



# Hampton Township

## Regular Board Meeting Minutes

### December 21, 2021 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 Andrew Leko and Deputy Hannah Martin were in and stated to call if see anything questionable.

#### **ROAD REPORT- Otte Excavating**

- Jason Otte stated there was a temporary STOP sign on Hogan. Otte's replace temporary signs if ground not frozen. If a road intersects with a State or County Road then Dakota County replaces the road sign. Otte's replace street signs. Jason will check to see if they can replace the one on Hogan. There is also a temporary YIELD sign on 250<sup>th</sup> and Lewiston that needs to be replaced.

#### **PLANNING COMMISSION SYNOPSIS**

##### ***Daren Betzold***

- 612-718-5223
- Requests for Parcel Splits

Daren Betzold and his 2 daughters were present for 2 parcel splits. The 3<sup>rd</sup> buildable (parcel split) is not being requested at this time. Survey was presented. Parcel A is 3.72 acres and Parcel B is 7.01 acres.

**Cody Tix made a motion to approve the 2 Parcel Splits for Betzold (Iola Harris' granddaughters). Matt Bester seconded. Motion carried.** Those named on the property & Jeremy Irrthum signed Parcel Split forms.

**Jim Sipe made a motion to approve the creation of Parcels A and B as shown on the drawing from portions of PID 17-01800-75-014 and PID 17-01700-51-011 is approved by Hampton Township. All remaining land from these two PIDs shall become part of PID 17-01800-75-014. Dan Peine seconded. Motion carried.**

##### ***Robert Nivala***

- 612.282.7199
- Question about buildable lot on PID#17-00500-25-060

Robert is going to attend the January 2022 meeting.

#### **OLD BUSINESS**

- N/A

#### **NEW BUSINESS**

- **Mark May – discussion about New Township Hall** – Angie Niebur presented Castle Rock Township plans to Mark May who works for Interstate Lumber in Cannon Falls and requested to shrink it by 30% which would make it about 32' x 54'. Mark stated we could probably shrink more based on our needs. Mark stated the engineer is out of Rochester. The hall would have 6/12 pitch, 9 foot ceiling, it would be rectangle with handicap doors. File room would be fire-proof. Parking lot would be Class 5 rock with 20-30 stalls. We will probably use 2.5 of the 5 acres we own. Lumber prices are still fluctuating, as is the price of steel. We could possibly do a holding tank. Rules say if you have room for a drain field then you should do it. Plans will cost around \$400 or \$500, and they includes changing it 2 more times. Mark May is trying to keep it as low-maintenance as possible. He recommends 10 x 10 siding. The Board agreed they do not want the building to face North. We will need to have a discussion with our building official also. Molly Weber will invite him to our January meeting. Mark May figured he could have plans by the 01/18/22 meeting but would not have final numbers by then.  
**Ryan Sunquist made a motion to approve up to \$700.00 for preliminary drawings for the new Township Hall. Jim Sipe seconded. Motion carried.**

- Notice of filing for March 2022 election has been posted. Dan Peine's term ends ~ filing period is 12/28/21 – 01/11/22 – FYI
- Set date for Budget and Audit meeting for 02/15/2022 at 6:30pm followed by the Town Board Meeting @ 7:00pm – Jim Sipe made a motion to set the date for the Budget and Audit meeting for 02/15/22 @ 6:30pm followed by the regular Board Meeting. Ryan Sunquist seconded. Motion carried.
- Approve list of 2022 Election Judges: Tom Fliegel, Pat Fliegel, Nollie Freeman, Cheri Lemons, Pat Ramel (Head Judge), Kathy Ramel, Nancy Schumacher, Jamie Wickhorst, Trish Johnson, Lynn Harten, Lanell Endres, and Jeremy Irrthum – Jim Sipe made a motion to approve the said list of Election Judges for 2022. Dan Peine seconded. Motion carried.
- Approve computer for Head Election Judge to use for Township business only – Ryan Sunquist will gift Pat Ramel, Head Election Judge his old laptop to use for election purposes. We will set up a township Gmail account for Pat.
- Work Comp Audit Due January 31, 2022 ~ paying Work Comp bill to MATIT for \$397.00 for 01/01/22 to 01/01/23 term - FYI
- Permits ~ permits this month, HT041-2021 which includes 1 new construction home and 3 mechanical and 1 plumbing permit within the one number, and HT044-2021 – HT052-2021 (except HT047-2021 voided since wrong township) – 1 additional new construction home, 1 plumbing, 2 re-roof, 5 mechanical Plus 2 Septic permits – HT141 and HT142 - FYI

**OTHER BUSINESS-Board Members Only**

Jim Sipe made a motion to approve signing of checks 6294 to 6303 and a motion to approve the claims list. Jim Sipe seconded. Motion carried. Jim Sipe, Angie Niebur and Molly Weber signed the checks.

