**Dovre Township Meeting Minutes**

**February 5, 2019**

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

**Present:** Beth Johnston, Marie Ostby, Keith Quale, Glenn Arfstrom, Mark Olson, Pat Jacobs

**Guests:** Sherry Larson, Cal Miner

**Approval of Minutes:** January 2019 Board Meeting Keith moved to approve the minutes, Glenn seconded and motion carried.

**Treasurers Report:** Appointment of Deputy Treasurer

Sherry Larson introduced herself. She is a CPA and also has a MBA with board experience and public accounting experience. Marie moved to appoint Sherry Larson as Deputy Treasurer, Glenn seconded and motion carried. Sherry will be paid the meeting rate when serving as treasurer and an hourly rate for meetings over the next six months as she learns the position. Keith moved to approve the pay schedule, Mark seconded and motion carried.

The profit and loss and balance sheet were reviewed. The board would like to have sub accounts for road projects and would like to receive the bank reconciliation monthly.

Mark moved to approve payment of orders, Keith seconded and motion carried.

2/5/2019 5695 Swenson & Sons 192.5 Culvert

2/5/2019 5696 KPC 381.19 electricity

2/5/2019 5697 Bladeworks 1059.8 roads

2/5/2019 5698 City of Willmar 11384.9 fire

2/5/2019 5699 Couri & Ruppe 95 legal

2/5/2019 5700 Postmaster 100 postage

**Fire Report:**

 Pennock Fire Board Meeting, Jan. 19th, Mark and Keith attended the meeting. Dovre has 18 sections and will be charged $9700 for the year’s fire protection. The Fire Department did not do the remodeling they planned as the pump went out on the pumper truck. Equipment funds were used for the repair. They plan do repairs for the building in 2020. Dovre’s share will be about $10,000 in a special assessment. That amount was levied for 2018 so it will not need to be changed for this year. Marie questioned the appropriateness of them not notifying the members of the Joint Powers Agreement when there was a change in how money was spent. Mark will look at the agreement.

 2019 fire protection will be 9,775.98.

**Road Report:**

Beth contacted Jeff Slagter about gravel on 40th but that was not done. She was also referred to Todd Miller of Kandiyohi County. No action has been taken.

Citizen Cal Miner appeared before the board. He worked for the City of Willmar and discussed the road issue. The Class 5 gravel around the culvert is different material than the material on either side of the culvert. The materials expand at different rates and that causes the dip in the road. Mr. Miner feels that the one solution would be to excavate below the frost line (4 ft. deep) and blend the soils out some distance from the culvert. The cheapest and easiest would be to put signs up with a 10 mph speed limit and indicating that there is a dip. Keith suggested removing some of the tar and replacing it with gravel to let it sit for some years to let the materials move. That may be workable. Mr. Miner feels that putting gravel on the area is not a long-term solution. Glenn presented drawings prepared by Glenn and by Jim Larson Glenn feels that there is hard clay subsoil and proposes that large rock be placed over the subsoil, then class 5 gravel and then asphalt. Jim’s proposal is almost a bridge with a steel walls and concrete planks. Beth also met with Hawkinson Engineering. They stated that there will always be buckling due to materials being different. They can go ahead with soil borings and drawing a plan but this may not be cost effective. Todd Miller from Kandiyohi County talked about cold pack. The dip is filled with cold pack and then when the material expands, the cold pack is smoothed off. Mark questioned the advisability of a cold mix as there would be nothing to prevent it from spreading out the sides. This is also expensive.

Marie feels that soil borings would help us make long term plans for that area. She would like a bid to see what the cost would be for soil borings. Beth will contact Hawkinson for a price. Mark moved that permanent signs be installed to warn drivers about the dip and reduce speed. Marie seconded the motion. Motion passed. Keith moved that if the soil boring is $3000 or less, Beth is authorized to proceed. Marie seconded and the motion passed**.**

**Old Business:**

* Century Link Right of Way Application:/Goodman Utilities: No performance bond received with application and no response received to follow up email sent.

\*Certificate of liability insurance received by mail—is this sufficient for the bond? Received 1/15/19

\*\*1/28/19 Received resent application with the security bond

Denied. Clerk will send a letter requesting that an application be submitted with a current date and specifying that our policy prohibits work between Nov. 15th and May 15th.

* E-mail request received from Stonewall Farms 1/25/19 for access permit form. Submitted to them 1/26/19. No permit received by meeting date.
* Mark—Assessment information from Irving Township. This was prepared by Couri & Ruppe and they need to present

New Business

* Levy info for Annual Meeting:

Proposed Budget: Fire 70,000

 General Fund 65,000

 Road and Bridge 385,000

 LGA 14500

 **Total 534500**

Proposed Levy: General Budget 494,500

 Misc. Income 1000

 Town Road Account 39000

 **Total 534500**

* Amending Road Policy for Reconstruction of Roads: pend for March meeting
* Request for board approval for public auction or a conveyance to the town of forfeited property

Parcel 13-014-0140 and Parcel 13-015-0050

Appraised value 400.00 each parcel \*I printed the location on the GIS map, this is an island in Long Lake

Beth moved to approve classification and sale of the Peisch property as listed in the certification. Keith seconded and the motion carried.

* Conditional Use Hearing 2/11/19, 7:00 PM Primus Properties LLC requests a contractors office, shop for their remodeling contracting business, including future retail sales. Parcel number 13-429-0120. Property is south of Uncommon, Inc. along Hwy 71 NE.
* Notice of Public Hearing for replacement of Joint Ditch 18 located on 120th St. NW in Mamre Township. Hearing is 3/13/19 at 10:00 am.
* Kandiyohi County Township Assoc. Business/Weed Meeting 3/4/19

Meal registration required $11 Beth, Glenn and Keith will attend.

Opening for 5 delegates to L&R conferences on issues concerning annexation, environment, government operations and taxes and transportation.

**Information:** Land Stewardship Project letter received-copy provided to supervisors. Requesting township officials contact the governor and representatives regarding support for local control.

Minnesota Benefit Association information received regarding group term life insurance available for purchase.

**Permission to Dispose:** 24 misc. envelopes, Notice of increase in 12/18 town aid payment, Pennock Fire Board notice 1/19/9, Cover letter for MAT officer list and MAT Communications, Kandiyohi Association of Township cover letter for 2019 dues invoice, cover letter for 2019 Assessment Notice for Posting

Marie moved to approve disposal, Mark seconded and motion carried.

Next Meeting Date: March 5, 2019

3/4/19 Kandiyohi County Township Association Annual Meeting 8:00 AM HHS Building

3/5/19 Board of Audit and March Township Meetings

3/12/19 Dovre Township Annual Meeting

4/11/19 5:00-5:30 Board of Equalization Meeting

**Adjournment** Markmoved to adjourn, Keith seconded. The meeting adjourned at 9:18 PM

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Beth Johnston, Chair Pat Jacobs, Clerk