

**Hampton Township Board  
Regular Meeting Minutes  
March 17, 2015**

Attendance:

Chair: Bernie Pistner  
Supervisor: Doug Wille  
Supervisor: Jim Sipe  
Treasurer: Leo Nicolai  
Clerk: Jeanne Werner  
Deputy Clerk: Bob Reinardy

Meeting was called to order at 7:30 P.M. by Bernie Pistner, Chair, with the pledge of allegiance, using the consent agenda with the exception of approving the claims. Chairman turned the meeting over to Jim Sipes, after it was established that the reorganization meeting would be in April. Jim took over the meeting.

**Motion was made by Doug Wille to approve the routine items on the consent agenda, including the minutes to the February 17 regular meeting, second by Bernie Pistner. Motion approved.**

Minutes and Treasurers report were signed.

**Motion made by Doug Wille to approve claims 5088 to 5115, seconded by Bernie Pistner. Approved. Checks were signed.** Mail was reviewed and returned to file. One piece covered sign-reflectivity requirements. Leo Nicolai stated that he believed Bob Leifeld had addressed this issue, and township was updated and in compliance. No other mail items needed action.

Jim called for any public comment. There were none. He then called for the road report. Doug reports that there have been no complaints at this point. Not much snow, so roads did not get super muddy. Possible road tour in April was mentioned; date to be determined later.

Inquiry was made regarding Otte contract, and it was reported by Jason Otte that there was one year left on the contract. Inquiry was also made by Jim regarding gravel contract. There was discussion as to whether Anderson could just renew his contract from last year. Anderson was the only bidder in 2014. Leo reported that the township paid \$113,133.90 for gravel last year. It was determined that an ad for the gravel bid needed be placed due to the size of the contract, which exceeds \$25k

Jeanne will put together an ad for the gravel bid to be reviewed for approval at the April 21 meeting.

Adam Hager requested a permit to build a 36 x 54 pole shed at 22521 Inga Ave., Hastings. Hager presented his plans to the board. Jim Sipe reviewed planning commission minutes. All setbacks and other requirements were met, and planning commission recommended approval for the permit. It was established property is less than 11 acres, and building would be for an accessory, rather than an ag building. **Motion made by Bernie Pistner that permit be approved for a 36 x 54 pole shed to be built on the property, seconded by Doug Wille. Approved.** Doug Wille reported that Blake Otte would appear at the April meeting with his permit request.

### Old business

Jim Sipe referenced his emails regarding the Right-of-Way utility permit approval process as it pertains to terms and conditions covering utility placement. He named items he added on his draft that are not currently in ordinances, and asked board for their opinion on the additions he noted. Doug pointed out discussions from the past regarding the recent phone-line installation and concerns that placement requirements may not have been always followed as outlined and the problems that can be caused at a later time by activities such as digging and brush cutting where the improper placement of utilities can cause damage. Leo mentioned the meeting in Rochester that day in which a presenter suggested that a disclaimer be added to permits stating that the township is not liable if placement is not in a proper place, but the language has to be specific. Jim said that problem now is to clarify the ordinance, and to spell out when a permit is and is not required, as it pertains to things like repairs. It was also determined that the ordinance will have to be amended in order to make any changes regarding requirements. **Motion made by Doug Wille to have Jim contact Troy Gilchrist asking how to go about incorporating changes to the existing ordinance. Second by Bernie Pistner. Approved.**

Next item: CAPX 2020 Escrow Agreement. Discussed need to negotiate as to what CAPX will cover. There is a need to establish a Right-of-Way use agreement covering repair of roads that may be needed as they do their work. Initial amount to be received is \$6K, which would be used to pay attorney fees, engineering and administrative fees that may be incurred. Jim submitted two copies of agreement, to be signed by Chair and clerk. **Motion made by Bernie Pistner to accept and sign escrow agreement by the chair and clerk. Second by Doug Wille. Approved.** Next step will be to determine language on agreements covering repairs to roads. CAPX likely will want township to do work and reimburse from the escrow. Jeanne will send signed copy to Brian Mielke, file 1 copy at township, and scan 1 copy to Troy Gilchrist and Brian Mielke.

Next: Inspection issues with building permits. Jeanne has contacted several permit-applicants who were very upset with the inspector (s) from MnSpect. Complaints were chiefly covering some demands made by inspectors that applicants deemed unnecessary, costly, and unreasonable. In some cases inspector relented after builder or contractor demanded to see where the code book stated a particular code covering an issue, and inspector was unable to support his ruling. There was discussion about possibility of terminating the present contract and inviting other inspectors to submit their interest and qualifications to provide inspector duties for Hampton Township. Jeanne will review termination terms of present MnSpect contract and draft a letter for board to sign informing them of intention to possibly terminate contract at the end of 2015.

New Business: Election canvassing meeting. Jim stated a canvassing meeting was supposed to be held within two days of the election, with the board members and clerk present, to certify the results of the election. This was not done this year; board members signed canvassing report the following day as has been done in the past. Suggestion was made to make the regular meeting in March moved to two days after the election, and have the canvassing meeting on the same day, just prior to the regular meeting. Jeanne was to email some other townships to determine how others scheduled their canvassing meeting. Issue will be addressed at the April 21 meeting to determine if March regular and canvassing meeting next year will be scheduled like this.

Next: Chloride program. Bid has been received from Quality Propane. Bid is for .85 per gallon applied. There was discussion as to how the contract amounts were calculated, and how the cost to residents should read. **Motion made by Doug Wille to accept the Quality Propane bid, second by Bernie Pistner. Approved.** Leo will call Quality Propane to clarify some of the cost issues, and will meet with Jeanne to draft the letter to residents detailing coverage and costs that will apply this year.

Next: Reorganization Meeting. Established that meeting is one-half hour before regular meeting. The reorganization meeting will be held at 7:00 on April 21, 2015, with the April regular meeting to follow. Jim states there are a number of items that should be addressed and would like an agenda a couple of weeks ahead of time so board can review and think over issues to be presented. Jeanne will review items that will be pertinent to the township.

Next: Gravel Quotes: Jeanne will pull contract from last year and advertise for quotes. This is tied to road report and should cover areas such as gravel hauled in, packer, water, and that they coordinate with Jason so roads are graded before gravel is spread.

Next: Mileage rates. Jeanne will prepare a resolution that mileage reimbursements will follow the prevailing rate established each year by the federal government. Prepared resolution will be signed at the reorganization meeting of April 21.

Motion made to adjourn by Bernie Pistner, second by Doug Wille. Approved.

DATE 4/21/15

CHAIR ~~Bernie Pistner~~  
*Jim Sipe*

Clerk ~~Jeanne Werner~~  
*Robert Remondy*