**Minutes**

**Dovre Township Meeting**

**March 5, 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, Marie Ostby, Keith Quale, Pat Jacobs, Teren Novotny

**Guests:** Connie Schmoll, Howard Werner, David TeBrake, Terry Smith, Kim Larson

**Approval of Minutes:** Marie moved to approve the minutes as amended, Supervisor Quale seconded and the motion carried. The minutes were amended to read “Supervisor Ostby moved that we not rebuild 40th Ave. until we complete the process of determining assessments. At this time, the issue identified is not considered a hazard and has been addressed with the use of signage and a reduced speed limit.”

**Treasurer’s Report:** Teren presented the February 2020, treasurer’s report. Supervisor Quale moved to approve the report, Supervisor Ostby seconded and motion carried.

**Fire Report:** none

**Bhatti GI Clinic Project:** Dave TeBrake and Terry Smith appeared to discuss a proposed specialty clinic to be built in the former Dan’s Diesel location. They provided a drawing and wish to discuss the plans and the parking needs for the clinic. Supervisor Ostby discussed the Township access ordinance and the Township preference that 18th St. be used for access. She described the access permit process and referred to the permit on the Township website. Mr. TeBrake suggested that they would like to access five feet of the right of way for a drive area to access parking. There was discussion of water flow and a possible rain garden.

**Old Business:**

* Broadband Discussion: Connie Schmoll reported that they recalculated estimated cost of broadband access. The new estimate is $2578 per underserved/unserved resident. She reported that St. John’s and Mamre are having an educational meeting for the township residents on March 12th to determine the interest of residents. She stated that the EDC needs to apply in August for a grant.

Supervisor Ostby suggested a budget of $2500 for education of township residents. She proposes listening sessions for resident feedback. The EDC would present information and prepare the mailing. The Township would handle the mailing. Supervisor Ostby moved that we establish a budget of $2500 for two informational sessions for broadband in the month of April. Supervisor Quale seconded the motion and the motion carried. Supervisor Ostby will work with Connie Schmoll and the EDC on the project.

* Kim Larson appeared asking what would happen to his current snow removal and lawn mowing contract with Dovre if he files for election to the town board and is elected.

Kim Larson indicated interest in serving on the Board. He is a lifelong township resident with a family tradition of Township service. He has worked with the county on the feed lot program and has done contract work for Kandiyohi County Economic Development. He worked with St. John’s Township on a grant for a road and has an interest in preserving farm.

* Supervisor Quale moved that we vote to fill the seat tonight. Supervisor Ostby seconded and motion carried. The clerk has a vote when filling a position. A paper ballot was taken and Kim Larson will be appointed to the board. Chair, Sherry Jean Larson will contact Kim and he will be installed at the April meeting.
* Information on Assessment Process: Supervisor Ostby contacted the Town attorney regarding the assessment process. There are two ways to initiate assessment: by board action or by a petition from property owners. A petition submitted by the electorate must be signed by 35% of the affected property owners. The Board must accept the petition but is not required to act on it.

The Town Board is responsible to determine if a project is maintenance or a road re-build. A determination of an assessment or not, can be done on a job by job basis.

Supervisor Ostby would like to see a task force of township residents to review the road and bridge policy.

**Road Report:**

* 2020 Road Inspection Date: April 18th Meet at Sunray at 8:00 AM Alternative date is April 25th.
* Discussion of road projects for 2020: Tabled until after the road inspection.
* Supervisor Quale will prepare a road report for the annual meeting.

**New Business:**

**BUDGET FOR PROPOSED FOR 2021 2020**

FIRE PROTECTION 70,000 $70,000 GENERAL FUND 65,000 $65,000 ROAD AND BRIDGE 450,000 $385,000 LGA 17,100 $14,500

TOTAL 602,100 $534,500

**LEVY FOR PROPOSED LEVY FOR 2021 2020**

General budget 560,804 $494,500

Miscellaneous Income 1000 $1,000

Town Road Account Funds 40,296 $39,000 Total: 602,100 $534,500

Supervisor Ostby moved to set the budget at 602,100 and propose a levy of 560,804 to be approved at the annual meeting. Supervisor Larson seconded and motion carried.

Approval of items for Annual Meeting Agenda

1. Gopher Bounty 4.00 per gopher
2. Bank Depository: Heritage Bank
3. Town Hall Rental Fee: $50 (Town will not pay for snow removal for rental use)
4. Official notices shall be published in the West Central Tribune and posted at the Dovre Town Hall
5. Town Meeting Schedule: 1st Tuesday of the month at 7:00 PM at the Dovre Town Hall
6. Board Member Salaries and Mileage reimbursement rate: $100 per meeting, $50 for additional meetings on the same day, $20 per hour for additional work, mileage reimbursed at the Federal reimbursement rate
7. Culverts/Aprons: Township pays 40% of the cost plus 10% handling fee
8. Donations: \*Donation requests for Annual Meeting, Kandiyohi County Fair ($500), Kandiyohi County Historical Society ($500 requested), NLS Community Ed ($500 requested)

Supervisor Larson moved to approve the items for the annual meeting, Supervisor Ostby seconded and the motion carried.

\*Access Application received from Streling: Supervisor Arfstrom viewed the property and recommends approval. Supervisor Ostby moved to approve the application, Supervisor Quale seconded and motion carried.

\*Sunday Liquor License: The Township has received a second inquiry about Sunday Liquor sales. Supervisor Larson moved to add this question to the Annual Meeting agenda. Supervisor Quale seconded. If the electorate wishes, this could be a ballot question in the fall.

\*Report from Kandiyohi County Township Association Annual Business/Weed Meeting: Supervisor Quale attended the meeting. There was discussion of recycling of wind turbines and solar panels as this issue is starting to come up.

Attorney Bob Ruppe spoke with some considerations for approval of solar farms. He recommends an exit plan. The township may want to have an ordinance in place.

\*Spring Short Course registrations: Willmar, 3/26/20

\*Information only: 1. Notice received of Centerpoint Energy rate increase application

 2. Kdy Co. converted agricultural land CER (crop equivalent rating) to DPA (Crop Productivity Index)

 3. Advertisement received from Central Applicators, Foley, MN for Roadside ROW vegetation management

 4. Neudecker application for variance approved by County

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

3/5/2020 5911 Kdy Public Works 15215.98 roads

3/5/2020 5912 KPC 422.3 electricity

3/5/2020 5913 City of Spicer 4255.5 fire

3/5/2020 5914 Coway Deuth & Schmiesing 250 W2's, 1099

3/5/2020 5915 County Auditor 1.3 ditch levy

3/5/2020 5916 Forum Communications 22.75 legals

3/5/2020 5917 Baker Printing 925.39 newsletter

3/5/2020 5918 Paul Hoffer 120 election judge

3/5/2020 5919 Dale Segler 75 election judge

3/5/2020 5920 Carol Knapp 15 election judge

3/5/2020 5921 Cheryl Fladeboe 123.75 election judge

3/5/2020 5922 Gary Kaufenberg 138.75 election judge

3/5/2020 5923 Marian Bloom 135 election judge

3/5/2020 5924 Howard Werner 380.74 election /net p/r

3/5/2020 5925 Pat Jacobs 654.02 election/net p/r/postage,software

3/5/2020 5926 Teren Novotny 138.53 Net P/R

3/5/2020 5927 Sherry Jean Larson 147.83 Net P/R

3/5/2020 5928 Keith Quale 235.21 Net P/R

3/5/2020 5929 Marie Sand Ostby 140.33 Net P/R

**Permission to dispose:** 14 misc. envelopes, Neudecker hearing notice, duplicate Historical Society donation request, zoning request for New London Township, duplicate bill from City of Willmar (pd in Feb), cover sheet with census boundary validation program, LTAP Roadway Demo Day brochure, MSC metalworking catalog

Supervisor Ostby moved to approve disposal, Supervisor Quale seconded and motion carried.

**Next Meetings**

Annual Meeting 3/10/20 7:00 PM

Spring Short Course 3/26/20 Willmar location

April Township Mtg 4/7/20 7:00 PM

Board of Equalization 4/16/20 5-5:30 PM

**Adjournment:** Supervisor Larson moved to adjourn, Supervisor Quale seconded. The meeting adjourned at 10:05 PM.

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Chair, Sherry Jean Larson Clerk, Pat Jacobs