

 *Hampton Township*  
**Regular Board Meeting Minutes**  
**May 16, 2023 7:00pm**

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

Others in attendance were: Ruth Lacefield and Jeff Link

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 (supervisor) was present. He has been on the force for quite a while but new here in February.

#### ROAD REPORT- Otte Excavating

- **2023 Chloride** ~ requested end of May~ need confirm date with Rob Miller (rob@qualitypropanemn.com) ~ checks being received ~ spreadsheet being worked on
- Ryan Sunquist stated there is nothing new this month. Jason Otte will give us a list of who does not have to pay for chloride.
- Jason gave an update on the septic for new town hall. He was told if there is room for a drain field they need to put in the drain field. Dakota County said they would give the permit. Our septic inspector said Dakota County could do what they want but he was going to enforce the state code. Board requested that Darrel Gilmer and Mark Ceminsky be invited to the June Public Hearing for the Town Hall.

#### PLANNING COMMISSION SYNOPSIS

- *Jeffrey Link*
  - 612.889.4110
    - 17-02400-26-040
    - Requesting Building permit – permit application not sent to clerk
    - See attached minutes from 06.15.21
    - See attached deed
  - **Casondra Schaffer made a motion to allow Jeff Link a buildable on 17-02400-26-040 since the lot was deeded in 1973 which meets the 1982 deadline. Cody Tix seconded. Motion carried.**
  - Jeff has 140 feet of frontage. There are 2 AG buildings. He will need 140 foot easement if sells in the future since the other 80 acres contiguous with his is land locked. **Dan Peine made a motion to approve a buildable lot on PID#17-02400-26-040. Ryan Sunquist seconded. Motion carried.** Jeff was advised not to change anything until he gets a permit and builds. He was also advised not to combine all 3 parcels either until he builds first.
- *Joe O’Gorman*
  - 507.208.0447
  - 17.02300.75.013
    - Property is being split up ~ wondering if front portion bordering County Road 85 can qualify for a buildable
    - How many buildable sites
  - They were advised to go to Dakota County and find out if the parcel 17-02300-75-013 was deeded before 04.21.82. If they find out it was they will need to come back to the Planning Commission with the proper paperwork.
- *Ruth Lacefield*
  - 651.329.9388
    - 5353 250<sup>th</sup> Street East
    - Requesting Building permit – 24x30x10 foot storage building
  - **Cody Tix made a motion to recommend to the Board to allow for Ruth Lacefield to add an additional building on her property. Dave Peine seconded. Motion carried.**
- Ruth plans to build off to the side. She has 10 acres. She has a small John Deere. It is zoned residential. She is 110 feet off the road (needs to be 93 feet from centerline of road so she is good there). **Jim Sipe made a motion to approve the building permit application for an accessory building for Ruth Lacefield located at 5353 250<sup>th</sup> Street East. Ryan Sunquist seconded. Motion carried.**

- *Andy Stein*
  - 651.278.4185
    - 17-02200-75-011
    - Requesting Building permit – 36x30 garage addition and 20x20 covered porch @ 25734 Rochester Blvd.

Nothing to discuss since Andy was not present.

**OLD BUSINESS**

- **Township Hall Discussion** – Mark May is trying to get final plans. Lumber price is down but concrete price is up. It will be about \$350,000. If we do not have to do the septic. Furnishings are not included in that price. Ryan Sunquist thinks Mark May would be the liason for us. We need to keep the contractors under \$75,000. If Mark May is the general contractor we will need sealed bids. Each contractor would be contracts with the Board. Next step is to get approved by the residents: 1. Moving the Town Hall and 2. Approving the New Town Hall. Public Hearing needs to be published in the Beacon for Tuesday June 20, 2023 at 6pm. Planning Commission to be invited also. At the meeting last December in regards to the New Town Hall the residents suggest a smaller mor reasonably priced Town Hall. Angie Niebur will check on the rate for a loan through Castle Rock Bank. She will also check numbers to see if we could afford it without a loan.
- **Jacob Rezac email about replacement of Bridge L3285 on Inga Avenue** – nothing new
- **VRWJPO email about Model Ordinance and Local Updates** – Jim Sipe will get a status of this from our Township Attorney
- **Turnback Agreement Status email from DOT (Bryant Ficek)** – Bryant will send for processing, then get back to us when he hears back from them – **Resolution 2023-05 JOINT ANNEXATION RESOLUTION** between City of Hampton and Hampton Township. **Jim Sipe made a motion to adopt Resolution 2023-05 Joint Annexation Resolution between City of Hampton and Hampton Township. Ryan Sunquist seconded. Motion carried.** Jim Sipe signed. Clerk sent to Bryant 05.19.23.
- **4427 260<sup>th</sup> Street** – proper permits were obtained to reside house and garage and reroof garage HT-006 & HT-007-2023 – Proper permits were obtained.

**NEW BUSINESS**

- **Cannon Falls Fire Agreement Fees email** – Ryan Sunquist will send an email to Randolph to see what they cover. We need to pay Cannon Falls for June
- **John Exner email** ~ Dakota County Recycling Event – Saturday June 24, 2023 from 9am-12pm @ Dakota County Maintenance Facility in Rosemount, 2800 160<sup>th</sup> Street West, Rosemount, MN – FYI – add to front page of website
- **Todd Matzke email** ~ asking that noxious weeds be reported if seen where they are not supposed to be - FYI
- **Fee Schedule** ~ do we want to change it – Township Attorney stated we do not have to change the fee schedule.
- **Township Attorney Follow Up information** – this was all covered
- **Permits** ~ 6 permits

**OTHER BUSINESS-Board Members Only**

Dan Peine made a motion to approve signing of checks 6583 to 6594 and 1 EFT and a motion to approve the claims list. Ryan Sunquist seconded. Motion carried.


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

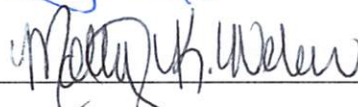
*Township Letters of Information:* The supervisors will go through this while the Chair, Treasurer and Clerk sign checks. They will let the clerk know if there is anything we need to address. Pera emails are to continue to be forwarded to the Supervisors and they can delete them if they so choose. Molly 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 8:30pm. Ryan Sunquist seconded. Motion carried.

Date Signed: 6-20-23

Supervisor: 

Clerk: 

# Hampton Township Treasurer's Report

May 2023 (June 20, 2023 Meeting)

|          |                                     |        |                     |
|----------|-------------------------------------|--------|---------------------|
| 5/1/2023 | <b>Beginning Checkbook Balance:</b> |        | <b>\$225,680.16</b> |
| 5/30/23  | Antonio Mingo                       | permit | \$86.00             |
| 5/30/23  | Doris Pommerening                   | permit | \$248.00            |
| 5/30/23  | Mike Wagner                         | permit | \$444.66            |
| 5/30/23  | Linda Endres                        | permit | \$227.25            |
| 5/30/23  | Dave Bunde/Ann Decker               | permit | \$2,050.45          |
| 5/31/23  | ICS Interest                        |        | \$235.02            |
|          |                                     |        | <b>\$3,291.38</b>   |

**DISBURSEMENTS:**

| Check # | TOTAL RECEIPTS                  |                             |                    |
|---------|---------------------------------|-----------------------------|--------------------|
| 6583    | Angela Niebur                   | Treasurer salary            | \$427.21           |
| 6584    | Molly Weber                     | Clerk salary                | \$1,626.66         |
| 6585    | Janet Otte                      | Rent                        | \$500.00           |
| 6586    | Otte Excavating                 | Road maintenance            | \$8,770.00         |
| 6587    | Earl Anderson                   | 2 weight limit signs        | \$108.94           |
| 6588    | O'Rourke Media Group            |                             | \$71.00            |
| 6589    | Kennedy & Graven, Chartered     | legal fees                  | \$1,376.50         |
| 6590    | Dakota County Taxation          | truth and taxation cost     | \$217.51           |
| 6591    | Dakota County Property Taxation | recording fee               | \$46.00            |
| 6592    | Mark Rauchwarter                | website work                | \$75.00            |
| 6593    | Castle Rock Township            | Re-imburse for address sign | \$41.01            |
| 6594    | Beaver Creek Co                 | 8 permits                   | \$2,553.54         |
| 5/16/23 | Century Link                    | phone expense               | \$109.79           |
|         | <b>TOTAL DISBURSEMENTS:</b>     |                             | <b>\$15,923.16</b> |

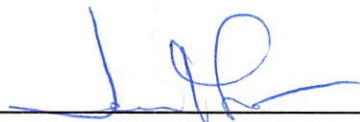
|         |  |                     |                     |
|---------|--|---------------------|---------------------|
| 5/31/23 | <b>Ending Checkbook Balance</b>        |                     | <b>\$213,048.38</b> |
|         | Ending checkbook balance               | <b>\$213,048.38</b> |                     |
|         | plus checks not in (2) \$541.01        | \$541.01            |                     |
|         | equal ICS Statement Balance 5/31/2023: | <b>\$213,589.39</b> |                     |

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

|         |                                  |  |                     |
|---------|----------------------------------|--|---------------------|
| 5/1/23  | <b>Beginning Savings Balance</b> |  | <b>\$285,501.92</b> |
| 5/31/23 | Interest Earned                  |  | 546.47              |
| 5/31/23 | <b>Ending Savings Balance</b>    |  | <b>\$286,048.39</b> |

|  |                                      |  |                    |
|--|--------------------------------------|--|--------------------|
|  | <b>Escrow Account (000080034306)</b> |  | <b>\$39,250.00</b> |
|--|--------------------------------------|--|--------------------|

|          |                                   |              |                    |
|----------|-----------------------------------|--------------|--------------------|
| 1/1/22   | Dakota Electric                   |              | \$1,500.00         |
| 4/28/22  | Garrison Endress                  |              | \$2,000.00         |
| 5/27/22  | Dakota Electric for Julia Filoteo |              | \$2,820.00         |
| 8/30/22  | Lorenzen/Lippert                  |              | \$2,000.00         |
| 9/29/22  | Dakota Electric                   |              | \$1,680.00         |
| 9/29/22  | Angela Niebur                     |              | \$2,000.00         |
| 12/29/22 | Angela Niebur                     | 2,000        |                    |
| 2/27/23  | PCIRoads LLC                      |              | \$2,000.00         |
| 3/30/23  | CAN,LLC                           |              | \$1,000.00         |
| 4/27/23  | En Engineering LLC                |              | \$1,000.00         |
| 5/31/23  |                                   | <b>Total</b> | <b>\$53,250.00</b> |




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James Sipe, Supervisor

6.20.2023




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Angela Niebur, Treasurer

6/20/23

6.20.2023