



Regular Board Meeting Minutes  
December 16, 2025  
7:00pm

Chair Ryan Suquist  
Supervisor Dan Peine  
Supervisor Doug Wille  
Clerk Molly Weber

Treasurer Angela Niebur was absent. Others in attendance were: Erik Porten and Katie, Dean Larsen and Al Bester.

This meeting was called to order by Ryan Sunquist, Chair at 7:00pm with the Pledge of Allegiance to the flag and using the consent agenda. **Doug Wille 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**

- N/A

**PRESENTATION**

- N/A

**ROAD REPORT- Otte Excavating**

- Ryan Sunquist will coordinate with Jim Rother and Jason Otte to meet at Jim Rother's to discuss the shoot of the grade. Judy Stewart's looks good per the road steward. Ryan Sunquist will follow up with them.

**PLANNING COMMISSION SYNOPSIS**

- Lori Stein
  - Information Only ~ question about buildables on 8 parcels and question about building shouse or barnaminium Reference 12.08.25 Planning Commission minutes.

Not present so table until January 2026 or when they come back.

**OLD BUSINESS**

- VRWJPO email about Model Ordinance and Local Updates – anything to report-permitting now just for one acre or more – they are ready to issue the DRAFT for 60 day review. The biggest factor for us is land disturbance of one acre. – clerk to forward newsletter to Ryan Sunquist

**NEW BUSINESS**

- Website Updates for ADA Compliance – Table since not until 2027
- Township Emails - hold off for now
- Township Elections – Consider changing to November Township Election – **Ryan Sunquist made a motion to add changing Township Election to November to the March 2026 ballot. Dan Peine seconded. Motion carried.** Clerk to send email to Michelle Blue for a resolution for the Board to sign.
- Beaver Creek Companies Letter – Table until January as the Board is still thinking about this.
- CDBG Block Grant Application – Due by January 16,2026 - FYI
- LCW Outreach Package – Sent to BOS 11.26.25 - FYI
- 17.02700.25.011 Stein Property Solar Questions – Clerk to send email response. Based on the current ordinance all solar panel ground or roof mount is based on the 4.5% of the PID so the request presented would not qualify. A solar project up to the 4.5% would be allowed with the proper permitting.
- Paid Leave – **Ryan Sunquist made a motion that the paid leave contribution be split 50/50 by the township and employee. Doug Wille seconded. Motion carried.** Account and administrator need to be set up by the end of December.

**REMINDER/FYI**

- MET Council December PlanIt NewsBlast – emailed to Board 12.16.25 - FYI
- MAT WC Audit Due 02.15.26 - FYI
- Notice for filing for March 2026 Election has been posted and published – Jim Sipe term ends – filing period is December 30, 2025 to January 13, 2026 - FYI
- Set date for Budget and Audit Meeting – 02/17/26 @ 6:30pm followed by the Town Board Meeting @ 7pm – **Ryan Sunquist made a motion to approve the date of 02.17.26 @ 6:30pm for the Budget and Audit meeting followed by the regular Board meeting at 7pm. Doug Wille seconded. Motion carried.**
- W2 and 1099s – Board approved completing these online.
- Permits ~ Billed for 3 permits ~ 2 plumbing, 1 AG permit and 1 waiting on payment

**OTHER BUSINESS-Board Members Only**

The board will sign the Minutes and the Treasurers Report

**Ryan Sunquist made a motion to approval signing checks approval sign checks 7109 to 7130 + 3 EFTs-PERA, IRS and MN Revenue for 4<sup>th</sup> quarter taxes and approve claims list and approve November 18, 2025 Board Meeting Minutes. Doug Wille seconded. Motion carried.**

Ryan Sunquist, Deputy Treasurer Heidi VanDeSteege and Molly Weber signed the checks.

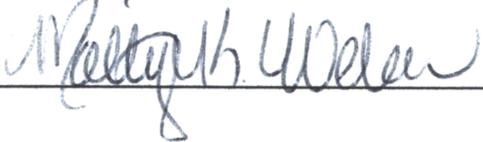
*Township Letters of Information:* The supervisors will go through this while the Chair, Treasurer and Clerk sign checks. They will let the clerk know if there is anything we need to address. Pera emails are to continue to be forwarded to the Supervisors and they can delete them if they so choose. Molly 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 7:50pm. Doug Wille seconded. Motion carried.**

Date Signed: 1/20/2026

Supervisor: 

Clerk: 

# Hampton Township Treasurer's Report

**December 2025** (January 20, 2025 Meeting)

**Beginning Checkbook Balance:**

**\$63,505.57**

**Income**

12/3/25	Dakota County	Payment	\$114,643.30
12/26/25	MN State	MMB ACH	\$6,313.62
12/31/25	Interest		\$90.73
<b>Total Income</b>			<b>\$121,047.65</b>

**Check # DISBURSEMENTS:**

7109	Matthew Bester	Planning Commission	\$230.87
7110	Jeremy Irrthum	Planning Commission	\$346.31
7111	Angela Niebur	Treasurer Salary	\$424.52
7112	Dan Peine	Supervisor	\$461.75
7113	David Peine	Planning Commission	\$346.31
7114	Casondra Schaffer	Planning Commission	\$346.31
7115	James Sipe	Supervisor	\$109.19
7116	Ryan Sunquist	Supervisor	\$436.75
7117	Cody Tix	Planning Commission	\$346.31
7118	Heidi VanDeSteege	Deputy Clerk/Treasurer	\$166.23
7119	Molly Weber	Clerk Salary	\$1,886.44
7120	Douglas Wille	Meeting	\$115.44
7121	Dakota Electric	Statement Date 11/26/25	\$41.06
7122	Greater MN Gas	Inv# 6070247	\$70.56
7123	Northfield Wifi	Jan bill	\$34.99
7124	Mark Rauchwarter	Website charges	\$15.00
7125	North Cannon River WMO	Inv# 2605- 2026 1/2 member dues	\$3,406.75
7126	O'Rourke Media Group	Inv# 425734- filing election, publish 1 week	\$33.20
7127	Beaver Creek Companies	Permits	\$311.44
7128	Ryan Sunquist	Reimburse for mileage	\$15.40
7129	Molly Weber	Office supply reimburse	\$192.95
7130	Otte Excavating	Nov 2025 Road Maintenance	\$2,350.00
<b>TOTAL DISBURSEMENTS:</b>			<b>\$11,687.78</b>

**Check # Checks Not In:**

6927	\$115.44	7124	\$15.00
7109	\$230.87	7125	\$3,406.75
7115	\$109.19	7129	\$192.95
7119	\$1,886.44	EFT	\$1,150.11
<b>Total</b>			<b>\$7,106.75</b>

**12/31/25 Ending Checkbook Balance**

**\$45,854.30**

Ending checkbook balance

**\$45,854.30**

plus checks not in (7) plus EFT  
 equal ICS Statement Balance 12/31/25

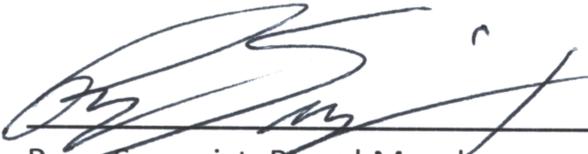
**\$7,106.75**  
**\$52,961.05**

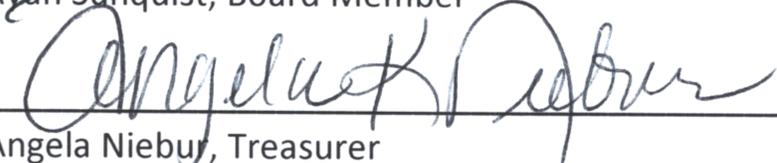
**ICS Shadow Money Market Account (980085755)**

<b>12/1/25</b>	<b>Beginning Savings Balance</b>		<b>\$200,453.11</b>
12/31/25	Interest Earned		\$388.91
<b>12/31/25</b>	<b>Ending Savings Balance</b>		<b>\$200,842.02</b>

**Escrow Account (000080034306)**

			<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	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
2/27/24	Paul/Lorri Gergen		\$2,000.00
4/23/24	Paul/Lorri Gergen	2,000	
5/30/24	Dakota Electric		\$1,000.00
6/28/24	Dakota Electric		\$1,000.00
7/31/25	C&E Wurzer Builders for Endres		\$2,000.00
<b>12/31/25</b>	<b>Agree w/statemeent</b>	<b>Total</b>	<b>\$61,250.00</b>

  
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 Ryan Sunquist, Board Member 1/20/2026

  
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 Angela Niebur, Treasurer 1/20/2026