



Hampton Township

Regular Board Meeting Minutes December 19, 2023 7:00pm

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

Others in attendance were: Deputy Puls and Linda Hagan Kvanbeck.

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 Puls stated so far so good-always call 911 - if people go on vacation, they can request deputies check on their house at 651.438.4800 and ask for a “vacation request.”

ROAD REPORT- Otte Excavating

- **New Town Hall** – Otte’s will plow this

PLANNING COMMISSION SYNOPSIS

- *Alan Crossley (Linda & Jim Kvanbeck Property)*
 - foxonfirefox23@gmail.com (651.666.8737)
 - lindahagankvanbeck@gmail.com (612.226.5718)
 - PID#17.00400.76.020
 - Buildable Determination

Jeremy Irrthum recommended a motion that there are no residences currently in the NE quarter of the SW quarter of section 4 so Alan Crossley would need to build in that quarter quarter section. **Cassandra Schaffer seconded. Motion carried**

- Original home was built before 1982 but they need to own the full 40 acres and they only own 15 acres. The other land owners own a lot more of the ¼ ¼ section than Linda does. Linda was advised she can only have one single family residence on her property. She was advised she cannot cover more than 4.5% of the property with outbuildings. She was also advised she could add an addition onto the existing home with some privacy.

OLD BUSINESS

- **Township Hall Update** – Ryan plans to start getting phone number turned over this week. Ryan is working on insurance piece with Jeanne Werner and MATIT. Brett Reinardy finished electrical today. Northfield Wifi will do wiring soon. Angie Niebur will research hiring movers. Molly Weber will publish and post new meeting location starting with February meetings.
- **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 – this has been signed – Board denied rate changes
- **Beaver Creek Companies Septic Proposal** – final review and sign off – **Jim Sipe made a motion that the Board authorize the Chair and Clerk to sign the septic contract as written by Beaver Creek Companies. Dan Peine seconded. Motion carried.** Contract begins 12/12/23 for one year.

NEW BUSINESS

- **Rick Gerster** – 1-2 acres by New Township Hall – Jim Sipe will work up a new contract in the spring. Will need copy of survey.
- **MATIT WC Policy** – okay to pay in January
- **Resolution 2023-08** – Resolution Approving the Setting of the Polling Place for all 2024 Elections to reside at 5450 260th Street East, Randolph, MN 55085 – **Jim Sipe made a motion to adopt resolution 2023-08 Resolution Approving the Setting of the Polling Place for all 2024 Elections. Ryan Sunquist seconded. Motion carried.** Resolution was adopted and signed.
- Approve list of Election Judges for 2024 - Approve list of 2024 Election Judges: Tom Fliegel, Pat Fliegel, Nollie Freeman, Cheri Lemons, Pat Ramel (Head Judge), Kathy Ramel, Nancy Schumacher, Sheryl Harten, Lynn Harten, Jeremy Irrthum,

Molly Weber, Phil Lindquist and Jeanne Werner – **Jim Sipe made a motion to approve the list of Elections Judges for the 2024 Elections. Dan Peine seconded. Motion carried.**

- Set date for Budget and Audit meeting for 02/20/2024 at 6:30pm followed by the Town Board Meeting @ 7:00pm – **Jim Sipe made a motion to approve the Budget and Audit meeting on 06/20/24 @ 6:30pm followed by the Board meeting. Ryan Sunquist seconded. Motion carried.**
- Permits ~ 3 permits – 2 re-roof and 1 re-side at same residence HT-051, HT-052, and HT-053 - FYI

REMINDERS

- Miesville Ravine Park – public comment open until December 20, 2023
- Board of Water and Soil Resources (BWSR) hosting informational meeting Tuesday January 30, 2024 9-10am

OTHER BUSINESS-Board Members Only

Dan Peine made a motion to approve signing of checks 6684 to 6708 and 4 EFTs and a motion to approve the claims list. Ryan Sunquist seconded. Motion carried.

Check number: 6678 in the amount of \$2,661.00 was voided due to MATIT charging twice.


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

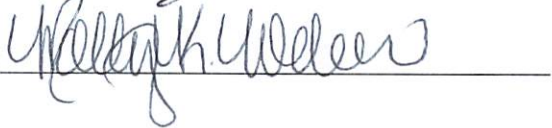
Township Letters of Information: The supervisors will go through this while the Chair, Treasurer and Clerk sign checks. They will let the clerk know if there is anything we need to address. Pera emails are to continue to be forwarded to the Supervisors and they can delete them if they so choose. Molly 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 8:22pm. Ryan Sunquist seconded. Motion carried.

Date Signed: 1/16/2024

Supervisor: 

Clerk: 

Hampton Township Treasurer's Report

December 2023 (December 16, 2023 Meeting)

12/01/23	Beginning Checkbook Balance:		\$183,217.80
12/29/23	JSI Engineering	permit	\$500.00
12/29/23	Randy Jensen	permit	\$243.00
12/26/23	MN State	Distribution	\$7,722.02
12/29/23	Voided check #6678	over-payment--will re-issue new check	\$2,661.00
12/29/23	ICS Interest	Interest	\$229.56
		Total Income	\$11,355.58

DISBURSEMENTS:

Check #	TOTAL RECEIPTS		
6684	Matthew Bester	Planning Commission	\$184.70
6685	Jeremy Irrthum	Planning Commission	\$277.05
6686	Angela Niebur	Treasurer salary	\$427.21
6687	Mary Niebur	Asst Treasurer	\$138.52
6688	Dan Peine	Board member	\$507.92
6689	David Peine	Board member	\$277.05
6690	Casondra Schaffer	Planning Commission	\$277.05
6691	James Sipe	Board member	\$384.34
6692	Ryan Sunquist	Board member	\$288.25
6693	Cody Tix	Planning Commission	\$92.35
6694	Molly Weber	Clerk salary	\$1,626.66
6695	Jeanne Werner	Asst Clerk	\$64.38
6696	DC Well Drilling	well for new town hall	\$21,838.25
6697	Otte Transformations	Int painting for new town hall	\$2,650.00
6698	Chimney Rock Revival	Painting for new town hall	\$1,055.00
6699	Ojeda Drywall and Painting LLC	drywall and prime ceiling for new town	\$7,942.50
6700	Interstate Building Supply	Supplies for new town hall	\$13,715.83
6701	Dakota Electric	November Statement	\$20.34
6702	MATIT	Consolidated Liab Insurance	\$1,236.00
6703	Castle Rock Township	Reimbursement for address sign	\$95.64
6704	Otte Excavating	Road maintenance	\$460.00
6705	Mark Rauchwarter	website changes	\$90.00
6706	Kennedy & Graven	legal fees	\$242.00
6707	Janet Otte	Rent	\$500.00
6708	Beaver Creek Co	7 permits	\$684.81
12/19/23	EFT Century Link	phone expense	\$115.53
12/19/23	EFT Minnesota Revenue	4th quarter	\$145.95
12/19/23	EFT PERA	4th quarter	\$1,150.11
12/19/23	EFT IRS	4th quarter	\$1,789.70
	TOTAL DISBURSEMENTS:	Total Expenses	\$58,277.14

12/31/23 Ending Checkbook Balance **\$136,296.24**

Ending checkbook balance **\$136,296.24**

plus checks not in (9)
equal ICS Statement Balance 12/31/2023:

\$16,179.84
\$152,476.08

ICS Shadow Money Market Account (980085755)

12/1/23	Beginning Savings Balance	289,395.61
12/29/23	Interest Earned	627.37
12/31/23	Ending Savings Balance	290,022.98

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	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	Dakota Electric	\$1,000.00
12/31/23	JSI Engineering	\$1,000.00
	Total	\$57,250.00


Ryan Sunquist, Board Member

1/16/2024
01.16.2024


Angela Niebur, Treasurer

1/16/2024
01.16.2024