



Regular Board Meeting Minutes June 17, 2025 7:00pm

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

Others in attendance were: Judy Stewart, Andy Tezlaff, Cassondra Schaffer, Ryan Finnegan, Andrew & Shelby Endres and Dale Stein.

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. **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

- N/A

PRESENTATION

- N/A

ROAD REPORT- Otte Excavating

- Anderson bill for Class 5 on Lewiston by Wagner – FYI
- 250th west of 47 there is a hole in the road that Otte's will take care of
- Culverts for Darkhorse are in

PLANNING COMMISSION SYNOPSIS

- Justin Wurzer for Andrew & Shelby Endres
 - Relocation of farmhouse with New Construction
 - PID#17-00400-25-016

Endres's do have a buildable at the said PID# by motion of clustering at the December 20, 2022 Board meeting. They plan to add 2 additions to the old farm house they moved in. **Cassondra Schaffer made a motion to approve the Endres's build the house as present on the site plan as it meets all the setbacks. Dave Peine seconded. Motion carried.** Endres's will need to get a driveway permit through the township. **Matt Bester made a motion to approve the driveway permit as presented by Andrew Endres. Cassondra Schaffer seconded. Motion carried.**

In 2022 added strip and easement and moved buildable from another ¼ ¼ section which is recorded at the County. They have the 140 feet of road frontage. Survey was presented but driveway not quite accurate on it. They will need a driveway permit.

1. **Dan Peine made a motion to approve building permit for the house on PID#17-00400-25-016. Ryan Sunquist seconded. Motion carried.**
2. **Jim Sipe made a motion that the Board is supportive of a driveway permit pending approval of our Road Maintenance guy. Dan Peine seconded. Motion carried.**

- Lori Stein to Jason & Ashley Gergen
 - PID#17-02100-51-012 (24.55 acres)
 - Parcel split of 6.89 acres from the 24.55 acres

This property is not in the FNAP program. Gergen's were advised if they want to build a shed on this at a later date, they should combine the 2 parcels. 1. **Cassondra Schaffer made a motion to approve the Stein split of 6.89 acres from PID#17-02100-51-012 to Jason and Ashley Gergen. Dave Peine seconded. Motion carried.** 2. **Jeremy Irrthum made a motion that the Gergen's can combine the 6.89 acres to the existing 12 acres on PID#17-02100-51-013 to create a new parcel of 18.89 acres. Cassondra Schaffer seconded. Motion carried.**

Dale Stein was present to represent the sale of the parcel split from Lori Stein to Jason and Ashley Gergen. **Jim Sipe made a motion to split 6.89 acres from Lori Stein (PID#17-02100-51-012 currently 24.55 acres) to Jason and Ashley Gergen and further approve to combine it with PID#17-02100-51-013 (currently 12.0 acres). Ryan Sunquist seconded. Motion carried.**

- Stuart Finkelson
 - Pole Barn questions
 - PID#17-01700-82-015 (7.17 acres)

Stuart was in for information only. He plans to build in spring of 2026. He was advised he would need a minimum of 10 acres for an AG building. He was advised there are no limits of what he can build as long as he is less than 4.5% of his lot size. He will need to come back to the Planning Commission when he is ready to apply for a permit. He was advised if parcels are contiguous and in the same name he could possibly do an AG shed. He could request the house and shed permit at the same time. Per page 86 of the ordinance manual, Section 629 he can build the shed before the house.

OLD BUSINESS

- Len Schrader/Henley McNulty – Minnesota Fire Engine Club – nothing new
- Saeed Kanwar (Project Manager) email about replacement of Bridge L3285 on Inga Avenue – nothing new
- VRWJPO email about Model Ordinance and Local Updates – anything to report-permitting now just for one acre or more – nothing new
- Cannabis – Public Hearing from 6/16/25 and retail registration email from 6/4/25 – Planning Commission held Public Hearing yesterday. State requires to add Cannabis as an Interim Use. We are only going to allow what the law expects us to. **Jim Sipe made a motion to adopt the Ordinance 2025-01 amending the Hampton township Zoning Ordinance Regarding Cannabis Businesses. Ryan Sunquist seconded. Motion carried. Jim Sipe made a motion to adopt Resolution 2025-02 approving summary language publication of an ordinance amending the Hampton Township Zoning Ordinance regarding cannabis businesses. Ryan Sunquist seconded. Motion carried.**
- Culverts @ 225th & Lewiston - Judy Stewart & Andy Tezlaff – discussion was had about the culverts and the concrete barriers on 225th & Lewiston. Otte's will assess this, try to shoot grades and give suggestions at the July meeting.

NEW BUSINESS

- Ryan Finnegan – AG Preserve Termination – PID#17-00700-02-010 (80.32 acres) – **Jim Sipe made a motion to approve Ryan Finnegan to remove PID#17-00700-02-010 from AG Preserve. Dan Peine seconded. Motion carried.** Ryan Finnegan will file at the County.
- Resident Complaint – farmer using road for headland – Casondra Schaffer was present to discuss the issue (22700 Hogan Ave). Ryan Sunquist and Jason Otte will look at this when they look at the culverts in that area. It doesn't seem like this is an issue if they are not destroying the road and we are an agricultural preserve township.
- Minnesota Association of Township Membership Cards – These were distributed.

FYI

- Wetland Conservation Act email from 6/16/25 - FYI
- MET Council preliminary numbers as of April 1, 2024 – 346 housing units, 329 households, and 831 people - FYI
- Michelle Blue State Voter Funds email from 6/12/25 - FYI
- Permits ~ 1 tower upgrade, 3 mechanical, 1 new construction, 1 septic, 4 waiting on payment - FYI

OTHER BUSINESS-Board Members Only

The board will sign the Minutes and the Treasurers Report

Jim Sipe made a motion needing approval signing checks 7016 to 7038 and 3 EFTs-PERA, IRS and MN Revenue for 2nd quarter taxes and approve claims list and to approve the May 20, 2025 Board Meeting Minutes. Dan Peine seconded. Motion carried.

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

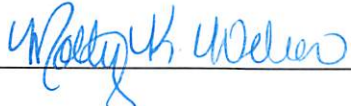
Township Letters of Information: The supervisors will go through this while the Chair, Treasurer and Clerk sign checks. They will let the clerk know if there is anything we need to address. Pera emails are to continue to be forwarded to the Supervisors and they can delete them if they so choose. Molly 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 8:55pm. Ryan Sunquist seconded. Motion carried.

Date Signed: 7/15/28

Supervisor: 

Clerk: 

Hampton Township Treasurer's Report

June 2025 (July 15, 2025 Meeting)

6/1/25	Beginning Checkbook Balance:		\$48,478.92
	Income		
6/27/25	Jason Gergen	New construction home permit	\$5,777.49
6/27/25	Genz-Ryan Plumbing	Mechanical permit	\$86.00
6/27/25	NMS Mechanical	Mechanical permits	\$167.00
6/27/25	Otte Log Homes	Septic permit- Gergen	\$351.00
6/27/25	SMJ Consulting	Tower upgrade permit	\$525.95
6/30/25	ICS Interest		\$53.83
6/30/25	Total Income		\$6,961.27
Check #	DISBURSEMENTS:		
7016	Matthew Bester	Planning Commission	\$461.75
7017	Jeremy Irrthum	Planning Commission	\$461.75
7018	Angela Niebur	Treasurer Salary	\$520.48
7019	Dan Peine	Supervisor	\$692.62
7020	David Peine	Planning Commission	\$461.75
7021	Casondra Schaffer	Planning Commission	\$461.75
7022	James Sipe	Supervisor	\$436.75
7023	Ryan Sunquist	Supervisor	\$436.75
7024	Cody Tix	Planning Commission	\$346.31
7025	Heidi VanDeSteege	Deputy Clerk/Treasurer	\$180.08
7026	Molly Weber	Clerk Salary	\$1,904.32
7027	Greater MN Gas	Natural Gas	\$30.17
7028	Dakota Electric	Statement Date 5/28/25	\$38.05
7029	Otte Excavating	Road Maintenance	\$4,062.50
7030	Anderson Rock and Lime	Invoice 56470, 5/24/25	\$6,583.13
7031	Town Law Center	Bill 621 from 6/2/25	\$768.00
7032	Northfield Wifi	July bill	\$34.99
7033	O'Rourke Media Group	Invoice 410482, cannibas public hearing	\$28.60
7034	Minnesota Assoc of Townships	Invoice 12465, 7/1/25	\$2,823.00
7035	Mark Rauchwarter	Website charges	\$15.00
7036	Beaver Creek Companies	Permits	\$5,613.38
7037	Postmaster	Stamps	\$73.00
7038	Ryan Sunquist	Reimburse for mileage and mowing	\$165.40
EFT	MN Revenue (see below)	2nd Quarter	\$198.09 taken out twice
EFT	IRS	2nd Quarter	\$2,291.95
EFT	PERA	2nd Quarter	\$1,360.04
6/30/25	TOTAL DISBURSEMENTS:		\$30,647.70

Check #	Checks Not In:			
6927		\$115.44	7030	\$6,583.13
6969		\$196.24	7034	\$2,823.00
7022		\$436.75	7037	\$73.00
			EFT	\$1,150.11
Total Checks not in				\$11,377.67

6/30/25

Ending Checkbook Balance

\$24,792.49

Ending checkbook balance	\$24,792.49
plus checks not in (6) plus EFT	\$11,377.67
equal ICS Statement Balance 6/30/2025	\$36,170.16

MN Rev- taken out 2'xs from bank (will call)

ICS Shadow Money Market Account (980085755)			
6/1/25	Beginning Savings Balance		\$197,970.21
6/30/25	Interest Earned		\$407.18
6/30/25	Ending Savings Balance		\$198,377.39

Escrow Account (000080034306)

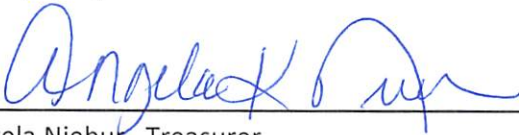
			\$39,250.00
1/1/22	Dakota Electric		\$1,500.00
4/28/22	Garrison Endress		\$2,000.00
5/27/22	Dakota Electric for Julia Filoteo		\$2,820.00
8/30/22	Lorenzen/Lippert		\$2,000.00
9/29/22	Dakota Electric		\$1,680.00
9/29/22	Angela Niebur		\$2,000.00
12/29/22	Angela Niebur	2,000	
2/27/23	PCI Roads LLC		\$2,000.00
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
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
5/31/25	Agree w/statemeent	Total	\$59,250.00



Jim Sipe, Supervisor

7/15/25

7/15/2025



Angela Niebur, Treasurer

7/15/2025

7/15/2025