

The Hampton Township Board

Regular Meeting Minutes

April 19, 2016 7:30pm

ATTENDANCE

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

This meeting was called to order by Jim Sipe, Chair at 7:40pm with the Pledge of Allegiance to the flag and using the consent agenda, minutes from the Budget meeting and the minutes from March Board meeting on 031516 as well as the approval of agenda before us for this meeting. **Doug Wille made a motion to approve those three items. Dan Peine seconded it. Motion carried.**

TOWNSHIP LETTERS OF INFORMATION

PUBLIC COMMENT

ROAD REPORT

Wendy Freeburg Culvert Request – always a big water puddle there it is on 23002 Lewiston back in the woods were all the phone line mess is. She wanted to know if anything could be done about her driveway but there is a rats nest of phone lines there. Jason said we would have to hook up with the phone companies to move the lines. In order to dig the culvert out they would need to get the phone lines moved. Phone companies are usually willing to move them. The culvert is the homeowners responsibility. Leo Nicolai said that if they are messing with it, then maybe the next driveway up should be fixed also. There should be a ditch between them and a culvert going away from them. Jason said cleaning the ditch is sort of our responsibility. Jason will talk to the phone company and see if they will move the lines. The homeowner will need to pay for the culvert (between \$500-\$1,000.00) and when our contractors are available they will put it in provided the phone company will move their lines. Doug will let Wendy know what he knows if she calls. Leo Nicolai or Doug Wille will contact the neighbor, Badard's about getting theirs done too.

Bridge Safety Inspection Document – Jason said everything was done and will sign this and send it back to me to send it in.

Deputy Smith was present – didn't have a whole lot. Said we are seeing some daytime burglaries and some nighttime outside buildings so if you have a business where you keep high ticket items, bobcats, snowmobiles, 4-wheelers. It has been going on throughout the county and throughout the metro. People are going into the shed and if you leave your vehicle in there with the keys they load up air compressors and all the tools then the police find the vehicle a few days later abandoned in a field somewhere. Keep an eye on your property and your neighbor's property. If you see something suspicious, then give us a call. They caught one of the guys (local) a couple others might be in suburbs. Remind residents to keep stuff locked up. They daytime burglaries the come knocking at your door pretending to sell something if you answer. If you don't answer, then they break in. They are also seeing some mail theft here and there so recommending if people are sending a check to bring it to the post office. Jim asked what the speed limit is on 56 between 50 and Randolph. Officer will drive through there and check for signs. Minnesota on gravel road if not posted on gravel road it is 55mph. State highway should be marked. Some highways throughout the county that are going up to 60mph, there was a state law passed not too long ago. There are studies done before the speed limit changes. Maybe the state will post more speed limit signs on 56 once the construction gets closer.

2016 Rate Sheet from Jason – we are a little behind so we are going to make a one year agreement with Otte Excavating. Rates went up a little bit for 2016. Doug Wille thinks we should roll with this for one year. If we want to do anything different next year we will have to get ahead of the curve a little bit.

Jim Sipe made a motion we accept the bid from Otte Excavating for May 1, 2016 to April 30, 2017. Doug Wille seconded it. Motion carried.

2016 Road Tour Report – road tour report documents were passed out. Doug Wille didn't think there was anything that really jumped out at them. There are some frost boils that need to be addressed at some point. Hogan was bad north and south of 230th and he said they are looking at redoing that whole road anyway so it needs to get rocked. It's probably in worst shape that we got. Jason said we are looking at re-graveling Hogan and 230th this year and a portion of 250th. Budget-wise they are trying to figure out how much they can do. They will start with Hogan and 230th and go from there. There is also a frost boil between 47 and Donnelly. That is a small bad spot that should be fixed too.

Road Maintenance Bids – there was one bid from Anderson Rock. The Solberg Quarry is \$10.45/ton, Spring Garden quarry is \$10.95/ton, Spot Rock is \$9.45/ton. It is the only bid we got and we are happy with the product. We just need to keep it under \$100,000.00. **Doug Wille made motion that we accept the Anderson Rock and Lime bid for 2016. Dan Peine seconded it. Motion carried.**

Chloride Bid – Envirotech, we spent about \$22,000.00 on chloride last year but we did a couple things twice. **Jim Sipe made a motion that we accept the Envirotech bid for chloride. Doug Wille seconded it. Motion carried.**

PLANNING COMMISSION SYNOPSIS

Meeting was cancelled so there wasn't anything.

OLD BUSINESS

Work Comp for Contractors – Molly will need to follow up with Gilmer and Svien on this to fill out the proper form that they don't need WC insurance. We just want something that says you have Work Comp or you don't need it.

Revision of Zoning Ordinance-Full Version – This was where Jim Sipe was talking to Troy Gilchrist about whether we can change the fee of \$1,000.00 to \$2,500.00 for a Conditional Use Permit. Troy suggested creating a fee schedule and add this into the fee schedule and then have a Public Hearing to adopt the fee schedule and then in the same Public Hearing we can tweak the Zoning Ordinance to get rid of the \$1,000.00 in there and just refer them to the fee schedule. So Jim Sipe has referred a draft fee schedule for the supervisors to review along with Denmark and Douglas fee schedule examples. Jim went through our Zoning Ordinance and listed everywhere that something was needed. He came up with some non-refundable fees and escrows. This is a draft for the supervisors to come in with their suggestions too. Jim hopes that sometime this summer we can get to this and get it cleaned up. Jim is going to call Darrell and see what is going on with the septic stuff. Jim said we are going to leave the other document at \$500.00 and change it later with this new fee schedule. We will charge the \$500.00 until then since we already made a motion on that.

