

**CITY OF HANOVER
CITY COUNCIL MEETING
JANUARY 15, 2019 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, January 15, 2019 to order at 6:00 p.m. Present were Mayor Chris Kauffman, Ken Warpula, and MaryAnn Hallstein. Also present were City Administrator Brian Hagen and Public Works Supervisor Jason Doboszanski. Guests present included State Representative Eric Lucero, Accountant/Deputy Clerk Jackie Heinz, Administrative Assistant Amy Biren, Fire Chief Dave Malewicki, Fire Department members Dave Pinor, Tony Wychgram, Brian Gronsberg, and resident Pat Meister. Councilor Jim Zajicek arrived at 6:42 p.m. Absent was Councilor Doug Hammerseng.

Approval of Agenda:

Kauffman requested adding Rep. Lucero legislative preview prior to the Consent Agenda. Hagen requested that his performance review be delayed until Councilor Zajicek arrives.

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

Legislative Preview – State Rep. Eric Lucero

Lucero was present to discuss legislative items for the 2019 session. His focus for the year will be tax conformity, the State’s budget surplus, roads and bridges, equity in education, 2nd Amendment rights, pro-life laws, and digital misrepresentation. Warpula inquired on Lucero’s stance on the proposed gas tax increase and the Met Council. Lucero stated he was opposed to any gas tax increase and that the Met Council will see no change.

Consent Agenda:

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

a. Approve Minutes of January 3, 2019 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 39,669.28
➤ Payroll	\$ 39,356.28
➤ P/R taxes & Exp.	\$ 8,496.87
➤ Other Claims	<u>\$ 3,030.97</u>
➤ Total Claims	<u>\$ 90,553.40</u>

c. Res No 01-15-19-04 – Approving 2018 Staff Reviews

Motion carried unanimously.

Res No 01-15-19-05 – Approving Additional 2019 Annual Appointments

Council consensus was to wait to discuss the Park Board vacancy until they were able to further review the applications. Council further suggested interested candidates attend the January Park Board Meeting to learn about the board and expectations.

Council consensus was to remove Captain 1 from discussion due to Councilor Warpula having a conflict of interest on the position. This consensus was supported by only three Councilors being present at the time with Warpula one of them. In the interest of appointing the other positions Council continued discussion on the remaining positions.

Hallstein provided a review of the new process to the rest of Council. She stated it was beneficial to meet with candidates in order to learn about them and the department. Kauffman stated that in future years he feels it would be good for the entire Council to partake in the interview process.

Hallstein presented her and Hammerseng's recommendations as follows:

- Fire Chief – Dave Malewicki
- Captain 3 – Tony Wychgram
- Lieutenant 3 – Dave Pinor
- Lieutenant 4 – Brian Gronsberg.

Hallstein further stated that because Wychgram currently holds the Captain 2 position, appointing Wychgram to Captain 3 would create a vacancy for one year at the Captain 2 position. Hagen stated that policy reads in the event of a vacancy, the Fire Chief would make a recommendation to City Council on the vacancy appointment. Chief Malewicki recommended appointing Carl Olson to the Captain 2 position.

MOTION by Warpula to approve amended Res No 01-15-19-05 by tabling the Park Board appointment and to appoint the Fire Chief, Captain 2, Captain 3, Lt. 3 and Lt. 4 positions as recommended by Hallstein/Hammerseng and Chief Malewicki, seconded by Hallstein. **Motion carried unanimously.**

Councilor Zajicek arrived at this time.

Discussion continued on the Fire Department Captain 1 appointment. Councilor Warpula abstained from discussion due to conflict of interest. Hallstein updated the council by stating Ken Warpula is recommended to be appointed to the Captain 1 position.

MOTION by Hallstein to add Ken Warpula as Captain 1 to Res No 01-15-19-05, seconded by Zajicek. **Motion carried unanimously. Abstaining was Warpula.**

Reports

Doboszanski

- Ice Rinks are in full operation and staff continues to flood the rinks
- Began reviewing 2019 capital purchases. Staff is looking at replacing the 1-ton dually with the dump box. Staff is looking at a larger pickup in order to be able to pull the mini-excavator without using the plow truck.

Hagen

- Hanover Cove received a 1599 Letter allowing the City an additional 60 days for the review. Staff anticipates the Planning Commission to continue their review of the Preliminary Plat at their January meeting.
- Informed council of an upcoming vacation in April.
- Staff began cleaning and organizing the upstairs storage area. He would also begin working on the initial planning phase of the renovation of old Public Works.

Zajicek

- Suggested Council consider appointing alternate City board members to ensure full advisory boards for recommendations being forwarded to City Council.
- Sated that legislators are considering a hands free bill for traffic accidents to expand the penalties on distracted driving.

Warpula

- Requested the City Council consider a meeting date change for the second meeting of the month as it conflicts with Fire Department training. Hagen suggested that should Council consider the change; a change be made to both meetings in order to maintain consistency with the day of the week meetings are held. Hagen was directed to look at the logistics of changing a meeting date and to request availability of consultants.

Closed Session: 2018 City Administrator Performance Review

Kauffman stated that the City Council would be entering into a closed session for the purpose of conducting the annual performance review of the City Administrator. Kauffman closed the meeting at 7:25 p.m.

Present during the closed session were Mayor Kauffman, Councilors Warpula, Zajicek, Hallstein, and City Administrator Hagen. Council conducted the annual performance review.

Mayor Kauffman reopened the Public Meeting at 8:15 p.m.

Adjournment

MOTION by Warpula to adjourn at 8:24 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator