

**CITY OF HANOVER  
CITY COUNCIL WORK SESSION  
MARCH 17, 2015 – OFFICIAL MINUTES**

**Call to Order**

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, March 17, 2015 to order at 6:04 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, and Ken Warpula Councilors John Vajda and Jim Zajicek were absent. Also present were City Administrator Brian Hagen, Public Works Supervisor Scott Vogel and City Engineer Justin Messner. Guest present included Doug Voerding of the Wright County Journal Press and Hanover resident Pat Athmann.

**Approval of Agenda**

**MOTION** by Warpula to approve agenda as presented, seconded by Hammerseng. **Motion carried unanimously.**

**Consent Agenda**

Mayor Kauffman requested the comment he made about Jim Stewart not removing trees to be stricken from the minutes.

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

**a. Approve Minutes of March 3, 2015 City Council Meeting**

**b. Approve Claims as Presented:**

➤ Claims	\$ 47,982.25
➤ Payroll	\$ 6,655.98
➤ P/R taxes & Exp	\$ 2,474.81
➤ Other Claims	\$ <u>1,961.22</u>
➤ Total Claims	\$ <u>59,074.26</u>

**c. Res No 03-17-15-10 – Accepting Donation From Miller Trucking & Landscape Supply Inc.**

**d. Res No 03-17-15-11 – Approving Amendment to the Cooperative Agreement Between**

**Hanover and Hennepin County for the Funding of the Lake Independence Regional Trail**

**Motion carried unanimously.**

**Engineer Update**

**MS4 Requirements**

Messner provided a proposal for WSB & Associates to work with City staff in implementing the requirements for MS4 compliance. The MPCA has determined the Hanover must conform to these requirements. Hanover currently has maintenance plans in place for storm water management facilities, however, part of the requirements with MS4 is documentation of these plans. This will be a two part implementation process with the first being submitting an application with payment to MPCA by April 25, 2015. Second with be documenting maintenance plans and completing ongoing tasks related to maintenance of storm water facilities and public education. The proposal cost is \$11,500. After initial implementation the annual cost would be based on hourly rates for WSB employees. The Public Works employees would be able to assist with several of the maintenance projects related to smaller storm water pond maintenance. WSB would assist with public education and reporting requirements.

Council expressed their frustration with the new law because this adds additional costs to a small city who does not receive state aid. Kauffman stated he would speak with state representatives to determine if there would be any help for us at the state level in challenging this requirement. Messner did state that Hanover has been proactive in this requirement by implementing the Storm Water Fee and planning for storm water facility maintenance which will make the transition easier.

## **Hennepin County Road 19 Trail**

Messner provided an update to Council that Hennepin County has requested a waiver of the 60 day period to award the bid because they could not complete the proper documentation in time. The contractor agreed to the waiver, but requested that they are able to wait until May to begin construction. The construction period would remain at 8 weeks, weather permitting. With suitable weather conditions the project would still be completed by end of July.

## **Res No 03-17-15-12 – Approving Hire of Probationary Firefighter**

Hagen provided a memo from Fire Chief Dave Malewicki with the resolution. The memo states that Larry Spears was a member of the department before retiring for a short time. Spears now would like to become a member once again. Chief Malewicki recommends hiring Spears again because he is familiar with the duties. Malewicki further recommends a shorten probationary period because of Spears knowledge, but still needs time to update credentials like training and physical.

**MOTION** by Warpula to approve Res No 03-17-15-12, seconded by Hammerseng. **Motion carried unanimously.**

## **Staff Retention**

Council stated that these discussions happen too often and would like to reach a point where both Council and Staff see Hanover as a fair place to work. Outside of salary and benefits there are other positives to working for the City. Council further understands that the current employees, particularly Public Works, bring a skill set that is beyond what is expected which is an added benefit to the City. Council consensus is to provide a current wage increase to both public works employees of \$2.18. Final approval will be at the April 7, 2015 meeting.

Future discussions will be held to discuss overall salary ranges. Cities to consider for comparison will be within 20 miles of Hanover and be 3,000-5,000 in population.

## **Septic System Ordinance**

Hagen provided a draft ordinance amendment. This amendment is required if Hanover wants to continue to regulate septic systems within the city. The amendment includes a number of law changes, and allows Hanover to be as restrictive as Hennepin and Wright Counties.

Council asked what the benefit of the amendment is to the City. Hagen stated that the benefit will come in the form of customer service. This will allow residents to work solely with Hanover for all building permit and septic permitting requirements. If we choose to not adopt a updated ordinance, then residents would be required to work with the County on septic systems and the City of building permits. Hagen further stated that the MPCA is reviewing the amendments to ensure the ordinance is up to date. The ordinance will be brought back to Council for final approval at the April 7, 2015 meeting.

## **Reports**

Mayor Kauffman

- The City of Dayton received a quote in the past for a steel structure Public Works Facility of \$107/sq. ft.
  - Would like to consider passing ordinances regulating sex offenders and bathroom use of transgendered individuals
  - Would like to pass a resolution which would remove Hanover as a Greenstep City
  - Requested Hanover to recognize March 21<sup>st</sup> as National Down Syndrome Day
- MOTION** by Warpula to recognize March 21<sup>st</sup> as National Down Syndrome Day, seconded by Hammerseng. **Motion carried unanimously.**

Hammerseng requested consideration of passing an ordinance making it illegal to grow, sell, etc. marijuana in Hanover, even for medicinal sales.

Warpula reminded everyone present of the Fire Department Pancake Breakfast on March 29, 2015. The event is held at the Fire Hall.

Vogel

- Stated he is working with Hennepin County and a property owner on Ginseng Lane on an erosion issue. The erosion is currently on private property, but is nearing the public right of way. Hennepin County does have designated funds to assist with projects of this nature. Staff is looking into the storm water fund to determine what the intent was and if that fund is solely for issues in the public right of way or private property as well.
- Quotes for the 107<sup>th</sup> and 9<sup>th</sup> surface improvement projects are due March 18<sup>th</sup>. Quotes will be brought to the April 7, 2015 meeting for approval.
- Crack filling will be completed in late March/early April.

Hagen

- The second quarter newsletter was provided for Council review. Please provide feedback to Amy by Monday morning so the final version can be printed and mailed before April 1<sup>st</sup>.
- The WCAT meeting was held in Buffalo. Buffalo will be construction an operation hub from Trailblazers. This building will hold approximately 20 buses and plans currently include a dispatch area. A breakdown of rides per City was also provided which will be forwarded to Council.
- Annual audit is scheduled for March 23-27. We do not expect any surprises, as AEM has prepared several documents for the auditors in preparation.

### **Adjournment**

**MOTION** by Hammerseng to adjourn at 7:35 p.m., seconded by Kauffman. **Motion carried unanimously.**

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator