

**AGENDA
HANOVER CITY COUNCIL
NOVEMBER 1, 2016**

MAYOR

CHRIS KAUFFMAN

COUNCIL

JOHN VAJDA

DOUG HAMMERSENG

KEN WARPULA

JIM ZAJICEK

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
 - a. Approve Minutes of October 18, 2016 City Council Work Session Meeting (4)
 - b. Approve Claims as Presented: (8)

➤ Claims	\$ 203,342.30
➤ Payroll	\$ 7,625.99
➤ P/R taxes & Exp	\$ 3,028.43
➤ Other Claims	<u>\$ 1,437.00</u>
➤ Total Claims	<u>\$ 215,433.72</u>
 - c. Res No 11-01-16-116 – Accepting Donation from Corcoran Lions Club (41)
 - d. Res No 11-01-16-117 – Certifying Assessments of Delinquent Utilities (42)
 - e. Res No 11-01-16-118 – Approving Purchase Fire Department Turnout Gear (118)
4. Citizen’s Forum:
5. Public Hearings
6. Unfinished Business
7. New Business
 - a. Res No 11-01-16-119 – Approving JS Stewart Site Plan (47)
 - b. Res No 11-01-16-120 – Awarding Hanover Public Works Facility Soils Correction Bid (84)
 - c. Res No 11-01-16-121 – Approving Hanover Public Works Site Plan (85)
 - d. 2016A Bond Amount – Hanover Public Works Facility
 - e. Choosing Date to Canvas the Returns of the Local Election Results
 - f. 2016 Third Quarter Budget Review (98)
8. Reports of Mayor and Council Members, Staff, Boards, and Committees
9. Adjournment

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: October 27, 2016
Re: Review of November 1, 2016 City Council Agenda

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent packet.*
 - a. Approve Minutes of October 18, 2016 City Council Work Session Meeting (4)
 - b. Approve Claims as Presented: (8)

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➤ Total Claims	<u>\$ 215,433.72</u>
 - c. Res No 11-01-16-116 – Accepting Donation from Corcoran Lions Club (41)
 - d. Res No 11-01-16-117 – Certifying Assessments of Delinquent Utilities (42)
 - e. Res No 11-01-16-118 – Approving Purchase of Fire Department Turnout Gear (118)
4. Citizen's Forum:
To address the Council in the Citizen's Forum, please complete the Citizen's Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.
5. Public Hearings
6. Unfinished Business
7. New Business
 - a. Res No 11-01-16-119 – Approving Site Plan for JS Stewart Companies (47)
Enclosed is a resolution approving site plan for JS Stewart Companies. This has been reviewed by the Planning Commission, and they have recommended approval with conditions identified within the City Planner's memo.
 - b. Res No 11-01-16-120 – Awarding Hanover Public Works Facility Soils Correction Bid (84)
Enclosed is a resolution awarding the future public works facility soils correction bid. Bid opening is Monday October 31, 2016 at 10 a.m. Bid numbers will be tabulated and checked for accuracy prior to the Council meeting and final decision. A final resolution with bid amounts will be provided to Council as soon as available.

- c. Res No 11-01-16-121 – Approving Site Plan for Hanover Public Works Facility (85)**
Enclosed is a resolution approving site plan for the Hanover Public Works Facility. This has been reviewed by the Planning Commission, and they have recommended approval with conditions identified within the City Planner’s memo.
- d. 2016A Bond Amount – Hanover Public Works Facility**
Following the timeframe of the prior authorization approved by Council giving the Mayor and City Administrator authority to issue a 2016A Bond. Discussion will be held on the bond total to issue in relationship to the public works facility project cost. With the soils correction bid received, this amount may differ depending on funding any portion of the project in cash.
- e. Choosing Date to Canvas the Returns of the Local Election Results**
The City Council is responsible to canvas local election results. This must happen between three to ten days after the General Election. The November 15, 2016 Council Work Session falls within this timeframe. It is my recommendation that the Council meet at 5:45 p.m. on November 15, 2016 to canvas the results.
- f. 2016 Third Quarter Budget Review (98)**
Liz will provide an overview of the City’s 2016 financials through the third quarter.

8. Reports of Mayor and Council Members, Staff, Boards, and Committees

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
OCTOBER 18, 2016 – DRAFT MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, October 18, 2016 to order at 6:00 p.m. Present were Chris Kauffman, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, City Engineer Justin Messner, City Planner Cindy Nash, Accountant/Deputy Clerk Elizabeth Lindrud, and Public Works Supervisor Scott Vogel. Other guests present were Lyle Wagner, Rod & Lucy Bechtold, Ben Tregasla's, Ed Sjolín, Mary Ann Hallstein, and Paul Johnson with WSB. John Vajda was absent.

Approval of Agenda

Hagen clarified that items 6, 7, and 10 were all added to the agenda after the initial packet was delivered to Council.

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

Consent Agenda

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

1. Consent Agenda Items:

a. Approve Minutes of October 4, 2016 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 107,975.28
➤ Payroll	\$ 7,789.29
➤ P/R taxes & Exp	\$ 3,101.18
➤ Other Claims	<u>\$ 2,541.44</u>
➤ Total Claims	<u>\$ 121,407.19</u>

Motion carried unanimously. Zajicek absent.

Bechtold/Wagner Property – PID 108-500-033301

Ed Sjolín explained that the previous City Administrator, Bob Derus had stated that the Bechtold/Wagner Property qualified for two building entitlements because the property is 60.9 acres. Sjolín explained that he has a letter from current staff stating the property has only one entitlement. They have lost several sales because of the entitlement issue, buyers would like to separate into more than one property. Kauffman agreed that this property is perfect for a large lot development. Ben Tregasla explained that he has been watching this property and is interested in the gravel pit portion and would like to split the lot and sell the flat portion to investors.

Nash explained that there needs to be a completed survey. She also explained that the section of land along the river, separated by the roadway, would need to be split into a third parcel, as it is unbuildable and in the 100-year flood plain. She stated that the City's Comprehensive and Ordinances require City water and sewer in a new development. A survey with available sites for septic would need to be completed before going ahead with a variance application. Nash further explained that a preliminary and primary plat would be needed for the road and the river section would be an outlot.

Res No 10-18-16-114 – Declaring Cost and Ordering Preparation of 5th St. Watermain Extension Assessment

Messner explained the resolution declares the total cost of the watermain extension and allows Messner to begin the assessment process. Twenty-five percent of the cost will be assessed to the benefiting properties, equaling approximately \$17,000 per property.

MOTION by Hammerseng to approve Res No 10-18-16-114, seconded by Zajicek. **Motion carried.**
Voting aye: Warpula, Hammerseng, Zajicek. Abstaining: Kauffman.

Res No 10-18-16-115 – Calling 5th St. Watermain Extension Assessment Hearing

Messner stated the resolution sets the public hearing for November 15, 2016 at 6:00 p.m., and authorizes the placement of the publication for the hearing.

MOTION by Hammerseng to approve Res No 10-18-16-115, seconded by Zajicek. **Motion carried.**
Voting aye: Warpula, Hammerseng, Zajicek. Abstaining: Kauffman.

Warpula left at 6:50 p.m.

MS4 Application Review – Paul Johnson, WSB

Paul Johnson with WSB gave a presentation of the MS4 permit application and requirements. Johnson explained the goal is to reduce the amount of pollutants discharged in stormwater through City infrastructure. There are six minimum control measures required for the permit; public education and outreach, public participation and involvement, illicit discharge detection and elimination, construction site stormwater runoff control, post-construction stormwater managements, and pollution prevention and good housekeeping for municipal operations. Johnson explained that WSB's role will be to put procedures in place and once the program is up and running WSB is available for support through quarterly check-ins.

Fire Department Officer Selection

Hagen explained that the new officer selection process is not completed. He explained the main changes are that the Chief 1 position would move from a two year term to a four year term and some changes to the minimum requirements for officer positions. Hagen stated that now would be a great time to look at the Fire Department policies in depth. The goal would be bring the Fire Department into conformance as a full City Department. The League of Minnesota Cities is available for assistance through this process, and they already have an in-depth memo related to this process. Hagen does not predict major changes to the departments operations, more so, a change in recognizing what document is responsible for regulating what activity of the department. Council agreed and supported the transition.

Fire Relief Association Bylaws

Hagen explained that the Fire Relief Association was required to update their bylaws and the new bylaws were included for Council's information, no action is required.

Res No 10-18-16-113 – Approving Bridges at Hanover Trail Extension

Messner felt the quote of \$26,139 was high given the contractor is already onsite. Council felt the project was desired this fall yet, but wanted to ensure a best price was offered. Council directed staff to work with Brennan Companies on clarifying project costs, and to obtain additional quotes.

MOTION by Zajicek to approve an amount not to exceed \$26,139 and if with Brennan Companies, not pay mobilization costs, seconded by Kauffman. **Motion carried.**

Reports

Messner:

- R.L. Larson will be out of the 5th street touch ups.
- Waiting on final invoice for the sidewalk extension.

Vogel:

- Irrigation systems were blown out and the Shelter will be shut down tomorrow.
- October 28th will be the last day for Terry, the summer help.
- Will begin switching over the plow trucks.

Kauffman inquired of the City would help with the ice rink this winter. Vogel stated yes, they would help, they just need someone from the Hanover Athletic Association to give them a call when they want assistance with clearing the actual ice or help making the ice.

Lindrud:

- Biren sent out FEMA letters to 104 residents with 127 parcels on September 30th and October 11th. Ten residents have contacted City Hall so far with questions.
- An average of three absentee ballots have been given out per day over the counter in addition to the ballots requested online.

Hagen:

- The Settlers Park ballfield redesign will not start this fall. The Hanover Athletic Association did not get a completed application in on time and did not receive approval from the MN Gambling Control Board on the funds for the project.
- Public Works did the fall irrigation blow-outs themselves this year versus hiring it out.
- The Public Works soil correction bids will begin on Thursday with a ten day bid and end on Monday, October 31st the lowest bid will be presented at the November 1st Council meeting.
- Continuing to work with Bankwest on the property easement for the trail switchback.

Zajicek:

- Inquired if Staff knew who was leaving the Save the Trees signs in the park and if the City is able to fine for littering.

Hammerseng:

- The 125th Celebration was a nice event, enjoyed seeing the elders and the military veterans of the community recognized.
- Attended the NW Hennepin League of Cities Mayor's meeting for Mayor Kauffman. The guest speaker gave a presentation on the ground water and the projected population growth and it did not bode well.

Kauffman

- Attended the 125th Celebration and had a good time.

Adjournment

MOTION by Hammerseng to adjourn at 8:30 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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Payments

Current Period: November 2016

Batch Name	11/01/16 PAY	Payment	Computer Dollar Amt	\$203,342.30	Posted
Refer	1788	AAMODT, SCOTT	-		
Cash Payment	G 100-22000	Deposits	Hall Rental - 10/15/16		\$200.00
Invoice		10/17/2016			
Transaction Date	10/17/2016	Due 0	Cash	10100	Total \$200.00
Refer	1797	AFLAC	Ck# 001764E 11/1/2016		
Cash Payment	G 100-21706	Medical/Dental Ins	Supplemental Insurance - October 2016		\$134.16
Invoice	408318	10/12/2016	Account# G1V17		
Transaction Date	10/27/2016	Due 0	Cash	10100	Total \$134.16
Refer	1770	ASSURANT EMPLOYEE BENEFITS	-		
Cash Payment	G 100-21707	Life Ins	Life Insurance - October 2016		\$383.65
Invoice		10/19/2016			
Transaction Date	10/24/2016	Due 0	Cash	10100	Total \$383.65
Refer	1796	AT&T MOBILITY	-		
Cash Payment	E 100-43000-321	Telephone	PW Cell Phones - 09/18/16 - 10/17/16		\$138.02
Invoice	X10252016	10/17/2016			
Transaction Date	10/27/2016	Due 0	Cash	10100	Total \$138.02
Refer	1758	AYDT, TAMMY	-		
Cash Payment	G 100-22000	Deposits	Shelter Rental - 10/16/16		\$100.00
Invoice		10/18/2016			
Transaction Date	10/18/2016	Due 0	Cash	10100	Total \$100.00
Refer	1791	BIFFS INC.	Ck# 001753E 11/1/2016		
Cash Payment	E 100-45200-580	Other Equipment	Pheasant Run Park		\$95.00
Invoice	W615175-IN	10/12/2016			
Cash Payment	E 100-45200-580	Other Equipment	Eagleview Park		\$95.00
Invoice	W615176-IN	10/12/2016			
Cash Payment	E 100-45200-580	Other Equipment	Mallard Park		\$95.00
Invoice	W615177-IN	10/12/2016			
Cash Payment	E 100-45200-580	Other Equipment	Cardinal Circle Park		\$95.00
Invoice	W615177-IN	10/12/2016			
Transaction Date	10/17/2016	Due 0	Cash	10100	Total \$380.00
Refer	1784	BLUE TARP FINANCIAL	Ck# 001751E 11/1/2016		
Cash Payment	E 100-43000-215	Shop Supplies	Tow Kit Tube		\$27.99
Invoice	0191008027	10/6/2016			
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	2" Ball x 2" Coupler		\$19.99
Invoice	0191008027	10/6/2016			
Cash Payment	E 100-43000-240	Small Tools and Minor E	Swab-Eez		\$8.99
Invoice	0191008027	10/6/2016			
Cash Payment	E 100-43000-240	Small Tools and Minor E	Anti-Freeze RV 1 Gal (6)		\$35.94
Invoice	0191008027	10/6/2016			
Cash Payment	E 100-43000-240	Small Tools and Minor E	4.5"x.04x7/8" 5pk cutoff		\$8.99
Invoice	0191008027	10/6/2016			
Cash Payment	E 100-43000-260	Uniforms	Muck Chore Boot		\$104.99
Invoice	0191008027	10/6/2016			

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Payments

Current Period: November 2016

Cash Payment	E 100-43000-240 Small Tools and Minor E	4pc Nut Driver Set				\$14.99
Invoice	0191008027	10/6/2016				
Cash Payment	E 100-43000-240 Small Tools and Minor E	Impact Driver 1/2"-3/8" Set				\$12.99
Invoice	0191008027	10/6/2016				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	2" A-Frame Trailer Coupler				\$29.99
Invoice	0191008027	10/6/2016				
Cash Payment	E 100-43000-240 Small Tools and Minor E	8 Oz Startron Fuel Treatment				\$6.99
Invoice	0191008027	10/6/2016				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	1,000lb IR Marine Swivel Jack				\$24.99
Invoice	0191008027	10/6/2016				
Transaction Date	10/14/2016	Due 0	Cash	10100	Total	\$296.84
Refer	1765 CLASSIC CLEANING COMPANY, LL -					
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning City Hall - October 2016				\$325.00
Invoice	24269	10/8/2016				
Cash Payment	E 100-41940-310 Other Professional Servi	Special Cleaning City Hall - October 2016				\$65.00
Invoice	24269	10/8/2016				
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning Fire Hall - October 2016				\$155.00
Invoice	24270	10/8/2016				
Transaction Date	10/24/2016	Due 0	Cash	10100	Total	\$545.00
Refer	1762 DELTA DENTAL -					
Cash Payment	G 100-21706 Medical/Dental Ins	Dental Premiums - November 2016				\$119.10
Invoice	6672529	10/15/2016				
Transaction Date	10/21/2016	Due 0	Cash	10100	Total	\$119.10
Refer	1789 DIXON, CARLENE -					
Cash Payment	G 100-22000 Deposits	Hall Rental - 10/16/16				\$200.00
Invoice		10/17/2016				
Transaction Date	10/17/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1760 DRAKE CONSTRUCTION, INC. -					
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 1035 Emerald St				\$2,000.00
Invoice		10/20/2016				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 1035 Emerald St				\$2,000.00
Invoice		10/20/2016				
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 1035 Emerald St				\$1,000.00
Invoice		10/20/2016				
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 1043 Emerald St				\$2,000.00
Invoice		10/20/2016				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 1043 Emerald St				\$2,000.00
Invoice		10/20/2016				
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 1043 Emerald St				\$1,000.00
Invoice		10/20/2016				
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 11561 Erin St				\$2,000.00
Invoice		10/20/2016				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 11561 Erin St				\$2,000.00
Invoice		10/20/2016				
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 11561 Erin St				\$1,000.00
Invoice		10/20/2016				
Transaction Date	10/20/2016	Due 0	Cash	10100	Total	\$15,000.00
Refer	1773 DYNA SYSTEMS Ck# 001762E 11/1/2016					

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Payments

Current Period: November 2016

Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Mega-Shot Clear Repair Polymer				\$29.13
Invoice	23061037	9/6/2016				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Cable Ties (250)				\$144.54
Invoice	23060714	9/2/2016				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Mega-Shot Quick-Mix Gun				\$41.63
Invoice	23060714	9/6/2016				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Shipping				\$25.29
Invoice	23060714	9/6/2016				
Transaction Date	10/25/2016	Due 0	Cash	10100	Total	\$240.59
Refer	1768	<u>ECM PUBLISHERS, INC.</u>		<u>Ck# 001761E 11/1/2016</u>		
Cash Payment	E 100-41970-351 Legal Notices Publishing	Ordinance 2016-07				\$79.15
Invoice	421523	10/20/2016				
Cash Payment	E 100-41970-351 Legal Notices Publishing	Ordinance 2016-08				\$79.15
Invoice	421522	10/20/2016				
Cash Payment	E 100-41410-351 Legal Notices Publishing	Election Equipment - Accuracy Test				\$63.32
Invoice	421521	10/20/2016				
Transaction Date	10/24/2016	Due 0	Cash	10100	Total	\$221.62
Refer	1764	<u>FAMILY HERITAGE LIFE INSURAN</u>		<u>Ck# 001759E 11/1/2016</u>		
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - October 2016				\$76.10
Invoice	599932	10/17/2016				
Transaction Date	10/24/2016	Due 0	Cash	10100	Total	\$76.10
Refer	1790	<u>HEALTH PARTNERS</u>		<u>Ck# 001752E 11/1/2016</u>		
Cash Payment	G 100-21706 Medical/Dental Ins	Medical Premiums - November 2016				\$2,716.68
Invoice	68567275	10/6/2016				
Transaction Date	10/17/2016	Due 0	Cash	10100	Total	\$2,716.68
Refer	1776	<u>JIM LEUER CONSTRUCTION</u>		-		
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 583 Kayla Ln				\$2,000.00
Invoice		10/25/2016				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 583 Kayla Ln				\$2,000.00
Invoice		10/25/2016				
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 583 Kayla Ln				\$1,000.00
Invoice		10/25/2016				
Transaction Date	10/25/2016	Due 0	Cash	10100	Total	\$5,000.00
Refer	1759	<u>KRIS ENGINEERING INC.</u>		-		
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Plow Blades				\$1,613.55
Invoice	27365	10/14/2016				
Transaction Date	10/19/2016	Due 0	Cash	10100	Total	\$1,613.55
Refer	1785	<u>LOFFLER COMPANIES, INC.</u>		-		
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	Contract Overage Charge - 09/17/16 - 10/16/16				\$530.95
Invoice	2345926	10/10/2016				
Transaction Date	10/14/2016	Due 0	Cash	10100	Total	\$530.95
Refer	1793	<u>MENARDS-BUFFALO</u>		-		
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Exit/Emergency Light Combo				\$149.98
Invoice	25404	10/14/2016				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Wax Ring w/sleeve				\$3.48
Invoice	25692	10/18/2016				

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Payments

Current Period: November 2016

Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	RTU Skim Coat & Patch				\$19.97
Invoice 25692	10/18/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Pro-fit 3 ADA Toilet				\$139.99
Invoice 25692	10/18/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Tank to Bowl Hardware				\$5.99
Invoice 25632	10/17/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Toilet Flush Valve				\$12.99
Invoice 25632	10/17/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Water Wise Fill Valve				\$11.99
Invoice 25632	10/17/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Briggs Vacuity Flushlever				\$6.99
Invoice 25632	10/17/2016					
Transaction Date	10/17/2016	Due 0	Cash	10100	Total	\$351.38
Refer	1771 MINNESOTA PIPE & EQUIPMENT					
Cash Payment	E 601-43252-227 Utility Maint Supplies	5/8# x 3/4# Water Meter (6)				\$714.96
Invoice 0366786	10/18/2016					
Transaction Date	10/25/2016	Due 0	Cash	10100	Total	\$714.96
Refer	1794 NORTHLAND TRUST					
Cash Payment	E 314-47000-601 Debt Srv Bond Principal	\$1,225,000 GO Improvement Crossover Refunding Bonds, Series 2011A - Principle Payment				\$140,000.00
Invoice	10/12/2016					
Cash Payment	E 314-47000-611 Bond Interest	\$1,225,000 GO Improvement Crossover Refunding Bonds, Series 2011A - Interest Payment				\$10,387.50
Invoice	10/12/2016					
Transaction Date	10/17/2016	Due 0	Cash	10100	Total	\$150,387.50
Refer	1763 OFFICE OF SECRETARY OF STAT					
Cash Payment	E 100-41530-306 Dues & Subscriptions	Notary Commission Application - E. Lindrud				\$120.00
Invoice	10/21/2016					
Transaction Date	10/21/2016	Due 0	Cash	10100	Total	\$120.00
Refer	1772 PLAYPOWER LT FARMINGTON IN					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Bulldozer Playground Equipment				\$750.00
Invoice 1400205289	10/17/2016					
Transaction Date	10/25/2016	Due 0	Cash	10100	Total	\$750.00
Refer	1769 RANDYS ENVIRONMENTAL SERVI					
Cash Payment	E 100-41110-437 Other Miscellaneous	125th Celebration - Garbage				\$568.85
Invoice	10/10/2016					
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Recycling - October 2016				\$3,141.61
Invoice	10/10/2016					
Transaction Date	10/24/2016	Due 0	Cash	10100	Total	\$3,710.46
Refer	1792 S E H	Ck# 001754E 11/1/2016				
Cash Payment	E 201-41330-310 Other Professional Servi	EDA Services - September 2016				\$582.50
Invoice 322161	10/11/2016					
Transaction Date	10/17/2016	Due 0	Cash	10100	Total	\$582.50
Refer	1777 SEALTECH, INC					
Cash Payment	E 100-43121-224 Street Maint Materials	Spray Patching				\$2,950.00
Invoice 627	10/24/2016					

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Payments

Current Period: November 2016

Cash Payment	E 404-46323-310 Other Professional Servi	Paving Historic Bridge Approach				\$3,100.00
Invoice	627	10/24/2016				
Transaction Date	10/27/2016	Due 0	Cash	10100	Total	\$6,050.00
Refer	1774	TEAM LABORATORY CHEMICAL C	Ck# 001763E 11/1/2016			
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Snow Plow Coating				\$145.00
Invoice	INV0003864	10/18/2016				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Shipping				\$13.00
Invoice	INV0003864	10/18/2016				
Transaction Date	10/25/2016	Due 0	Cash	10100	Total	\$158.00
Refer	1795	TRAFFIC CONTROL	-			
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Repair Emitter				\$415.00
Invoice	94247	10/20/2016				
Transaction Date	10/27/2016	Due 0	Cash	10100	Total	\$415.00
Refer	1786	WEX BANK	-			
Cash Payment	E 100-42260-212 Motor Fuels	FD Fuel				\$46.94
Invoice	47305926	10/15/2016				
Cash Payment	E 100-43000-212 Motor Fuels	PW Fuel				\$181.59
Invoice	47298875	10/15/2016				
Cash Payment	E 100-43000-215 Shop Supplies	PW Vehicle Wash				\$4.99
Invoice	47298875	10/15/2016				
Cash Payment	E 100-43000-215 Shop Supplies	Peanut Butter - Mouse Trap Bait				\$4.49
Invoice	47298875	10/15/2016				
Cash Payment	E 100-45200-212 Motor Fuels	Parks Fuel				\$233.78
Invoice	47298875	10/15/2016				
Transaction Date	10/17/2016	Due 0	Cash	10100	Total	\$471.79
Refer	1798	WRIGHT COUNTY SHERIFF	-			
Cash Payment	E 100-41110-437 Other Miscellaneous	125th Celebration - Wright County Sheriff				\$275.00
Invoice	2016-068	10/28/2016				
Transaction Date	10/28/2016	Due 0	Cash	10100	Total	\$275.00
Refer	1766	WRIGHT-HENNEPIN COOPERATIV	Ck# 001760E 11/1/2016			
Cash Payment	E 100-45200-381 Electric Utilities	Eagleview Park				\$56.52
Invoice		10/19/2016				
Transaction Date	10/24/2016	Due 0	Cash	10100	Total	\$56.52
Refer	1761	WSB & ASSOCIATES, INC.	Ck# 001758E 11/1/2016			
Cash Payment	E 100-41950-303 Engineering Fees	General Engineering Services - 2016				\$1,211.25
Invoice		10/19/2016				
Cash Payment	E 411-41940-310 Other Professional Servi	Public Works Building				\$242.00
Invoice		10/19/2016			Project 208218	
Cash Payment	E 402-41950-303 Engineering Fees	CSAH 19 Sidewalk Extension				\$3,156.75
Invoice		10/19/2016			Project 208207	
Cash Payment	E 418-43121-310 Other Professional Servi	Hanover Hills Surface Improvement Project				\$3,057.60
Invoice		10/19/2016			Project 208219	
Cash Payment	E 611-41950-303 Engineering Fees	5th Street Watermain Extension				\$1,722.50
Invoice		10/19/2016			Project 208223	
Cash Payment	E 100-41950-303 Engineering Fees	MS4 Services				\$252.50
Invoice		10/19/2016				
Transaction Date	10/21/2016	Due 0	Cash	10100	Total	\$9,642.60

CITY OF HANOVER

Payments

Current Period: November 2016

Refer	1767 XCEL ENERGY		-			
Cash Payment	E 100-42280-381 Electric Utilities	Fire Hall - 09/04/16 - 10/03/16				\$307.62
Invoice	520894383 10/18/2016					
Cash Payment	E 100-41940-381 Electric Utilities	City Hall - 09/04/16 - 10/03/16				\$754.57
Invoice	520894383 10/18/2016					
Cash Payment	E 100-45200-381 Electric Utilities	Historical Bridge Lighting - 09/04/16 - 10/03/16				\$85.07
Invoice	520894383 10/18/2016					
Cash Payment	E 100-43160-381 Electric Utilities	209 Labeaux Ave NE - 09/04/16 - 10/03/16				\$48.21
Invoice	520894383 10/18/2016					
Cash Payment	E 100-45200-381 Electric Utilities	Cardinal Circle Park - 09/04/16 - 10/03/16				\$15.80
Invoice	520894383 10/18/2016					
Cash Payment	E 100-45200-381 Electric Utilities	1033 Mallard St NE - 09/04/16 - 10/03/16				\$12.11
Invoice	520894383 10/18/2016					
Cash Payment	E 100-43160-381 Electric Utilities	751 Labeaux Ave NE - 09/04/16 - 10/03/16				\$82.71
Invoice	520894383 10/18/2016					
Transaction Date	10/24/2016	Due 0	Cash	10100	Total	\$1,306.09
Refer	1787 YARNES, REBECCA		-			
Cash Payment	G 100-22000 Deposits	Hall Rental - 10/15/16				\$200.00
Invoice	10/17/2016					
Transaction Date	10/17/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1775 ZEP SALES & SERVICE		-			
Cash Payment	E 100-41940-210 Operating Supplies (GE	1Ply KRFT (2)				\$119.80
Invoice	9002485458 10/11/2016					
Cash Payment	E 100-41940-210 Operating Supplies (GE	2Ply JRT (2)				\$108.54
Invoice	9002485458 10/11/2016					
Cash Payment	E 100-41940-210 Operating Supplies (GE	Shipping				\$25.90
Invoice	9002485458 10/11/2016					
Transaction Date	10/25/2016	Due 0	Cash	10100	Total	\$254.24

Fund Summary

	10100 Cash
817 INFRASTRUCTURE ESCROW FUND	\$4,000.00
815 LANDSCAPE ESCROW FUND	\$8,000.00
811 EROSION CONTROL ESCROW FUND	\$8,000.00
611 WATER CAPITAL IMP FUND	\$1,722.50
601 WATER ENTERPRISE FUND	\$714.96
418 STREET CAPITAL PROJ FUND	\$3,057.60
411 FACILITIES CAPITAL PROJ FUND	\$242.00
404 HISTORICAL CAPITAL PROJ FUND	\$3,100.00
402 PARKS CAPITAL PROJECTS	\$3,156.75
314 2011A GO IMP CROSSOVER REF BD	\$150,387.50
201 EDA SPECIAL REVENUE FUND	\$582.50
100 GENERAL FUND	\$20,378.49
	<u>\$203,342.30</u>

Pre-Written Check	\$14,505.61
Checks to be Generated by the Computer	\$188,836.69
Total	\$203,342.30

CITY OF HANOVER

10/28/16 1:44 PM

Page 1

*Check Summary Register©

Cks 11/1/2016 - 11/1/2016

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 001751E BLUE TARP FINANCIAL	11/1/2016	\$296.84	Tow Kit Tube
Paid Chk# 001752E HEALTH PARTNERS	11/1/2016	\$2,716.68	Medical Premiums - November 20
Paid Chk# 001753E BIFFS INC.	11/1/2016	\$380.00	Pheasant Run Park
Paid Chk# 001754E Short Elliott Hendrickson, Inc	11/1/2016	\$582.50	EDA Services - September 2016
Paid Chk# 001758E WSB & ASSOCIATES, INC.	11/1/2016	\$9,642.60	General Engineering Services -
Paid Chk# 001759E FAMILY HERITAGE LIFE INSURA	11/1/2016	\$76.10	Supplemental Insurance - Octob
Paid Chk# 001760E Wright-Hennepin Coop Electric	11/1/2016	\$56.52	Eagleview Park
Paid Chk# 001761E ECM PUBLISHERS, INC.	11/1/2016	\$221.62	Ordinance 2016-07
Paid Chk# 001762E DYNA SYSTEMS	11/1/2016	\$240.59	Mega-Shot Clear Repair Polymer
Paid Chk# 001763E TEAM LABORATORY CHEMICAL	11/1/2016	\$158.00	Snow Plow Coating
Paid Chk# 001764E AFLAC	11/1/2016	\$134.16	Supplemental Insurance - Octob
Paid Chk# 032180 AAMODT, SCOTT	11/1/2016	\$200.00	Hall Rental - 10/15/16
Paid Chk# 032181 ASSURANT EMPLOYEE BENEFIT	11/1/2016	\$383.65	Life Insurance - October 2016
Paid Chk# 032182 AT&T MOBILITY	11/1/2016	\$138.02	PW Cell Phones - 09/18/16 - 10
Paid Chk# 032183 AYDT, TAMMY	11/1/2016	\$100.00	Shelter Rental - 10/16/16
Paid Chk# 032184 CLASSIC CLEANING COMPANY	11/1/2016	\$545.00	Monthly Cleaning Fire Hall - O
Paid Chk# 032185 Delta Dental of Minnesota	11/1/2016	\$119.10	Dental Premiums - November 201
Paid Chk# 032186 DIXON, CARLENE	11/1/2016	\$200.00	Hall Rental - 10/16/16
Paid Chk# 032187 DRAKE CONSTRUCTION, INC.	11/1/2016	\$15,000.00	Landscape - 11561 Erin St
Paid Chk# 032188 JIM LEUER CONSTRUCTION	11/1/2016	\$5,000.00	Landscape - 583 Kayla Ln
Paid Chk# 032189 KRIS ENGINEERING INC.	11/1/2016	\$1,613.55	Plow Blades
Paid Chk# 032190 LOFFLER COMPANIES, INC.	11/1/2016	\$530.95	Contract Overage Charge - 09/1
Paid Chk# 032191 MENARDS-BUFFALO	11/1/2016	\$351.38	Water Wise Fill Valve
Paid Chk# 032192 MINNESOTA PIPE & EQUIPMENT	11/1/2016	\$714.96	5/8# x 3/4# Water Meter (6)
Paid Chk# 032193 Northland Trust Services	11/1/2016	\$150,387.50	\$1,225,000 GO Improvement Cros
Paid Chk# 032194 OFFICE OF SECRETARY OF STA	11/1/2016	\$120.00	Notary Commission Application
Paid Chk# 032195 PLAYPOWER LT FARMINGTON I	11/1/2016	\$750.00	Bulldozer Playground Equipment
Paid Chk# 032196 Randy's Environmental Services	11/1/2016	\$3,710.46	Recycling - October 2016
Paid Chk# 032197 SEALTECH, INC	11/1/2016	\$6,050.00	Spray Patching
Paid Chk# 032198 TRAFFIC CONTROL	11/1/2016	\$415.00	Repair Emitter
Paid Chk# 032199 WEX BANK	11/1/2016	\$471.79	Parks Fuel
Paid Chk# 032200 WRIGHT COUNTY SHERIFF	11/1/2016	\$275.00	125th Celebration - Wright Cou
Paid Chk# 032201 XCEL ENERGY	11/1/2016	\$1,306.09	751 Labeaux Ave NE - 09/04/16
Paid Chk# 032202 YARNES, REBECCA	11/1/2016	\$200.00	Hall Rental - 10/15/16
Paid Chk# 032203 Acuity Specialty Products, Inc	11/1/2016	\$254.24	2Ply JRT (2)
Total Checks		\$203,342.30	

FILTER: None



Invoice

#1754

Invoice Number: **322161**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 1 of 2

BILL TO:

Brian Hagen
City of Hanover
11250 5th St NE
Hanover MN 55341

Pay This Amount	\$582.50
Due Date	10-NOV-16
Invoice Date	11-OCT-16
Bill Through Date	30-SEP-16
Terms	30 NET
SEH Client #	13874
Client Project #	
Agreement / PO #	135432

REMIT TO:

Short Elliott Hendrickson, Inc.
NW6262
PO Box 1450
Minneapolis, MN 55485-6262

Project Manager / Email / Phone
Heidi Peper / hpeper@sehinc.com / 320.229.4300
Client Service Manager / Email / Phone
Heidi Peper / hpeper@sehinc.com / 320.229.4300
Accounting Representative / Email / Phone
Mary Graff / mgraff@sehinc.com / 720.540.6800

Project #	Project Name	Project Description
135432	HANOV 2016 Economic Developmen	HANOV 2016 Economic Development Services

Project Billing Summary

	Current	Prior	To Date
Totals	\$582.50	\$3,313.82	\$3,896.32

Notes:

201-41230-310-582.50
986

OCT 17 2016



Invoice

Invoice Number: **322161**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 2 of 2

Direct

Personnel	Hours	Rate	Amount
Graff, Mary A	0.25	90.00	\$22.50
Peper, Heidi L	4.00	140.00	\$560.00
	4.25		\$582.50

Invoice total \$582.50



Building a legacy – your legacy.

477 Temperance Street
St. Paul, MN 55101
Tel: 651-286-8450
Fax: 651-286-8488

October 19, 2016

Mr. Brian Hagen
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: September, 2016 Invoices

Dear Mr. Hagen:

Enclosed please find a list of the current invoices for professional engineering services during the month of September for the City of Hanover.

