

**AGENDA  
HANOVER CITY COUNCIL  
FEBRUARY 20, 2018**

**MAYOR  
CHRIS KAUFFMAN**

**COUNCIL  
DOUGLAS HAMMERSENG  
KEN WARPULA  
JIM ZAJICEK  
MARYANN HALLSTEIN**

- 1. Call to Order Regular City Council Work Session: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
  - a. Approve Minutes of February 5, 2018 City Council Meeting (4)**
  - b. Approve Minutes of February 14, 2018 Joint City Council/Planning Commission Meeting (7)**
  - c. Approve Claims as Presented: (8)**

➤ Claims	\$ 34,385.15
➤ Payroll	\$ 9,177.36
➤ P/R taxes & Exp.	\$ 3,282.00
➤ Other Claims	<u>\$ 2,303.98</u>
➤ Total Claims	<u>\$ 49,148.49</u>
  - d. Res No 02-20-18-14 – Approving Staff Review (23)**
  - e. Res No 02-20-18-15 – Agreeing to Accept Transfer of Cemetery (24)**
- 4. Ordinance Amendment – Chapter 4, Gambling Regulations (25)**
- 5. Res No 02-20-18-16 – Accepting Plans & Authorizing Bids for 2018 Surface Improvement Project (30)**
- 6. 2018 Capital Projects Funding Review (33)**
- 7. 2017 Excess Revenue Transfer Discussion**
- 8. 2017 Salary Compensation Study (65)**
- 9. 11238 River Rd NE – Lot Line Adjustment**
- 10. Youth Ball Portable Toilet at Hanover Elementary**
- 11. Reports**
- 12. Adjournment**

**To:** Mayor Kauffman & Members of the Hanover City Council  
**From:** Brian Hagen, City Administrator  
**Date:** February 16, 2018  
**Re:** Review of February 20, 2018 City Council Work Session Agenda

---

1. Call to Order Regular City Council Work Session: 6:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent agenda.*
  - a. Approve Minutes of February 5, 2018 City Council Meeting (4)
  - b. Approve Minutes of February 14, 2018 Joint City Council/Planning Commission Meeting (7)
  - c. Approve Claims as Presented: (8)

➤ Claims	\$ 34,385.15
➤ Payroll	\$ 9,177.36
➤ P/R taxes & Exp.	\$ 3,282.00
➤ Other Claims	<u>\$ 2,303.98</u>
➤ Total Claims	<u>\$ 49,148.49</u>
  - d. Res No 02-20-18-14 – Approving Staff Review (23)
  - e. Res No 02-20-18-15 – Agreeing to Accept Transfer of Cemetery (24)
4. Ordinance Amendment – Chapter 4, Gambling Regulations (25)

*Enclosed is the latest draft of the gambling regulations based on the last discussion. I have invited the Hanover Lions Club and the Hanover Athletic Association to the meeting to join in the discussion. I also sent and invite the Chops Bar & Grill and the River Inn given they are our current locations that hold premise permits. I will try to make contact with each organization to solicit feedback on the regulations and to encourage their attendance for the discussion.*
5. Res No 02-20-18-16 – Accepting Plans & Authorizing Bids for 2018 Surface Improvement Project (30)

*Enclosed is a resolution accepting the plans and specifications for the 2018 road projects. As discussed earlier, this is approximately a \$1.1 million project. It encompasses three areas of Hanover; Pheasant Run, River Rd between 8<sup>th</sup> St. NE and 15<sup>th</sup> St. NE, and 10<sup>th</sup> St. NE/Ladyslipper Ln. NE. The project was discussed to be bid where Council could decide on what areas would receive work in 2018 based on bid values. Funding for the project will be discussed later in the meeting, but Council may want to incorporate some of the funding discussion at this time.*

**6. 2018 Capital Projects Funding Review (33)**

*Enclosed is a detailed memo explaining the City's capital funds, their revenue sources, and their expenditure purposes. This discussion will be used to guide staff in preparing approvals for capital purchases throughout 2018, and working towards issuing debt if needed.*

*Also enclosed are spreadsheets showing cash balance projections are revenue and expenses flow through the funds over the next several years. Lastly, some classified ads for used equipment purchases are included. The purpose of these is to represent equipment staff feels will meet the needs of the city, but does not warrant new purchase at this time.*

**7. 2017 Excess Revenue Transfer Discussion**

*Direction on the 2017 excess general fund revenue will likely take place along with the 2018 capital purchases discussion. Depending on the planned 2018 purchases, the City has approximately \$156,000 of excess revenue that can be allocated to a capital fund. This is in addition to \$60,000 of excess Fire Department revenue to be allocated to the Fire Capital fund. Our general operating fund would then begin 2018 with a 50 % reserve, which is on the top end of our policy requirements.*

**8. 2017 Salary Compensation Study (65)**

*Enclosed is another detailed memo. The memo outlines the findings of the compensation study. Furthermore, it outlines my recommendation for Council action. As I note in the memo, all staff will be present for this discussion. We want this conversation to be a quality dialogue between Council and staff in order to provide a clear expectation of Hanover's compensation program. You will read that the recommendation does not include any immediate adjustments to staff wages. Instead, it adjusts the ranges to be competitive against entities in the area. The recommendation also suggests other ways to address future salary cap implications to assist in staff retention.*

**9. 11238 River Rd. NE – Lot Line Adjustment**

*This discussion is back in front of Council due to a disagreement between Council and the EDA. At the previous Council meeting, a resolution was approved consenting the lot line adjustment for 11238 River Rd. The adjustment was to correct an encroachment issue that has existed for several years. Council added a condition of the consent to the adjustment subject to payment of \$500 for the property.*

*This item then went to the February 8<sup>th</sup> EDA meeting for their approval as the current owners. When explaining the Council's action on the resolution approval, the EDA felt there was no need to collect an additional \$500 for the property on top of the owner of 11238 River Rd paying for all other expenses. The EDA held a concern for welcoming a new business to Hanover by charging them \$500 for the land right away.*

*Lastly, it was suggested that Justin weigh in on the need for the two feet of property in order to have a functional parking lot. The property line adjustment would still allow for approximately 65 feet in width which would be large enough for the parking lot layout as proposed.*

**10. Youth ball Portable Toilet at Hanover Elementary**

*The Hanover Youth Ball organization has submitted a request for the City to pay for the portable toilet at the Elementary School again this year. Costs in 2017 were \$630.*

**11. Reports**

**12. Adjournment**

**CITY OF HANOVER  
CITY COUNCIL MEETING  
FEBRUARY 5, 2018 – DRAFT MINUTES**

**Call to Order/Pledge of Allegiance:**

Mayor Chris Kauffman called the regular meeting of Monday, February 5, 2018 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Jim Zajicek and MaryAnn Hallstein. Also present were City Attorney John Edison, City Administrator Brian Hagen and Accountant/Deputy Clerk Jackie Heinz. Guests present were Fire Chief Dave Malewicki, Fire Dept. Members Brian Gronsberg, Tony Wychgram, Steve Vrieze, Toby Heinz, Dave Pinor and Lindsey Groves, Hennepin County Sheriff Steve Labatt, and Jason Ver Steeg from Duininck Inc. Councilor Ken Warpula was absent.

**Approval of Agenda:**

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

**Consent Agenda:**

Hammerseng noted a corrected needed to the January 16, 2018 minutes in who made the motion and second to that meeting's consent agenda.

**MOTION** by Zajicek to approve the consent agenda as amended, seconded by Hammerseng.

a. **Approve Minutes of January 16, 2018 City Council Work Session Meeting**

b. **Approve Claims as Presented:**

➤ Claims	\$ 259,308.07
➤ Payroll	\$ 9,041.20
➤ P/R taxes & Exp	\$ 3,580.29
➤ Other Claims	\$ <u>2,312.26</u>
➤ Total Claims	\$ <u>274,241.82</u>

c. **Res No 02-05-18-06 – Appointing Andre Atlas to the Hanover Fire Department**

d. **Res No 02-05-18-07 – Approving 2018 Solid Waste Hauler Licenses**

e. **Res No 02-05-18-08 – Approving Renewal of Consumption and Display License**

f. **Res No 02-05-18-09 – Approving Public Works Facility Construction Pay Voucher #4**

**Motion carried unanimously.**

**Citizen's Forum:**

**Fire Department Pinning – Lindsey Groves**

Fire Chief Dave Malewicki stated Lindsey Groves has successfully completed one year of probation. Chief Malewicki further state that Groves will be a great asset for the Hanover Fire Department. He then presented Groves with her Fire Department Badge and pins.

**Hennepin County Sheriff Captain Steve Labatt**

Captain Labatt introduced himself, was recently promoted to Captain and is the new law enforcement liaison for the City of Hanover.

**Public Hearings:**

None

**Unfinished Business:**

None

**New Business:**

**Res. No. 02-05-18-10 Ordering EAW for Crow River Heights West**

Hagen stated this resolution orders an Environmental Assessment Worksheet (EAW) to be completed for the future development of Crow River Heights West. This was discussed at a previous meeting between City Council and the developer. The developer was aware of this decision and has begun work on the document.

**MOTION** by Hallstein to approve Res. No. 02-05-18-10, seconded by Hammerseng. **Motion carried unanimously.**

**Res. No. 02-05-18-11 Ordering EAW for Hanover Cove**

Hagen stated Jason Ver Steeg from PAXMAR was present for the discussion. There was a previous EAW completed on the site, per City Planner memo, a new EAW is needed as Hanover Cove encompasses more than it previously did and several years have passed since the previous EAW was completed. Ver Steeg stated he plans to attend the future Planning Commission and City Council meetings to present the concept plan.

**MOTION** by Hammerseng to approve Res. No. 02-05-18-11, seconded by Hallstein. **Motion carried unanimously.**

**Res. No. 02-05-18-12 Approving Crow River Heights West Development Sign**

Hagen explained Backes is requesting a sign be installed on City property, Outlot A, located at CSAH 34 and Kadler Avenue. Staff is recommending approval of this request as it would assist the developer in advertising the future phases of Crow River Heights. Furthermore, a development sign was once installed there. Kauffman asked how long the sign would stay up, Hagen stated that ordinances allow development signs until the last lot is sold. Hallstein inquired about the upkeep, Hagen stated the developer would be expected to maintain the sign.

Zajicek stated the sign is not eye appealing and looks generic. Hammerseng stated he agreed with allowing the sign with Backes maintaining the sign and removing when complete. Discussion continued around the current sign ordinance and how the sign should look. Council directed Hagen to encourage a redesign of the sign by Backes prior to the install.

**MOTION** by Hammerseng to approve Res. No. 02-05-18-12 with a condition to have the location be renewed or removed by December 31, 2022, seconded by Zajicek. **Motion carried unanimously.**

**Res. No. 02-05-18-13 City Council Consent to Lot Line Adjustment**

Hagen stated the retaining wall on the south side of the old Comfort Matters property is encroaching on the adjacent EDA property. A two-foot adjustment has been requested by the owner of 11238 River Rd. NE in order to correct the encroachment.

Council inquired what the cost would be for this approval. Hagen stated that the applicant would be responsible for the costs incurred by the City in reviewing the application, deeds, and survey work submitted. Kauffman suggested the applicant pay \$500 for the land in addition to the lot line adjustment costs.

Hagen inquired as to what should be done if the applicant does not consent to the condition of \$500 for the land. Council state they did not want to create a precedence of giving away City owned land.

**MOTION** by Hammerseng to approve Res. No. 02-05-18-13 with the added condition of \$500 for the purchase of the land, seconded by Hallstein. **Motion carried unanimously.**

## Reports

### Hallstein

- Attended the legislative forum hosted by Buffalo Hanover Montrose Schools.

### Zajicek

- There were 6 applicants for the 2 open Park Board positions.

### Hammerseng

- The Planning Commission discussed the mining zoning ordinance at their last meeting, researching the road situation, height of pile and recycling not just mining.

### Heinz

- There will not be a winter park event this year.
- Audit Prep is going well.
- Staff will be meeting with Marc Mattice from Wright County on February 20<sup>th</sup>.

### Hagen

- February Comp. Plan will be on Wednesday, February 14<sup>th</sup>.
- Claudia with the Historical Society asked if the City could plow 12-15 spots at the church for the winter. Council consensus was to plow for this winter, but get an agreement for future.
- Asked other cities if they help their Historical Society's, answers ranged from a budgeted amount per year, to helping out with services to nothing.

### Kauffman

- Inquired if River Road will be a reconstruct or overlay, Hagen stated overlay.
- Caucus is taking place Tuesday night.

Hallstein left at 8:10 pm.

## Adjournment

**MOTION** by Hammerseng to adjourn at 8:11 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

---

Chris Kauffman, Mayor

ATTEST:

---

Brian Hagen, City Administrator

**CITY OF HANOVER  
JOINT MEETING OF THE  
CITY COUNCIL AND PLANNING COMMISSION  
FEBRUARY 14, 2018 - DRAFT MINUTES**

**Call to Order**

Mayor Chris Kauffman called the February 14, 2018, Joint Meeting of the City Council and Planning Commission to order at 6:39 p.m. Council members present were Mayor Chris Kauffman, Doug Hammerseng, Jim Zajicek, and MaryAnn Hallstein. Planning Commission member present was Dean Kuitunen. Also present were City Administrator Brian Hagen, City Planner Cindy Nash, and Administrative Assistant Amy Biren. Councilor Ken Warpula, Planning Commission members Stan Kolasa, Michelle Armstrong, and Mike Christenson were absent.

**Approval of Agenda**

**MOTION** by Hammerseng to approve agenda, seconded by Hallstein. **Motion carried unanimously.**

**Comprehensive Plan Amendment**

**Review of Policies to Implement Goals**

Nash provided draft policies to follow in order to implement the previously identified goals. Nash explained that she utilized some of the existing policies already identified in the current Hanover Comprehensive Plan.

The members present reviewed the policies with Nash and provided their input on desire changes, additions, or deletions. Nash stated she would update the policies and bring back for review at a later date with the remainder of the Comprehensive Plan.

**Adjournment**

**MOTION** by Hallstein to adjourn at 8:08 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

CITY OF HANOVER

Payments

Current Period: December 2017

Batch Name	12/31/17PAY4 Payments	User Dollar Amt	\$0.00		
		Computer Dollar Amt	\$882.29		
			\$882.29	<b>Out of Balance</b>	
Refer	2308 EMERGENCY APPARATUS		-		
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Engine 11: 5: Discharge Valve is Leaking			\$711.45
Invoice	96901	11/13/2017			
Transaction Date	2/5/2018	Cash	10100	<b>Total</b>	\$711.45
Refer	2277 VARNEY, JEFF		-		
Cash Payment	E 100-45200-225 Landscaping Materials	40 Hay Bales for Skating Rinks in Mallard and Cardinal Parks			\$120.00
Invoice		1/15/2018			
Transaction Date	2/9/2018	Cash	10100	<b>Total</b>	\$120.00
Refer	2312 VERIZON		-		
Cash Payment	E 100-42280-321 Telephone	iPad Data Plan - 12/03/17 - 01/02/18			\$50.84
Invoice	9799166075	1/2/2018			
Transaction Date	2/5/2018	Cash	10100	<b>Total</b>	\$50.84

Fund Summary

	10100 Cash	
100 GENERAL FUND	\$882.29	
	<u>\$882.29</u>	

Pre-Written Check	\$0.00
Checks to be Generated by the Computer	\$882.29
Total	<u>\$882.29</u>

CITY OF HANOVER

02/09/18 2:31 PM

Page 1

Payments

Current Period: February 2018

Batch Name	02/20/18 PAY Payments	User Dollar Amt	\$0.00		
		Computer Dollar Amt	\$33,502.86		
			\$33,502.86	Out of Balance	
Refer	2310 ANCOM COMMUNITCATIONS	-			
Cash Payment	E 100-42220-221 Equipment Parts	Minitor V Batteries, Minitor VI Batteries, Leather Cases,			\$462.70
Invoice	75639	1/8/2018			
Transaction Date	2/5/2018	Cash	10100	Total	\$462.70
Refer	2319 CENTERPOINT ENERGY	-			
Cash Payment	E 100-41940-383 Gas Utilities	Public Works Gas Utilities: 12/27/17 - 01/25/18			\$1,283.67
Invoice		1/29/2018			
Cash Payment	E 100-42280-383 Gas Utilities	Fire Station Gas Utilities: 12/27/17 - 01/25/18			\$644.30
Invoice		1/29/2018			
Cash Payment	E 100-41940-383 Gas Utilities	City Hall Gas Utilities: 12/27/17 - 01/25/18			\$878.73
Invoice		1/29/2018			
Transaction Date	2/5/2018	Cash	10100	Total	\$2,806.70
Refer	2313 CENTURY LINK	-			
Cash Payment	E 100-42280-321 Telephone	Fire Station Landline - 12/28/17 - 01/27/18			\$33.99
Invoice		12/28/2017			
Transaction Date	2/5/2018	Cash	10100	Total	\$33.99
Refer	2317 CITY OF MONTICELLO	-			
Cash Payment	E 100-42700-310 Other Professional Servi	Boarding Access Fee - 2018			\$250.00
Invoice	0021007	1/23/2018			
Transaction Date	2/5/2018	Cash	10100	Total	\$250.00
Refer	2270 CITY OF ST. MICHAEL	Ck# 002269E 2/20/2018			
Cash Payment	E 100-43000-310 Other Professional Servi	Compost & Brush Facility Partnership - 1st Quarter 2018			\$1,250.00
Invoice	02062018-3	2/5/2018			
Cash Payment	E 100-45186-437 Other Miscellaneous	Senior Center Operations - 1st Quarter 2018			\$2,152.43
Invoice	02062018-3	2/5/2018			
Cash Payment	E 100-45186-437 Other Miscellaneous	Senior Center Operations - 2017 Year End Reconciliation			-\$265.43
Invoice	02062018-3	2/5/2018			
Cash Payment	E 100-45500-437 Other Miscellaneous	Library Operations - 1st Quarter 2018			\$1,087.79
Invoice	02062018-3	2/5/2018			
Cash Payment	E 100-45500-437 Other Miscellaneous	Library Operations - 2017 Year End Reconciliation			-\$399.60
Invoice	02062018-3	2/5/2018			
Transaction Date	2/9/2018	Cash	10100	Total	\$3,825.19
Refer	2272 COTTENS, INC.	-			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	LED Work Light for Plow Truck			\$89.99
Invoice	233-108053	1/11/2018			
Cash Payment	E 100-42280-215 Shop Supplies	Oil Dry for Fire Station			\$74.32
Invoice	233-108054	1/11/2018			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Truflex V-Belt for Fire Station Garage Door			\$11.49
Invoice	231-647368	1/19/2018			
Transaction Date	2/9/2018	Cash	10100	Total	\$175.80

CITY OF HANOVER

02/09/18 2:31 PM

Page 2

Payments

Current Period: February 2018

Refer	2309	DANKO EMERGENCY EQUIPMENT	-				
Cash Payment	E 100-42260-220	Repair/Maint Supply (GE	Conversion Repair Kit, 1.5" Stainless Steel Ball			\$99.90	
Invoice	91084	1/22/2201					
Cash Payment	E 100-42260-220	Repair/Maint Supply (GE	Pressure Gauge, White Face 2.5"			\$54.08	
Invoice	91182	1/25/2018					
Transaction Date	2/5/2018	Cash	10100	Total		\$153.98	
Refer	2307	DEHMER FIRE PROTECTION	Ck# 002261E 2/20/2018				
Cash Payment	E 100-42280-220	Repair/Maint Supply (GE	Fire Dept. - Fire Extinguisher Maintenance			\$385.65	
Invoice	6440	1/21/2018					
Transaction Date	2/5/2018	Cash	10100	Total		\$385.65	
Refer	2311	GOLDSTAR PRODUCTS INC.	-				
Cash Payment	E 100-42220-221	Equipment Parts	Hose and Gear Cleaner			\$450.10	
Invoice	0068983	1/15/2018					
Transaction Date	2/5/2018	Cash	10100	Total		\$450.10	
Refer	2274	GUIDANCE POINT TECHNOLOGIE	-				
Cash Payment	E 100-41600-310	Other Professional Servi	02/07/18: JR's Computer Running Slow			\$115.99	
Invoice	11603	2/8/2018					
Cash Payment	E 100-41600-310	Other Professional Servi	02/07/18: Trip Fee			\$35.00	
Invoice	11603	2/8/2018					
Cash Payment	E 100-41600-310	Other Professional Servi	02/08/18 On-Site Service: JR's Computer, New Solid State, Clean Brian's Old Computer for Carl, Set up for Carl			\$270.00	
Invoice	11603	2/8/2018					
Cash Payment	E 100-41600-310	Other Professional Servi	02/08/18: Defiant 10 Outlet, 15' Cord, Metal Surge Protector			\$35.00	
Invoice	11603	2/8/2018					
Transaction Date	2/9/2018	Cash	10100	Total		\$455.99	
Refer	2271	HARDWARE HANK	-				
Cash Payment	E 100-45200-220	Repair/Maint Supply (GE	Chain for Cardinal Park			\$31.50	
Invoice	1454361	1/2/2018					
Cash Payment	E 100-43000-215	Shop Supplies	Threadlocker Perma-Lock, Threadlock Hghstr Red			\$211.64	
Invoice	1456193	1/10/2018					
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	Padlock, Keys for PW Building			\$26.04	
Invoice	1458876	1/24/2018					
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	Garden Hose Adapter, Key, Bushing Galv for PW Building			\$14.16	
Invoice	1458910	1/24/2018					
Cash Payment	E 100-42260-240	Small Tools and Minor E	Rivet, Rivet Washer, Velcro Strap			\$25.03	
Invoice	1459185	1/26/2018					
Transaction Date	2/9/2018	Cash	10100	Total		\$308.37	
Refer	2268	HEALTH PARTNERS	Ck# 002268E 2/20/2018				
Cash Payment	G 100-21706	Medical/Dental Ins	Medical & Dental Premiums - March 2018			\$3,867.58	
Invoice	79027929	2/5/2018					
Transaction Date	2/9/2018	Cash	10100	Total		\$3,867.58	
Refer	2315	HEINS, DENICE	Ck# 002262E 2/20/2018				
Cash Payment	E 100-41940-520	Buildings and Structures	Storage - March 2018			\$120.00	
Invoice							

CITY OF HANOVER

Payments

Current Period: February 2018

Transaction Date	2/5/2018	Cash	10100	Total	\$120.00
Refer	2269 METRO WEST INSPECTION SERVI _				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 44-16 @ 1400 Rolling Oaks Drive			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 47-16 @ 9834 4th Street NE			\$96.59
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 100-16 @ 10144 Kaitlin Avenue			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 127-16 @ 11344 Crow River Drive NE			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 131-16 @ 29630 109th Avenue North			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 139-16 @ 11228 Garnet Court			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 140-16 @ 11042 14th Street NE			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 152-16 @ 567 Kayla Lane			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 153-16 @ 1354 Irvine Drive			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 158-16 @ 10156 4th Street NE			\$66.50
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 160-16 @ 10514 Ginseng Lane			\$66.50
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 161-16 @ 10580 106th Avenue North			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 163-16 @ 443 River Road NE			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 168-16 @ 329 LaBeaux Avenue			\$104.67
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 169-16 @ 11551 Lynwood Court NE			\$17.50
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 170-16 @ 30306 109th Avenue North			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 181-16 @ 1315 Oakwood Lane NE			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 3-17 @ 11638 8th Street NE			\$231.79
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 57-17 @ 10171 Beebe Lake Road NE			\$243.45
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 90-17 @ 10528 Rosedale Avenue North			\$56.16
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 96-17 @ 364 River Road			\$145.10
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 117-17 @ 11628 10th Avenue NE			\$33.25
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 133-17 @ 10131 Kaitlin Avenue			\$243.45
Invoice 1367	1/25/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 136-17 @ 10731 108th Avenue North			\$17.50
Invoice 1367	1/25/2018				

