

 *Hampton Township*  
Regular Board Meeting Minutes  
November 21, 2023 7:00pm

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

Others in attendance were: Sargent Bobby Lambert, Travis Thiel, Joe O’Gorman, Paul Gergen.

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 Bobby Lambert was present. He stated roads are opening up and they will do gravel now & blacktop later. Stated to watch your mail and packages as there has been theft. Anything suspicious should trigger a call to non emergency 911.

**ROAD REPORT- Otte Excavating**

- **Mileage Certification** ~ 28.039999999 - Jason to verify - Jim to sign - form was signed
- **Brush Clearing on 222<sup>nd</sup>** email concern - email sent to resident

**PLANNING COMMISSION SYNOPSIS**

- *Paul Gergen (Delores Gergen Property)*
  - [Aotte22@gmail.com](mailto:Aotte22@gmail.com) (612.221.4057)
    - PID#17.03400.76.010
    - Buildable Determination

Gergen’s were in to establish the buildables not do the parcel splits. **Jeremy Irrthum made a motion to recommend that the Gergen’s have 3 additional buildables, 2 in the SE corner (one from the southern empty 40 acre and another from clustering from the north). The 3<sup>rd</sup> is in the northern quarter quarter 40 of PID#17-03400-76-010 because the home was built before 1982. Casondra Schaffer seconded. Motion carried.** Gergens were advised to come back to the Planning Commission when they decide to do the parcel splits. Ashley Gergen had a question about a wedding venue. She was advised since it is commercial it most likely may not work. Planning Commission advised to come back when she has a plan.

Paul was in to confirm how many buildables he has. Planning Commission believes there are 3 since the one house was built before 1982. Zoning ordinance requires 140 feet of frontage so would need an easement. 1<sup>st</sup> need to establish the buildable. Then would need a variance for 140 foot of frontage as an easement to get to the property for the existing parcel (one easement for both parcels to share a driveway if a second one was split off). In federal and county Farmland and Natural Area Program so cannot deviate the property at all. **Jim Sipe made a motion on PID#17-03400-76-010 that the Board approves 2 buildable sites in the southeast corner of the 80 acre parcel and an additional buildable site in the general area of the existing house subject to the property owner acquiring 140 feet easement or a variance for property access. Ryan Sunquist seconded. Motion carried.**

- *Joe O’Gorman (James Otto Property)*
  - [joepike@hotmail.com](mailto:joepike@hotmail.com) (507.208.0447)
    - PID#17.02300.75.013
    - Buildable Determination

The James Otto family wants to make sure the 15 acres parcel has a buildable. They would like it on the east side of the property with driveway off Hogan Avenue. Right now they are just establishing the buildable. **Cody Tix made a motion to recommend approval of a minimum split of 1.5 acres from Parcel B as shown in survey presented in the SE corner of the James Otto 14.91 acres (from PID#17-02300-75-013) fronted by Hogan Avenue for Joe O’Gorman representing the James Otto Estate. Casondra Schaffer seconded. Motion carried.** Joe O’Gorman is son in law of James Otto. **Jim Sipe made a motion the Board approves the split of PID#17-02300-75-013 into Parcel A and Parcel B per the survey presented with the buildable of the parcel placed in Parcel B and no buildable in Parcel A on survey project number D23182 dated August 21, 2023. Dan Peine seconded. Motion carried.**

- *Linda & Jim Kvanbeck*
  - [lindahagankvanbeck@gmail.com](mailto:lindahagankvanbeck@gmail.com) (612.226.5718)
    - PID#17.00400.76.020
    - o Question about adding a building to their property

They did not attend the Planning Commission or the Board meeting.

### OLD BUSINESS

- **Township Hall Update** - flooring, bills, etc ~ W9 and Certificate of Insurance showing work comp must be submitted by any vendor that does labor for us - telephone/fax over to VOIP-need 2 week lead time for this and it is about \$10/month - waiting on permit from the gas line
- **Jacob Rezac email about replacement of Bridge L3285 on Inga Avenue** - anything more to report on this - nothing new
- **VRWJPO email about Model Ordinance and Local Updates** - on hold
- **Building Official Contract** - Mark updated with requested changes - Board does not want to update the fee schedule right now.
- **Beaver Creek Companies Septic Proposal** - tabled from November - Mark Ceminsky is proposing the same as Darrel Gilmer but our attorney is not comfortable with the legalee information - Board is comfortable with Jim Sipe working with attorney to finalize contracts for December meeting.
- **Inspectron Septic Proposal** - Tabled from November - no action on this

### NEW BUSINESS

- **Travis Thiel** ~ Dakota County - Vermillion River Watershed Joint Powers Organization (VRWJPO) Watershed Plan Update - Travis was in to invite the Board to participate in the VRWJPO Plan Update so they know our concerns. Travis would like to work cooperatively with us. There are a number of ways to participate. They are gathering information about issues and priorities, then they will come up with goals & strategies. They will update their plan in 2026 and they want the townships to participate. Vermillion River Watershed is worried about people moving soils around when associated with construction activity.
- **Dakota County draft 2024-2028 Capital Improvement Program (CIP) email** - new email since last month - advertising Public Hearing for November 28<sup>th</sup>
- **Delores Gergen Notice of Early Termination of AG Preserve** - copy sent from lawyer stating it has been sent to Dakota County to be filed regarding: PID#17-03400-02-010 and PID#17-03400-76-010 - FYI
- **4388 240<sup>th</sup> Street East** - questions on this property - email was sent to potential buyer 11/27/23

### REMINDERS

- MN Association of Townships Educational Conference & Annual Meeting - December 7-9, 2023 in St. Cloud - FYI

### CLERK REPORT:

- Permits ~ 1 HVAC permit for New Town Hall, 3 septic permits - HT-151, HT-152 and HT-153 - FYI

### OTHER BUSINESS-Board Members Only

**Dan Peine made a motion to approve signing of checks 6670 to 6683 and 1 EFTs and a motion to approve the claims list. Ryan Sunquist seconded. Motion carried.**

Jim Sipe, Angie Niebur and Molly Weber signed the checks.

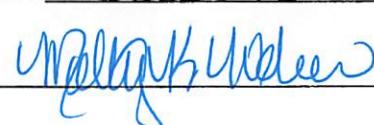
*Township Letters of Information:* The supervisors will go through this while the Chair, Treasurer and Clerk sign checks. They will let the clerk know if there is anything we need to address. Pera emails are to continue to be forwarded to the Supervisors and they can delete them if they so choose. Molly 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 8:49pm. Ryan Sunquist seconded. Motion carried.**

Date Signed: 12/19/23

Supervisor: 

Clerk: 

# Hampton Township Treasurer's Report

**November 2023** (December 19, 2023 Meeting)

11/01/23	<b>Beginning Checkbook Balance:</b>		<b>\$120,765.27</b>
11/27/23	Garry Endres	permit	\$351.00
11/27/23	Vicky Hoel	permit	\$351.00
11/27/23	Hampton Town Hall	permit	\$473.11
11/27/23	Dakota Electric Assoc	non-refundable for row permit	\$500.00
11/30/23	Dakota County	Distribution	\$112,770.80
11/30/23	ICS Interest	Interest	\$139.93
			<b>\$114,585.84</b>

**DISBURSEMENTS:**

<b>Check #</b>	<b>TOTAL RECEIPTS</b>		
6670	Angela Niebur	Treasurer salary	\$427.21
6671	Molly Weber	Clerk salary	\$1,626.66
6672	Janet Otte	Rent	\$500.00
6673	Otte Excavating	Road maintenance	\$3,052.50
6674	Molly Weber	Office and computer supplies	\$432.70
6675	Gilmer Excavating	septic permits	\$600.00
6676	Beaver Creek Co	1 permits	\$344.86
6677	Angela Niebur	reimburse ceiling fans for new town hall	\$440.21
6678	MATIT	Liability ins. to include new town hall	\$2,661.00
6679	Interstate Building Supply	Supplies for new town hall	\$23,318.14
6680	B.E. Electric	electrical work for new town hall	\$7,000.00
6681	Finishing Touches Painting	paint for new town hall	\$500.00
6682	Keith Pumper Plumbing & Htg	plumb new townhall	\$3,000.00
6683	Ojeda Drywall and Painting LLC	drywall and ceiling for new town hall	\$7,942.50
11/21/23	EFT Century Link	phone expense	\$115.53
11/1/23	Chargeback expense	bounced check from Jeff Nivala	\$162.00
11/1/23	Chargeback bank fee	bounced check from Jeff Nivala	\$10.00
<b>TOTAL DISBURSEMENTS:</b>			<b>\$52,133.31</b>

**11/30/23 Ending Checkbook Balance** **\$183,217.80**


Ending checkbook balance	<b>\$183,217.80</b>
plus checks not in (7)	\$42,521.64
equal ICS Statement Balance 11/30/2023:	<b>\$225,739.44</b>

**ICS Shadow Money Market Account (980085755)**

<b>11/1/23</b>	<b>Beginning Savings Balance</b>	<b>288,819.41</b>
11/30/23	Interest Earned	576.20
<b>11/30/23</b>	<b>Ending Savings Balance</b>	<b>289,395.61</b>

**Escrow Account (000080034306)**

1/1/22	Dakota Electric		<b>\$39,250.00</b>
4/28/22	Garrison Endress		\$1,500.00
5/27/22	Dakota Electric for Julia Filoteo		\$2,000.00
8/30/22	Lorenzen/Lippert		\$2,820.00
9/29/22	Dakota Electric		\$2,000.00
9/29/22	Angela Niebur		\$1,680.00
12/29/22	Angela Niebur	2,000	\$2,000.00
2/27/23	PCI Roads LLC		\$2,000.00
3/30/23	CAN, LLC		\$1,000.00
4/27/23	En Engineering LLC		\$1,000.00
9/27/23	Dakota Electric		\$1,000.00
10/30/23	Dakota Electric		\$1,000.00
11/30/23	Dakota Electric		\$1,000.00
11/30/23	JSI Engineering		\$1,000.00
11/30/23		<b>Total</b>	<b>\$57,250.00</b>

  
James Sipe, Supervisor

12/19/23  
12.19.2023

  
Angela Niebur, Treasurer

12/19/2023  
12.19.2023