

**CITY OF HANOVER  
CITY COUNCIL MEETING  
OCTOBER 1, 2013 – OFFICIAL MINUTES**

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

Mayor Kauffman called the Regular Council Meeting of Tuesday, October 1, 2013 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Wendy Pinor, John Vajda, Doug Hammerseng and Ken Warpula. Also present were Interim City Administrator Bob Derus, City Clerk/Asst. City Administrator Annita Smythe, Administrative Assistant Brian Hagen, Public Works Supervisor Scott Vogel, City Attorney Jay Squires, City Engineer Justin Messner, City Planner Cindy Nash and EDA Consultant Heidi Peper. Guests present were Tom Coons from Love in the Name of Christ, Tom Spier, Stan Kolasa, Gar Engle, Vonnie Waters, Doug Voerding, representatives from 3 Diamond Development for the 5<sup>th</sup> St. Senior Housing project, other Hanover residents, a Wright County Sheriff Deputy, and a Hennepin County Sheriff Deputy.

**Approval of Agenda:**

Smythe noted there were three items for the Citizen’s Forum. She also suggested adding a discussion about the Fire Department Contract as item 7.d.

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

**Consent Agenda:**

Hammerseng asked why the pay voucher for the Beebe Lake trail was different from the resolution. Smythe stated the amount on the resolution was an earlier estimate and the amount in claims was correct. She further stated staff would correct before printing the resolution.

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

**a. Approve Minutes of September 17, 2013 Regular City Council Work Session Meeting**

**b. Approve Claims as Presented:**

➤ Claims	\$ 302,963.51
➤ Payroll	\$ 5,024.32
➤ P/R taxes & Exp	\$ 2,062.29
➤ Other Claims	<u>\$ 1,943.47</u>
➤ Total Claims	<u>\$ 311,993.59</u>

**c. Resolution No 10-01-13-108 Accepting Donation to Fire Department from NW Jaycees**

**d. Resolution No 10-01-13-109 Accepting Donation of Services from Graco**

**e. Resolution No 10-01-13-110 Approving Pay Voucher #1 to New Look Contracting**

Motion carried unanimously.

Mayor Kauffman thanked NW Jaycees for their donation to the Fire Department. He also thanked Graco for the donation of their services to re-stripe the City Hall parking lot.

**Citizen’s Forum:**

Tim Hanson, a Hanover resident, and his partners introduced themselves to the Council. These three gentlemen are working on a project which would bring affordable senior housing to Hanover. They are currently planning on constructing a senior housing complex on 5<sup>th</sup> St. NE. They spoke to Council in order to receive their support because of the type of funding they are applying for. They have a better opportunity of receiving this funding with full support from the City. The housing would be approximately forty units. They are exploring an option of having a portion of the building available for people with special needs. This change would help their chances at the funding they are seeking. The three gentlemen thanked Council for their time, and Council also thanked them for their project.

Tom Coons, executive director at Love in the Name of Christ in Buffalo spoke to Council about what the organization does. Mr. Coons stated the organization helps people who are in need. They offer many amenities to people, for example, they conduct a coat drive, they supply school supplies for children, they offer assistance

for furniture, clothing, transportation, and home repairs to name a few. They also hold a monthly meal every third Saturday of the month in Buffalo. The organization is proud of how for every \$1 donated to them, they return approximately \$3 back to the community. Mr. Coons stated they can be reached at (763)-682-6820 or visit their website at [loveinbigwoods.org](http://loveinbigwoods.org).

Vonnie Waters addressed Council for the Oktoberfest and the final funding request. Ms. Waters stated they were able to book the Elk River German Band for a lesser amount than the band last year. After factoring the \$500 which River Inn is funding, the remaining balance is approximately \$755 which would cover portable toilets, large tent rental, and decorations.

**MOTION** by Warpula to approve funding request for the Oktoberfest, seconded by Pinor. Motion carried unanimously.

### **Public Hearings:**

None

### **New Business:**

#### **River Riders Agreement**

Smythe introduced a draft agreement to Council for the River Riders pilot program for public transportation. Smythe stated this agreement was agreed to by the four cities involved. The agreement would hold Hanover to fund 9% of the cost. This amount was determined by how many parcels would be served by the program, and this would have a three year commitment. Squires advised Council to add a condition where the Attorney must review the agreement before the final contract is signed. Hammerseng supports the program because of the cost and the benefit it brings to the city.

**MOTION** by Hammerseng to approve the agreement with the added condition for Attorney to conduct a final review before signing, seconded by Warpula. Motion carried unanimously.

#### **Athletic Association Lease Agreement**

Members of the Athletic Association were present to discuss the draft lease agreement for the ball field in Settlers Park. Squires noted some changes and additions that will need to be made. The Athletic Association members also would like to present the draft to the entire board and make their changes/recommendations. Both parties are happy the project is moving forward. A discussion was also held about moving the ice rink from behind City Hall to the Athletic Associations parking lot. The City does not feel it is a good use of staff time to have a rink at City Hall when the Athletic Association already has two. It was discussed in the past to move the lights from City Hall to the Athletic Association for use in their parking lot. Stan Kolasa stated he did not want to move forward on moving the lights without official direction from Council.

**MOTION** by Vajda to move the lights from City Hall to the Athletic Association, seconded by Hammerseng. Motion carried unanimously.

#### **Crow River Watershed Study**

A short discussion was held to determine if anyone felt this opportunity would be beneficial to the City. No one felt at this time it provided enough benefit to the City.

**MOTION** by Hammerseng to pass on the opportunity (deny), seconded by Kauffman. Motion carried unanimously.

### **Unfinished Business:**

#### **City Hall Restroom Remodel Dates**

Smythe explained to Council that if they wish to remodel the bathrooms in City Hall then a four week span of dates should be blocked to complete the project. The rentals are beginning to fill in next year and time is running out where a four week span is available. This project will also need an architect given the complexity.

**MOTION** by Vajda to block four weeks from being rented and to hire an architect, seconded by Warpula. Motion carried unanimously.

### **Easement Discussion**

Nash introduced the topic and explained there were two maps for Council to reference. One map showed the parcel where the Green House project will be completed. The seconded map shows an outlot around the parcel the City owns. This outlot has an easement which allows pedestrian non-motorized access. This outlot is owned by the Bridges Homeowners Association, and the City will need to acquire an easement for the driveway from the Homeowners Association. Squires outlined the options to acquire the easement. Council then directed staff to contact the Bridges and start discussions to acquire the easement.

### **Benefit Plans Discussion**

Smythe explained to Council that the current personnel policy allows each employee to receive \$600 per month for health benefits. Current employees are not using this full amount and are requesting Council to allow the staff to use the extra funds towards additional health plans through another benefit company.

**MOTION** by Hammerseng to allow staff to receive additional benefits within the allotted dollar amount, seconded by Vajda. Motion carried unanimously.

### **Fire Department Contract**

Smythe explained that she and Mayor Kauffman met with Greenfield's City Administrator and their Mayor regarding the contract for Fire Department services. The focus was on the contract and how it was approved in the early 90s. Greenfield requested Hanover revisit the contract and make updates to it. Greenfield would like to see a contract that matches the contract they have with Rockford Fire Department. The new contract would take into consideration fire calls as well as land area. The calls which would be factored in the contract cost would be factored over several past years. Council agreed to revisit the contract costs for service to Greenfield. Staff will follow-up at a future meeting.

### **Reports:**

Derus stated he will give a detailed update at the Work Session in October.

Smythe stated she attended a meeting with several neighboring cities regarding MetCouncil and MnDOT transportation plans. A study was released showing an estimation of urban growth. With this study, an agreement will be presented to cities allowing the city to be a part of transportation discussions. None of the area cities want to be forced to join MetCouncil, but they feel this agreement will allow them to have a say in what happens within their city.

Messner:

- Beebe Lake Trail progressing nicely and is on time for completion this fall.
- The Hennepin County Road 19 Trail appraisals are ready for review and these will be presented to Council at the October Work Session. Kelly Grissman with Three Rivers Park District received the letter sent from the City regarding funding of the trail. She will be present at the October Work Session to discuss funding options, as well as the plans for Crow Hassan Park.
- GIS is complete and a presentation will be offered to Council at a later Work Session.
- Riverview Road Drainage quotes will be present to Council at the October Work Session for approval.

Peper stated the EDA is busy and there are several inquiries from businesses to move to Hanover.

Nash stated she has been discussing potential new residential developments with a developer. She stated the City may have too many open lots yet for a development but it is exciting to hear the discussion.

Vajda asked staff to create a handout for people who rent the Community Hall. He stated there have been several issues through the summer that should be an easy fix.

Warpula thanked staff for their hard work.

Pinor asked about the Vitalization Award and if there were any good candidates. She mentioned the person who donates the play house to the Harvest Festival. Council discussed the award shortly, but did not come to a consensus of the next recipient.

Vogel:

- Still waiting for a response from a gentleman about clearing the 10 acre parcel. This person may do it for free because they would benefit from the trees taken down.
- A resident on Jonquil Lane has moved some large rocks that were placed in the ditch to prevent washouts while the vegetation was growing to establish a root system. These rocks were recommended by the engineer and were placed there for a specific purpose. The resident placed these rocks around their culvert to make the culvert look better. Vogel asked for direction from Council on whether to take the rocks back, make the resident move them, or allow them to keep the rocks. Council was surprised by this action and felt the resident did not have the right to do this. It was suggested that if the residents were not allowed to take the rocks then a police report should be written up detailing the situation.
- Vogel also stated he is excited to see progress on the ball field agreement. He feels this is a step in the right direction between the two organizations.

### **Adjournment**

**MOTION** by Vajda to adjourn at 9:13 p.m., seconded by Pinor. Motion carried unanimously.

APPROVED BY:

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John Vajda, acting Mayor

ATTEST:

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Annita M. Smythe, City Clerk/ Asst. City Administrator