Town of Dovre Meeting Minutes for Regular Meeting

Tuesday, April 9th, 2024

The Dovre Town Board met at 5:00 p.m. on Tuesday, April 9th, 2024, 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. Chairperson Hanson called the meeting to order at 5:00 p.m.
2. Supervisors: Allen Nyhagen – present, Diane Vaughn – present, and Chairperson Mitch Hanson – present. Also, Present - Clerk/Treasurer – Louise Cody; Patrolperson – Jason Harelstad
3. Pledge of Allegiance
4. Motion by Supervisor Nyhagen to move insurance bids to 14a and to approve the agenda. Second by Chairperson Hanson. 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 in

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

Shannon Paulson 557 27 1/8 St Dwelling

Cody Nyhagen 331 29th St. Addition/remodel

1. Motion by Chairperson Hanson to approve minutes of the March 12th Regular meeting and March 21st Special Meeting. Second by Supervisor Nyhagen. Motion carried, unanimous yes vote. Supervisor Hanson also wants it noted that a letter will not be sent to the property owner on North East Street because the village is annexing this section.
2. Motion by Supervisor Nyhagen to accept the Financial Report. Second by Chairperson Hanson. Motion carried, unanimous yes vote.
3. Motion by Chairperson Hanson to accept the Treasurer’s Report. Second by Supervisor Nyhagen. Motion carried, unanimous yes vote.
4. Set Date for Next Meeting: Tuesday, May 14th, 2024, 5:00 pm
5. Town Patrolperson Report: Patrolman Harelstad stated that the ATV signs on 1st Ave keep getting stolen. He has started shouldering, filling in potholes, replacing faded signs, and sweeping intersections.
6. Motion by Supervisor Nyhagen to approve a field driveway for Henneman. Second by Supervisor Hanson. Motion carried, unanimous yes vote. Motion by Supervisor Nyhagen to approve a driveway for Rios. Second by Supervisor Hanson. Motion carried, unanimous yes vote.
7. Reports
	1. Fire and Ambulance Report: New Auburn fire department meeting is next week. Chetek Ambulance met last week and talked about the addition for sleeping quarters for EMTs.
	2. Supervisor Vaughn – attended the BOR training.

Supervisor Nyhagen – received a call about the road bans on 29th Street.

Chairperson Hanson – attended the BOR training and culvert inventory webinar.

* 1. Clerk/Treasurer Report: Reported that the April election went well.

15 a. Motion by Supervisor Nyhagen to accept Ansay & Associates insurance proposal as presented. Second by Supervisor Vaughn. Motion carried, unanimous yes vote. Motion by Chairperson Hanson to add option one of the cyber liability additional policy. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.

1. Old Business

14 a. The board agreed that Section 6d should have the permit fees going the Town Clerk/Treasurer and not the Building Inspector.

The board agreed that Section 12 of the Building Code Ordinance draft regarding road damage deposit should remove the language about the landowner requiring a deposit for the road in case of damage and replace it with the landowner is responsible for any damage to the road.

Section 15 Other Permits Required: The town does not require a permit for demolition of buildings and does not want to have one.

Section 24 should have penalties of not less than $100 nor more than $1000 for each day of noncompliance. Clerk/Treasurer Cody will forward these notes to the attorney.

14 b. Supervisor Nyhagen requested that Clerk/Treasurer Cody reach out to the WTA to determine the proper process on how to determine the proper bid process.

1. New Business

15 b. Motion by Supervisor Nyhagen to accept Stout’s shouldering bid of $21.80 per yard for 29th Street. Second by Supervisor Vaughn. Roll call vote: Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

c. Discussion and possible action on building inspector is tabled until May’s meeting. Building inspector Daryl Dostal has given notification that he is resigning as of May 20th.

d. Discussion and possible action on approval of subdivision of Parcel 022-3100-05-000 is tabled until CSM includes language regarding the easement on the property.

e. Motion Chairperson Hanson to have a letter delivered from the Barron County Sheriff's Office stating that if the ROW violation is not removed in 30 days, the board will remove the items and charge the landowner the cost of removal. Second by Supervisor Nyhagen. Motion carried, unanimous yes vote.

f. Motion by Supervisor Nyhagen to have road bans removed from 29th Street on May 1st and to monitor for deterioration. Second by Supervisor Hanson. Motion carried, unanimous yes vote.

g. Spring Cleanup is set for May 18th and Chairperson Hanson wants “not accepting used motor oil, wet paint, and other liquids” in bold. Patrolperson Harestad will order three roll offs.

h. The annual meeting is set for April 16th at 5:00.

i. There is nothing to report for the culvert inventory program because Dovre does not have any culverts that qualify.

j. Motion by Supervisor Vaughn to approve Resolution 2024-2 to Move Funds for 2024 Road Work. Second by Supervisor Nyhagen. Roll call vote: Hanson – yes; Nyhagen – yes; Vaughn – yes; Motion carried, unanimous yes vote.

1. Other Administrative Matters
	1. Motion by Supervisor Vaughn for next month’s agenda to include: Discussion and possible action on Dovre Building Ordinance; Discussion and possible action on townhall roof repair; Discussion and possible action on building inspector; Discussion and possible action on approval of subdivision of Parcel 022-3100-05-000; Discussion and possible action on 256 24 ¾ St ROW violation; Discussion and possible action on Mobile Home Ordinance; Discussion and possible action on repair of hydraulic cylinder on backhoe. Second by Chairperson Hanson. Motion carried, unanimous yes vote.
	2. Motion by Supervisor Nyhagen to authorize payment of bills. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.
2. Motion by Supervisor Nyhagen to adjourn at 6:33 pm. Second by Supervisor Vaughn. Motion carried, unanimous yes vote.