

The Hampton Township Board

Regular Meeting Minutes

October 18, 2016 7:30pm

ATTENDANCE

Supervisor	Jim Sipe
Supervisor	Dan Peine
Treasurer	Leo Nicolai
Clerk	Molly Weber

This meeting was called to order by Jim Sipe, Supervisor at 7:30pm with the Pledge of Allegiance to the flag and using the consent agenda. **Dan Peine made a motion to approve the consent agenda. Jim Sipe seconded it. Motion carried.**

PUBLIC COMMENT

Judy Kimmes – she went to the Planning Commission on 011502 for a building permit on their land. They have a 40 acre parcel but 3 acres of which are owned by the City of New Trier. In August 2016 the Planning Commission told her she was already saturated on the full 80 acres that she owns. She stated that in 2002 she came to the Board and the Board told her she only has 77 acres but we will let you build on the 37 acres. Back then a person could cluster so she wants to get this cleared up. In August 2016 the Planning Commission said no to a building permit on the south 40 acres. Judy wants Planning Commission judgement on the north 37 acres. She is requesting a 3rd buildable on that 37 acres (where the city of New Trier owns 3 additional acres of that parcel). Jim requested that Judy come back to the Planning Commission on November 14, 2016 to get the minutes cleared up as to whether they recommend she has another buildable site or not.

Mike Slavik – Mike Slavik was present information from the sheriff's office. There were 2 incidents where residents were being asked by strangers knocking at their door for a ride. The Sheriff's office advises not to do it, to contact them instead. Mike stated the 52/86 project should be finished mid November.

ROAD REPORT

Per Jason Otte, the roads are in good shape. Dan Peine hasn't gotten any complaints.

Jason and Doug Wille met about the culvert for Mark Halpeska. They gave him the go ahead to do his culvert rework located at 4902 222nd Street East, Hampton, MN 55031

Jason is still trying to get Wendy Freeburg's culvert going.

Jason said the General Corrosion people are done and he will get back with me about the escrow return about the culvert when he approves it. Jason will let us know if we should wait through a season to return money.

Molly Weber needs to question Jeanne Werner about the Completion Form for Contractor that needs to be filled out before we return the money.

PLANNING COMMISSION SYNOPSIS

Glen Haefs did not show up to find out if he had a buildable lot @ PID #17-00700-79-010.

Jonathon Eilen – Janet Otte was present to represent Jonathon requesting a building permit for an addition to the east side of his home 22'x36' located at 22920 Hampton Boulevard, Hampton, MN 55031. Benny has the permit. **Jim Sipe made a motion to approve the addition for Jonathon Eilen located at 22920 Hampton Boulevard, Hampton, MN 55031 subject to the proper permit from our building official Benny Svien. Dan Peine seconded it. Motion carried.**

OLD BUSINESS

Darrel Gilmer – in attendance to discuss the new application form that he would like us to use. **Jim Sipe made a motion to accept Darrel's new application and to add it to the website. Dan Peine seconded it. Motion carried.**

Waste Tire Collection – it was decided that we would not participate in the Waste Tire Collection for 2016.

Comprehensive Planning Process – this process is moving forward. Some money was give by Dakota County from a Federal Source. Dean Johnson will start early next year. The entry fee was about \$3,000.00 and they think that is all they will need from us. Grants from the County and Met Council in addition to our money should cover it. Dean Johnson wants us to sign and return Resolution 2016-10-18 since the City of Hampton pulled out at the last minute 10 years ago causing delays. The resolution number was assigned by the Hampton Township clerk. **Jim Sipe made a motion to adopt Resolution 2016-10-18 committing to participate in the Dakota County Rural Collaborative Planning Process to complete 2040 Comprehensive Plan Updates. Dan Peine seconded it. Motion carried.** Once the plan is created we review it and adopt it, then adjacent communitis review it. Originals were signed by Jim Sipe and Molly Weber with Jim being the contact person. Copy of originals with contact information was mailed to Dean Johnson 10/26/16.

Fee Schedule - Revision of Zoning Ordinance – Full Version – Fee Schedule on Public Hearing for the Amendments – this process has been started. Jim Sipe will continue to work with Troy Gilchrist on drafts of both, amending the Zoning Ordinance and passing the Fee Schedule Ordinance. This might take a couple months but Jim will keep us posted.

Administrative Policy – we will live by this and not adopt it formally.

Building Lease Agreement – **Jim Sipe made a motion that the Board, otherwise Chair and Clerk sign the Building Lease Agreement with Janet Otte as revised for the term of 09/01/2016 to 09/30/2018 month to month with a 60 day notice. Molly Weber emailed a copy of the Signed Lease Agreement to Janet Otte on 10/21/2016.**

Notary – Molly Weber will soon be a notary. Paperwork and check was mailed 10/26/2016 to Minnesota Secretary of State.

NEW BUSINESS

Arvig/Compass – Utility ROW Permit Application – Derek Geiser was present with a Right of Way Utility Permit to install fiber optic line on the South side of 222nd Street East, from trunk Highway 50 heading East approximately 3.750 feet. Derek was instructed that he needs to get together with Jason Otte and run through the work with him before they started. Derek stated they will have markers about every mile. He will also need to get with Jason Otte once the work is completed so he can approve the return of the escrow money. **Jim Sipe made a motion to approve the Utility Right of Way Permit application for Arvig. Dan Peine seconded it. Motion carried.** Molly Weber emailed copies of the receipts of payment and the signed Right of Way permit to Derek Geiser of Arvig and Connie Crosswhite from Compass Consultants.

DCTOA Resolution & Contact Information about Consorceuim Resolution – see Comprehensive Planning Process in Old Business above.

Capital Improvement Plan – this doesn't really affect our township. Board members can review it if they want.

Certification of 2015 Township Road Mileage – this tells us the total milage in the township. **Jim Sipe made a motion for the Board to certify the number of miles in the township for 2016 to be 28.042.** Molly Weber posted the poster in the town hall 11/08/2016.

January Meeting – Jim Sipe, Dan Peine and Molly Weber will not be available on Tuesday January 17, 2017. It was decided that the January meeting will be on Tuesday January 10, 2017. Jim Sipe will also be gone on Tuesday February 21, 2017.

Food for Election – We will not have food for the election. People will bring in their own.

Jim Sipe made a motion to add 2 more names to the list of election judges; Bob Bryan and Patricia Fliegel. Dan Peine seconded it. Motion carried. Head Judge, Pat Ramel confirmed both were trained.

Dan Peine made a motion to approve signing of checks 5391 to 5400 and a motion to approve the claims list. Jim Sipe seconded it. Motion carried. Checks were signed.

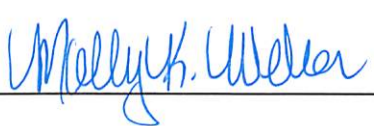
ADJOURNING OF MEETING

Jim Sipe made a motion to adjourn the meeting at 9:15pm. Dan Peine seconded it. Motion carried.

Township Letters of Information: The supervisors will go through this while the Chair, Treasurer and Clerk sign checks. They will let the clerk know if there is anything we need to address. Pera emails are to continue to be forwarded to the Supervisors and they can delete them if they so choose. Molly Weber should file these and drop them off of site after a year.

Date Signed: 11/15/16

Supervisor: 

Clerk: 

HAMPTON TOWNSHIP TREASURER'S REPORT
October 2016 – November 15, 2016 Meeting

BEGINNING BALANCE:

\$275,277.03

INCOME:

AARIVG- ROW Permit	\$ 937.50
Gen. Corrosion – Permit	500.00
Motz- Permit	953.34
Callister- Septic Permit	350.00
Keiper- Bldg. Permit	50.50
MN State Tax Revenue	5379.04
Account Interest	29.43
ICS Interest	<u>39.98</u>
TOTAL INCOME:	\$8239.79

EXPENSES:

P. Johnson – El. Judge	\$ 83.11
M. Weber – Clerk	1392.61
MN State – Notary Appt. – M. Weber	120.00
M. Weber – Supplies, mileage	61.52
Enviortech – Dust Control	9790.50
P. Johnson – mileage	15.12
B. Svien – Motz, Keiper Permits	627.25
Otte Excavating – Rd. Work	8190.00
CNS – Website	45.00
J. Otte – Oct. Rent	500.00
Century Link – Phone	87.58
IRS – 3 rd Qtr. Withholding	1470.97
MN Revenue – 3 rd Qtr. Withholding	32.35
PERA – 3 rd Qtr.	<u>885.44</u>
TOTAL EXPENSES:	\$23,301.45

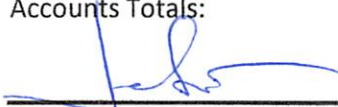
\$260,215.37

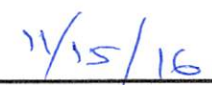
CHECKBOOK BALANCE:

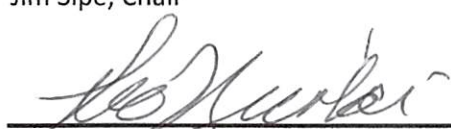
Checks Not In (5) \$763.23 + \$260,215.37=\$279,978.60

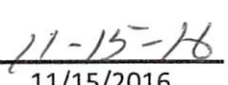
Balance Per Statement 10/31/2016

Account # 2000004:	\$104,007.56
Account#902000004:	<u>\$156,971.04</u>
Accounts Totals:	\$260,978.60


Jim Sipe, Chair


11/15/2016


Leo Nicolai, Treasurer


11/15/2016