

**CITY OF HANOVER  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
MARCH 14, 2013 –OFFICIAL MINUTES**

**Call to Order**

President Todd Bartels called the regular EDA meeting to order at 8:00 a.m. Present were Todd Bartels, Joe Kaul, Jim Hennessey, Keith Ulstad. Randy Whitcomb and Councilor Ken Warpula. Also present were City Administrator Bob Derus, City Accountant/Deputy Clerk Annita Smythe, Administrative Intern Brian Hagen, and EDA Consultant Heidi Peper. Councilor John Vajda was absent.

**Approval of Agenda**

Before approving the agenda Administrator Derus asked to add a discussion under New Business. He briefly explained that a business is interested in moving to the Industrial Park in Hanover. Consultant Peper also stated she had a potential new business for Hanover that she would like to discuss under New Business. Items 4.b. and 4.c. were added under New Business for discussion.

**MOTION** to approved amended agenda by Hennessey, seconded by Whitcomb. Motion carried unanimously.

**Approval of Minutes**

Member Hennessey corrected the minutes in the Green House Assisted Living project to state that the entrance should be near the Bridges welcome sign in order to eliminate traffic lights shining in resident's windows. Member Kaul also wanted to eliminate discussion in the PHS West section where it stated information about the business's relationship with the previous administrator. EDA members agreed because facts are not known about their relationship.

**MOTION** to approve the amended minutes by Kaul, seconded by Whitcomb. Motion carried unanimously.

**Approval of January 2013 Accounts Payable and Financial Report**

**MOTION** to approve the report by Kaul, seconded by Whitcomb. Motion carried unanimously.

EDA members took some time to introduce themselves on who they are, where they live, and their career backgrounds to Councilor Warpula. Councilor Warpula, City Accountant/Deputy Clerk Annita Smythe, and Administrative Intern Brian Hagen also introduced themselves to the EDA members.

**Old Business**

**Follow-up on Green House Assisted Living Project**

Consultant Peper explained that City Planner Nash, Administrator Derus, Engineer Messner, Planning Commission member Reid Rabon and herself met at the site to look it over and discuss possibilities. Engineer Messner noticed some challenges that he was going to research from the engineer's notes when the development was originally planned. City Planner Nash wanted to read the ordinances again to determine if special permits are needed due to potentially being a multi-family or a business site. Peper also explained there is no definite timeline yet and they are also waiting on getting the property title finalized. Member Kaul asked why there is a hold up on the timeline. Administrator Derus and Peper explained this is what is slowing it down because there are minor questions about how to split the land. Members Bartels and Kaul were concerned if it was the city's fault for slowing the process down. Administrator Derus stated this is an unusual process. Normally, the applicant is moving the process along. He is waiting for a concept plan from the City, which is backwards; also splitting the land and getting an appraisal was taking some extra time. Peper also added they have to determine the buildable land on the property and where to place the building. Member Bartels stated we need to make a timeline in order to keep this process moving forward. Member Ulstad stated the appraisal and the title finalizing

can happen simultaneously, and member Hennessey suggested we put a formal agreement together to have Mr. Bass approve it so we can put it in front our Hanover's Planning Commission and Council. Member Whitcomb stated the city has become the developer in this situation and should be the ones pushing the project forward. Member Bartels suggested a deadline for the concept site plan of March 22, 2013. The purchase agreement would then be able to be completed by March 29, 2013. Items including the land appraisal, platting, title work, and abstract can all be started immediately.

### **Plug Technologies Update**

Consultant Peper informed the EDA that Plug Technologies closed on the property on March 13, 2013. She stated they are happy with how the process played out. Peper stated there was a minor delay with the ordinances. She stated Plug Tech. had to receive a Conditional Use Permit due to what the Zoning Ordinances allow in the Industrial Park. Administrator Derus suggested the EDA should formally recommend the Council to address ordinance requirements in the Industrial Park because as it reads the Industrial park does not allow "Light Manufacturing."

**MOTION** by Kaul to recommend that the City Council amend the Zoning Ordinances to have light industrial be a permitted use in the Industrial Park, seconded by Hennessey. Motion carried unanimously.

### **New Business**

#### **PHS West**

Administrator Derus briefly explained his recent meetings with Dan Cummings of PHS West since it first started at the EDA Happy Hour. He stated he is attempting to improve the relationship between PHS West and the city. In the past PHS West has been told the drainage issue on their property is their problems and the city would not get involved. This has been a concern of PHS West's and they have thought about moving their business elsewhere. Administrator Derus has also been informed the PHS West was not happy with the city and how it offered a former demo landfill site for them to build on. Member Kaul stated he understood that PHS West had originally over thought their expansion on the site offered to them was no longer a concern. Member Hennessey stated he has also heard from PHS West in the past ask for help with the drainage issue they face. Administrator Derus stated PHS West commented that their best option is still to expand their business where they are currently located, but they would like the drainage issue to be addressed and the City has to be flexible on some of the site and building issues if they are to be able to expand.

**MOTION** by Hennessey to recommend that the City Council address the drainage issues on River View Road as it relates to PHS West and seconded by Kaul. Motion carried unanimously.

#### **Urgent New Business**

Administrator Derus explained he was recently contacted by a business that produces metal fabricated items. They stated they are outgrowing their current building and are looking at a property in Hanover's Industrial Park. Member Bartels has also been in contact with this company and he stated they cannot afford to shut down so they want to make this move quickly. Peper stated she has discussed this option with the company and they are going the financing currently and hope to be moved and operating in Hanover by April 19, 2013.

#### **Potential New Business**

Peper informed members that she has been in contact with a potential business. This business is looking for a building approximately 5,000 sq. ft. Hanover does not have one in this size range but she is presenting an option of a 3,000 sq. ft. building that could be expanded. Member Bartels suggested this may be a good time to think about the rest of the Industrial Park and how that can be set up to attract potential businesses.

### **EDA Board and Staff Reports**

**Joe Kaul** reported on the following items:

- Stated Hanover Youth Ball is still looking for sponsors;
- He also stated Bryan Reitzner is still looking for small businesses to fill office space in a strip mall he hopes to build.
- Kaul also wanted the EDA to think about the power outage issue Hanover faces on a regular basis. He stated it happened on a Friday evening and Hanover Wine and Spirits among other businesses in the city lost business as a result. Administrator Derus informed Kaul that the power issues are a matter for the power company to solve, but the city can act as a motivator to the company to resolve the issue.

**Motion** by Kaul to have Administrator Derus research the power outage issue, seconded by Whitcomb. Motion carried unanimously.

**Bob Derus** suggested a ribbon cutting ceremony be held with Plug Technologies Inc. and all other new businesses to the city as an appreciation to them, and to be able to promote growth to other potential businesses.

### **Adjournment**

**MOTION** to adjourn by Warpula, seconded by Hennessey, to adjourn at 10:03 a.m. Motion carried unanimously

ATTEST:

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Bob Derus, Interim City Administrator