



Regular Board Meeting Minutes February 17, 2026 7:00pm

Chair Ryan Sunquist
Supervisor Dan Peine
Supervisor Doug Wille
Clerk Molly Weber
Treasurer Angela Niebur

Others in attendance were: Erik & Katie Porten, Casondra Schaffer, Josh Cooper, and Gery Otto.

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. **Dan Peine made a motion to approve the consent agenda except the claims and to approve the balance of the agenda. Doug Wille seconded it. Motion carried.**

PUBLIC COMMENT

- Deputy was present and stated nothing new except that the Dakota County Sheriff Office has an app where you can submit tips and find various information.
- Chris Opelt – new Fire Chief for Randolph/Hampton fire was present. Fire Chief Kevin Witson retired. Chris invited the Board to attend the Annual March Fireman meeting on March 5, 2026 at 7pm. Fire information should come to us in November for what is due the following February or March.

PRESENTATION

- N/A

ROAD REPORT- Otte Excavating

- 250th was graded since there was an issue between 56 and Greg's Meat. Jason Otte will check out Lewiston dip by Wagner's. Angie requested the town hall plowing fee be separated from Otte's to split out from Otte's bill. Various topics for the Road Tour were discussed: Hampton Township sign at 270th, sink hole on 250th by Shannon Brown and check Glen Olson yard.

PLANNING COMMISSION SYNOPSIS

1. Josh Cooper

- o PID#17-03000-01-030, 4212 260th Street East – 3 acres
- o Permit request for 50'x72' pole shed with 16' side walls

Josh is on 3 acres. He is looking to build a 50'x72' accessory building for cold storage for personal use. **Dave Peine made a motion to approve for Josh Cooper to build a 50'x72' accessory building on his 3 acre parcel. Casondra Schaffer seconded. Motion carried.**

Ryan Sunquist made a motion to approve the 50'x72', 16 feet sidewall accessory building permit for Josh Cooper on PID#17-03000-01-030, 4212 260th Street East. Dan Peine seconded. Motion carried.

2. Gery Otto

- o Gravel pit south of New Trier

Gary stated the folks doing the Highway 50 project are willing to fill his pit with black dirt. Planning Commission reviewed Section 6.16, Article E, Section 22 Site Rehabilitation. The pit is located off a paved County Road off Hogan. Gary was presented Section 6.16 Site Rehabilitation, Article E, Section 22 of the Ordinance Manual and was advised to come to the Board.

This is a retired gravel pit site that Gery wants to fill in with black dirt. Since it entails a lot of truck traffic he wanted to let the township know.

Ryan Sunquist made a motion the PID#17-02300-75-016 be allowed to receive back dirt fill from the Highway 50 construction project. Doug Wille seconded. Motion carried.

3. Casondra Schaffer – the following parcels were reviewed:

- a. 17-01100-26-010 ~ 80.01 acres

Matt Bester made a motion that parcel 17-01100-26-010 has 2 buildables, given the fact the original house was built before 1982 and a second buildable since there is an empty quarter quarter section. Cody Tix seconded. Motion carried.

Ryan Sunquist made a motion that parcel 17-01100-26-010 has 2 buildables, given the fact the original house was built before 1982 and a second buildable since there is an empty quarter quarter section. Doug Wille seconded. Motion carried.

Casondra Schaffer Continued – the following parcels were reviewed:

- b. 17-01100-25-010 ~ 39.95 acres
Matt Bester made a motion that parcel 17-01100-25-010 has one buildable since it is an empty quarter. Dave Peine seconded. Motion carried.
Ryan Sunquist made a motion that parcel 17-01100-25-010 has one buildable since it is an empty quarter. Dan Peine seconded. Motion carried.
- c. 17-01000-03-010 ~ 39.87 acres
Matt Bester made a motion that parcel 17-01000-03-010 has one buildable since it is an empty lot with proper frontage. Cody Tix seconded. Motion carried.
Ryan Sunquist made a motion that parcel 17-01000-03-010 has one buildable since it is an empty lot with proper road frontage. Doug Wille seconded. Motion carried.
- d. 17-01000-02-010 ~ 5 acres
Matt Bester made a motion that parcel 17-01000-02-010 has one buildable per section 402 article A of the Ordinance Manual given the fact that based on the Dakota County site it appears to have about 169 feet of frontage and 140 feet is required and it has proper setback of width. Dave Peine seconded. Motion carried.
Ryan Sunquist made a motion parcel 17-01000-02-010 has one buildable per section 402 article A of the Ordinance Manual give the fact that based on the Dakota County site it appears to have about 169 feet of frontage and 140 feet is required and it has proper setback width. Dan Peine seconded. Motion carried.

OLD BUSINESS

- VRWJPO email about Model Ordinance and Local Updates – anything to report – permitting now just for one acre or more – biggest factor for us is land disturbance of one acre.
- Annual Local Weed Inspectors Report – Todd Matzke email sent to BOS 01.18.26 – Ryan Sunquist is working with Todd Matzke on this.
- Website and Township Emails – security certificate complete, remove calendar, update address on banner on front page.

NEW BUSINESS

- Building Official – Ryan Sunquist made a motion to move forward to onboard Inspectron as new Building Official and Septic Inspector. Dan Peine seconded. Motion carried. Ryan Sunquist will reach out to Inspectron for hard dates to inform current Building Official.
- Annual Weed Inspection Report – Todd Matzke email sent to BOS 01.18.26 – Ryan Sunquist will look at this.
- Polling Place Accessibility Grant Agreement - AGREE2026-001 – clerk to send back signed agreement.

NEW BUSINESS CONTINUED

- Highway 50 Project Condemnation Certified Letters – Chair sign & Clerk Mail Back
- Accept Jeremy Irrthum resignation – appoint new Chair Person – Find Replacement – Ryan Sunquist made a motion to accept Jeremy Irrthum resignation as of 03/31/26 as a Planning Commission Member. Dan Peine seconded. Motion carried. Ryan Sunquist made a motion to move Cody Tix to Planning Commission Chair effective April 1, 2026. Dan Peine seconded. Motion carried.
- Building Official – Ryan Sunquist made a motion to move forward with Inspectron as the new building official and septic inspector effective March 20, 2026. Doug Wille seconded. Motion carried. Ryan Sunquist made a motion to sign the contract with Inspectron to take over building official and septic services once the current building official's term ends on March 20, 2026. Dan Peine seconded. Motion carried.
- Matthew Muir Longer Heavier Truck Email about Presentation – sent to BOS 02.17.26
- Spring Quotes ~ chloride, grave and road maintenance – see emails were sent
 1. Quality Propane – email for price and what date
 2. Anderson – email for quote
 3. Otte – request numbers
- MAT Work Comp Audit – completed 02.09.26 - FYI
- PERA Exclusion Report Due February 28, 2026 - FYI
- Permits ~ 2 permits – 1 gas line, 1 fireplace - FYI

REMINDER/FYI

- 2025 WCA Report completed by Dakota County on behalf of Hampton Township - FYI
- Ben Hoyt – Dakota County Septic Regulator Meeting – Thursday February 5, 2026 – debrief notes - FYI
- Township Day at the Capitol – March 2, 2026 @ 10am - FYI
- Township Election and Annual Meeting – Tuesday March 10, 2026 – 10am-8pm – Annual Meeting 8:30pm – Clerk cannot attend - FYI
- Board of Canvass Meeting – Thursday March 12, 2026 @ 5pm - FYI
- Vermillion River Watershed Technical Advisory Committee Meeting – Thursday March 12, 2026 1-3pm - FYI
- Dakota County Township Officers Association Spring Meeting – Saturday March 14, 2026 @ 9am – Dakota County Extension Office, 4100 220th Street West, Farmington, MN 55024 - FYI
- Various Dates for Minnesota Association of Townships Spring Short Courses – Clerk has email – sent to BOS 02.03.26 - FYI
- Dakota County HOPE Summit – Saturday March 21, 2026 – 10am-4pm – Dakota Count Technical College-sent to BOS 02.07.26 - FYI
- Met Council PlanIt Newsblast – sent to BOS 02.16.26 - FYI

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 7145 to 7154 and approve claims list and approve January 20, 2026 Board Meeting Minutes. Doug Wille seconded. Motion carried.

Ryan Sunquist, Treasurer Angela Niebur and Molly Weber signed the checks.

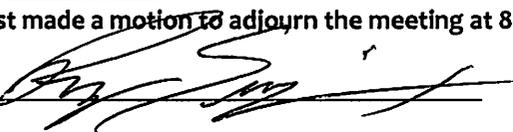
Township Letters of Information: The supervisors will go through this while the Chair, Treasurer and Clerk sign checks. They will let the clerk know if there is anything we need to address. Pera emails are to continue to be forwarded to the Supervisors and they can delete them if they so choose. Molly Weber should file these and drop them off of site after a year.

Ryan Sunquist made a motion to hold a Public Hearing on Monday March 17, 2026 at 6:30pm to update the building permit fees to coincide with the new building official. Dan Peine seconded. Motion carried. Based on conversations with the Township Attorney this meeting was moved to Monday March 23, 2026 at 6pm. Proper posting and publishing of the March 23, 2026 date was completed.

ADJOURNING OF MEETING

Ryan Sunquist made a motion to adjourn the meeting at 8:40pm. Dan Peine seconded. Motion carried.

Date Signed:



Supervisor:

03.17.26

Clerk:



Hampton Township Treasurer's Report

February 2026 (March 17, 2026 Meeting)

	Beginning Checkbook Balance:	\$40,462.73
	Income	
2/24/26	Glowing Hearth and Home Fireplace permit- Gary Busta	\$202.50
2/18/26	Dakota County Payment	\$20,888.81
2/27/26	Interest	\$56.13
	Total Income	\$21,147.44
Check #	DISBURSEMENTS:	
7145	Angela Niebur Treasurer Salary	\$616.38
7146	Molly Weber Clerk Salary	\$2,073.87
7147	Dakota Electric Statement Date 1/28/26	\$44.95
7148	Greater MN Gas Inv#6776116	\$153.65
7149	Otte Excavating Jan 2026 Road Maintenance	\$10,808.76
7150	Northfield Wifi March bill	\$34.99
7151	Mark Rauchwarter Website charges	\$125.00
7152	O'Rourke Media Group Inv# 433340	\$25.53
7153	Beaver Creek Companies Permits	\$665.04
7154	Molly Weber Office supply reimburse	\$261.98
	TOTAL DISBURSEMENTS:	\$14,810.15
Check #	Checks Not In:	
6927	\$115.44 7154	\$261.98
7115	\$109.19 EFT	\$1,150.11
7146	\$2,073.87	
7149	\$10,808.76	
	Total	\$14,519.35
2/28/26	Ending Checkbook Balance	\$46,800.02
	Ending checkbook balance	\$46,800.02
	plus checks not in (5) plus EFT	\$14,519.35
	equal ICS Statement Balance 2/28/26	\$61,319.37
	ICS Shadow Money Market Account (980085755)	
2/1/26	Beginning Savings Balance	\$201,226.17
2/27/26	Interest Earned	\$347.60
2/28/26	Ending Savings Balance	\$201,573.77
	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
7/31/25	C&E Wurzer Builders for Endres		\$2,000.00
2/28/26	Agree w/statemeent	Total	\$61,250.00

Ryan Sunquist, Board Member

3/17/2026

Angela Niebur, Treasurer

3/17/2026