

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
JANUARY 21, 2014 – OFFICIAL MINUTES**

Call to Order

Mayor Kauffman called the Regular Council Work Session Meeting of Tuesday, January 21, 2014 to order at 6:06 p.m. Present were Mayor Chris Kauffman, Councilors Wendy Pinor, John Vajda, Doug Hammerseng, and Ken Warpula. Also present were City Administrator Annita Smythe, Administrative Assistant Brian Hagen, Public Works Supervisor Scott Vogel, and City Engineer Justin Messner. Doug Green from Springsted Inc. was present as a guest.

Approval of Agenda

Smythe corrected the claims amount to show the addition of two bond payments.

MOTION by Hammerseng to approve the agenda, seconded by Vajda. Motion carried unanimously.

Consent Agenda

Hammerseng correct the minutes of January 7, 2014 to state that his check that was delayed in being cashed was from the Oktoberfest, not the Harvest Festival. Council also had a question related to Resolution 01-21-14-09. Hagen, Messner, and Smythe explained it was required for a grant application staff is completing for the Historic Bridge. Pinor asked if both Counties were being paid for the Sheriff agreements. Smythe responded that as the bills are received at City Hall they are paid. Smythe further stated that it may come soon, but if it is not in claims, it did not come in time to be on this agenda. Pinor also asked about WSB's billing by project number. Smythe stated this feature is new with the new accounting system. It allows for an additional way to track projects. Council approved of this feature, and is in favor of expanding its use beyond engineering projects where feasible.

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

a. Approve Minutes of January 7, 2013 Regular City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 137,475.48
➤ Payroll	\$ 12,131.43
➤ P/R taxes & Exp	\$ 4,952.08
➤ Other Claims	<u>\$ 2,353.83</u>
➤ Total Claims	<u>\$ 156,912.82</u>

c. Res No 01-21-14-09 – Agreement to Maintain Historic Bridge

d. Res No 01-21-14-10 – Approving 2013 EDA Fund Transfer

e. Res No 01-21-14-11 – Approving Hire of Probationary Firefighter

Motion carried unanimously.

Pavement Management Funding Options

Mr. Green from Springsted Inc. provided information to Council on the affordability of bonding in order to fund the pavement management program as well as other capital improvement projects. His presentation was based on rough estimates of what various projects would cost. He focused on projects over the next three years. The repayment timeframe would then be based on the life expectancy of the specific project. Council then held discussion with Mr. Green and the City Engineer Messner on how assessments would affect what is bonded. Mr. Green's information was broad at this point in the funding options. Council directed staff to work with Mr. Green to break out the projects that are currently funded with other sources, and also to get better cost estimates for the

items that are not part of the Pavement Management plan so that we are better able to narrow down the funding amount needed.

2014 Goals Discussion

Council focused on what they would like the Planning Commission to work towards. There is a general consensus for new developments with large parcels. The current Comprehensive Plan and Subdivision Ordinance require all new developments to provide city sanitary sewer and water services to the parcels. This causes development costs to go up, and Council feels there are some parts of Hanover where it is not economical to require the service be extended there. Council encourages the Planning Commission to review the Comprehensive Plan and Subdivision Ordinance in order to amend the requirement of sewer and water.

Council encourages the Park Board to continue their events. They also hope to finalize plans for the Community Garden while taking into consideration what the 2.5 acre parcel adjacent to the area is used for. Council furthered the goals discussion on other projects. Those include future Public Works, Green House Project, 8th Street extension, and further annexation possibility.

Messner provided Council with an update at this time. He stated that the right of way agent for WSB has completed the offers; once those are finalized we will be able to advertise for bids on the project.

Adjournment

MOTION by Warpula to adjourn at 8:58 p.m., seconded by Vajda. Motion carried unanimously.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Annita Smythe, City Administrator