

**CITY OF HANOVER
CITY COUNCIL MEETING
JUNE 2, 2015 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, May 5, 2015 to order at 7:00 p.m. Present were Mayor Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Public Works Supervisor Scott Vogel, City Engineer Justin Messner, and City Planner Cindy Nash. Guests present included Hanover Fire Relief Association members, Hennepin County Sheriff, Joanne Novotny, Pat Athmann, Tracy Gutknecht and Aaron Eisen.

Approval of Agenda:

Hagen stated the LuPine Brewing Company withdrew their application for a temporary on-sale liquor license. Hagen further requested two discussion items be added. First, a request from Pearson Brothers to stock pile material on the street in the Industrial Park. Second, to discuss additional soil borings for the Greenhouse project.

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

Consent Agenda:

Hagen added \$158.46 to the claims to pay a credit card bill. The new claims total was changed to 592,036.88.

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

a. Approve Minutes of May 19, 2015 City Council Work Session Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 581,460.08
➤ Payroll	\$ 6,727.33
➤ P/R taxes & Exp	\$ 2,563.53
➤ Other Claims	\$ <u>1,285.94</u>
➤ Total Claims	\$ <u>592,036.88</u>

c. Res No 06-02-15-34 – Accepting Donation for the Annual Easter Egg Hunt

d. Res No 06-02-15-35 – Approving Payment to Snow Plow Drivers

Motion carried unanimously.

Citizen's Forum:

Vitalization Award – Joanne Novotny

On behalf of the City of Hanover, Mayor Kauffman expressed appreciation to Joanne Novotny for her continued efforts to clean up Hanover as she walks the trails and sidewalks in the city. Kauffman presented Joanne with a Vitalization Award.

Public Hearings:

None

Unfinished Business:

11112 12th St NE Storm Water Drainage

Hagen provided history of a storm water facility maintenance project the City complete in the rear yard of this property in 2014. Hagen further explained that the homeowner feels additional work may be needed to fully correct a drainage issue. Messner educated Council and the guests present of how this facility location is supposed to function. Messner explained the rear yard of this property and adjacent properties have a large drainage and utility easement which acts as a depression area for storm water to collect and infiltrate into the ground. In the event of heavy rainfall, there is an outlet pipe for water to flow away from the area. This outlet pipe is at a higher elevation than the inlet pipe in order to allow infiltration to occur.

Warpula asked if the chain link fence installed in the area effects the drainage. Messner stated that typically permanent structures are not allowed in drainage and utility easements. In this case, a permit was issued for the fence, but it would be the property owner's responsibility to remove the fence if any work needs to be completed in the easement. Messner went on to explain that the property owners are expected to help maintain this area of the property, however, the City does visit sites of this nature twice per year to clean out debris from catch guards. The new MS4 requirements will need these maintenance task documented as well.

Eisen, the homeowner, stated his rear yard is in better condition since the project last year. His concern now is the rear yards of adjacent properties. He feels there is sediment in the area prevent the water to flow past his property line. Council directed Messner and Vogel to visit the site and determine if additional maintenance is required.

FRA Pension Increase

The FRA has requested an increase in pension payout. The request is to increase the per year payment from \$1,400 to \$1,600. Council has requested information on when the City becomes liable to fund the pension account if there becomes more liabilities than assets. Hagen stated that the FRA is required to submit an SC-11 form to the Council July of each year. This form contains information used in a formula to determine the FRA's liabilities to assets. If the FRA's pension fund and annual state aid contribution does not bring the assets higher than the liabilities then the City would have to pay money into the fund. Hagen stated this information was obtained from the State Auditor's office.

Kauffman stated that the FRA is currently at approximately 128% funded. Projections if an increase to \$1,600 per year would put the FRA at approximately 106% funded. Kauffman suggested increasing the per year payout amount to \$1,500.

MOTION by Kauffman to support a \$1,500/year pension amount, seconded by Hammerseng. **Motion carried unanimously. Councilor Warpula abstained due to membership of the Hanover Fire Department.**

New Business:

Greenfield Development Preliminary Plat Review

Nash outlined the draft response letter included in the packet. The letter provides feedback from the City of Hanover to the City of Greenfield. The letter is requesting a partnership in the development because the property would be accessed via a Hanover roadway. Improvements to the Hanover road would be required, and escrow money would be held by Hanover to ensure proper completion of road improvements. Messner added that we would also look at storm water drainage to ensure water from Hanover does not drain onto private property. Any cost for review of the plan moving forward would be

the responsibility of the developer as well. Nash lastly, noted that an agreement should be established, if needed, prior to final plat for maintenance conducted by Hanover to Greenfield's road.

MOTION by Hammerseng to send the letter as drafted, seconded by Zajicek. **Motion carried unanimously.**

Hanover Harvest Fest Tractor Pull

Staff requested direction from Council on a request they received from the Harvest Festival Committee. The Harvest Fest is in conversation with a company to host a mini tractor pull. The proposed location would be on the two acre parcel the City owns in the Industrial Park. Previously, Council authorized staff to assist in the preparation of the Harvest Fest, but given this is a new event and requires additional staff time, further direction was needed.

Tracy Gutknecht, from the Harvest Festival, was present for additional details. Tracy stated a clay based track would be required for the tractor pull. Donations would be made for the clay, and Public Works has been requested to construct the track with the help of the company owner for the tractor pulls. Additionally, some work would be needed to some banking near the track to establish a grass seating area. This event would run from approximately 4 p.m. to 8 p.m. and replace the oval lawn mower races. Council was supportive of Public Works helping with the event. Staff was directed to look into insurance concerns for having the event on the two acre parcel.

Community Hall IT Upgrades

Hagen stated that it would cost approximately \$1,600 to install two projectors in the community hall. This would be beneficial for presentations at board meetings when reviewing land use requests, City financial data, and the packets in general.

MOTION by Warpula to approve up to \$1,600 for Community Hall IT upgrades, seconded by Vajda. **Motion carried unanimously.**

Pearson Brothers Stock Pile Material

Hagen received a request to allow Pearson Brothers to stock pile aggregate material in the cul-de-sac on Lamont Ave. The cul-de-sac is a public road right of way. Messner cautioned that public roads are meant for public use. If this use is allowed, other companies may have similar requests.

MOTION by Kauffman to not allow Pearson Brothers to stock pile aggregate material in the public road right of way, seconded by Zajicek. **Motion carried unanimously.**

Greenhouse Project Soil Borings

Hagen stated that Bradford Development has completed soil borings. There is excess material on-site and the developer is concerned about soil correction cost. One option is to swap material on-site. This would require additional soil borings to find an area with suitable material to be used. WSB & Associates are able to complete the borings, 10 holes, for \$5,180.

Hammerseng stated that if the additional borings show a result of suitable material, then the boring would hold a benefit to the developer. Hammerseng suggested that the City pay for the borings if the results are negative, however, if the results show usable material on-site then the developer pay for the borings.

MOTION by Kauffman to have developer pay for additional soil borings if the results show usable material, the City shall pay for the borings if results are negative, seconded by Hammerseng. **Motion carried unanimously.**

Reports

Vogel

- Park maintenance has been a focus in recent weeks
- Flower pots have been planted and disbursed around City Hall
- The sidewalk extension in the memorial garden has been completed. Last step is to final grade and establish turf.
- The Ginseng Lane erosion project is getting final approval from Hennepin County.
- Sentence to Serve will be helping add wood chips throughout park play grounds

Messner

- CSAH 19 Trail is going nicely. Curbing and driveways completed this week, and paving will happen the week of June 15th.
- Bridge plans are being finalized. The decking is ordered. A resolution to advertise bids will be presented to Council June 16th.

Hagen

- Stated that first round interviews are in process with second round interviews being scheduled June 10.
- The 10 Acre appraisal is near complete

Vajda noted that LuPine Brewing withdrew their application because the Harvest Festival is a family event and historically there has not been alcohol stronger than 3.2% supported by the Harvest Festival Committee.

Zajicek stated the Park Board has been discussing the band shell plans. One question for Messner was structure location in relationship to a water line in the Memorial Garden. Messner stated that permanent structures should not be built above utilities for maintenance reasons.

Messner stated the County Road 19 Trail construction is going good. Good progress was made in the first week.

Vajda

- Stated that himself, Nancy Schmitz, and Hagen attended the volunteer brunch at the Senior Center. It was a good crowd and over the last year they had over 200 volunteers.
- Further expressed appreciation to Nancy Schmitz's employment with the City of Hanover which ended May 29th so she could spend more time at home with family.

Zajicek stated that the park walk through was completed with the Park Board. He is happy to see Hanover's parks in such good condition. Discussion during the walk through was held on switching from wood chips to a pea-rock material because the rock does not deteriorate. Vogel will get cost comparisons.

Warpula

- Requested that the work sessions be moved to Wednesdays because he has medical training the same nights and he has had to miss it for Council.
- Stated the trail is going good. He is happy with contractor and the progress made. Messner did state that the speed limit along the trail will be reduced by 10 mph for safety reasons. The contractor has the ability to reduce it further during working hours.

Adjournment:

MOTION by Warpula to adjourn at 8:30 pm, seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator