

The Hampton Township Board Regular Meeting Minutes September 15, 2015 7:30pm

ATTENDANCE

Chair	Jim Sipe
Supervisor	Doug Wille
Supervisor	Dan Peine
Treasurer	Leo Nicolai
Deputy Clerk	Molly Weber

This meeting was called to order by Jim Sipe, Chair at 7:30pm with the Pledge of Allegiance to the flag and using the consent agenda. Doug made a motion to approve the routine items on the consent agenda accept for the claims. Dan seconded it. Motion carried.

Jim asked if we are going to talk about the claims. The claims will be approved later in the meeting when we sign the checks. We don't approve them now. There are none in question.

Leo suggested that we make a spreadsheet of the road grading and what they did and where it went. Rock comes from Jason. They should have scale tickets. Anderson is the rock and the road grader says what they did. House number to house number would be more complete and we can get that from Otte's by homeowner. Leo said their road is in excellent condition.

Jim wonders when we approve the claims, what are we doing? We are not really signing the checks. We are approving the claims later in the meeting when we sign the checks.

PUBLIC COMMENT

Gene Dohmen – was approved to start mowing now. It's ok to do the last pass now.

PLANNING COMMISSION SYNOPSIS

Was about the Zoning Ordinance which we are going to talk about later so we are going to skip over it for now. We will talk about it when we get to new business.

OLD BUSINESS

Feed Lot Permit – we will take that off the agenda for now per Jim Sipe. It is really part of the changes to the Zoning Ordinance and the changes we are making so we can scratch it for now.

Administrative Policy – we talked a little bit about this last month. We had our attorney draft and administer a policy that we decided not to accept back in 2008 or 2007 or 2009. The question is do we want to reconsider that decision or think about the need for some administrative policies. Jim said he is willing to take this on and come up with some recommendations. Doug said it was so specific that if we adopt it and don't adhere to it then we could get ourselves in trouble. Doug agreed to read through it too and they would pull the bits and pieces together. We will do this next month.

New Building Inspector – Back in June or July we decided to move away from MNSpect and we asked

Leo and Bernie to be the search committee. We've looked at Darrel Gilmer and Bennie Savine. Bennie talks about commercial items and a price in his sample agreement from another township. Leo was going to try to get some more information today and he didn't. Leo has an excellent recommendation for Bennie since Darrel Gilmer might not be commercial. It sounds like they ran across issues in Vermillion Township with the commercial or not. But if something comes up commercial the inspector can sub that out. We can not sub to another inspector. Leo said he doesn't think Gilmer sent us anything formal like Bennie did. Doug mentioned a third option of Ron Wassman but he hasn't called Doug back yet. Bennie sent a resume and sample contract. Jim says we don't need to act this month. He would like to act in October on this but November at the latest. Jim would certainly take Leo's recommendation. He wants to be sure we have a 30 day out clause in the contract for us and the building inspector. Dan knows Ron but he feels like Bennie seems very interested sending his resume and such. Per Jim we will roll this over to next month. Leo is going to let Bennie know we received his stuff and we plan to make a decision next month. Jeanne is to request a resume from Gilmer. Doug will contact Ron Wassman, Inspector.

ROAD REPORT

CAP X - Jason said they haven't had any trouble with CAP X that he knows of. CAP X called Doug today and said part of our agreement is to go with a board member to drive around and look at the roads before they start their project. Doug told him to call Jason to set up the ride along if they want to do it before next Tuesday since Doug will be out of town. Jason could then coordinate for Dan or Jim to ride along with them so they can take pictures on their phone or whatever before CAP X starts the project and they can explain to them what they plan to do. Jim prefers they wait until Doug gets back since he is our road guy. Dan can go too.

Chloride contract – Doug said what he has seen looks really good. 270th looks black. Jason doesn't know if they use calcium or magnesium. He said they call it Road Saver so he isn't sure what it is. Raway was questioning what they were using. Doug said, "we went through and outfit from Randolph for the same price after we had a little trouble with your product this Spring." That's when he asked if they used calcium or magnesium. Jason doesn't know which is better. The chloride now is much better than it was last Spring. Doug made a motion to accept the bid from Envirotech for road chloride. Dan seconded it. Motion carried.

Culvert on 250th – Jason said should be getting it in later next week.

Question about whether we wanted to spray the wild parsnip in the fall and they said the fall is the better time. Doug said we will have him do test areas that we marked on the map, then if there is no wild parsnip in the spring then we know what they did does work. So he will kill the brush but test the wild parsnip at the same time. Leo said the brush by Don Kimmes on 225th and 47. Jason said they used round up. It killed it well, black.

Jim asked how we know if we are getting gravel Anderson is charging us for. We are just wondering since gravel is \$131,000. It seems kind of high. Last year it was around \$113,000. Jason said Anderson can print and turn in (scale) tickets every day. Jason has no way of watching since he doesn't see Anderson's bill. It makes sense it was higher this year since we added (3/4 of a mile) on 270th this year. Plus there was a bad spot on Fischer that required more rock Jason said. Jim said he has no problem with it, he just wants to make sure no one else does. It would probably be a good idea to keep a spreadsheet with details of how much rock goes on which roads when and how much is spent on grading on various roads. Anderson hauls the rock out and their driver keeps records of where he hauls daily. The tracking on the bill is pretty good, we are just missing the daily scale tickets.

(this is something we probably need) Every driver keeps track of every load they haul and they turn it in at the end of the night.

NEW BUSINESS

Election Judge – Molly? Jim took out the resolution making him the judge through the end of this year. We need to have a head judge for the next 2 year period. Molly's name was brought up. Jim & I can talk later. The election judge does all the work the day/night of the election, 2-12 hours at the election, checking people in, preparing them to vote, counting ballots at the end of the night. The head election judge gets an extra hour of training since they have more interaction with the county and they have to go test the voting equipment for a couple hours. Need to pick up the voting equipment and get it here, then return it the next day. Pays by the hour. Have a busy week around the elections in Township Election in March, Primary Election August and General Election in November. There will be training for all elections judges on the new equipment that we need to purchase. More information can be found on the county website under election judge. We will move to old business next month and Molly can think about it and research it. Molly can think about it and we will leave it at that. Jim prefers not to do Supervisor and Head Judge. It is not uncommon for a clerk to be the Head Judge.

Revisions to Zoning Ordinance – We found inconsistencies about date of the ordinance versus hard date of 1982. So we went through a process of drafting amendments at our meeting a month ago with Troy and the Planning Commission. Troy re-drafted per comments he heard at the July meeting. We now have that re-draft. Then next step is to decide if this is where we want to go and then schedule a public hearing. Since it is a Zoning Ordinance we need to have a public meeting and gather input from the public before we make a final decision on how we change the Ordinance. We don't just get to change it without that. We asked the Planning Commission to consider the revised amendments. They reviewed it last night and there are a lot of little things and one big thing. The one big thing is really about allowing an additional house per quarter/quarter section if there was an original dwelling constructed prior to 1982. When we talked with Troy we had a lot of discussion about that. We decided to strike the opportunity for an additional house out. The Planning Commission recommended that we keep that clause in there. We need to decide if we want to change our mind on that & drop that language back in or keep it as it is. That was basically added in for people who sold off all their land but now they want their child to build on their farm. It doesn't really say that you have to own the original dwelling. If you have a residence prior to 1982 then your child can build another home on that land. You must own the whole quarter/quarter in order to do this. It seems like it would be more simple to toss that wording out. The people that added this verbiage in really did it to please a few people. This helps to keep the family farm going. If you have a 160 acres you can put 4 houses on that 160 but this is wanting to allow another house. Jim said we will have a public hearing so the public can add comment. The Town Board gets to make the decision but we need to base our decision the public's comments. Jim is inclined to leave it deleted though the public hearing and then decide after the public hearing. This is not common in the state of Minnesota. Not sure what happens if the original dwelling burns down. The guys agreed to leave and see what the public has to say about it. The other significant issue is on page 4 Clustering 120 or 160 acres. If a quarter section is vacant and owned by the same person, persons or joint entity or owners of contiguous parcels agree, 4 homes may be clustered on one of the quarter/quarter sections of the quarter section. Once you build a house on the 160 acres and you sell it off, you no longer own the whole 160 anymore so then your clustering rights are no longer there. Troy has written it up that if everyone in the contiguous 160 agrees, you can do the clustering on one of the quarter/quarter sections. Originally they allowed clustering to preserve farm land. If you own 120 acres, you should have 3 buildable lots. If you build a house and sell it to someone with 5 acres, now you don't have a full 80 acres to cluster with so you would need permission if you want to cluster a 3rd house but now you only have 115 acres, not the 120 acres you need. Right now the way it is written you must do all your clustering at the same time. But Troy's way of saying it is

that you can do it but you need permission from the contiguous landowners.

Jim says we could handle it by one of 3 ways:

- 1) we could have Troy join us and go through it again
- 2) have a public hearing and see what we get
- 3) go through it ourselves (but we aren't getting very far with it)

Jim feels some of the comments from the Planning Commission he doesn't agree with and some he doesn't understand but he wonders how many times we want to look at this. Since we still don't know what is being said with this, we should get more clarification. When a substandard lot is buildable and lot of record is also in question. We need to get Troy to come back for another Special Meeting. Jim will get dates from Troy for early October on a Wednesday or a Thursday night. Jim will email us options and invite the Planning Commission. Then we will post it.

OTHER BUSINESS

Doug made a motion to move \$100,000.00 from the General Fund to the Road and Bridge Fund. Jim Sipe seconded it. Motion carried.

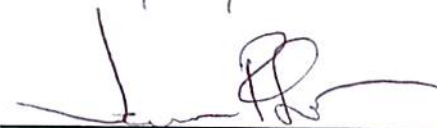
Jim Sipe requested a motion to approve signing of checks 5183 to 5203. Doug Wille made a motion. Dan Peine seconded it. Motion carried. Checks were signed. The Minutes and Treasurer's Report were also signed.

Jim Sipe requested a motion to sign to approve the claims list. Doug Wille made motion. Jim seconded it. Motion passed.

ADJOURNING OF MEETING

Doug made a motion to adjourn the meeting at 9:10pm, seconded by Dan Peine. Motion carried.

Date Signed: 10/20/15

Supervisor: 

Clerk: 

HAMPTON TOWNSHIP REPORT
 October 20, 2015 (September's Business)

Beginning Balance: \$422,721.92

INCOME:

Transferred from Escrow Acct.	\$15,010.00
Wagner Const. – Permit	793.75
WS & D Permit	50.50
ICS Interest	<u>58.39</u>
TOTAL INCOME:	\$15,912.64

EXPENSES:

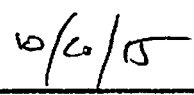
3 rd Qtr. – Planning Commissioners' Salaries	\$ 965.06	
3 rd Qtr. – Treasurer's Salary	1,179.20	
Clerks' Salaries	1,386.14	
3 rd Qtr. – Supervisors' Salaries	662.62	
Anderson Rock – Gravel	131,690.20	
MN Spect. – Aug. Permit fee	1,619.92	
CNS Solutions – Website	100.00	
Gilmer – 2 Septic Inspections	200.00	
Hiawatha Broadband – Escrow Refund	15,000.00	
Kennedy & Graven – July Legal advice	1,178.40	
Janet Otte – Oct. Rent	500.00	
Postmaster – stamps	49.00	
M. Weber – Office Supplies & Mileage	126.38	
Otte Excavating – Aug. Road Work	52,989.69	
Century Link – Phone	74.54	
MN Revenue – 3 rd Qtr. Withholding	77.02	
PERA – 3 rd Qtr. Payroll	730.49	
IRS – 3 rd Qtr. Withholding	<u>1,469.18</u>	
TOTAL EXPENSES	\$209,997.86	ENDING BAL: \$228,636.70

Not Ins: (3) \$603.74)


(Account Total Before Sweeps) Checkbook Bal: \$229,240.44

Balance of Insured Cash Sweep (ICS)Account:	\$178,106.55
Balance Per Bank Statement 9/30/2015	<u>\$ 51,133.89</u>
TOTAL OF BANK BALANCES:	\$229,240.44


 Jim Sipe, Chair


 10/20/2015


 Leo Nicolai, Treasurer


 10-20-15
 10/20/2015

September 2015 Continued

9/30/2015 CDs 3 rd Quarter	Rate	Amount
#10782	.750	\$7,000 Interest goes to Cemetary Account
#75003783	1.000	\$46,519.17
#85003819	.750	\$20,874.87

9/30/2015 ESCROW ACCOUNT #80034306	
Previous Balance:	\$51,290.00
9/16/2015 Withdrawal for Hiawatha Broadband:	<u>\$15,010.00</u>
9/30/2015 Balance Per Statement	\$36,280.00

NORTH HAMPTON CEMETARY FUND #702183250	
Previous Balance:	\$285.77
Interest from CD #10782	13.23
Interest	<u>.04</u>
9/30/2015	\$299.04

HAMPTON TOWNSHIP ICS SHADOW ACCT. #902000004	
9/02/2015 Deposited from Acct. #2000004	
9/3, 9/16, 9/17/15 (Int. \$58.39)	\$311,021.28
9/21/2015 Withdrawal to Acct. #2000004	<u>-132,914.73</u>
9/30/2015 Balance Per Statement	\$178,106.55