Administrative Policy – Jim Sipe tries to read through it before meetings and tries to follow it but he thinks we are missing the piece of the fee schedule. Doug Wille agrees with that and thinks it will be good to be able to get the fee schedule on the website for people to refer to.

Building Lease Agreement – Molly Weber set up a meeting with Janet Otte and to get typos/corrections made. Once Janet returns it with the corrections Molly will have board sign Lease Agreement. We are in agreement but we just need the typos corrected.

Septic Letters – the document that was sent by Dakota County with the Joint Powers Agreement, Jim Sipe reviewed and his take on it is that Dakota County would like to enter into a Joint Powers Agreement with a bunch of different small townships and in that Joint Powers Agreement Dakota County says they will manage this tracking septic tanks and we will take care of the sending out the notices centrally and the townships only obligation is to supply us the information. They want copies of the as-builts. They will charge us based on the number of septic's we have in the township. The Joint Powers Agreement sounds like we don't have to send

out those letters, that they will be doing that. Jim Sipe said he would follow up with Troy Gilchrist on this to see what our obligations are. So if you don't pump your septic it will ruin your own house or drain field. It is not like it is affecting the environment.

NEW BUSINESS

Nick Murgic – Building permit for accessory building. Benny Svien reviewed it and he is fine with it. **Doug Wille made a motion we approve the accessory building permit application for Nick Murgic. Dan Peine seconded it. Motion carried.**

Endres Roof Mounted Solar System – Benny Svien said MN Spect had it and it came back to Benny. Mary Lou's son, Scott Endres was present to represent his mother Mary Lou Endres. They are putting it on the side of the barn roof at 22075 Northfield Boulevard. Per our ordinance if it is a roof mounted unit it is just a conversation with the building official since it is a building permit. It is a building permit for Mary Lou Endres by Able Energy the company that is doing it. **Doug Wille made a motion to approve the Mary Lou Endres roof mounted solar system. Dan Peine seconded it. Motion carried.**

Aaron Adelman-T-Mobile Antenna Installation at 4397 215th Street East – Allisa was present to represent Aaron from T-Mobile. They are putting additional antennas on a tower and putting a slab on grade for the equipment. Benny Svien said they need to get a building permit for the slab on grad for the equipment. Aaron will contact Benny about the building permit. **Jim Sipe made a motion to approve the installation of additional antennas on an existing tower for T-Mobile at 4397 215th Street East. Dan Peine seconded it. Motion carried.**

Dust Control Letters – we should just follow what we have always done per Leo Nicolai. We post the letter in the newspaper and on the website and they just print it and mail it in or they can get a copy from Jeanne. We do not mail them to the residents. It is too much work to figure out who lives on a gravel road. Just need to copy the letter from last year to put on the website. Molly should copy newspaper posting from last year. Doug suggested that we post in newspaper for 3 weeks. In the newspaper posting tell them they can get a copy from Jeanne or print it off the website. Post as soon as we can get it in the newspaper. Return no later than May 15th with payment. State that the chloride will be applied around the beginning of June. Molly will work with Leo on this.

New Resolution for Election Judges – do not need this. They just got a raise.

Website Cost Increase – Mark hasn't raised his prices for quite a while. It went up \$10.00 per hour. His rate goes from \$50.00 per hour to \$60.00 an hour. Mark hosts our website too. It is about \$12.50 per month.

Molly Notary Stamp – supervisors said it is up to Molly if she wants to do it. Leo Nicolai thinks I can do it through the bank. He thinks there is a little test or something to do. Jim Sipe thinks it would be convenient if for the township if I choose to do it. If there is a fee incurred they will pay it.

Jim Sipe made a motion that we add a Deputy Treasurer position with the same pay and conditions as the Deputy Clerk. Doug Wille seconded it. Motion carried.

OTHER BUSINESS

Doug Wille made a motion to approve signing of checks 5299 to 5310 and a motion to approve the claims list. Dan Peine seconded it. Motion carried. Checks were signed.

ADJOURNING OF MEETING

Doug Wille made a motion to adjourn the meeting at 9:14pm. Jim Sipe seconded it. Motion carried.

Date Signed: 5/17/16

Supervisor: 

Clerk: 

HAMPTON TOWNSHIP REPORT

May 17, 2016 Meeting

April's Business

BEGINNING BALANCE: **\$278,719.83**

INCOME:

Murgic - Permit	\$1806.89
Greg Endres Meats -Permit	1186.99
S. Fleming - Permit	1021.16
Account Interest	16.93
ISC Account Interest	<u>52.01</u>
TOTAL INCOME:	\$4083.98

EXPENSES:

Leo Nicolai - Treas. Wage 1 st Qtr.	\$ 917.17
Molly Weber - Clerk	1167.56
Earl Anderson - Signage	181.72
No. Cannon River WMO 2016 Dues	4180.47
Dak. Co. Assoc. of Twnshps - Comp. Plan	3000.00
Cannon Falls Beacon - Legal notices	430.13
MN Assoc. Twnshp. - Peine Short Course	50.00
CNS Solutions - Website	75.00
Otte Excavating - March Road Work	3279.50
Kennedy & Graven - Legal Advice	55.50
Janet Otte - April Rent	500.00
Molly Weber - Supplies etc. reimbursement	295.27
Century Link - Phone	<u>85.65</u>
TOTAL EXPENSES:	\$14,217.97

CHECK BOOK BALANCE: **\$268,585.84**

Checks Not In: (7) \$10,110.47

Balance Per Statements:

Account # 2000004	\$ 67,700.78
ICS Acct. # 90200004	<u>\$210,995.53</u>
Accounts Total:	\$278,696.31


Jim Sipe, Chairperson

5/17/16
05/17/2016


Leo Nicolai, Treasurer

5-17-16
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