CITY OF HANOVER

Payments

Current Period: February 2018

Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 142-17 @ 10731 108th Avenue North		\$48.08
Invoice 1367	1/25/2018			
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 155-17 @ 364 River Road		\$33.25
Invoice 1367	1/25/2018			
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 158-17 @ 11234 River Road		\$35.00
Invoice 1367	1/25/2018			
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 160-17 @ 10528 Rosedale Avenue North		\$33.60
Invoice 1367	1/25/2018			
Transaction Date	2/9/2018	Cash	10100	<b>Total</b> \$1,871.39
Refer	2314 PRECISION SMALL ENGINE REPAI	-		
Cash Payment	E 100-42220-221 Equipment Parts	Generator Repair		\$259.05
Invoice 4833337	1/15/2018			
Transaction Date	2/5/2018	Cash	10100	<b>Total</b> \$259.05
Refer	2273 VEOLIA WATER NORTH AMERICA	-		
Cash Payment	E 601-43252-310 Other Professional Servi	Water Services - March 2018		\$3,076.50
Invoice 90139357	2/15/2018			
Cash Payment	E 602-43252-310 Other Professional Servi	Sewer Services - March 2018		\$4,248.50
Invoice 90139357	2/15/2018			
Transaction Date	2/9/2018	Cash	10100	<b>Total</b> \$7,325.00
Refer	2318 WRIGHT COUNTY AUDITOR-TREA	-		
Cash Payment	E 100-42102-310 Other Professional Servi	WC Patrol Services - February 2018		\$8,760.00
Invoice February18	1/30/2018			
Transaction Date	2/5/2018	Cash	10100	<b>Total</b> \$8,760.00
Refer	2320 WRIGHT COUNTY JOURNAL PRES	-		
Cash Payment	E 100-41970-351 Legal Notices Publishing	Legal Notice: 2018 Fee Schedule		\$14.98
Invoice 6015202	1/4/2018			
Cash Payment	E 100-41970-351 Legal Notices Publishing	Legal Notice: Ordinance #2018-01 Amending Chapters 1,2,6 & 8		\$26.96
Invoice 6015317	1/11/2018			
Transaction Date	2/5/2018	Cash	10100	<b>Total</b> \$41.94
Refer	2278 WRIGHT COUNTY RECORDER	-		
Cash Payment	E 100-41970-354 Recording Fees	Copies of Anderson Property Lien Document		\$8.00
Invoice 201800000007	1/31/2018			
Transaction Date	2/9/2018	Cash	10100	<b>Total</b> \$8.00
Refer	2316 WRIGHT-HENNEPIN COOPERATIV	Ck# 002263E 2/20/2018		
Cash Payment	E 100-45200-381 Electric Utilities	EagleView Park		\$56.13
Invoice				
Transaction Date	2/5/2018	Cash	10100	<b>Total</b> \$56.13
Refer	2275 XCEL ENERGY	-		
Cash Payment	E 100-43160-381 Electric Utilities	Xcel Owned Street Lighting 01/03/18 - 02/02/18		\$886.37
Invoice				
Cash Payment	E 100-43160-381 Electric Utilities	City Owned Street Lighting 01/03/18 - 02/02/18		\$998.93
Invoice 579316157	2/5/2018			
Transaction Date	2/9/2018	Cash	10100	<b>Total</b> \$1,885.30

Payments

Current Period: February 2018

Fund Summary

	10100 Cash
100 GENERAL FUND	\$26,177.86
601 WATER ENTERPRISE FUND	\$3,076.50
602 SEWER ENTERPRISE FUND	\$4,248.50
	<hr/>
	\$33,502.86

Pre-Written Check	\$8,254.55
Checks to be Generated by the Computer	\$25,248.31
	<hr/>
Total	\$33,502.86

CITY OF HANOVER

Cash Balances

February 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$763,272.31	\$40.21	\$29,445.19	\$733,867.33
107 FIRE DEPT DONATIONS FUND	\$19,569.28	\$0.00	\$0.00	\$19,569.28
201 EDA SPECIAL REVENUE FUND	\$64,642.03	\$0.00	\$212.65	\$64,429.38
205 EDA BUSINESS INCENTIVE FUND	\$246,938.85	\$0.00	\$0.00	\$246,938.85
311 2008A GO CIP REFUNDING BOND	\$45,006.28	\$0.00	\$0.00	\$45,006.28
312 2009A GO IMP REFUNDING BOND	\$5,242.50	\$0.00	\$0.00	\$5,242.50
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$437,635.97	\$0.00	\$0.00	\$437,635.97
315 2016A GO CIP BOND	\$5,422.25	\$0.00	\$0.00	\$5,422.25
401 GENERAL CAPITAL PROJECTS	\$1,349,281.84	\$0.00	\$0.00	\$1,349,281.84
402 PARKS CAPITAL PROJECTS	\$63,950.35	\$0.00	\$0.00	\$63,950.35
403 FIRE DEPT CAPITAL FUND	\$164,407.89	\$0.00	\$0.00	\$164,407.89
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$2,740.00	\$0.00	\$0.00	\$2,740.00
407 TIF REDEV DIST #1	\$7,085.17	\$0.00	\$0.00	\$7,085.17
409 MAHLER PIT - 15TH ST IMP FUND	\$2,458.84	\$0.00	\$0.00	\$2,458.84
411 FACILITIES CAPITAL PROJ FUND	-\$274,959.54	\$0.00	\$52,826.06	-\$327,785.60
417 EQUIPMENT CAPITAL FUND	\$157,995.49	\$0.00	\$0.00	\$157,995.49
418 STREET CAPITAL PROJ FUND	\$574,017.35	\$0.00	\$0.00	\$574,017.35
601 WATER ENTERPRISE FUND	\$855,054.69	\$0.00	\$3,076.50	\$851,978.19
602 SEWER ENTERPRISE FUND	\$310,181.85	\$0.00	\$4,248.50	\$305,933.35
603 STORM WATER ENTERPRISE FUND	\$211,166.72	\$0.00	\$0.00	\$211,166.72
611 WATER CAPITAL IMP FUND	\$135,861.21	\$0.00	\$0.00	\$135,861.21
612 SEWER CAPITAL IMP FUND	\$1,859,474.02	\$0.00	\$0.00	\$1,859,474.02
613 STORM WATER CAPITAL IMP FUND	\$543,585.92	\$0.00	\$0.00	\$543,585.92
804 SCHENDELS FIELD ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$25,000.00	\$0.00	\$0.00	\$25,000.00
815 LANDSCAPE ESCROW FUND	\$24,000.00	\$0.00	\$0.00	\$24,000.00
817 INFRASTRUCTURE ESCROW FUND	\$15,000.00	\$0.00	\$0.00	\$15,000.00
818 MISC ESCROWS FUND	\$14,983.67	\$0.00	\$0.00	\$14,983.67
820 BRIDGES TOWNHOMES ESC FUND	\$3,615.07	\$0.00	\$0.00	\$3,615.07
821 QUAIL PASS 2ND ADD ESCROW FD	\$0.00	\$0.00	\$0.00	\$0.00
823 CROW RVR HTS WEST 3RD / BACKES	\$153,386.15	\$0.00	\$0.00	\$153,386.15
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$7,786,016.16	\$40.21	\$89,808.90	\$7,696,247.47

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	February 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$6,238.65	\$881,449.00	\$875,210.35	0.71%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$129,904.00	\$129,904.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,992.93	\$15,000.00	\$11,007.07	26.62%
Source Alt Code TAXES		\$0.00	\$10,231.58	\$1,026,353.00	\$1,016,121.42	1.00%
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	\$450.00	\$10,000.00	\$9,550.00	4.50%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$25.00	\$400.00	\$375.00	6.25%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$1,200.00	\$2,000.00	\$800.00	60.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$0.00	\$75.00	\$75.00	0.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$0.00	\$140,661.00	\$140,661.00	0.00%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,191.40	\$6,000.00	\$4,808.60	19.86%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,500.00	\$2,000.00	\$500.00	75.00%
Source Alt Code SERVICE		\$0.00	\$4,366.40	\$164,136.00	\$159,769.60	2.66%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$12.53	\$900.00	\$887.47	1.39%
MISC	R 100-36210 Interest Earnings	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$29.38	\$0.00	-\$29.38	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	\$41.91	\$20,400.00	\$20,358.09	0.21%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$0.00	\$10,370.00	\$10,370.00	0.00%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$250.00	\$400.00	\$150.00	62.50%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$3,154.84	\$140,000.00	\$136,845.16	2.25%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$800.00	\$800.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Source Alt Code LIC PERM		\$0.00	\$3,404.84	\$153,220.00	\$149,815.16	2.22%
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	\$0.00	\$117,651.00	\$117,651.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
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	\$0.00	\$162,490.00	\$162,490.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Source Alt Code FINES		\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Fund 100 GENERAL FUND		\$0.00	\$18,044.73	\$1,528,599.00	\$1,510,554.27	1.18%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	February 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$0.00	\$18,044.73	\$1,528,599.00	\$1,510,554.27	1.18%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	February 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$806.00	\$806.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$189.00	\$189.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$400.00	\$400.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$1,098.90	\$7,500.00	\$6,401.10	14.65%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$25.00	\$17,503.00	\$17,478.00	0.14%
Dept 41110 Council		\$0.00	\$1,123.90	\$39,898.00	\$38,774.10	2.82%
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	\$500.00	\$500.00	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	\$4,600.00	\$4,600.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,770.76	\$8,265.12	\$72,040.00	\$63,774.88	11.47%
CITYADM	E 100-41400-121 PERA	\$207.81	\$619.89	\$5,403.00	\$4,783.11	11.47%
CITYADM	E 100-41400-122 FICA	\$171.79	\$512.44	\$4,466.00	\$3,953.56	11.47%
CITYADM	E 100-41400-123 Medicare	\$40.18	\$119.85	\$1,045.00	\$925.15	11.47%
CITYADM	E 100-41400-134 Employer Paid Life	\$15.69	\$47.07	\$400.00	\$352.93	11.77%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$345.70	\$1,037.10	\$8,400.00	\$7,362.90	12.35%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$25.00	\$500.00	\$475.00	5.00%
Dept 41400 City Administrator		\$3,551.93	\$10,626.47	\$93,754.00	\$83,127.53	11.33%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Dept 41410 Elections		\$0.00	\$0.00	\$11,800.00	\$11,800.00	0.00%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,758.40	\$5,231.71	\$45,718.00	\$40,486.29	11.44%
CLERICAL	E 100-41430-121 PERA	\$131.88	\$392.38	\$3,429.00	\$3,036.62	11.44%
CLERICAL	E 100-41430-122 FICA	\$109.02	\$324.36	\$2,835.00	\$2,510.64	11.44%
CLERICAL	E 100-41430-123 Medicare	\$25.50	\$75.87	\$663.00	\$587.13	11.44%
CLERICAL	E 100-41430-134 Employer Paid Life	\$60.74	\$182.22	\$1,600.00	\$1,417.78	11.39%
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	\$350.01	\$1,050.03	\$8,400.00	\$7,349.97	12.50%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
Dept 41430 Clerical Staff		\$2,435.55	\$7,256.57	\$63,395.00	\$56,138.43	11.45%
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	\$150.00	\$500.00	\$350.00	30.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 41435 Staff Expenses		\$0.00	\$150.00	\$2,800.00	\$2,650.00	5.36%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$2,040.00	\$6,120.00	\$53,040.00	\$46,920.00	11.54%
ACCTING	E 100-41530-121 PERA	\$153.00	\$459.00	\$3,978.00	\$3,519.00	11.54%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	February 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$125.82	\$377.46	\$3,288.00	\$2,910.54	11.48%
ACCTING	E 100-41530-123 Medicare	\$29.42	\$88.26	\$769.00	\$680.74	11.48%
ACCTING	E 100-41530-134 Employer Paid Life	\$43.18	\$129.54	\$1,100.00	\$970.46	11.78%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$350.00	\$1,050.00	\$8,400.00	\$7,350.00	12.50%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 41530 Accounting		\$2,741.42	\$8,224.26	\$76,825.00	\$68,600.74	10.71%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$21,050.00	\$21,050.00	0.00%
