



Hampton Township

Regular Board Meeting Minutes January 18, 2022 7:00pm

Supervisor	Jim Sipe
Supervisor	Ryan Sunquist
Supervisor	Dan Peine
Deputy Treasurer	Angie Niebur
Clerk	Molly Weber

This meeting was called to order by Jim Sipe, Chair at 7:00pm with the Pledge of Allegiance to the flag and using the consent agenda. Jim Sipe, Ryan Sunquist and Angela Niebur joined the meeting via Zoom. **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

- N/A

ROAD REPORT- Otte Excavating

- **260th Snow Plowing Complaint** – it takes 12 hours to get through the whole Township. Otte's will try to do better.
- **Road signs** should be perpendicular to the road and want the fire marker by your house to be legible from both sides. Should be visible and on the roadside of the ditch a little off the road. Caroline from MN Dot will email the clerk information about address (fire sign) requirements.

PLANNING COMMISSION SYNOPSIS

Joe Bourbeau

- 612.735.0060
- 24854 Lewiston Blvd
- Request for Building Permit for shed

Joe Bourbeau stated he is not doing the interior, he is just doing the outside walls. It is 50 foot from the property line, 150 foot from the road. It is more than 15 feet from the property line on the back side. It is going to be 26' x 36' shed on the NE corner of the property. Joe has more than enough land for the building. Joe stated it will be an outbuilding for the kids to play in. Jeremy stated the Planning Commission just makes recommendations and the Town Board makes the final decision. **Casondra Schaffer made a motion to recommend approval to the Board of Supervisors for Joe and Joanne Bourbeau to build a 26' x 36' out building on their property at 24854 Lewiston Boulevard since it meets all the setbacks. Dave Peine seconded. Motion carried.**

Joe stated they want a bathroom and sink in the shed. It stated it will not be heated at this time and no one will be sleeping in there. Joe was told this cannot be another single family home on the property. Mark Ceminsky will add a statement about this in the Building Permit that Joe Bourbeau signs with a provision to the permit. **Jim Sipe made a motion to approve the building permit for the 26x36 foot shed for Joe Bourbeau @ 24854 Lewiston Boulevard based on the Building Official writing the language in the permit that the shed is not habitable. Ryan Sunquist seconded. Motion carried.**

Joe McNamara

- 612.221.2387
- 6370 240th Street East
- Request for Building Permit for 52 x 92 foot pole shed

Joe McNamara stated he would like to build a 52' x 92' shed (which equates to 4784 square feet). To the east is 345 feet, to the west is 52 feet. He is 150 feet from the road and has plenty of footage in the back. Joe has 8.10 acres. He has one shed that is being torn down and another barn that is 36' x 56' (which equates to 2016 square feet). **Dave Peine made a motion to recommend approval to the Board of Supervisors for Joe McNamara to build a 52' x 92' pole shed at 6370 240th Street East since he has plenty of acreage and he meets the setback requirements. Casondra Schaffer seconded. Motion carried.**

Joe McNamara said his pole shed would be used for storage. There will not be plumbing but there may be a heated area in the shop at some point. There is another shed that will be torn down since it is all rotten. Joe was told he would need a demolition permit to tear it down since the MPCA requires it. Joe was told he could get the demo permit through our Building Official. **Dan Peine made a motion to approve the 52x92 foot pole shed for Joe McNamara at 6370 240th Street East. Ryan Sunquist seconded. Motion carried.**

Marty Lorenzen

- 651.755.6609
- 3825 240th Street East
- Request for Building Permit for 54 x 88 foot pole shed

Marty Lorenzen stated he would like to build a 54' x 88' pole shed (which equates to 4752 square feet). It will have 17' sidewalls. It will be on the North side more toward the East. He is 250 feet from the road, 75-100 feet from the North property line, 15 feet to the east property line. He has 4.84 acres (which allows for 9500 square feet of out building). There is a 35' x 45' shed there (which equates to 1575 square feet). **Matt Bester made a motion to recommend approval to the Town Board for Marty Lorenzen to build a 54' x 88' shed at 3825 240th Street East. Casondra Schaffer seconded. Motion carried.**

Marty stated his shed would be for his 2 semis. He will work on his truck in there. It is storage for his own trucks. He is 40 foot from the North property line and 40 foot from the east and 300 foot from the West (Conrad Ave). He will need a driveway permit to put in a driveway off Conrad. He will send 2 sets of signed copies of his plans for the Building Official and will also submit a building permit application to the Building Official. Ryan Sunquist made a motion to approve the 54x88 foot shed for Marty Lorenzen at 3825 240th Street East. Dan Peine seconded. Motion carried.

