

TOWN OF DOVRE
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday November 12, 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 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 North to approve the agenda with the change to move 15 (e) when Engineer Gotham arrives second by Plummer. Motion carried, unanimous yes vote.
3. Public Input
 - a. Resident Al Nyhagen drove over the road with the box culvert and notices that it did not appear the hill had been cut. Chairman Trowbridge asked when he drove it, and mentioned there was a discrepancy with the project, it has been fixed and the hill has been cut.
4. Building Inspector Report
 - a. Christy Burkholder: deck, reside house, rough in complete
 - b. Joe Linn: addition, footings and foundation in, framing completed
 - c. Josh Christianson: as allowed per state code he allowed Josh to get his underground plumbing and slab poured. Permitting is in process
 - d. Piranha: footings and metal roof on pole shed
5. Approve Minutes of October 8, 2019 Regular Meeting: Motion by North second by Hanson to approve the minutes as presented. Motion carried, unanimous yes vote.
6. Approve Minutes of October 23, 2019 Budget Workshop: Motion by North second by Nyhagen to approve the minutes as presented. Motion carried, unanimous yes vote.
7. Financial Report: Motion by North second by Trowbridge to approve the financial report as presented. Motion carried, unanimous yes vote.
8. Treasurer's Report: Motion by North second by Plummer to approve the treasurer's report as presented. Motion carried, unanimous yes vote.
9. Set Date for Next Meeting: Tuesday December 10, 2019 at 6:00 p.m. for the regular monthly meeting
10. Town Patrolman Report
 - a. Working on clearing right of ways, Art Harelstad was helping get the snowplow equipment ready. The salt/sand mix and salt stocked. There was a culvert plugged under Highway 53 so Patrolman Hetke called Barron County and they came and fixed it. Recommends having a trailer for scrap metal during the next clean up days which would make it easier to haul. Graded gravel roads one more time before it froze up
11. Discussion and possible action on driveway permits: none
12. Reports
 - a. Fire and Ambulance Report

- i. New Auburn Fire – Al Albrecht reports the fire department received a DNR grant and all firefighters got wildfire firefighting equipment: Chief Bischel stayed on and the budget numbers for 2020 were sent to the clerk
 - ii. Chetek Fire and Ambulance – Supervisor Hanson reports Chetek approved their subsidy and there is a meeting coming up next week
 - b. Board member reports
 - i. Supervisor Nyhagen – Barron County Highway meeting on 21st and would like to attend, asked other board members if they would be attending. The board directed the clerk to send note to Commissioner Servi with the count
 - ii. Supervisor North – computer is acting up and has been unable to get email, internet, etc. The clerk has reached out to Citizen’s and is waiting to hear back on a quote for new computers
 - iii. Supervisor Plummer – nothing
 - iv. Supervisor Hanson – The brine the town has is all we have is might be what we get for a while. The place they were getting it from has closed and the county is working on a solution
 - v. Chairman Trowbridge - nothing

13. Old Business

- a. Discussion on meeting for haul routes with Northern White Sand and Northern Industrial Sand: Chairman Trowbridge states he has been in contact with Northern Industrial Sand and he and Supervisor Plummer will try to set up a meeting this week or the first part or next week. Chairman Trowbridge has been unable to reach anyone at Northern White Sand, no one is answering the phone or the door when he stops in.
- b. Part time patrolman discussion: will be discussed in closed session
- c. Box culvert project update: Supervisor Hanson says that he spoke with Wade from Stout Construction and the road will be open by the end of the week. Chairman Trowbridge shared there some issues with the south end of the project being too soft and met with Engineer Gotham on site and decided to lay mat and put good fill on top. Stout dug everything out and ended up putting 800 cubic yards of shale in which would be the town’s expense since it is on our part of the project. Chairman Trowbridge says Engineer Gotham will give an update when he arrives. Engineer Gotham shares that the shale is in, mat is down, some gravel is down, but he is not sure how the inslopes are coming along. Supervisor Hanson asked if he’s been to the project or when the last time he’s been to the project. Mr. Gotham said he hasn’t been directed by the board to do anything and wasn’t even informed the project had started and he can only do what he is asked to do by the board. Supervisor Hanson says the latest plan didn’t have the hill cut on there and asked Engineer Gotham why it didn’t, because the main goal of the town project was to cut down the hill. Chairman Trowbridge says that is where some of the issues came in and has since been resolved, and the hill has been cut.
- d. Discussion and possible action on engineering: addressed in item 13 (c)
- e. Discussion and possible action on participating in the multimodal local supplement program: The discussion about participating in the program involves 29th Street from 6th Avenue to 3 ½ Avenue which is about 2 ½ miles and includes two bridges. A portion of this road is heavily used especially with turkey farm equipment and ag equipment. The thought would be to upgrade that road to an all season road. The board discussed the project with Engineer Gotham on what to repair or replace and how it should be done.

Motion by North second by Trowbridge to have Engineer Gotham move forward with submitting the application to the board for the program at a cost not to exceed \$1,500.00. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.

14. New Business

- a. Discussion and possible action on election day emergency response plan: The Wisconsin Elections Commission has a template that towns can use to adopt an election day emergency response plan. The board discussed a few items and directed the clerk to work with the chief inspector on the plan.
- b. Convene into closed session: Motion by North second by Trowbridge to convene into closed session and invite candidate Taylor Whitman, Patrolman Danny Hetke and Clerk/Treasurer Kelly Phillips. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
 - i. The board will consider convening into closed session pursuant to Wisconsin Statute 19.85 (1)(c) for purposes of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Review of Patrolman Hetke, discussion of Clerk's contract, discussion with potential part time patrol person
- c. Reconvene into open session: Motion by North second by Trowbridge to reconvene into open session at 10:05 p.m. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried. Motion by North second by Trowbridge to hire Ms. Taylor Whitman as the part time patrol person, extend the clerk/treasurer's contract for three years and approve the adjusted limited agreement with Patrolman Hetke. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.

15. Other Administrative Matters

- a. Next Meeting Agenda Items
 - i. Discussion and possible action on election day emergency response plan
 - ii. Discussion and possible action on participating in the multimodal local supplement program
 - iii. Discussion on meeting for haul routes with Northern White Sand and Northern Industrial Sand
- b. Authorize Payment of Bills: Motion by North second by Hanson to pay bills. Motion carried, unanimous yes vote.

16. Adjournment: Motion by Trowbridge second by Hanson to adjourn at 10:08 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