**Minutes**

**Dovre Township Meeting**

**July 7, 2020**

**Call to order:** Chair Sherry Jean Larson called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited.

**Present:** Sherry Jean Larson, Glenn Arfstrom, Keith Quale, Kim Larson, Marie Ostby (via Zoom), Pat Jacobs, Teren Novotny

**Guests:** Jim Larson, Howard Werner, Chris Bennett

**Public Comment:** none

**Approval of Minutes:** Supervisor K. Larson moved to approve the minutes from the 6/2/20 meeting, Supervisor Quale seconded and motion carried.

**Treasurers Report:** pended for August

**Approval of Orders:** Supervisor Quale moved to approve payment of the orders, Supervisor Arfstrom seconded and motion carried.

7/7/2020 5970 KPC 223.09 electricity

7/7/2020 5971 PERA 50 withholding

7/7/2020 5972 IRS 284.18 withholding

7/7/2020 5973 Swenson & Sons 26866 roads

7/7/2020 5974 Couri & Ruppe 105 legal

7/7/2020 5975 Collaborative Planning 78.75 Consulting

7/7/2020 5976 Kdy Co.Auditor 18298 tax

7/7/2020 5977 Crow River Dust Control 21895.12 chloride

7/7/2020 5978 Forum Communications 26 legals

7/7/2020 5979 Bladeworks 4095 roads

7/7/2020 5980 City of Willmar 10419.04 fire protection

7/7/2020 5981 Pat Jacobs 264.45 net p/r

7/7/2020 5982 Teren Novotny 92.35 net p/r

7/7/2020 5983 Glenn Arfstrom 98.55 net p/r

7/7/2020 5984 Sherry Jean Larson 98.55 net p/r

7/7/2020 5985 Keith Quale 98.55 net p/r

7/7/2020 5986 Marie Sand Ostby 130.97 net p/r

7/7/2020 5987 Kim Larson 157.68 net p/r

**Fire Report:** none

**Old Business:**

1. Easement for Bhatti Clinic Supervisor Ostby contacted them about a diagram so that the easement agreement can be completed. She clarified that they have one access on 48th Ave NE and wish to continue to use access from the frontage road. Supervisor Ostby moved to amend the prior access permit to show one access on 48th and retain the existing access on the frontage road. Supervisor Sherry Larson seconded the motion. Supervisor Quale commented that they may need additional access in the future. The motion carried unanimously.
2. Easement for Pilarski: Both easements will be completed at the same time to reduce costs for both parties.
3. Report on Town Hall Video Equipment/Supervisors K. Larson and Ostby.

Chris Bennett from Bennett Office Technologies reviewed a quote for equipment.

Cares Act funding could be used for this expense. Supervisor K. Larson moved to purchase 2 computers, MS Office 365, Epson Document Camera, a Vizio TV, Wall Mount and installation, cables, and a cart at a cost not to exceed $4500. Supervisor Arfstrom seconded and motion carried. Supervisor K. Larson will be the contact for the project.

**Road Report:**

* Bid Form-Supervisor Arfstrom and Supervisor Quale
* 11th Ave. NE-children playing sign requested by a homeowner. Supervisor Arfstrom viewed and discussed with homeowner. Agreed not to put a sign there at this time.
* 8th St. Supervisor Ostby suggests that we wait with the bill from Swenson and Sons until we know what the county paid for to make sure there is not a double payment. The township has paid Duinincks for the asphalt. The culvert was repaired and 200 feet of pavement replaced.
* Supervisors Quale and Arfstrom viewed an area where brushing is needed. Doug Schulte will come to give an estimate of the costs. Supervisor Quale will contact Al Refsland for an estimate. The bid for the work will be approved at the August meeting.

**New Business:**

1. There is a water leak in the mens bathroom at the town hall. Supervisor Quale moved that Howard take care of getting it repaired. Supervisor S. Larson seconded and motion carried.
2. Resolution needed for Sunray strong beer/wine license request. Supervisor Ostby moved to approve the resolution, Supervisor Arfstrom seconded and motion carried.
3. 40th Ave/ Petition: Supervisor Arfstrom moved to take this topic off the table. Supervisor Quale seconded for discussion. The motion was called and passed. Supervisor Ostby abstained. Supervisors K. Larson and Ostby met with Mel Odens of Kandiyohi County. There is no possibility of the county taking over the road. The county would participate in engineering work. Mel Odens stated that there may be some safety money available for re-alignment of 40th and 41st. There may also be funding for the bridge.

Supervisor K. Larson feels that it is time that something be done. He feels that the township has the funds to do this and it must be done now as it is a hazard. He stated that Swenson and Sons can do the work. Supervisor S. Larson expressed concern that we need a forecast to ensure that we can afford to complete all repairs that are needed. Supervisor Quale will get an estimate from Kyle Swenson.

Supervisor Ostby stated that Cal Miner attended a meeting and stated that the problem is that there are different materials. The township hired an engineer and paid for borings to fix that area. The cost estimate was $150,000. The township decided not to act. The decision was to do the whole road and not just a part of it.

Supervisor Arfstrom feels that we need to have a construction engineer.

Supervisor Arfstrom moved that Dovre Township contract with Kandiyohi County Highway Engineer to repair the low area on 40th Ave. NE. Supervisor Quale seconded for discussion. Supervisor Quale feels that the city may want to add payers for the septic system in the future. He feels we should repair the bump and let residents who signed the petition know that if the road is re-done, they may need to pay up to 75% of the cost.

Jim Larson attended the meeting. He feels that a short-term fix could happen now with a long term plan later. Phase two would be hearings and discussion with the populace to develop a plan/policy. He suggested a hearing with the residents.

Supervisor Ostby stated that she is not in favor of listening to Kyle Swenson’s recommendation alone as we also have had an engineer report.

Supervisor Arfstrom moved that the motion be amended that the road be upgraded to 10 ton this year with a contract for bituminous be entered with the county in 2021 for 700 feet. Supervisor Quale seconded the amended motion.

Supervisor S. Larson stated that she is not comfortable approving this without a long term plan.

Supervisor Ostby stated that this motion would rebuild the road. We had stated that we need a policy. If we rebuild the road, there will be additional requests from other areas for the same work. The motion was called as amended. Supervisor Arfstrom voted aye, Supervisors Quale, K. Larson, S. Larson and Ostby voted no.

Supervisor K. Larson moved that we get an estimate from Kyle Swenson for phase one to repair the bump and get this done now. Motion failed for lack of a second.

Supervisor Ostby moved that we spend up to $10,000 to replace the gravel around the bump provided the repair can be expected to last 3-5 years. Supervisor K. Larson amended the motion to have a Zoom meeting to revisit the cost if over $10,000. Supervisor Quale seconded. Motion carried with Supervisors K. Larson, Quale, Ostby and S. Larson voting aye, and Supervisor Arfstrom voting no.

1. CARES Act Funding for townships: Supervisor Ostby moved that Dovre Township submit the Certification Form for Coronavirus Relief Funding. Supervisor Quale seconded and motion carried. Dovre township is eligible for $53,275.
2. 2019 Population and Household Estimates Received

Population: 2134, Households 798

1. Information sent to Supervisors for Board of Equalization training
2. Supervisor S. Larson requested that the Board start the process of long-term planning.
3. Township Preparedness Plan. Supervisor Arfstrom moved to adopt the plan, Supervisor Quale seconded the motion. The motion carried.
4. Supervisor S. Larson suggested an agenda item that Supervisors report calls and contacts with residents so all are familiar with the questions.
5. Lowell Tieszen paid the fees and his application is now complete. This has been reviewed by the township planner. She is available for a hearing. Supervisor Ostby suggested providing information to the affected residents and offering options for input using Zoom, written comments or in person. Supervisor S. Larson moved to have the hearing on Thursday, July 30th at 7PM. Supervisor K. Larson seconded and motion carried.
6. Supervisors K. Larson and Ostby will meet with the mayor

**Permission to dispose:** 13 misc envelopes, duplicate bill from Vreeman Construction, cover letter for population and household estimates, duplicate bill from Forum Communications

Supervisor S. Larson moved to approve disposal, Supervisor Arfstrom seconded and motion carried.

**Next Meeting**: August 4, 2020

**Adjournment:** Supervisor S. Larson moved to adjourn, Supervisor Arfstrom seconded and motion carried. The meeting adjourned at 10:02 PM.

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Sherry Jean Larson, Chairperson Pat Jacobs, Clerk