Chairman Trowbridge – has also received complaints about 5<sup>th</sup> Avenue. The reason the town is not paving 5<sup>th</sup> Avenue or Barron/Dunn Avenue this year is because Monarch got behind on their projects this year due to the weather. The board made the decision to wait until next spring to have the roads paved to ensure Monarch did a quality job instead of hurrying to get it done this fall. Chairman Trowbridge says the board has been looking at getting a generator for the town hall and now the price has quadrupled so they will be looking into something else

### 14. Other Administrative Matters

- a. Next Meeting Agenda Items
  - a. Discussion and possible action on restating the driveway ordinance
  - b. Discussion and possible action on purchase or upgrade of clerk/treasurer computer equipment
  - c. Update from Piranha Proppant on box culvert and conveyor
  - d. Discussion and possible action on 40 x 50 x 16 storage shed
- b. Authorize Payment of Bills: Motion by Trowbridge second by Nyhagen to authorize payment of bills. Motion carried, unanimous yes vote.

- 15. Adjournment: Motion by Trowbridge second by Hanson to adjourn at 7:38 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