



Hampton Township

Regular Board Meeting Minutes December 20, 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. **Ryan Sunquist made a motion to approve the consent agenda except the claims and to approve the balance of the agenda. Dan Peine seconded it. Motion carried.**

PUBLIC COMMENT

- Deputy Jim O'Mara had a prospective new deputy. He stated the Sheriff advised people to stay home the next couple of days due to the impending weather. He did not have anything else to report.

ROAD REPORT- Otte Excavating

- Nothing to report

PLANNING COMMISSION SYNOPSIS

1. *Andrew Endres*
 - 612-716-7701
 - Question about a buildable on PID#17-00400-25-013 located at 5869 222nd Street, Hampton, MN 55031, 77.41 acres (see attached information from 03.08.21 for this)
 - House there that was built in 1901
 - Also own property on south side of 22nd Street, PID#17-00400-26-011, 19.83 acres
 - Current request is for a Parcel Split (information attached)

Matt Bester made a recommendation to the Town Board to allow that Andrew Endres is allowed one buildable as long as he takes the house that is available on the NW quarter of the NW quarter of Section 4 and moves it to the NE quarter of the section of the NW quarter section of Section 4 under the idea of clustering therefore if the clustering goes through the NW quarter section will no longer have a buildable. Dave Peine seconded. Motion carried. Two homes are already there but with the current clustering language these 2 are allowed.

2. *Andrew Endres* – Parcel split of 2.32 acres off the original 77.41 acres (PID#17-00400-25-013)
 Planning commission advised Andrew 1. Establish the buildable, 2. Request the parcel split of the 2.32 acres. **Dave Peine made a motion to recommend the Town Board approve the parcel split of 2.32 acres from the original 77.41 acres (PID#17-00400-25-013) for a buildable. Cody Tix seconded. Motion carried.**

3. *Andrew Endres (Endres Farms)* – Parcel split of 18 feet to the north and 24 feet to the west from original 77.41 acres (PID#17-00400-25-013) to *Pat Endres (PID#17-00400-25-012)*

Matt Bester made a motion to recommend the Town Board approve the parcel split to expand PID#17-00400-25-012 18 feet to the north and 24 feet to the west about 0.3 acres. Cody Tix seconded. Motion carried.

The L shape on the survey presented to the Township Board is going to PID#17-00400-25-012 to put the trees with Pat Endres's land.

1. Establish Buildable ~ PID#17-00400-25-013 **Jim Sipe made a motion to adopt the recommendation of the Planning Commission to allow Andrew Endres to cluster the buildable that is available in the NW ¼ of the NW ¼ of Section 4 that is currently vacant and move it to the NE ¼ of the NW ¼ of Section 4 with the condition there is no longer a buildable in the NW ¼ of the NW ¼ of Section 4. Seconded by Ryan Sunquist. Motion carried.**
2. **Jim Sipe made a motion that 0.31 acre Parcel A shown on the Rapp survey drawing presented to be combined with the existing PID# 17-00400-25-012 and made into one PID# with the extra acres. Dan Peine seconded. Motion carried.**
3. Parcel B ~ on Rapp Survey drawing presented ~ **Jim Sipe made a motion to allow the creation of Parcel B of 2.32 acres on the Rapp Survey drawing and if that parcel includes the easement for ingress and egress shown on the drawing, then that parcel becomes buildable using the remaining buildable lot that was just transferred from the NW ¼ of the NW ¼ of Section 4. Ryan Sunquist seconded. Motion carried.** Jim Sipe made notes on the survey and gave it to Andrew Endres to file at Dakota County.

OLD BUSINESS

- **Township Hall Discussion** – Take away from the Public Hearing is there is more interest to build a hall. There was no interest by the residents for another rental. We have \$100,000.00 Covid money to put toward it. Jim Sipe drew up another plan (minimal size) about half the square footage of what we were currently looking at. We should compare Jim's with the plan Douglas Township comes up with.
- **Jacob Rezac email about replacement of Bridge L3285 on Inga Avenue** – \$10,000.00 plus \$5,500.00 for the Right of Way so about \$17,000.00 to redo the bridge. Possibly 2023 or 2024 project. Ryan Sunquist will let them know the Hampton Township Board of Supervisors is okay with this based on the estimates presented.

- **VRWJPO email about Model Ordinance and Local Updates** – Jim Sipe is working with Troy Gilchrist on this. VRWJPO wants us to incorporate their rules within our Ordinance.
- Turnback Agreement Status email from DOT (Bryant Ficek) – modified draft documents from Township Lawyer, Troy Gilchrist – Bryant will incorporate our modifications along with those submitted by the City and hopes to have a new, final version to us in the next two-three weeks – nothing sent to clerk yet
- Jason Cysiewski – City of New Trier Orderly Annexation – **Resolution 2022-04** In the Matter of Orderly Annexation Between the City of New Trier and Hampton Township – **Jim Sipe made a motion to adopt Resolution 2022-04 In the Matter of the Orderly Annexation Between the City of New Trier and Hampton Township Pursuant to Minnesota Statutes § 414.0325. Ryan Sunquist seconded. Motion carried.** Signed resolution was sent to Mayor of City of New Trier to sign and send a copy back.
- Conditional Use Permit Application – should it be revised to add Interim Use Permit verbiage – Jim Sipe updated the application.
- 25911 Emery Avenue – email sent to realtor, current owner, potential new buyers 11.21.22 with the motion of the Board from the 11.15.22 Board of Supervisors meeting - FYI

NEW BUSINESS

- **Resolution 2022-05** – Resolution Approving the setting of the polling place for all 2023 elections. Resolution was signed and sent to Dakota County.
- Notice for filing for March 2023 election has been posted. Jim Sipe's term ends ~ filing period is 01/03/2023 to 01/17/2023 - FYI
- Approve list of Election Judges for 2023 - Approve list of 2022 Election Judges: Tom Fliegel, Pat Fliegel, Nollie Freeman, Cheri Lemons, Pat Ramel (Head Judge), Kathy Ramel, Nancy Schumacher, Sheryl Harten, Lynn Harten, Molly Weber and Jeremy Irrthum. **Ryan Sunquist made a motion to approve the election judges for 2023: Tom Fliegel, Pat Fliegel, Nollie Freeman, Cheri Lemons, Pat Ramel (Head Judge), Kathy Ramel, Nancy Schumacher, Sheryl Harten, Lynn Harten, Molly Weber and Jeremy Irrthum. Dan Peine seconded. Motion carried.**
- Voip (voicemail option) – Ryan Sunquist to present ~ Ryan stated phone can be virtual for about \$46.00/month instead of the CenturyLink phone. It is like Grasshopper or Ring and has unlimited voicemail. The Board decided we will look further into this once we move.
- Cannon Falls Fire contract proposed numbers – Rural Fire would like to propose 4% increase per year for the next 5 years instead of the substantial increase the City was proposing, (like 20%). Our sections 23, 24, 25, 26, 35 and 36 are covered by Cannon. Ryan Sunquist can talk to Jim Heiman to see if Randolph-Hampton could cover all of ours. Jim Sipe will get back to Regan about both ideas.
- Valley Paving letter from Public Hearing on 11/07/22 – Clerk to send an invoice with fees incurred without an escrow fee.
- Minnesota Pollution Control Agency email – clerk has information - FYI
- Set date for Budget and Audit meeting for 02/21/2023 at 6:30pm followed by the Town Board Meeting @ 7:00pm. Date set.
- Work Comp Audit Due January 31, 2023 ~ paying Work Comp bill to MATIT for \$438.00 for 01/01/2023 to 12/31/2023 - FYI
- Permits ~ 6 permits – 1 AG permit and 1 re-roof, window replacement, 3 mechanical - FYI

OTHER BUSINESS-Board Members Only

Dan Peine made a motion to approve signing of checks 6500 to 6522 and 4 EFT and a motion to approve the claims list. Ryan Sunquist seconded. Motion carried. Check numbers: 6497, 6498, and 6499 were voided due to printing error
Jim Sipe, Angie Niebur and Molly Weber signed the checks.

Angie Niebur cashed out the Cemetery CD and put it in Savings. She will talk to Castle Rock Bank again after the 1st of the New Year.
Jim Sipe talked to Troy Gilchrist about need to tweak the Ordinance to be amended with one line as Optional Use.

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 8:30pm. Jim Sipe seconded. Motion carried.

Date Signed: 1/17/2023

Supervisor: 

Clerk: _____

Hampton Township Treasurer's Report

December 2022 (January 16, 2023 Meeting)

12/1/2022	Beginning Checkbook Balance:	\$329,828.43
	RECEIPTS:	
12/20/22	Minn State Distribution	\$6,739.11
12/29/22	McNamara Construction permit--new windows	\$391.40
12/29/22	Tammy Opatz permit- mechanical	\$86.00
12/29/23	Carol Leifeld permit	\$81.00
12/29/22	Escrow	\$2,000.00
11/30/22	ICS interest	\$182.60
	TOTAL RECEIPTS	\$9,480.11

Check #	DISBURSEMENTS:	
9497-9499 -	void	
6500	Matthew Bester planning commisioner	\$332.46
6501	Jeremy Irrthum planning commisioner	\$332.46
6502	Angela Niebur Treasurer salary	\$483.07
6503	Mary Niebur Asst Treasurer salary	\$138.52
6504	Dan Peine Supervisor salary	\$461.75
6505	David Peine planning commisioner	\$332.46
6506	Casondra Schaffer planning commisioner	\$166.23
6507	James Sipe Supervisor salary	\$349.40
6508	Ryan Sunquist Supervisor salary	\$349.40
6509	Cody Tix planning commisioner	\$249.34
6510	Molly Weber Clerk salary	\$1,593.79
6511	Jeanne Werner Asst clerk salary	\$64.38
6512	Dakota County Property & Tax 2022 Truth & Taxation fee	\$147.38
6513	Janet Otte rent	\$500.00
6514	MATIT Workman's Comp quarterly	\$438.00
6515	Otte Excavating Road maintenance	\$11,561.00
6516	Dakota County Asso of Township JPA pump maintenance	\$42.00
6517	Kennedy & Graven Legal fees	\$375.00
6518	Mark Rauchwarter website work	\$15.00
6519	O'Rourke Media Group	\$79.38
6520	Dakota County Financial Services Election voting ballots	\$292.24
6521	Tony Louis Van DeSteeg IT work	\$200.00
6522	Beaver Creek Co two permits, AG & reroof	\$130.00
EFT	Century Link Phone expense	\$107.78
EFT	PERA 4th quarter	\$1,151.00
EFT	IRS 4th quarter	\$2,226.68
EFT	Minnesota Revenue 4th quarter	\$155.16
	TOTAL DISBURSEMENTS:	\$22,273.88

12/31/22	Ending Checkbook Balance	\$317,034.66
----------	---------------------------------	---------------------

Checks not in (13) \$3,983.99

ICS Statement Balance, December 31, 2022: \$321,018.65

ICS Shadow Money Market Account (980085755)

12/1/22	Beginning Savings Balance	\$283,748.27
12/31/22	Interest Earned	\$290.80
12/31/22	Ending Savings Balance	\$284,039.07

Escrow Account (000080034306)

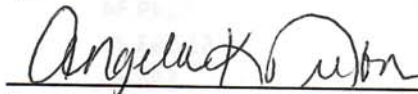
1/1/22		\$39,250.00
4/28/22	Dakota Electric	\$1,500.00
5/27/22	Garrison Endress	\$2,000.00
8/30/22	Dakota Electric for Julia Filoteo	\$2,820.00
9/29/22	Lorenzen/Lippert	\$2,000.00
9/29/22	Dakota Electric	\$1,680.00
12/29/22	Angela Niebur	\$2,000.00
12/31/22		2,000
	Total	\$49,250.00



 Ryan Sunquist, Board Member

1/17/2023

 1.17.2023



 Angela Niebur, Treasurer

1/17/2023

 1.17.2023