Town of Dovre Meeting Minutes for Regular Meeting

Tuesday, December 12, 2023

The Dovre Town Board met at 5:03 p.m. on Tuesday, December 12, 2023, at the Dovre Town Hall located at 304 25 ½ Street for a Town Board Meeting. Names of people present at the meeting are on file with the Clerk/Treasurer.

1. Chairman Hanson called the meeting to order at 5:03 p.m.
2. Supervisors: Allen Nyhagen – present, Diane Vaughn – present, and Chairman Mitch Hanson – present. Also, Present - Clerk/Treasurer – Louise Cody; Patrolperson – Jason Harelstad
3. Pledge of Allegiance
4. Motion by Supervisor Nyhagen to approve the agenda. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
5. Public Input: none
6. Building Inspector Report:

Caleb Trowbridge 209 26 ¾ St. Addition Underground in, slab poured

Pat Krueger 253 25 ½ St. Dwelling Footings in, foundation and underground

Bruce Mohns (Agent) 65 29th St. Addition and Remodel

Troy Leiphart 2557 5 ¼ Ave Shed

1. Motion by Supervisor Vaughn to approve minutes of the November 14th Regular meeting, Budget Hearing, and Special meeting or town electors. Second by Supervisor Nyhagen. Motion carried, unanimous yes vote.
2. Motion by Supervisor Nyhagen to accept the Financial Report. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
3. Motion by Supervisor Vaughn to accept the Treasurer’s Report. Second by Supervisor Nyhagen. Motion carried, unanimous yes vote.
4. Set Date for Next Meeting: Tuesday, January 9, 2023, 5:00 pm
5. Town Patrolperson Report: Patrolman Harelstad has been mapping culverts. He has completed brush mowing. He researched the price of collapsable signs and the nonreflective are approximately $98 and the reflective are $163. Patrolman Harelstad will order the signs. He requested that Clerk/Treasurer Cody to send letters to residents with objects in the right of way.
6. Discussion and action on driveway permit: There is one driveway permit pending.
7. Reports
   1. Fire and Ambulance Report: New Auburn Fire meeting is next year. Chetek Fire will likely be present at the next meeting to present their new agreement.

Supervisor Vaughn – worked on finding people willing to help with elections and received notifications from Access.

Supervisor Nyhagen – got quotes for insurance.

Chairman Hanson – met with landowner on County Line Road about logging and getting a temporary driveway permit. Talked to Gary Murman about trapping beavers and was wondering about the Township reimbursing him for expenses.

* 1. Clerk/Treasurer Report: Clerk/Treasurer Cody stated taxes are ready to be mailed. She will still need to order paper, hand scanner, and ink.

1. Old Business
   1. Motion by Supervisor Nyhagen to add LED in the south end of shop and to accept the bid from Bitney Electric for $1198.97. Second by Chairman Hanson. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

* 1. Discussion and possible action on weight restriction on 29th St is tabled pending legal and engineering advice.
  2. Art Harelstad is willing to help plow this winter. The board decided not to hire Kenneth Homme.
  3. Motion by Supervisor Nyhagen to send driveway permit, ATV, manufactured home and mobile home, and Dovre Building Ordinances to the attorney to develop and work on drafts and set up a meeting to work with the board on the drafts. Second by Chairman Hanson. Motion carried, unanimous yes vote.
  4. Discussion and possible action on temporary driveway permits and driveway ordinance is tabled.
  5. Discussion and possible action on allowing ATVs on inactive sand routes is tabled.
  6. Motion by Supervisor Nyhagen to adopt the purchasing policy after adding that Clerk/Treasurer Cody and Patrolman Harelstad will notify a board member of any purchases prior to making them. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
  7. Discussion and possible action on manufactured home and mobile home ordinance is tabled.
  8. Discussion and possible action on Dovre Building Ordinance is tabled.
  9. Discussion and possible action on 2024 road work is tabled.
  10. Discussion and possible action on Chetek Fire Agreement is tabled.
  11. The Town of Dovre is not eligible for FICA Alternative.

1. New Business
   1. Clerk/Treasurer Cody has the interest sweep on the sand accounts set up with Sterling Bank.
   2. The Peterbilt has a small hydraulic leak on the box cylinder. It is a small leak so there is no need for an immediate repair.
   3. Motion by Chairman Hanson to approve the election worker list as presented. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
   4. Motion by Chairman Hanson to appoint Al Albrecht and Diane Vaughn as New Auburn Fire Department reps and Chairman Hanson as the Chetek Ambulance rep. Second by Supervisor Vaughn. Motion, carried, unanimous yes vote.
   5. Motion by Chairman Hanson to set poll workers wage at $13 per hours and Chief Inspector at $17 per hour. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

* 1. Motion by Supervisor Vaughn to open a depository account at Sterling bank for the sawmill road agreement. Second by Chairman Hanson. Motion carried, unanimous yes vote.
  2. Motion by Supervisor Vaughn to convene into closed session at 6:17 pm 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 Clerk/Treasurer and Patrolperson

Second by Supervisor Nyhagen. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

Motion by Supervisor Vaughn to reconvene into open session at 7:29 pm. Second by Supervisor Nyhagen. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

Motion by Chairman Hanson to set Patrolman Harelstad’s hourly wage at $28 per hour effective 01/01/2024 and set his holiday pay at 10 hours. Second by Supervisor Nyhagen. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

Motion by Chairman Hanson to set Clerk/Treasurer Cody’s salary at $23,760 effective 01/01/2024 and to not include office hours accept during tax collection. Second by Supervisor Vaughn. Roll call vote:

Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

1. Other Administrative Matters
   1. Next month’s agenda will include 14c, d, e, f, h, i, j, k. It will also include Discussion and possible action on changing auditors, insurance bids, and resolution to transfer/close inactive sand accounts.
   2. Motion by Supervisor Nyhagen to authorize the payment of bills. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
2. Supervisor Vaughn motions to adjourn at 7:40 pm. Supervisor Nyhagen seconds. Motion carried, unanimous yes vote.