

**THE HAMPTON TOWNSHIP BOARD
REGULAR BOARD MEETING
MINUTES
March 17, 2010 7:30 P.M.**

Attendance

Chair	Doug Wille
Supervisor	Donna Otto
Supervisor	Bob Leifeld
Clerk	Jeanne Werner
Treasurer	Leo Nicolai

This meeting was called to order by Doug Wille, Chair at 7:32 P.M. with the pledge of Allegiance to the Flag, using the consent agenda with the exception of approving the claims.

A motion was made by Donna Otto and seconded by Bob Leifeld to approve the routine items on the consent agenda and to approve the balance of the agenda with the exception of the claims. Motion was unanimously passed.

Road Report: Bryce Otte was present at the meeting. Bryce had requested 2 yield signs to be moved for he felt there distance was incorrect. The signs in question were on Lewiston Blvd and 250th Street and Inga. The Supervisor explained that they will going on a road tour on March 20, 2010 and will look at the signs. Discussion was made regarding the "checking road" charges that were submitted. The board explained that it should be part of the job hire to do.

The minutes and the Treasurers report were signed.

A motion to approve the claims number 4203 to 4236 was made by Bob Leifeld and seconded by Donna Otto and unanimously passed. Checks were signed.

Larry Runyon requested an agricultural permit for a shed that was destroyed in a fire in January,2010. Motion was made by Donna Otto, seconded by Doug Wille and unanimously passed to approve the building permit to rebuild the 30x40 shed.

There was no old business.

Donna Otto explained the new Planning Commission policies. The planning commission board member will be allowed to run a 3 year term, instead of a 2 year term in the past for 3 consecutive terms. After the 9 year, the board member will be dismissed. If member would like to rejoin the board, they are to wait one year and reapply. It was directed to the Clerk to send a letter to Martin Thomas thanking him

for his service as a board member. There is to be a notice in the paper requesting interested residence to apply by the deadline of April 16, with the application on our website. It was direct to Planning Commission board member, Jeremy Irrthum to get back to us on the current board members and to make sure they are still interested as being board members.

The Supervisors, clerk and treasurer was in Rochester and some attended Mankato for the Minnesota Township Associations spring training on March 16th and March 17th. The board also attended the Minnesota Association of Townships Annual meeting in Farmington on March 13th. Sheriff Bellow gave a speech. They also discussed the Dial A Ride that is available through the county. If you need a ride, call the county 5 days before service is needed. Burning barrows are no longer allowed in the county. Green Acres and Ag Preserve were discussed. There is an informational meeting April 12, 2010 in Rosemount .

Bob Leifeld explained in order to purchase material from Dakota County at a bulk rate, you are required to sign a Joint Purchasing Agreement between the township and Dakota County. **A motion was made by Doug Wille, seconded by Donna Otto and unanimously passed to sign the agreement.**

The clerk explained that we will have to purchase an additional software in order to update the website or we could hire Gloria Halbeck to do the changes for us at an hourly rate. It would save on training, updating and purchasing the additional software. A motion was made by Doug Wille, seconded by Donna Otto to hire Gloria Halbeck to do the changes on the website.

Bob Leifeld spoke regarding the chloride program proposed. At the annually meeting, it was discussed that the residence was in favor of the program. It was decided that the township would pay for half of the expense on one application up to 400 feet. The roads are to be bladed before the chloride is applied. Forms for the chloride program will be on the website and also posted in the paper. A motion was made by Bob Leifeld, seconded by Donna Otto to approve the chloride program.

There was a new building permit application proposed from the new building inspector to review. There were discuss on change a few items. The clerk was directed to email the inspector on any changes the board of supervisors and the planning commission have requested to change.

Overweight permit was discussed. If there is a need for a permit to be issued during road restriction, there is to be one supervisors signature along with the clerks signature before permit can be issued.

Doug Wille had attended the City of Hampton meeting on March 9th. He was requesting the City to consider renting the hall to the township for meetings and elections along with file cabinet storage. It was voted 4 to 1 in favor of considering the request. The City of Hampton will send a proposal to the township before our next board meeting.

Road cutting was discussed. It was directed to the clerk that it would be discussed at the May Meeting.

Scott Qualle, the building inspector was present. He had explained the proposed fee schedules for both the 1994 and the 1997 schedules. He explained the Plan check fee along with the calculations of values. He had also recommended we collect money upfront for permits. If the plans are reviewed, the township will be billed. He stated that he will email a recommended upfront fee schedule to the clerk. A motion was made by Doug Wille, seconded by Bob Leifeld and unanimously passed to stay with the 1994 building fee schedule (see attached Schedule A).

Scott Qualle had explained that we are to change the name of our "future permits". The board discussed the issue and requested to change the name to "Buildable Site Certificate" and to include on the certificate in bold print that "this is not a building permit". This was a confusing issue with some residents. A motion was made by Donna Otto, seconded by Bob Leifeld and unanimously passed to change the name of the "future permits" to "Buildable Site Certificate".

Jeromy Irrthum had requested a list of future buildable site certificates for the planning commission board. It was directed to the clerk to email that list to Jeremy.

A motion was made by Bob Leifeld and seconded by Donna Otto an unanimously passed to adjourn the meeting. Meeting was adjourned at 9:20 PM.

