

TOWN OF DOVRE  
TOWN BOARD MEETING

The Dovre Town Board met at 6:00 p.m. on Tuesday June 9, 2020 at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Seven (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.

Chairman Trowbridge called the meeting to order at 6:0 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 Patrolperson Taylor Whitman.

Pledge of Allegiance

1. Approval of Agenda: Motion by North second by Hanson to approve the agenda as presented. Motion carried, unanimous yes vote.
2. Public Input
  - a. Resident Cathy Albrecht – there is an election coming up in August, and with everything still going on, can one of the supervisors build partitions for the election inspector tables by the August election? Supervisor Hanson volunteered to make them.
  - b. Resident Al Albrecht – asked if the board aware of the building going on at Schaafs? Chairman Trowbridge will ask Inspector Dostal.
3. Building Inspector Report
  - a. Joe Linn – 2672 5 7/8 Ave; addition –footings and foundation in, framing completed, all rough ins and insulation complete
  - b. Josh Christianson – 2581 6-5 ¾ Ave; Dwelling – underground plumbing and slab poured, framed, all rough ins complete and insulated
  - c. Jacob Agler – 465 25-25 ½ Street; bedroom addition – all rough ins complete
  - d. Danny North – 2843 1<sup>st</sup> Ave; repairs and alteration
  - e. Ray Borntreger – 2834 1<sup>st</sup> Ave; Addition
  - f. Alan Moen – 2972 5 ¾ Ave; garage
4. Approve Minutes of May 13, 2020 Regular Meeting: Motion by North second by Plummer to approve the minutes as presented. Motion carried, unanimous yes vote.
5. Financial Report: Motion by North second by Trowbridge to accept the financial report as presented. Motion carried, unanimous yes vote.
6. Treasurer’s Report: Motion by North second by Trowbridge to accept the treasurer’s report as presented. Motion carried, unanimous yes vote.
7. Set Date for Next Meeting: Regular meeting Tuesday July 14, 2020 at 6:00 p.m. with road inspections at 5:00 p.m.
8. Town Patrolperson Report
  - a. Patrolperson Whitman reports she has been doing maintenance and showing contractors the areas for the projects that are coming up. Part of 30<sup>th</sup> and part of 2<sup>nd</sup> Avenue were pulverized but it was halted due to the pavement delay until August. Patrolperson Whitman also finished grading 30<sup>th</sup> for the gravel but will have to wait until

the rain stops to go over it again. The board would like to try plastic culverts on 2<sup>nd</sup> Avenue and directed Patrolperson Whitman to measure and order

9. Discussion and possible action on driveway permits

- a. 27 7/8 – the board reviewed this application during the 5:00 p.m. road discussion and has approved it with no culvert since the resident has to put a culvert in further up

10. Reports

a. Fire and Ambulance Report

- i. New Auburn Fire – Representative Albrecht reports they have a meeting next month and Supervisor Plummer reports the fire departments and EMTs should be getting some money for COVID.
- ii. Chetek Fire and Ambulance – Supervisor Hanson reports Dale Lenner resigned as Chairman of the Ambulance Commission so Supervisor Hanson is acting Chairman until someone is appointed. They are still working on combining the ambulance & fire

b. Board member reports

- i. Supervisor Nyhagen – asked if there is a timeframe on the repairs for 2 ½ Avenue? Patrolperson Whitman will look into it
- ii. Supervisor North – nothing
- iii. Supervisor Plummer – comments that it is getting close to time to mow ditches and 6<sup>th</sup> Avenue has some holes in it
- iv. Supervisor Hanson – nothing
- v. Chairman Trowbridge - nothing

11. Old Business

a. Discussion on 24 ¾ Box Culvert/Road Project

- i. Supervisor Hanson and Supervisor North met with Paul Mumm of Stout Construction about the project and wanted to go over the numbers of where the project cost is at right now. Mr. Mumm shares that there are a few things left to do, like paving, gravel, concrete pad, etc. and need to coordinate a few contractors. Supervisor North says there is \$11,000 left in the budget for this project and would propose paying that, then looking at the final bill and creating a resolution out of designated fund accounts to pay for the remainder of the project. Motion by North second by Plummer that the unspent allocation of \$11,000 be paid to Stout Construction towards the draw for the 24 ¾ project. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.

b. Discussion on Dovre Clean-Up Days

- i. Chairman Trowbridge says offering the Clean Up days to the Dovre residents “turned into a cluster.” It was supposed to help clean up homes but it’s turning into trailers and truckloads of junk and suggests that the board needs to come up with a better way to manage the clean-up days. Patrolperson Whitman, who was supervising the clean-up days this spring, suggested a single truck and trailer load per resident. This will be an agenda item at the next meeting

12. New Business

a. Open 2020 Concrete Bids

- i. Apple Valley Concrete total \$10,748.00

- ii. Berghammer Builders total \$12,839.00
  - iii. Motion by North second by Hanson to accept the bid from Apple Valley for \$10,748.00. Motion carried, unanimous yes vote.
- b. Open 2020 Paving Bids
  - i. Monarch Paving total \$34,387.64
  - ii. Senn Blacktop total \$37,577.28
  - iii. Barron County is out, they provided a quotation and not a bid as requested.  
Total of
  - iv. Motion by North second by Nyhagen to award the bid to Monarch for \$34,387.64. Motion carried, unanimous yes vote.
- c. Open 2020 Pole Shed Bids
  - i. Berghammer Builders total \$32,550.00
  - ii. Blue Sky Builders total \$27,220.00
  - iii. Motion by Trowbridge second by Hanson to award the bid to Blue Sky Builders for \$27,220.00. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
- d. Discussion and possible action on old bill for Senn Blacktop
  - i. Chairman Trowbridge reports he spoke with Darin at Senn Blacktop who said there was a 2 year window as a warranty for breakup. That was not the issue, it was the ride that had not been addressed. The board now says nothing has gotten worse. Supervisor North says the board is still not happy with the end result of the project and proposes a payment of \$10,000.00. Motion by North second by Hanson to approve the 27<sup>th</sup> Street project invoice balance paid to Senn Blacktop in the amount of \$10,000.00. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
- e. Discussion and possible action on updating the Emergency Operations Plan (EOP)
  - i. The clerk made a few minor changes to the EOP and sent it to the board for review. Motion by North second by Nyhagen to approve the EOP with the changes made by the clerk. Motion carried, unanimous yes vote.
- f. Discussion and possible action on additional crack fill for haul routes
  - i. Patrolperson Whitman received a proposal for crack filling the haul routes from Fahrner. The board directed the clerk to ask the attorney for direction and since this is a repair, the attorney says the project can be added to the work already being done in the town by Fahrner. Since this is haul route repair, the cost will be split between Northern White Sand and Northern Industrial Sand and deducted from their Road Maintenance Accounts. Motion by North second by Trowbridge to accept the proposal from Fahrner. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried.
- g. Convene into closed session: Motion by North second by Trowbridge to convene into closed session and invite clerk/treasurer Kelly Phillips and the interviewees. 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.  
Clerk/Treasurer interviews
    - h. Reconvene into open session: Motion by North second by Nyhagen to reconvene into open session. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried. Motion by North second by Hanson to extend an offer of the clerk/treasurer position to Louise Cody. Roll call vote - Trowbridge - Yes; Nyhagen - Yes; North - Yes; Plummer - Yes; Hanson - Yes. Motion carried. The board directs clerk/treasurer Kelly Phillips to send an email with the offer and Chairman Trowbridge will contact her tomorrow as well.
13. Other Administrative Matters
- a. Next Meeting Agenda Items
    - i. Clean up days discussion
    - ii. Box culvert project update
    - iii. Discussion and possible action on a resolution to transfer funds for the box culvert project
    - iv. Pole shed project update
  - b. Authorize Payment of Bills: Motion by Trowbridge second by North to pay bills. Motion carried, unanimous yes vote.
14. Adjournment: Motion by Trowbridge second by North to adjourn at 8:35 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