

CHARTER TOWNSHIP OF HAMPTON  
REGULAR MEETING MINUTES  
NOVEMBER 3, 2025

The regular meeting of the Charter Township of Hampton Board of Trustees was called to order at 7:00p.m. by the Supervisor.

**PRESENT:** Foret, Klass, Benchley, DuRussel, DeWyse, Samyn, Close  
**ALSO PRESENT:** Hewitt & 6 in audience

**APPROVAL OF AGENDA:** Motion by Benchley, supported by DuRussel to approve the agenda as presented.  
AYES: Benchley, DuRussel, Foret, Klass, DeWyse, Samyn, Close  
NAYS: None  
Motion carried.

**APPROVAL OF MINUTES:** Motion by Foret, supported by Benchley to approve the regular meeting minutes from 9.2.25 and 10.6.25 and waive the reading.  
Motion carried.

**COMMUNICATIONS:** Motion by Benchley, supported by Samyn to receive the following communications and waive the readings:  
A. Fire Hydrant Winterization  
Motion carried

**AUDITORS REPORT:**  
Motion Klass, supported by DuRussel, the following warrants be approved for payment:.

|               |                |              |
|---------------|----------------|--------------|
| #54923-#54994 | General Fund   | \$79,479.85  |
| #4797-#4798   | Sewer Fund     | \$900.00     |
| #2292         | Water Fund     | \$500.45     |
| #8099-#8112   | Tax Fund       | \$83,930.23  |
| #1078         | DDA            | \$4,541.00   |
| #1016-#1018   | Building       | \$2,570.18   |
| #2037-#2039   | Trust & Agency | \$873.00     |
| #59           | Garbage        | \$56,909.88  |
| #1002         | Road           | \$2,787.71   |
|               |                | \$232,492.30 |

AYES: Klass, DuRussel, Foret, Benchley, DeWyse, Samyn, Close  
NAYS: None  
Motion carried.

**OPEN TO THE PUBLIC:** 1 person addressed the board.

**OLD BUSINESS:** None.

**NEW BUSINESS:**  
Motion by Benchley, supported by DuRussel, to approve the imposition of Property Tax Late Fee.  
AYES: Benchley, DuRussel, Foret, Klass, DeWyse, Samyn, Close  
NAYS: None  
Motion carried.

Motion by DuRussel, supported by Benchley, to open the Transfer Station Remediation bids and to table the awarding of the Transfer Station Remediation Bid until the next regular meeting.  
Motion carried.

Motion by DuRussel, supported by Benchley, to approve the quote from Northeast-ern Paint & Flooring for the Fire Department flooring scheduled for 2026 at a cost of \$8,070.23.  
AYES: DuRussel, Benchley, Foret, Klass, DeWyse, Samyn, Close  
NAYS: None  
Motion carried.

Motion by Samyn, supported by Klass, to approve the quote from Andrew Hugo & Son for a new concrete driveway at the fire station scheduled for 2026 for a cost of

\$28,665.00.  
AYES: Samyn, Klass, Foret, Benchley, DuRussel, DeWyse, Close  
NAYS: None  
Motion carried.  
Motion by Klass, supported by Samyn, to approve the quote from Valley Roofing to replace the roof at the fire station scheduled for 2026 for a cost of up to \$45,000.00.  
AYES: Klass, Samyn, Foret, Benchley, DuRussel, DeWyse, Close  
NAYS: None  
Motion carried.

Motion by Samyn, supported by Close, to approve purchase of pagers for on-call fire-fighters from Anderson Radio for a cost of up to \$4,500.00.  
AYES: Samyn, Close, Foret, Klass, Benchley, DuRussel, DeWyse  
NAYS: None  
Motion carried.

The of to crack seal, sealcoat and stripe the Administration/Hall parking lot.  
Motion carried.

Motion by Benchley, supported by DuRussel, to approve Jordan Pelletier’s request to join Essexville Fire Department’s paid on-call staff.  
AYES: Benchley, DuRussel, Foret, Klass, DeWyse, Samyn, Close  
NAYS: None  
Motion carried.

Motion by Benchley, supported by Foret, to approve the following budget adjustment for 2026.

|                                                |          |
|------------------------------------------------|----------|
| 101-266-930-000 Community Building Maintenance | -\$3,000 |
| 101-266-970-000 Community Building Capital     | -\$5,000 |
| 101-210-802-001 Attorney                       | +\$8,000 |

AYES: Benchley, Foret, Klass, DuRussel, DeWyse, Samyn, Close  
NAYS: None  
Motion carried.

**ATTORNEY REPORT:** Had no report.

**ENGINEER REPORT:** Not present.

**OFFICER/TRUSTEE/DEPT. HEAD/COMMISSIONER REPORTS:**

**CLERK:** Motion by Close, supported by Benchley to receive the October 2025 Reve-nue and Expenditure report and waive the reading.

**TREASURER:** Motion by DeWyse, supported by Benchley to receive the 3rd Quarter CD Investment report and waive the reading.

**TRUSTEES:**

**SUPERVISOR:** The Executive Board is continuing to work on the 2026 Budget.

**DPW ADMINISTRATOR BENCHLEY:** DPW has been shutting off the water at the parks and the Rail Trail water fountains.

**PUBLIC SAFETY DIRECTOR BENCHLEY:** Had no report.

**COUNTY COMMISSIONER CRETE:** Not in attendance.

**OPEN TO THE PUBLIC:**

**ADJOURNMENT:** Motion by DuRussel, supported by Klass, to adjourn the meeting at 7:48 pm.  
Motion carried.

Respectfully submitted: Amanda DeWyse, Clerk

Approved by: Terri Close, Supervisor