

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday June 11, 2019 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Eight (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.

Chairman Dean Trowbridge called the meeting to order at 6:03 p.m.

Roll call: Supervisors – Cody Nyhagen – James Plummer – Mitch Hanson and Chairman Dean Trowbridge are all present. Also Present - Clerk/Treasurer – Kelly Phillips and Patrolman Dan Hetke. Supervisor North was absent

Pledge of Allegiance

1. Approval of Agenda: Motion by Trowbridge second by Plummer to approve the agenda as presented. Motion carried, unanimous yes vote.
2. Public Input
 - a. Resident Al Albrecht states that he had volunteered to wash and mend the American flag that is put up at the town hall but since the town doesn't do anything for him he is giving it back.
 - b. Resident Cathy Albrecht asked if the Town has a part time employee and Chairman Trowbridge says the town does not. It was advertised a while ago but now the board is just asking around and trying to find someone through word of mouth. Ms. Albrecht asked if we are going to and Chairman Trowbridge said we should advertise the position but is trying to work something out among a few other towns so the person could get enough hours
 - c. Ms. Albrecht also asked about the nuisance property at 2724 County A and Chairman Trowbridge says board has not been by yet. They will drive by individually and make comment on the condition to the clerk.
3. Building Inspector Report
 - a. Carol Carlson: addition walls poured, building has been gutted, all rough ins complete and insulated
 - b. Carl Henneman is going to have his garage built as detached
4. Approve Minutes of May 14, 2019 Regular Meeting: Motion by Trowbridge second by Hanson to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Approve Minutes of May 22, 2019 Special Meeting: Motion by Plummer second by Trowbridge to approve the minutes as presented. Motion carried, unanimous yes vote.
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 Trowbridge second by Plummer to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
8. Set Date for Next Meeting: Tuesday July 9, 2019 at 6:00 p.m. with road inspections at 5:00 p.m.
9. Town Patrolman Report
 - a. Patrolman Hetke has been working with Art Harelstad to learn the Patrolman position. He rented the mower from county to start mowing ditches, patrolled with Mr. Harelstad last week and this week did it himself. Patrolman Hetke checked the roads, took some

signs down and noticed some places that need gravel. He also cut some things down with the chainsaw and noticed some areas need to be thinned out. Right now he is focused on mowing to get that done and get the mower back to county. He also took the backhoe over to 1st Avenue to help with a washout. Patrolman Hetke has also been familiarizing himself with the shop with Mr. Harelstad's help.

10. Discussion and possible action on driveway permits; None

11. Open bids for Chip Sealing and Crack Filling

- a. Crack Fill: Fahrner \$67,765.00; SealTec \$51,640.00; SealTech present their bid on town forms so was rejected. Motion by Hanson second by Trowbridge to accept the crack fill from Fahrner for \$67,675.00. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; Plummer - Yes; Hanson - Yes. Motion carried. Supervisor North was absent.
- b. Chip Seal: Fahrner \$81,259.00; Scott's Construction \$87,701.00. Motion by Hanson second by Plummer to accept the bid from Fahrner for \$81,259.00. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; Plummer - Yes; Hanson - Yes. Motion carried. Supervisor North was absent.

12. Reports

- a. Fire and Ambulance Report
 - i. New Auburn Fire – Al Albrecht says the meeting next month
 - ii. Chetek Fire & Ambulance: Supervisor Hanson states there is nothing new to report
- b. Board member reports
 - i. Supervisor Nyhagen – nothing
 - ii. Supervisor North - absent
 - iii. Supervisor Plummer – Nothing
 - iv. Supervisor Hanson – nothing
 - v. Chairman Trowbridge – has been asked by the sand companies to find out how much sand has been shipped over the years to see if they can get something done with the rates of the railroad. The clerk/treasurer is getting that data together

13. Old Business

- a. Update on the Piranha box culvert project: Chairman Trowbridge reports that both agreements have been signed. Piranha representative Tom Olson says they are waiting on Stout's number to come back before beginning the project. The letters to the eligible PVG participants have been sent to the town and should see them soon. Jason Hanson report there is some more material to take out of that area and then will get started as soon as possible. Supervisor Hanson asked about coordination with the town's portion of the project. The board discusses the possibility of a special meeting. Supervisor Hanson will talk to Mark Servi at county to see if they can get the pulverizer
- b. Discussion and possible action on restating the driveway ordinance: Chairman Trowbridge has a finalized copy from the attorney that the board has had for a few weeks now and there have been no further changes. Motion by Hanson second by Plummer to approve driveway ordinance 2019-03 amending ordinance 2001-01. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; Plummer - Yes; Hanson - Yes. Motion carried. Supervisor North was absent.
- c. Update on Johnson/Klanderma public nuisance complaint: Supervisor Plummer drove by the other day and says there is still some cleanup that needs to be done. The board

directs the clerk/treasurer to send another certified letter to the landowner and have the sheriff deliver the letter to the resident since it came back unclaimed before.

- d. Discussion regarding the pole shed project: Supervisor Hanson has had discussion with multiple contractors and says the shed has to be smaller than 25,000 cubic feet. Anything larger will need to have a state approved plan which will take about 9-10 weeks for approval in addition to an architect drawing it up which could cost \$3-\$4,000. A 34'x40'x14' will get you under 25,000 cubic feet and would be under budget. The board discussed a smaller shed versus sticking with the larger shed. Supervisor Hanson will look into more options
- e. Discussion and possible action on adopting a security camera policy: The clerk/treasurer worked with Supervisor North on a draft of a security camera policy. It has been sent to Attorney Konopacki and the board is waiting for his input.

14. New Business

- a. Discussion and possible action on junk permits: Hometown Machine & Equipment would like to apply for a permit. The clerk/treasurer will print a blank copy for them to fill out.
- b. Discussion and possible action on meeting with sand companies regarding haul route maintenance: The haul routes are showing some wear and the board will need to meet with the companies to discuss repair and maintenance plans. Chairman Trowbridge will contact NWS and NIS and meet with one other board member and take a look at the haul routes to check on maintenance.

15. Other Administrative Matters

- a. Next Meeting Agenda Items
 - i. Discussion on town's portion of Piranha box culvert project
 - ii. Discussion regarding the pole shed project
 - iii. Discussion and possible action on adopting a security camera policy
- b. Authorize Payment of Bills: Motion by Trowbridge second by Hanson to pay bills. Motion carried, unanimous yes vote.

- 16. Adjournment: Motion by Trowbridge second by Hanson to adjourn at 7:19 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