

THE HAMPTON TOWNSHIP BOARD

SPECIAL BOARD MEETING MINUTES DECEMBER 10, 2009 6:30 P.M.

Attendance

<i>Chair</i>	Doug Wille
<i>Supervisor</i>	Donna Otto
<i>Supervisor</i>	Bob Leifeld
<i>Clerk</i>	Jeanne Werner

The meeting was called to order by Chair, Doug Wille at 6:30 P.M.

The meeting was to discuss the following:

Training for the clerk and hiring an Election Judge Hiring a new building inspector

The clerk has requested someone to assist in additional training and hiring an Election Judge for the upcoming election in March of 2010. Discussion was held by the board to hire Eunice Schiller, the prior clerk to fill the positions. The board discussed paying a hourly rate of \$20.00 per hour for the three election days and a pay rate of \$70.00 plus mileage per meeting regarding the elections. For the training position, the pay rate would be \$14.00 per hour up to 40 hours per month. This will be effective immediately until March 2010. Resolution to hire Eunice Schiller will be signed at the next board meeting. **Bob Leifeld made a motion and seconded by Donna Otto to hire Eunice Schiller for the Election Judge and for additional training for the clerk. Motion was unanimously passed.**

Doug Wille had reviewed the correspondence from our township attorney regarding the Minnesota State Building Codes. Effective on January 1, 2008, it stated that the 7 metro area was to adopt the building code. Scott Qualle, owner of MnSpect, Inc. follows the Minnesota State Building Code. The board has reviewed the contract between the township and MnSpect and discussed the changes requested.

Discussion was made on the building valuation determination. Scott had explained to the board that they go off of a new home building chart that the state supplies. Regarding the utility sheds, they have a grid based off the square footage. Donna was inquiring on how an evaluation is done if the resident receives his materials at a discounted rate or free, what do you base your permit. Scott explained it is based on the valuation rather than off the evaluation.

Donna had also questioned maintenance or storm permits. Scott stated that it is in the Minnesota Building Code that they are required. He had mentioned that we should look at our fee schedule and make necessary changes if needed. The township is currently on the 1994 fee schedule. Bob Leifeld would like to stay with the 1994 pay schedule. Donna Otto would like to review at a later date.


Discussion was made regarding the agricultural permits. Bob Leifeld stated that our ordinance book states that the resident needs 10 acres and the building needs to be used for agricultural purposes. Scott explained in the code book that it states to qualify for an agricultural permit, you need 10 acres of agricultural land plus 1 acre for the residence. The 10 acres has to be used in agricultural purpose the prior year.

Also in the contract with MnSpect, we have deleted the septic inspections for we currently have Bob Freiermuth and would like to continue working with him. The clerk had questioned Scott regarding supplying a ladder for inspections. He stated in the Minnesota Code that the contract/homeowners needs to supply the inspector with the equipment needed to do an inspection so they do not carry ladders.

After discussion, the board had decided on a one year contract with MnSpect, Inc. Scott explained to the board that the clerk will be issuing the permits and collecting the permit fees. MnSpect, Inc. will be billing the township on a monthly basis. Scott explained he does not charge extra if he is requested to come to a meeting, but plans on giving a quarterly update. He will train the clerk in the issuing permits. **Bob Leifeld made a motion and seconded by Donna Otto to sign a one year contract with MnSpect, Inc. Motion was unanimously passed.**

Meeting was adjourned at 8:47 p.m.

Respectfully Submitted;
Jeanne Werner
Hampton Township Clerk

A handwritten signature in black ink, appearing to read 'Jeanne Werner', is written over the typed name and title.

HAMPTON TOWNSHIP TREASURER'S REPORT

December 15, 2009 (November's Business)

Beginning Bank Balance: \$101,353.88

INCOME:

Inspectron	\$199.30
Account Interest	<u>24.33</u>

Total Income: \$223.63

EXPENSES:

MN Assoc. Of Townships	
Workmen's Comp.	\$ 226.00
Kimmes Ent. – October Road Work	4,133.85
Farmington Printing –	
Letterhead and envelopes	251.74
Century Link – phone hookup	216.98
Citizens Bank – Dec. Hall Rent	450.00
MN Sec. of State – Notary Appt.	40.00
Bank Service Charge	<u>9.83</u>

Total Expenses: \$5328.40

Previous Checks now in (3) \$1902.11

CHECKBOOK BALANCE: \$93,780.62

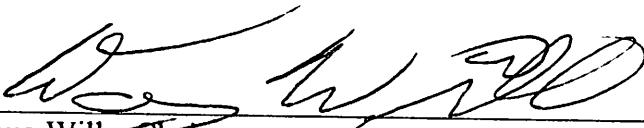
Outstanding checks (2): \$566.38

BANK BALANCE PER November 30, 2009 Statement: \$94,347.00



Leo Nicolai, Treas.

12/15/2009



Doug Wille, Chair

12/15/09
12/15/2009