



Hampton Township

Regular Board Meeting Minutes

February 15, 2022 7:00pm

Supervisor	Jim Sipe – via Zoom
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 joined the meeting via Zoom. Others in attendance were Mark Ceminsky, Mark Mays and Deputy Leko. **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

- Deputy Leko stated that catalytic converters were stolen at the park and ride in Hampton. They have a trailer with a camera put out to capture stuff on camera since it is easier since it is up higher.

ROAD REPORT- Otte Excavating

PLANNING COMMISSION SYNOPSIS

Tim Thompson (representing the Finnegan's)

- 651.358.1115
- Question on moving a buildable from PID#17-01700-01-010 to PID#17-01700-04-010. They would like to parcel off 2.5 acres on the NW corner of PID#17-01700-04-010 similar to the property to the west (PID#17-01700-26-017)

Dale Stein (on behalf of Lori Stein, Stein Farms 25455 Rochester Blvd, Randolph, MN 55065 651.482.0514)

- 612.418.2181
- 17-01600-03-010, 17-01600-76-012, 17-02100-01-021, *17-02100-02-010, 17-02200-28-012, 17-02100-28-010, 17-02100-50-010, 17-02100-51-012, **17-02800-25-012
- Would the sale of the 5.5 acres on the East side of Hwy 52 of Parcel - *17-02100-02-010 impact / eliminate a buildable site ?
- Would the sale of the 23.0 acres of Parcel - **17-02800-25-012 impact / eliminate a buildable site ?

Both items at the Planning Commission were for information only. Nothing was acted on. They will return to the Planning Commission when they are ready to proceed.

OLD BUSINESS

- **Township Hall discussion** – Mark Ceminsky stated occupancy load is based on total square footage – 193. Sprinkler system is not needed. Would need to go down to 100 in order to remove a bathroom. Right now 2 drinking fountains are part of the state code. Septic is considered under commercial based on the soil. It may need to be at grade or a mound system. Dakota County does not want to allow a holding tank. Jason Otte thinks septic would be based on average daily use and possibly like one you have for your house. Since this is considered commercial Mark May would need to be registered with the Department of Labor and Industry and would need to register with the State. And would need to carry all insurance. Mark May thinks the Town Hall is going to go way over budget. The building will be roughly \$290,000.00 which does not include the septic, well and driveway. The numbers for occupancy code falls under assembly for the code. Mark May requested the second plan from the designer. The designer charges for any minute someone talks to them about anything. Mark Ceminsky drew up some changes in set up to bring the cost down. We will need to get an architect and civil engineer to sign off to make the plans official and this will be a charge of \$3,000,00-\$4,000.00. Mark Ceminsky and Mark May will work together with Molly Weber and Angie Niebur to figure out a new plan to make the building smaller. Mark Ceminsky recommends the 4 of us meet before any more plans are drawn up.
- **Question about Resolution to sign for spending ARP \$ - clerk has email** – Molly Weber and Angie Niebur need to figure this out.

NEW BUSINESS

- VRWJPO email about Model Ordinance and Local Updates – Add to Old Business for March – Jim Sipe to do
- Tuesday March 8, 2022 – 10am-8pm Election, 8:30pm Annual Meeting, Board of Canvass to follow Annual Meeting ~ Reminder/FYI
- Dakota County Township Officer Spring Meeting is Saturday March 19, 2022 – Empire Public Works Building – 9am - FYI
- 2021 WCA Report completed by Dakota County SWCD ~ FYI
- Outstanding Indebtedness Report – Angie Niebur sent this to Pat Brown at Dakota County 01/25/2022 - FYI
- MAT WC Audit for 2021 was emailed 01/30/2022 - FYI
- Annual Septic Reports – clerk has reports sent by Dakota County
- Census Boundary and Annexation Survey - FYI
- Spring bids – chloride, gravel and road maintenance – see emails should same ones be sent ~ clerk will send out same emails as in 2021
 - Quality Propane – email for price and what date would we like
 - Anderson
 - Otte – request a # from Jason
- Permits ~ 2 permits this month, 1 mechanical and 1 door replacement - FYI

OTHER BUSINESS-Board Members Only

Jim Sipe made a motion to approve signing of checks 6338 to 6348 and a motion to approve the claims list. Dan Peine seconded. Motion carried. Ryan Sunquist, Angie Niebur and Molly Weber signed the checks.

Angie Niebur stated ARPA Funds per MAT can be paid on anything that is not debt, the \$100,000.00 can be used on anything. Will need a Public Hearing for a new Town Hall.

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 8:03pm. Ryan Sunquist seconded. Motion carried.

Date Signed: 4/19/22

Supervisor: [Signature]

Clerk: Molly Weber

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

DISBURSEMENTS:

Check #			
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