OLD BUSINESS

- Township Hall discussion – since this a commercial building for public use, Building Official, Mark Ceminsky will need license information since the contractor needs to be licensed. A plot plan for septic placement will be needed. File room will need a 5 foot radius per code. Heat and energy calculations will be needed later. We need to get an estimated cost before we lock in on a plan. Will need 4 foot cement for foundation underneath. Will be foundation slab on grade. All doors need to be handicap accessible. We want to present this to the voters in March 2022. We can get bids based off plan for roof, shingles, etc. It was suggested that it is best to go 100% LED lights since 75% is needed anyway. Mark Ceminsky will advise of occupancy based on one bathroom versus two. He will give us recommended changes. We have 2 more plan revisions before charged more money. Less windows are better. Mark May will get changes done once Mark Ceminsky gets recommended changes to him.

NEW BUSINESS

- MnDot Highway 52 Presentation – Caroline is the project manager. This project is just north of highway 42 to 86 just north of Cannon Falls. It will be a new thing called concrete overlay where they add rock and water to powder (which is the cement). It should last about 30 years. If we feel we need reimbursement from MN Dot we need track 3 years of normal wear and tear and document costs incurred for extra traffic. They are not planning to defer traffic onto gravel roads for this project. MN Dot had a question about annex some land to the City of Hampton. We can review the language at a later date if they do decide to annex it to the City of Hampton. Jim Sipe requested we get this electronically so we can have our Township Lawyer review it. Copies of the MN Dot presentation were left at the town hall and will be sent electronically.
- Xcel Energy Rate Increase Information - FYI
- ROW Permit 001-2021 Permit Extension Request from HBC ~ difficulty obtaining supplies – Dan Peine made a motion to extend ROW Permit 001-2021 until July 1, 2022. Jim Sipe seconded. Motion carried. Clerk to email Dean about extension approval.
- Question about Resolution to sign for spending ARP \$ - table until February meeting
- 2022 Community Facility Direct Loan & Grant Program – on MATIT website possible low interest loan/grant – under News on website – we do not need this
- Building Permit Surcharge Report Fees ~ paying some past due fees to get reports up to date - FYI
- Permits ~ permits this month, 1 Septic permits – HT143 for new home for Scott & Emily Werner - FYI

OTHER BUSINESS-Board Members Only

Dan Peine made a motion to approve signing of checks 6325 to 6337 and a motion to approve the claims list. Jim Sipe seconded. Motion carried. Ryan Sunquist, Angie Niebur and Molly Weber signed the checks.

Jim Sipe will be gone for the January meeting, February meeting and Budget and Audit meeting. Ryan Sunquist will set them up on Zoom.


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 8:36pm. Jim Sipe seconded. Motion carried.

Date Signed: 2/15/2022

Supervisor: 

Clerk: 

HAMPTON TOWNSHIP TREASURERS REPORT
January 2022 (February 15, 2022 Meeting)

Beginning Checkbook Balance: \$246,368.74

RECEIPTS:

01/14/22	Minn State Distribution	\$665.08
01/25/22	Dakota County Distribution	\$5,664.66
01/28/22	Permit - Scott Werner	\$351.00
01/31/22	ICS Interest	\$20.85
	TOTAL RECEIPTS	\$6,701.59

Check # DISBURSEMENTS:

6325	Angela Niebur	Treasurer salary	\$364.86
6326	Molly Weber	Clerk salary	\$1,432.92
6327	Janet Otte	Rent	\$500.00
6328	Castle Rock Township	reimbursement for sign	\$11.03
6329	Dakota Cty Asso of Townships	township dues	\$831.24
6330	O'Rourke Media Group		\$49.14
6331	Otte Excavating	Road maintenance	\$3,135.00
6132	Mark Rauchwarter	website maintenance	\$290.00
6133	Dept of Labor and Industry	permit surcharges	\$527.23
6134	Beaver Creek Co	2 permits	\$4,602.85
6335	Gilmer Excavating	1-permits MPCA annual report	\$400.00
6336	Gilmer Excavating	reimbursement for septic forms	\$129.84
6337	Molly Weber	Office supplies	\$111.97
EFT	Century Link	Phone charge	\$101.72
	TOTAL DISBURSEMENTS:		\$12,487.80

01/31/22 **Ending Checkbook Balance \$240,582.53**

Checks not in (8) \$3,055.84

ICS Statement Balance, January 31, 2022: \$243,638.37

Beginning Savings Account Balance \$275,804.84

01/31/22 Interest Earned \$81.99

01/31/22 **Ending Savings Account Balance \$275,886.83**

1/31/2022 **Escrow Account \$39,250.00**


 Ryan Sunquist, Board Member

2.15.2022


 Angela Niebur, Treasurer

2.15.2022