



## Regular Board Meeting Minutes October 20, 2020 7:00pm

Supervisor	Jim Sipe
Supervisor	Dan Peine
Supervisor	Ryan Sunquist
Treasurer	Angela Neibur
Clerk	Molly Weber

This meeting was called to order by Jim Sipe, supervisor at 7:00pm with the Pledge of Allegiance to the flag and using the consent agenda. **Dan Peine made a motion to approve the consent agenda except the claims and to approve the balance of the agenda. Ryan Sunquist seconded it. Motion carried.**

### **PUBLIC COMMENT**

### **ROAD REPORT**

- **Address sign cost** - Molly Weber will check with M & R Sign.
- **Bonnie and Mike Rapp Driveway** - Nothing has been done so no action needed to be taken.
- **Lewiston Boulevard** - Received a phone call that someone decided to blade Lewiston Boulevard and neighbor wrecked their bumper because of it. When Jason checked it the person had gone back and fixed it and knocked it back down.
- **Rotating Schedule** - Jim Sipe has a copy of this schedule.
- **Mileage Certification** - Jim Sipe signed this form. Township is at 28.04200000000002 miles.
- **Report from Ottomatic** - We will talk to them when we get a bill.

### **PLANNING COMMISSION SYNOPSIS**

- Nothing to report since meeting was cancelled.

### **OLD BUSINESS**

- **Property appearance letter sent to Cory Fox regarding property located at 7762 240<sup>th</sup> Street East, Hampton, MN on 07/30/2020 - no response** - Dan Peine will let Molly Weber know how to handle this. It was decided that the 2<sup>nd</sup> letter would not be sent.
- **FAQ Permit Process/Permit Process Addition to the Website (coversheet or explanation as separate document)** - Mark Ceminsky presented more documents on this. There is a minimum surcharge of \$1.00 for the state unless permit is based on valuation. Window replacement cost changes with the number of windows being replaced. Fee changes need to be done with Amendment to Zoning Ordinance Fee Schedule so would have to do a Public Hearing. Jim Sipe will work with Mark Ceminsky with our existing Fee Schedule to mark it up and send to Board of Supervisors to review. Dan Peine suggested possibly going \$80.00 across the board. Permit extensions usually fall on the Building Official to extend the permits and keep in communication with the Town Board about it. The Building Official takes the following into consideration with extensions: 1. Has the project started 2. Have they made progress to try. Resident must call Building Official to get inspections done during the process.
- **Brett Reinardy Permit Fees - the \$145.50 will not be returned until permits have been approved** - Brett has still not called for final inspection and Dan Peine told him he needs to.
- **New Zoning Ordinance Manual** - Jim Sipe made a motion for Molly Weber to spend up to \$200.00 on new Zoning Ordinance manuals. Ryan Sunquist seconded. **Motion carried.**
- **New Filing Cabinets** - Jim Sipe made a motion to buy 2 filing cabinets at \$50.00 each. Dan Peine seconded. **Motion carried.**

### **NEW BUSINESS**

- **Dakota County Board of Commissioners draft 2021-2025 Capital Improvement Program (CIP) letter** - no action is needed-file in correspondence.
- **Nick Jablonske (Southeast MN Wifi) need letter no permit needed to add equipment to existing tower** - Mark Ceminsky will send him a letter "at this time no requirement from Hampton Township for a permit" if anything more requested there will be a \$50.00 processing fee.
- **Land Conservation Plan for Dakota County~Al Singer email** - This plan has been around for 10 years. They can put an easement on the land so it can't be developed. Empire Township was nervous about the County looking up land with easement and preventing future development. County has modified language where it can be amended if put into an easement. Hampton Township doesn't have much of an issue since all AG and want to preserve our farmland. We can do: 1. Tell Dakota County we don't object, 2. Don't say anything to Dakota County. Dan Peine thinks we should let the County know we are okay with it. **Jim Sipe made a motion we inform Dakota County we don't have a problem with this and we agree with the new language. Ryan Sunquist seconded it. Motion carried.** Jim Sipe will email Al Singer.
- **Dakota County Cooperative Weed Management** - This will be added to November old business. Dakota County is trying to keep people together on managing weeds. They are trying to centralize where weeds are and how we control them, how to spray

them and with what. We need the resources not the grant money to manage the weeds. Jim Sipe thinks the cooperative might have interesting ideas. Can leave the cooperative within 30 days notice.

- **MDA Monitoring Well Access Agreement** – MN Department of AG wants to put monitoring wells in our Road Right of Way on Lewiston and another one on 230<sup>th</sup>. Troy Gilchrist and the MN Department of AG are both okay with the agreements. All expenses will be paid by the MN Department of AG. They want to go down 60 feet and see what is going on. It is an open ended agreement. **Jim Sipe made a motion we sign the 2 agreements with the second set being signed by them and sent back to us for our records. Ryan Sunquist seconded. Motion carried.** Both copies were signed and mailed to the MN Department of AG for them to sign and send the second set back to us for our records.
- **Planning Commission Replacements** – **Cody Tix recommended** -Cody Tix was recommended by the Planning Commission to replace Ryan Sunquist. **Ryan Sunquist made a motion to allow Cody Tix be appointed to the Planning Commission. Dan Peine seconded. Motion carried.** Town Board will continue to think of a second person.
- **Tony Van De Steeg ideas for CARES money** – We have until November 15, 2020 to spend the \$22,675.00 with paid receipts and the rest goes back to Dakota County. Tony Van De Steeg presented ideas in terms of technology: 65” television with a wheeled cart, webcam, laptops, printers, and cleaning supplies. Tony had online vendors for technology that he can get stuff from. He will work on getting pricing. **Jim Sipe made a motion to authorize the Township Treasurer and Clerk to finalize the list of technology and other items to be purchased under the CARES Act and to make the purchases between now and November 15, 2020, up to a total amount not to exceed \$22,675. Dan Peine seconded. Motion carried.**
- **Dakota County CARES Resolution 2020-04** – **Jim Sipe made a motion to adopt Resolution 2020-04. Ryan Sunquist seconded. Motion carried.** Resolution was signed and emailed to Andy Lokken. Per conversation with Andy Lokken this was not properly filed so money was never give to Hampton Township therefore no money need to be returned to Dakota County.
- **Resolution 2020-05 Expending Coronavirus Aid, Relief, and Economic Security (CARES) Act Fund–State of MN Website** – This will be addressed at the November meeting once the funds are spent.
- **Land Split Resolution 2020-03** – **Jim Sipe made a motion we adopt Resolution 2020-03. Ryan Sunquist seconded. Motion carried.** Resolution was signed. Molly Weber emailed to Kim Lemons 11/14/20.

**OTHER BUSINESS-Board Members Only**


**Dan Peine made a motion to approve signing of checks 6105 to 6117 and a motion to approve the claims list. Ryan Sunquist seconded. Motion carried.** Jim Sipe, Angie Niebur and Molly Weber signed the checks.

*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.

**ADJOURNING OF MEETING**

**Dan Peine made a motion to adjourn the meeting at 9:18pm. Ryan Sunquist seconded. Motion carried.**

Date Signed: 11/17/20

Supervisor: 

Clerk: 

**HAMPTON TOWNSHIP TREASURERS REPORT**  
**October 2020 (November 17, 2020 Meeting)**

**Beginning Checkbook Balance:**

**\$283,078.04**

**RECEIPTS:**

ICS Interest	\$24.60
Permit Fees	\$1,959.25
Dakota County tax distribution	\$58,707.97
MN state tax distribution	\$4,785.21
<b>TOTAL RECEIPTS</b>	<b>\$65,477.03</b>

**DISBURSEMENTS:**

#6105 Molly Weber -- clerk salary	\$1,331.93
#6106 Janet Otte--Rent	\$500.00
#6107 Otte Excavating -- road grading	\$6,566.00
#6108 Mark Rauchwarter -- website fees	\$75.00
#6109 Anderson Rock -- gravel	\$95,010.43
#6110 Victor Lundeen Co -- envelopes	\$151.60
#6111 Quality Propane -- fuel	\$14,904.00
#6112 Dak County Property Taxation -- recording fee	\$46.00
#6113 Great Rivers Printing -- laminate township map	\$33.00
#6114 Kennedy & Graven (attorney fees)	\$468.00
#6115 Cannon Beacon -- print legal notice	\$45.00
#6116 Beaver Creek Co. -- permit fees	\$215.68
#6117 Molly Weber -- office supplies	\$95.78
EFT Century Link- Internet	\$93.23
<b>TOTAL DISBURSEMENTS:</b>	<b>\$119,535.65</b>

**Ending Checkbook Balance**

**\$229,019.42**

**Checks not in (3) \$95,707.97**

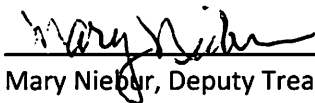
**ICS Statement Balance: 324,726.39**



Jim Sipe, Chair

11/17/20

11.17.2020



Mary Niebur, Deputy Treasurer

11-17-2020

11.17.2020