

 *Hampton Township*
Regular Board Meeting Minutes
January 16, 2024 7:00pm

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

Others in attendance were: Sargent Bobby, Al Bester, Beth Bester, Paul and Ashley Gergen.

This meeting was called to order by Ryan Sunquist, Vice-Chair at 7:00pm with the Pledge of Allegiance to the flag and using the consent agenda. **Dan Peine made a motion to approve the consent agenda except the claims and to approve the balance of the agenda. Ryan Sunquist seconded it. Motion carried.**

PUBLIC COMMENT

- Sargent Bobby stated still having a lot of injury accidents, a lot due to distracted driving. Theft of packages is a real thing. Board talked about a keypad so Sheriffs could use new Town Hall.

ROAD REPORT- Otte Excavating

- **Veit Spring Road Restrictions** email – we will follow state of Minnesota requirements

PLANNING COMMISSION SYNOPSIS

- Nothing to report – January Planning Commission meeting was cancelled due to no business.

OLD BUSINESS

- **Township Hall Update** – Certificate of Occupancy has been obtained. Movers are scheduled for Wednesday January 24, 2024 to move stuff from Dan Peine’s and current Town Hall to New Town Hall. Phone has been set up for voice messages to come directly to email. **Ryan Sunquist made a motion to increase Mark May pay by an addition \$500.00 for a total of \$7,500.00. Dan Peine seconded. Motion carried.**
- **Jacob Rezac email about replacement of Bridge L3285 on Inga Avenue** – 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 completed - FYI
- **Beaver Creek Companies Septic Proposal** – final review and sign off completed - Contract begins 12/12/23 for one year - FYI

NEW BUSINESS

- **Al Bester** – New Construction Home Permit @ 23406 Lewiston Blvd, Hampton, MN 55031 – Septic is complete. Al combined 2 parcels as advised. **Ryan Sunquist approved the new construction home for Al and Beth Bester on PID#17-00900-02-011 which they will work with our Building Official Mark Ceminsky. Dan Peine seconded. Motion carried.**
- **Paul Gergen** – Parcel Split request of 8 acres from homesite on PID#17-03400-76-010 – Ryan Sunquist will work with the Township Lawyer on the process for this. Paul Gergen would like to keep the additional buildable with the 8 acres. **Ryan Sunquist made a motion to do a Public Hearing on Thursday February 22, 2024 at 6pm if a variance is needed on PID#17-03400-76-010. Dan Peine seconded. Motion carried.** (must publish by Feb. 5 & notify folks within ¼ mile)
- **Holding Tank Pumping Service Agreement for New Town Hall** – signed and returned to Darel Gilmer – clerk has copy in New Township Hall file - FYI
- **CenterPoint Energy rate increase notification letter** – clerk has copy - FYI
- **Rural Solid Waste Abatement Grant Program Application** – due March 15, 2024 - FYI
- **Publishings for Cannon Falls Beacon this week:** FYI
 - Notice of new location for meetings starting with February meetings.
 - Notice of Budget and Audit Meeting date change to Thursday February 22, 2024 @ 6:30pm
 - Notice of Board Meeting date change to Thursday February 22, 2024 @ 7:00pm

- **Work Comp Audit Due January 31, 2024** – paying Work Comp bill to MATIT for \$465.00 for 01/01/2024 to 12/31/2024 – FYI – WC Audit completed
- **W2 & 1099 Due January 31, 2024** – FYI - Completed
- **PERA Exclusion Report** Due February 28, 2024 - FYI
- **Permits** ~ 1 permit – reroof HT-053a (was actually a December 2023 permit but billed this month) – 1 septic permit HT-154 for Al Bester (was actually a November 2023 permit)

REMINDERS

- None

OTHER BUSINESS-Board Members Only

Ryan Sunquist made a motion to approve signing of checks 6709 to 6733 and 4 EFTs and a motion to approve the claims list. Dan Peine seconded. Motion carried.

Ryan Sunquist, 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

Ryan Sunquist made a motion to adjourn the meeting at 8:30pm. Dan Peine seconded. Motion carried.

Date Signed: 2/22/2024

Supervisor: 

Clerk: 

Hampton Township Treasurer's Report


January 2024 (February 22, 2024 Meeting)

1/1/24	Beginning Checkbook Balance:	\$136,296.24
	Income	
1/25/24	Dakota County Distribution	\$5,155.36
1/26/24	Judy Schwendig permit	\$86.00
1/26/24	Al Bester street sign	\$30.00
1/26/24	Kim Reinardy street sign	\$30.00
1/26/24	Al Bester permit	\$351.00
1/31/24	ICS Interest Interest	\$146.96
	Void pmt on EFT to PERA on Dec 19 as pmt wasn't made--this error was corrected on Feb 15 and will reflect on the Feb statement as an expense	\$1,150.11
	Total Income	\$6,949.43
	DISBURSEMENTS:	
	TOTAL RECEIPTS	
Check #	Angela Niebur Treasurer salary	\$432.27
6709	Molly Weber Clerk salary	\$1,563.85
6710	Janet Otte Rent	\$500.00
6711	Dakota County Property Taxation Truth and Taxation cost	\$152.28
6712	MATIT MN Assoc township dues	\$604.32
6713	MATIT Work comp	\$465.00
6714	Mark Rauchwarter website changes	\$15.00
6715	Kennedy & Graven legal fees	\$1,364.00
6716	Otte Excavating Road maintenance	\$1,782.50
6717	O'Rourke Media Group	\$63.10
6718	Beaver Creek Co 1 permit	\$65.00
6719	MN Dept of Labor permit surcharge fee	\$38.92
6720	Molly Weber office supplies	\$224.95
6721	Interstate Building Supply Supplies for NTH (New Town Hall)	\$10,093.13
6722	JMC Construction Install partitons in bathroom in NTH	\$900.00
6723	Dusty's Finish Work Install cabinets in NTH	\$1,440.00
6724	Nick Niebur fall heat sourse for NTH	\$300.00
6725	Earl J Anderson handicap sign for NTH	\$35.00
6726	Dakota Electric December Statement	\$83.41
6727	Ray Kimmes Install rubber base for NTH	\$3,350.00
6728	Cannon Valley Moving 4 hrs moving services to NTH	\$720.00
6729	B&E Electric Balance for electrical bid for NTH	\$7,550.00
6730	Better Air Install HVAC in NTH	\$30,437.00
6731	Keith Pumper balance for plumbing bid for NTH	\$7,712.00
6732	J&J Insulating Install siding and soffit for NTH	\$12,480.00
6733	EFT Century Link phone expense	\$93.71
1/16/24	TOTAL DISBURSEMENTS:	\$82,465.44
1/31/24	Ending Checkbook Balance	\$60,780.23

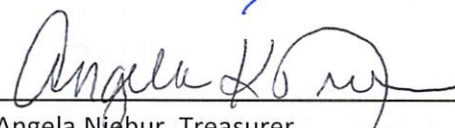
Ending checkbook balance	\$60,780.23
plus checks not in (7)	\$12,896.89
equal ICS Statement Balance 1/31/2024	\$73,677.12

ICS Shadow Beginning Savings Balance		
1/1/24	Beginning Savings Balance	290,022.98
1/31/24	Interest Earned	628.68
1/31/24	Ending Savings Balance	290,651.66

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	JSI Engineering	\$1,000.00
1/31/24	Total	\$57,250.00



 James Sipe, Supervisor Ryan Sunquist 2.20.2024



 Angela Niebur, Treasurer 2.20.2024