**Dovre Township Meeting Minutes**

**February 4, 2020**

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

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

**Guests:** Howard Werner, Rollie Nissen, Mark Boeschen, Connie Schmoll, Dave Sisser, Bryce Holmgren

**Approval of Minutes:** January, 2019 Board Meeting, Board of Organization Minutes

Supervisor Ostby moved to approve the minutes for both meetings, Supervisor Quale seconded and motion carried.

**Treasurers Report:** Approval of Jan. 2020 report presented by Treasurer, Teren Novotny. Supervisor Ostby moved to approve the report, Supervisor Arfstrom seconded and motion carried.

**Broadband update:** Supervisor Ostby attended a joint meeting with Mamre and St. John’s Township to review information from the Broadband survey. Connie Schmoll summarized the status of this project and the survey results. There is a grant which can be used for unserved and underserved areas. Dovre Township has 146 residents who would benefit from this grant. Supervisor Ostby commented on the large portion of Dovre which does not meet the grant requirements. Dovre Township would have to have hearings before a levy taxing all the township residents. Connie Schmoll mentioned that there are two processes to assess only those residents benefiting from the project by creating a special district.

Mark Boeschen stated that the cost for the three townships is 3.9 million. 45% paid by townships, 40% state grant and 15% by the provider. The 3 townships would have cost of 1.8 million. Estimated cost of 20K per mile, 3300 per parcel.

**Fire Report:** Pennock Fire Board Meeting: Jan. 25, 2020, 9:00 AM Pennock Fire Hall

 Supervisors Quale and Larson attended the meeting. The budget increased slightly with the 2020 Dovre Fire Contract being 10963.64. We were also billed for the doors previously approved. The cost to Dovre is 7919.50. Supervisor Ostby moved to approve the contract, Supervisor Quale seconded and motion carried.

**Old Business:**

* Seat D open on the board: Options
1. Position remains open until the election in Nov. 2020
2. Appoint a replacement who would then need to file for re-election in 11/2020

Supervisor Arfstrom moved that the seat remain open until the Nov. Election. Supervisor Ostby seconded the motion for discussion. Supervisor Ostby clarified that if the board did any motions requiring a super majority, all full board members would have to agree. Assessments would require a super majority. If the position is not filled, that open position is considered a no vote resulting in the need for a super majority. Supervisor Arfstrom stated that he feels the electorate should vote to fill the position. Chair Larson called the motion. Supervisors Arfstrom and Ostby voted aye, Supervisors Larson and Quale voted nay, with the motion failing because of the open seat no vote.

Bryce Holmgren attended the meeting and offered himself as a candidate to fill the open position. He stated that his business of Stonewall Farms hosts events on the farm. He stated that having resided in the township for several years, he feels that he would like to become involved in township government. He would like to understand how the board works from the inside.

The Board will see if there is any other interest and re-visit this at the March meeting before making an appointment.

* Supervisor Arfstrom’s return of reimbursed registration fee, room and mileage for Nov. MAT conference. Reimbursement will not be required because Supervisor Arfstrom obtained Board of Equalization Training at the conference. Clarification stated that meetings must be approved prior to attendance.
* Report on Discovery for Special Assessments, Supervisors Larson and Ostby

Supervisor Ostby stated that anytime we assess, we must have hearings with detail on how the assessment is determined. Residents can contest assessments.

Currently projects are paid for by the levy for road maintenance. The levy does not include road reconstruction. We do not have a policy regarding if or how we would assess for road rebuilds. Currently two reconstruction projects have been deferred: Horizon Hills and Chadwick Estates.

The current levy will not support the reconstruction of roads.

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. Supervisor Larson seconded the motion. The motion passed with Supervisors Ostby, Larson and Quale voting aye and Supervisor Arfstrom and the open seat as nay votes.

* Update on Well House relocation-Supervisor Quale presented a cost to move the well house inside of 3705 from Marcus Well plus cost for a backhoe (est. $500) and an electrician (est. $300). Supervisor Ostby feels that we do not need to make a change. The last issue cost $65 to repair.
* MnDot Right of Way Tile repair has been completed in the Right of Way by Sunray Square.

**New Business**

* Road Classification Discussion: Pended for July Agenda
* Review of draft newsletter to be published the end of February: The newsletter will be published the end of February.
* Kandiyohi County Township Association Annual Business/Weed Meeting

Monday, March 2nd at the KCHHS Building

Meal is $10 and must be reserved by 2/27. No cost for the meeting. Supervisor Ostby moved that Supervisors Arfstrom and Quale attend the meeting. Supervisor Larson seconded and motion carried.

* County Association can send 5 delegates to the two Legislative and Research Conferences. These would garner support for township issues including annexation, environment, government operations, taxes and transportation. Conferences are April 22/23 in St. Paul and Sept. 23/24 in St. Cloud. A stipend of $150 per day is paid, reimbursement of registration fee, mileage and one night lodging is included.
* Election Judges for the Presidential Primary on March 3rd: Pat Jacobs, Howard Werner, Gary Kaufenberg, Dale Segler, Carol Knapp, Sheryl Fladeboe, Marian Bloom

 Supervisor Ostby moved to approve the election judges, Supervisor Quale seconded and motion carried.

* Hearing notice received: Subdivision request Helen Neudecker—referred to Supervisor Ostby

The property is on Long Lake Road at the Long Lake Antique location. The request is to divide the house from the larger tract which includes the shed building. The request is for a variance to the lot size requirement for the house. Supervisor Ostby has received multiple calls about this. A subdivision application has not been submitted and the change cannot be recorded without township approval. Supervisor Ostby will contact the landowner.

* Hearing notice received for re-zone request-property is in New London Township
* Notification from Supervisor Arfstrom resigning from road supervisor duties, Jan. 2020: Supervisor Larson moved to accept the resignation, Supervisor Ostby seconded. Supervisors Quale, Larson and Ostby voted aye, Supervisor Arfstrom abstained and the open position is counted as a nay vote.
* Discussion of road supervisor options developed by Supervisor Arfstrom

Supervisor Arfstrom presented a summary of road supervisor duties. He suggests two road supervisors with defined responsibilities. Discussion that Dovre Township have a road subcommittee of two Supervisors.

* Supervisor Ostby moved that the road subcommittee be authorized to spend up to 1,000 to pay for an emergency repair without board approval. Supervisor Quale seconded and the motion carried. Supervisors Quale, Arfstrom and Ostby voted aye. Supervisor Larson and the vacant position are recorded nay votes.
* Appointment of road supervisor: Supervisor Quale moved that Supervisors Arfstrom and Quale serve as the road subcommittee. Supervisor Ostby seconded the motion.Motion passed with Supervisors Quale, Ostby and Arfstrom voting aye, Supervisor Larson voting nay and the open position counting as a nay vote.

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

2/4/2020 5895 KPC 406.73 electricity

2/4/2020 5896 Economic Development Commission 4685 roadband

2/4/2020 5897 Marcus Well 75 well repair

2/4/2020 5898 Hakanson Anderson 3787 road planning

2/4/2020 5899 Kdy Co Auditor 2547.5 voting machine

2/4/2020 5900 City of Willmar 10419.04 fire

2/4/2020 5901 Ag Water Mgmt 410 prof svcs

2/4/2020 5902 Kdy Co. Assn of Twnships 1305.36 dues

2/4/2020 5903 City of Pennock 7919.5 fire

2/4/2020 5904 Howard Werner 169.92 Net P/R

2/4/2020 5905 Pat Jacobs 151.79 Net P/R

2/4/2020 5906 Teren Novotny 167.81 Net P/R

2/4/2020 5907 Sherry Jean Larson 197.1 Net P/R

2/4/2020 5908 Glenn Arfstrom 98.55 Net P/R

2/4/2020 5909 Keith Quale 197.1 Net P/R

2/4/2020 5910 Marie Sand Ostby 149.68 Net P/R

**Permission to Dispose:** 15 misc. envelopes, cover letter from Census for Legal Boundary Validation Request, Outdated Election Materials: Clerks meeting 2018, 2012 & 2014 certificates of election, filings and affidavits of candidacy, 2012 abstract of votes, 2012 & 2014 campaign financial reports, 2012 & 2014 election tapes, 2014 Board of Canvas notice, MSC metalworking catalog

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

Next Meetings: 3/3/20 Presidential Primary

 3/5/20 6:45 PM Board of Audit

 3/5/20 7:00 PM March Township Meeting

 3/10/20 Dovre Township Annual Meeting

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

Supervisor Ostby moved to adjourn, Supervisor Quale seconded and the meeting adjourned at 9:42 PM.

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Sherry Jean Larson, Chairperson Pat Jacobs, Clerk