Minutes
Dovre Township Meeting
8/3/2026

Call to Order: Chair, Sherry Jean Larson, called the meeting to order 6:03 PM. The Pledge of Allegiance was recited.

Present: Sherry Jean Larson, Marie Ostby, Bruce Peterson, Robert Orsten, Jordan Albrecht, Keith Quale

Guest:

- Steve Kalina, Randy Klein, and Ben Nelson
- Jason from Westre's Marine: Interested in long term plans related to frontage road (Hwy 71) in front of business and the easement behind his property. MnDOT may be closing some accesses to highway 71 via the frontage road. Discussion. 18th Street may be continued north/south on the west side of the businesses. No plans have been made as of yet.
- Justin Wachsmuth: Requesting to increase access for property on Decathlon Drive from 15 to 20 feet in width. Motion made to approve increase width for access made by Supervisor Peterson, seconded by Supervisor Ostby, and motion carried. Justin also discussed possibly adding another access to a shed on his property at a later date.
- Gerry Bahma- 11653 21st St. NE Spicer- gravel issue at end of driveway and cul-de-sac. Blacktop under gravel. Continued grading has not been helpful. Soft spots are causing difficulty with mobility. Motion made by Supervisor Orsten to take back maintaining the part of 21st St NE that is in Dovre Township, seconded by Supervisor Ostby, motion carried. Letter to be sent to Lake Andrew Township to let them know about the decision and the reasons behind it. Supervisor will talk will Jamie Thompson about bringing over more gravel.

Approval of Minutes 6/1/26: Correct spelling of last name Jacobsen. Motion made by Supervisor Orsten to approve June minutes, seconded by Supervisor Quale, motion carried.

Fire Report: No report.

Treasurers Report: Jordan Albrecht presented Treasurer's report. Supervisor Ostby moved to approve the financials, Supervisor Quale seconded, motion carried.

Approval of Orders: Supervisor Quale moved to approve orders, Supervisor Peterson seconded, motion carried.

Old Business:

- CTAS Update- Treasurer and Clerk will begin entering into CTAS independently. Discussed checks and balances. Treasurer will give Clerk latest backup to begin entering into CTAS.
- Direct Deposit forms were handed out by Jordan. Forms will also be sent out to vendors for payments.
- LLR Accessory Roads and 15th St project
    - Project Site: https://arcg.is/1SrW0i3

    - Discussed current progress. Concerns about drainage of cul-de-sac on Long Lake Road Circle. Andrew Vistad is adapting a plan to allow for better drainage.
    - Phase 2 will most likely begin in two weeks.
- Stop sign at the intersection of 73rd Ave. NW and 15th St. NW has been installed.
- Broadband for Town Hall: Clerk will sign and return electronic form. Router and installation will cost between $175 and $300. $89.95 per month of 250 MB. 24-month contract will reduce costs by $20 a month to $69.95 per month. For contract, a credit reference will need to be completed by the Kandiyohi County Electric Coop. Motion to sign 24-month contract for broadband with Federated was made by Supervisor Quale, seconded by Supervisor Peterson, and motion carried.
- Permits:
    - ROW TDS- Phase C Spicer, MN. Application received. Payment received. Complete.
- American Rescue Plan Act (ARPA)-Project and Expenditures (P&E) report compliance: awaiting confirmation that action is complete.
- Emal through Sunlight Access requesting any document that details vendors issued for goods and contracted professional services rendered to Dovre Township from 1/1/2022 through 2/28/26- Pursuant to the Minnesota Government Data Practices Act (Minn. Stat. Ch. 13). 7/10/26- second request. Townships outside of seven metro counties do not need to respond to FOIA requests as it is considered burdensome.
- Election Judges in place for Primary Election.
- Public Hearing on Wednesday, August 26th, 2026, at KCHHS Bldg.
    - 6 PM- Assessment Hearing for Long Lake Region Project. Assessment estimation needed for publication
    - 7 PM- Announcement Hearing for Improvements to Chadwick Estates.
- Permits:
    - Application to adjust plat to adjust a line between two lots from Steve Blom for a client on the south side of Kings Lake. Application and ordinance sent.

New Business:

- Resolution declaring costs to be assessed for preparation of proposed assessment notice of assessment hearing read by clerk. Motion made to approve resolution made by Supervisor Quale, seconded by Supervisor Orsten, and motion carried.
- Discussion of assessment for Long Lake Region Project. Full assessment- $9,500; Partial Assessment- $1,950 Motion was made by Supervisor Peterson, seconded by Keith Quale, motion carried.
- Chadwick Estates Feasibility Study: Resolution- Motion to approve feasibility study to with corrections was made by Supervisor Peterson, seconded by Supervisor Quale, and motion carried.
- City of Willmar: 2024 missed overage expense discovered from 2025 audit (Billing for 2024 Fire Protections Agreement 2nd of two semi-annual payments)- $ 21,601.21; Jordan checked and the township has not previously made this payment. Payment was issued in the orders.

- Schedule Board of Canvas- Required 2 days after Primary Election. Scheduled for Wednesday, August 12th at 6 PM. (Later canceled as not needed)
- Resolutions
- Hakanson Anderson: 2026 Dovre Township Micro surfacing Project: Contract signatures completed. Clerk will return 2 copies to Andrew Vistad.

Information:

- Notice of Intent to Amend the County Zoning Map: Eric Van Dyken- hearing to be held on Monday, August 10th 7 PM Commissioners Room KCHHS Bldg.
- Township Legal Seminar by Couri & Ruppe: September 12th Glen-Kimberly Town Hall; September 18th in Sauk Center; October 3rd at Rutledge City Hall; October 24th at Cotton Town Hall
- Living Fence request
- Fire Calls:
    - VRBO Guest Rental at 4986 E. Eagle Lake Road- CO Alarm
    - 1778 41st Ave NE Willmar

Supervisor Reports on Activity:

Supervisor Quale reported he had a call against the new stop sign by Long Acres.

Supervisor Peterson reported several complaints about inadequate seeding along Long Lake Road. Andrew Vistad said that seeding company will come in the fall to fill these areas.

Supervisor Larson reported that she has had several calls and redirected people to the Long Lake Region Project website.

Adjourn Meeting: Motion to adjourn meeting was made by Supervisor Orsten, seconded by Supervisor Peterson, meeting adjourned.

Upcoming Meetings:

- Primary Election on Tuesday, August 11th 7 AM- 8PM at Dovre Town Hall
- Board of Canvas for Primary Election- Wednesday, August 12th at 6 PM. (Later cancelled)
- Dovre Township Meetings 2026: Mondays at 6 PM on
  9/14/26, 10/5/26, 11/9/26, 12/7/26
- Public Hearing on Wednesday, August 26th, 2026, at KCHHS Bldg.
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