

**CITY OF HANOVER
CITY COUNCIL MEETING
JANUARY 7, 2014 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance: 7:00 p.m.

Mayor Kauffman called the Regular Council Meeting of Tuesday, January 7, 2014 to order at 7:01 p.m. Present were Mayor Chris Kauffman, Councilors Wendy Pinor, John Vajda, Doug Hammerseng, and Ken Warpula. Also present were City Administrator Annita Smythe, Administrative Assistant Brian Hagen, and City Attorney Jay Squires. Guests present were Fire Chief Dave Malewicki, Doug Voerding from the Wright County Journal Press, Lynnae Karsten, two other residents, and a Hennepin County Sheriff.

Approval of Agenda:

Smythe provided Council with a revised Agenda to include an updated claims amount, two resolutions, and an additional discussion item. Warpula had questions about WSB & Associates' rate increase. Smythe stated the changes were roughly 3% based on the explanation memo included.

MOTION by Vajda to approve the revised agenda, seconded by Warpula. Motion carried unanimously.

Consent Agenda:

MOTION by Vajda to approve the consent agenda as presented, seconded by Pinor.

- a. **Approve Minutes of December 17, 2013 City Council Work Session**
- b. **Approve Minutes of December 13, 2013 Special Meeting**
- c. **Approve Claims as Presented:**
 - **Claims** \$ 136,988.48
 - **Payroll** \$ 5,500.26
 - **P/R taxes & Exp** \$ 2,148.83
 - **Other Claims** \$ 23,486.82
 - **Total Claims** \$ 168,124.39
- d. **Ordinance No 2014-01 – Amending the 2014 City of Hanover Fee Schedule**
- e. **Res No 01-07-14-01 – Authorizing Summary Publication of Ordinance 2014-01**
- f. **Res No 01-07-14-03 – Approving Change of Signatories**
- g. **Res No 01-07-14-04 – Approving Riverview Road Drainage Improvement Pay Voucher #1**
- h. **Res No 01-07-14-05 – Accepting Donation from Athletic Association**
- i. **Res No 01-07-14-07 – Authorizing Requests for Reimbursement of Fire Equipment**
- j. **Res No 01-07-14-08 – Approving 2014 Rate Changes for WSB**

Motion carried unanimously.

Citizen's Forum:

Chief Malewicki approached Council seeking permission to present a retiring Fire Department member with their helmet if they served for five or more years. Hammerseng asked what a replacement would cost. Chief Malewicki stated helmets are approximately \$250. Council consensus was to allow this request to happen. Squires stated the City can adopt a policy recognizing this action. This will treat it as a benefit for the members. **MOTION** by Vajda to approve policy to allow a retiring Fire Department member of five or more years to receive their helmet, seconded by Hammerseng. Mayor Kauffman, Vajda, and Hammerseng voting in favor, Pinor and Warpula abstain due to conflict of interest.

Public Hearings:

None

Unfinished Business:

None

New Business:

Res No 01-07-14-02 – Approving 2014 Appointments

Council held a brief discussion on the 2014 appointments.

MOTION by Hammerseng to approve the following appointments, seconded by Pinor. Mayor Kauffman, Pinor, Vajda, and Hammerseng voting in favor, Warpula abstained due to conflict, as he is being appointed to a Fire Department officer position.

Vice-Mayor: Wendy Pinor 2014

Planning Commission: (3 Year Terms)

Dawn Spraungel	2012-2014
Jim Schendel	2013-2015
Reid Rabon	2013-2015
Stan Kolasa	2014-2016
Michelle Armstrong	2014-2016

Council Liaison: Doug Hammerseng 2014

Park Board: (3 Year Terms)

Tom Gleason	2012-2014
Abby Peterson	2012-2014
Arlee Anderson	2013-2015
Dee Zajicek	2014-2016
Matthew Boie	2014-2016

Council Liaison: Wendy Pinor 2014

Economic Development Authority: (Terms-6 years except for council, whose terms coincide with their terms of election)

Jim Hennessey	2011-2015 (finishing Kauffman term 2010-2015)
Joe Kaul	2011-2016
Randy Whitcomb	2012-2017
Todd Bartels	2012-2017
Keith Ulstad	2012-2017
Ken Warpula	2013-2014 (Council Member)
John Vajda	2013-2016 (Council Member)

Joint Powers Board:

Mayor Chris Kauffman and Councilor Wendy Pinor

Safety Committee:

City Hall Staff

NW Hennepin League: (These meetings are open to any council member)

Vacant

NW Hennepin Human Services:

Vacant	Executive Board	2014 (1 Year Term)
Jim Hennessey	Advisory Committee	2012-2014 (2 Year Term)

Fire Department: (Made by the Dept. and ratified by council)

Fire Chief:	David Malewicki
Asst. Chief/Captain:	Brian Kottke
Captain 1	Toby Heinz
Captain 2	Ken Warpula
Captain 3	Adam Lange
Captain 4	Mike Trullinger
Lt. 3	Dave Pinor
Lt. 4	Steve Vrieze

Weed Inspector:

Chris Kauffman
Annita Smythe - Weed Inspector Manager
Scott Vogel – Assistant Inspector

Financial Advisors:

UBS (Investments) and Springsted (Bonds)

Depositories:

BANKWEST & SEVERAL OTHERS

Official Newspaper:

Crow River News

Animal Control:

Monticello Impound

Official Radio Station:

WCCO-830 AM

City Engineer, City Attorney, City Planner, City Assessor, Sheriff Services, EDA Consultant, and Building Inspection Services are all under contract with the City.

Reschedule City Council Meeting of February 4, 2014

MOTION by Pinor to reschedule the meeting to February 3, 2014, seconded by Warpula. Motion carried unanimously.

Reports:

Pinor asked for status of the Verizon Wireless Antenna installation project. Hagen stated he would follow up and relay the answer to Council.

Vajda asked for the EDA Business Social invites to be sent to the EDA members.

Hammerseng expressed concern about some checks not being cashed from the Oktoberfest yet. He stated he has left a message with Vonnie Waters and hopes to receive a phone call soon.

Warpula mentioned DNR grant opportunities. Hagen stated he believes the City Engineer has already sent that information, but asked if Warpula could forward him the email with the information to compare.

Hagen stated the holiday times were slow from visitors but expect it to pick back up. Also stated that there is increasing talk about new plats being submitted.

Smythe stated she had a great vacation. She also stated the IT upgrades are very near completion. One of the last steps is to create a public access for visitors to access the address files now that they are scanned and the hard copies are boxed up in storage. Smythe also asked if any Councilors would be interested in visiting with Senator Kiffmeyer at the Capital March 3, 10, 13, or 20th. Council expressed interest, and stated they would check calendars and give an answer at a later date.

Squires stated he was working with WSB & Associates on the Hennepin County Road 19 Trail agreement. It is near completion.

Mayor Kauffman thanked everyone for a great 2013.

Adjournment:

MOTION by Warpula to adjourn at 7:34 p.m., seconded by Vajda. Motion carried unanimously.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Annita Smythe, City Administrator