

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday October 8, 2019 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Six (6) 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 6:00 p.m.

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

1. Pledge of Allegiance
2. Approval of Agenda: Motion by Trowbridge second by Nyhagen to approve the agenda as presented. Motion carried, unanimous yes vote.
3. Public Input
 - a. Resident Al Albrecht – thinks the town shouldn't have to pay for directional boring on 24 ¾ Street and Piranha should pick up the whole tab. Chairman Trowbridge and Supervisor North said they met Citizen's on site and the boring won't work and they have to do something else anyway and it won't be an expense to the town.
4. Building Inspector Report
 - a. Christy Burkholder 2852 1st Ave: Addition, deck, reside house
 - b. Christy Burkholder 2643 1st Ave: garage, addition
 - c. Joe Linn 2672 5 7/8 Ave: addition - footing and foundations in
 - d. Jacob Knight 2730 1st Ave: Entryway
 - e. John Scott 2778 3 ½ Ave: Garage
5. Approve Minutes of September 10, 2019 Regular Meeting: Motion by Plummer second by Hanson to approve the minutes as presented. Motion carried, unanimous yes vote.
6. Financial Report: Motion by Trowbridge second by Plummer to approve the financial report as presented. Motion carried, unanimous yes vote.
7. Treasurer's Report: Motion by North second by Trowbridge to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
8. Set Date for Next Meeting: Tuesday November 12, 2019 at 6:00 p.m. for the regular monthly meeting
9. Town Patrolman Report
 - a. Got the culver installed on 30th, Jack Perry helped with that. Supervisor Plummer had asked if the town would need a permit for that. Patrolman Hetke called Ms. Cronk at the DNR and she said no. He sent pictures to her after completion and she seemed fine with it. Did the WISLR Road Ratings with Art Harlestad and Supervisor Nyhagen. Put some fire numbers up and did some shouldering and the shouldering on 5th Avenue is done for the TRIPP project. Worked on more shouldering in other areas that needed it and the blade patching is done for now – Art helped. Patrolman Hetke has been cutting roadways back and will concentrate on that for the next month. Ordered dumpster from Right Away Rolloff for cleanup days and told them to bring the same one as last time. Also called Prorock Septic and had both holding tanks pumped. The striping has been getting done on the roads as well. Patrolman Hetke would like to ask for a closed session for his 90

day evaluation at the November meeting. The board agreed. He would also like to purchase a winter coat along with his rain gear and the board agreed as well.

10. Discussion and possible action on driveway permits

- a. None

11. Reports

a. Fire and Ambulance Report

- i. New Auburn Fire – Al Albrecht reports the meeting next Tuesday and they will be working on the budget. They will get the numbers to the clerk/treasurer as soon as possible
- ii. Chetek Fire and Ambulance – Supervisor Hanson reports they got the generator set on site and the installation is in process. They are also working on subsidies/budget meeting but needed to reschedule the last budget meeting because not enough people could attend. It should be rescheduled soon.

b. Board member reports

- i. Supervisor Nyhagen – went with Patrolman Hetke and Art Harelstad to look at the different roads to rate for WISLR. Supervisor Nyhagen also had a question for the board about doing work with town equipment on private residential property – we don't do that right? The board confirmed the town employees and equipment are not used for work on private residential property, unless it is in the town's right-of-way
- ii. Supervisor North – nothing
- iii. Supervisor Plummer – hasn't heard anything bad about Patrolman Hetke and he likes that
- iv. Supervisor Hanson – asked Patrolman Hetke to drive around the town to see if there is anything in the right-of-way that shouldn't be there to get ready for snowplowing season and make a list. The board may want to send a letter to the residents reminding them to keep them clear. Supervisor Hanson also mentioned the clerk/treasurer has had conversation with a few teachers at Chetek-Weyerhauser High School about the interest of students in becoming election inspectors. The clerk says there has been some interest and will meet with the students in a few weeks to see if they want to participate. The board agrees this is a good idea to get the youth involved in the election process.
- v. Chairman Trowbridge – Talked with Supervisor North and had noticed there were some of Jerome's trucks on the south part of 29th Street so he has been looking out for them. Today he followed a truck and sent some pictures to the trucking company. When he finally got the right person there was a discussion and there will be no more trucks on 29th Street. He reminded the trucking company that the upper management at Jerome's knows there should be no truck traffic on 29th Street and has told Chairman Trowbridge that all of the trucking companies they use know that.

12. Old Business

a. Discussion and possible action on purchasing new tires for the patrol truck

- i. At the last monthly meeting there was discussion to get new winter tires for the patrol truck. Hometown can get the tires for the town for \$156.66 per tire. With mounting, balancing and swapping out rims the total charge comes to \$702.56 This quote includes tire recycling but if Hometown can get the tires swapped

out before cleanup days they will just recycle them at the town and Hometown will take that cost off the final bill. Motion by North second by Hanson to purchase the four tires through Hometown at a cost of \$702.56 which includes mounting, balancing and swapping rims. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.

- b. Discussion on fall cleanup day progress
 - i. Patrolman Hetke ordered a dumpster from Right Away Rolloff and Supervisor North ordered two from County for recycling. They will be placed in the same spot they were in the spring. The clerk reports that Boy Scout Leader Daryl Dahl contacted her with interest in the scouts volunteering at cleanup days. They will do this for service hours and will have an adult on site. The board agrees with this and directs the clerk to contact Mr. Dahl and coordinate it.
- c. Discussion and possible action on a resolution for transferring royalty funds to designated accounts
 - i. At the last monthly meeting the board directed the clerk to draft a resolution to authorize the transfer of funds from the Northern White Sand and Piranha Proppant Royalty accounts to the New Equipment, Emergency Road and Bridge Repair designated fund accounts. Motion by North second by Trowbridge to approve Resolution 2019-02 - Approve the Transfer of Funds from Royalty Funds to Designated Fund Accounts. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
- d. Discussion on meeting for haul routes with Northern White Sand and Northern Industrial Sand
 - i. Chairman Trowbridge reports representatives from Northern Industrial Sand are present but was unable to reach anyone prior to tonight's meeting at Northern White Sand as his contact is no longer there. The board would like to meet with representatives from both companies to talk about what needs to be budgeted for 2020 for haul route repairs. Chairman Trowbridge also reports Northern Industrial Sand needs to replenish their road account per the operations agreement in the amount of about \$4,800.00.

13. New Business

- a. Discussion on part time patrolman help
 - i. Chairman Trowbridge found someone who might be interested in plowing snow this winter and brought in her resume for the board to review. Art Harelstad will help out through this winter to make sure Patrolman Hetke is up to speed. Supervisor North talked to the clerk of Sampson and reports they advertised for a part time patrolman and they got several applications and thinks the pay was \$23/hour. The board discussed revisiting the hourly pay.
- b. Discussion and possible action on participating in the multimodal local supplement program
 - i. Supervisor North was hoping to talk to the Barron County Highway Commissioner but he did not receive a return phone call or email so he attended the highway committee meeting and asked about it in public comments. The Highway Commissioner said that the county cannot help the towns, they are too busy. Supervisor North says for a project to be considered it

must have some economic impact. He brought up 29th Street. There are two bridges and a lot of truck traffic. Could the town justify increasing the blacktop thickness, fixing the bridges, etc. The board authorized Supervisor North to contact Engineer Gotham to see if he could get a ballpark cost on engineering and repair costs for 29th Street.

- c. Discussion and possible action on a surety bond for the clerk/treasure
 - i. The clerk must be bonded during tax season and the cost of the bond is \$237.00 for the amount of coverage needed through The Horton Group. Motion by North second by Trowbridge to approve the surety bond in the amount of \$237.00. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
 - d. Discussion and possible action on upgrading the town board and patrolman Chromebooks
 - i. The clerk noticed the Chromebooks are at the end of their life where they can receive updates. The board directs the clerk to talk with Citizen's about an upgrade. Preferably to something other than a Chromebook.
14. Other Administrative Matters
- a. Next Meeting Agenda Items
 - i. Discussion and possible action on participating in the multimodal local supplement program
 - ii. Closed session for patrolman review
 - iii. Closed session for discussion on clerk contract
 - iv. Closed session for part time patrolman review
 - v. Discussion on meeting for haul routes with Northern White Sand and Northern Industrial Sand
 - vi. Part time patrolman discussion
 - b. Authorize Payment of Bills: Motion by Trowbridge second by Hanson to pay bills. Motion carried, unanimous yes vote.
15. Adjournment: Motion by Trowbridge second by Hanson to adjourn at 7:20 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