**Minutes**

**Dovre Township Meeting**

**8/7/23**

**Chair Sherry Jean Larson called the meeting to order at 6 PM. The Pledge of Allegiance was recited.**

**Present:** Sherry Jean Larson, Marie Ostby, Keith Quale, Glenn Arfstrom, Pat Jacobs, Teren Novotny

**Guest:** Michele Marotski, Lonny Huisinga

**Approval of Minutes:** June 22nd-July 13th Continued Meeting Supervisor Ostby moved to approve the minutes, Supervisor Quale seconded and motion carried.

**Fire Report:** Spicer Fire Meeting on July 24: Attended by Supervisor Larson and Quale. No change to budget for the next year.

**Treasurers Report:** Treasurer Teren Novotny provided the profit and loss and balance statements as of June 2023. Supervisor Quale moved to approve the report, Supervisor Ostby seconded and motion carried.

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

**Platting Applications:**

* Marotzki/Savig: Supervisor Peterson moved to approve the lot line adjustment for Marotzke/Savig/Hofer contingent upon the county not requiring a plat. Supervisor Ostby seconded and motion carried. Supervisor Larson will contact the county.
* Behm: Incomplete application letter sent

**Access Applications**

* Kelly Benson: Supervisor Arfstrom viewed the property. The application is for access across some property they plan to purchase. Supervisor Ostby moved that the application for access is approved contingent upon providing proof of ownership of access property and requiring a culvert be installed in the right of way. Supervisor Quale seconded and motion carried. A letter will be sent specifying that county requirements for lot line adjustments and platting be met prior to any work being done.
* Alexander Everson: Supervisor Ostby moved to deny the application. There is access to the parcel. More information is needed about use. Supervisor Quale seconded.
* Tom Ettle: Supervisor Ostby moved to table this application for further information. A township easement is not on the application. Supervisor Peterson seconded and motion carried.
* Marotzke/Savig: Supervisor Ostby moved to approve the application, Supervisor Quale seconded and the application is approved.
* Supervisor Arfstrom suggests adding a statement about ownership of property to the access application. Also add “access must be approved by the Town Board before purchase of culvert” to the culvert request.

**Old Business:**

* Broadband Update: There has been no further conflict and the work is progressing. Supervisor Ostby stated that Federated has just completed the right of way application. Supervisor Ostby has been dealing with them and they will post a sign by housing developments to give owner notice of when they will be working.
* 8th St. Road Update : Notice received of performance bonds, liability insurance, and notice of awards for signature.
* 40th Ave, 15th St, 19th St Preconstruction conference Thursday, Aug. 10th at 9:00 AM: Supervisor Ostby and Supervisor Quale will attend.

Letter received from the state regarding the amended award from the state. Resolution presented stating that Dovre Township agrees with the conditions of the grant and will pay any additional amount over the grant. Motion by Supervisor Ostby to approve the resolution as read, Supervisor Peterson seconded and motion carries.

Asche property needs to have access identified for the new lots on 19th Ave.

Supervisor Ostby moved to approve the final plat for the Asche property, Supervisor Quale seconded and motion carried.

* 22nd St. Update: Supervisor Larson will follow up. Josh Halvorson was expected to have information at this meeting but they have not been received.
* Geotechnical Quotes for Long Lake Road Improvement: Three quotes received. Supervisor Ostby moved to accept AET’s GPR quote for 18750. Supervisor Peterson seconded and motion carried.
* Supervisor Quale has viewed Long Lake road and there are holes that will need to be cold patched. Lonnie Huisinga appeared at the meeting regarding the holes that need to be repaired immediately. Supervisor Quale has been in contact with Jamie Boonstra regarding getting this work done now.

**New Business:**

* Special Meetings: Supervisor Quale was contacted about an emergency road repair. Supervisor Ostby is asking what process should be used to make sure of liability responsibilities and how to call an emergency meeting. In case of an emergency a special meeting can be called with at least three members of the board. Supervisor Ostby moved to authorize Supervisor Quale to rent caution signage up to $1000 for Long Lake Road and Kings Drive.
* Ordinance Review and Updates: Supervisor Larson feels that we need to review the ordinances for clarity. Supervisor Peterson stated that the city used to have work sessions for these purposes. Supervisors should prepare dates that they will be available to meet the end of September (possibly the 30th).
* Palmquist: $2751 owed for costs involved: Treasurer Teren will invoice for the cost.

**Information:**

* 2024 Town Aid Certification is $1324. 2023 was $1457.
* District 5 Meeting and Election: Aug.17th, American Legion in Willmar

6:30 registration, 7:00 Meeting

Supervisors Arfstrom and Peterson will attend.

* Sept. meeting is August 28th due to the Labor Day holiday

**Supervisors Reports of Activity**

**Arfstrom:** Diane Cornelia called and she is getting weeds mowed in Long Acres. She was given a name of a contact**.**

**Ostby:** Call from person on 8th St. stating that she can’t afford the assessment for the road

**Quale:** Call regarding 15th St road issue.

Keith contacted Bertrum for another quote but no response. The Horizon Hills road is being repaired now.

**Larson:** Received multiple calls from Matt McBroom. Supervisor Quale will follow up with him

**Permission to Dispose:** 21 misc. envelopes, ULINE catalog. Supervisor Ostby moved to approve disposal, Supervisor Larson seconded and motion carried.

**Next Meeting:**

8/28/23 Township Meeting

Supervisor Larson moved to adjourn, Supervisor Quale seconed. Meeting at 8:38 PM

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Sherry Jean Larson, Chair Pat Jacobs, Clerk