



Hampton Township

Regular Board Meeting Minutes

October 17, 2023 7:00pm

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

Others in attendance were: Joe O’Gorman, Kevin Krech and Mike Slavik.

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. Stated on 220th had firearms to close to homes and a house was hit.

ROAD REPORT- Otte Excavating

- **Trees on Fischer Avenue** – these are on the docket since they are in our Right of Way and need to be trimmed.
- **250th by Greg’s Meat** – State did chloride this but it needs rock since water is not draining off anymore. Going to wait until end of October when the exit on Highway 52 opens back up. Otte’s will put rock down with water.
- **Darkhorse Lane Project** – project would be about \$50,000.00. Soil and Water can assess if smaller culverts would work. Jim Sipe might try to do a Grant Application for this project.

PLANNING COMMISSION SYNOPSIS

- *Paul Gergen (Delores Gergen Property)*
 - Aotte22@gmail.com (612.221.4057)
 - PID#17.03400.76.010
 - Looking to understand discussions seller discussed last month regarding additional building site on original homesite (request is for buyers of land who are in process of purchasing it)

Were in for information only as they do not own the property yet.

OLD BUSINESS

- *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
 - See minutes attached to email

Original home was built in 1978. Other PID#, the house was built in 1994. They are thinking of possibly filling in and farming where the gravel pit used to be. **Jim Sipe made a motion that the Board has determined PID#17-02300-75-013 has one buildable site and the location will be determined at the time of the parcel split. Ryan Sunquist seconded. Motion carried.**

- **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. Hall is moving along, trying to save money where ever possible. Board discussed flooring and decided on: nothing in the utility room or records room, carpet in office, meeting room and conference room and vinyl plank in hallway and 2 bathrooms.
- **Jacob Rezac** email about replacement of Bridge L3285 on Inga Avenue – nothing to report
- **VRWJPO** email about **Model Ordinance** and Local Updates – on hold
- **Building Official Contract** – Mark updated with requested changes – still in negotiations – table until November
- **Beaver Creek Companies Septic Proposal** – table until November
- **Inspectron Septic Proposal** – table until November

NEW BUSINESS

- **Darrel Gilmer** ~ Gilmer Excavating 30 Day Notice of Retirement from Septic System Permitting - FYI
- **Kevin Krech** ~ Dakota County Northfield Blvd (County Road 47) Resurfacing maintenance project for 2024 – Kevin was in to discuss County Road 47 project that will happen in 2024. It is resurfacing project-road grade and width will remain the same. County 47 will be closed in different areas for some time and a number of culverts will be replaced. Some of the guard rails will be removed. They are working on getting easements for fixing culverts in the future. Design and Right of Way acquisitions are in the process now. Project will be from August to October 2024. County is in contact with the State to coordinate with Highway 52 project for next year.
- **Kenneth Kirby** ~ MN Dot Highway 50 Project Questions - FYI
- **Dakota County draft 2024-2028 Capital Improvement Program (CIP)** email – FYI-N/A
- **MET Council Letter about Biosolids** in filed located off Lewiston Blvd in the City of Hampton - FYI
- **Resolution 2023-07 Elections Write-In Resolution** – **Jim Sipe made a motion to adopt Resolution 2023-07 Elections Write-In Resolution. Dan Peine seconded. Motion carried.**
- **Michelle Blue** ~ JPA2023-0001 JPA for Absentee Voting Services done by Dakota County – **Jim Sipe made a motion for the execution of JPA2023-0002 concerning Absentee Voting Services done by Dakota County. Dan Peine seconded. Motion carried.**
- **2 checks** were voided from previous fiscal year in the amount of \$332.64. Board approval is needed since CTAS does not recalculate and it has to be done manually with the beginning balance of the 2023 books. **Jim Sipe made a motion to direct the Treasurer and Clerk to adjust the beginning balance in CTAS for 2023 to account for 2 voided checks from the previous year in the amount of \$332.64. Ryan Sunquist seconded. Motion carried.**
- **Castle Rock Bank Interest Rates** – Angie Niebur will research this

REMINDERS

- Dakota County Township Officer Association Meeting – Wednesday November 1, 2023 @ 6:30pm – Dakota County Extension Office in Farmington - FYI

CLERK REPORT:

- Permits ~ 16 permits + one septic permit and one ROW Permit (ROW-2023-0004 for Dakota Electric for new electric for New Town Hall) - FYI

OTHER BUSINESS-Board Members Only

Jim Sipe made a motion to approve signing of checks 6655 to 6669 and 1 EFTs and a motion to approve the claims list. Dan Peine 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

Jim Sipe made a motion to adjourn the meeting at 9:02pm. Ryan Sunquist seconded. Motion carried.

Date Signed: 11/21/23

Supervisor: [Signature]

Clerk: Molly K. Weber

Hampton Township Treasurer's Report

October 2023 (November 21, 2023 Meeting)

10/01/23	Beginning Checkbook Balance:		\$195,077.25
10/30/23	Eric Ruud	Permit	\$81.00
10/30/23	Glen Olsen	Permit	\$435.25
10/30/23	Michael Suilmann	Permit	\$1,586.38
10/30/23	Jeff Nivala	Permit	\$162.00
10/30/23	Phil Gounaikis	Permit	\$81.00
10/30/23	Andy Stein	Permit	\$1,681.43
10/30/23	Donald Halepeska	Permit	\$616.86
10/30/23	Robert Mason	permit	\$1,135.99
10/30/23	Paul Seidenkranz	permit	\$351.00
10/30/23	Hampton Township	permit	\$375.05
10/30/23	Frandrup Estate	permit	\$830.38
10/30/23	Frandrup Estate	permit	\$830.37
10/30/23	Dakota Electric Assoc	non-refundable for right of way	\$500.00
10/31/23	MN State	Distribution	\$5,425.91
10/31/23	ICS Interest		\$218.38
			\$14,311.00

DISBURSEMENTS:

Check #	TOTAL RECEIPTS		
6655	Angela Niebur	Treasurer salary	\$427.21
6656	Molly Weber	Clerk salary	\$1,626.66
6657	Angela Niebur	reimburse cabinets for new townhall	\$1,659.38
6658	Beau's Roofing	roof new townhall	\$2,635.00
6659	White Collar Concrete	concrete for new townhall	\$25,380.00
6660	J and J Insulating LLC	frame new townhall	\$15,500.00
6661	Keith Pumper Plumbing & Heating	plumb new townhall	\$9,600.00
6662	Interstate Building Supply	Supplies for new townhall	\$12,892.46
6663	Otte Excavating	Road maintenance	\$11,067.50
6664	Mark Rauchwarter	website maintenance	\$60.00
6665	Kennedy & Graven, Chartered	legal fees	\$682.00
6666	Janet Otte	Rent	\$500.00
6667	MN Dept of Labor and Industry	permit surcharge	\$295.24
6668	Molly Weber	Office supplies	\$178.71
6648	Beaver Creek Co	16 permits	\$6,005.02
10/17/23	EFT Century Link	phone expense	\$113.80
	TOTAL DISBURSEMENTS:		\$88,622.98

10/31/23 Ending Checkbook Balance **\$120,765.27**

Ending checkbook balance **\$120,765.27**

plus checks not in (5) \$4,154.05

equal ICS Statement Balance 10/31/2023: **\$124,919.32**

ICS Shadow Money Market Account (980085755)

10/1/23	Beginning Savings Balance	\$288,255.80
10/31/23	Interest Earned	563.61
10/31/23	Ending Savings Balance	\$288,819.41

Escrow Account (000080034306)

			\$39,250.00
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
9/27/23	Dakota Electric		\$1,000.00
10/30/23	Dakota Electric		\$1,000.00
10/31/23		Total	\$55,250.00



James Sipe, Supervisor

11/21/23

11.21.2023



Angela Niebur, Treasurer

11/21/23

11.21.2023