If you have any questions, please contact me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

for Justin Messner
Associate

Enclosures

kc

WSB City Project Budget Tracking

WSB Project No.	City of Hanover Description	Current Invoice	Year to Date 2016	Billed to Date September 30, 2016
2082-013	2016 General Engineering Services	\$1,453.25	\$21,047.75	\$21,047.75
2082-070	CSAH 19 Sidewalk Extension	\$3,156.75	\$31,115.50	\$35,756.00
2082-090	Hanover Hills Surface Improvement Project	\$3,057.60	\$31,767.10	\$39,979.55
2082-100	5th Street Watermain Extension	\$1,722.50	\$26,493.00	\$26,493.00
2092-750	MS4 Services	\$262.50	\$6,020.75	\$6,020.75
Current Invoice Total		\$9,652.60	\$137,305.69	

100-41950-303 - 1,211.25
 411-41940-310 - 242.00
 402-41950-303 - 3,156.75
 418-43121-310 - 3,057.60
 611-41950-303 - 1,722.50
 100-41950-303 - 252.50
9,652.60
 ggb



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

October 19, 2016
 Project No: 02082-013
 Invoice No: 9

2016 General Engineering Services
Professional Services from September 1, 2016 to September 30, 2016
Professional Personnel

	Hours	Rate	Amount	
Project Management/Coordination				
Carlson, Jesse	9/21/2016	1.00	121.00	<u>121.00</u>
Hanover Public Works Facility Review				
Carlson, Jesse	9/22/2016	1.00	121.00	<u>121.00</u>
Hanover Public Works Facility Review				
Messner, Justin	9/7/2016	1.00	147.00	147.00
Review Santiary Extentsion on Riverview Rd for 11791				
Messner, Justin	9/12/2016	.25	147.00	36.75
Xcel Permit Review				
Messner, Justin	9/13/2016	.25	147.00	36.75
fence issue at 29920 109th				
Messner, Justin	9/20/2016	.25	147.00	36.75
Utility ROW Permit				
Meetings				
Carlson, Jesse	9/29/2016	2.50	121.00	302.50
stormwater plan review				
Messner, Justin	9/22/2016	2.00	147.00	294.00
Staff Meeting & Site Visit				
Base Mapping				
Thompson, Kathleen	9/21/2016	.50	127.00	63.50
Floodplain update				
Thompson, Kathleen	9/28/2016	1.00	127.00	127.00
Floodplain parcel notifications				
Thompson, Kathleen	9/30/2016	1.00	127.00	127.00
Floodplain parcel notification				
Totals		10.75		1,413.25
Total Labor				1,413.25

Field Services Billing

Council Mtg and/or Planning Commission		1.0 Meeting @ 40.00	40.00	
Total Field Services			40.00	40.00
			Total this Invoice	\$1,453.25

Billings to Date

	Current	Prior	Total
Labor	1,413.25	18,694.50	20,107.75
Expense	0.00	500.00	500.00
Field Services	40.00	400.00	440.00
Totals	1,453.25	19,594.50	21,047.75

Comments: _____

Approved by:  _____

Reviewed by: Andrew Brotzler

Project Manager: Justin Messner



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

October 19, 2016
 Project No: 02082-070
 Invoice No: 11

CSAH 19 Sidewalk Extension

Professional Services from September 1, 2016 to September 30, 2016

Phase 3 Construction

Professional Personnel

			Hours	Rate	Amount
Project Management/Coordination					
Messner, Justin	9/27/2016		1.00	147.00	147.00
Project Management					
Construction Observation					
Fleegel, Michael	9/1/2016		10.00	105.00	1,050.00
Construction Inspection					
Fleegel, Michael	9/2/2016		2.00	105.00	210.00
Construction Inspection					
Fleegel, Michael	9/6/2016		2.00	105.00	210.00
Organized field notes & checked on-site erosion control.					
Fleegel, Michael	9/23/2016		6.00	105.00	630.00
Measuerments & calculations					
Totals			21.00		2,247.00
Total Labor					2,247.00
Total this Phase					\$2,247.00

Phase CMT CMT

Professional Personnel

			Hours	Rate	Amount
Project Management / Logging					
Carlson, Joseph	9/1/2016		.25	98.00	24.50
Report Review, Scheduling					
Carlson, Joseph	9/7/2016		1.00	98.00	98.00
Coordination & Report Reviews					
Carlson, Joseph	9/19/2016		.25	98.00	24.50
Report Reviews, Project Coordination					
Concrete Field					
Javorina, Emily	9/1/2016		1.75	85.00	148.75
Pickup Samples and Check into Lab					
Bituminous Field					
Schultz, Troy	9/6/2016		.75	60.00	45.00
DROPPED OFF					
Administrative					
Walsh, Tabitha	9/1/2016		.25	65.00	16.25
Walsh, Tabitha	9/2/2016		.25	65.00	16.25
Walsh, Tabitha	9/7/2016		.50	65.00	32.50
Walsh, Tabitha	9/15/2016		.50	65.00	32.50
Walsh, Tabitha	9/21/2016		.25	65.00	16.25

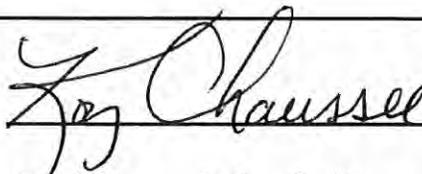
Project	02082-070	HANO - CSAH 19 Sidewalk Extension		Invoice	11	
	Walsh, Tabitha	9/29/2016	.25	65.00	16.25	
	Totals		6.00		470.75	
	Total Labor					470.75
Consultants						
	Other Consultants					
	9/30/2016	American Engineering Testing, Inc.	Invoice No. 93753		220.00	
	Total Consultants				220.00	220.00
Field Services Billing						
	C-39 Cylinders					
	9/1/2016		1.0 Cylinder @ 26.00		26.00	
	9/14/2016		2.0 Cylinders @ 26.00		52.00	
	9/29/2016		3.0 Cylinders @ 26.00		78.00	
	Company Vehicle Miles					
	9/1/2016	Sample Pick Up	90.0 Miles @ 0.70		63.00	
	Total Field Services				219.00	219.00
	Total this Phase					\$909.75
	Total this Invoice					\$3,156.75

Billings to Date

	Current	Prior	Total
Labor	2,717.75	28,861.75	31,579.50
Consultant	220.00	0.00	220.00
Expense	0.00	265.00	265.00
Field Services	219.00	3,472.50	3,691.50
Totals	3,156.75	32,599.25	35,756.00

Comments:

Approved by:



Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

American Engineering Testing, Inc
 550 Cleveland Ave North
 St. Paul, MN 55114

ITEMIZATION

Billing Contact: Sara Gow

Job Number: 28-01145

Due Date: 10/30/16		
Invoice Number	Invoice Date	Customer Number
93753	09/30/16	WSB001

Quantity	Unit	Description	Unit Price	Amount
7	2270	MN/DOT Gyrotory Mix Properties AET 28-01145,16-13718-A1 WSB #01904-870, sample #1.1 & 1.2 AET 28-01145,16-13725-A1 WSB #01904-870, Sample # 2.1 AET 28-01145, 16-13728-A1 WSB # 1532-990, Sample # 2.1 & 2.2 AET 28-01145, 16-13730-A1 WSB # 1532-990, Sample # 3.1 & 3.2 AET 28-01145,16-09350-A1 WSB # 1928-540, Sample #3.1&3.2 AET 28-01145,16-14458-A1 WSB #1586-970, Sample #1 AET 28-01145,16-15087-A1 WSB # 1728-180, Sample #1 AET 28-01145,16-15087-A2 WSB # 1728-180, Sample #2	\$500.00	\$3,500.00
1	2235	Extraction/Gradation AET 28-01145, 16-13715-A1 WSB # 02082-070, Sample 1.1 & 1.2	\$220.00	\$220.00
1	2230	Extraction only AET 28-01145,16-13912-A1 WSB # 1915-2500, sample #1	\$180.00	\$180.00

WSB #

01915-250 - \$180.00

01904-870 - \$1,000.00

02082-070 - \$220.00

01532-99 - \$1,000.00

~~01904-870~~

01728-180 - \$1,000.00

01586-970 \$500.00

American Engineering Testing, Inc.

550 Cleveland Avenue North
St. Paul, Minnesota 55114
Phone: (651) 659-9001
Fax: (651) 659 1379
Federal Tax ID: 41-0977521

WSB & ASSOCIATES, INC
ATTN: SARA GOW
701 XENIA AVE. S.
SUITE 300
MINNEAPOLIS, MN 55416

DUE DATE:		10/30/2016
INVOICE		CUSTOMER
NUMBER	DATE	NUMBER
93753	9/30/16	WSB001

BILLING CONTACT: DARIN HYATT

PROJECT MANAGER: AL HARTLEIB

PROJECT NUMBER: 28-01145

SCOPE OF WORK:
BITUMINOUS TESTING
VAROUS PROJECT

PROJECT:
MATERIAL CHECK
BURNSVILLE, MN 55337

SEE ATTACHED ITEMIZATION

*For inquiries or additional information regarding this invoice, please contact 651-789-4651 or email
accounting@amengtest.com*

Remit payment to: 550 Cleveland Avenue North, St. Paul, MN 55114

Amount due this Invoice	<u>\$3,900.00</u>
-------------------------	-------------------



701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

City of Hanover
Attn: Brian Hagen
11250 5th Street NE
Hanover, MN 55341

October 19, 2016
Project No: 02082-090
Invoice No: 10

Hanover Hills Surface Improvement Project
Professional Services from September 1, 2016 to September 30, 2016

Phase 3 Construction
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin 9/28/2016	2.00	147.00	294.00
Project Management			
Totals	2.00		294.00
Total Labor			294.00

Consultants

Other Consultants			
9/30/2016 American Engineering Invoice No. 93752			2,763.60
Testing, Inc.			
Total Consultants			2,763.60

Total this Phase \$3,057.60
Total this Invoice \$3,057.60

Billings to Date (All Phases)

	Current	Prior	Total
Labor	294.00	34,267.75	34,561.75
Consultant	2,763.60	0.00	2,763.60
Field Services	0.00	2,654.20	2,654.20
Totals	3,057.60	36,921.95	39,979.55

Comments: _____

Approved by: _____

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

10

American Engineering Testing, Inc.

550 Cleveland Avenue North
St. Paul, Minnesota 55114
Phone: (651) 659-9001
Fax: (651) 659 1379
Federal Tax ID: 41-0977521

WSB & ASSOCIATES, INC
ATTN: SARA GOW
701 XENIA AVE. S.
SUITE 300
MINNEAPOLIS, MN 55416

DUE DATE:		10/30/2016
INVOICE		CUSTOMER NUMBER
NUMBER	DATE	
93752	9/30/16	WSB001

BILLING CONTACT: JUSTIN MESSNER

PROJECT MANAGER: BRIAN ARMAN
PROJECT NUMBER: 26-01167

SCOPE OF WORK:
BITUMINOUS TESTING
SEE ATTACHED ITEMIZATION

PROJECT:
HANOVER HILLS IMPROVEMENTS
JANSEN AVE. NE, KADLER AVE. NE, 3RD
ST. NE, & 4TH ST. NE
HANOVER, MN

For inquiries or additional information regarding this invoice, please contact 651-789-4651 or email accounting@amengtest.com

Remit payment to: 550 Cleveland Avenue North, St. Paul, MN 55114

Amount due this Invoice	<u>\$2,763.60</u>
-------------------------	-------------------

OK Signature 

Project # 02082-090 Phase # 3

Accounting Use:
Account Code 51500 AP

ITEMIZATION
 PROJECT TESTING SERVICES
 HANOVER HILLS IMPROVEMENTS
 JANSEN AVE NE, KADLER AVE NE,
 3RD ST NE, & 4TH ST NE
 HANOVER, MN
 AET PROJECT No. 26-01167
 Invoice No. 93752



SERVICE DESCRIPTION	PROJECT BUDGET			TOTAL AMOUNTS INVOICED THROUGH 9/25/16		Invoice Amount Through 9/25/16	
	ESTIMATED UNITS	UNIT RATE	BUDGET AMOUNT	# Units	Amount	# Units	Amount
<i>Soil Testing</i>							
1. MnDOT DCP Test	Per test	\$25.00	\$0.00	5.0	\$125.00	5.0	\$125.00
2. Relative Moisture Test.	Per test	\$13.00	\$0.00	0.0	\$0.00	0.0	\$0.00
3. MnDOT Proctor Test.	Per test	\$125.00	\$0.00	0.0	\$0.00	0.0	\$0.00
4. Sieve tests of granular fill and Class 5 aggregate base.	Per test	\$90.00	\$0.00	1.0	\$90.00	1.0	\$90.00
<i>Concrete Testing</i>							
1. Curing, handling and compressive strength testing of 4" x 8" or 6" x 12" concrete test cylinders (includes handling of non-tested cylinders).	Per cys.	\$22.00	\$0.00	0.0	\$0.00	0.0	\$0.00
2. Plastic concrete cylinder molds (4" x 8" or 6" x 12").	Per cys.	\$3.00	\$0.00	0.0	\$0.00	0.0	\$0.00
<i>Bituminous Testing</i>							
1. Nuclear Density Testing of Bituminous Mat.	Per test	\$25.00	\$0.00	8.0	\$200.00	8.0	\$200.00
2. Gyalory Properties of bituminous mixtures.	Per test	\$515.00	\$0.00	3.0	\$1,545.00	3.0	\$1,545.00
<i>Personnel</i>							
1. MnDOT Certified Engineering Technician II travel time for testing, sampling, reporting and consultation (services provided on a will-call basis).	Per hour	\$83.00	\$0.00	7.6	\$630.80	7.6	\$630.80
2. Project Manager for coordination of AET personnel and activities, attending meetings (if requested), consultation and report preparation.	Per hour	\$120.00	\$0.00	1.0	\$120.00	1.0	\$120.00
3. Principal Engineer for special consultation and report review.	Per hour	\$156.00	\$0.00	0.0	\$0.00	0.0	\$0.00
4. Personal or Company vehicle mileage.	Per mile	\$0.55	\$0.00	96.0	\$52.80	96.0	\$52.80
				TOTAL INVOICED THROUGH 9/25/16	\$2,763.60	MONTHLY INVOICE TOTAL	\$2,763.60



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

October 19, 2016
 Project No: 02082-100
 Invoice No: 9

5th Street Watermain Extension

Professional Services from September 1, 2016 to September 30, 2016

Phase 3 Construction

Consultants

Other Consultants

9/30/2016	American Engineering Testing, Inc.	Invoice No. 93751	1,722.50	
	Total Consultants		1,722.50	1,722.50
		Total this Phase		\$1,722.50

Billings to Date

	Current	Prior	Total	
Consultant	1,722.50	0.00	1,722.50	
Expense	0.00	100.00	100.00	
Totals	1,722.50	100.00	1,822.50	
		Total this Invoice		\$1,722.50

Billings to Date

	Current	Prior	Total
Expense	0.00	250.00	250.00
Labor	0.00	19,600.50	19,600.50
Field Services	0.00	4,920.00	4,920.00
Consultant	1,722.50	0.00	1,722.50
Totals	1,722.50	24,770.50	26,493.00

Comments:

Approved by:

Koy Chaussee

Reviewed by: Andrew Brotzler
 Project Manager: Justin Messner

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American Engineering Testing, Inc.

550 Cleveland Avenue North
St. Paul, Minnesota 55114
Phone: (651) 659-9001
Fax: (651) 659 1379
Federal Tax ID: 41-0977521

WSB & ASSOCIATES, INC
ATTN: SARA GOW
701 XENIA AVE. S.
SUITE 300
MINNEAPOLIS, MN 55416

DUE DATE:		10/30/2016
INVOICE		CUSTOMER NUMBER
NUMBER	DATE	
93751	9/30/16	WSB001

BILLING CONTACT: JUSTIN MESSNER

PROJECT MANAGER: BRIAN ARMAN
PROJECT NUMBER: 26-01166

SCOPE OF WORK:
MATERIALS TESTING

PROJECT:
5TH ST. WATERMAIN EXTENSION
CITY PROJECT NO. 2016-02
WSB PROJECT NO. 2082-10
HANOVER, MN

SEE ATTACHED ITEMIZATION

For inquiries or additional information regarding this invoice, please contact 651-789-4651 or email accounting@amengtest.com

Remit payment to: 550 Cleveland Avenue North, St. Paul, MN 55114

Amount due this Invoice	<u>\$1,722.50</u>
-------------------------	-------------------

OK Signature 

Project # 08088-100 Phase # 3

Accounting Use:
Account Code 015.00 AP

ITEMIZATION
 PROJECT TESTING SERVICES
 5th STREET WATERMAIN EXTENSION
 CITY PROJECT NO. 2016-02
 WSB PROJECT NO. 2082-10
 HANOVER, MN
 AET PROJECT No. 26-01166
 Invoice No. 93751



SERVICE DESCRIPTION	PROJECT BUDGET			TOTAL AMOUNTS INVOICED THROUGH 9/25/16		Invoice Amount Through 9/25/16	
	ESTIMATED UNITS	UNIT RATE	BUDGET AMOUNT	# Units	Amount	# Units	Amount
Soil Testing							
1. Relative Density Test	Per test	\$25.00	\$0.00	3.0	\$75.00	3.0	\$75.00
2. Relative Moisture Test.	Per test	\$13.00	\$0.00	0.0	\$0.00	0.0	\$0.00
3. MnDOT Proctor Test.	Per test	\$125.00	\$0.00	3.0	\$375.00	3.0	\$375.00
4. Sieve tests of granular fill and Class 5 aggregate base.	Per test	\$90.00	\$0.00	1.0	\$90.00	1.0	\$90.00
Concrete Testing							
1. Curing, handling and compressive strength testing of 4" x 8" or 6" x 12" concrete test cylinders (includes handling of non-tested cylinders).	Per cyls.	\$22.00	\$0.00	0.0	\$0.00	0.0	\$0.00
2. Plastic concrete cylinder molds (4" x 8" or 6" x 12").	Per cyls.	\$3.00	\$0.00	0.0	\$0.00	0.0	\$0.00
Bituminous Testing							
1. Thickness and density tests of bituminous core samples.	Per test	\$42.00	\$0.00	0.0	\$0.00	0.0	\$0.00
2. Gyatory Properties of bituminous mixtures.	Per test	\$515.00	\$0.00	1.0	\$515.00	1.0	\$515.00
Personnel							
1. MnDOT Certified Engineering Technician II travel time for testing, sampling, reporting and consultation (services provided on a will-call basis).	Per hour	\$83.00	\$0.00	6.0	\$498.00	6.0	\$498.00
2. Project Manager for coordination of AET personnel and activities, attending meetings (if requested), consultation and report preparation.	Per hour	\$120.00	\$0.00	1.0	\$120.00	1.0	\$120.00
3. Principal Engineer for special consultation and report review.	Per hour	\$156.00	\$0.00	0.0	\$0.00	0.0	\$0.00
4. Personal or Company vehicle mileage.	Per mile	\$0.55	\$0.00	90.0	\$49.50	90.0	\$49.50
				TOTAL INVOICED THROUGH 9/25/16	\$1,722.50	MONTHLY INVOICE TOTAL	\$1,722.50



701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

City of Hanover
Attn: Brian Hagen
11250 5th Street NE
Hanover, MN 55341

October 19, 2016
Project No: 02092-750
Invoice No: 6

MS4 Services

Professional Services from September 1, 2016 to September 30, 2016

Professional Personnel

		Hours	Rate	Amount	
SWPPP					
Johnson, Paul	9/12/2016	1.50	105.00	157.50	
Meeting					
Johnson, Paul	9/15/2016	1.00	105.00	105.00	
MS4 SWPPP					
Totals		2.50		262.50	
Total Labor					262.50
Billing Limits		Current	Prior	To-Date	
Total Billings		262.50	5,758.25	6,020.75	
Limit				9,300.00	
Remaining				3,279.25	
			Total this Invoice		\$262.50

Comments: _____

Approved by: Toy Chaussee

Reviewed by: Justin Messner
Project Manager: Jennifer Hildebrand

CITY OF HANOVER

Cash Balances

November 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$878,032.68	\$0.00	\$20,378.49	\$857,654.19
107 FIRE DEPT DONATIONS FUND	\$27,193.87	\$0.00	\$0.00	\$27,193.87
201 EDA SPECIAL REVENUE FUND	\$119,573.73	\$0.00	\$582.50	\$118,991.23
205 EDA BUSINESS INCENTIVE FUND	\$239,325.76	\$0.00	\$0.00	\$239,325.76
311 2008A GO CIP REFUNDING BOND	\$48,809.34	\$0.00	\$0.00	\$48,809.34
312 2009A GO IMP REFUNDING BOND	\$31,108.69	\$0.00	\$0.00	\$31,108.69
313 2010 GO EQUIPMENT CERTIFICATES	-\$13,631.64	\$0.00	\$0.00	-\$13,631.64
314 2011A GO IMP CROSSOVER REF BD	\$492,118.91	\$0.00	\$150,387.50	\$341,731.41
401 GENERAL CAPITAL PROJECTS	\$1,014,776.00	\$0.00	\$0.00	\$1,014,776.00
402 PARKS CAPITAL PROJECTS	\$209,925.53	\$0.00	\$3,156.75	\$206,768.78
403 FIRE DEPT CAPITAL FUND	\$178,856.78	\$0.00	\$0.00	\$178,856.78
404 HISTORICAL CAPITAL PROJ FUND	-\$71,111.46	\$0.00	\$3,100.00	-\$74,211.46
405 PARK DEDICATION FEE	\$1,370.00	\$0.00	\$0.00	\$1,370.00
407 TIF REDEV DIST #1	\$9,187.39	\$0.00	\$0.00	\$9,187.39
411 FACILITIES CAPITAL PROJ FUND	\$42,008.32	\$0.00	\$242.00	\$41,766.32
417 EQUIPMENT CAPITAL FUND	\$108,669.21	\$0.00	\$0.00	\$108,669.21
418 STREET CAPITAL PROJ FUND	\$395,608.66	\$0.00	\$3,057.60	\$392,551.06
601 WATER ENTERPRISE FUND	\$826,441.85	\$0.00	\$714.96	\$825,726.89
602 SEWER ENTERPRISE FUND	\$305,342.01	\$0.00	\$0.00	\$305,342.01
603 STORM WATER ENTERPRISE FUND	\$170,893.73	\$0.00	\$0.00	\$170,893.73
611 WATER CAPITAL IMP FUND	\$157,327.89	\$0.00	\$1,722.50	\$155,605.39
612 SEWER CAPITAL IMP FUND	\$1,785,528.56	\$0.00	\$0.00	\$1,785,528.56
613 STORM WATER CAPITAL IMP FUND	\$558,286.08	\$0.00	\$0.00	\$558,286.08
804 SCHENDELS FIELD ESC FUND	\$148,505.58	\$0.00	\$0.00	\$148,505.58
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$41,000.00	\$0.00	\$8,000.00	\$33,000.00
815 LANDSCAPE ESCROW FUND	\$43,000.00	\$0.00	\$8,000.00	\$35,000.00
817 INFRASTRUCTURE ESCROW FUND	\$20,000.00	\$0.00	\$4,000.00	\$16,000.00
818 MISC ESCROWS FUND	\$8,050.54	\$0.00	\$0.00	\$8,050.54
820 BRIDGES TOWNHOMES ESC FUND	\$3,606.26	\$0.00	\$0.00	\$3,606.26
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,955.93	\$0.00	\$0.00	\$11,955.93
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$7,778,283.70	\$0.00	\$203,342.30	\$7,574,941.40

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	November 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$435,357.82	\$771,014.33	\$335,656.51	56.47%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$56,419.00	\$112,838.38	\$56,419.38	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$10,605.18	\$12,000.00	\$1,394.82	88.38%
Source Alt Code TAXES		\$0.00	\$502,382.00	\$895,852.71	\$393,470.71	56.08%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$6,885.00	\$8,000.00	\$1,115.00	86.06%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$350.00	\$400.00	\$50.00	87.50%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$1,433.00	\$2,000.00	\$567.00	71.65%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$124.50	\$50.00	-\$74.50	249.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$65,056.79	\$104,284.82	\$39,228.03	62.38%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$3,927.40	\$6,000.00	\$2,072.60	65.46%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$2,687.44	\$3,000.00	\$312.56	89.58%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$3,650.00	\$2,000.00	-\$1,650.00	182.50%
Source Alt Code SERVICE		\$0.00	\$84,114.13	\$125,734.82	\$41,620.69	66.90%
MISC	R 100-36100 Special Assessments	\$0.00	\$1,414.14	\$0.00	-\$1,414.14	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$104,469.20	\$0.00	-\$104,469.20	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$5,164.12	\$1,000.00	-\$4,164.12	516.41%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$5,943.83	\$6,000.00	\$56.17	99.06%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$6,000.00	\$0.00	-\$6,000.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$100.00	\$8,000.00	\$7,900.00	1.25%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$4.49	\$0.00	-\$4.49	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$1,702.00	\$0.00	-\$1,702.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$19,200.00	\$0.00	-\$19,200.00	0.00%
Source Alt Code MISC		\$0.00	\$143,997.78	\$21,000.00	-\$122,997.78	685.70%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$10,420.00	\$10,300.00	-\$120.00	101.17%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$57.00	\$100.00	\$43.00	57.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$181,824.36	\$100,000.00	-\$81,824.36	181.82%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$180.00	\$100.00	-\$80.00	180.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,500.00	\$1,500.00	\$0.00	100.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$795.00	\$150.00	-\$645.00	530.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$48.00	\$50.00	\$2.00	96.00%
Source Alt Code LIC PERM		\$0.00	\$194,824.36	\$112,200.00	-\$82,624.36	173.64%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$53,748.00	\$107,496.00	\$53,748.00	50.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$169.50	\$339.00	\$169.50	50.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$38,746.40	\$36,000.00	-\$2,746.40	107.63%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$5,728.68	\$5,500.00	-\$228.68	104.16%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$98,392.58	\$149,335.00	\$50,942.42	65.89%
FINES	R 100-35100 Court Fines	\$0.00	\$1,916.43	\$1,500.00	-\$416.43	127.76%
Source Alt Code FINES		\$0.00	\$1,916.43	\$1,500.00	-\$416.43	127.76%
Fund 100 GENERAL FUND		\$0.00	\$1,025,627.28	\$1,305,622.53	\$279,995.25	78.55%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	November 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$0.00	\$1,025,627.28	\$1,305,622.53	\$279,995.25	78.55%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$5,605.00	\$12,000.00	\$6,395.00	46.71%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$347.51	\$744.00	\$396.49	46.71%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$81.28	\$174.00	\$92.72	46.71%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$450.00	\$450.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$7,655.73	\$7,000.00	-\$655.73	109.37%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$843.85	\$11,233.16	\$25,202.92	\$13,969.76	44.57%
Dept 41110 Council		\$843.85	\$24,922.68	\$46,570.92	\$21,648.24	53.52%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,250.00	\$4,250.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$0.00	\$53,127.05	\$67,275.00	\$14,147.95	78.97%
CITYADM	E 100-41400-121 PERA	\$0.00	\$4,072.64	\$5,045.63	\$972.99	80.72%
CITYADM	E 100-41400-122 FICA	\$0.00	\$3,366.86	\$4,171.05	\$804.19	80.72%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$787.41	\$975.49	\$188.08	80.72%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$306.70	\$384.00	\$77.30	79.87%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$0.00	\$6,974.60	\$8,400.00	\$1,425.40	83.03%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$410.00	\$1,500.00	\$1,090.00	27.33%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$249.26	\$500.00	\$250.74	49.85%
Dept 41400 City Administrator		\$0.00	\$69,294.52	\$88,251.17	\$18,956.65	78.52%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$289.04	\$2,000.00	\$1,710.96	14.45%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$1,658.12	\$5,000.00	\$3,341.88	33.16%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$63.32	\$174.13	\$300.00	\$125.87	58.04%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$63.32	\$3,135.69	\$8,300.00	\$5,164.31	37.78%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$0.00	\$33,229.31	\$42,059.16	\$8,829.85	79.01%
CLERICAL	E 100-41430-121 PERA	\$0.00	\$2,547.09	\$3,154.44	\$607.35	80.75%
CLERICAL	E 100-41430-122 FICA	\$0.00	\$2,105.56	\$2,607.67	\$502.11	80.74%
CLERICAL	E 100-41430-123 Medicare	\$0.00	\$492.53	\$609.86	\$117.33	80.76%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$1,077.14	\$1,080.00	\$2.86	99.74%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$0.00	\$7,000.00	\$8,400.00	\$1,400.00	83.33%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$255.00	\$500.00	\$245.00	51.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$99.00	\$250.00	\$151.00	39.60%
Dept 41430 Clerical Staff		\$0.00	\$46,805.63	\$58,661.13	\$11,855.50	79.79%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$222.00	\$1,000.00	\$778.00	22.20%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$538.84	\$2,000.00	\$1,461.16	26.94%
Dept 41435 Staff Expenses		\$0.00	\$760.84	\$3,300.00	\$2,539.16	23.06%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$40,216.08	\$50,918.40	\$10,702.32	78.98%
ACCTING	E 100-41530-121 PERA	\$0.00	\$3,083.33	\$3,818.88	\$735.55	80.74%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$0.00	\$2,373.27	\$3,156.94	\$783.67	75.18%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$555.07	\$738.32	\$183.25	75.18%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$817.00	\$504.00	-\$313.00	162.10%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$9,000.00	\$10,800.00	\$1,800.00	83.33%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$660.00	\$1,000.00	\$340.00	66.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$120.00	\$214.98	\$500.00	\$285.02	43.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$2,456.80	\$3,000.00	\$543.20	81.89%
Dept 41530 Accounting		\$120.00	\$59,376.53	\$74,436.54	\$15,060.01	79.77%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41540 Auditing		\$0.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$17,669.25	\$18,000.00	\$330.75	98.16%
Dept 41550 Assessing		\$0.00	\$17,669.25	\$18,000.00	\$330.75	98.16%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$0.00	\$2,428.34	\$4,000.00	\$1,571.66	60.71%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$95.91	\$100.00	\$4.09	95.91%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$4,846.34	\$3,500.00	-\$1,346.34	138.47%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$530.95	\$3,147.92	\$5,800.00	\$2,652.08	54.27%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$2,313.58	\$1,500.00	-\$813.58	154.24%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$530.95	\$12,832.09	\$18,900.00	\$6,067.91	67.89%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$0.00	\$2,163.23	\$4,000.00	\$1,836.77	54.08%
Dept 41600 Computer		\$0.00	\$2,163.23	\$4,000.00	\$1,836.77	54.08%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$0.00	\$19,551.52	\$21,786.56	\$2,235.04	89.74%
Dept 41610 City Attorney		\$0.00	\$19,551.52	\$21,786.56	\$2,235.04	89.74%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$0.00	\$9,710.00	\$17,000.00	\$7,290.00	57.12%
Dept 41910 Planning and Zoning		\$0.00	\$9,710.00	\$17,000.00	\$7,290.00	57.12%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$254.24	\$1,360.83	\$5,000.00	\$3,639.17	27.22%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$0.00	\$3,875.91	\$10,000.00	\$6,124.09	38.76%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$300.00	\$50.00	83.33%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$545.00	\$5,545.33	\$8,400.00	\$2,854.67	66.02%
GOVTBLDG	E 100-41940-321 Telephone	\$0.00	\$2,599.68	\$3,500.00	\$900.32	74.28%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$754.57	\$6,810.96	\$9,000.00	\$2,189.04	75.68%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$1,957.42	\$5,000.00	\$3,042.58	39.15%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$0.00	\$1,907.64	\$2,400.00	\$492.36	79.49%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$3,213.69	\$5,000.00	\$1,786.31	64.27%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$241.51	\$2,500.00	\$2,258.49	9.66%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$226.16	\$1,000.00	\$773.84	22.62%
Dept 41940 General Govt Buildings/Plant		\$1,553.81	\$28,202.72	\$52,850.00	\$24,647.28	53.36%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$1,463.75	\$23,683.00	\$25,000.00	\$1,317.00	94.73%
Dept 41950 Engineer		\$1,463.75	\$23,683.00	\$25,000.00	\$1,317.00	94.73%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$8,543.02	\$9,317.50	\$774.48	91.69%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$0.00	\$19,245.09	\$24,740.10	\$5,495.01	77.79%
Dept 41960 Insurance		\$0.00	\$27,788.11	\$34,057.60	\$6,269.49	81.59%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$273.78	\$250.00	-\$23.78	109.51%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$39.00	\$250.00	\$211.00	15.60%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$158.30	\$1,410.27	\$2,000.00	\$589.73	70.51%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$158.30	\$1,723.05	\$3,000.00	\$1,276.95	57.44%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$53,553.72	\$71,404.96	\$17,851.24	75.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$53,553.72	\$71,404.96	\$17,851.24	75.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$82,653.24	\$98,088.00	\$15,434.76	84.26%
Dept 42102 Wright County Sheriff		\$0.00	\$82,653.24	\$98,088.00	\$15,434.76	84.26%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$7,946.77	\$10,000.00	\$2,053.23	79.47%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$195.99	\$200.00	\$4.01	98.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$2,177.00	\$4,000.00	\$1,823.00	54.43%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$448.00	\$950.00	\$502.00	47.16%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$4,743.07	\$6,119.40	\$1,376.33	77.51%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$0.00	\$15,510.83	\$58,253.40	\$42,742.57	26.63%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$1,407.71	\$15,500.00	\$14,092.29	9.08%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$370.04	\$1,500.00	\$1,129.96	24.67%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$530.69	\$850.00	\$319.31	62.43%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$744.26	\$4,500.00	\$3,755.74	16.54%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$968.08	\$5,000.00	\$4,031.92	19.36%
Dept 42220 Fire Dept Equipment		\$0.00	\$4,020.78	\$27,350.00	\$23,329.22	14.70%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$2,424.87	\$7,500.00	\$5,075.13	32.33%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$2,209.75	\$3,000.00	\$790.25	73.66%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,511.23	\$1,500.00	-\$11.23	100.75%
Dept 42240 Fire Dept Training		\$0.00	\$6,145.85	\$12,000.00	\$5,854.15	51.22%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$46.94	\$1,770.75	\$5,000.00	\$3,229.25	35.42%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$415.00	\$8,400.93	\$9,000.00	\$599.07	93.34%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$53.57	\$2,000.00	\$1,946.43	2.68%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$3,422.00	\$7,465.00	\$4,043.00	45.84%
Dept 42260 Fire Vehicles		\$461.94	\$13,647.25	\$23,465.00	\$9,817.75	58.16%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$198.59	\$1,650.00	\$1,451.41	12.04%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$351.38	\$1,589.65	\$3,500.00	\$1,910.35	45.42%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$308.93	\$800.00	\$491.07	38.62%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$307.62	\$2,807.15	\$5,000.00	\$2,192.85	56.14%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$1,395.03	\$3,000.00	\$1,604.97	46.50%
Dept 42280	Fire Stations and Bldgs	\$659.00	\$6,299.35	\$14,125.00	\$7,825.65	44.60%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$38,746.40	\$36,000.00	-\$2,746.40	107.63%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$5,566.79	\$11,133.58	\$5,566.79	50.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$6,100.00	\$6,500.00	\$400.00	93.85%
Dept 42290	Fire Relief Association	\$0.00	\$50,413.19	\$53,633.58	\$3,220.39	94.00%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$0.00	\$41,547.14	\$35,000.00	-\$6,547.14	118.71%
Dept 42401	Building Inspection Admin	\$0.00	\$41,547.14	\$35,000.00	-\$6,547.14	118.71%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42700	Animal Control	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$2,173.50	\$2,500.00	\$326.50	86.94%
Dept 42800	Cemetery	\$0.00	\$2,173.50	\$2,500.00	\$326.50	86.94%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$0.00	\$84,187.94	\$106,604.16	\$22,416.22	78.97%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$1,386.32	\$1,000.00	-\$386.32	138.63%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$11,418.21	\$15,000.00	\$3,581.79	76.12%
PUBWRKS	E 100-43000-121 PERA	\$0.00	\$6,557.17	\$7,995.31	\$1,438.14	82.01%
PUBWRKS	E 100-43000-122 FICA	\$0.00	\$6,107.77	\$6,609.46	\$501.69	92.41%
PUBWRKS	E 100-43000-123 Medicare	\$0.00	\$1,428.57	\$1,545.76	\$117.19	92.42%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$1,551.60	\$1,584.00	\$32.40	97.95%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$27.50	\$500.00	\$472.50	5.50%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$0.00	\$16,000.00	\$19,200.00	\$3,200.00	83.33%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,379.30	\$1,500.00	\$120.70	91.95%
PUBWRKS	E 100-43000-212 Motor Fuels	\$181.59	\$4,267.25	\$7,000.00	\$2,732.75	60.96%
PUBWRKS	E 100-43000-215 Shop Supplies	\$37.47	\$2,374.30	\$2,500.00	\$125.70	94.97%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$1,688.52	\$7,773.57	\$6,000.00	-\$1,773.57	129.56%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$1,043.45	\$1,500.00	\$456.55	69.56%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$88.89	\$1,968.62	\$5,000.00	\$3,031.38	39.37%
PUBWRKS	E 100-43000-260 Uniforms	\$104.99	\$722.55	\$2,000.00	\$1,277.45	36.13%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$13,320.75	\$16,000.00	\$2,679.25	83.25%
PUBWRKS	E 100-43000-321 Telephone	\$138.02	\$1,602.58	\$2,000.00	\$397.42	80.13%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000	Public Works (GENERAL)	\$2,239.48	\$163,237.45	\$203,738.69	\$40,501.24	80.12%
Dept 43100	Hwys, Streets, & Roads					
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$28.72	\$0.00	-\$28.72	0.00%
Dept 43100	Hwys, Streets, & Roads	\$0.00	\$28.72	\$0.00	-\$28.72	0.00%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$2,950.00	\$38,139.42	\$50,000.00	\$11,860.58	76.28%
Dept 43121	Paved Streets	\$2,950.00	\$38,139.42	\$50,000.00	\$11,860.58	76.28%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$9,929.18	\$10,000.00	\$70.82	99.29%
Dept 43122	Unpaved Streets	\$0.00	\$9,929.18	\$10,000.00	\$70.82	99.29%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$130.92	\$19,261.81	\$27,000.00	\$7,738.19	71.34%
Dept 43160	Street Lighting	\$130.92	\$19,261.81	\$27,000.00	\$7,738.19	71.34%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$3,141.61	\$31,333.12	\$35,000.00	\$3,666.88	89.52%
Dept 43245	Recycling: Refuse	\$3,141.61	\$31,333.12	\$35,000.00	\$3,666.88	89.52%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$5,070.56	\$8,000.00	\$2,929.44	63.38%
Dept 45186	Senior Center	\$0.00	\$5,070.56	\$8,000.00	\$2,929.44	63.38%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$233.78	\$1,403.75	\$3,000.00	\$1,596.25	46.79%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$1,148.59	\$3,664.85	\$6,000.00	\$2,335.15	61.08%
PARKS	E 100-45200-225 Landscaping Materials	\$0.00	\$4,115.88	\$7,000.00	\$2,884.12	58.80%
PARKS	E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$6,800.00	\$6,800.00	0.00%
PARKS	E 100-45200-381 Electric Utilities	\$169.50	\$1,621.24	\$2,000.00	\$378.76	81.06%
PARKS	E 100-45200-400 Repairs & Maint Cont (\$0.00	\$1,538.43	\$3,000.00	\$1,461.57	51.28%
PARKS	E 100-45200-440 Programs	\$0.00	\$2,216.47	\$1,000.00	-\$1,216.47	221.65%
PARKS	E 100-45200-580 Other Equipment	\$380.00	\$6,895.74	\$7,000.00	\$104.26	98.51%
Dept 45200	Parks (GENERAL)	\$1,931.87	\$21,456.36	\$35,800.00	\$14,343.64	59.93%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$9,571.09	\$10,500.00	\$928.91	91.15%
Dept 45500	Libraries (GENERAL)	\$0.00	\$9,571.09	\$10,500.00	\$928.91	91.15%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$0.00	\$3,516.25	\$9,000.00	\$5,483.75	39.07%
Dept 48205	Damage Deposit Refunds	\$0.00	\$3,516.25	\$9,000.00	\$5,483.75	39.07%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$0.00	\$250.00	\$1,000.00	\$750.00	25.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$250.00	\$1,000.00	\$750.00	25.00%
Fund 100	GENERAL FUND	\$16,248.80	\$956,943.74	\$1,309,122.55	\$352,178.81	73.10%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$16,248.80	\$956,943.74	\$1,309,122.55	\$352,178.81	73.10%

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 1st day of November, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by __ and seconded by __.



RESOLUTION NO 11-01-16-116

A RESOLUTION ACCEPTING A DONATION FROM THE CORCORAN LIONS CLUB

WHEREAS, the Corcoran Lions Club has donated funds to the Hanover Fire Department for time spent on standby at a demolition derby.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$250 from the Corcoran Lions Club.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 1st day of November, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 1st day of November, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by __ and seconded by __.

.....

RESOLUTION NO 11-01-16-117

A RESOLUTION ADOPTING ASSESSMENTS FOR DELINQUENT UTILITY ACCOUNTS

WHEREAS, pursuant to proper notice duly given as required by law, the City of Hanover has met and heard and passed upon all objections to the proposed assessment for delinquent utility bills.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves such proposed assessment, including a processing fee of \$10.00 per account, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named herein; and

BE IT FURTHER RESOLVED, that such assessment shall be payable in equal annual installments extending over a period of one (1) year, and shall bear interest at the rate of Ten Percent (10%) per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2017; and

BE IT FURTHER RESOLVED, that the City of Hanover City Administrator shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the proper tax lists of the county and such assessment shall be collected and paid over in the same manner as other municipal taxes.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 1st day of November, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

2016 Wright County Special Assessment Certification Rolls

Property ID	Address	Name	Comments	Safe Water (01)	Supply (05)	Han. Dist. (30)	Han. Sewer (35)	Storm Water (300)	Nuisance Abatement	Total
108-010-001053	11201 Church St NE	Chad C. Hannula			\$3.56	\$1.27	\$27.35	\$2.83		\$35.01
108-010-002100	127 Mill Pond Trail NE	Willard R. & Mary Barthel						\$77.40		\$77.40
108-016-001011	10940 4th St NE	ETZLI LLC			\$66.26	\$22.93	\$87.63	\$20.68		\$197.50
108-016-001020	10951 4th St NE	ETZLI LLC						\$221.06		\$221.06
108-019-001030	10818 River Rd NE	Scott Kenney c/o Christina Kenney						\$77.40		\$77.40
108-021-002010	11700 Riverview Rd NE	Mark D. & Virginia A. Peasha		\$0.20	\$15.51	\$3.27	\$24.38	\$2.37		\$45.73
108-028-001020	846 Meander Rd NE	Jordan R. Lee			\$8.41	\$1.63		\$1.66		\$11.70
108-028-002030	11930 9th St NE	David S. Fritz			\$6.58	\$2.46		\$1.43		\$10.47
108-030-001090	117 Jansen Av NE	William G. Kilrain						\$77.40		\$77.40
108-030-004010	73 Jansen Av NE	Shane M. Burns						\$77.40		\$77.40
108-030-005050	10203 3rd St NE	David F. & Karen M. Nylander						\$1.07		\$1.07
108-030-006030	10113 4TH ST NE	Robert C. & Renee L. Freund						\$1.20		\$1.20
108-030-007010	10026 4TH ST NE	Peter M. & Linda J. Johnson						\$77.40	\$640.00	\$717.40
108-030-008070	10461 4th St NE	Joshua T. & Angela M. Jerde						\$35.03		\$35.03
108-033-002030	9480 Jandel Ct	Steven L. & Stacey M. Schoenke						\$1.16		\$1.16
108-034-001180	11391 12th St NE	Jody M. VanGuilder			\$88.76	\$31.72	\$63.93	\$6.19		\$190.60
108-034-002060	1410 Esterly Oaks Dr	Terry A. Lagerquist			\$3.95	\$1.18	\$7.15	\$0.62		\$12.90
108-034-003060	1455 Esterly Oaks Dr	Stephanie O'Rourke			\$3.63	\$1.35	\$29.66	\$2.83		\$37.47
108-035-001010	11695 Lynwood Av NE	Ryan J. McGregor			\$3.48	\$1.10	\$1.42	\$0.14		\$6.14
108-035-002040	11578 Meadowbrook Av NE	Shawn R. & Teri L. Reitz			\$20.05	\$6.94	\$26.72	\$2.61		\$56.32
108-035-002080	11622 Meadowbrook Av NE	Jamie J. Kenton			\$53.91	\$18.70	\$29.67	\$2.43		\$104.71
108-035-002110	11670 Meadowbrook Av NE	Justin Alvarez			\$26.80	\$10.00	\$35.00	\$3.41		\$75.21
108-035-006020	11571 Meadowbrook Av NE	Miguel A. & Jamie A. Nunez			\$93.66	\$31.61	\$88.47	\$3.54		\$217.28
108-035-006060	11653 Meadowbrook Av NE	Evan J. & Nicole L. Vik			\$12.64	\$4.64	\$28.24	\$2.75		\$48.27
108-035-006080	935 Mallard St NE	Bruce G. & Kristine E. Levchak			\$27.97	\$10.57	\$30.04	\$2.92		\$71.50
108-035-006090	11700 10th St NE	Rhett Norsted			\$15.34	\$5.81	\$28.62	\$2.79		\$52.56
108-036-001020	871 Kayla Ln NE	Alan J. & Helena S. Larson			\$6.59	\$0.96	\$10.56	\$0.50		\$18.61
108-036-003040	10300 Kalen Ln NE	Brent & Rebecca Kress			\$12.03	\$4.56	\$28.05	\$2.74		\$47.38
108-037-002070	1259 Irvine Dr	Scott R. & Jessica L. Riley			\$61.65	\$21.72	\$29.66	\$2.83		\$115.86
108-037-004010	1266 Irvine Dr	Michael A. & Diane M. Grande			\$8.48	\$3.15	\$8.56	\$0.82		\$21.01
108-037-005070	1286 Rolling Oaks Dr NE	Mark Kuehn			\$16.01	\$6.09	\$31.78	\$3.09		\$56.97
108-037-006020	11153 14th St NE	Michael S. & Kelli M. Fritzke		\$6.36	\$142.16	\$58.85	\$347.66	\$33.96		\$588.99
108-037-006080	1367 Rolling Oaks Dr	Daniel Forsberg							\$106.68	\$106.68
108-037-006160	11164 12th St NE	Gregory A. & Diana Fuller			\$14.95	\$6.20	\$29.66	\$2.83		\$53.64
108-039-002110	10472 Kalland Ln NE	Ronald & Tara L. Pegg		\$0.16	\$31.34	\$10.99	\$22.94	\$2.02		\$67.45
108-039-003170	10233 Kaitlin Av NE	Jamey G. Grosser			\$5.94	\$2.01	\$28.23	\$2.74		\$38.92
108-039-007100	671 Kayla Ln NE	Douglas W. & Amy A. Johnson			\$22.46	\$9.45	\$47.31	\$4.51		\$83.73
108-040-002050	545 Kayla Ln NE	JP Brooks			\$9.26	\$2.95	\$61.32	\$5.91		\$79.44
108-040-005100	714 Kalea Ct	Timothy B. & Shannah Field			\$76.28	\$26.53	\$38.93	\$3.80		\$145.54
108-041-001090	1032 Emerald St NE	Andrew Starner			\$25.04	\$6.62	\$109.22	\$9.93		\$150.81
108-041-005160	11624 Erin St NE	Connie Theisen			\$52.72	\$17.87	\$22.12	\$2.15		\$94.86
108-041-005170	11598 Erin St NE	Melissa S. Moorman			\$71.87	\$24.80	\$37.42	\$3.62		\$137.71
108-041-006040	11573 Erin St NE	Douglas Hillstrom		\$0.17	\$27.52	\$9.91	\$25.72	\$2.15		\$65.47
108-042-003070	670 Kadler Cir	Myles Marquette		\$0.23	\$17.28	\$6.57	\$30.49	\$2.97		\$57.54

108-500-344204	338 Jandel Av NE	Brett Freeman & Jacquelyn White					\$74.02	\$74.02
108-500-344300	259 Jandel Ave NE	Matthew J. & Faye Schnell					\$34.00	\$34.00
108-500-344307	179 Jandel Ave NE	Bruce A. & Linda L. Hillukka					\$77.40	\$77.40
108-500-352101	10467 Beebe Lake Rd NE	Elroy E. & Elrey E. Grambart					\$35.56	\$35.56
108-500-363200	11218 Church St NE	Thomas Pelant, Sr c/o Jane Pelant	\$9.11	\$65.07	\$19.48		\$39.08	\$132.74
108-500-363202	11144 Church St NE	Adam R. Platzer		\$3.56	\$1.31	\$28.48	\$2.83	\$36.18

2016 Hennepin County Special Assessment Certification Rolls

Munic Code: 67

Pg. 1 of 1

Levy No.	PID No.	Total Principal	Amortized Installment	Misc.
Supply (05)	02-119-24-11-0010	26.26		
	35-120-24-44-0003	17.33		
Total		43.59		
Dist. (30)	02-119-24-11-0010	10.02		
	35-120-24-44-0003	3.33		
Total		13.35		
Sewer (35)	02-119-24-11-0010	37.56		
	35-120-24-44-0003	26.77		
Total		64.33		
Storm Water (300)	01-119-24-23-0003	\$77.40		
	01-119-24-24-0003	\$77.40		
	01-119-24-24-0006	\$77.40		
	01-119-24-24-0007	\$77.40		
	02-119-24-11-0010	\$3.64		
	02-119-24-11-0060	\$139.32		
	02-119-24-12-0053	\$139.32		
	06-119-23-21-0005	\$77.40		
	06-119-23-21-0007	\$77.40		
	06-119-23-21-0011	\$77.40		
	06-119-23-22-0009	\$71.11		
	06-119-23-24-0003	\$77.40		
	06-119-23-24-0011	\$69.02		
	06-119-23-24-0016	\$77.40		
	31-120-23-12-0002	\$77.40		
	31-120-23-12-0007	\$77.40		
	31-120-23-43-0010	\$77.40		
	31-120-23-43-0011	\$2.34		
	35-120-24-44-0003	\$2.59		
	35-120-24-44-0007	\$1.07		
	35-120-24-44-0011	\$35.56		
	36-120-24-34-0005	\$77.40		
Total		\$1,470.17		
Grand Total		\$1,591.44		

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 1st day of November, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by __ and seconded by __.



RESOLUTION NO 11-01-16-118

A RESOLUTION APPROVING PURCHASE OF FIRE DEPARTMENT TURNOUT GEAR

WHEREAS, the Fire Department is requesting to purchase three sets of turnout gear as part of an annual rotation.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of three sets of fire department turnout gear.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 1st day of November, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

STAFF REPORT



To: Council Members
Planning Commission Members
Cindy Nash, Planner
Brian Hagen, City Administrator

From: Amy L. Biren, Administrative Assistant
Staff Liaison to Planning Commission

Date: October 25, 2016

Re: Review of Planning Commission Meeting
October 24, 2016

The Planning Commission **recommended approval** for the following **two (2) site plans**:

- **JS Stewart Properties Building**

City Planner, Cindy Nash, answered members questions related to the stormwater pond being shared by the two parcels. There were no guests in attendance to ask questions. The Commission recommended approval of the site plan with the conditions presented as well as the addition of the site plan being in conformance with the City's Comprehensive Plan.

- **Public Works Facility**

Board members had few questions as the site is adjacent to the above site and has the same characteristics. The Commission recommended approval of the site plan with the conditions presented.

Jim Schendel was unable to attend the meeting, but provided this feedback for Council's consideration:

- Regarding the Jim Stewart Site: Schendel suggested using an IntraFlow Low Profile Inside Drop for the manhole instead of what was indicated on the Engineer's Memo. He has used these in the past and they work very well. Visit this link for a description: <http://www.royalenterprises.net/inside-drops-special-accessories/intraflow-low-profile-inside-drop/>.
- Regarding the Public Works Facility: Schendel suggested putting in a 6 or 8 inch sewer line rather than the 4 inch. He believes it will function more efficiently with the wash bay and backups and/or slow drainage will not occur as in the Fire Station.

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 1st day of November, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 11-01-16-119

**A RESOLUTION APPROVING A SITE PLAN FOR
A PROJECT BY J.S. STEWART COMPANIES**

WHEREAS, J.S. Stewart Companies (“Developer”) is the applicant for an application related to property shown on the site plan attached hereto as Exhibit A ; and

WHEREAS, the property is zoned I-3, Industrial Park; and

WHEREAS, the Developer has applied for a Site Plan to permit construction of an industrial building on the Subject Property; and

WHEREAS, the Planning Commission reviewed the plans at its meeting on October 24, 2016. The Planning Commission recommended approval of the request; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby make the following findings of fact:

1. The proposed site plan is generally in conformance with the City Zoning Ordinance and other regulations, subject to conditions that need to be addressed as included herein and discussed more fully in the staff report and engineer memo.

BE IT FURTHER RESOLVED that the City Council hereby approves the application for a Conditional Use Permit and site plan subject to the following conditions:

1. Development of the site must be in substantial conformance with the plans prepared by Civil Engineering Site Design and last revised on October 11, 2016. If the site plans require modifications due to either not being able to obtain the rights of entry required, or due to the adjacent site not developing concurrently, then the plan revisions may be approved by the City Engineer and City Planner.
2. Comments from the City Engineer as outlined in his memo dated October 18, 2016 must be addressed.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 1st day of November, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Collaborative Planning, LLC

145 Hamel Road, Suite D
Medina, MN 55340
763-473-0569

Memorandum

Date: October 26, 2016
To: Honorable Mayor and Council
From: Cindy Nash, City Planner
RE: J.S. Stewart Companies – Site Plan

An application has been received for the construction of an industrial building in the I-3 zoning district. A copy of the site plan and building elevations are included in your packets.

The design of the plans assumes the simultaneous construction of this industrial building with the City's public works building to the west. In the event that the City's project does not proceed, some modifications may be needed related to stormwater management, including ponding. It is requested that these modifications, if needed, be allowed to be approved at a later date by staff.

A portion of the grading is proposed to occur outside of the property boundary that will be owned by the City. A right of entry will be needed in order to proceed.

Staff has reviewed the proposal and find it to be in conformance with the Zoning Ordinance and other City regulations. A comment memo from the City Engineer is included for your reference.

Planning Commission Recommendation

The Planning Commission recommended that the site plan be approved subject to the following conditions:

1. Development of the site must be in substantial conformance with the plans prepared by Civil Engineering Site Design and last revised on October 11, 2016. If the site plans require modifications due to either not being able to obtain the rights of entry required, or due to the adjacent site not developing concurrently, then the plan revisions may be approved by the City Engineer and City Planner.
2. Comments from the City Engineer as outlined in his memo dated October 18, 2016 must be addressed.



Memorandum

To: *Cindy Nash – Hanover City Planner*

From: *Justin Messner, PE – Hanover City Engineer*

Cc: *Brian Hagen – Hanover City Administrator*
Scott Dahlke – Civil Engineering Site Design

Date: *October 18, 2016*

Re: *JS Stewart Companies Site Plan Review*
WSB Project No. 02082-013

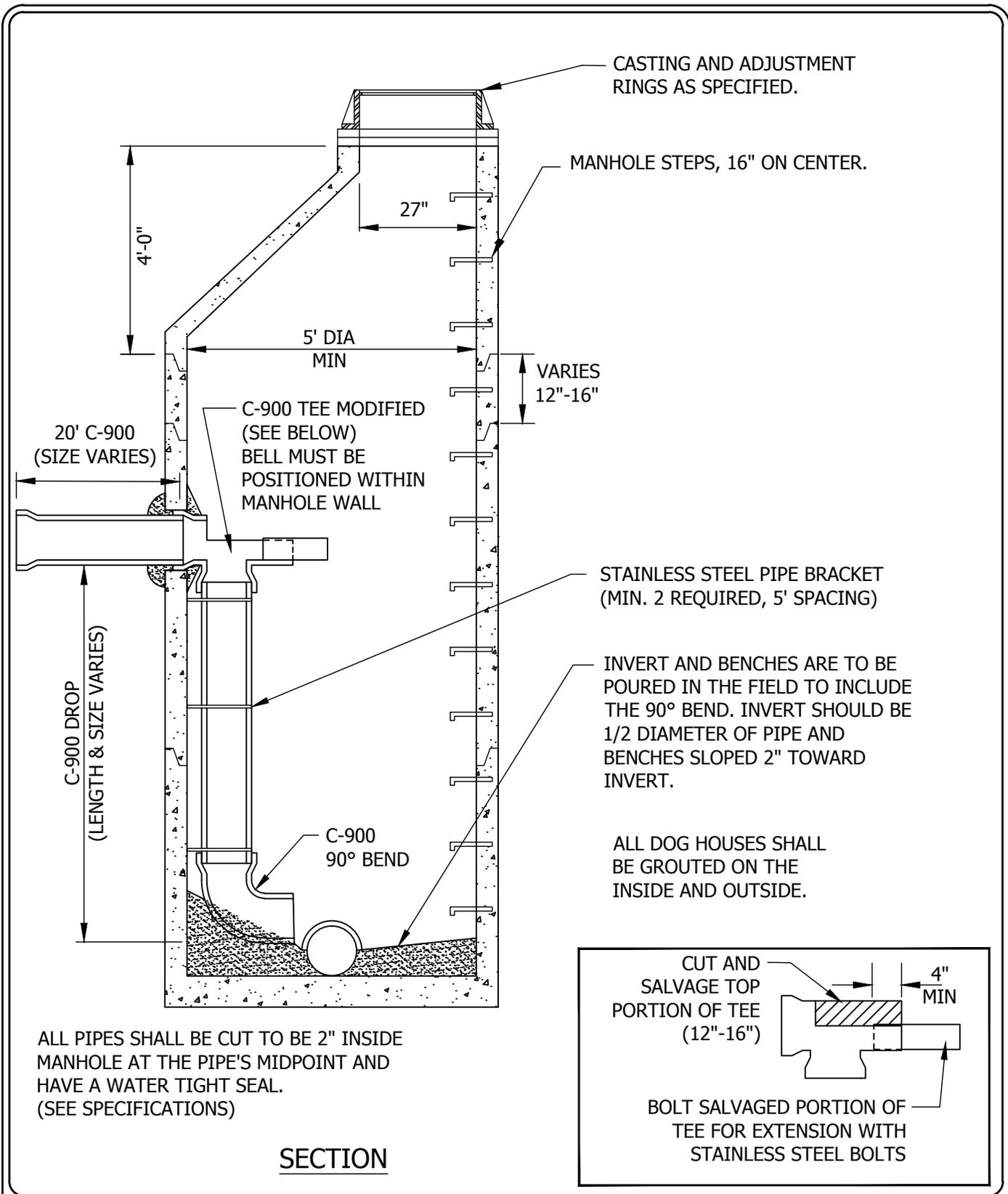
As requested, we have reviewed the JS Stewart Companies Site grading and utility plans as prepared by Civil Engineering Site Design, dated October 11, 2016, and we offer the following comments:

Sheet C3 – Utility Plan

1. Per Standard Detail SAN-10, 4" Sanitary Sewer services shall have a minimum slope of 2%.
2. The sanitary sewer inside drop shall be a minimum of 6" diameter. 6" diameter pipe shall extend 20' from the manhole then reduce to 4". 6" sanitary sewer pipe shall be C-900. See detail attached.

Sheet C5 – Details

1. Include the attached detail for sanitary sewer inside drop inlet manhole.



**SANITARY SEWER INSIDE DROP
INLET MANHOLE**



Hanover, MN 55341-0278
 Phone: 763.497.3777 fax: 763.497.1873
www.hanovermn.org
cityhall@ci.hanover.mn.us

For Office Use Only	
Case Number:	
Fee Paid:	
Received by:	10-14-16
Date Filed:	
Date Complete:	
Base Fee:	300
Escrow:	750

DEVELOPMENT APPLICATION

TYPE OF APPLICATION		
<input type="checkbox"/> Annexation <input type="checkbox"/> Appeal <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Ordinance Amendment (Text or Map) <input type="checkbox"/> Planned Unit Development (Concept/Gen)	<input checked="" type="checkbox"/> Site Plan & Building Plan <input type="checkbox"/> Sketch Plan <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Variance <input type="checkbox"/> Vacation	<input type="checkbox"/> Simple Land Division <input type="checkbox"/> Subdivision Sketch Plan <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other
PROPERTY INFORMATION		
Street Address: 11149 5 th St NE Hanover Mn		
Property Identification Number (PIN#):		
Legal Description (Attach if necessary):		
APPLICANT INFORMATION		
Name: JAMES STEWART		Business Name: JS STEWART PROPERTIES, LLC
Address: 11030 LAMONT AVE NE		
City: HANOVER	State: MN	Zip Code: 55341
Telephone: 763 424 9030	Fax: 763 424 9040	E-mail: JIM@JSSTEWART.COM
Contact: Jim STEWART		Title: PRESIDENT
OWNER INFORMATION (if different from applicant)		
Name:		Business Name:
Address:		
City:	State:	Zip Code:
Telephone:	Fax:	E-mail:
Contact:		Title:
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: DUMP SITE / VACANT		
Nature of Proposed Use: COMMERCIAL / BUSINESS USE		
Reason(s) to Approve Request: want to build a shop & keep business in Hanover		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:		Date of Application:
Nature of Request:		
NOTE: Applications only accepted with ALL required support documents. See Application Instructions and City Code		

APPLICATION FEES AND EXPENSES:

The City of Hanover required all applicants to reimburse the City for any and all costs incurred by the City to review and act upon applications.

The application fee includes administrative costs which are necessary to process the application. The escrow fee will include all charges for staff time by the City Planner, City Engineer, City Attorney, and/or any other consultants as needed to process the application.

The City will track all consultant costs associated with the application. If these costs are projected to exceed the money initially deposited to your escrow account, you will be notified in the manner that you have identified below that additional monies are required in order for your application process to continue. If you choose to terminate the application (notice must be in writing), you will be responsible for all costs incurred to that point. If you choose to continue the process you will be billed for the additional monies and an explanation of expenses will be furnished. Remittance of these additional fees will be due within thirty (30) days from the date the invoice is mailed. If payment is not received as required by this agreement, the City may approve a special assessment for which the property owner specifically agrees to be to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. **All fees and expenses are due whether the application is approved or denied.**

With my signature below, I hereby acknowledge that I have read this agreement in its entirety and understand the terms herein. **I agree to pay to the City all costs incurred during the review process as set forth in this Agreement.** This includes any and all expenses that exceed the initial Escrow Deposit to be paid within 30 days of billing notification. I further understand that the application process will be terminated if payment is not made and application may be denied for failure to reimburse City for costs. I further understand that the City may approve a special assessment against my property for any unpaid escrows and that I specifically waive any and all appeals under Minnesota Statutes 429.081, as amended.

I wish to be notified of additional costs in the following manner:

E-mail JIM@J5STEWART.COM Fax _____ USPS – Certified Mail

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I acknowledge that I have read the statement entitled "Application Fees and Expenses" as listed above.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant:  Date: 9-7-16

Owner: TS-745, City Administrator of Hanover Date: 10-14-16

NOTE: Applications only accepted with ALL required support documents.
See Application Checklist and City Code



SUPPLEMENTAL APPLICATION – SITE PLAN APPROVAL

Name: JAMES STEWART Phone: 763 424 9030
Address: 11030 LAMONT AVE NE HANOVER PID #: 9040

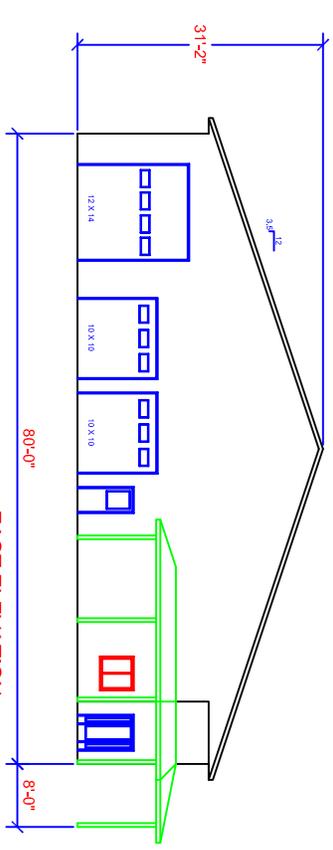
- 1. Present zoning of above described property: _____
- 2. Application for site plan approval of:
 High Density Residential Project
 Commercial Project
 Industrial Project
 Plan Modification

3. Description of proposed activity. _____

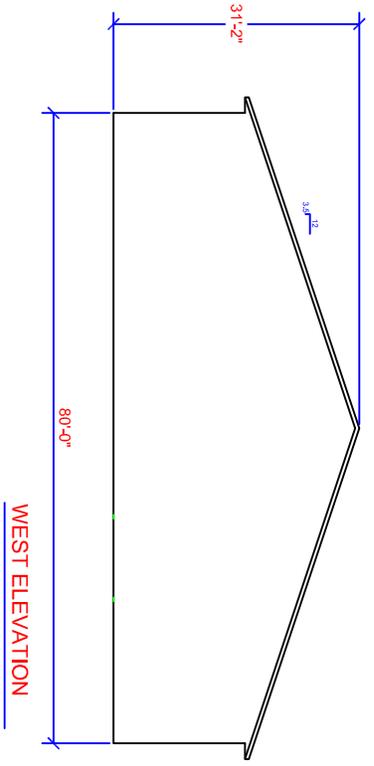
4. Name, address and phone number of present owner(s) of above described land. _____
CITY OF HANOVER
11250 5TH ST. NE
HANOVER, MN 55341

5. Attach to this application a site plan including all required material as identified in the "Required Material Submission Checklist" for Site Plan Applications.

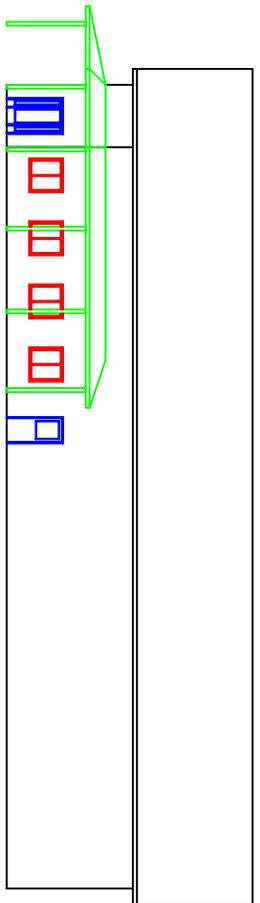
Applicant Signature: [Signature] Date: 9-7-16
Owner Signature: [Signature] Date: 10-14-16



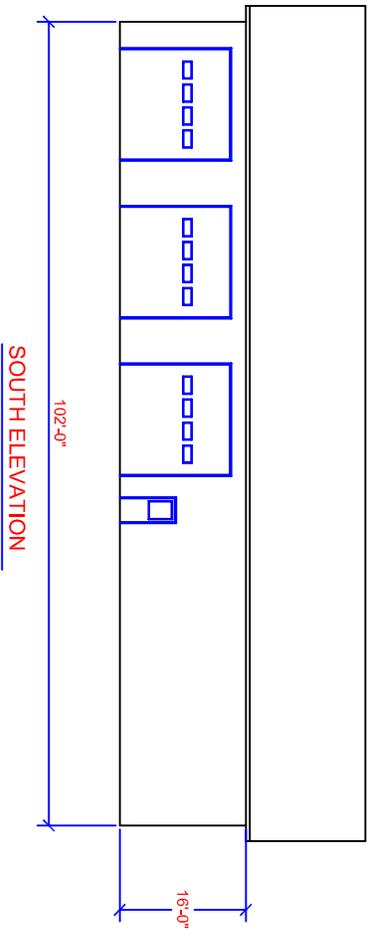
EAST ELEVATION



WEST ELEVATION

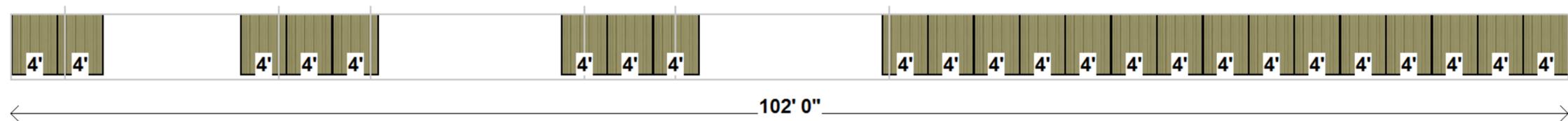


NORTH ELEVATION



SOUTH ELEVATION

WAINSCOT APPLICATION DETAIL BY WALL -- South

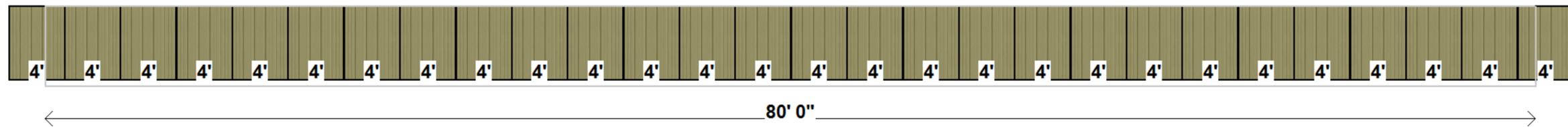


Wainscot Steel Application Detail -- Wing: 1 Segment 1 Size: 102' 0" x 4' 4"
Siding Width 3' 0", BURNISHED SLATE Steel Dakota Steel G90 29ga S Strong
Bottom Offset: 4" Top of Wainscot: 4'4" Wainscot Height: 4'



Date: 9/13/2016
JS STEWART COMPANY.bc2
Structural Buildings
12924 1st Street, Becker, MN 55308-9351
(800) 535-9722 58
by PostFrame Manager®

WAINSCOT APPLICATION DETAIL BY WALL -- West

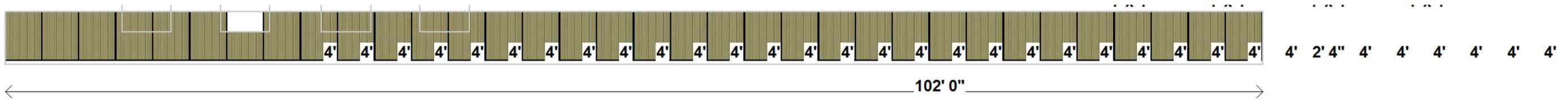


Wainscot Steel Application Detail -- Wing: 1 Segment 1 Size: 80' 0" x 4' 4"
Siding Width 3' 0", BURNISHED SLATE Steel Dakota Steel G90 29ga S Strong
Bottom Offset: 4" Top of Wainscot: 4'4" Wainscot Height: 4'



Date: 9/13/2016
JS STEWART COMPANY.bc2
Structural Buildings
12924 1st Street, Becker, MN 55308-9351
(800) 535-9722 59
by PostFrame Manager®

WAINSCOT APPLICATION DETAIL BY WALL -- North

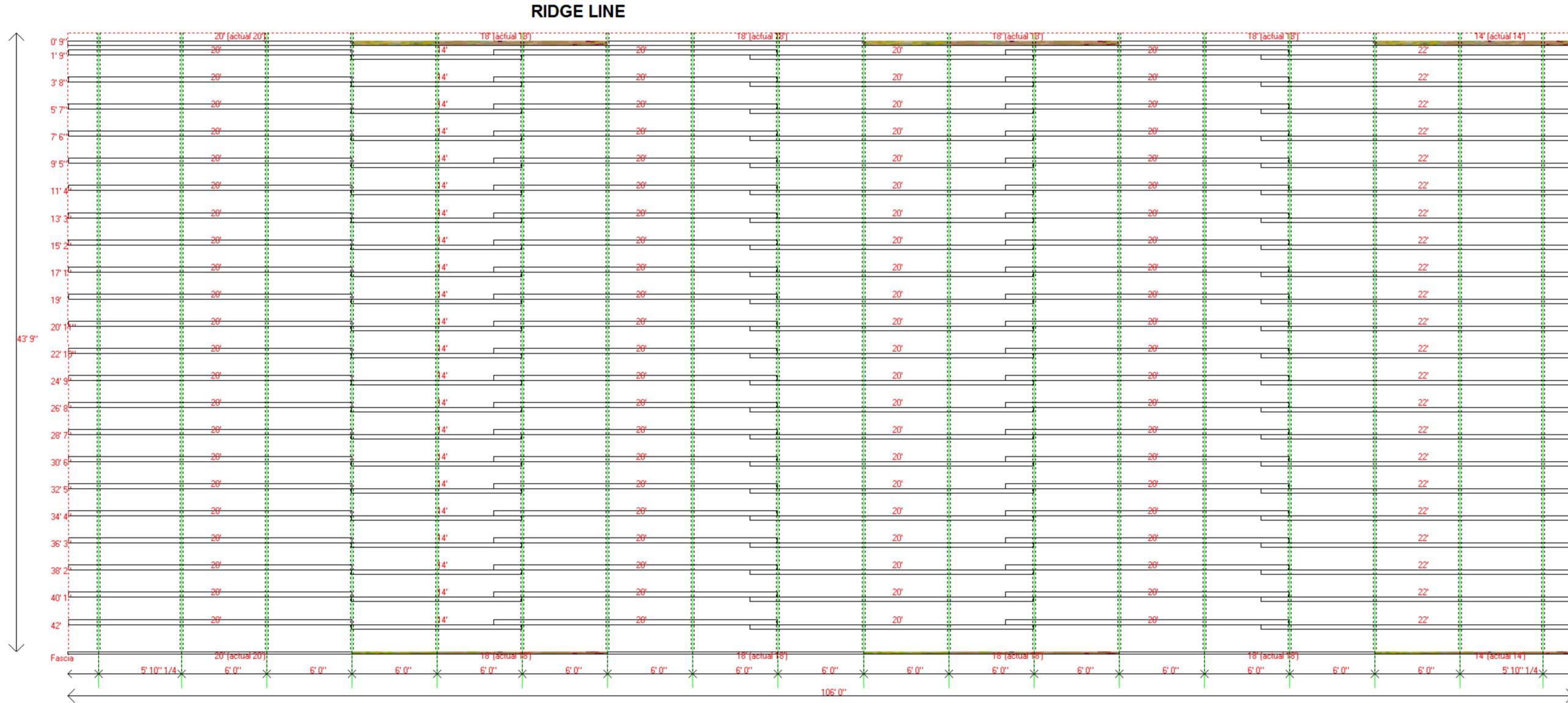


Wainscot Steel Application Detail -- Wing: 1 Segment 1 Size: 102' 0" x 4' 4"
Siding Width 3' 0", BURNISHED SLATE Steel Dakota Steel G90 29ga S Strong
Bottom Offset: 4" Top of Wainscot: 4'4" Wainscot Height: 4'



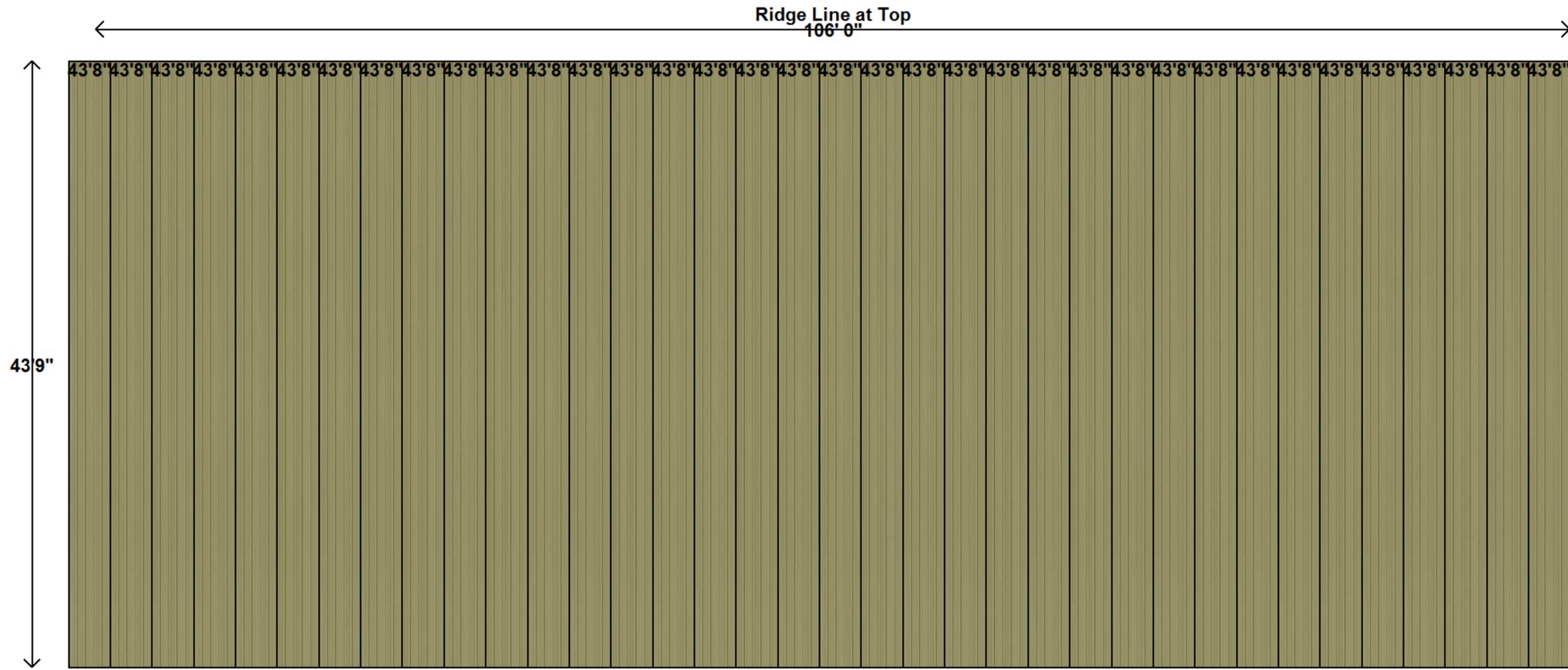
Date: 9/13/2016
JS STEWART COMPANY.bc2
Structural Buildings
12924 1st Street, Becker, MN 55308-9351
(800) 535-9722 60
by PostFrame Manager®

PURLIN APPLICATION DETAIL -- South



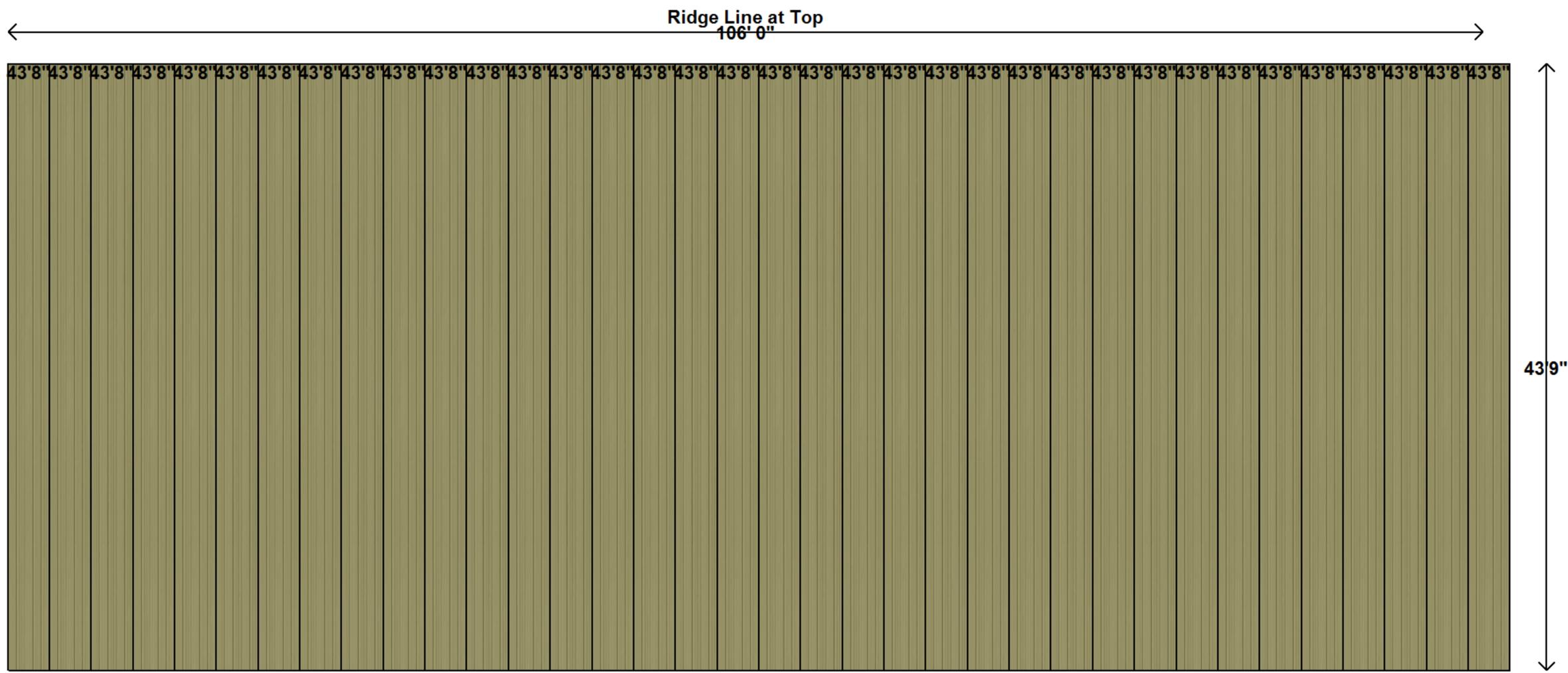
Wing: 1 Size: 106' x 43' 9"
Std Purlin: Dimensional-Untreated 1650Fb-1.5E MSR Yellow Pine 2 x 4
Ridge Purlin: Dimensional-Untreated 1650Fb-1.5E MSR Yellow Pine 2 x 4
Eave Fascia: Dimensional-Untreated #2 & Better SPF 2 x 6
Truss Loading: 35/5/0/5 Pitch: 3.5 Span: 80
Wind Load: 90 Exp: C Conn: centered on posts

ROOF STEEL APPLICATION DETAIL -- South



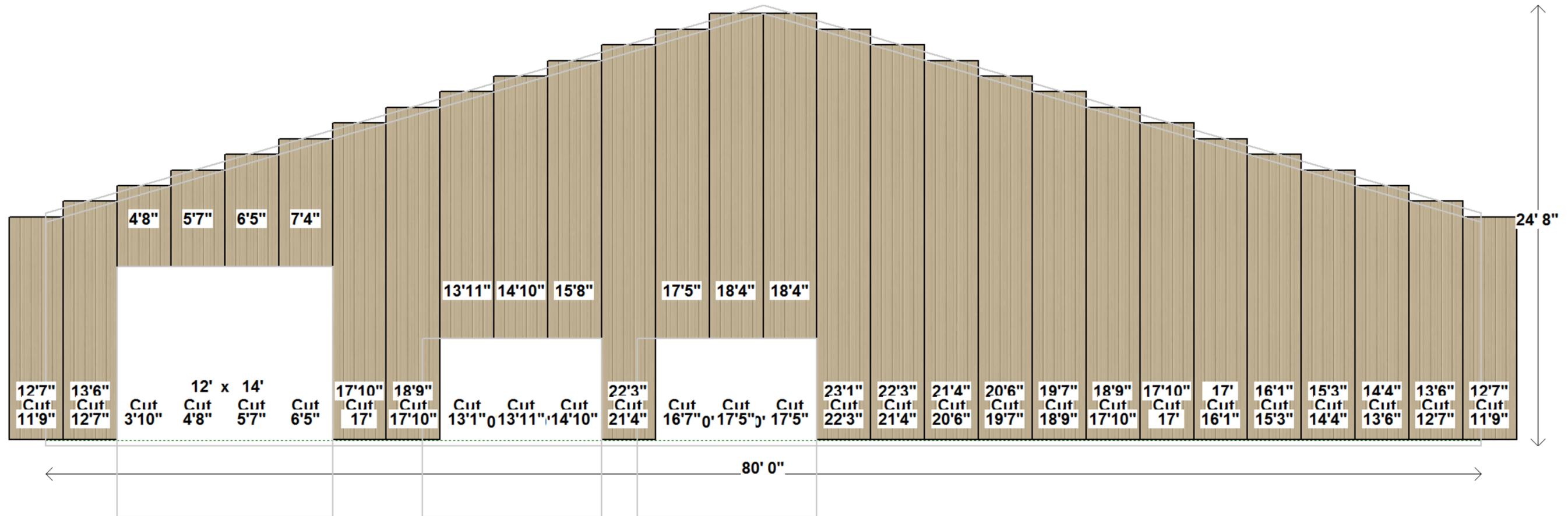
Panel Application Detail -- Wing: 1 Size: 106' 0" x 43' 9"
Steel Width 3', BURNISHED SLATE Steel Dakota Steel G90 26ga D Dakota

ROOF STEEL APPLICATION DETAIL -- North



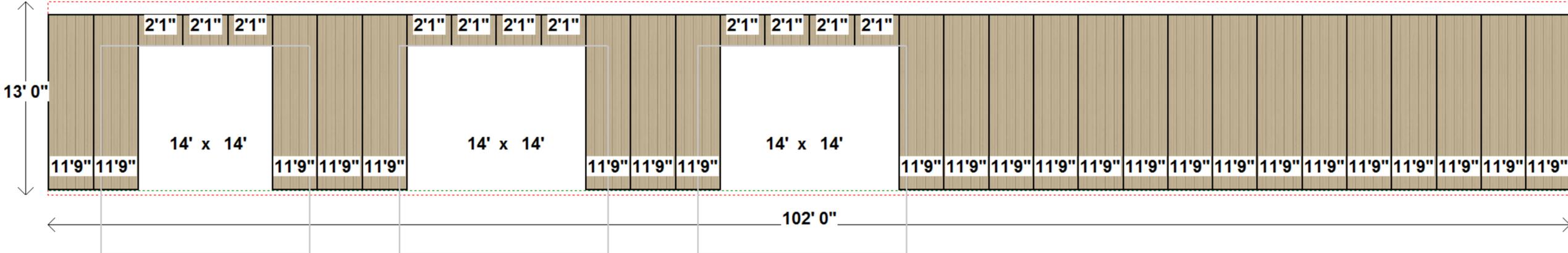
Panel Application Detail -- Wing: 1 Size: 106' 0" x 43' 9"
Steel Width 3', BURNISHED SLATE Steel Dakota Steel G90 26ga D Dakota

SIDING APPLICATION DETAIL BY WALL -- East



Siding Application Detail -- Wing: 1 Segment 1 Size: 80' 0" W x 24' 8" H, Siding Width: 3' 0". CLAY MIST Steel Dakota Steel G90 29ga S Strong Top Offset: - 6" , Bottom Offset: 4"

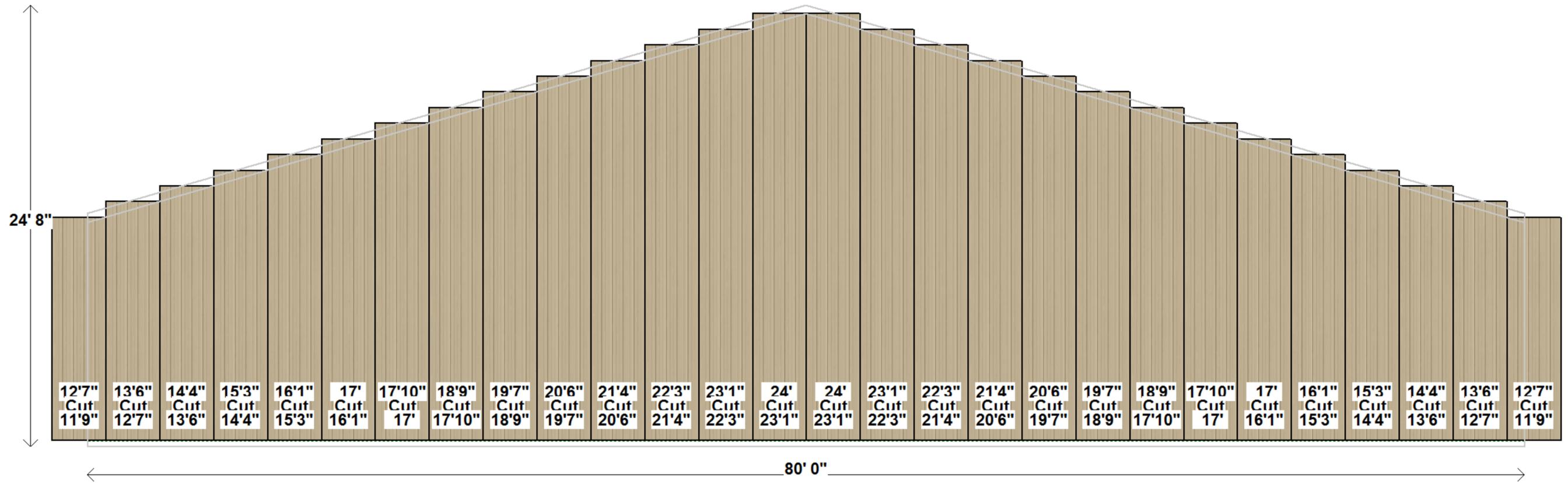
SIDING APPLICATION DETAIL BY WALL -- South



Siding Application Detail -- Wing: 1 Segment 1 Size: 102' 0" W x 13' 0" H,
 Siding Width: 3' 0". CLAY MIST Steel Dakota Steel G90 29ga S Strong
 Top Offset: - 11" , Bottom Offset: 4"



SIDING APPLICATION DETAIL BY WALL -- West

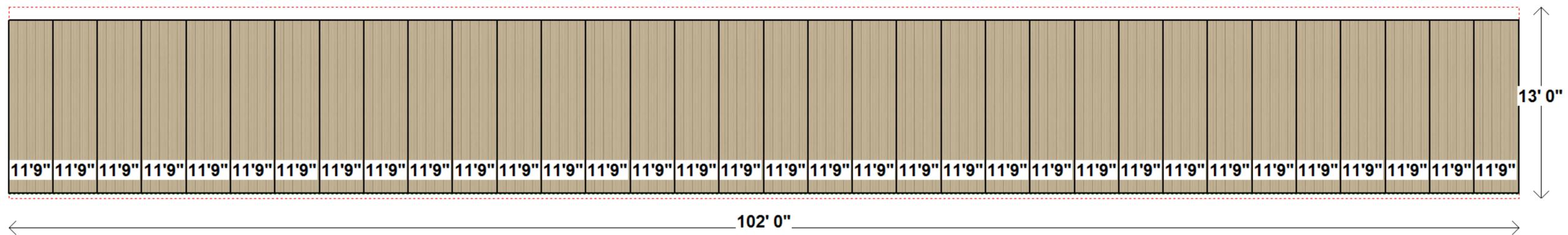


Siding Application Detail -- Wing: 1 Segment 1 Size: 80' 0" W x 24' 8" H,
 Siding Width: 3' 0". CLAY MIST Steel Dakota Steel G90 29ga S Strong
 Top Offset: - 6" , Bottom Offset: 4"



Date: 9/13/2016
 JS STEWART COMPANY.bc2
 Structural Buildings
 12924 1st Street, Becker, MN 55308-9351
 (800) 535-9722 67
 by PostFrame Manager®

SIDING APPLICATION DETAIL BY WALL -- North

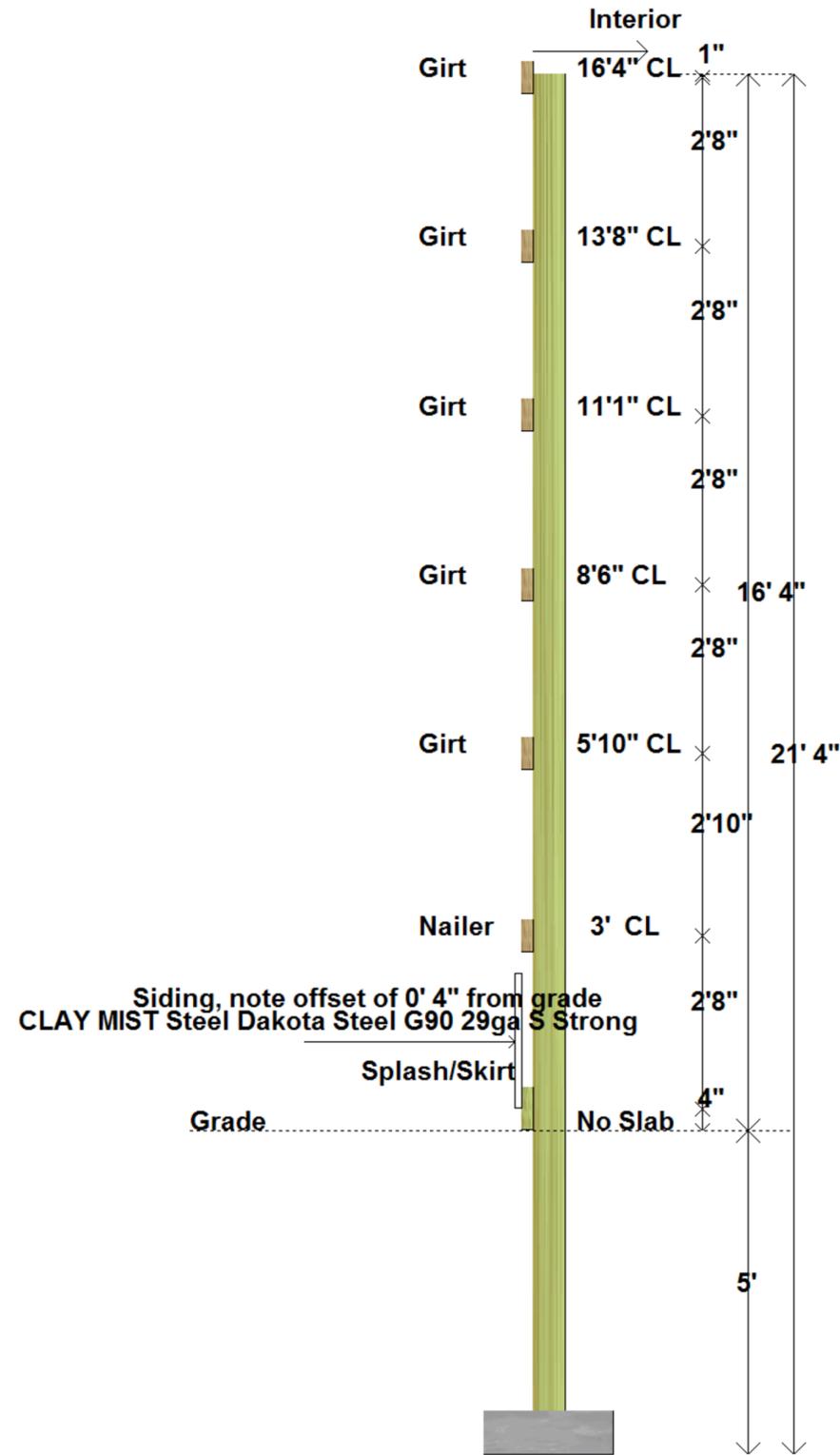


Siding Application Detail -- Wing: 1 Segment 1 Size: 102' 0" W x 13' 0" H,
Siding Width: 3' 0". CLAY MIST Steel Dakota Steel G90 29ga S Strong
Top Offset: - 11" , Bottom Offset: 4"



Date: 9/13/2016
JS STEWART COMPANY.bc2
Structural Buildings
12924 1st Street, Becker, MN 55308-9351
(800) 535-9722 68
by PostFrame Manager®

WALL CROSS SECTION DETAIL -- East



Post Cross Section -- Wing: 1

Girts: Dimensional-Untreated #2 & Better SPF 2x6

Splash/Skirts: Dimensional-.60 CCA Treated #2 Yellow Pine 2x8

Nailers: Dimensional-Untreated #2 & Better SPF 2x6

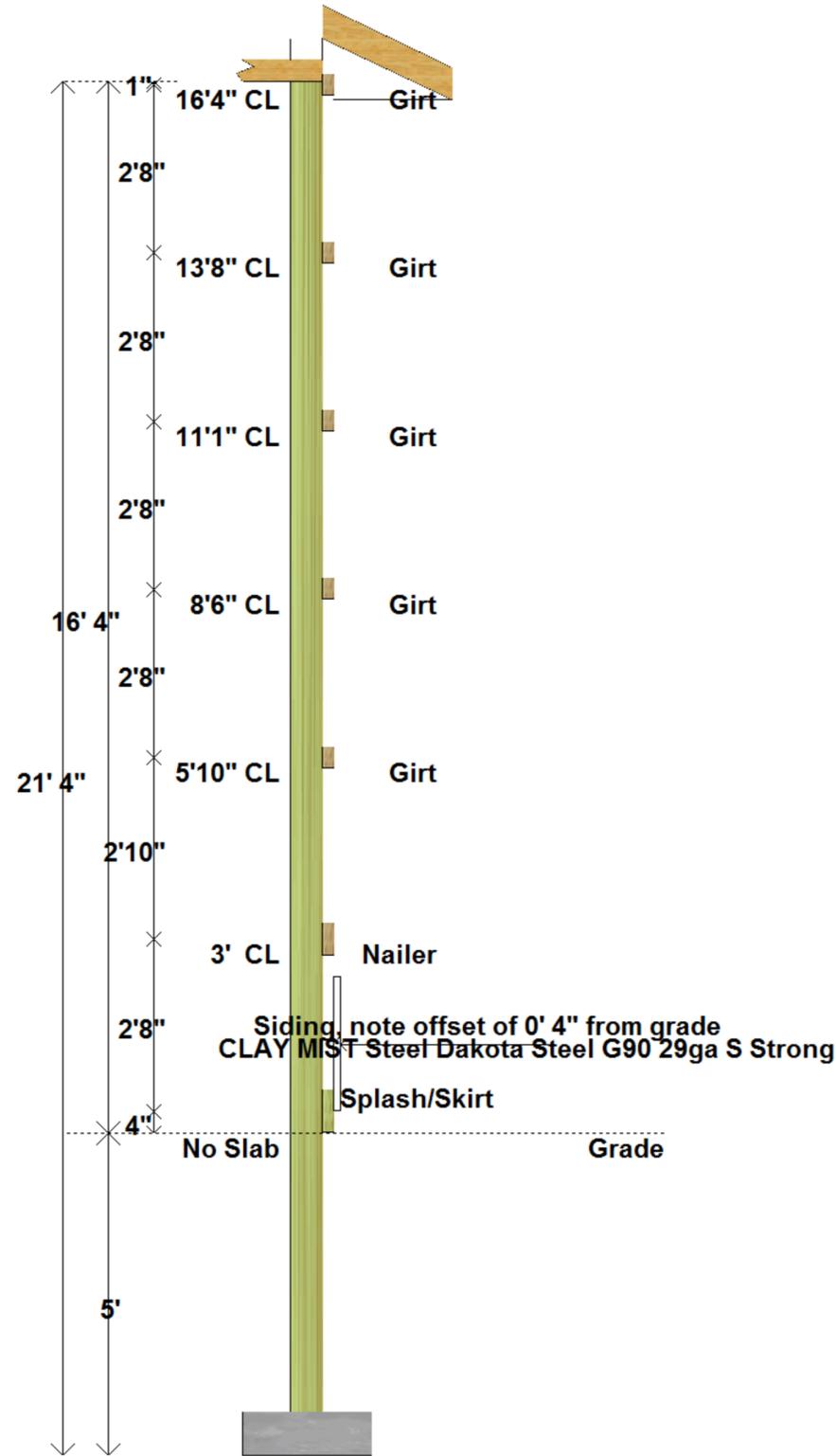
Girt Placement is calculated as CL from top of splash/skirt.

Hole Diameter: 24" Concrete Depth: 8"
 Post embedment: embed in partial depth (set by trench depth) pier
 Line Posts: Treated Post Yellow Pine 4.5x6

Corner Posts: Treated Post Yellow Pine 4.5x6

WALL CROSS SECTION DETAIL -- South

Truss Loading: 35/5/0/5 Pitch: 3.5 Span: 80
 Wind Load: 90 Exp: C Conn: centered on posts
 Overhang Depicted: 24



Post Cross Section -- Wing: 1

Girts: Dimensional-Untreated #2 & Better SPF 2x4

Splash/Skirts: Dimensional-.60 CCA Treated #2 Yellow Pine 2x8

Nailers: Dimensional-Untreated #2 & Better SPF 2x6

Girt Placement is calculated as CL from top of splash/skirt.

Hole Diameter: 24" Concrete Depth: 8"
 Post embedment: embed in partial depth (set by trench depth) pier
 Line Posts: Treated Post Yellow Pine 4.5x6

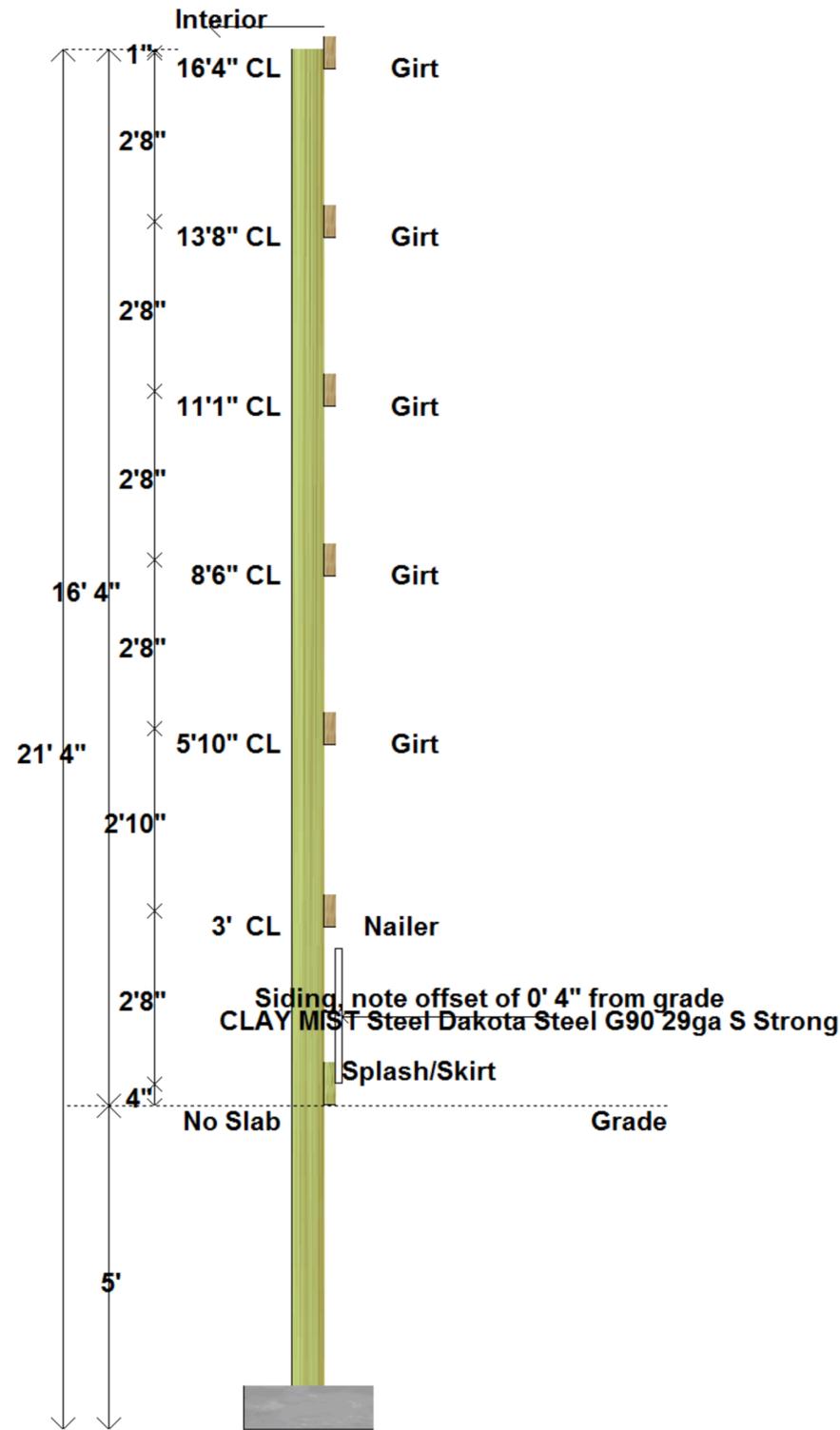
Corner Posts: Treated Post Yellow Pine 4.5x6



Date: 9/13/2016
 JS STEWART COMPANY.bc2
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 (800) 535-9722 70
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WALL CROSS SECTION DETAIL -- West

Truss Loading: 35/5/0/5 Pitch: 3.5 Span: 80
 Wind Load: 90 Exp: C Conn: centered on posts



Post Cross Section -- Wing: 1

Girts: Dimensional-Untreated #2 & Better SPF 2x6

Splash/Skirts: Dimensional-.60 CCA Treated #2 Yellow Pine 2x8

Nailers: Dimensional-Untreated #2 & Better SPF 2x6

Girt Placement is calculated as CL from top of splash/skirt.

Hole Diameter: 24" Concrete Depth: 8"
 Post embedment: embed in partial depth (set by trench depth) pier
 Line Posts: Treated Post Yellow Pine 4.5x6

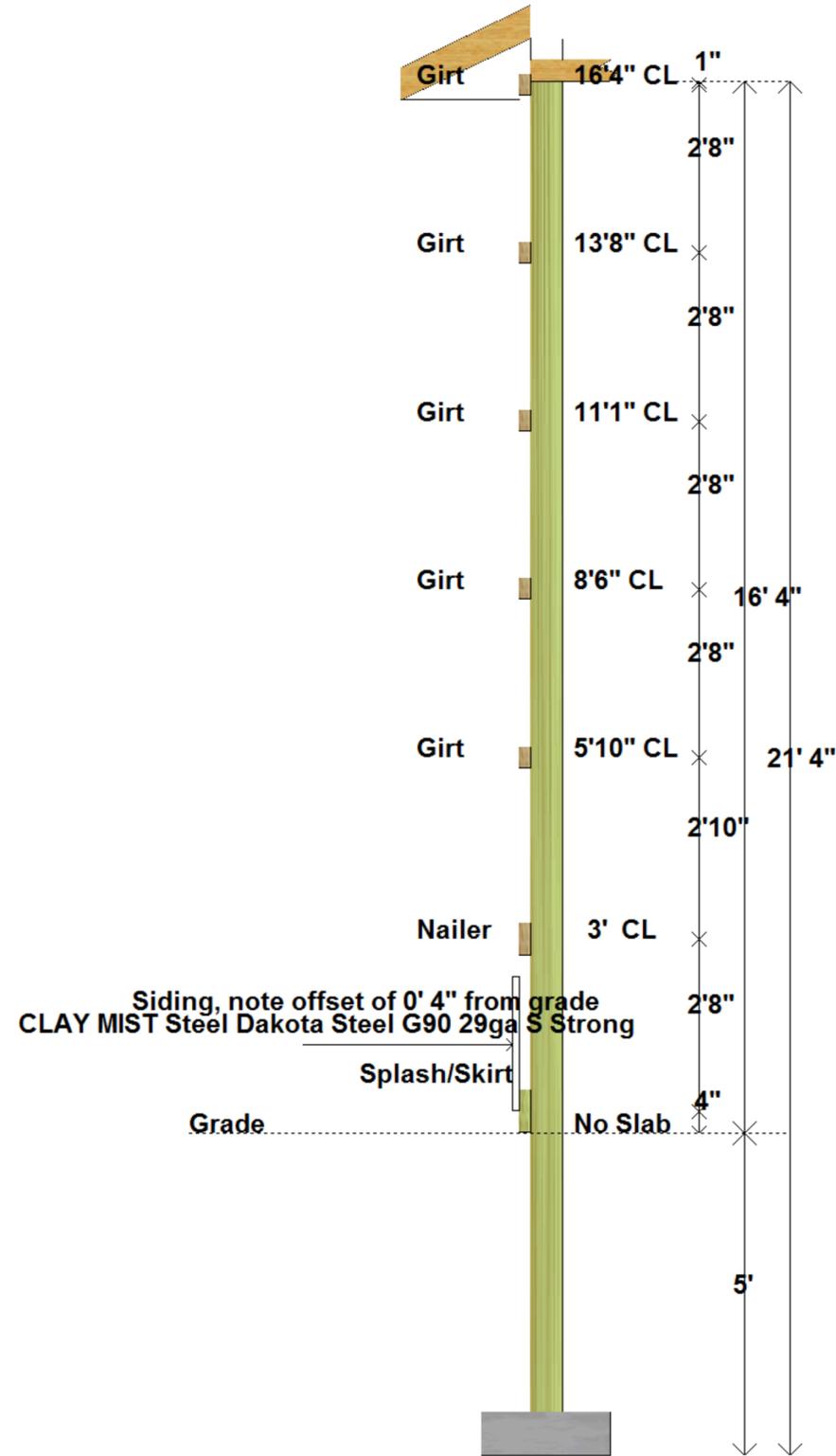
Corner Posts: Treated Post Yellow Pine 4.5x6



Date: 9/13/2016
 JS STEWART COMPANY.bc2
 Structural Buildings
 12924 1st Street, Becker, MN 55308-9351
 (800) 535-9722 71
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Truss Loading: 35/5/0/5 Pitch: 3.5 Span: 80
 Wind Load: 90 Exp: C Conn: centered on posts
 Overhang Depicted: 24

WALL CROSS SECTION DETAIL -- North



Post Cross Section -- Wing: 1

Girts: Dimensional-Untreated #2 & Better SPF 2x4

Splash/Skirts: Dimensional-.60 CCA Treated #2 Yellow Pine 2x8

Nailers: Dimensional-Untreated #2 & Better SPF 2x6

Girt Placement is calculated as CL from top of splash/skirt.

Hole Diameter: 24" Concrete Depth: 8"
 Post embedment: embed in partial depth (set by trench depth) pier
 Line Posts: Treated Post Yellow Pine 4.5x6

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 12924 1st Street, Becker, MN 55308-9351
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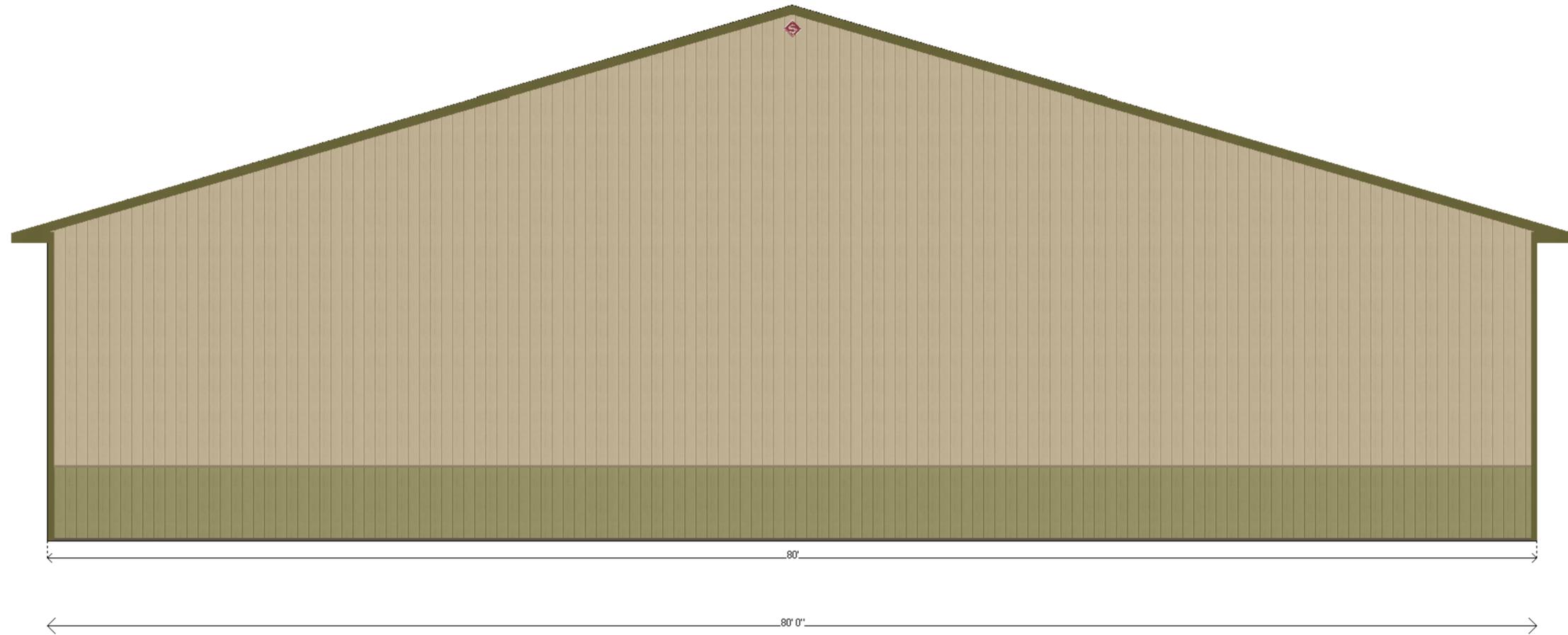
ELEVATION PLAN (BY DIRECTION, ALL WINGS) -- East



ELEVATION PLAN (BY DIRECTION, ALL WINGS) -- South



ELEVATION PLAN (BY DIRECTION, ALL WINGS) -- West



ELEVATION PLAN (BY DIRECTION, ALL WINGS) -- North



PROJECT LOCATION

NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.

JS STEWART COMPANIES

SITE IMPROVEMENT PROJECT

HANOVER, MN

CLIENT:

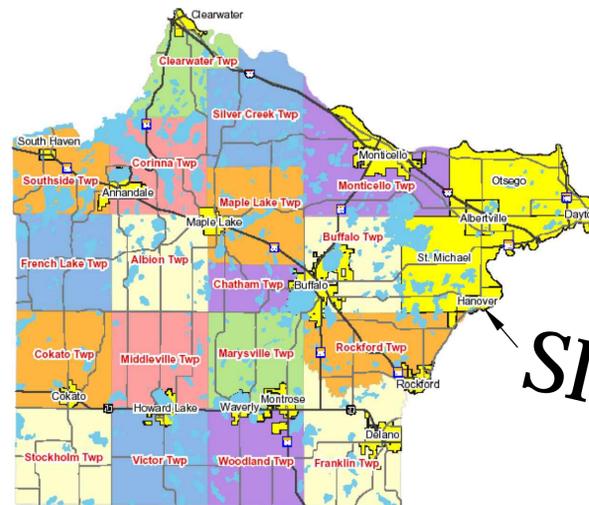


11030 Lamont Avenue NE,
Hanover, MN 55341

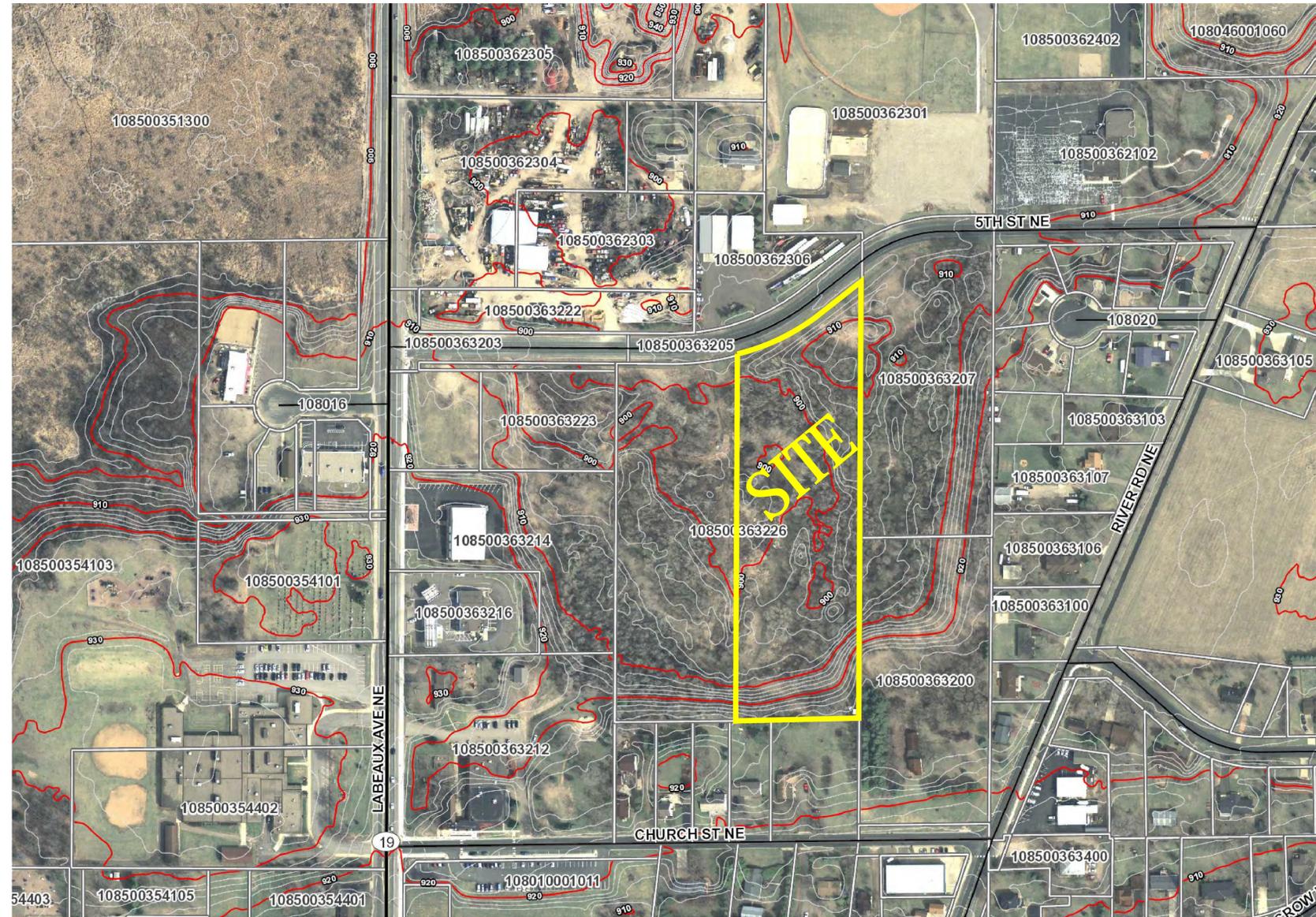
Jim Stewart
(763) 424-9030
jim@jstewart.com



MINNESOTA



WRIGHT COUNTY



HANOVER, MINNESOTA

**JS STEWART COMPANIES
SITE IMPROVEMENT
PROJECT**

xxxx 5th Street
Hanover, MN 55341

LOCATION PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date: 10/11/16 Reg. No. 24348

PREPARED BY: **CIVIL ENGINEERING
SITE DESIGN**

118 East Broadway St.
Monticello, Mn 55362
Phone: 763-314-0929
www.civilrad.com

REVISIONS			
DATE	10/11/16	SD	
DRAWN BY		SD	
DESIGNED BY		SD	
CHECKED BY		SD	
			VERTICAL SCALE 1 inch = _____ feet
			HORIZONTAL SCALE 1 inch = 50 feet (FULL SIZE SHEET 34 X 30)

INDEX OF CIVIL SITE DRAWINGS:

- C0 PROJECT LOCATION PLAN
- C1 SITE PLAN
- C2 GRADING AND DRAINAGE PLAN
- C3 UTILITY PLAN
- C4 STORM WATER POLLUTION PREVENTION PLAN
- C5 DETAILS
- C6 LANDSCAPE PLAN

FILE NO. 00590

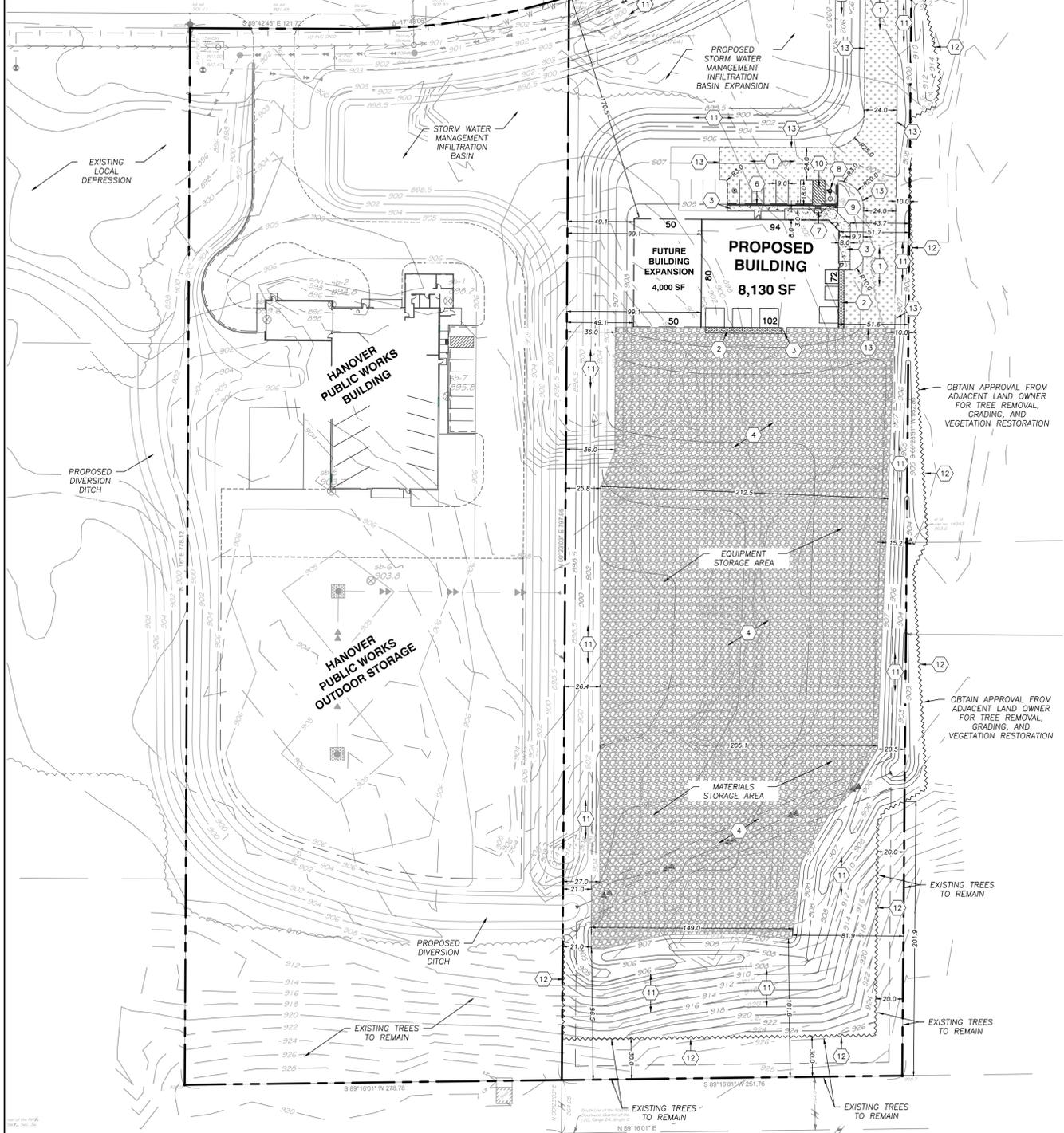
CO

Location Plan

PROJECT LOCATION

NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.

5th Street Northeast

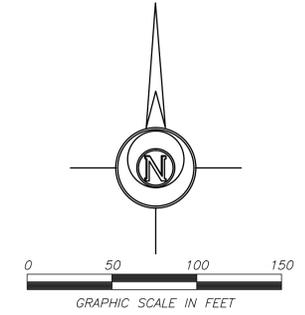


SITE DATA:

EXISTING ZONING: I-3 INDUSTRIAL PARK
 LOT AREA: 5.0 AC
 PROPOSED BUILDING AREA:
 OFFICE 800 SF
 WAREHOUSE 7,330 SF
 TOTAL = 8,130 SF
 BUILDING FAR: 0.04
 REQUIRED PARKING STALLS:
 OFFICE 1/200 SF 4 STALLS
 WAREHOUSE 1/2000 SF 4 STALLS
 TOTAL = 8 STALLS
 FUTURE BUILDING EXPANSION AREA:
 OFFICE 400 SF
 WAREHOUSE 3,600 SF
 TOTAL = 4,000 SF
 FUTURE BUILDING FAR: 0.02
 FUTURE REQUIRED PARKING STALLS:
 OFFICE 1/200 SF 2 STALLS
 WAREHOUSE 1/2000 SF 2 STALLS
 TOTAL = 4 STALLS
 IMPERVIOUS AREA: 115,992 sf = 2.66 acres
 IMPERVIOUS COVERAGE: 53.2%
 SITE DISTURBANCE AREA: 201,812 sf = 4.63 acres

LEGEND:

- EXISTING BOUNDARY
- - - EXISTING LOT LINE
- - - PROPOSED EASEMENT LINE
- == PROPOSED CURB AND GUTTER
- PROPOSED TIP-OUT CURB
- PROPOSED BITUMINOUS EDGE
- Ⓢ PROPOSED PARKING STALLS
- ▨ PROPOSED AGGREGATE SURFACE
- ▨ PROPOSED CONCRETE HEAVY DUTY
- ▨ PROPOSED CONCRETE LIGHT DUTY
- ▨ PROPOSED BITUMINOUS
- ~ PROPOSED TREE REMOVAL LIMITS



Topography Survey By: Benchmark:
 Lot Surveys Company Top nut of hydrant at
 7601 73rd Avenue North Northeast corner of 5th
 Minneapolis, MN 55428 Street & Hwy 19.
 763-560-3093 Elevation = 914.31 feet

SETBACK: APPLICABLE TO THIS SITE

LOCATION:	BUILDING	PARKING
FRONT YARD	30'	10'
SIDE YARD	20'	10'
REAR YARD	20'	10'
ADJ TO RESIDENTIAL	50'	10'

KEY NOTES:

- 1 BITUMINOUS PAVEMENT, SEE DETAIL ON PLAN C2
- 2 CONCRETE PAVEMENT HEAVY DUTY, SEE DETAIL ON PLAN C2
- 3 CONCRETE PAVEMENT LIGHT DUTY, SEE DETAIL ON PLAN C2
- 4 AGGREGATE SURFACE 10.0" CLASS 5 OR RECYCLED CONCRETE/BITUMINOUS.
- 5 NOT USED
- 6 B612 CONCRETE CURB WITH TIP-OUT GUTTER MIX 3Y22A FOR MACHINE PLACEMENT (MnDOT 2461) MIX 3Y32A FOR MANUAL PLACEMENT (MnDOT 2461)
- 7 PED. RAMP -- IN ACCORDANCE WITH AMERICANS WITH DISABILITIES ACT & MnDOT STANDARD PLAN 5-297.250 INCLUDING CONTRASTING DETECTABLE WARNING DEVICES. DEPRESS BACK OF CURB AT RAMP.
- 8 PAINT INTERNATIONAL SYMBOL OF ACCESSABILITY WITH WHITE LATEX PAINT.
- 9 ACCESSIBLE PARKING SIGN (MnDOT NOS. R7-8A & R7-8B). CENTER SIGN ON PARKING STALL. LOCATION PER GENERAL CONTRACTOR. MOUNT ON STEEL CHANNEL POST.
- 10 PAINT 4" SOLID STRIPE -- WHITE LATEX PAINT.
- 11 PLACE 6.0" TOPSOIL AND ESTABLISH GRASS TURF GROUND COVER ON ALL DISTURBED AREAS THAT ARE NOT COVERED BY IMPERVIOUS SURFACE; CONFIRM SELECTION OF LOW MAINTENANCE GRASS SEED WITH OWNER PRIOR TO INSTALLATION; FERTILIZER AND STRAW MULCH (DISC ANCHORED) AT TIME OF SEED PLACEMENT; INSTALL EROSION BLANKET MnDOT CAT3 ON ALL SLOPES 4:1 OR GREATER
- 12 TREE REMOVAL LIMITS.
- 13 BITUMINOUS EDGE, NO CURB.

SITE PLAN NOTES:

1. ALL DIMENSIONS SHOWN ARE TO FACE OF CURB, EDGE OF SIDEWALK OR EXTERIOR OF BUILDING UNLESS OTHERWISE NOTED. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS AND SPECIFICATIONS FOR LOCATION OF EXITS, RAMPS, CONCRETE APRONS AND STOPS.
2. TACK SHALL BE USED ON BITUMINOUS EDGE PRIOR TO PATCHING. MATCH EXISTING GRADES.
3. ALL CONCRETE SIDEWALKS ADJACENT TO BUILDING SHALL BE SEPARATED WITH A 1/2" EXPANSION JOINT.
4. CONTRACTOR SHALL VERIFY ALL CONDUIT REQUIREMENTS FOR SITE LIGHTING, COMMUNICATION, SPRINKLER, ETC WITH OWNER PRIOR TO PAVING.
5. ACCESSIBLE ROUTE SHALL BE PROVIDED FROM ACCESSIBLE STALLS TO BUILDING ENTRANCE (SEE ADAAG REQUIREMENTS). POLE MOUNT APPROVED SIGNS CENTERED ON STALLS. PAINT INTERNATIONAL SYMBOL OF ACCESSIBILITY ON STALL.
6. CONTRACTOR SHALL VERIFY ALL CONDUIT REQUIREMENTS FOR SITE LIGHTING, COMMUNICATION, SPRINKLER, ETC WITH OWNER PRIOR TO PAVING.
7. ACCESSIBLE ROUTE SHALL BE PROVIDED FROM ACCESSIBLE STALLS TO BUILDING ENTRANCE (SEE ADAAG REQUIREMENTS). POLE MOUNT APPROVED SIGNS CENTERED ON STALLS. PAINT INTERNATIONAL SYMBOL OF ACCESSIBILITY ON STALL.
8. CONTRACTOR SHALL VERIFY ALL CONDUIT REQUIREMENTS FOR SITE LIGHTING, COMMUNICATION, SPRINKLER, ETC WITH OWNER PRIOR TO PAVING.
9. ALL NEW UTILITIES MUST BE UNDERGROUND. COORDINATE LOCATIONS WITH LOCAL UTILITY COMPANIES.
10. SIDEWALKS SHALL BE CONSTRUCTED WITH CROSS SLOPE OF 1.5% WITH ADJUSTMENT +/- 0.5%. SIDEWALKS WILL BE INSPECTED AFTER CONSTRUCTION. ANY SIDEWALK EXCEEDING 2.0% CROSS SLOPE WILL NEED TO BE REPLACED AT CONTRACTORS EXPENSE.

GENERAL NOTES:

1. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY THE PERMITTING AUTHORITIES.
2. WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND THE REQUIREMENTS AND STANDARDS OF THE LOCAL GOVERNING AUTHORITY. THE SOILS REPORT AND RECOMMENDATION SET FORTH THEREIN ARE A PART OF THE REQUIRED CONSTRUCTION DOCUMENTS AND IN CASE OF CONFLICT SHALL TAKE PRECEDENCE UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS.
3. SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND REPLACING ALL SOFT, YIELDING OR UNSUITABLE MATERIALS AND REPLACING WITH SUITABLE MATERIALS AS SPECIFIED. CONTRACTOR SHALL SUBMIT A COMPACTION REPORT PREPARED BY A QUALIFIED SOILS ENGINEER, LICENSED WITHIN THE STATE WHERE THE WORK IS PERFORMED, VERIFYING THAT ALL FILLED AREAS AND SUBGRADE AREAS WITHIN THE BUILDING PAD AND PAVEMENT AREAS HAVE BEEN COMPACTED IN ACCORDANCE WITH THE SPECIFICATIONS AND RECOMMENDATIONS SET FORTH IN THE SOILS REPORT.
4. THE LOCATIONS OF THE UNDERGROUND FACILITIES SHOWN ON THIS PLAN ARE BASED ON FIELD SURVEYS AND LOCAL UTILITY COMPANY RECORDS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES TO LOCATE THEIR FACILITIES PRIOR TO STARTING CONSTRUCTION. NO ADDITIONAL COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR DAMAGE AND REPAIR TO THESE FACILITIES CAUSED BY HIS WORK FORCE.
5. ALL EXISTING DIMENSIONS AND GRADES SHOWN ON THE PLANS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY CONSTRUCTION MANAGER IF ANY DISCREPANCIES EXIST PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR WORK HAVING TO BE REDONE DUE TO DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS IF SUCH NOTIFICATION HAS NOT BEEN GIVEN.

INDEX OF CIVIL SITE DRAWINGS:

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- C3 UTILITY PLAN
- C4 STORM WATER POLLUTION PREVENTION PLAN
- C5 DETAILS
- C6 LANDSCAPE PLAN

CLIENT:



11030 Lamont Avenue NE,
Hanover, MN 55341

Jim Stewart
(763) 424-9030
jim@jstewart.com

**JS STEWART COMPANIES
SITE IMPROVEMENT
PROJECT**

xxxx 5th Street
Hanover, MN 55341

SITE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date: 10/11/16 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING
SITE DESIGN

118 East Broadway St.
Monticello, MN 55362
Phone: 763-314-0929
www.civilsd.com

REVISIONS

DATE 10/11/16

DRAWN BY SD

DESIGNED BY SD

CHECKED BY SD

FILE NO. 00590

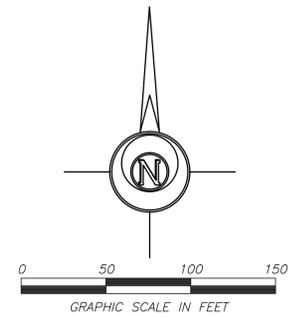
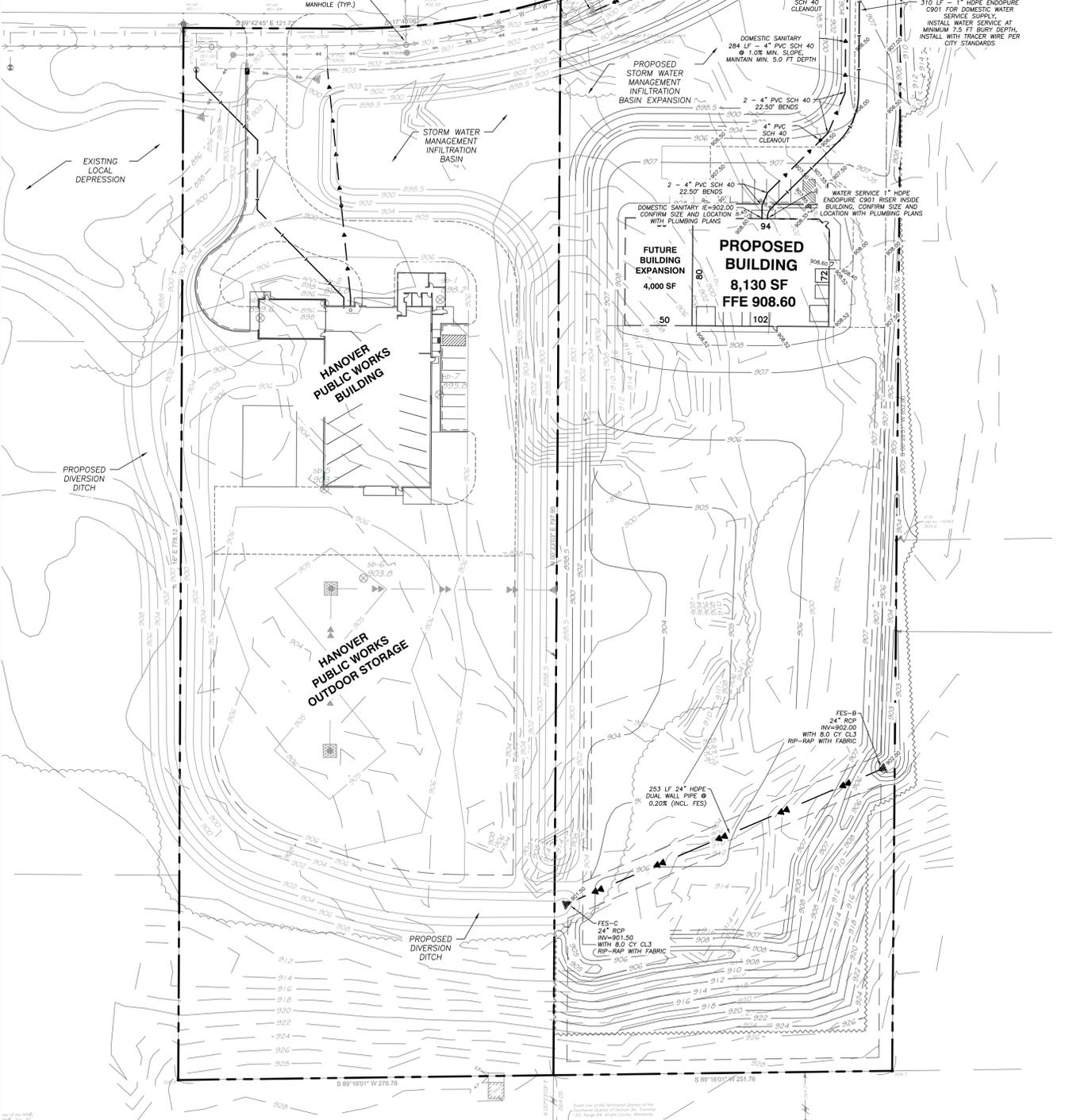
C1

Site Plan

PROJECT LOCATION

NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.

5th Street Northeast



Topography Survey By: **Lot Surveys Company**
7601 73rd Avenue North
Minneapolis, MN 55428
763-560-3093

Benchmark: **Top nut of hydrant at
Northeast corner of 5th
Street & Hwy 19.
Elevation = 914.31 feet**

GENERAL UTILITY NOTES:

- Specifications applicable for this project: Current standard specifications for the City of Hanover, MN and all Minnesota Department of Health and MPCA requirements except where modified by these contract documents.
- OSHA requirements shall be followed for all work on this project.
- The Contractor shall notify "Gopher State One Call" 48 hours prior to any excavation (651-454-0002 or 1-800-252-1166 out state.)
- The Contractor shall verify all locations and elevations of underground utilities with utility companies prior to any construction (storm sewer, sanitary sewer, water, natural gas, telephone, electric, etc.), and immediately notify the Engineer of any conflicts.
- The Contractor shall protect all existing utilities and facilities to allow proper functioning during and after construction. Any required supporting structures shall be supplied by the Contractor as work incidental to the contract.
- The contractor shall immediately notify the Engineer of any conflicts between existing utilities, and the proposed construction. The Engineer will coordinate with the Utility Company in question to determine the need for relocation of the existing utility.
- Existing conditions such as sand in manholes or valve boxes shall be identified by the Contractor and these shall be reported to the Engineer prior to excavation by the Contractor. Once construction has begun, all damage to underground utilities will be assumed to have been caused by the Contractor, any repairs necessary shall be performed by the Contractor at the Contractor's expense.
- Final Plat shall govern for easements and lot lines.
- The Contractor shall coordinate with the local jurisdiction to obtain permits and meter for water source. All associated costs shall be incidental to the Contract, including disposal of test water into City's sanitary sewer system. The Contractor shall not operate gate valves or hydrants on the City's water supply system.
- The Contractor shall notify the City Engineer and the Project Engineer 48 hours prior to starting work or as required by the local jurisdiction or be subject to being shut down.
- The Contractor shall keep access roads clear of soil or other debris, and perform daily street cleaning as required by the NPDES permit. Positive drainage, controlled with erosion control and erosion prevention measures as required by the NPDES permit shall be performed. Inlet protection shall be installed within 48 hours after inlet construction. Unless specified on the plans or as a bid item on the Bid Form, any temporary culverts, ditches, filter fabric, etc. necessary to accomplish this shall be performed as incidental to the Contract.
- The Contractor shall preserve and protect the markers and monuments set for the subdivision of the land.
- The Contractor shall schedule the soils engineer to facilitate certification of all controlled fills in a timely fashion. Density tests shall meet the following:
A. Density tests shall be taken on all trenches at locations as determined by the Engineer or his representative.
B. Within the upper 3' of streets, private drives and parking lots, Contractor shall utilize approved soils that are within 1% optimum moisture content as defined by the Standard Proctor Test-ASTM: D-698 with 100% Standard Proctor Density and not exceeding compaction by more than 1%. Below the upper 3', compaction shall meet 95%. Grading tolerances shall be 0.1'.
- The Owner shall pay for all testing of soils compaction. Any areas which fail to meet the above standards shall be corrected and re-tested by the Owner's testing agent at the Contractor's expense.
- Sanitary sewer and Water service shall be installed at elevations as defined on this plan (approximate 7.0' bury depth).
- Contractor shall provide temporary traffic control in compliance with MN/DOT "Temporary Traffic Control Zone Layouts Field Manual" dated 2015 for construction adjacent to travel ways.
- Contractor shall be responsible for verification of the depth of existing utilities listed on this plan prior to the ordering of any fittings, structures, castings, etc. Engineer and the Owner shall not be responsible for any discrepancies found as depths are estimated.
- City inspection is required for the sanitary sewer and water service connections.
- Contractor to comply with all regulatory agency permit conditions for permits obtained by owner and for permits obtained by general contractor.
- All work performed and materials used for construction of utilities must conform to the City of Hanover Standard Specifications and Details.

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11030 Lamont Avenue NE,
Hanover, MN 55341

Jim Stewart
(763) 424-9030
jim@jstewart.com

**JS STEWART COMPANIES
SITE IMPROVEMENT
PROJECT**

xxxx 5th Street
Hanover, MN 55341

UTILITY PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Scott D. W.

Date: 10/11/16 Reg. No. 24348

PREPARED BY: **CIVIL ENGINEERING
SITE DESIGN**

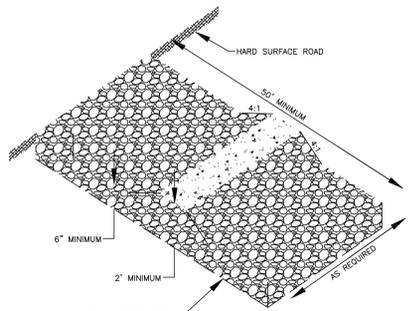
118 East Broadway St.
Monticello, MN 55362
Phone: 763-314-0929
www.civilrad.com

REVISIONS	DATE	DRAWN BY	DESIGNED BY	CHECKED BY	HORIZONTAL SCALE 1 inch = 50 feet (FULL SIZE SHEET 24 X 36)	VERTICAL SCALE 1 inch = 10 feet
	10/11/16	SD	SD	SD		

FILE NO. 00590

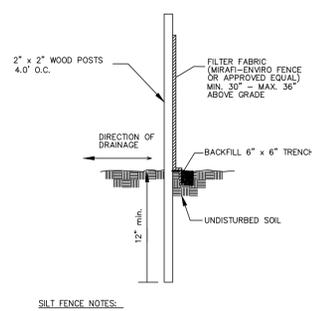
C3

Utility Plan



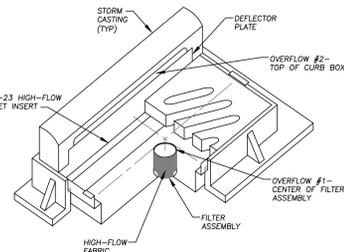
NOTES:
ROCK SIZE SHOULD BE 1" TO 2" IN SIZE SUCH AS MN/DOT CA-1 OR CA-2 COURSE AGGREGATE. (WASHED)
A GEOTEXTILE FABRIC MAY BE USED UNDER THE ROCK TO PREVENT MIGRATION OF THE UNDERLYING SOIL INTO THE STONE.

ROCK CONSTRUCTION ENTRANCE DETAIL



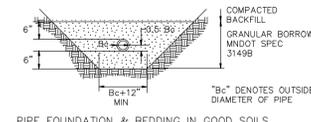
SILT FENCE NOTES:
1. SILT FENCE SHALL BE BLACK IN COLOR.
2. DIG A 6"x6" TRENCH ALONG THE INTENDED FENCE LINE, OR MACHINE SLICE TO 6" DEPTH.
3. DRIVE ALL POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
4. LAY OUT SILT FENCE ON THE UPHILL SIDE ALONG THE FENCE LINE, AND BACK FILL.
5. WOOD POSTS MAY BE SPAKED UP TO 4 FEET APART TO SUPPORT THE FABRIC.
6. REMOVE SILT FENCE AFTER TURF IS ESTABLISHED.
7. HEAVY DUTY SILT FENCE TO HAVE STEEL T-POSTS AND WIRE MESH BACKING.

SILT FENCE DETAIL

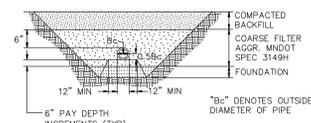


NOTES:
1) CONTRACTOR OPTION TO USE WMCO INLET PROTECTION INSERT OR EQUAL.

INLET PROTECTION DETAIL

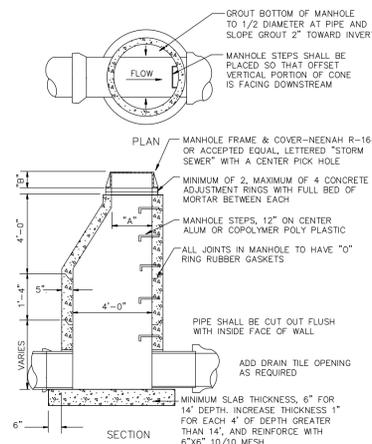


PIPE FOUNDATION & BEDDING IN GOOD SOILS

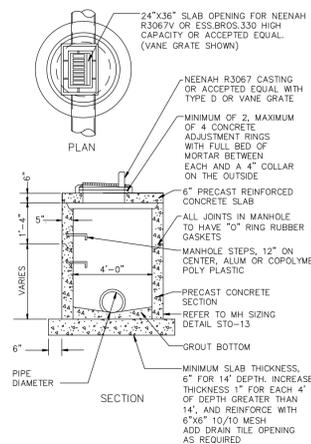


PIPE FOUNDATION & BEDDING IN POOR SOILS

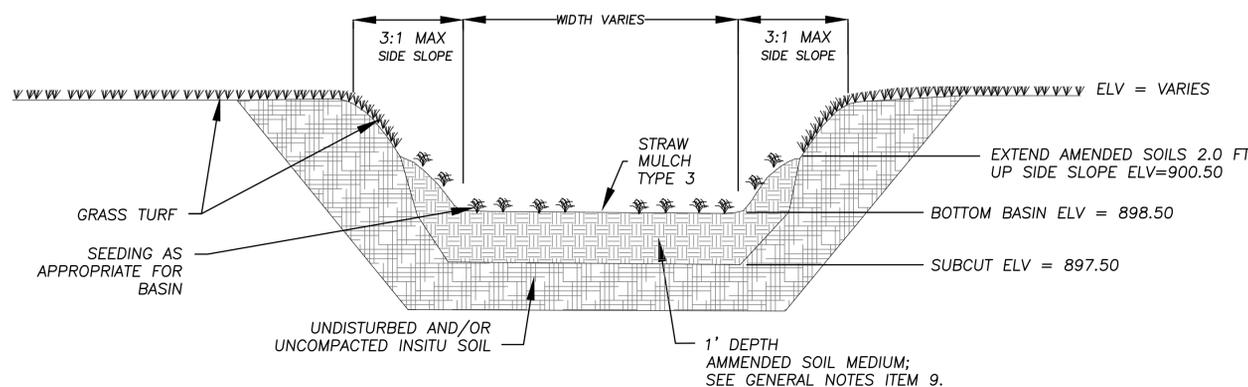
BEDDING METHODS FOR PVC



STORM SEWER MANHOLE



CATCH BASIN MANHOLE



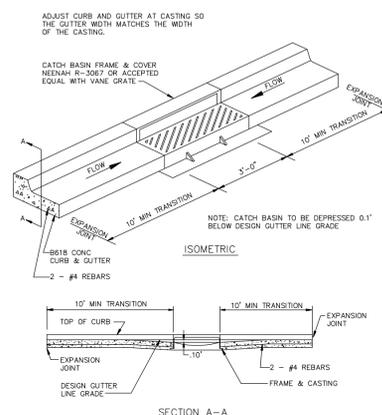
TYPICAL INFILTRATION BASIN CROSS-SECTION

GENERAL NOTES:

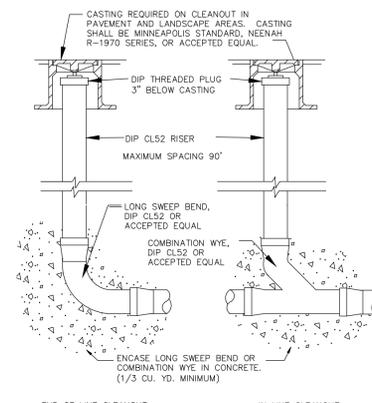
- INSTALL ALL TEMPORARY EROSION CONTROL MEASURES (IN ACCORDANCE WITH MNDOT GENERAL CONDITIONS 2573) PRIOR TO THE START OF ANY CONSTRUCTION OPERATION THAT MAY CAUSE ANY SEDIMENTATION OR SILTATION AT THE SITE.
- INSTALL STORM DRAIN INLET PROTECTION TO PREVENT CLOGGING OF THE STORM SEWER AND SEDIMENT LOADS TO DOWNSTREAM STORM WATER FACILITIES OR WATERBODIES.
- IF THE STORM WATER BMP IS BEING DESIGNED TO SERVE AS A TEMPORARY SEDIMENT BASIN, GRADE THE BMP TO WITHIN 18" ABOVE THE FINAL GRADE TO PROTECT THE UNDERLYING MATERIAL FROM CLOGGING. ONCE CONSTRUCTION IN THE CONTRIBUTING DRAINAGE AREA HAS BEEN COMPLETED AND THE SITE IS STABILIZED, EXCAVATE THE INFILTRATION BASIN TO FINAL GRADE AND COMPLETE CONSTRUCTION OF THE INFILTRATION BASIN.
- GRADING OF THE INFILTRATION BASIN SHALL BE ACCOMPLISHED USING LOW-IMPACT EARTH MOVING EQUIPMENT TO PREVENT COMPACTION OF THE UNDERLYING SOILS. SMALL TRACKED DOZERS AND BOBCTS WITH RUNNER TRACKS ARE RECOMMENDED.
- EXCAVATE THE INFILTRATION BASIN TO THE SPECIFIED DEPTH (ELEVATION). ALL SUB MATERIAL BELOW THE SPECIFIED ELEVATION SHALL BE LEFT UNDISTURBED, UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- GRADE TO THE DEPTH (ELEVATION) SPECIFIED IN THE CONSTRUCTION DOCUMENTS UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- IN THE EVENT THAT SEDIMENT IS INTRODUCED INTO THE BMP DURING OR IMMEDIATELY FOLLOWING EXCAVATION, THIS MATERIAL WILL NEED TO BE REMOVED FROM THE INFILTRATION BASIN PRIOR TO INITIATING THE NEXT STEP IN THE INFILTRATION BASIN CONSTRUCTION PROCESS. THIS IS ESPECIALLY IMPORTANT IF THE INFILTRATION BASIN HAS BEEN DESIGNED TO INFILTRATE STORM WATER: SEDIMENT THAT HAS BEEN WASHED INTO THE INFILTRATION BASIN DURING THE EXCAVATION PROCESS CAN SEAL THE PERMEABLE MATERIAL, SIGNIFICANTLY REDUCING THE INFILTRATION CAPACITY OF THE SOILS.
- MATERIAL EXCAVATED FROM THE INFILTRATION BASINS SHALL BE DISPOSED ON-SITE.
- INFILTRATION BASINS SHALL BE OVER-EXCAVATED 1 FOOT TO ELV = 897.50 AND FILLED WITH A WELL BLENDED MIXTURE OF 75% SEMI-COURSE WASHED SAND, 25% MNDOT GRADE 2 COMPOST. ALTERNATE OPTION IS TO IMPORT 3 INCH DEPTH MNDOT GRADE 2 COMPOST AND ROTO-TILL INTO TOP 9 INCH DEPTH NATIVE SOIL PROVIDED NATIVE SOIL IS CONFIRMED TO BE CLEAN SAND MEETING MNDOT SELECT GRANULAR SPECIFICATION AND ALL NON-NATIVE SOILS ARE REMOVED.
- INFILTRATION BASIN TO BE SEEDDED WITH MNDOT SEED MIX 34-181 OR APPROVED EQUAL SEEDING SHALL CONFORM TO MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, PLANTING SPECIFICATION 3876, 2005 EDITION.
- PORTIONS OF INFILTRATION BASINS TO BE SEEDDED SHALL BE MULCHED WITH CLEAN GRAIN STRAW (MNDOT TYPE 3) AT A RATE OF 2 TONS PER ACRE.
- SEEDING AND INSTALLATION OF ANY EROSION CONTROL BLANKET NECESSARY SHALL BE COMPLETED WITHIN SEVEN DAYS (7) DAYS OF FINAL GRADING.

CONSTRUCTION SEQUENCING

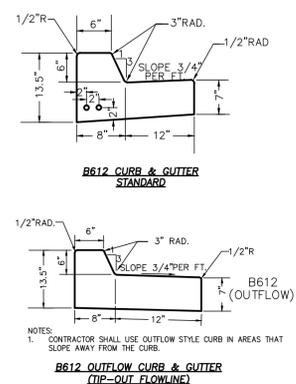
- CONTRACTOR SHALL PERFORM CONTINUOUS INSPECTIONS OF EROSION CONTROL PRACTICES FROM THE TIME SILT FENCE IS INSTALLED UNTIL FINAL APPROVAL OF THE INFILTRATION BASINS.
- INSTALL SILT FENCE ALONG THE PERIMETER OF THE SITE TO PREVENT SEDIMENT FROM LEAVING THE SITE DURING THE CONSTRUCTION PROCESS.
- ALL DOWNGRADIENT PERIMETER SEDIMENT-CONTROL BMPs MUST BE IN PLACE BEFORE ANY UP GRADIENT LAND-DISTURBING ACTIVITY BEGINS.
- REMOVE TOPSOIL FROM THE SITE AND PLACE IN TEMPORARY STOCKPILE LOCATION. TEMPORARY SEED THE STOCKPILE AND SURROUND WITH SILT FENCE.
- ROUGH GRADE THE SITE. IF THE INFILTRATION BASINS ARE GOING TO BE USED FOR TEMPORARY SEDIMENT CONTROL, GRADE THE INFILTRATION BASINS TO WITHIN 18" ABOVE THE FINAL GRADE TO PROTECT THE UNDERLYING SOILS FROM CLOGGING.
- INSTALL SILT FENCE UP-GRADIENT OF INFILTRATION BASIN TO PROTECT INFILTRATION AREA FROM SEDIMENTATION AND SOIL COMPACTION.
- CONSTRUCT SITE IMPROVEMENTS TAKING THE LOCATION AND FUNCTION OF STORM WATER BMPs INTO CONSIDERATION.
- TEMPORARY SEED AND MULCH DISTURBED AREAS ON SITE AS APPROPRIATE.
- INSTALL UNDERGROUND UTILITIES (WATER, SANITARY SEWER, ELECTRIC AND PHONE) TAKING THE LOCATIONS AND FUNCTION OF STORM WATER BMPs INTO CONSIDERATION.
- PERFORM ALL OTHER SITE IMPROVEMENTS TAKING THE LOCATION AND FUNCTION OF THE STORM WATER BMPs INTO CONSIDERATION.
- FINAL GRADE THE SITE AND FINE GRADE INFILTRATION BASIN. AFTER INFILTRATION BASIN FINAL GRADING AND PRIOR TO PLACEMENT OF AMMENDED SOIL MEDIA, THE BASIN FLOOR MUST BE TILLED TO A DEPTH OF AT LEAST TWELVE (12) INCHES TO PROVIDE A WELL-AERATED, POROUS SURFACE TEXTURE.
- INSTALL AMMENDED SOIL MEDIA IN INFILTRATION BASIN AND INSTALL PERMANENT SOIL STABILIZATION.
- STABILIZE THE SITE BY INSTALLATION OF SOD, NATIVE SEEDING, AND PLANTINGS OF THE INFILTRATION BASIN AND LANDSCAPING PLAN AND INSTALL EROSION CONTROL BLANKET.
- REMOVE THE SILT FENCE AFTER THE SITE IS STABILIZED PER PROJECT ENGINEER APPROVAL.



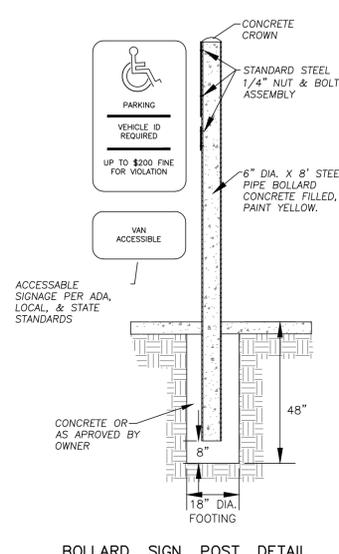
CURB AND GUTTER CONSTRUCTION AT CATCH BASIN



SERVICE LINE CLEANOUTS



CONCRETE CURB AND GUTTER DETAILS



BOLLARD SIGN POST DETAIL

INDEX OF CIVIL SITE DRAWINGS:

- C0 PROJECT LOCATION PLAN
- C1 SITE PLAN
- C2 GRADING AND DRAINAGE PLAN
- C3 UTILITY PLAN
- C4 STORM WATER POLLUTION PREVENTION PLAN
- C5 DETAILS
- C6 LANDSCAPE PLAN

CLIENT:



11030 Lamont Avenue NE,
Hanover, MN 55341

Jim Stewart
(763) 424-9030
jim@jstewart.com

JS STEWART COMPANIES
SITE IMPROVEMENT
PROJECT

xxxx 5th Street
Hanover, MN 55341

DETAILS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date: 10/11/16 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN

118 East Broadway St.
Monticello, MN 55622
Phone: 763-314-0929
www.civilrad.com

REVISIONS

DATE 10/07/16

DRAWN BY SD

DESIGNED BY SD

CHECKED BY SD

FILE NO. 00590

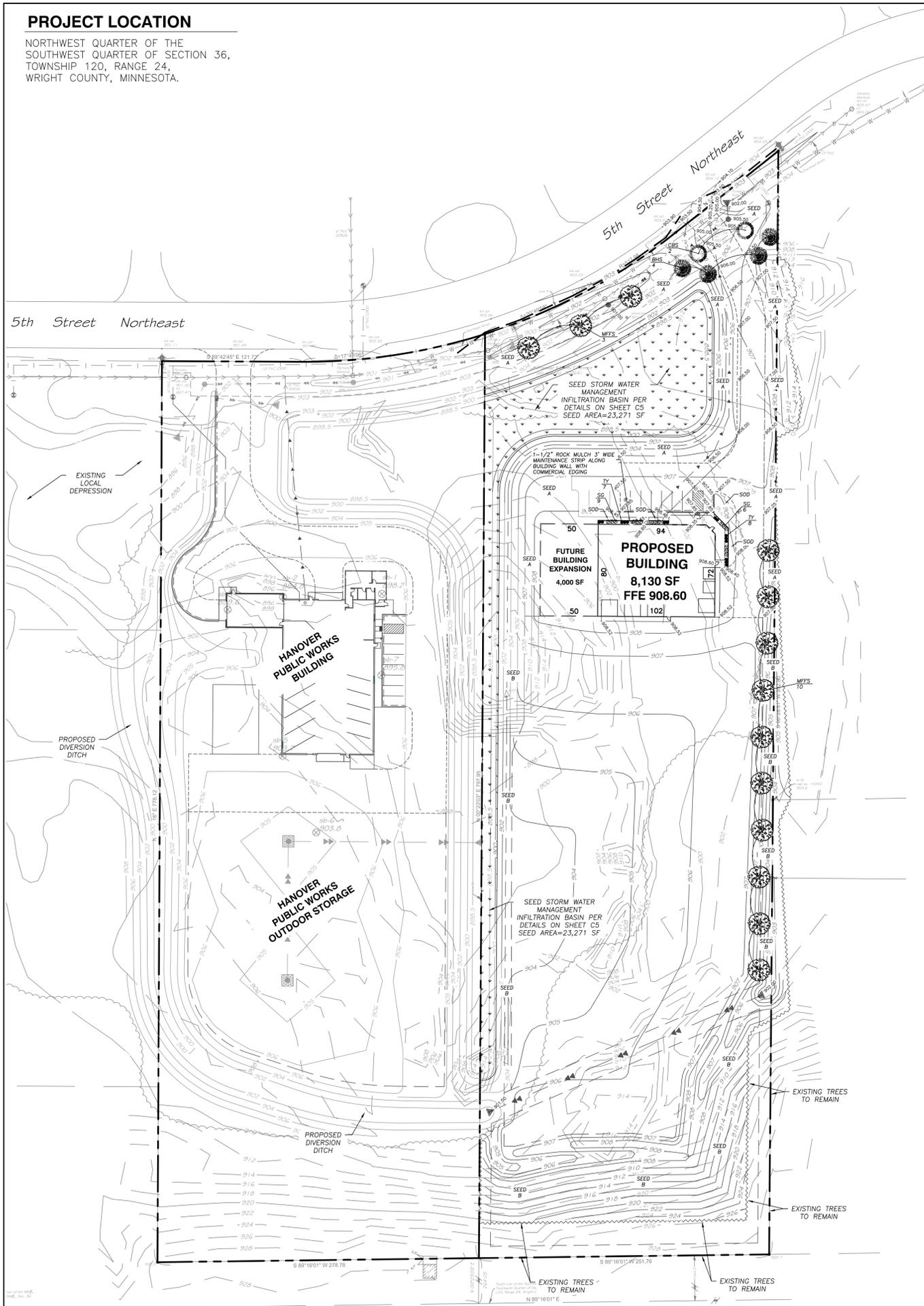
C5

Details

PROJECT LOCATION

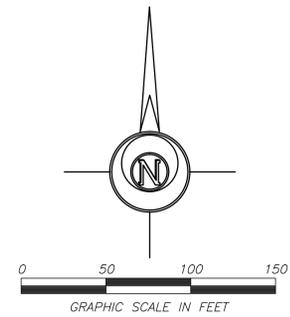
NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.

5th Street Northeast



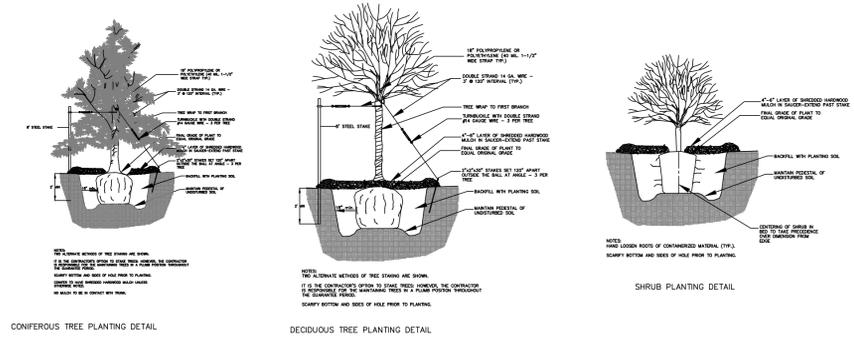
PLANT LIST:

QTY	KEY	COMMON NAME	SIZE/ROOT
TREES OVERSTORY DECIDUOUS			
13	MFFS	Maple, Fall Fiesta Sugar	2 Inch
13	Total		
TREES OVERSTORY CONIFEROUS			
2	CBS	Colorado Blue Spruce	3 Feet
4	BHS	Black Hills Spruce	3 Feet
6	Total		
SHRUBS			
15	TY	Taunton Yew	5 Gallon
15	SG	Spirea, Goldflame	5 Gallon
30	Total		



Topography Survey By: Lot Surveys Company
7601 73rd Avenue North
Minneapolis, MN 55428
763-560-3093

Benchmark: Top nut of hydrant at
Northeast corner of 5th
Street & Hwy 19.
Elevation = 914.31 feet



GENERAL NOTES:

- Contractor shall provide one year guarantee of all plant materials. The guarantee begins on the date of the General Contractor written acceptance of the date determined as substantially complete. Replacement materials shall also have a one year guarantee upon planting.
- Landscape contractor shall inspect the site and become familiar with existing conditions relating to the nature and scope of work. If any discrepancies are found, the General Contractor shall be notified prior to construction. The base information including contours, trails, utilities, curbs, and building locations were provided by others. All discrepancies must be resolved prior to construction.
- Landscape contractor shall verify plan layout and bring to the attention of the General Contractor discrepancies which may compromise the design or intent of the layout.
- Landscape contractor shall assure compliance with codes and regulations governing the work and materials supplied.
- Landscape contractor shall protect all existing roads, curbs/gutters, trails, trees, lawns, and site elements during construction. Damage to the same shall be repaired at no cost to the Owner.
- Landscape contractor shall verify the location of all utilities above and below grade prior to any soil disruption or installation. Provide necessary protection for same before construction begins.
- Landscape contractor shall coordinate each phase of installation with General Contractor.
- Landscape contractor shall be responsible for ongoing maintenance of all installed materials until time of substantial completion. Repair and/or replace all damaged materials due to construction or acts of vandalism at no cost to the Owner.
- Landscape contractor shall verify that all plant placement will not negatively affect the plant's survival or warranty. Undesirable site conditions shall be brought to the attention of the General Contractor prior to construction.
- Landscape irrigation to be provided for all mowed turf areas. Design/build irrigation plan to be approved by owner. Record plan to be provided to owner at completion.
- Landscape contractor shall submit a written request for the substantial completion of all landscape and site improvements prior to submitting for final payment. The submittal shall include an as-built drawing of all landscape and irrigation installations and improvements.

TURF NOTES:

- Sod turf areas unless noted as seed. Landscape contractor to obtain approval of sod type from General Contractor or owner prior to installation.
- Sod shall be TPI certified turf grass sod, highland sod only. Sod shall be free from weeds, stones, and have a strong fibrous root structure and be free from burned or bare spots.
- Sod shall be uniform in depth and cut into even rolls. All sod delivered to the site shall be installed that day. All seams shall be laid tight in staggered rows not less than 18 inches apart. Sod that abuts curbs or concrete areas shall have a finish grade 1 inch below the hard surface elevation. Once sod is installed the elevations shall be level. Sod areas shall be fertilized with a 22-05-10, 80% W.N., 0% C.I. at 350 lbs/ac and applied as per distributor's requirements.
- Landscape contractor to confirm approval of seed mix from General Contractor or owner prior to installation.
- Seed shall be installed as per the distributor's requirements for proper coverage and germination.
- Seed A: MnDOT seed mix 25-131 shall be applied at 220.0 lbs/ac in moderate maintenance turf areas.
- Seed B: MnDOT seed mix 35-221 shall be applied at 36.5 lbs/ac in low maintenance turf areas.
- Seed C: MnDOT seed mix 33-261 shall be applied at 35.0 lbs/ac in storm water basin areas. Install in basin bottom and extend up on basin sidewalls 3.0 feet vertical from bottom.
- MnDOT Type 1 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket.
- Fertilizer shall be 22-05-10, 80% W.N., 0% C.I. at 350 lbs/ac. Disc fertilizer into top 3" of soil.
- Dormant seed mix shall be used after November 1 or when temperatures do not exceed 40° F, using same rates specified above. No seed shall be placed on snow or ice greater than 2" in depth.
- Any seeded areas that do not become established with vegetation shall be re-seeded at Contractor's expense.

PLANTING NOTES:

- All plants to be Minnesota grown and hardy. Plants to be installed as per standard ANN planting practices. Nursery stock shall comply with the current edition of the American Standard for Nursery Stock, ANSI Z60.1.
- No planting will occur until final grading has been completed.
- All tree and shrub beds shall be staked and approved prior to installation.
- No substitutions will be accepted unless approval is granted by the General Contractor prior to submission of the bid.
- Location adjustments may be needed in the field. Landscape Architect must be notified.
- Plants to be installed as per planting details.
- Plants shall be fertilized upon installation with dried bone meal. Other approved fertilizers mixed in with the planting soil as per the manufacturer's instructions may be applied. Summer and fall installations shall have an application of granular 10-0-5, 12oz. per 2.5' cal. tree and 6oz. per shrub. An additional application of 10-10-10 the following spring in the tree saucer.
- Areas receiving ground covers, perennials, or garden space shall receive a minimum of 18 inches of planting soil consisting of 4 parts topsoil, 4 parts screened compost, and 1 part sand.
- All deciduous trees shall be wrapped in the fall prior to Dec. 1 and removed after April 15. Maintenance strip shall have weed barrier fabric under rock mulch and edged with play edging.
- Edging shall be professional grade poly material. Edging horizontal layout to be uniform with smooth transitions. Edging vertical placement to be below typical mower deck cutting height.
- A 24" wide rock mulch maintenance strip shall be installed along the wall of the building. Maintenance strip shall have weed barrier fabric under rock mulch and edged with play edging.
- Weed barrier shall be 4oz. woven needle punch, black. Overlapping seams.
- Rock mulch, (River Rock, 1-1/2 inch or 2-1/2 inch) shall be placed a minimum of 4 inches deep. Rock mulch shall have weed barrier fabric or 6 mil poly under rock.
- Mulch tree rings shall be 6 feet in diameter and be a minimum of 4 inch deep double shredded dark brown hardwood. Mulch shall not come in contact with tree trunks.
- All deciduous plantings shall occur between spring thaw and June 15, or between fall's first frost and the first snow or Nov. 15, which ever comes first. Coniferous plantings must be prior to Oct. 1.
- Landscape contractor shall be responsible for determining appropriate planting conditions. Warranties shall be enforced regardless of weather and planting conditions.
- No excess materials or debris will be on site. All hard surfaces will be swept and washed clean.



11030 Lamont Avenue NE,
Hanover, MN 55341

Jim Stewart
(763) 424-9030
jim@jstewart.com

**JS STEWART COMPANIES
SITE IMPROVEMENT
PROJECT**

xxxx 5th Street
Hanover, MN 55341

LANDSCAPE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

10/11/16 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN

118 Broadway St.
Monticello, Mn 55362
Phone: 763-314-0929
www.civiland.com

REVISIONS	DATE	BY	DESCRIPTION

DATE	10/11/16
DRAWN BY	SD
DESIGNED BY	SD
CHECKED BY	SD

FILE NO. 00590

INDEX OF CIVIL SITE DRAWINGS:

- C0 PROJECT LOCATION PLAN
- C1 SITE PLAN
- C2 GRADING AND DRAINAGE PLAN
- C3 UTILITY PLAN
- C4 STORM WATER POLLUTION PREVENTION PLAN
- C5 DETAILS
- C6 LANDSCAPE PLAN

C6

Landscape Plan

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 1st day of November, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 11-01-16-120

**A RESOLUTION ORDERING IMPROVEMENTS FOR THE
HANOVER PUBLIC WORKS FACILITY SOILS CORRECTION**

WHEREAS, pursuant to an advertisement for bids for the improvement as shown on the plan for the above-referenced project, bids were received, opened and tabulated according to law, and the attached document were the bids received complying with the advertisement:

WHEREAS, it appears that _____ of _____ is the lowest responsible bidder,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hanover, Minnesota hereby approves that:

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with _____ in the amount of _____ in the name of the City of Hanover, Minnesota for the improvement outlined in the above-referenced project according to the plans and specifications, therefore, approved by the City Council and on file in the office of the City Clerk.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 1st day of November, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 1st day of November, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....
RESOLUTION NO 11-01-16-121

**A RESOLUTION APPROVING A SITE PLAN FOR
A PROJECT BY THE CITY OF HANOVER**

WHEREAS, the City of Hanover (“Developer”) is the applicant for an application related to property shown on the site plan attached hereto as Exhibit A; and

WHEREAS, the property is zoned I-3, Industrial Park; and

WHEREAS, the Developer has applied for a Site Plan to permit construction of a public works building on the Subject Property; and

WHEREAS, the Planning Commission reviewed the plans at its meeting on October 24, 2016 and found them to be in compliance with the Comprehensive Plan. The Planning Commission recommended approval of the request; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby make the following findings of fact:

1. The proposed site plan is generally in conformance with the City Zoning Ordinance and other regulations, subject to conditions that need to be addressed as included herein and discussed more fully in the staff report and engineer memo.

BE IT FURTHER RESOLVED that the City Council hereby approves the application for a Conditional Use Permit and site plan subject to the following conditions:

1. Development of the site must be in substantial conformance with the plans prepared by Civil Engineering Site Design and last revised on October 11, 2016. If the site plans require modifications due to either not being able to obtain the rights of entry required, or due to the adjacent site not developing concurrently, then the plan revisions may be approved by the City Engineer and City Planner.
2. Comments from the City Engineer as outlined in his memo dated October 17, 2016 must be addressed.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 1st day of November, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Collaborative Planning, LLC

145 Hamel Road, Suite D

Medina, MN 55340

763-473-0569

Memorandum

Date: October 26, 2016
To: Honorable Mayor and Council
From: Cindy Nash, City Planner
RE: Public Works Building – Site Plan

The City is proposing the construction of a Public Works building on a site already owned by the City. A copy of the site plan is included in your packets.

The design of the plans assumes the simultaneous construction of an industrial building on the property adjacent to the east. In the event that the other project does not proceed, some modifications may be needed related to stormwater management, including ponding. It is requested that these modifications, if needed, be allowed to be approved at a later date by staff.

A portion of the grading is proposed to occur outside of the limits that are/will be owned by the City. A right of entry will be needed in order to proceed.

Staff has reviewed the proposal and find it to be in conformance with the Zoning Ordinance and other City regulations. A comment memo from the City Engineer is included for your reference.

Planning Commission Recommendation

The Planning Commission recommended that the plans are in conformance with the Comprehensive Plan. They also recommended that the site plan be approved subject to the following conditions:

1. Development of the site must be in substantial conformance with the plans prepared by Civil Engineering Site Design and last revised on October 11, 2016. If the site plans require modifications due to either not being able to obtain the rights of entry required, or due to the adjacent site not developing concurrently, then the plan revisions may be approved by the City Engineer and City Planner.
2. Comments from the City Engineer as outlined in his memo dated October 17, 2016 must be addressed.



Memorandum

To: *Cindy Nash – Hanover City Planner*

From: *Justin Messner, PE – Hanover City Engineer*

Cc: *Brian Hagen – Hanover City Administrator*
Scott Dahlke – Civil Engineering Site Design

Date: *October 17, 2016*

Re: *Hanover Public Works Facility Site Plan Review*
WSB Project No. 02082-013

As requested, we have reviewed the Hanover Public Works Facility Site grading and utility plans as prepared by Civil Engineering Site Design, dated October 11, 2016, and we offer the following comments:

Sheet C4 – Utility Plan

1. Per Standard Detail SAN-10, 4" Sanitary Sewer services shall have a minimum slope of 2%.



Memorandum

To: *Scott Dahlke, Civil Engineering Site Design*

From: *Leena Jaakola, WSB*

Cc: *Justin Messner, WSB*

Date: *October 14, 2016*

Re: *Hanover Public Works Facility Stormwater Review
WSB Project No. 02082-013*

A proposed plan and stormwater calculations were submitted for the Hanover Public Works Facility. The proposed project is located at 11149 5th Street NE, MN. The proposed improvements are on a 5 acre site. There is also an additional 5 acre parcel located to the east of the proposed Hanover Public Work building. A pond is proposed adjacent to 5th Street that has been designed to meet the City of Hanover's Water Quality, Volume Control, and Rate Control requirements for both properties.

The following materials were reviewed as a part of this submittal:

- Civil Site Plans, dated 10/11/2016
- HydroCAD output, dated 10/12/2016

The following comments must be addressed before City Approval:

Storm Design

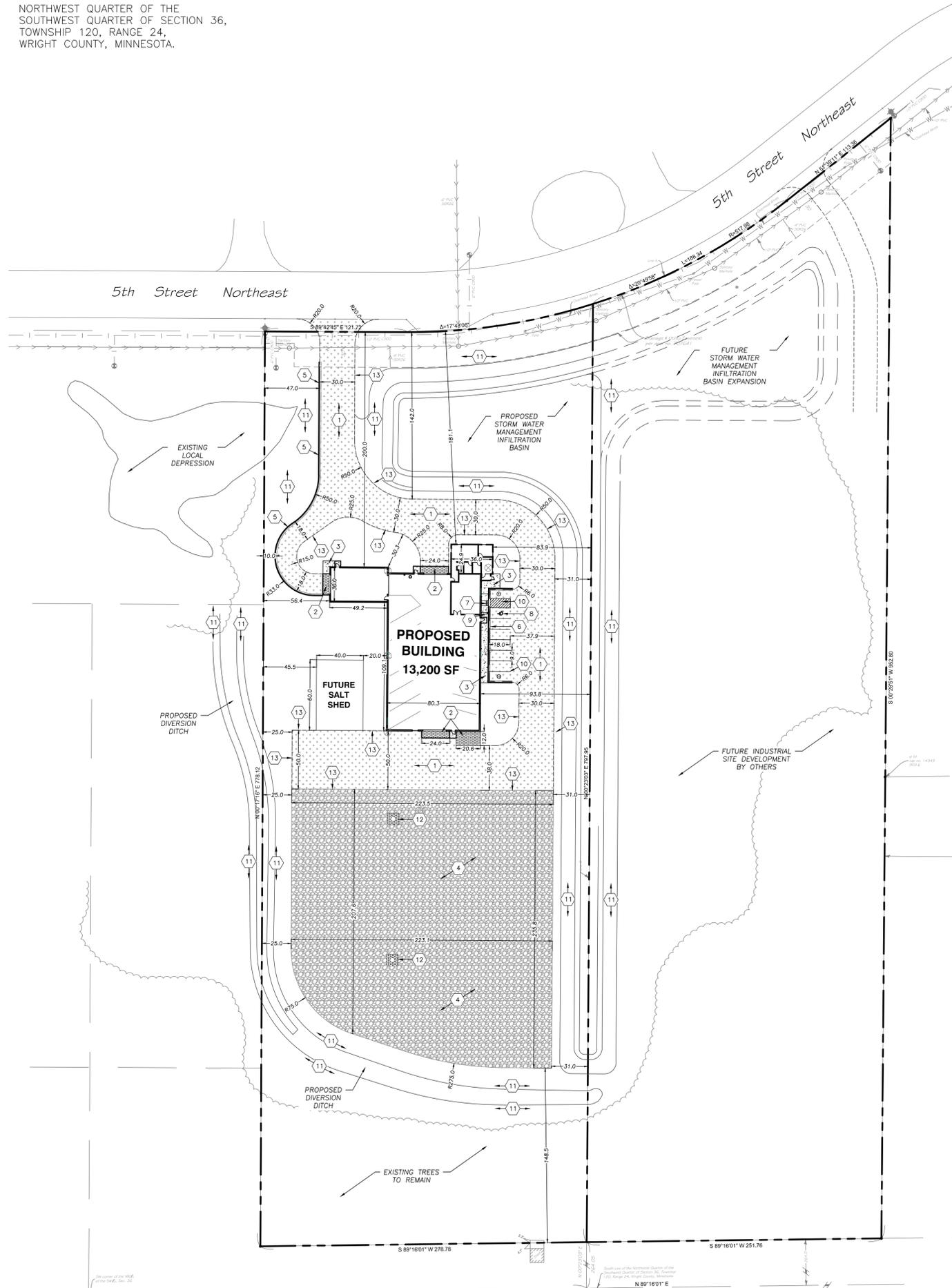
- The current swales are proposed at a grade of 0.2%. Care should be taken during construction to ensure there is at least 0.2% to help minimize the likelihood of standing water.

Infiltration Basin Design

- Based on a site visit on 10/3/16 it was determined that there is approximately 3 feet between the bottom of the infiltration basin and the groundwater. If this separation to groundwater ends up being less than 3 feet the infiltration basin may not function as designed.

PROJECT LOCATION

NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.

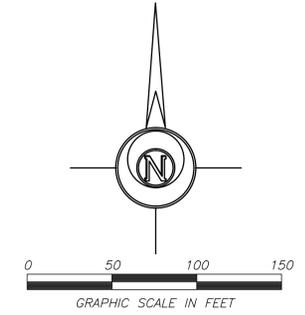


SITE DATA:

EXISTING ZONING: I-3 INDUSTRIAL PARK
 LOT AREA: 5.0 AC
 PROPOSED BUILDING AREA:
 OFFICE 12,190 SF
 WAREHOUSE 1,010 SF
 TOTAL = 13,200 SF
 BUILDING FAR: 0.06
 REQUIRED PARKING STALLS:
 OFFICE 1/200 SF 5 STALLS
 WAREHOUSE 1/2000 SF 6 STALLS
 TOTAL = 11 STALLS
 IMPERVIOUS AREA: 95,417 sf = 2.19 acres
 IMPERVIOUS COVERAGE: 43.8%
 SITE DISTURBANCE AREA: 214,315 sf = 4.92 acres

LEGEND:

- EXISTING BOUNDARY
- - - EXISTING LOT LINE
- - - PROPOSED EASEMENT LINE
- ==== PROPOSED CURB AND GUTTER
- PROPOSED TIP-OUT CURB
- PROPOSED BITUMINOUS EDGE
- Ⓢ PROPOSED PARKING STALLS
- ▨ PROPOSED AGGREGATE SURFACE
- ▨ PROPOSED CONCRETE HEAVY DUTY
- ▨ PROPOSED CONCRETE LIGHT DUTY
- ▨ PROPOSED BITUMINOUS



Topography Survey By: Benchmark:
 Lot Surveys Company Top nut of hydrant at
 7601 73rd Avenue North Northeast corner of 5th
 Minneapolis, MN 55428 Street & Hwy 19.
 763-560-3093 Elevation = 914.31 feet

SETBACK:

LOCATION:	BUILDING	PARKING
FRONT YARD	30'	10'
SIDE YARD	20'	10'
REAR YARD	20'	10'
ADJ TO RESIDENTIAL	50'	10'

SITE PLAN NOTES:

- ALL DIMENSIONS SHOWN ARE TO FACE OF CURB, EDGE OF SIDEWALK OR EXTERIOR OF BUILDING UNLESS OTHERWISE NOTED. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS AND SPECIFICATIONS FOR LOCATION OF EXITS, RAMPS, CONCRETE APRONS AND STOOPS.
- TACK SHALL BE USED ON BITUMINOUS EDGE PRIOR TO PATCHING. MATCH EXISTING GRADES.
- ALL CONCRETE SIDEWALKS ADJACENT TO BUILDING SHALL BE SEPARATED WITH A 1/2" EXPANSION JOINT.
- CONTRACTOR SHALL VERIFY ALL CONDUIT REQUIREMENTS FOR SITE LIGHTING, COMMUNICATION, SPRINKLER, ETC WITH OWNER PRIOR TO PAVING.
- ACCESSIBLE ROUTE SHALL BE PROVIDED FROM ACCESSIBLE STALLS TO BUILDING ENTRANCE (SEE ADAAG REQUIREMENTS). POLE MOUNT APPROVED SIGNS CENTERED ON STALLS. PAINT INTERNATIONAL SYMBOL OF ACCESSIBILITY ON STALL.
- CONSTRUCT ACCESSIBLE PEDESTRIAN RAMP PER ADAAG AND MNDOT STANDARDS INCLUDING CONTRASTING DETECTABLE WARNING METAL TRUNCATED DOME PANELS.
- CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH FIRE MARSHAL FOR POSTING OF FIRE LANES, CURB MARKING AND SIGNAGE IF NEEDED.
- CONTRACTOR IS RESPONSIBLE FOR DEMOLITION AND REMOVAL OF ALL EXISTING SITE FEATURES THAT INTERFERE WITH NEW WORK AS SHOWN.
- ALL NEW UTILITIES MUST BE UNDERGROUND. COORDINATE LOCATIONS WITH LOCAL UTILITY COMPANIES.
- SIDEWALKS SHALL BE CONSTRUCTED WITH CROSS SLOPE OF 1.5% WITH ADJUSTMENT +/- 0.5%. SIDEWALKS WILL BE INSPECTED AFTER CONSTRUCTION. ANY SIDEWALK EXCEEDING 2.0% CROSS SLOPE WILL NEED TO BE REPLACED AT CONTRACTORS EXPENSE.

GENERAL NOTES:

- PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY THE PERMITTING AUTHORITIES.
- WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND THE REQUIREMENTS AND STANDARDS OF THE LOCAL GOVERNING AUTHORITY. THE SOILS REPORT AND RECOMMENDATION SET FORTH THEREIN ARE A PART OF THE REQUIRED CONSTRUCTION DOCUMENTS AND IN CASE OF CONFLICT SHALL TAKE PRECEDENCE UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS.
- SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND REPLACING ALL SOFT, YIELDING OR UNSUITABLE MATERIALS AND REPLACING WITH SUITABLE MATERIALS AS SPECIFIED. CONTRACTOR SHALL SUBMIT A COMPACTION REPORT PREPARED BY A QUALIFIED SOILS ENGINEER, LICENSED WITHIN THE STATE WHERE THE WORK IS PERFORMED, VERIFYING THAT ALL FILLED AREAS AND SUBGRADE AREAS WITHIN THE BUILDING PAD AND PAVEMENT AREAS HAVE BEEN COMPACTED IN ACCORDANCE WITH THE SPECIFICATIONS AND RECOMMENDATIONS SET FORTH IN THE SOILS REPORT.
- THE LOCATIONS OF THE UNDERGROUND FACILITIES SHOWN ON THIS PLAN ARE BASED ON FIELD SURVEYS AND LOCAL UTILITY COMPANY RECORDS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES TO LOCATE THEIR FACILITIES PRIOR TO STARTING CONSTRUCTION. NO ADDITIONAL COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR DAMAGE AND REPAIR TO THESE FACILITIES CAUSED BY HIS WORK FORCE.
- ALL EXISTING DIMENSIONS AND GRADES SHOWN ON THE PLANS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY CONSTRUCTION MANAGER IF ANY DISCREPANCIES EXIST PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR WORK HAVING TO BE REDONE DUE TO DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS IF SUCH NOTIFICATION HAS NOT BEEN GIVEN.

KEY NOTES:

- BITUMINOUS PAVEMENT, SEE DETAIL ON PLAN C2
- CONCRETE PAVEMENT HEAVY DUTY, SEE DETAIL ON PLAN C2
- CONCRETE PAVEMENT LIGHT DUTY, SEE DETAIL ON PLAN C2
- AGGREGATE SURFACE 10.0" CLASS 5 OR RECYCLED CONCRETE/BITUMINOUS.
- B612 CONCRETE CURB & GUTTER
MIX 3Y22A FOR MACHINE PLACEMENT (MnDOT 2461)
MIX 3Y32A FOR MANUAL PLACEMENT (MnDOT 2461)
- B612 CONCRETE CURB WITH TIP-OUT GUTTER
MIX 3Y22A FOR MACHINE PLACEMENT (MnDOT 2461)
MIX 3Y32A FOR MANUAL PLACEMENT (MnDOT 2461)
- PED. RAMP - IN ACCORDANCE WITH AMERICANS WITH DISABILITIES ACT & MNDOT STANDARD PLAN 5-297.250 INCLUDING CONTRASTING DETECTABLE WARNING DEVICES. DEPRESS BACK OF CURB AT RAMP.
- PAINT INTERNATIONAL SYMBOL OF ACCESSABILITY WITH WHITE LATEX PAINT.
- ACCESSIBLE PARKING SIGN (MnDOT NOS. R7-8A & R7-8B). CENTER SIGN ON PARKING STALL. LOCATION PER GENERAL CONTRACTOR. MOUNT ON STEEL CHANNEL POST.
- PAINT 4" SOLID STRIPE - WHITE LATEX PAINT.
- PLACE 6.0" TOPSOIL AND ESTABLISH GRASS TURF GROUND COVER ON ALL DISTURBED AREAS THAT ARE NOT COVERED BY IMPERVIOUS SURFACE. CONFIRM SELECTION OF LOW MAINTENANCE GRASS SEED WITH OWNER PRIOR TO INSTALLATION; FERTILIZER AND STRAW MULCH (DISC ANCHORED) AT TIME OF SEED PLACEMENT; INSTALL EROSION BLANKET MNDOT CAT3 ON ALL SLOPES 4:1 OR GREATER
- CONCRETE COLLAR AT CATCH BASIN; 10'x10' CONCRETE PAVEMENT HEAVY DUTY
- BITUMINOUS EDGE, NO CURB.

CONTRACTOR:

Kinghorn
COMPANY
GENERAL CONTRACTORS

14198 Northdale Blvd
Rogers, MN 55374

John Studer
(763) 428-8088
johns@kinghornco.com

CITY OF HANOVER
PUBLIC WORKS FACILITY

xxxx 5th Street
Hanover, MN 55341

SITE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 Date: 10/11/16 Reg. No. 24348
 PREPARED BY: CIVIL ENGINEERING SITE DESIGN
 118 East Broadway St.
 Monticello, MN 55362
 Phone: 763-314-0929
 www.civiland.com

REVISIONS:
 10/11/16 storm water modifications

DATE 09/08/16

DRAWN BY SD

DESIGNED BY SD

CHECKED BY SD

FILE NO. 00562

C1

Site Plan

INDEX OF CIVIL SITE DRAWINGS:

- C0 PROJECT LOCATION PLAN
- C1 SITE PLAN
- C2 GRADING AND DRAINAGE PLAN
- C3 DIVERSION DITCH PROFILE PLAN
- C4 UTILITY PLAN
- C5 STORM WATER POLLUTION PREVENTION PLAN
- C6 DETAILS
- C7 LANDSCAPE PLAN

PROJECT LOCATION

NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.

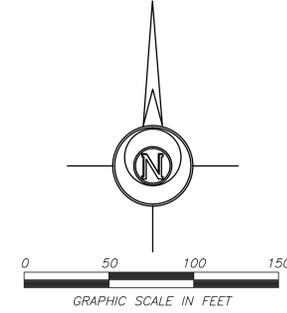
CONTRACTOR:



GENERAL CONTRACTORS

14198 Northdale Blvd
Rogers, MN 55374

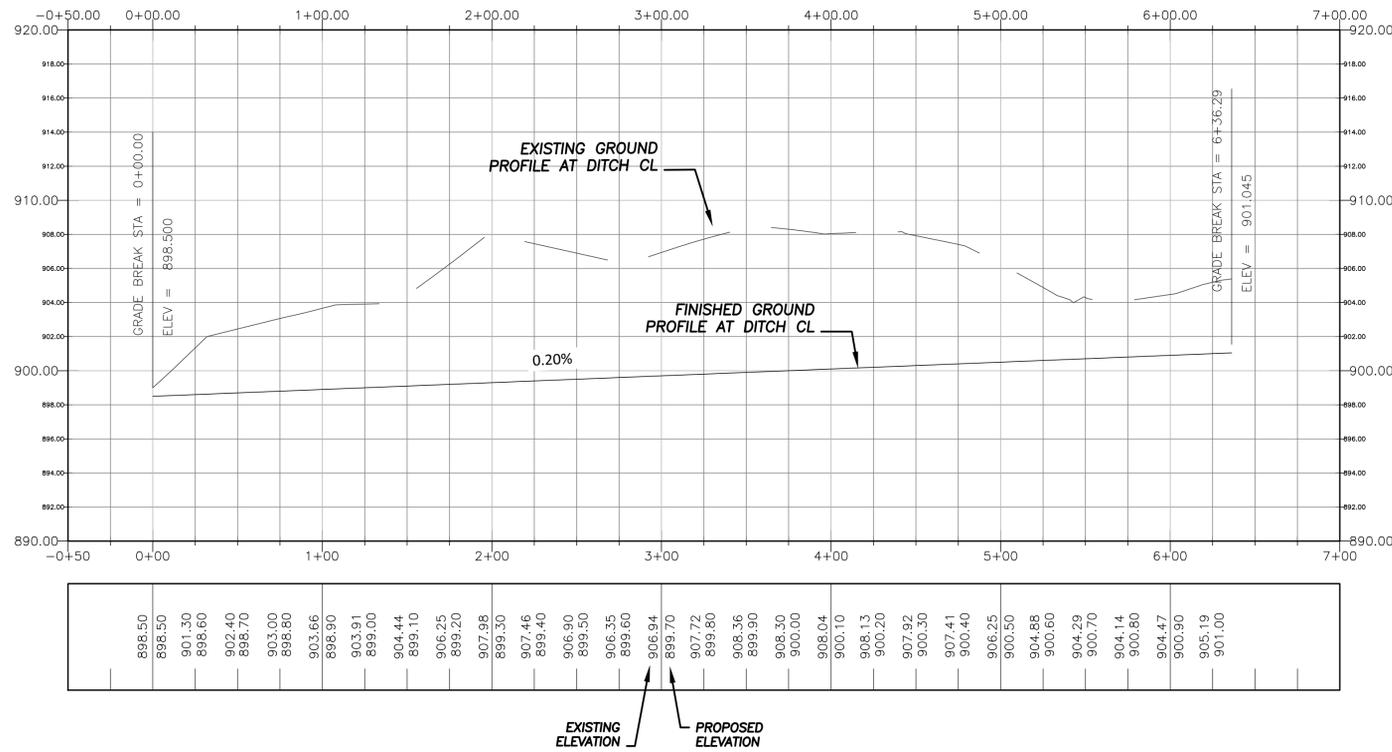
John Studer
(763) 428-8088
johns@kinghornco.com



Topography Survey By: Benchmark:
Lot Surveys Company Top nut of hydrant at
7601 73rd Avenue North Northeast corner of 5th
Minneapolis, MN 55428 Street & Hwy 19.
763-560-3093 Elevation = 914.31 feet

HORIZ: 1"=50'
VERT: 1"=5'

PROFILE DIVERSION DITCH



**CITY OF HANOVER
PUBLIC WORKS FACILITY**

DIVERSION DITCH PROFILE PLAN

xxxx 5th Street
Hanover, MN 55341

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date: 10/11/16 Reg. No. 24348
PREPARED BY: CIVIL ENGINEERING
SITE DESIGN
118 East Broadway St.
Monticello, MN 55362
Phone: 763-314-0929
www.civillead.com

REVISIONS	VERTICAL SCALE
10/11/16 storm water modifications	1 inch = 5 feet
	HORIZONTAL SCALE
	1 inch = 50 feet
	(FULL SIZE SHEET 34 x 30)

DATE 09/08/16	DRAWN BY SD	DESIGNED BY SD	CHECKED BY SD
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FILE NO. 00562

INDEX OF CIVIL SITE DRAWINGS:

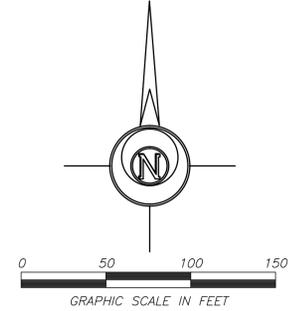
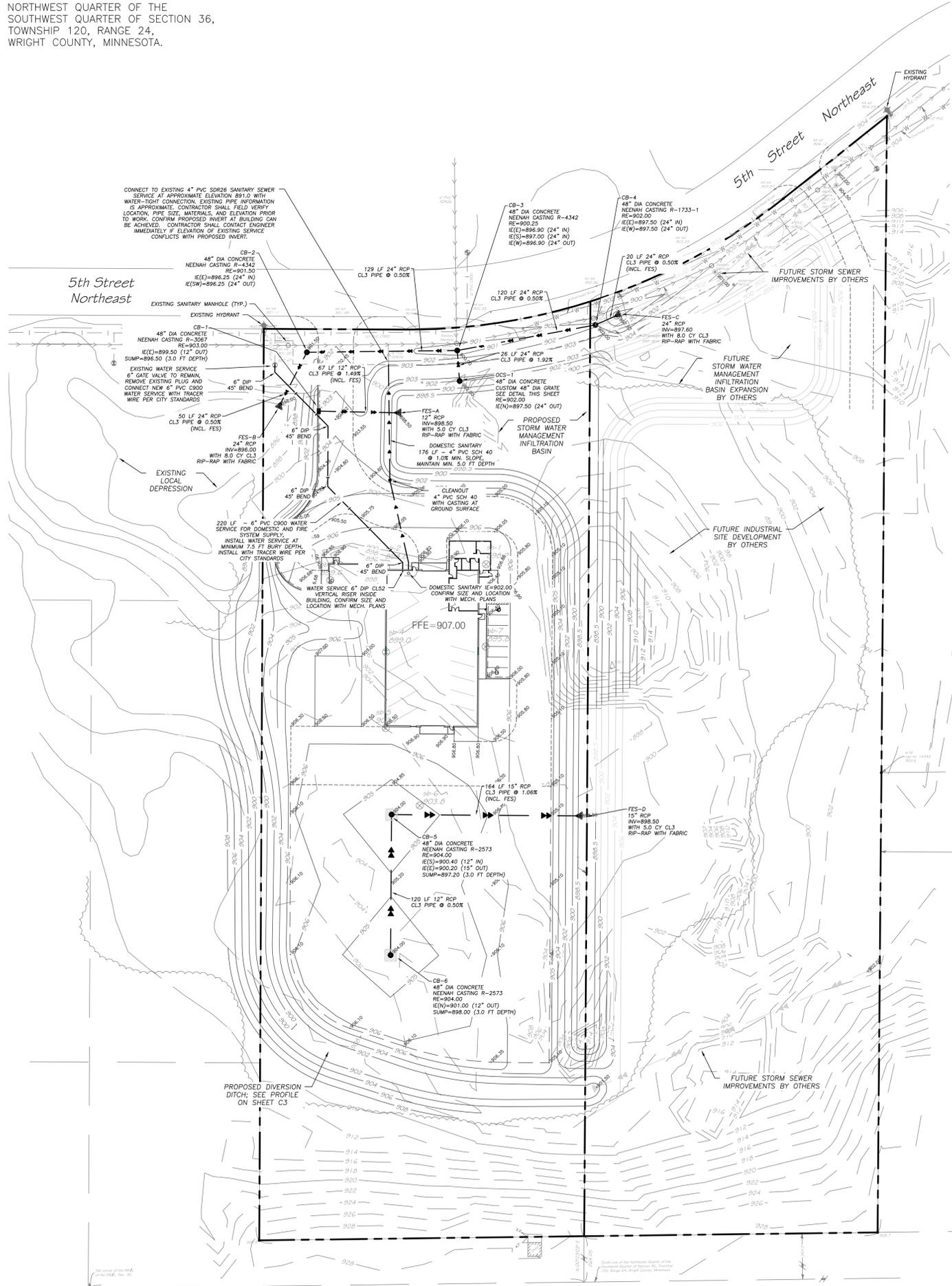
- C0 PROJECT LOCATION PLAN
- C1 SITE PLAN
- C2 GRADING AND DRAINAGE PLAN
- C3 DIVERSION DITCH PROFILE PLAN
- C4 UTILITY PLAN
- C5 STORM WATER POLLUTION PREVENTION PLAN
- C6 DETAILS
- C7 LANDSCAPE PLAN

C3

Diversion Ditch
Profile Plan

PROJECT LOCATION

NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.

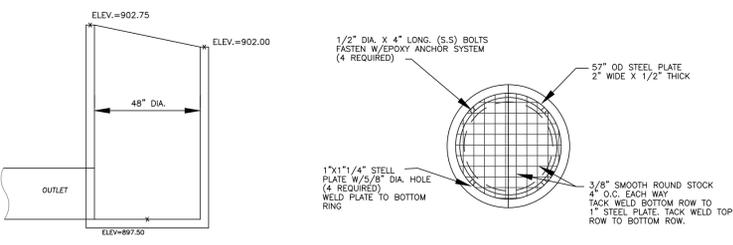


Topography Survey By: Lot Surveys Company
7601 73rd Avenue North
Minneapolis, MN 55428
763-560-3093

Benchmark: Top nut of hydrant at
Northeast corner of 5th
Street & Hwy 19.
Elevation = 914.31 feet

GENERAL UTILITY NOTES:

- Specifications applicable for this project: Current standard specifications for the City of Hanover, MN and all Minnesota Department of Health and MPCA requirements except where modified by these contract documents.
- OSHA requirements shall be followed for all work on this project.
- The Contractor shall notify "Gopher State One Call" 48 hours prior to any excavation (651-454-0002 or 1-800-252-1166 out state.)
- The Contractor shall verify all locations and elevations of underground utilities with utility companies prior to any construction (storm sewer, sanitary sewer, water, natural gas, telephone, electric, etc.), and immediately notify the Engineer of any conflicts.
- The Contractor shall protect all existing utilities and facilities to allow proper functioning during and after construction. Any required supporting structures shall be supplied by the Contractor as work incidental to the contract.
- The contractor shall immediately notify the Engineer of any conflicts between existing utilities, and the proposed construction. The Engineer will coordinate with the Utility Company in question to determine the need for relocation of the existing utility.
- Existing conditions such as sand in manholes or valve boxes shall be identified by the Contractor and these shall be reported to the Engineer prior to excavation by the Contractor. Once construction has begun, all damage to underground utilities will be assumed to have been caused by the Contractor, any repairs necessary shall be performed by the Contractor at the Contractor's expense.
- Final Plat shall govern for easements and lot lines.
- The Contractor shall coordinate with the local jurisdiction to obtain permits and meter for water source. All associated costs shall be incidental to the Contract, including disposal of test water into City's sanitary sewer system. The Contractor shall not operate gate valves or hydrants on the City's water supply system.
- The Contractor shall notify the City Engineer and the Project Engineer 48 hours prior to starting work or as required by the local jurisdiction or be subject to being shut down.
- The Contractor shall keep access roads clear of soil or other debris, and perform daily street cleaning as required by the NPDES permit. Positive drainage, controlled with erosion control and erosion prevention measures as required by the NPDES permit shall be performed. Inlet protection shall be installed within 48 hours after inlet construction. Unless specified on the plans or as a bid item on the Bid Form, any temporary culverts, ditches, filter fabric, etc. necessary to accomplish this shall be performed as incidental to the Contract.
- The Contractor shall preserve and protect the markers and monuments set for the subdivision of the land.
- The Contractor shall schedule the soils engineer to facilitate certification of all controlled fills in a timely fashion. Density tests shall meet the following:
A. Density tests shall be taken on all trenches at locations as determined by the Engineer or his representative.
B. Within the upper 3' of streets, private drives and parking lots, Contractor shall utilize approved soils that are within 1% optimum moisture content as defined by the Standard Proctor Test-ASTM: D-698 with 100% Standard Proctor Density and not exceeding compaction by more than 1%. Below the upper 3', compaction shall meet 95%. Grading tolerances shall be 0.1'.
- The Owner shall pay for all testing of soils compaction. Any areas which fail to meet the above standards shall be corrected and re-tested by the Owner's testing agent at the Contractor's expense.
- Sanitary service and Water service shall be installed at elevations as defined on this plan (approximate 7.0' bury depth).
- Contractor shall provide temporary traffic control in compliance with MN/DOT "Temporary Traffic Control Zone Layouts Field Manual" dated 2015 for construction adjacent to travel ways.
- Contractor shall be responsible for verification of the depth of existing utilities listed on this plan prior to the ordering of any fittings, structures, castings, etc. Engineer and the Owner shall not be responsible for any discrepancies found as depths are estimated.
- City inspection is required for the sanitary sewer and water service connections.
- Contractor to comply with all regulatory agency permit conditions for permits obtained by owner and for permits obtained by general contractor.
- All work performed and materials used for construction of utilities must conform to the City of Hanover Standard Specifications and Details.



INDEX OF CIVIL SITE DRAWINGS:

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- C6 DETAILS
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CONTRACTOR:
Kinghorn
COMPANY
GENERAL CONTRACTORS

14198 Northdale Blvd
Rogers, MN 55374

John Studer
(763) 428-8088
johns@kinghornco.com

**CITY OF HANOVER
PUBLIC WORKS FACILITY**

xxxx 5th Street
Hanover, MN 55341

UTILITY PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Scott W. W.

Date: 10/11/16 Reg. No. 24348
PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 E. Broadway St.
Monticello, Mn 55362
Phone: 763-314-0929
www.civiland.com

REVISIONS	DATE	BY	DESCRIPTION
	10/11/16	SD	storm water modifications

DATE	09/08/16
DRAWN BY	SD
DESIGNED BY	SD
CHECKED BY	SD

FILE NO. 00562

C4
Utility Plan

PROJECT LOCATION

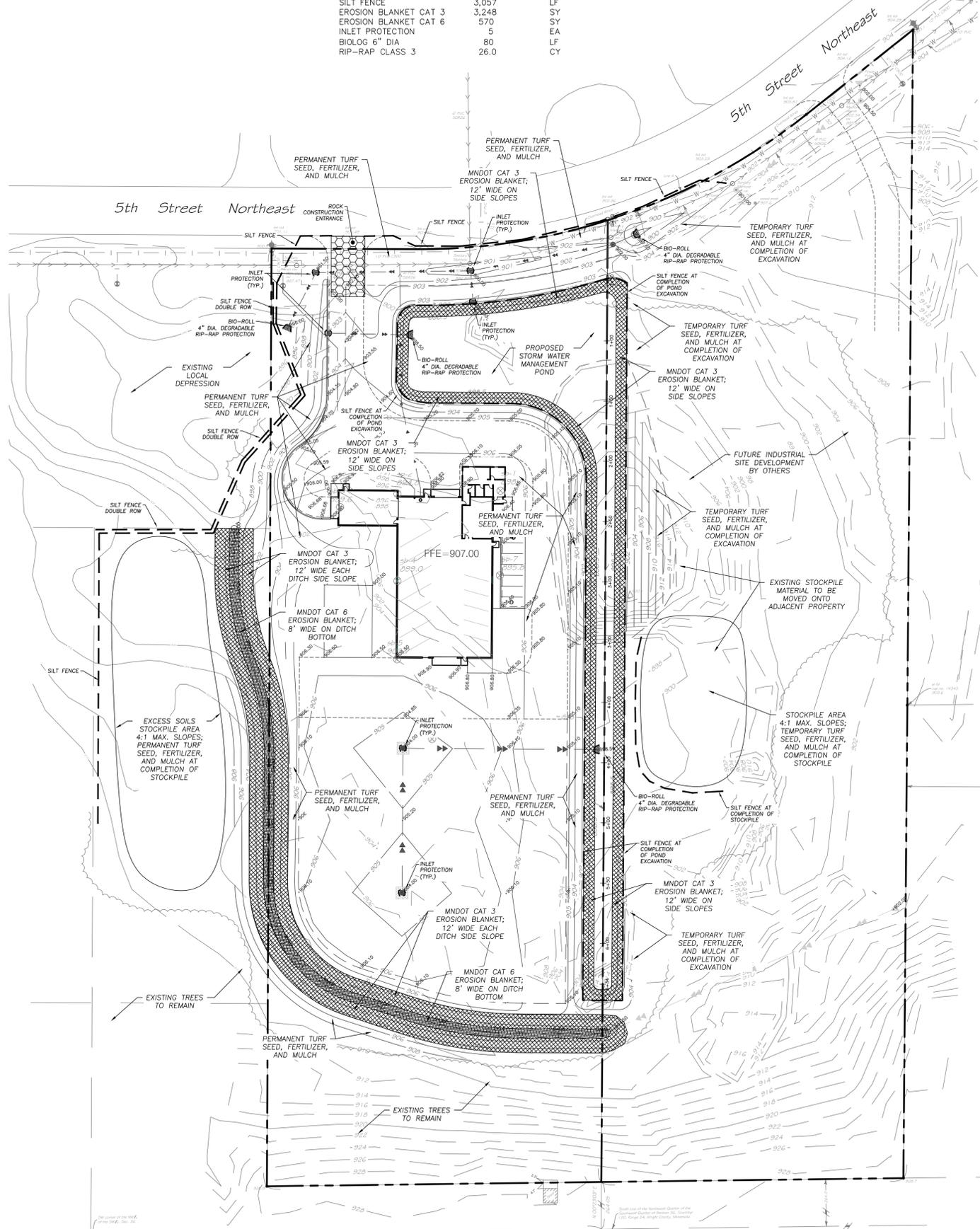
NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.

IMPERVIOUS AND DISTURBANCE AREAS

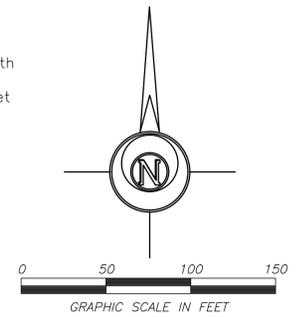
Impervious Area 95,417 sf = 2.19 acres
Disturbance Area 214,315 sf = 4.92 acres

EROSION CONTROL QUANTITIES

ITEM:	QUANTITY	UNIT
ROCK ENTRANCE		EA
SILT FENCE	3,057	LF
EROSION BLANKET CAT 3	3,248	SY
EROSION BLANKET CAT 6	570	SY
INLET PROTECTION	5	EA
BIOLOG 6" DIA	80	LF
RIP-RAP CLASS 3	26.0	CY



Topography Survey By: Benchmark:
Lot Surveys Company Top nut of hydrant at
7601 73rd Avenue North Northeast corner of 5th
Minneapolis, MN 55428 Street & Hwy 19.
763-560-3093 Elevation = 914.31 feet



SWPP NARRATIVE
This project construction will consist of site clearing, grading, utilities, building, parking lot, drive aisles, and truck court.
First, perimeter silt fence and rock construction entrance shall be installed. Then site work shall commence. The contractor shall dispose all debris off-site. Then the site can be graded, utilities installed, building constructed, curbing and pavements installed, final grade tolerance, and landscape final stabilization. Once final grade is established and certified, the site shall be stabilized with seed and mulch, erosion blanket, or sod. Once vegetation is established, temporary erosion control measures shall be removed.

POLLUTION PREVENTION NOTES
Solid waste: collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction debris and other wastes must be disposed of properly off-site and must comply with MPCA requirements.
Hazardous materials: oils, gasoline, paint, and any hazardous substance must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal must be in compliance with MPCA regulations.
External washing of trucks or other construction vehicles is not allowed on site. No engine degreasing is allowed on site.
Concrete truck washout is not to be allowed on site unless washout waste is contained with no discharge to ground surface or site drainage facilities. Containment systems are to be located a minimum 50 feet away from drainage facilities and watercourses. Containment systems shall have an impermeable liner. Containment system shall be clearly marked with signage.

EROSION CONTROL NOTES
1. All devices necessary to control erosion and sediment (i.e. perimeter silt fence, rock construction entrances, swales, ponds, berms, ETC.) shall be installed prior to any other construction operations.
2. After completion of final grading, exposed soils must be permanently stabilized within 7 days. Stabilization shall consist of disc-anchored seed & mulch, HEC-2 with fiber reinforced matrix, erosion blanket with seed, or sod.
3. The site must be kept in a well drained condition at all times. The contractor shall be responsible for temporary ditches, or other means necessary to ensure proper drainage. The building pad must be provided with a positive outflow. This work shall be incidental to the grading contract.
4. Entering/exiting the site shall occur only at rock construction entrance to reduce tracking of dirt onto paved streets. Sediment tracked onto streets during working hours must be reclaimed via street scraping and sweeping at the end of each working day.
5. Stormwater discharge pipe outlet energy dissipation shall be provided in accordance with City standards. Rip-rap installation shall be within 24 hours of pipe installation.
6. Install silt fence around all temporary inactive stockpiles which are not place within existing silt fence area or other perimeter erosion controls.
7. Stabilization of temporary or permanent drainage ditches that drain water from the construction site must be initiated within 24 hours of connecting the drainage ditch to any storm water conveyance system and must be completed using erosion blanket.
8. Sufficient personnel, equipment, and materials shall be mobilized within 24 hours of written order (i.e. email) by the owner or owners representative to conduct corrective work and install temporary erosion control work in the case of an emergency.

EROSION CONTROL MAINTENANCE SCHEDULE
1. Erosion control measures shall be inspected by the contractor's representative and maintained by the contractor every Friday and within 24 hours after any rainfall event larger than 1/2" until the project is completed. Maintenance requirements are as follows: silt fence - 1/3 height of fence or damaged, remove sediment and/or repair fence within 24 hours; rock entrance - refresh as necessary to conform to detail; inlet protection inserts - remove sediment after each rain event, clean or replace filter when clogged; surface water - drain and stabilize, within 7 days of discovery; and street sweeping - remove all sediment tracked onto paved surfaces within 24 hours or as directed by City Engineer.
2. Replacement - Fabric shall be replaced promptly when it decomposes or becomes ineffective before the barrier is no longer necessary.
3. Any sediment remaining in place after silt fence is no longer required shall be dressed to conform with the existing grade, prepared, and seeded with appropriate seed mix, as directed by the engineer.
4. Removal of the silt fence - Silt fences shall be removed when they have served their useful purpose, but not before the upward sloping area has been permanently stabilized.

EROSION CONTROL INSTALLATION SCHEDULE
1. Silt fence shall be installed or restored prior to any construction. Silt fence shall be located as shown to intercept runoff. The area located beyond the perimeter silt fence shall not be disturbed during construction.
2. Rock Construction Entrance shall be installed prior to grading operations.
3. All storm sewer inlets shall have inlet protection inserts installed. Inserts shall be "Road rain-Top Slab" or "Road Drain-Curb & Gutter" inlet protection devices as manufactured by WIMCO (or approved equal) and installed per manufacturer's recommendations.
4. All erosion control installations shall remain in place and be maintained in good condition by the contractor until the site has been re-vegetated, at which time it shall be removed by the contractor. For proposed paved surface areas, the contractor may remove necessary silt fencing to construct roadway, while maintaining adequate erosion control in adjacent areas.
5. Sufficient topsoil shall be stockpiled to allow for the replacement of 4" topsoil for disturbed areas to be re-vegetated.
6. The contractor shall schedule site grading, utility installation and roadway construction so that the general site can be mulched and re-seeded soon after disturbance. Areas that will not be subject to construction traffic shall be seed and mulched or sodded within 72 hours of final grading.

VEGETATION GROUND COVER SCHEDULE
1. Stabilization of all exposed soil areas must be initiated immediately but in no case completed later than seven (7) days after the construction activity in that portion of the site has temporarily or permanently ceased. Seeding or mulching shall conform to the latest NPDES requirements for installation schedule with regards to grading.
2. Permanent turf ground cover shall include all disturbed areas be covered with a minimum 6" topsoil and sodded or seeded as allowed by City, or as proposed on City approved landscape plan for the project. If not otherwise specified, seed to be MnDOT mix 2.60 applied at 100 lbs/ac. MnDOT Type 3 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket.
3. Temporary ground cover shall be MnDOT seed mix 150 shall be applied at 100 lbs/ac, or equivalent as approved by City. MnDOT Type 1 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket.
4. Fertilizer shall be MnDOT Type 1 10-10-20 and applied at 200 lbs/ac. Disc fertilizer into top 3" of soil. Specification reference is MnDOT 2575.
5. Dormant seed mix shall be used after November 1 or when temperatures do not exceed 40° F, using same rates specified above. No seed shall be placed on snow or ice greater than 2" in depth.
6. Any seeded areas that do not become established with vegetation shall be reseeded at Contractor's expense.
7. Erosion blanket shall be installed in seed areas with ground surface slopes of 4H:1V or steeper.

RESPONSIBLE PARTY
Contact information for the responsible party for erosion control is:
TO BE DETERMINED

INDEX OF CIVIL SITE DRAWINGS:

C0	PROJECT LOCATION PLAN
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C4	UTILITY PLAN
C5	STORM WATER POLLUTION PREVENTION PLAN
C6	DETAILS
C7	LANDSCAPE PLAN

CONTRACTOR:
Kinghorn COMPANY
GENERAL CONTRACTORS
14198 Northdale Blvd
Rogers, MN 55374
John Studer
(763) 428-8088
johns@kinghornco.com

CITY OF HANOVER
PUBLIC WORKS FACILITY
xxxx 5th Street
Hanover, MN 55341
STORM WATER POLLUTION PREVENTION PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Date: 10/11/16 Reg. No. 24348
PREPARED BY: CIVIL ENGINEERING SITE DESIGN
115 East Broadway St.
Monticello, MN 55362
Phone: 763-314-0929
www.civiland.com

REVISIONS
10/11/16 storm water modifications

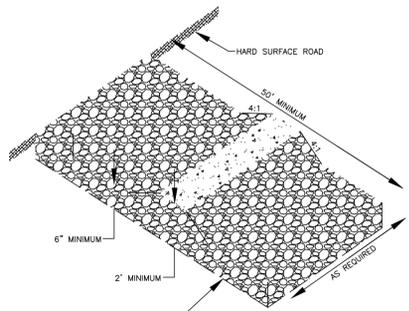
DATE	BY	DESCRIPTION
09/08/16	SD	

VERTICAL SCALE
1 inch = 10 feet

HORIZONTAL SCALE
1 inch = 50 feet
(FULL SIZE SHEET 34 X 46)

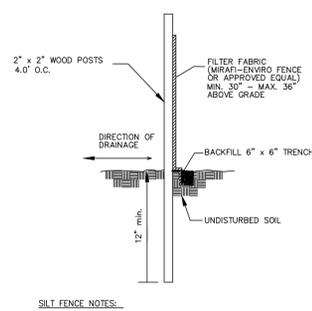
DATE	09/08/16
DRAWN BY	SD
DESIGNED BY	SD
CHECKED BY	SD

FILE NO. 00562
C5
Storm Water Pollution Prevention Plan



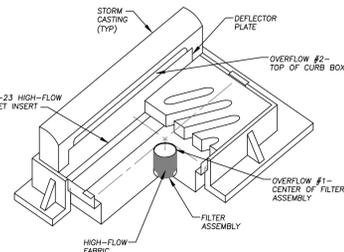
NOTES:
 ROCK SIZE SHOULD BE 1" TO 2" IN SIZE SUCH AS MN/DOT CA-1 OR CA-2 COURSE AGGREGATE. (WASHED)
 A GEOTEXTILE FABRIC MAY BE USED UNDER THE ROCK TO PREVENT MIGRATION OF THE UNDERLYING SOIL INTO THE STONE.

ROCK CONSTRUCTION ENTRANCE DETAIL



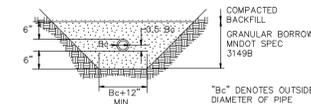
SILT FENCE NOTES:
 1. SILT FENCE SHALL BE BLACK IN COLOR.
 2. DIG A 6"x6" TRENCH ALONG THE INTENDED FENCE LINE, OR MACHINE SLICE TO 6" DEPTH.
 3. DRIVE ALL POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
 4. LAY OUT SILT FENCE ON THE UPHILL SIDE ALONG THE FENCE LINE, AND BACK FILL.
 5. WOOD POSTS MAY BE SPAKED UP TO 4 FEET APART TO SUPPORT THE FABRIC.
 6. REMOVE SILT FENCE AFTER TURF IS ESTABLISHED.
 7. HEAVY DUTY SILT FENCE TO HAVE STEEL T-POSTS AND WIRE MESH BACKING.

SILT FENCE DETAIL

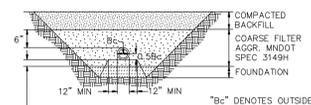


NOTES:
 1) CONTRACTOR OPTION TO USE WMCO INLET PROTECTION INSERT OR EQUAL.

INLET PROTECTION DETAIL

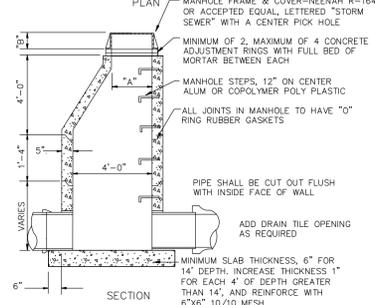
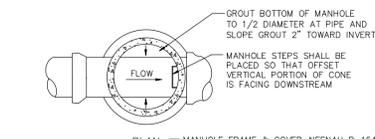


PIPE FOUNDATION & BEDDING IN GOOD SOILS

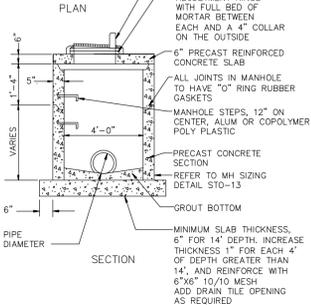


PIPE FOUNDATION & BEDDING IN POOR SOILS

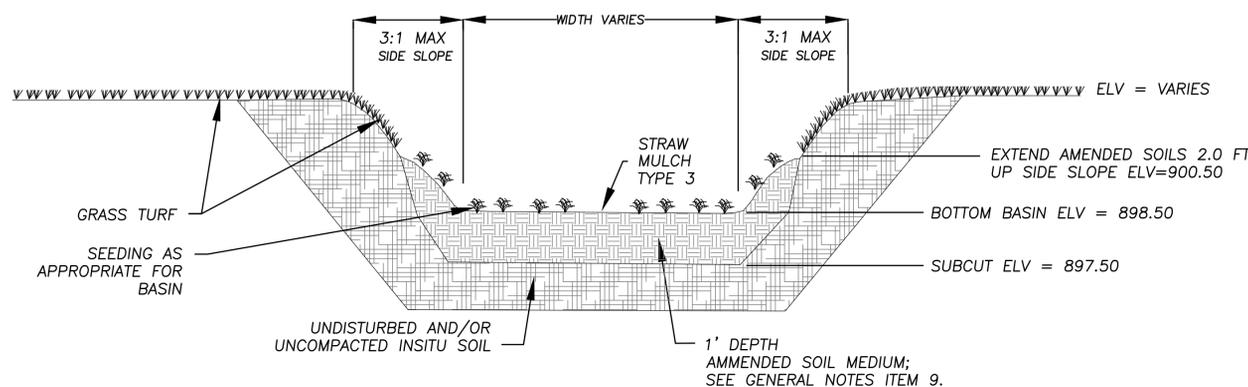
BEDDING METHODS FOR PVC



STORM SEWER MANHOLE



CATCH BASIN MANHOLE



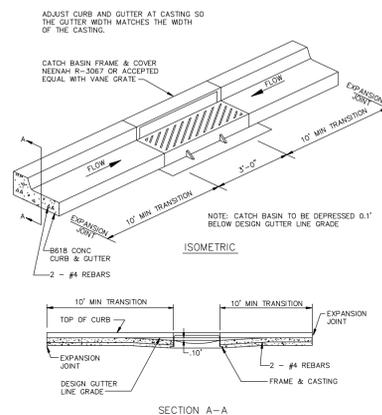
TYPICAL INFILTRATION BASIN CROSS-SECTION

GENERAL NOTES:

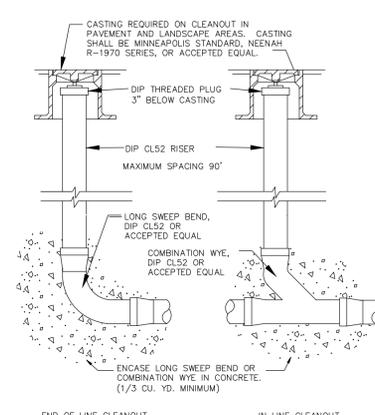
- INSTALL ALL TEMPORARY EROSION CONTROL MEASURES (IN ACCORDANCE WITH MNDOT GENERAL CONDITIONS 2573) PRIOR TO THE START OF ANY CONSTRUCTION OPERATION THAT MAY CAUSE ANY SEDIMENTATION OR SILTATION AT THE SITE.
- INSTALL STORM DRAIN INLET PROTECTION TO PREVENT CLOGGING OF THE STORM SEWER AND SEDIMENT LOADS TO DOWNSTREAM STORM WATER FACILITIES OR WATERBODIES.
- IF THE STORM WATER BMP IS BEING DESIGNED TO SERVE AS A TEMPORARY SEDIMENT BASIN, GRADE THE BMP TO WITHIN 18" ABOVE THE FINAL GRADE TO PROTECT THE UNDERLYING MATERIAL FROM CLOGGING. ONCE CONSTRUCTION IN THE CONTRIBUTING DRAINAGE AREA HAS BEEN COMPLETED AND THE SITE IS STABILIZED, EXCAVATE THE INFILTRATION BASIN TO FINAL GRADE AND COMPLETE CONSTRUCTION OF THE INFILTRATION BASIN.
- GRADING OF THE INFILTRATION BASIN SHALL BE ACCOMPLISHED USING LOW-IMPACT EARTH MOVING EQUIPMENT TO PREVENT COMPACTION OF THE UNDERLYING SOILS. SMALL TRACKED DOZERS AND BOBCTS WITH RUNNER TRACKS ARE RECOMMENDED.
- EXCAVATE THE INFILTRATION BASIN TO THE SPECIFIED DEPTH (ELEVATION). ALL SUB MATERIAL BELOW THE SPECIFIED ELEVATION SHALL BE LEFT UNDISTURBED, UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- GRADE TO THE DEPTH (ELEVATION) SPECIFIED IN THE CONSTRUCTION DOCUMENTS UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- IN THE EVENT THAT SEDIMENT IS INTRODUCED INTO THE BMP DURING OR IMMEDIATELY FOLLOWING EXCAVATION, THIS MATERIAL WILL NEED TO BE REMOVED FROM THE INFILTRATION BASIN PRIOR TO INITIATING THE NEXT STEP IN THE INFILTRATION BASIN CONSTRUCTION PROCESS. THIS IS ESPECIALLY IMPORTANT IF THE INFILTRATION BASIN HAS BEEN DESIGNED TO INFILTRATE STORM WATER. SEDIMENT THAT HAS BEEN WASHED INTO THE INFILTRATION BASIN DURING THE EXCAVATION PROCESS CAN SEAL THE PERMEABLE MATERIAL, SIGNIFICANTLY REDUCING THE INFILTRATION CAPACITY OF THE SOILS.
- MATERIAL EXCAVATED FROM THE INFILTRATION BASINS SHALL BE DISPOSED ON-SITE.
- INFILTRATION BASINS SHALL BE OVER-EXCAVATED 1 FOOT TO ELV = 897.50 AND FILLED WITH A WELL BLENDED MIXTURE OF 75% SEMI-COURSE WASHED SAND, 25% MNDOT GRADE 2 COMPOST. ALTERNATE OPTION IS TO IMPORT 3 INCH DEPTH MNDOT GRADE 2 COMPOST AND ROTO-TILL INTO TOP 9 INCH DEPTH NATIVE SOIL PROVIDED NATIVE SOIL IS CONFIRMED TO BE CLEAN SAND MEETING MNDOT SELECT GRANULAR SPECIFICATION AND ALL NON-NATIVE SOILS ARE REMOVED.
- INFILTRATION BASIN TO BE SEEDDED WITH MNDOT SEED MIX 34-181 OR APPROVED EQUAL SEEDING SHALL CONFORM TO MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, PLANTING SPECIFICATION 3876, 2005 EDITION.
- PORTIONS OF INFILTRATION BASINS TO BE SEEDDED SHALL BE MULCHED WITH CLEAN GRAIN STRAW (MNDOT TYPE 3) AT A RATE OF 2 TONS PER ACRE.
- SEEDING AND INSTALLATION OF ANY EROSION CONTROL BLANKET NECESSARY SHALL BE COMPLETED WITHIN SEVEN DAYS (7) DAYS OF FINAL GRADING.

CONSTRUCTION SEQUENCING

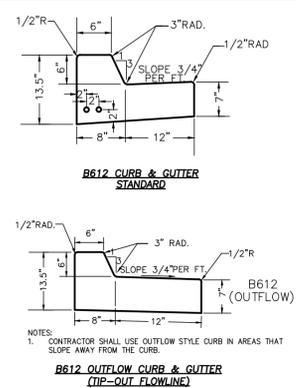
- CONTRACTOR SHALL PERFORM CONTINUOUS INSPECTIONS OF EROSION CONTROL PRACTICES FROM THE TIME SILT FENCE IS INSTALLED UNTIL FINAL APPROVAL OF THE INFILTRATION BASINS.
- INSTALL SILT FENCE ALONG THE PERIMETER OF THE SITE TO PREVENT SEDIMENT FROM LEAVING THE SITE DURING THE CONSTRUCTION PROCESS.
- ALL DOWNGRADIENT PERIMETER SEDIMENT-CONTROL BMPs MUST BE IN PLACE BEFORE ANY UP GRADIENT LAND-DISTURBING ACTIVITY BEGINS.
- REMOVE TOPSOIL FROM THE SITE AND PLACE IN TEMPORARY STOCKPILE LOCATION. TEMPORARY SEED THE STOCKPILE AND SURROUND WITH SILT FENCE.
- ROUGH GRADE THE SITE. IF THE INFILTRATION BASINS ARE GOING TO BE USED FOR TEMPORARY SEDIMENT CONTROL, GRADE THE INFILTRATION BASINS TO WITHIN 18" ABOVE THE FINAL GRADE TO PROTECT THE UNDERLYING SOILS FROM CLOGGING.
- INSTALL SILT FENCE UP-GRADIENT OF INFILTRATION BASIN TO PROTECT INFILTRATION AREA FROM SEDIMENTATION AND SOIL COMPACTION.
- CONSTRUCT SITE IMPROVEMENTS TAKING THE LOCATION AND FUNCTION OF STORM WATER BMPs INTO CONSIDERATION.
- TEMPORARY SEED AND MULCH DISTURBED AREAS ON SITE AS APPROPRIATE.
- INSTALL UNDERGROUND UTILITIES (WATER, SANITARY SEWER, ELECTRIC AND PHONE) TAKING THE LOCATIONS AND FUNCTION OF STORM WATER BMPs INTO CONSIDERATION.
- PERFORM ALL OTHER SITE IMPROVEMENTS TAKING THE LOCATION AND FUNCTION OF THE STORM WATER BMPs INTO CONSIDERATION.
- FINAL GRADE THE SITE AND FINE GRADE INFILTRATION BASIN. AFTER INFILTRATION BASIN FINAL GRADING AND PRIOR TO PLACEMENT OF AMMENDED SOIL MEDIA, THE BASIN FLOOR MUST BE TILLED TO A DEPTH OF AT LEAST TWELVE (12) INCHES TO PROVIDE A WELL-AERATED, POROUS SURFACE TEXTURE.
- INSTALL AMMENDED SOIL MEDIA IN INFILTRATION BASIN AND INSTALL PERMANENT SOIL STABILIZATION.
- STABILIZE THE SITE BY INSTALLATION OF SOD, NATIVE SEEDING, AND PLANTINGS OF THE INFILTRATION BASIN AND LANDSCAPING PLAN AND INSTALL EROSION CONTROL BLANKET.
- REMOVE THE SILT FENCE AFTER THE SITE IS STABILIZED PER PROJECT ENGINEER APPROVAL.



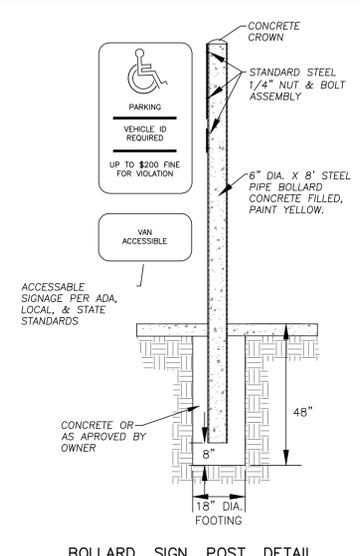
CURB AND GUTTER CONSTRUCTION AT CATCH BASIN



SERVICE LINE CLEANOUTS



CONCRETE CURB AND GUTTER DETAILS



BOLLARD SIGN POST DETAIL

INDEX OF CIVIL SITE DRAWINGS:

- C0 PROJECT LOCATION PLAN
- C1 SITE PLAN
- C2 GRADING AND DRAINAGE PLAN
- C3 DIVERSION DITCH PROFILE PLAN
- C4 UTILITY PLAN
- C5 STORM WATER POLLUTION PREVENTION PLAN
- C6 DETAILS
- C7 LANDSCAPE PLAN

CONTRACTOR:

Kinghorn
 COMPANY
 GENERAL CONTRACTORS

14198 Northdale Blvd
 Rogers, MN 55374

John Studer
 (763) 428-8088
 johns@kinghornco.com

CITY OF HANOVER
 PUBLIC WORKS FACILITY

xxxx 5th Street
 Hanover, MN 55341

DETAILS PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 Scott W. W. [Signature]

Date: 10/11/16 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN

118 E. Broadway St.
 Monticello, MN 55362
 Phone: 763-314-0929
 www.civilrad.com

REVISIONS	DATE	DRAWN BY	DESIGNED BY	CHECKED BY	VERTICAL SCALE	HORIZONTAL SCALE
10/11/16 storm water modifications	09/08/16	SD	SD	SD	1 inch = 10 feet	1 inch = 50 feet (FULL SIZE SHEET 34 X 46)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/08/16	SD	SD	SD

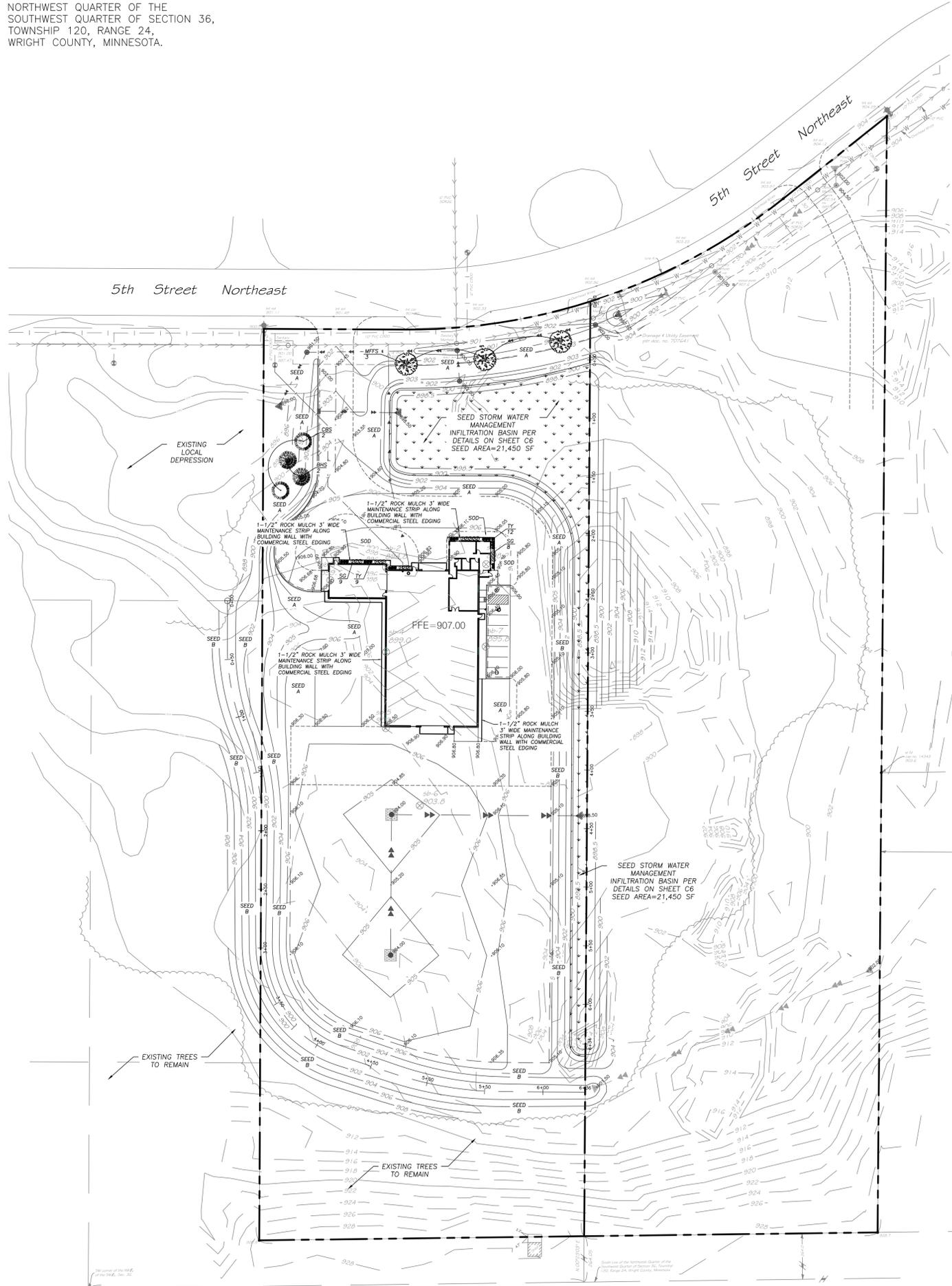
FILE NO. 00562

C6

Details Plan

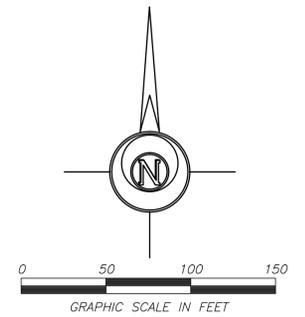
PROJECT LOCATION

NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 36,
TOWNSHIP 120, RANGE 24,
WRIGHT COUNTY, MINNESOTA.



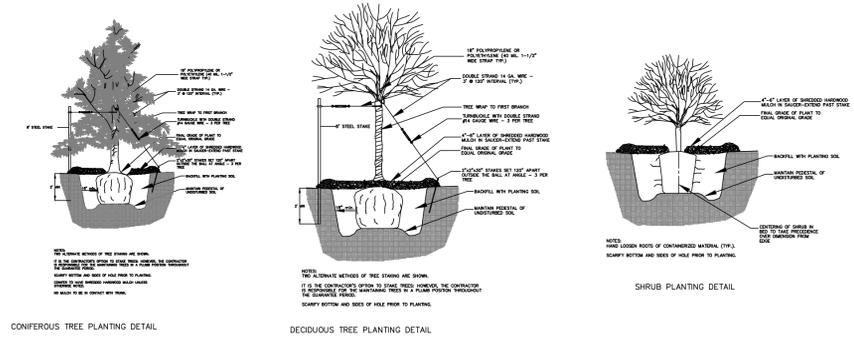
PLANT LIST:

QTY	KEY	COMMON NAME	SIZE/ROOT
TREES OVERSTORY DECIDUOUS			
3	MFFS	Maple, Fall Fiesta Sugar	2 Inch
3	Total		
TREES OVERSTORY CONIFEROUS			
2	CBS	Colorado Blue Spruce	3 Feet
2	BHS	Black Hills Spruce	3 Feet
4	Total		
SHRUBS			
21	TY	Taunton Yew	5 Gallon
17	SG	Spirea, Goldflame	5 Gallon
38	Total		



Topography Survey By: Lot Surveys Company
7601 73rd Avenue North
Minneapolis, MN 55428
763-560-3093

Benchmark: Top nut of hydrant at
Northeast corner of 5th
Street & Hwy 19.
Elevation = 914.31 feet



GENERAL NOTES:

- Contractor shall provide one year guarantee of all plant materials. The guarantee begins on the date of the General Contractor written acceptance of the date determined as substantially complete. Replacement materials shall also have a one year guarantee upon planting.
- Landscape contractor shall inspect the site and become familiar with existing conditions relating to the nature and scope of work. If any discrepancies are found, the General Contractor shall be notified prior to construction. The base information including contours, trails, utilities, curbs, and building locations were provided by others. All discrepancies must be resolved prior to construction.
- Landscape contractor shall verify plant layout and bring to the attention of the General Contractor discrepancies which may compromise the design or intent of the layout.
- Landscape contractor shall assure compliance with codes and regulations governing the work and materials supplied.
- Landscape contractor shall protect all existing roads, curbs/gutters, trails, trees, lawns, and site elements during construction. Damage to the same shall be repaired at no cost to the Owner.
- Landscape contractor shall verify the location of all utilities above and below grade prior to any soil disruption or installation. Provide necessary protection for same before construction begins.
- Landscape contractor shall coordinate each phase of installation with General Contractor.
- Landscape contractor shall be responsible for ongoing maintenance of all installed materials until time of substantial completion. Repair and/or replace all damaged materials due to construction or acts of vandalism at no cost to the Owner.
- Landscape contractor shall verify that all plant placement will not negatively affect the plant's survival or warranty. Undesirable site conditions shall be brought to the attention of the General Contractor prior to construction.
- Landscape irrigation to be provided for all mowed turf areas. Design/build irrigation plan to be approved by owner. Record plan to be provided to owner at completion.
- Landscape contractor shall submit a written request for the substantial completion of all landscape and site improvements prior to submitting for final payment. The submittal shall include an as-built drawing of all landscape and irrigation installations and improvements.

TURF NOTES:

- Sod turf areas unless noted as seed. Landscape contractor to obtain approval of sod type from General Contractor or owner prior to installation.
- Sod shall be TPI certified turf grass sod, highland sod only. Sod shall be free from weeds, stones, and have a strong fibrous root structure and be free from burned or bare spots.
- Sod shall be uniform in depth and cut into even rolls. All sod delivered to the site shall be installed that day. All seams shall be laid tight in staggered rows not less than 18 inches apart. Sod that abuts curbs or concrete areas shall have a finish grade 1 inch below the hard surface elevation. Once sod is installed the elevations shall be level. Sod areas shall be fertilized with a 22-05-10, 80% WLN, 0% CI, at 350 lbs/ac and applied as per distributor's requirements.
- Landscape contractor to confirm approval of seed mix from General Contractor or owner prior to installation.
- Seed shall be installed as per the distributor's requirements for proper coverage and germination.
- Seed A: MndOT seed mix 25-131 shall be applied at 220.0 lbs/ac in moderate maintenance turf areas.
- Seed B: MndOT seed mix 35-221 shall be applied at 36.5 lbs/ac in low maintenance turf areas.
- MndOT Type 1 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket.
- Fertilizer shall be 22-05-10, 80% WLN, 0% CI, at 350 lbs/ac. Disc fertilizer into top 3" of soil.
- Dormant seed mix shall be used after November 1 or when temperatures do not exceed 40° F, using some rates specified above. No seed shall be placed on snow or ice greater than 2" in depth.
- Any seeded areas that do not become established with vegetation shall be re-seeded at Contractor's expense.

PLANTING NOTES:

- All plants to be Minnesota grown and hardy. Plants to be installed as per standard ANM planting practices. Nursery stock shall comply with the current edition of the American Standard for Nursery Stock, ANSI Z60.1.
- No planting will occur until final grading has been completed.
- All tree and shrub beds shall be staked and approved prior to installation.
- No substitutions will be accepted unless approval is granted by the General Contractor prior to submission of the bid.
- Location adjustments may be needed in the field. Landscape Architect must be notified.
- Plants to be installed as per planting details.
- Plants shall be fertilized upon installation with dried bone meal. Other approved fertilizers mixed in with the planting soil as per the manufacturer's instructions may be applied. Summer and fall installations shall have an application of granular 10-0-5, 12oz. per 2.5' cal. tree and 6oz. per shrub. An additional application of 10-10-10 the following spring in the tree saucer.
- Areas receiving ground covers, perennials, or garden space shall receive a minimum of 18 inches of planting soil consisting of 4 parts topsoil, 4 parts screened compost, and 1 part sand.
- All deciduous trees shall be wrapped in the fall prior to Dec. 1 and removed after April 15. Tree wrap shall be asphalt impregnated crepe, wrapped from base of trunk flare to first branches.
- Edging shall be professional grade poly material. Edging horizontal layout to be uniform with smooth transitions. Edging vertical placement to be below typical mower deck cutting height.
- A 24" wide rock mulch maintenance strip shall be installed along the wall of the building. Maintenance strip shall have weed barrier fabric under rock mulch and edged with poly edging.
- Weed barrier shall be 4oz. woven needle punch, black. Overlapping seams.
- Rock mulch, (River Rock, 1-1/2 inch or 2-1/2 inch) shall be placed a minimum of 4 inches deep. Rock mulch shall have weed barrier fabric or 6 mil poly under rock.
- Mulch tree rings shall be 6 feet in diameter and be a minimum of 4 inch deep double shredded dark brown hardwood. Mulch shall not come in contact with tree trunks.
- All deciduous plantings shall occur between spring thaw and June 15, or between fall's first frost and the first snow or Nov. 15, which ever comes first. Coniferous plantings must be prior to Oct. 1.
- Landscape contractor shall be responsible for determining appropriate planting conditions. Warranties shall be enforced regardless of weather and planting conditions.
- No excess materials or debris will be on site. All hard surfaces will be swept and washed clean.

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CONTRACTOR:
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14198 Northdale Blvd
Rogers, MN 55374

John Studer
(763) 428-8088
johns@kinghornco.com

CITY OF HANOVER
PUBLIC WORKS FACILITY

xxxx 5th Street
Hanover, MN 55341

LANDSCAPE PLAN

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

DATE: 10/11/16 Reg. No. 24348
PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
Monticello, Mn 55362
Phone: 763-314-0929
www.civillead.com

REVISIONS

DATE	DESCRIPTION
09/08/16	10/11/16 storm water modifications

VERTICAL SCALE
1 inch = 5 feet

HORIZONTAL SCALE
1 inch = 50 feet
(FULL SIZE SHEET 34 X 46)

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
09/08/16	SD	SD	SD

FILE NO. 00562

C7

Landscape Plan

Cash and Investments

The City's cash and investment balances are as follows:

	<u>9/30/2016</u>	<u>9/30/2015</u>	<u>Increase/(Decrease)</u>
Checking	697,638	1,146,043	(448,405)
Investments (at market value)	<u>7,167,894</u>	<u>6,032,745</u>	<u>1,135,149</u>
Total cash and Investments	<u><u>7,865,532</u></u>	<u><u>7,178,788</u></u>	<u><u>686,744</u></u>

<u>Investment Type</u>	<u>9/30/2016</u>	<u>9/30/2015</u>	<u>Increase/(Decrease)</u>
Checking	697,638	1,146,043	(448,405)
Money Market	1,368,366	1,180,131	188,235
Negotiable CDs	4,974,669	3,981,440	993,228
Municipal bond	824,860	560,094	264,765
Government agency securities	-	311,079	(311,079)
Total Investments	<u><u>7,865,532</u></u>	<u><u>7,178,788</u></u>	<u><u>686,744</u></u>

-

-

City of Hanover, Minnesota

Cash Position

As of 9/30/16

<u>Bank West</u>	<u>Maturity Date</u>	<u>Interest</u>	<u>Current Balance</u>	<u>% of Total</u>
Checking Account (reconciled)	N/A	0.10%	\$ 458,245	
Money Market Savings Account	N/A	0.15%	\$ 316,976	
Bank Certificates of Deposit	24-48 months	0.61% <i>avg</i>	\$ 373,662	
averages	35 months	0.28%		
Total Bank West			\$ 1,148,884	15%
<u>MidwestOne Bank</u>				
Savings Account	N/A	0.20%	\$ 243,019	
Total MidwestOne Bank			\$ 243,019	3%
<u>Financial Security Bank</u>				
Money Market Savings Account	N/A	0.35%	\$ 101,694	
Total Financial Security Bank			\$ 101,694	1%
<u>FNB of Elk River</u>				
Non-brokered Certificates of Deposit	41 months	0.85%	\$ 260,651	
Total FNB of Elk River			\$ 260,651	3%
<u>UBS</u>				
Money Market Savings Account	N/A	0.03%	\$ 195,882	
Brokered Certificates of Deposit	2-66 months	1.75% <i>avg</i>	\$ 4,092,756	
Municipal Securities	17-98 months	3.09% <i>avg</i>	\$ 824,860	
averages		1.90%		
Total UBS			\$ 5,113,497	65%
<u>4M Fund</u>				
Money Market Savings Account	N/A	0.03%	\$ 753,814	
Brokered Certificates of Deposit		0.31%	\$ 247,600	
averages		0.10%		
Total 4M Fund			\$ 1,001,414	13%
Total Deposits and Investments			\$ 7,869,158	
Average Interest	N/A	0.03%		
<u>Petty Cash</u>				
Administration	N/A	N/A	\$ 200	
Total Petty Cash			\$ 200	

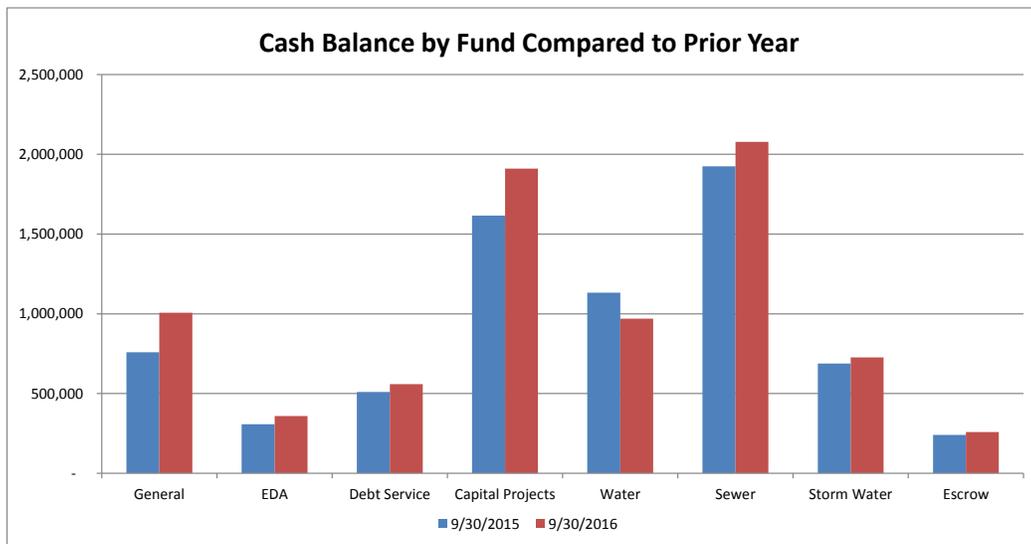
City of Hanover, Minnesota
Statement of Revenues and Expenditures - Budget and Actual - General Fund (Unaudited)
For the Quarter ended September 30, 2016

	Annual Budget	Actual Thru 9/30/16	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget thru 9/30/16
Revenues				
Taxes	895,853	498,708.20	(397,145)	55.67
Licenses and permits	112,200	173,963.24	61,763	155.05
Local government aid	107,496	53,748.00	(53,748)	50.00
Intergovernmental	41,839	38,915.90	(2,923)	93.01
Fines and forfeitures	1,500	1,916.43	416	127.76
Interest earnings	7,000	11,107.95	4,108	158.69
Charges for service	125,735	69,750.59	(55,984)	55.47
Contributions & Donations	-	5,650.00	5,650	-
Miscellaneous revenue	14,000	125,164.83	111,165	894.03
Total Revenues	1,305,623	978,925.14	(326,697)	74.98
	-	-	-	
Expenditures				
City Council & Commissions	50,821	16,631	(34,190)	32.72
Administration	157,212	108,626	(48,587)	69.09
Elections	8,300	3,072	(5,228)	37.02
Accounting & Auditing	138,737	112,971	(25,766)	81.43
City Attorney	21,787	17,925	(3,861)	82.28
Planning & Zoning	17,000	9,710	(7,290)	57.12
General Govt Buildings	51,850	20,745	(31,105)	40.01
Engineering	25,000	21,424	(3,576)	85.70
Insurance	34,058	27,629	(6,428)	81.13
Public safety	388,820	196,028	(192,792)	50.42
Cemetery	2,500	2,186	(315)	87.42
Public works	305,739	193,835	(111,903)	63.40
Recycling	37,000	26,508	(10,492)	71.64
Culture and recreation	47,300	22,320	(24,980)	47.19
Miscellaneous (Damage Deposit	9,000	3,416	(5,584)	37.96
Transit	1,000	250	(750)	25.00
Capital outlay	13,000	10,153	(2,847)	78.10
Operating transfers out	-	-	-	-
Total Expenditures	1,309,123	793,430	(515,693)	60.61
	-	-	-	
Excess (Deficiency) of Revenues over (Under) Expenditures	(3,500)	185,495	188,995	

Item Explanation of expense items overbudget

City of Hanover, Minnesota
Unaudited Cash Balances by Fund
September 30, 2015, June 30, 2016 and September 30, 2016

Fund	Balance 9/30/15	6/30/2016	9/30/2016	YTD Change from 6/30/16	Change from 9/30/15
100 GENERAL FUND	722,581	789,238	978,358	189,120	255,777
107 FIRE DEPT DONATIONS FUND	36,415	27,924	28,572	649	(7,843)
201 EDA SPECIAL REVENUE FUND	97,683	115,875	119,774	3,899	22,091
205 EDA BUSINESS INCENTIVE FUND	209,723	238,375	239,687	1,312	29,964
311 2008A GO CIP REFUNDING BOND	52,716	52,996	48,809	(4,187)	(3,906)
312 2009A GO IMP REFUNDING BOND	28,434	33,782	31,109	(2,673)	2,674
313 2010 GO EQUIPMENT CERTIFICATES	(19,042)	(2,784)	(13,632)	(10,848)	5,411
314 2011A GO IMP CROSSOVER REF BD	447,397	484,711	492,119	7,407	44,722
401 GENERAL CAPITAL PROJECTS	576,954	984,106	1,007,290	23,184	430,336
402 PARKS CAPITAL PROJECTS	234,394	227,811	225,660	(2,151)	(8,734)
403 FIRE DEPT CAPITAL FUND	139,949	178,553	178,857	304	38,908
404 HISTORICAL CAPITAL PROJ FUND	43,770	(27,430)	(66,051)	(38,622)	(109,821)
405 PARK DEDICATION FEE	-	-	1,370	1,370	1,370
407 TIF REDEV DIST #1	8,634	9,172	9,187	16	553
411 CITY HALL CAPITAL PROJ FUND	55,585	53,614	48,258	(5,355)	(7,327)
417 EQUIPMENT CAPITAL FUND	51,873	108,485	108,669	185	56,796
418 STREET CAPITAL PROJ FUND	505,027	769,554	396,595	(372,960)	(108,433)
601 WATER ENTERPRISE FUND	728,279	797,453	811,713	14,260	83,434
602 SEWER ENTERPRISE FUND	217,966	375,916	291,958	(83,958)	73,992
603 STORM WATER ENTERPRISE FUND	139,559	162,104	167,799	5,695	28,240
611 WATER CAPITAL IMP FUND	404,451	411,816	157,475	(254,341)	(246,976)
612 SEWER CAPITAL IMP FUND	1,706,710	1,782,494	1,785,529	3,034	78,818
613 STORM WATER CAPITAL IMP FUND	548,591	557,337	558,286	949	9,695
804 SCHENDELS FIELD ESC FUND	145,927	148,253	148,506	252	2,579
809 BRIDGES AT HANOVER ESC FUND	(13,477)	(13,477)	(13,477)	-	-
811 EROSION CONTROL ESCROW FUND	29,500	52,500	39,750	(12,750)	10,250
815 LANDSCAPE ESCROW FUND	41,000	61,500	40,500	(21,000)	(500)
817 INFRASTRUCTURE ESCROW FUND	16,000	30,000	20,000	(10,000)	4,000
818 MISC ESCROWS FUND	6,863	6,233	7,301	1,067	437
820 BRIDGES TOWNHOMES ESC FUND	3,544	3,600	3,606	6	63
821 QUAIL PASS 2ND ADD ESCROW FD	11,782	11,936	11,956	20	174
Total	\$ 7,178,788	\$ 8,431,649	\$ 7,865,532	\$ (566,117)	\$ 686,744



City of Hanover, Minnesota
Statement of Revenues and Expenditures - Budget and Actual - Water Fund (Unaudited)
For the nine months ended September 30, 2016

	<u>Actual Thru 9/30/15</u>	<u>Actual Thru 9/30/16</u>	<u>Variance - Favorable (Unfavorable)</u>
Revenues			
Water and sewer sales	74,925	122,785	47,859
Interest earnings	8,929	13,162	4,233
Special Assessments	67	110	43
Total Revenues	<u>83,921</u>	<u>136,056</u>	<u>52,135</u>
Expenses			
Other services and charges	61,701	78,677	(16,976)
Repairs and maintenance	4,649	1,672	(2,977)
Utilities	-	-	-
Depreciation	-	-	-
Total Expenses	<u>66,350</u>	<u>80,349</u>	<u>(13,999)</u>
Excess (Deficiency) of Revenues over (under) Expense	17,571	55,707	38,136
Other Financing Sources and (Uses)			
Transfers In	-	-	-
Transfers Out	-	-	-
Excess (Deficiency) of Revenues and other Financing Sources over (Under) Expenditures	<u>17,571</u>	<u>55,707</u>	<u>38,136</u>

Item Explanation of items percentage received/expended with a variance greater than \$10,000

(1) Difference in Sales is due to new construction permits received, 16 in the 3rd Qtr 2015 and 25 for 3rd Qtr 2016 and Greenhouse connect fee

(2) Difference in Expenses is due to new construction connections paid to JPWB, 16 in 2nd Qtr 2015 and 25 in the 3rd Qtr 2016.

City of Hanover, Minnesota
Statement of Revenues and Expenditures - Budget and Actual - Sewer Fund (Unaudited)
For the nine months ended September 30, 2016

	<u>Actual Thru 9/30/15</u>	<u>Actual Thru 9/30/16</u>	Variance - Favorable (Unfavorable)
Revenues			
Water and sewer sales	234,436	328,149	93,714
Interest earnings	3,205	5,245	2,040
Special Assessments	208	387	179
Total Revenues	<u>237,849</u>	<u>333,781</u>	<u>95,932</u>
Expenses			
Other services and charges	267,299	307,264	(39,965)
Interest	13,351	11,221	2,130
Depreciation	-	-	-
Total Expenses	<u>280,650</u>	<u>318,485</u>	<u>37,835</u>
Excess (Deficiency) of Revenues over (under) Expense	(42,801)	15,297	58,098
Other Financing Sources and (Uses)			
Transfers In	-	-	-
Transfers Out	-	-	-
Excess (Deficiency) of Revenues and other Financing Sources over (Under)			
Expenditures	<u>(42,801)</u>	<u>15,297</u>	<u>58,098</u>

Item Explanation of items percentage received/expended with a variance greater than \$10,000

(1) Difference in Sales is due to new construction permits received, 16 in the 3rd Qtr 2015 and 25 for 3rd Qtr 2016 and Greenhouse connect fee

(2) Difference in Expenses is due to new construction connections paid to St. Michael, 16 in 3rd Qtr 2015 and 25 in the 3rd Qtr 2016.