



Regular Board Meeting Minutes December 18, 2018 7:30pm

Supervisor	Jim Sipe
Supervisor	Dan Peine
Supervisor	Doug Wille
Treasurer	Leo Nicolai
Clerk	Molly Weber

This meeting was called to order by Jim Sipe, Chair at 7:30pm using the consent agenda, followed by the Pledge of Allegiance. **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

Deputy Smidt – still issues at Randolph Solar Farm. People are still paying money into scams, even younger people too. Packages in rural areas are not being stolen as much as in suburbs. Checks were stolen in Ravenna Township.

ROAD REPORT

- They have gotten calls about 2 culverts that will have to be checked on the road tour.
 1. On Fischer Avenue by Nancy Radman on east side of Fischer
 2. By Jake Werner – wanted to clean one out by Lewiston and 260th
 - Doug Wille advised him to wait until spring
 - Will need to call for locating of lines before doing anything

PLANNING COMMISSION SYNOPSIS

Nothing to report as meeting was cancelled since nothing on the agenda.

OLD BUSINESS

- Nicolai parcel #2 (24.89 acres, PID #17-00900-50-012) – in Section 9 Leo Nicolai presented a building permit his dad got that needed to be renewed in 2011. The old minutes allowing the buildable were vague. **Jim Sipe made a motion PID#17-00900-50-012 consisting of 24.89 acres that the site is not buildable at this time and would need to meet the 66 foot of frontage requirement. Doug Wille seconded it. Motion carried.**
- Clerk/Treasurer Accounting Coordination – Jeanne Werner and Molly Weber got books balanced with treasurer numbers. Jeanne is working with State Auditor on best way to handle the Escrow. Jim Sipe would like Leo Nicolai to keep a register of what money is whose for the Escrow and he would like Molly Weber to create a spreadsheet for her records of the Escrow money.

NEW BUSINESS

- Notice of filing for March 2019 election has been posted. Dan Peine's term is up. Dan Peine is running again.
- January cancellation for Planning Commission and Town Board and February 2019 meeting date postings should be posted in Beacon, on website and bulletin board for 2 weeks.
- Budget and Audit meeting set for 02/19/18 @ 7pm followed by Town Board Meeting @ 7:30pm and should be posted in the Beacon, on website and bulletin board for 2 weeks.
- January Town Board Meeting – claims list for approval for Clerk pay, Century Link, Janet Otte rent to be paid in January **check numbers 5814 and 5815.** Molly Weber should cut the checks in January after the CTAS tax tables have been converted. Then Doug Wille and Leo Nicolai can sign them. Check number 5816 was printed in December for Otte Excavating, 5815 was for Janet Otte Rent in January. 5814 was for Molly Weber payroll in January 2019. **Jim Sipe made a motion to pay the January claims list for the 3 items mentioned so the checks can be cut in January. Doug Wille seconded. Motion carried.**
- Molly informed Otte Excavating and CNS Solutions that there will be no meeting in January and they were fine with being paid in February instead.

OTHER BUSINESS-Board Members Only

Doug Wille made a motion to approve signing of checks 5796 to 5816 and a motion to approve the claims list. Dan Peine seconded

it. **Motion carried.** Checks were signed.

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

Doug Wille made a motion to adjourn the meeting at 8:07pm. Dan Peine seconded. **Motion carried.**

Date Signed: 2/26/19

Supervisor: 

Clerk: Molly H. Weber

HAMPTON TOWNSHIP TREASURER' REPORT

December, 2018 (No Jan. Meeting – Feb. 26, 2019 Meeting)

BEGINNING BALANCE:

\$327,736.73

RECEIPTS:

Dakota County-Tax Revenue	\$101,587.68
State of MN –Tax Revenue	8,910.37
Account Interest	18.84
ICS Account Interest	<u>103.07</u>
TOTAL RECEIPTS:	\$110,619.96

DISBURSEMENTS:

Planning Commission 4 th Qtr.	\$ 600.25
Leo Nicolai – 4 th Qtr. Treasurer	1048.20
Supervisors – 4 th Qtr.	735.64
Molly Weber – Clerk Salary	1410.44
Jeanne Werner – Deputy Clerk	111.60
Benny Svien – Inspections	32.18
MATIT – Workmen's Comp. Prem.	353.00
Jim Sipe – Mileage Reimbursement	75.76
Janet Otte – Dec. Rent	500.00
Kennedy & Graven – Legal Fees	57.00
Robert Bryan – Election Judge (1 st check destroyed by mail)	60.00
Mark Rauschwarter – Website	80.00
Otte Excavating – Road Work	4752.50
Century Link – Phone	88.35
MN Revenue – 4 th Qtr Withholding	25.74
IRS – 4 th Qtr. Withholding	1291.32
PERA – 4 th Qtr.	<u>904.70</u>
TOTAL DISBURSEMENTS:	\$12,126.68

ENDING BALANCE:

\$426,230.01

Checks Not In: (9) \$1545.04 + \$426,230.01 = **\$427,775.05**

BANK BALANCES: Checking Account \$ 67,362.49
ICS Acct. \$360,412.56
Accounts' Totals: \$427,775.05

ESCROW ACCOUNT BALANCE: \$36,732.00



Jim Sipe, Chair

2/26/19

02/19/2019



Leo Nicolai, Treasurer

2-19-19

02/19/2019