



## Reorganization Meeting Minutes April 16, 2024 6:30pm

### ATTENDANCE

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

- Select Town Board Chair and Vice Chair-** Ryan Sunquist made a motion that Jim Sipe remain the Chair. Dan Peine seconded. Motion carried. Jim Sipe made a motion that Dan Peine be Vice Chair. Ryan Sunquist seconded. Motion carried.
- Adopt Schedule of the Board's Regular Meetings**  
**Planning Commission – 2<sup>nd</sup> Monday @ 7:30pm:** 05/13/2024, 06/10/2024, 07/08/2024, 08/12/2024, 09/09/2024, 10/14/2024, 11/11/2024, 12/09/2024, 01/13/2025, 02/10/2025, 03/10/2025, 04/14/2025  
**Town Board – 3<sup>rd</sup> Tuesday @ 7:00pm:** 05/21/2024, 06/18/2024, 07/16/2024, 08/20/2024, 09/17/2024, 10/15/2024, 11/19/2024, 12/17/2024, 01/21/2025, 02/18/2025, 03/18/2025, 04/15/2025  
**\*Annual Meeting:** 03/11/25 \* = unless inclement weather  
Jim Sipe a motion to adopt the schedule as shown above but consult with Planning Commission that they are okay with all of their dates. Ryan Sunquist seconded it. Motion carried.
- Set Compensation for Town Officers/Employees: Current Wage Policy Attached/2024 Federal Mileage Rate = 67 cents**  
Jim Sipe made a motion to set pay as listed on the 2024 Hampton Township Wage Policy. Dan Peine seconded. Motion carried.
- Designate Road Supervisor.** Dan Peine made a motion for Ryan Sunquist to be Road Supervisor. JimSipe seconded. Motion carried.
- Designate a Legal Contact Supervisor.** Ryan Sunquist made a motion Jim Sipe as Legal Contact Supervisor. Dan Peine seconded. Motion carried.
- Designate Authority for a Supervisor to Approve Dollar Amount to Spend Between Meetings as Needed That Cannot Wait Until the Next Meeting and for the Clerk to be Budgeted an Amount for Office Equipment and Supplies.**  
Currently Ryan Sunquist authorized \$2,500.00 per incident for road work, and clerk allowed \$300.00 per month for office equipment & supplies. Dan Peine made a motion for this to remain the same. Jim Sipe seconded. Motion carried.
- Designate Posting Places in Township for Required Notices and Announcements.**  
Currently bulletin board outside township hall, and website. Dan Peine made a motion for this to remain the same. Jim Sipe seconded. Motion carried.
- Designate Bank.** Angie Niebur will compare interest for Merchants Bank and Castle Rock Bank. Ryan Sunquist made a motion to designate bank as Merchants Bank as it is. Dan Peine seconded. Motion carried.
- Review and Amend Board Policies as Needed.** Nothing to review.
- Review Town Ordinance Book and Resolution Book.**  
Ordinances to be placed in Ordinance Book within 20 days, and make sure copy of Ordinances have been delivered to the County Law Library. Up to date per clerk.

11. Township Confirms Compliance with Planning and Zoning.  
Township does not have these. This will be skipped.
12. Confirm Township Financial Report Form Completed and Returned to State Auditor's Office.  
This was completed 03/26/24.
13. Confirm List of Officers has been Completed and Sent to MN Association of Townships.  
Mailed 4/17/24
14. Designate Newspaper. Jim Sipe made a motion to keep this as the Cannon Falls Beacon. Ryan Sunquist seconded.  
Motion carried.
15. Designate Supervisor to attend special meetings. Currently they are as listed.  
Cannon Valley Rural Fire Association: Ryan Sunquist  
Randolph/Hampton Fire: Ryan Sunquist  
Cannon River Watershed: Dan Peine  
Vermillion River Watershed: Jim Sipe  
Jim Sipe made a motion that these will remain the same. Ryan Sunquist seconded. Motion carried.
16. Temporary Permit To Exceed Road Restriction. Currently any of the 3 supervisors can do this. Jim Sipe made a motion for this to remain the same. Ryan Sunquist seconded. Motion carried.

Dan Peine made a motion to adjourn the Reorganization Meeting at 6:45pm. Ryan Sunquist seconded it. Motion carried.

Date Signed: 6/18/24

Supervisor: 

Clerk: 