

**CITY OF HANOVER
CITY COUNCIL MEETING
FEBRUARY 3, 2015 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the Regular Council Meeting of Tuesday, February 3, 2015 to order at 7:02 p.m. Present were Mayor Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, City Attorney Jay Squires and Public Works Supervisor Scott Vogel. Guests present included Aaron Brom from Crow River news, Doug Voerding from Wright County Journal Press, the Smith family, representatives for Beds for Kids, and other residents.

Approval of Agenda:

Mayor Kauffman stated newly elected State Representative Eric Lucero wishes to address Council and provide an update of the legislative session. He will be added to the Agenda when he arrives.

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

Consent Agenda:

Hagen added three claims to the 2015 claims. There are for a correction to a River Inn bill for the EDA Business Social, payment for staff life insurance and an escrow release. New claims total is \$48,204.69

MOTION by Vajda to approve the following amended consent agenda, seconded by Warpula.

a. Approve Minutes of January 20, 2015 City Council Work Session Meeting

b. Approve Claims as Presented:

➤ Claims – 2014	\$ 3,150.04
➤ Claims – 2015	\$ 25,119.36
➤ Payroll	\$ 11,635.44
➤ P/R taxes & Exp	\$ 5,890.69
➤ Other Claims	<u>\$ 2,409.16</u>
➤ Total Claims	<u>\$ 48,204.69</u>

Motion carried unanimously.

Citizen's Forum:

Proclaiming February 7-14, 2015 Congenital Heart Defect Awareness Week

Mayor Kauffman read aloud a proclamation setting February 7-14, 2015 Congenital Heart Defect Awareness week in the City of Hanover. Mayor Kauffman then presented a copy of the proclamation to Amy and Clint Smith, along with their son Trey nor.

Beds for Kids Hall Rental Fee Waiver

Sandy Greninger and other representatives for the Beds for Kids program addressed Council on their goals for the program. The program supplies bed frames, mattresses, sheets, pillows, books and other supplies to children who are unfortunate and do not have a bed to sleep on. Majority of the almost 70 beds donated so far have went to children in the Buffalo School District, however, beds are donated to children throughout the Wright County and Hennepin County area. The program is hosts a fundraiser on March 21, 2015 and want to hold the event at Hanover City Hall. The event will have live music and food. Money raised from the event will go towards purchasing materials to build the beds.

Councilor Warpula stated on behalf of the City that they would enjoy being a partner for the event.

MOTION by Warpula to waive the rental fee, seconded by Vajda. **Motion carried unanimously.**

Public Hearings:

None

Unfinished Business:

City Hall Cleaning Contract

Hagen outlined the past concerns and the new contract price for the current company. After Council direction, staff received quotes for cleaning service from three new companies. All quotes were based on a list of expectations outlined in the current contract with Tegrete. The low quote received was from Jani King. This company sells a franchise name to area cleaners. The cleaners that would be contracted with the City are vested in the Jani King name. The monthly charge would be \$414.00, extra cleaning that happens between back to back hall rentals would be \$100.00 each and in similar back to back rentals of Settlers Park the cost of cleaning would be approximately \$45.00. These prices are slightly higher than what we were accustomed to from Tegrete but they still compare. Other quotes received were comparable to the contract price Tegrete is seeking to charge us.

MOTION by Vajda to end the cleaning contract with Tegrete after we interview and are satisfied with cleaners from Jani King, seconded by Hammerseng. **Motion carried unanimously.**

MOTION by Vajda to approve new cleaning service contract with Jani King after staff interviews and is satisfied with representative of Jani King, seconded by Zajicek. **Motion carried unanimously.**

Maris Ehlers Photography Loan Restructure

Hagen stated a motion, second and vote is in order to approve the loan restructure as discussed at the previous meeting. Council is in favor of continuing to provide business assistance to Maris Ehlers Photography.

MOTION by Hammerseng to restructure the loan an additional 18 months and lower the monthly payment, seconded by Vajda. **Motion carried unanimously.**

New Business:

Jandell Ave Catch Basin Repair

Hagen presented a quote to fix four failing catch basins on Jandell Ave. This project was approved last fall with a different contractor. The contractor was unable to start the project due to other obligations and the early winter snow fall. The quote included packet is for \$7,400 and compares to the quote approved fall of 2014 for the same project.

MOTION by Hammerseng to approve quote from Pavement Resources, seconded by Vajda. **Motion carried unanimously.**

Nancy Schmitz Pay Correction

Hagen explained that when Mrs. Schmitz was hired, a memo outlining the probationary period and wage amount was approved as well. According to the hiring memo, Schmitz was to be paid \$16.20 per hour effective January 1, 2015. With the recent performance reviews and Council's motion to give all staff 4% raises, Schmitz would fall below the approved wage according to the memo. Hagen requested direction from Council on what wage Schmitz is to be paid.

MOTION by Kauffman to adjust Schmitz's wage to match what was approved in the original hiring memo, seconded by Warpula. **Motion carried unanimously.**

Advertise for Summer Seasonal Public Works

Mayor Kauffman stated that mowing duties used to be contracted out. He wishes to revisit the idea of contracting the mowing services once again. Vajda explained to Council that in the past there were issues with the contracted mowing during rain events. When it would rain, the contractor had to back all of their clients up in order to make up for rain days. This would cause issues for the City and the need to have the ball fields mowed in time for youth ball games. Hagen stated that he was able to find the old contract and the contract covered approximately half of the City's mowing needs. Furthermore, the

contract did not covered additional needs like fertilizer application and tree trimming. The contract cost was \$7,500 per year. Kauffman suggested tabling the discussion until more research can be done on contracted services. Vogel informed Council that the request to advertise for help is in an effort to be ahead of the need unlike in years past. If we advertise now, like many other cities, we would have the opportunity to bring in a temporary employee at the start of the mowing need. Hammerseng felt the City can advertise and collect applications, while at the same time revisit the contracted services. This way the City is not behind the hiring timeframe if a temporary employee is the route the City finds best. **MOTION** by Hammerseng to advertise for seasonal public works position, seconded by Vajda. **Motion carried unanimously.**

At this time Representative Eric Lucero arrived.

Lucero explained to Council and guests his experience so far at the state government level. He has met many new people and is enjoying the experience. He is a part of several committees like transportation, education and public safety. Lucero stated he is not in favor of the proposed gas tax from the Governor, but he does see a need for public transportation and road improvements. Lucero is focused on prioritizing spending versus additional taxes.

Lucero further explained he is currently the chief author of two bills. The first is for equal education. This is a nonpartisan bill and is aimed at redistributing education dollars. The current contribution is based on per pupil and additional categories. Minneapolis schools are receiving \$14,000 per pupil whereas, St. Michael Schools are receiving \$7,000 per pupil. The second bill is to continue the I-94 expansion in an effort to make it six lanes from Highway 241 in St. Michael to County Road 19 in Albertville.

Lucero stated if anyone wants to reach him for updates of other needs to email him at rep.eric.lucero@housemn. Mayor Kauffman stated we will present items for his support.

Reports:

Vogel stated he is working on collecting quotes for various pavement management projects. He wants to bring a focus back to yearly maintenance needs as well. Vogel also stated that he contact Jim Stewart on multiple occasions and Stewart told him he would call when he is ready. Vajda commented that we should expect that response because Stewart is doing this on his own time.

Messner reminded Council of the meeting to be held the week of February 9th with Hennepin County and Three Rivers Park District. This meeting is to discuss the short fall of funding for the proposed trail along County Road 19 in the Hennepin County portion of Hanover. All parties have an interest in the trail and Messner has hopes for an agreement between the parties to get the trail done.

Vajda stated he intends to work with staff to find apparel for Council with the new logo, as well as look into replacing signs in town that have the old logo on it yet, like the one at the school.

Zajicek provided some information on how the City may reuse the current bridge decking. He had the idea of putting into the desire band shell. Zajicek researched the MPCA and feels it will be possible to reuse the decking as long as it is not and area intended for eating food like picnic tables. Messner stated that given there is state funding dollars on the project, if we do reuse the decking we will need to document what is used. The stated funding requires all contaminated material to be documented.

Adjournment:

MOTION by Vajda to adjourn at 8:34 p.m., seconded by Warpula. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator