

**CITY OF HANOVER
CITY COUNCIL MEETING
JULY 2, 2013 – OFFICIAL MINUTES**

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

Acting Mayor Wendy Pinor called the Regular Council Meeting of Tuesday, July 2, 2013 to order at 7:00 p.m. Present were acting Mayor Pinor, Councilors Hammerseng and Warpula. Mayor Kauffman and Councilor Vajda were absent. Also present were Interim City Administrator Bob Derus, City Clerk/ Asst. City Administrator Annita Smythe, Administrative Assistant Brian Hagen, Lead Maintenance Worker Scott Vogel, City Attorney Jay Squires, and City Planner Cindy Nash. Guests present were, Doug Voerding of the Wright County Journal Press, former Mayor Marin Waters, Jim Hennessey, Joyce Flury, Claudia Pingree, Melissa Roggenkamp, Marcy Markovich, Tom Spier, Dan Pfeffer and two Sheriff Deputies.

Approval of Agenda:

Pinor asked to pull item 3.k. After some clarification Pinor stated the item could remain on the consent agenda.

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

a. Approve Minutes of June 18, 2013 Regular City Council Work Session Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 92,243.43
➤ Payroll	\$ 7,583.00
➤ P/R taxes & Exp	\$ 3,128.48
➤ Other Claims	\$ 2,206.47
➤ Total Claims	<u>\$105,161.38</u>

c. Resolution No 07-02-13-75 Requesting Inclusion of I-94 West Corridor Expansion

d. Resolution No 07-02-13-76 Approving Refund to Delores Masuda

e. Resolution No 07-02-13-77 Accepting Donation from the Hanover Lions Club

f. Resolution No 07-02-13-78 Approving Hiring of Temporary Public Works Employee

g. Resolution No 07-02-13-79 Approving Change of Job Title

h. Resolution No 07-02-13-80 Approving Hiring of Receptionist-Accounting Clerk

i. Ordinance No 2013-02 Amending Chapters 4 and 9 Pertaining to Licenses

j. Resolution No 07-02-13-81 Authorizing the Publication of a Summary of Ordinance No 2013-02

k. Ordinance No 2013-03 Amending the Fee Schedule for 2013

l. Resolution No 07-02-13-82 Authorizing the Publication of a Summary of Ordinance No 2013-03

m. Ordinance No 2013-04 Amending Chapter 10 Pertaining to the Zoning Code

n. Resolution No 07-02-13-83 Authorizing the Publication of a Summary of Ordinance No 2013-04

o. Resolution No 07-02-13-84 Accepting Resignation of Park Board Member

Motion carried unanimously.

Citizen's Forum:

Former Mayor Waters asked to discuss 5 items with Council. The first item was a program called Wills for Heroes. He stated that recently several Arizona Fire Fighters had lost their lives. This program is a non-profit organization that would assist Hanover's public service residents with setting up their wills with their families. The second item was previously discussed amongst Council in fall of 2012, but was voted down. It was a discussion about purchasing some foul ball pole for Settlers Park field. He stated that some foul ball poles would be donated to the city this summer as long as Council agreed to it. The poles could then be placed in Settlers Park and Cardinal Circle.

MOTION by Warpula to accept the donation, seconded by Hammerseng. Motion carried unanimously.

The next item discussed was to continue to move forward on preserving the Historic Bridge. Administrative Assistant Hagen stated he has been in contact with people about some funding options. Former Mayor Waters next stated the trail along County Road 19 has metal post sticking out of the ground in an attempt to hold some wash outs in place in light of some recent heavy rains. Lead Maintenance Worker Vogel clarified that it is a temporary fix in order to prevent the erosion from worsening. He went on to explain the poles were left the

height that they are because he planned to put hay bales on top for protection of residents versus cutting them down short were people could trip on them. The last item former Mayor Waters discussed with Council is an invoice the city had sent to the Ploetz family in regards to their recent Interim Use Permit for a dog kennel. Waters explained that the family has recently faced some deteriorating health and the funding is needed for hospital bills. Waters felt that the City needs to show consistency with how the charge residents for permits similar to this. He used a more recent Interim Use Permit example for the keeping of farm animals, and how Council waived their fees because of some unrealistic requirements by the Zoning Ordinances. Administrator Derus informed former Mayor Waters that the two Interim Use Permits are not similar because they are asking for two different types of exceptions. Derus explained that it is true they are both related to animals in the same residential district, however, the Farm Animal Interim Use Permit is more in line of what is expected in the RA district. Derus explained that the fees were waived because there are several properties that already contain horses that have not gone through the process of obtaining an Interim Use Permit. Derus also pointed out that the new ordinance eliminated the need for a Conditional Use Permit for horses on large acreage, and at the same time reinforced the requirement for a kennel. Derus also pointed out most cities require a kennel license for 3 or 4 dogs. Derus also explained that this permit application process was one of the most difficult ones he has seen, primarily due to the applicant's scrutiny of things like the notice for public hearing, which was done twice; and similar review of each step of the way through the process. He stated there was more staff time involved with this permit due to the unique scrutiny by the applicants and their attorney. Derus also informed Waters that the bill is somewhat inaccurate in the fact that the Ploetz family was only billed for a total of six hours of City Hall staff time when that total could have been more. The Council later adopted a motion to deny the request (see item b. under New Business.)

Public Hearings:

None

Unfinished Business:

a. CSAH 34 Trail Project Update

City Clerk/ Asst. Administrator Smythe introduced a memo wrote by City Engineer Messner. The memo outlined the bidding process that recently closed. It was explained to Council that the bids were inaccurate due to a misunderstanding in how to bid the project. The two companies who placed bids stated they were unable to honor their bids once they were informed of the inaccuracy. The project was reposted for bids, and the new bids will be collected in July. Smythe stated the project is still expected to be completed this year, but it will be approximately one month behind.

b. Athletic Association

Dan Pfeffer introduced a concept plan for the 10 acre parcel as well as the Settlers Park ball field. The plan showed an option of how the parks could be developed. It included field location, parking lot size, and field sizes. Pfeffer stated the plan needed some changes to it because he felt the measurements were inaccurate. He explained the plan is a good start because it gives an idea of what can be expected. Between the 10 acres parcel, Settlers Park and the Athletic Associations ball fields there can be a total of five fields. These fields would have approximately 300 foot fences, with some temporary fences available for softball or youth ball games. Hammerseng asked how these fields can be used for other sports. Pfeffer explained the fields will be able to fit youth soccer, football, and lacrosse fields in them. Pfeffer stated the goal is to produce a facility that can be multi-use. He explained this would allow Hanover to become a location for different types of tournaments and activities. The next steps are for the Athletic Association to develop a final plan for approval, and for Attorney Squires to draft an agreement for the lease/use of the land.

MOTION by Hammerseng to have Attorney Squires draft an agreement, seconded by Pinor. Motion carried unanimously.

New Business:

a. River Rider Service

Joyce Flury from the Crow River Senior Center and EDA Member Jim Hennessey introduce an option for public transportation. The program would be a three year pilot program between the cities of Otsego, St. Michael, Albertville, and Hanover. The service would be offered for one day a week at approximately five total hours each day. This program would be an approximate cost of \$536 to the City of Hanover each year. This cost would only be paid by the city if there were no residents who used the resource. The cost is minimal because it is based on population size of the Wright County portion of Hanover. Another reason the cost is minimal is because 85% of the overall funding comes from the State and Federal Governments. Flury explained she is present to represent the senior population, but wanted to make it clear that everyone is welcome to use the resource. Hennessey explained he is hoping Council allows him and City Clerk/ Asst. Administrator Smythe to attend further meeting with the other cities to show them Hanover is interested. Attorney Squires stated that for now Council can give direction to attend meetings to show interest, but after details become final, an agreement should be signed between every city and the River Riders Company.

MOTION by Hammerseng to allow Hennessey and Smythe to attend meetings with the other parties to show interest, seconded Warpula. Motion carried unanimously.

b. Request for Fee Waiver

Council did not hold any further discussion on this issue.

MOTION by Pinor not to waive the Interim Use Permit fees for the Ploetz family, seconded by Warpula. Motion carried unanimously.

c. Planning Commission Review of Greenhouse Sketch Plan

Administrator Derus explained the discussion held at the Planning Commission meeting related to the sketch plan. He stated their concern was driveway location. Council agreed that the driveway placement should be addressed as to not have a high impact from traffic to the existing houses across the street. Councilor Pinor stated the plan should also allow for adequate room for Emergency Vehicles.

Reports:

Councilor Hammerseng thanked City Planner Nash for her hard work on the new Zoning Ordinances. He also thanked Administrator Derus for the job he has done with the City.

Adjournment:

MOTION by Warpula to adjourn, seconded by Hammerseng. Motion carried unanimously. Adjourned at 8:27 p.m.

APPROVED BY:

Wendy Pinor, acting Mayor

ATTEST:

Bob Derus, Interim City Administrator