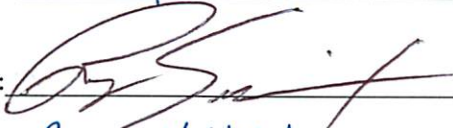
Jim Sipe will be gone for the January meeting, February meeting and Budget and Audit meeting. Ryan Sunquist will set them up on Zoom.

*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 8:11pm. Ryan Sunquist seconded. Motion carried.

Date Signed: 01/18/2022

Supervisor: 

Clerk: 

**HAMPTON TOWNSHIP TREASURERS REPORT  
December 2021 (January 18, 2022 Meeting)**

**Beginning Checkbook Balance:**

**\$120,424.19**

**RECEIPTS:**

12/01/21	Dakota County Distribution	\$117,752.54
12/23/21	Minn State Distribution	\$6,180.57
12/29/21	Minn State Distribution	\$192.05
12/30/21	Permit - Priscilla Christensen	\$167.00
12/30/21	Permit - Michael Suilmann	\$3,258.96
12/30/21	Permit - Michael Suilmann	\$351.00
12/30/21	Permit - Scott and Emily Werner	\$8,195.86
12/30/21	Permit - Jeanne Werner	\$86.00
12/30/21	Permit - Cindy Mortinson	\$81.00
12/30/21	Permit - Michael Suilmann	\$5,607.57
12/30/21	Permit - Shane and Jessie Kruse	\$81.00
12/30/21	Permit - Shane and Jessie Kruse	\$86.00
12/30/21	Permit - Joe Bourbeau	\$351.00
12/30/21	Permit - Daniel Hines	\$351.00
12/31/21	ICS Interest	\$19.80
	<b>TOTAL RECEIPTS</b>	<b>\$142,761.35</b>

**Check # DISBURSEMENTS:**


EFT	Century Link	Phone charge	\$101.72
6304	Matthew Bester	planning commissioner	\$180.08
6305	Jeremy Irrthum	planning commissioner	\$180.08
6306	Angela Niebur	Treasurer salary	\$364.86
6307	Mary Niebur	Deputy treasurer	\$110.82
6308	Dan Peine	Board member	\$277.05
6309	David Peine	planning commissioner	\$180.08
6310	Casondra Schaffer	planning commissioner	\$180.08
6311	James Sipe	Board member	\$196.54
6312	Ryan Sunquist	Board member	\$196.54
6313	Cody Tix	planning commissioner	\$180.08
6314	Molly Weber	Clerk salary	\$1,424.24
6315	Jeanne Werner	asst clerk	\$34.34
6316	Otte Excavating	Road maintenance	\$2,100.00
6317	Mark Rauchwarter	website maintenance	\$45.00
6318	Castle Rock Township	reimbursement for sign	\$28.02
6319	Beaver Creek Co	8 permits	\$6,793.55
6320	Gilmrt Excavating	3-permits	\$600.00
6321	MATIT	Workers Comp Ins	\$397.00
6322	Janet Otte	Rent	\$500.00
6323	James Sipe	mileage reimbursement	\$14.56
6324	Ryan Sunquist	Zoom mtg act reimbursement	\$160.58

EFT	Minnesota PERA	\$974.60	
EFT	IRS tax	\$1,491.11	
EFT	Minn Dept of Revenue	\$105.87	
	<b>TOTAL DISBURSEMENTS:</b>	<b>\$16,816.80</b>	
12/31/21	<b>Ending Checkbook Balance</b>		<b>\$246,368.74</b>

Checks not in (8) \$1,899.66  
 ICS Statement Balance, December 31, 2021: \$248,268.40

	<b>Beginning Savings Account Balance</b>		<b>\$275,722.88</b>
12/31/21	Interest Earned		\$81.96
13/31/21	<b>Ending Savings Account Balance</b>		<b>\$275,804.84</b>

  
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 Ryan Sunquist for James Sipe, Supervisor 1/18/2022  
1.18.2022

  
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 Angela Niebur, Treasurer 1/18/2022  
1.18.2022