

Agenda
Dovre Township Meeting
8/4/25

Vice Chair, Bruce Peterson called the meeting to order at 6 PM. The Pledge of Allegiance was recited.

Present: Sherry Jean Larson, Marie Ostby, Rob Orsten, Bruce Peterson, Pat Jacobs, Teren Novotny, Jordan Albrecht.

Guests: Howard Werner, Randy Klein, Deb Klein, Craig Zempel, Carol Zempel, Jayson Cole, Sheila Aschemin, Gary Aschemin, Ryan Degree.

Approval of Minutes

7/7/25 continued to 7/21/25 Supervisor Ostby moved to approve, Supervisor Orsten seconded and motion carried.

7/16/25 15th St. Hearing: Supervisor Ostby moved to approve, Supervisor Orsten seconded and motion carried.

Guests :

- Craig Zempel: 15th St: Craig stated that some of the residents on 15th St. were concerned about the speed of this. Supervisor Ostby responded that we have been discussing this for several months and proceeded with the informational hearing as doing the project now will have cost savings as combined with other projects in the townships.

Craig provided a page of notes regarding the concerns of the residents.

Questions: *What percentage of the road is bad?* Most has alligator cracking and there are some spots that are worse.

Supervisor Ostby explained the subordinate service district. This could be done on 15th St. It required 50% plus one and then everyone would pay the same including those with indirect access.

Is there a minimal assessment based on population? No, the assessment is based on how much pavement improves the value of a property.

I have a gravel road that comes onto 15th St. Why do I have to pay a full assessment? You are paying for access.

Benefit to property is calculated whether the property abuts the road or not. The property value increase is based on the life of the project.

The assessment value is an estimate and won't be determined until later. Residents should come to meetings and the hearings for information.

- Brian Paulson: Chadwick Estates roads—did not attend

New Business:

- Storm reports 7/27/25: Rob contacted Jamie for clean up of trees down in the storm.
- Access Permit Application: David Brouwer: Supervisor Peterson viewed the project. The parcel is in Dovre but the road authority is Green Lake township as determined by Kandiyohi County. Supervisor Peterson moved to approve pending coordination with Green Lake Township and Kandiyohi County, Supervisor Orsten seconded and motion carried.

Old Business:

- Long Lake Road Project update: Change order requested due to need for a full pavement mill to address areas of thick pavement \$192005.42. This will be covered by the contingency amount of the grant. The change order also changes the final completion date of the project to Oct. 1
Supervisor Ostby moved to sign the change order, Supervisor Peterson seconded. Supervisor Peterson requests that the completion date in the change order be Oct. 31, not mid November. Andrew Vistad, engineer was called regarding questions necessitating the change order. The pavement lifts should be done by the end of Oct. with seeding and final clean up details. Motion carried unanimously.
Clerk directed to record construction easements with Kandiyohi County

Supervisor Peterson moved to approve Resolution 2025-11 Approving Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds. Supervisor Ostby seconded and the resolution is passed.

- Bond Sale completed \$1,500,000, Kensington Bank 4%, closing August 7th

The bond will be sent to our Heritage Bank account. The township will establish an account at Kensington Bank and transfer the funds to that account.

Discussion held that we have until Thursday if we wish to increase the bond due to the change order unexpected expense. Supervisors agreed to leave the bond at the 1,500,000.

- Schedule Assessment Hearing

Supervisor Ostby has reviewed the assessment policy which was based on gravel roads to pavement. She would like to meet regarding a policy revision prior to the assessment hearing for Long Lake Road.

Treasurers Report

- Voter Account Award: 391.44 1557 voters
- Treasurer Teren Novotny provided the treasurers report as of the end of June. Supervisor Ostby moved to approve the treasurers report, Supervisor Orsten seconded and motion carried.

Approval of Orders

Supervisor Ostby moved to approve orders, Supervisor Peterson seconded and motion carried.

Information:

- Fire Services call: 7/6/25 Hwy 71 NE & 48th Ave. Dispatched and cancelled en route
- Fire call 7/23/25: 4820 Hwy 71 NE, Motor vehicle accident with injuries

Permission to Dispose: 19 misc. envelopes, 2016 Manual on Town Government, Posting for 15th St. Hearing, Rezone hearing -Harrison Township. Supervisor Larson moved to approve disposal, Supervisor Peterson seconded and motion carried.

Supervisor Ostby asked about a platting question for Steve Shea property. Supervisor Larson will follow up.

Supervisor Larson will also follow up on an application for Ron Haugen.

Supervisor Orsten asked about dealing with trees on the road. We can push it off the road. If the tree is in the ROW, it is the township responsibility. If it is on the homeowners property, they need to remove the tree.

Supervisor Larson stated that people are speeding along Horseshoe Drive. Kent Bauman will be contacted and patrol requested.

Upcoming Meetings:

8/14/25 District 5 Meeting Notice

9/8/25 September Township meeting

Supervisor Peterson moved to suspend this meeting until August 18th. The suspended meeting will be to have a discussion regarding assessments policy, approve any change orders for the Long Lake Road project, approve crack filling quote, decision regarding schedule for assessment hearing, Supervisor Ostby seconded. The meeting was suspended at 8:47 PM until Monday, August 18th, 6 PM at the Dovre Town Hall.

The continued meeting was opened at 6 PM on August 18th.

Present: Sherry Jean Larson, Marie Ostby, Keith Quale, Rob Orsten, Pat Jacobs, Teren Novotny, Bruce Peterson (via phone).

Guests: Jay Cole, Randy Klein, Craig Zempel, MaryAnn Allinder, Gary and Sheila Aschmann

Long Lake road: no additional change orders have been received. Notices were put on mailboxes due to an issue with people driving on the closed roads. The first pay application has been received in the amount of \$135,609.60. Supervisor Quale moved to approve payment, Supervisor Peterson seconded and motion carried.

Supervisor Quale moved to approve the crack filling quote less the private drive on 66th Ave Ne. Supervisor Orsten seconded and motion carried.

Assessment Policy: The current policy was established for roads from gravel to pavement. The township will not take over maintenance of a road unless the development is at least 75% completed and the road has been built to the township standard. Assessments must be related to the increase of benefit to the property owner. Supervisor Ostby researched assessment percentages at townships and cities throughout the state. She found that indirect assessments of 25% was pretty standard. The assessment percentages for through roads ranged from 30-50%. On gravel roads, we lose 30,000 per year—expense not covered by the levy.

The paved roads (county and township) are a cost benefit to the township excluding the cost to rebuild roads. In looking at data for all township properties, she is looking at 55% township and 45% property owners. This puts average assessments at about \$8,000 for each parcel.

If the assessment for Long Lake roads are on the 2026 taxes, the hearing needs to be before November 15th. Possible date for the Long Lake assessment hearing is Oct. 1. The Board will have a workshop session on September 2nd at 6 PM.

Supervisor Ostby moved to adjourn, Supervisor Quale seconded. The meeting adjourned at 7:26 PM.

Sherry Jean Larson, Chair

Pat Jacobs, Clerk