

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
AUGUST 16, 2016 – OFFICIAL MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, August 16, 2016 to order at 6:02 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, City Engineer Justin Messner, Accountant/Deputy Clerk Elizabeth Lindrud, and Public Works Supervisor Scott Vogel. Other guests present were Michael Kehn, Pat Athmann, Thomas Jones, Stephanie Gleason, Suzanne and Dan Heinecke, Mark Mischke, Mary Coons. John Vajda was absent.

Approval of Agenda

Hagen requested that item 6 – Res No 08-02-16-95 – Approving Hanover Athletic Association Lease Agreement be removed; he has not yet received the agreement with the new language in place.

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

Consent Agenda

Lindrud added a payment to Bankwest for the bond payment of \$10,848.05 for the 2007 Freightliner Tanker, bringing Claims to \$457,725.93 and total Claims to \$468,943.04.

Messner stated that the Historic Bridge abutments with bollards will be done prior to the 125th Anniversary Celebration. Messner also stated that the contractors will be back to Hanover Hills to clean up some millings that went into resident's yards and then again in September to seed. Pat Athmann inquired who is responsible for the gravel portion of Division Street, since the repaving the road drops where the pavement ends. Messner stated he will follow up with the contractor to correct that.

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

a. Approve Minutes of August 2, 2016 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 457,725.93
➤ Payroll	\$ 8,034.49
➤ P/R taxes & Exp	\$ 3,229.50
➤ Other Claims	\$ <u>2,953.12</u>
➤ Total Claims	\$ <u>468,943.04</u>

c. Res No 08-16-16-96 – Approving Historic Bridge Rehab Pay Voucher #5

d. Res No 08-16-16-97 – Approving Historic Bridge Rehab Final Pay Voucher

e. Res No 08-16-16-98 – Approving Hanover Hills Surface Improvement Pay Voucher #1

f. Res No 08-16-16-99 – Approving Spray Patch Quote

Motion carried unanimously. Zajicek absent.

JS Stewart Purchase Agreement

Hagen explained that the Purchase Agreement that was approved in May had a 90 provision to close on the property, and the 90 days lapsed yesterday. He further explained Council can extend the deadline and allow the process to move forward or the City can provide notice of failure and the City can keep the full 10 acres. Hammerseng inquired as to who was responsible for the delay. Hagen stated that both parties have provided input to which has made the site development challenging. We have been working towards finding a solution that makes the project feasible versus having to export material. Council felt more time was needed to work through the final touches on the site plans.

Perpendicular House Orientation

Hagen stated that Council directed Staff to determine if a home can be built perpendicular to the road per City Ordinances. He explained that City Attorney Jay Squires did not find any language requiring the front of a home to face the road, if the home met all the required setbacks, it could be orientated any way.

Thomas Jones addressed Council and stated that the owners of the lot next to his have a proposal to build a rambler and the back of the home would face his driveway with the front of the home facing perpendicular to the road. He further explained that there is a logical expectation that homes within a neighborhood be similar to the other homes. He inquired if Council could have language for smaller lots to require the front of a home be oriented towards the road.

Jim Zajicek arrived at 6:30 p.m.

Kauffman asked for clarification on Squires' statement that Staff is not required to approve permits in a certain amount of time. Hagen informed Council that there is no requirement to act on a permit within a certain amount of time, however he was not comfortable holding a permit without a valid reason. He would be most comfortable holding a permit that did not meet a proposed change to an ordinance that is currently being discussed. Hagen further clarified that if a unique permit is submitted to the city, staff does consult the City Planner at a minimum. Hagen then stated that Council can leave the ordinance as is and accept Squires' response, or have Planning Commission discuss potential changes related to the orientation of homes. Hagen noted that this change would be City wide and not just for specific lots.

Jones inquired if a plan came through for a perpendicular home on the lot adjacent to his, would Hagen hold that permit. Hagen stated that yes, if Council has directed Planning Commission or if Planning Commission is looking at changes to the ordinance, the permit would be held.

Mark Mishke inquired if the other zoning issues related to the Moratorium that was lifted will be revisited. Hagen stated that next Monday Planning Commission is having a Public Hearing related to house size and livable area about ground.

Council directed Planning Commission to discuss perpendicular homes.

Future Sanitary Sewer Lift Station

Hagen stated that he was approached by a landowner inquiring if the City would be interested in purchasing a parcel of his land. He stated that the area was a potential future lift station location. Messner reviewed the options for lift stations in southwest portion of Hanover. He felt there would be other viable alternative locations. Council felt now is not the time to consider purchasing land for a potential lift station.

Little Libraries

Hagen stated that the Park Board gave a second recommendation to have Little Libraries in the City parks. Discussion took place around having volunteers maintain the libraries, however past projects lost their volunteers with time. Lindrud stated with the vandalism to the restrooms at Settlers Park, the Little Libraries could also be vandalized and would be one more item for Public Works to monitor and maintain. Council agreed that the City can help support the Little Libraries on private property by posting information on the City website, but not to add them to the City Parks.

Second Quarter Budget Review

Lindrud stated that the City has more money in the Money Market accounts than last year so that funds are accessible to pay for the Hanover Hills street project, the Historic Bridge Rehab, and the County Road 19 sidewalk extension projects. Building permit revenues are up, mainly due to the Greenhouse Senior Living Complex construction. Total expenditures are at 39.62% of the budget for the first half of the year. Water and Sewer expenses and revenues have increased compared to 2015 due to the number of new construction

permits. In the first half of 2015 there were 12 new construction permits, compared to 21 for 2016. Warpula requested Staff to investigate what it would cost to have weekly recycling pick-up.

Reports

Messner:

- County Road 19 sidewalk extension has started, removal and rough grade will begin tomorrow. The curb and sidewalk will be poured next week and final grading will take place in two to three weeks.
- Spoke with a resident on the corner of County Road 19 and he would like his driveway to be removed from its current location and be moved so that it is off of 109th.
- The vehicle bridge will be power washed to clean up from the Country Road 20 pavement project.

Vogel:

- Stated he is catching up from the Harvest Festival and moving into the storm water projects. He will be concentrating on the ponds.
- The Eagle Scouts will be painting the inside railing of the Historic Bridge and he will be working on a scaffolding system to paint the outside railing.

Warpula:

- Worked on set-up for the Harvest Festival on Friday and Saturday. Thanked Scott and Jason Doboszinski for all of their help with the Harvest Festival.

Lindrud:

- Worked as an election judge for Primary Elections for the first time.

Hagen:

- Stated that Chris Kauffman and Joe Kaul filed to run for Mayor and Doug Hammerseng and MaryAnn Hallstein filed to run for Council seats.

Adjournment

MOTION by Warpula to adjourn at 7:30 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator