

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
JANUARY 19, 2016 – OFFICIAL MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, January 19, 2016 to order at 6:10 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng and Jim Zajicek. Councilors Vajda and Warpula were absent. Also present were City Administrator Brian Hagen and Accountant/Deputy Clerk Elizabeth Lindrud. There were no guests present.

Approval of Agenda

Hagen stated that due to scheduling conflicts an attorney was not able to be present. However, an attorney would be able to call into the meeting at 7 p.m. to discuss item number 4. For that reason, the agenda may begin with discussion item 5 and proceed on until 7 p.m. when item 4 is to be discussed. Kauffman requested to add an item for the approval of the new Park Board applicant.

MOTION by Hammerseng to approve the amended agenda, seconded by Zajicek. **Motion carried unanimously.**

Consent Agenda

Hagen noted that Res 01-19-16-10 had multiple typos and a revised version was handed out to Council and added to the packet available to the public. Hagen also stated that claims were amended for the cost of the newsletter postage of \$236.90, bringing claims to \$61,000.98 and total claims to \$73,942.01.

MOTION by Hammerseng to approve consent agenda as amended, seconded by Zajicek.

a. Approve Minutes of January 5, 2016 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 61,000.98
➤ Payroll	\$ 7,492.99
➤ P/R taxes & Exp	\$ 2,928.05
➤ Other Claims	\$ 2,519.99
➤ Total Claims	<u>\$ 73,942.01</u>

c. Res No 01-19-16-10 – Approving Historic Bridge Rehab Pay Request No. 2

Motion carried unanimously.

Public Hearing

None

Road Maintenance/Public Works Facility Open House Date

Hagen recommended holding an open house in to share with the public the future road project plans and tentative dates. Other information at the open house would focus on the future public works facility, and funding options for the City's planned capital expenses.

Kauffman inquired on funds that the City would be receiving from the completion of the Hennepin County 19 trail and the Beebe Lake Trail and if those could be used towards the road projects vs. bonding for them. Hagen stated that bonding as the projects take place helps to lessen the tax levy impact in the future. Kauffman asked if Hagen could have Northland Trust look at the CIP with the extra \$650,000 in cash reflected.

The Open House was set for 5-8pm on February 16th with the regular Council Work Session to follow at 8pm.

Public Works Supervisor Exempt vs. Non-Exempt

Hagen stated he gave Council a copy of the confidential opinion letter from the attorney along with information on the local are City's Public Works classifications. Per the attorney the Hanover Public Works Supervisor currently does not meet requirements to hold an exempt status. Kauffman suggested updating the Public Works Supervisor job description to better reflect current day duties. Council discussed further and asked to revisit when the other two members were present.

Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to Develop an Offer for the Sale of Real Property Owned by the City, Located at 11149 5th Street NE, Hanover, MN

At this time Mayor Kauffman read a statement identifying authorization to enter into a closed session to discuss the sale of property located at 11149 5th St. NE, Hanover, MN.

MOTION by Kauffman to enter into a closed session at 6:55 p.m., seconded by Zajicek. **Motion carried unanimously.**

Present during the closed session included Mayor Kauffman, Councilors Hammerseng and Zajicek, City Administrator Hagen, Accountant/Deputy Clerk Lindrud, and via phone conference Attorney John Edison.

Attorney Edison discussed details of the sale with the members present.

MOTION by Hammerseng to reconvene the regular meeting at 7:30 p.m., seconded by Zajicek. **Motion carried unanimously.**

Park Board Applicant

Hagen stated that Abby Strehlow submitted an application to the Park Board. This application is in response to Abby Peterson's desire to resign from the board once Council received interest from a new applicant. Council had reviewed Strehlow's application and expressed interest in appointing her to the board.

MOTION by Zajicek to accept Abby Peterson's resignation from Park Board, seconded by Hammerseng. **Motion carried unanimously.**

MOTION by Zajicek to approve Abby Strehlow's appointment to Park Board to finish Peterson's term, seconded by Hammerseng. **Motion carried unanimously.**

Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to Develop an Offer for the Sale of Real Property Owned by the City, Identified as Parcel Number 108-046-001060

At this time Mayor Kauffman read a statement identifying authorization to enter into a closed session to discuss the sale of property with a parcel identification number of 108-046-001060.

MOTION by Kauffman to enter into a closed session at 7:35 p.m., seconded by Zajicek. **Motion carried unanimously.**

Present during the closed session included Mayor Kauffman, Councilors Hammerseng and Zajicek, City Administrator Hagen, and Accountant/Deputy Clerk Lindrud.

Council and staffed discussed the sale of City owned property located in the industrial park.

MOTION by Hammerseng to reconvene at 7:58 p.m., seconded by Zajicek. **Motion carried unanimously.**

Reports

Lindrud:

- Stated that the first of the Park Board Survey’s had been mailed back to City Hall.
- Jennifer Swanson’s Nighthawk Cross Country & Track team will be selling concessions at the movie upcoming movie night and has been helping to advertise.
- Letters were sent to all of the companies/homeowners with escrow funds remaining from years previous to 2012.

Hagen:

- Stated that a reimbursement request for bridge funding dollars is being submitted.
- Attended the WCAT meeting, 2015 was a good year. They continue to struggle finding suitable applicants and retaining employees. Hanover finished 2015 with 99 rides which was up considerably from 2014.

Hammerseng:

- Attended the EDA social last week.

Kauffman:

- Inquired as to when the comp plan process would start.
- Invited Council to attend the State of the Cities next Tuesday.
- Asked Hagen to look into adding a used Plow Truck for the CIP plan.

Adjournment

MOTION by Hammerseng to adjourn at 8:30 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator