

**The Hampton Township Board  
Regular Board Meeting  
Minutes  
June 18, 2013, 7:30 P.M.**

**Attendance**

Chair	Doug Wille
Supervisor	Bob Leifeld
Supervisor	Bernie Pistner
Clerk	Jeanne Werner
Treasurer	Leo Nicolai

This meeting was called to order by Doug Willie, Chair at 7:30 P.M. with the Pledge of Allegiance to the flag, using the constant agenda with the exception of approving the claims.

**A motion was made by Bernie Pistner and seconded by Bob Leifeld to approve the routine items on the constant agenda and to approve the balance of the agenda with the exception of the claims. Motion was unanimously passed.**

**The minutes and treasure report were signed.**

**A motion to approve the claims 4785 to 4803 was made by Bob Leifeld and seconded by Bernie Pistner. It was unanimously passed. Checks were signed.**

Township mail was reviewed. Bob Leifeld stated that according to the estimated census provided by Dakota County, of the 337 houses, 333 households are occupied in the township equating to 98.81 percent occupancy with a total population of 916 equating to 2.751 people per home.

**ROAD REPORT:**

Mark Henry, Castle Rock Township Supervisor, was present to discuss ordinances related to small and large utilities. Mr. Henry stated that a representative from MINCAP explained to him that most townships do not have ordinances in place to effectively conduct business with utilities. Mr. Henry explained the process that Castle Rock Township took to develop ordinances to proactively deal with common issues experienced when working with utilities. The ordinance that was drafted between Attorney Troy Gilcrest and Castle Rock Township provided for a permitting system, designation of haul routes, finding potential needed upgrades, and protecting the roads and interests of the township and its residents. Mr. Henry suggests that Hampton Township consider adopting Castle Rock Township's ordinance. Mr. Henry advised the Board that the ordinance, 2009-2, can be located on Castle Rock Township's

website. Mr. Henry also stated we should consider charging utilities for the use of the township's road right of ways, since the township is responsible for the maintenance of them. Doug Willie requested that the ordinance be reviewed on the Castle Rock Township website and discussed with Attorney Troy Gilcrest. Mr. Henry offered his time to answer questions and provide any help in the future.

Bryce was present to discuss the status of the graveling and chloride application, ditch cutting, and spraying. Bob Leifeld said he had placed a call to Anderson's requesting a call back regarding how much longer the wait will be and if spot application could be done and has not received a call back. Bryce stated that Anderson's was able to provide rock earlier in the season however, due to the weather, Otte's has not completed its ditch cutting and that needs to be completed before graveling. Bryce anticipated the graveling of the roads will be complete and ready for chloride within two weeks. Bob Leifeld stated that he has received approximately two calls from residents wanting to know the status of the road work. Bob Leifeld feels that some of the ditch work could have been done in the fall. Bryce suggested that a list of roads that will be re-rocked be made in the fall not in the spring, as has been done in the past.

Discussion was had surrounding ditch brush spraying. Bryce stated that Farmers Mill and Elevator and Bloomers hold the necessary license for right of way spraying. Bob Leifeld said he would call both companies to request a cost estimate. Bernie Pistner asked if Bryce knew of any locations that need to be sprayed and he said not off the top of his head. Leo Nicolai said much of the brush that was ground up is coming back and nearly every road in the township has an area that should be sprayed.

An unrequested ditch cutting bid was received from Gene Dohmen. There was conversation as to if the work needed to be advertised. It was determined that the dollar amount was under the threshold for mandatory posting. It is also noted that the last two years there has only been one bidder, Gene Dohman.

**Motion made by Doug Willie to accept Gene Dohman's bid for ditch cutting, seconded by Bernie Pistner and unanimously passed.**

## **PLANNING COMMISSION**

Brad and Annette Werner were present to request a building permit for a new home to be built on Hogan Ave. According to Ordinance 402, 250 feet of frontage is required to build or if the frontage is between 250 to 140 feet, the home must be setback 300 feet. According to the plans submitted by the Werner's, the frontage is 205 feet, but the home is to be placed approximately 250 feet off the road. This does not conform to the ordinance. Guideline for suggesting a variance were read and it was agreed by the board that the variance process is the correct next step. Council determined that the request for permit be sent back to the planning commission to begin the variance process. **Bernie Pistner made a motion to return the permit back to the planning commission for variance review, seconded by Doug Wille and unanimously passed.**

Jim McKenzie was present to continue his request renew a shed permit at 4380 240<sup>th</sup> Street, Hampton, MN 55031. Doug Willie raised a question regarding easement for the parcel of record. According to the county there is no record of easement for McKenzie's parcel. Jim stated that 4380 was his address but the section that stated on the application. Doug believes that the parcel is subject to the 2003 ordinance, Mr. McKenzie believes that the land should be held under the 1973 ordinance. **Bernie Pistner made a motion to table the discussion to next meeting, seconded by Bob Leifeld and unanimously passed.**

Rob Lorentz was present to request a permit for Inga Ave. Mr. Lorentz meets all the setback requirements for approval of the permit. **Bob Leifeld made a motion to grant the permit, seconded by Bernie Pistner. Motion passed unanimously.**

### **AG PRESERVE**

Gurmur Properties to renew their Ag Preserve in 93 acres (Section 5, TWSHIP 113, Range 18). **Bob Leifeld made a motion to approve the renewal, seconded by Bernie Pistner and unanimously passed.**

### **OLD BUSINESS**

Rental contract for the Town Hall was reviewed. Terms are to stay the same with a \$500 monthly rent for three years. **Bob Leifeld made a motion to accept the lease with Upper Midwest Management, seconded by Bernie Pistner and unanimously passed.**

### **NEW BUSINESS**

Bernie Pistner suggests that in the next few years, we invest in reviewing its ordinances to give them "more teeth". The goal would be to add more detail to assist in decision making. Doug Willie and Bob Leifeld agreed that there was too much latitude in many of the ordinances.

**Bob Leifeld made a motion, seconded by Bernie Pistner to adjourn the meeting. Meeting was adjourned at 8:40. It unanimously passed.**

Date Signed: 7-16-13

Supervisor: [Signature]

Clerk: [Signature]

**HAMPTON TOWNSHIP TREASURER'S REPORT**

July 16, 2013

June's Business

**BEGINNING BALANCE**

**\$260,021.57**

**INCOME:**

Chloride Payments	\$6,246.88
Permits	\$2,194.33
Account Interest	<u>\$20.90</u>
<b>TOTAL INCOME:</b>	<b>\$8,462.11</b>

**EXPENSES:**

Planning Commissioners:	\$660.31
Supervisors:	\$859.15
Treasurer:	\$458.59
Clerk:	\$1,010.99
Kennedy & Graven - Legal /Zoning	\$90.00
CNS Solutions - website	\$62.50
Cannon Falls Beacon	\$40.25
MN Spect - Permit Fees	\$1,063.33
Dakota County El. Dept. - Accuvotes, Automarks	\$300.00
Otte Excavating - May Road Work	\$13,297.00
R. Leifeld - Mileage reimbursement	\$33.90
Citizens Bank MN - July Rent	\$500.00
IRS - 2nd Qtr. Withholding	\$890.98
Century Link - Phone	\$88.41
MN Revenue - 2nd Qtr. Withholding	\$113.06
MN PERA	\$661.50
Account Service Charge	<u>\$15.17</u>
<b>TOTAL EXPENSES:</b>	<b>\$20,145.14</b>


**CHECKBOOK BALANCE:**

**\$248,338.54**

**CHECKS NOT IN: (5) \$744.15**

**BALANCE PER BANK STATEMENT 6/30/13**

**\$249,082.69**

  
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Doug Wille, Chair

7-16-2013  
7/16/2013

  
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Leo Nicolai, Treasurer

7-16-2013  
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