Respectfully Submitted;

Jeanne Werner, Clerk  _____

Doug Wille, Chair  _____

Schedule A

BUILDING CODE FEE SCHEDULE FEES

HAMPTON TOWNSHIP

TOTAL VALUATION

Effective 03/22/10

(Based on 1994 schedule)

\$1.00 to \$500.00	\$35.00
\$501.00 to \$2,000.00	\$35.00 for the first \$500.00 plus \$2.75 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$2,001.00 to \$25,000.00	\$76.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$363.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$588.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$901.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$2901.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5026.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00 or fraction thereof

OTHER INSPECTIONS AND FEES AS PER CONTRACT

1. Inspections outside of normal business hours; minimum two hours.....\$60.00 per hr
2. Re-Inspection Fee assessed.....\$60.00 each
3. Inspections for which no fee is specifically indicated, minimum one half hour.....\$60.00 per hr
4. **Site Inspection Fee:** Residential = \$50.00 ea. / Ag Building = \$75.00 ea. / Commercial = \$95.00 ea.
5. Additional plan review required by changes, additions, or revisions to approved plans
Minimum one half hour charge.....\$60.00 per hr
6. For miscellaneous and special services.....\$60.00 per hr
7. Pre Move-in home: \$175.00, Pre Move-in accessory structure: \$125.00
8. Move-in Home: \$275.00, Move-in accessory structure: \$200.00
9. Permit Cancellation Fee: If reviewed: plan review fee + 20% of permit fee. If issued: permit fee - Twp costs
10. Permit Renewal within 6 mos of expiration: 50% of permit fee (if no changes to the plans, code, structure)
11. Demolition permits are based on valuation and require plan review
12. Duplicate Permit Card:.....\$25.00
13. Photocopy Charges Related to Plan Review of a Permit are \$0.25 per side per 8x11 page
14. Manufactured Home Installation: \$275.00

Building Permit State Surcharge Fee: Schedule is based on the currently adopted State Surcharge Table.

Plan Check Fee: Is 65% of the Permit Fee for Residential and Commercial Review

Plumbing Permit Fees:

Fixture Maintenance* permit fee: \$40.00 plus state surcharge
Plumbing Permits: \$75.00 plus state surcharge

Heating, Air Conditioning & Gas Piping Permit Fees:

Fixture Maintenance* permit fee: \$40.00 plus state surcharge
Mechanical Permits: \$75.00 plus state surcharge
Gas Line Air Test: \$10 per line, \$20 minimum with permit
Gas line only, \$40.00 plus state surcharge

Fixture Maintenance*: This permit is for replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes, vents, ducts, or fuel supply line is to be done. This fee includes only one inspection trip.

Examples of Fixture Maintenance Permits include replacement of a: sink, faucet, toilet, hose bib, dishwasher, water heater, water softener, furnace, gas fireplace, etc.

New fixtures are not included in this permit type unless there is no work being done to plumbing, gas lines, venting, or ducts other than making final connections.

Residential General Fees:

Re-Roof:	\$49.50 plus state surcharge
Re-Side:	\$49.50 plus state surcharge
Re-Window:	\$49.50 plus state surcharge if replaced with same size Any size change requires a regular building permit
Re-door/garage door	\$49.50 plus state surcharge Any size change requires a regular building permit

Non-Residential Project Fees:

- Fees are based on Valuation including Mechanical, Plumbing, Re-Roof and Re-Side Projects, etc.
- Fire Sprinkler Systems require a regular building permit; fees are based on Valuation with no Surcharge

*Permit Valuations will be based on the supplied construction value
with a minimum of the calculated value from the approved building department valuation schedule.*

Last Date Printed: March 22, 2010

HAMPTON TOWNSHIPS TREASURER'S REPORT

March 17, 2010 Meeting (February's 2010 Business)

Beginning Balance: \$167,156.98

INCOME:

Dakota County Conservation Credit	\$1110.83
O'Connor Heating – John Rother permit	75.50
Inspectron – 4 th Qtr.	55.79
Account Interest	<u>35.70</u>
TOTAL INCOME:	\$1277.82

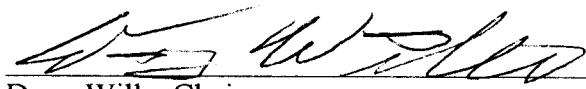
EXPENSES:

M. Thurmes – Hall Cleaning	\$175.00
Rivertown Newspapers – Legal Ads	42.80
Otte Excavating – Jan. Rd. Work	6966.50
Cannon Falls Beacon – Legal Ads	21.60
Kennedy & Gaven – Legal Fees	82.50
MN Spect, Inc. – Permits	56.25
Don Kimmes – Cemetery Mowing for 2009	595.00
B. Friermuth – Septic. Insp.	100.00
More Link Computing – Scanner	480.99
Upper Midwest Mgmt. – Mar. Hall Rent	450.00
EFT Century Link – phone	82.64
MN Assoc. of Townships Officer's Meeting	270.00
Dakota County Assoc. of Townships	
* This check replaces #4182	
DO NOT ADD IN EXPENSES AGAIN	780.82*
Eunice Schiller – Misc. Expenses	198.84
Bank Service Charge	<u>10.39</u>
TOTAL EXPENSES	\$9532.51

CHECK BOOK BALANCE: \$158,902.29

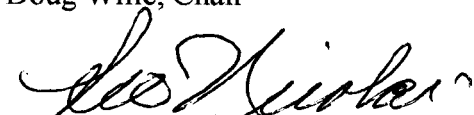
Checks not in: 4186 - 2046.42
4195 - 595.00
4196 - 100.00
4197 - 480.99
4200 - 270.00

2-28- 2010 Balance Per Bank Statement: \$162,394.70



Doug Wille, Chair

March 17, 2010



Leo Nicolai, Treasurer

March 17, 2010