

**CITY OF HANOVER
CITY COUNCIL MEETING
MARCH 4, 2014 – OFFICIAL MINUTES**

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

Mayor Kauffman called the Regular Council Meeting of Monday, February 3, 2014 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Wendy Pinor, Doug Hammerseng, and Ken Warpula. Also present were City Administrator Annita Smythe, Administrative Assistant Brian Hagen, Public Works Supervisor Scott Vogel, City Engineer Justin Messner, and John Edison a representative of the City Attorney. Councilor John Vajda was absent. Guests present were Doug Voerding from the Wright County Journal Press, Doug Galka from STRIVE, Wright County Sheriff, and a Hennepin County Sheriff.

Approval of Agenda:

MOTION by Pinor to approve the agenda as presented, seconded by Hammerseng. Motion carried unanimously.

Consent Agenda:

Warpula asked about the tax forfeited land the City would assume responsibility of in Res No 03-04-14-18. Hagen stated it is a portion of Church Street that is already being utilized as public right of way. Currently a portion of pavement for Church Street is in this parcel, and the remaining portion of the parcel is the other half of the public right of way.

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

a. Approve Minutes of February 18, 2014 Joint City Council/Planning Commission Work Session

b. Approve Claims as Presented:

➤ Claims	\$ 97,106.03
➤ Payroll	\$ 6,236.95
➤ P/R taxes & Exp	\$ 2,358.99
➤ Other Claims	\$ 29,743.53
➤ Total Claims	<u>\$ 135,445.50</u>

c. Res No 03-04-14-18 – Approving Purchase of Tax Forfeit Property

d. Res No 03-04-14-19 – Approving Non-waiver of Statutory Liability Coverage Limit

Motion carried unanimously.

Citizen's Forum:

Galka requested the Community Hall rental fee be waived for the STRIVE program's banquet. Galka stated this program mentors children who are in the lower 1/3 of the class. He stated the program teaches children how to succeed by allowing them to learn from adults. These adults volunteer their time to teach the children how to achieve their goals. Galka explained this year's banquet is for approximately 26 children and their guests. Approximately 75 people would attend. Hammerseng asked if any Hanover residents benefit from the program. Pinor stated there are Hanover residents who live in the Rockford School District as well as families who open and enroll their children in Rockford.

MOTION by Warpula to waive the fees of the June 8, 2014 STRIVE Banquet, seconded by Pinor. Motion carried unanimously.

Public Hearings:

None

Unfinished Business:

Res No 03-04-14-20 – Approving/Authorizing Payment for Acquisition of Right of Way Easements for Lake Independence Regional Trail

Messner stated that every property owner has been met with and agreements are in place. A few properties asked for minor changes that changed the estimated costs slightly. It was also discovered that one property already provided the county an easement; therefore a trail easement is no longer needed. Messner further explained that construction is anticipated to begin June 2014.

MOTION by Warpula to approve the payments, seconded by Hammerseng. Motion carried unanimously.

New Business:

Purchase of Tire Chains for Front-end Loader

Vogel stated that wet heavy snow proves to be a challenge for the front-end loader to plow properly. He priced how much snow tires would be for the loader and he does not feel it is worth the cost. He stated that this difficult snow fall is a rare occurrence but when it does happen similar to the snow event we just experienced chains would be helpful. Vogel stated the chains are much more affordable and for how often extra traction is needed, the chains will meet that need.

MOTION by Kauffman to purchase chains, seconded by Hammerseng. Motion carried unanimously.

Remote Access Key for City Hall

Vogel explained there has been an ongoing issue with key problems in the front door to City Hall. This is due to a dated locking system. The system installed in the door is old enough where parts are no longer available. Vogel stated he received two quotes for a key card access system. The quote would allow a system to be installed to read a key card then unlock the front door. Council consensus was to purchase this type of locking system, but requested staff to clarify some details. Staff should clarify if the door can be unlocked from someone's home through remote access, if there is an alarm that sounds when the door is left open too long, if a standard key lock will still be available in the event of a malfunction, and if there is software installed at City Hall to program keys and track usage.

MOTION by Hammerseng to approve purchase of new locking system contingent on staff satisfaction of the above referenced questions to clarify, seconded by Pinor. Motion carried unanimously.

Staff followed up on clarifying Council's concerns on the locking system. Staff found that the system will provide software to be installed on a computer at City Hall. This software will allow the access cards to be programmed at City Hall, as well as allow the doors to be unlocked from an employee's home via remote access to the computer. The system can be set to either have an alarm sound when the door is left open for an extended amount of time or to not sound an alarm. The software will also be able to set card access to a specific amount of time, as well as track which cards are attempting to gain access and when. There will also be a physical key alternative in the event the access card does not function properly.

Authorization for 107th Ave. Repair/Reconstruction

Smythe informed Council that this project is listed on a five year capital improvement plan. She further explained how this road at one time was fully paved with curb and storm sewer installed. Over the years a portion of the road was removed and gravel was installed instead of asphalt. Messner continued discussion by stating the cost to repair/reconstruct the road is estimated at \$80,000. This is start to finish of the project which includes engineering and construction costs. There was discussion among Council on why this road was allowed to go to gravel, and how the City can correct a problem. No answer was given and Council consensus was to table the discussion until the work session when the pavement management plan and funding is discussed.

Reports:

Hammerseng inquired about the Park Board’s discussion about finishing the Memorial Garden area. He asked if a complete plan has ever been discussed. Pinor stated that several ideas have been presented but Council agreed to wait on any forward progress until a larger park plan was determined for around City Hall. Pinor further stated the Park Board is interested in constructing a band shell in the Memorial Garden. Council agreed that a complete plan be drawn in order to make a quality decision on the upgrades.

Smythe stated the Fire Board meeting went well. Corcoran was unable to attend, however Rockford Township and the City of Greenfield both had representatives present. They appreciated the opportunity to discuss 2013 with Chief Malewicki and Assistant Chief Kottke. They also requested to be informed of any large equipment purchases. There was also comment about revisiting the contracts to reflect a per call cost.

Kauffman ask if Vogel could get contact information for the company who fixed the apparatus floor of Rockford’s Fire Hall. Vogel stated he will contact his Fire Chief for that information.

Warpula asked for staff to have the remote key access company provide a quote to install a system on two doors at the Fire Hall.

Smythe informed Council that the River Rider program is being eliminated. Sherburne County has backed out of the agreement and MNDOT will not allow just one county to support the operation. MNDOT is suggesting the cities begin service with Trailblazers Public Transportation. The area city’s staff is meeting on March 10th to discuss further details, and there will be a meeting at the end of March where elected officials are invited to receive more information. Smythe stated that the January usage was promising at 44 riders between the three cities. It also seems the cities wish to continue some kind of program for the residents.

Warpula stated the EDA is still focusing on Fire House Auto and how that parcel can move ownership to a new business.

Adjournment:

MOTION by Warpula to adjourn at 8:20 p.m., seconded by Hammerseng. Motion carried unanimously.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Annita Smythe, City Administrator

