

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
JULY 19, 2016 – OFFICIAL MINUTES**

Call to Order

Councilman Hammerseng called the Regular City Council Work Session Meeting of Tuesday, July 19, 2016 to order at 6:05 p.m. Present were Councilors Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, City Planner Cindy Nash, Accountant/Deputy Clerk Elizabeth Lindrud, and Public Works Supervisor Scott Vogel. Other guests present were Joel Cornell, Troy Ordorff, Michael Kehn, Thomas Jones, Claudia Pingree, Stephanie Gleason, Dean Kuitunen, Joel Kaul, Brian Kottke, Fire Chief Dave Malewicki, and Doug Voerding from the Wright County Journal Press. Chris Kauffman and John Vajda were absent.

Approval of Agenda

Hagen requested that Reports be moved before the closed session.

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

Consent Agenda

MOTION by Zajicek to approve consent agenda, seconded by Warpula.

- a. **Approve Minutes of July 5, 2016 City Council Meeting**
- b. **Approve Minutes of July 11, 2016 City Council Meeting**
- c. **Approve Claims as Presented:**
 - **Claims** **\$ 109,281.88**
 - **Payroll** **\$ 13,170.45**
 - **P/R taxes & Exp** **\$ 4,060.32**
 - **Other Claims** **\$ 4,437.00**
 - **Total Claims** **\$ 130,949.65**

- d. **Res No 07-19-16-81 – Approving Purchase of Chainsaw**

Motion carried unanimously.

Joel Cornell – Letter of Interest PID 108-046-001060

Hagen explained that there is a business interested in the two acre city owned parcel and they are here to present their letter of interest.

Joel Cornell addressed Council and stated that he owns a storage rental property in St. Michael and would like to expand to a second property. The building will look similar to the building in St. Michael, it would have privacy fencing, security system, and landscaping. He stated that the business would plan to match the surrounding businesses or request recommendations from the City. He would like the property to be screened for the potential to offer outdoor storage in the future. The facility currently does not offer 24 hour access and are leaning against offering that service at the Hanover location at this time. The facility would have three buildings with a total of 86 units, all four corners of the buildings would be brick. There would be privacy fence in the back two-thirds of the property with decorative fencing in the front. Cornell stated their engineer would have plans ready to submit in August.

Dave Malewicki – Hanover Fire Department

Fire Chief Dave Malewicki addressed Council regarding several items. The Fire Department would like to purchase two iPads one for the rescue truck and one for the engine. They would be used for mapping and tracking runs, the cost would be \$1,260 plus approximately \$100 per month from Verizon. Malewicki would also like to purchase cribbing to shore up vehicles in accidents for a cost of approximately \$700. He requested approval to go forward to bid on a new grass rig to be used for grass fires and medical calls. The

estimated cost is \$85,000 - \$90,000 for the grass rig. A new liner is also needed for the drop tank at a cost of approximately \$700.

Malewicki stated that three Firefighters will be retiring; Jake Hienz served 20 years, Larry Sperrs served for 10 plus years, and Greg Snodgrass served for 10 years.

Malewicki requested permission to use City Hall for training on July 26th, he explained that they would use the back side of the building.

Malewicki also stated that the Fire Department is looking at changing to an hourly wage for firefighters and Council will see an increase in the 2017 preliminary budget reflecting this change.

Malewicki requested that a workshop be scheduled related to the City's emergency management policy. He stated that no one from Council showed up at the Fire Hall the night of the storm to give Malewicki authorization for any emergency purchases.

Hagen requested that Malewicki bring back quotes on the items requested for anything over \$500. Those items can then be brought back to Council to approve at the next meeting.

MOTION by Warpula to approve Fire Department purchases. **Motion failed to receive a second.**

Council directed Malewicki to submit quotes for anything over \$500 for approval at the next Council meeting. Council also approved Malewicki to go forward to bid on a new grass rig and for the Fire Department to use City Hall for training on July 26th. Council also agreed that a workshop is needed to review the City's emergency plan.

Res No 07-05-16-80 – Terminating Ordinance 2016-03

Hagen explained that Res No 07-05-16-80 was tabled from the July 11th meeting. Planning Commission recommended terminating Ordinance 2016-03. If the ordinance is terminated, building requirements will revert back to the regular ordinances in place. Planning Commission will still continue to determine new standards that take into account above ground living space. If the ordinance is not terminated, the moratorium would remain in place for the time being.

Hammerseng stated that Planning Commission held a work session on Thursday and are working on guidelines that are fair to potential new homeowners as well as existing homeowners. He stated that Planning Commission looked at a number of aspects including number of bedrooms, square footage, and designs of the homes. The current consensus is to have between 1,000 – 1,100 livable square feet above ground, the garage size requirements have not changed. Planning Commission will review the ordinance draft and then hold a Public Hearing in September. Both homes currently being held would meet the new draft guidelines. Nash stated that if the moratorium is not lifted it would delay both homes an additional two months. Hammerseng added that Planning Commission talked about how the smaller homes are not being built in Hanover.

MOTION by Warpula to approve Res No 07-05-16-80, seconded by Hammerseng. **Motion carried unanimously.**

Res No 07-19-16-82 – Approving EDA Matching Grant Award to RJM Self Storage

Hagen explained that RJM Self Storage applied for the EDA Matching Grant for security upgrades. He further explained that Council approved the new EDA Matching Grant that added security improvements as an eligible expense.

MOTION by Warpula to approve Res No 07-05-16-80, seconded by Zajicek. **Motion carried unanimously.**

Res No 07-19-16-83 – Approving Hennepin County Assessor’s Agreement

Hagen explained the City contracts with the Hennepin County Assessor’s office, this agreement is a four year agreement. Estimate 2017 cost would be \$7,000.

MOTION by Warpula to approve Res No 07-19-16-83, seconded by Hammerseng. **Motion carried unanimously.**

Animal Control Contract

Hagen requested direction on the City’s animal control contract. In the past the City has contracted with the City of Monticello. The 2016 contract has a base fee of \$250 and then a charge to the city of an animal is not claimed by its owner. Council directed Hagen to put the contract on consent agenda for the next meeting.

Historic Bridge Bollards

Hagen stated that he, Vogel, and Messner have been discussing bollards for the Historic Bridge. Vogel stated they will be putting in a concrete apron and asphalt replacement in conjunction with the sidewalk extension project that will be starting in the next few weeks. The bollards swing open to allow Vogel vehicle access to the bridge to perform maintenance and to allow the snowmobiles to cross in the winter if the bridge remains the trail. Hagen further explained that this style of bollard is limited to the two choices provided by Messner in the packet, the basic style is \$500 and the more decorative style is \$1,000. Hammerseng suggested checking with the Hanover Historical Society. Claudia Pingree and President of the Hanover Historical Society, Michael Kehn, were both in attendance and stated they preferred the more decorative bollards and black would be the best color to mimic the look of wrought iron.

MOTION by Hammerseng to approve the decorative style bollards in black, seconded by Warpula. **Motion carried unanimously.**

Reports

Vogel:

- Stated that brush pick up from the storm is now finished.
- The night of the storm the Hanover Fire Department and neighboring cities worked well together.
- Public Works will begin getting the City cleaned up for the Harvest Festival

Lindrud:

- Spoke with Linda Eckard from the Hanover Lions regarding the offer to donate highchairs and booster seats. Eckard stated that they will donate two highchairs and four booster seats and then see if more are needed.
- The Hanover Bike Rodeo will take place this Saturday from 10:00 a.m. until noon at Settlers Park, there will be free helmets for kids and a bike mechanic giving free bike tune-ups.
- Quail Pass 2nd addition will complete construction on the last home in the development, once the City inspects Council can expect to see the developers escrow release come through for approval.

Hagen:

- Gave details on the chainsaw from the consent agenda, it is a steel 25 inch chainsaw with three additional blades at a total cost of \$1,057.10. During the storm clean up, staff realized the current chainsaw was not large enough.
- Stated that election training for the Hennepin County judges will be held tomorrow at City Hall. Absentee voting is underway.

Zajicek:

- Attended the Hanover Harvest Festival meeting and they are in need of volunteers. Some events may need to be cut if they cannot get more volunteers.

Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to Develop an Offer for the Sale of Real Property Owned by the City, identified as PID 108-046-001060

Acting Mayor Hammerseng read a statement identifying the City's authority to enter into a closed session to discuss terms of the sale of PID 108-046-001060.

MOTION by Hammerseng to enter into a closed session at 7:15 p.m., seconded by Zajicek. **Motion carried unanimously.**

Present during the closed session included Councilors Hammerseng, Warpula, Zajicek, City Administrator Hagen, and City Planner Nash.

Council and staff discussed the sale of the City owned property located in the industrial park.

MOTION by Warpula to reconvene at 7:28 p.m., seconded by Zajicek. **Motion carried unanimously.**

Council provided a summary of what was discussed in the closed session. They expressed thanks to Mr. Cornell for his interest in the property, but Council was not comfortable selling land adjacent to City Hall and Settlers Park at this time.

MOTION by Warpula to not sell PID 108-046-001060 at this time, seconded by Zajicek. **Motion carried unanimously.**

Temporary Lease of PID 108-046-001060 to Northern States Power Company

Council discussed terms of a temporary lease to NSP. The purpose of the lease is to allow NSP an area to store and stage materials needed for the repair of power lines damaged in the July 5, 2016 storm. Council agreed to the terms with additional language to require mutual agreement between NSP and the City Administrator to continue on a month to month basis after October 31, 2016, the lease begin July 20, 2016, the City be listed as an additional insurer on NSP insurance and provide copy of policy, and NSP agree to move any stored material out of the way of any Harvest Festival event between August 5-8, 2016.

MOTION by Hammerseng to approve lease terms with the City's additions, seconded by Warpula. **Motion carried unanimously.**

Adjournment

MOTION by Warpula to adjourn at 7:36 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Doug Hammerseng, Acting Mayor

ATTEST:

Brian Hagen, City Administrator