**Minutes**

**Dovre Township Meeting**

**May 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, Glenn Arfstrom, Keith Quale, Kim Larson, Marie Ostby (by phone), Pat Jacobs, Teren Novotny

**Guests**: Terry Smith (Bhatti Clinic)

**Approval of Minutes:** March 3, 2020

April 7, 2020

April 16, 2020 Board of Equalization

Supervisor Quale moved to approve the minutes, Supervisor Arfstrom seconded and motion carried.

**Treasurers Report:** Treasurer Teren Novotny presented the financial statements for March and April. Approval is tabled pending some changes to the report.

**Fire Report:** none

**Old Business:**

* Subdivision Report: Supervisor Ostby

1. Molenaar Subdivision-Supervisor Ostby moved that we follow the recommendation of our planner, Cindy Nash to accept the Molenaar subdivision. Supervisor Quale seconded and motion carried.
2. Bhatti Clinic: Terry Smith represented this access application. He indicated that accesses on the latest plans are the existing accesses. Supervisor Ostby commented that this should include access from 18th street and that this plan does not meet the access policy. Supervisor Arfstrom expressed three concerns, access from 18th St., clear right of ways, and adequate surface for rainwater. Phase one would be a specialty clinic and phase two would be a surgery center. Two entrances will be needed for the building when both phases are complete. Supervisor Ostby indicated that we need to formalize an easement if they will be using the township right of way. She feels this should be reviewed by the township attorney. She also feels that MnDot and Kandiyohi County engineers should be consulted regarding distance of access from highway 71/23. Mr. Smith stated that they would like to get started and they would be interested in getting approval for just phase one. He will redesign the plans with one access on 48th and one future access off 18th. They would still need an easement for the right of way for traffic to cross.

Issue tabled. A Zoom meeting will be held on May 19th at 7:00 for approval of this access application. Supervisor Ostby will contact the township attorney regarding easement process, Supervisor Kim Larson will contact Kandiyohi County and MnDot. Terry Smith will update the plans to be distributed by e-mail.

1. RoseGlen Meadows: There is an existing bill and notice has been provided that the escrow and outstanding bill must be paid before this will be placed on the agenda. Chair, Sherry Jean Larson will send a letter restating this and another invoice.

**Road Report:**

* Approval of Contractor bids for 2020 services: Supervisors Quale and Arfstrom

1. Recommend using Vreeman for gravel. Supervisor Quale moved to use Vreeman for gravel, Supervisor Arfstrom seconded and motion carried.

2. Recommend Bladeworks for grading and shaping. Supervisor Arfstrom moved to use Bladeworks for shaping, Supervisor Quale seconded and motion carried.

3. Recommend Crow River Construction (Jim Clark) for chloride. Supervisor Quale moved to use Crow River Construction for chloride, Supervisor Arfstrom seconded and motion carried.

4. Recommend Boonstra Blading for roadside mowing. Supervisor Quale moved to use Boonstra Blading, Supervisor K. Larson seconded and motion carried.

* Supervisor Quale moved that a steel culvert be installed on 112th St. Supervisor Arfstrom seconded and motion carried.
* On 74th Ave. NW a culvert is failing. Because of the size of the culvert, the cost to repair is $16,000. Supervisor Quale moved that we have Swenson and Sons repair. Supervisor Arfstrom seconded and motion carried.
* Supervisor K. Larson reported that there is a bad spot on 15th St. NW. Jeff Slagter has looked at it and did not indicate need for any action.
* Reschedule of road inspection- will complete in September.
* 22nd Street Water Issue-Supervisor Ostby : No action needed. Last year we approved cleaning of the drain tile and funds were authorized. There is still work needed but prior authorized funds will be used if needed.

**New Business:**

* Primary and General Election update: Clerk requests permission to purchase 200 disposable masks (119.40) and hand sanitizer to use at the elections. Supervisor K. Larson moved to approve, Supervisor Ostby seconded and motion carried.
* Access Permit requests:

1. Pilarski: Supervisor Ostby moved to approve the access the parcel contingent on getting language for permission to cross the easement, Supervisor K. Larson seconded and motion carried.
2. Arfstrom: Supervisor Ostby moved to approve, Supervisor Quale seconded and motion carried. Supervisor Arfstrom abstained.
3. Donner: Supervisor Arfstrom viewed and moved for approval, Supervisor Quale seconded and motion carried.
4. Supervisor Ostby requested that construction be viewed to see if an access permit is needed for construction on 88th Ave. There has been damage reported to the road caused by hauling trucks.

* Supervisor K. Larson requested an agenda item for the future for an overhead projector or TV for use at the town hall.

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

5/5/2020 5940 KPC 347.7 electricity

5/5/2020 5941 Kdy Co. Auditor 50.02 tax

5/5/2020 5942 Bladeworks 2496.2 roads

5/5/2020 5943 MATIT 2082 insurance

5/5/2020 5944 Boonstra Blading 825 roads

5/5/2020 5945 Kim Larson 957 snow removal

5/5/2020 5946 Collaborative Planning 1496.25 Consulting

5/5/2020 5947 Howard Werner 258.58 Net P/R

5/5/2020 5948 Pat Jacobs 369.4 Net P/R

5/5/2020 5949 Teren Novotny 277.05 Net P/R

5/5/2020 5950 Glenn Arfstrom 295.65 Net P/R

5/5/2020 5951 Sherry Jean Larson 197.1 Net P/R

5/5/2020 5962 Keith Quale 295.65 Net P/R

5/5/2020 5963 Kim Larson 197.1 Net P/R

**Permission to dispose:** 21 misc. envelopes, MSC metalworking catalog, GameTime playground catalog, Notice of Presidential Primary election, Census cover letter for survey of public employment, Bertram Asphalt advertisement, Town Law Review ad, Annual meeting notice posting, CenterPoint notice of filing for rate increase, Municibid advertisement, Quality Title letter re assessments, Cover letter for 2020 town road account distribution, LTAP Technology Exchange newsletter, Road Groom Manufacturing advertisement, NLS Community Ed request for support, cover letter for MATIT Insurance renewal bill

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

**Next Meeting**: June 2, 2020

**Adjournment:** Supervisor Quale moved to adjourn. Supervisor Arfstrom seconded. The meeting adjourned at 9:58 PM.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sherry Jean Larson, Chair Pat Jacobs, Clerk