Dept 41540 Auditing		\$0.00	\$0.00	\$21,050.00	\$21,050.00	0.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 41550 Assessing		\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$92.57	\$92.57	\$3,500.00	\$3,407.43	2.64%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$791.25	\$967.30	\$4,000.00	\$3,032.70	24.18%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
Dept 41570 Purchasing		\$883.82	\$1,059.87	\$24,200.00	\$23,140.13	4.38%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$104.00	\$169.00	\$8,500.00	\$8,331.00	1.99%
Dept 41600 Computer		\$104.00	\$169.00	\$8,500.00	\$8,331.00	1.99%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$9.38	\$9.38	\$23,500.00	\$23,490.62	0.04%
Dept 41610 City Attorney		\$9.38	\$9.38	\$23,500.00	\$23,490.62	0.04%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41910 Planning and Zoning		\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$123.00	\$123.00	\$7,000.00	\$6,877.00	1.76%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$250.00	\$250.00	\$250.00	\$0.00	100.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$0.00	\$0.00	\$9,000.00	\$9,000.00	0.00%
GOVTBLDG	E 100-41940-321 Telephone	\$557.30	\$915.36	\$4,200.00	\$3,284.64	21.79%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$200.00	\$300.00	\$100.00	66.67%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$0.00	\$0.00	\$14,000.00	\$14,000.00	0.00%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$233.43	\$461.61	\$3,500.00	\$3,038.39	13.19%
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	\$120.00	\$4,500.00	\$4,380.00	2.67%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$1,163.73	\$2,069.97	\$55,750.00	\$53,680.03	3.71%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41950 Engineer		\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	February 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$0.00	\$9,500.00	\$9,500.00	0.00%
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	\$0.00	\$22,000.00	\$22,000.00	0.00%
Dept 41960 Insurance		\$0.00	\$0.00	\$31,500.00	\$31,500.00	0.00%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$0.00	\$0.00	\$2,850.00	\$2,850.00	0.00%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$81,096.00	\$81,096.00	0.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$0.00	\$81,096.00	\$81,096.00	0.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$8,760.00	\$105,120.00	\$96,360.00	8.33%
Dept 42102 Wright County Sheriff		\$0.00	\$8,760.00	\$105,120.00	\$96,360.00	8.33%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$21,289.18	\$59,000.00	\$37,710.82	36.08%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$1,319.96	\$3,658.00	\$2,338.04	36.08%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$308.69	\$856.00	\$547.31	36.06%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$0.00	\$8,500.00	\$8,500.00	0.00%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$350.00	\$350.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42210 Fire Dept Administration		\$0.00	\$22,917.83	\$82,364.00	\$59,446.17	27.83%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$0.00	\$15,500.00	\$15,500.00	0.00%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$850.00	\$850.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$0.00	\$28,500.00	\$28,500.00	0.00%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42220 Fire Dept Equipment		\$0.00	\$0.00	\$51,350.00	\$51,350.00	0.00%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$250.00	\$12,500.00	\$12,250.00	2.00%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$0.00	\$3,210.00	\$3,210.00	0.00%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Dept 42240 Fire Dept Training		\$0.00	\$250.00	\$17,210.00	\$16,960.00	1.45%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$225.14	\$225.14	\$4,500.00	\$4,274.86	5.00%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$9,000.00	\$9,000.00	0.00%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$300.00	\$7,805.00	\$7,505.00	3.84%
Dept 42260 Fire Vehicles		\$225.14	\$525.14	\$23,305.00	\$22,779.86	2.25%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$0.00	\$1,650.00	\$1,650.00	0.00%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$19.00	\$7,500.00	\$7,481.00	0.25%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	February 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.00%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
Dept 42280	Fire Stations and Bldgs	\$0.00	\$19.00	\$17,825.00	\$17,806.00	0.11%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$12,011.00	\$12,011.00	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,500.00	\$6,500.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$0.00	\$57,511.00	\$57,511.00	0.00%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Dept 42401	Building Inspection Admin	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42700	Animal Control	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$5,952.04	\$17,932.81	\$131,192.00	\$113,259.19	13.67%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$120.00	\$335.00	\$13,740.00	\$13,405.00	2.44%
PUBWRKS	E 100-43000-121 PERA	\$446.40	\$1,344.95	\$11,714.00	\$10,369.05	11.48%
PUBWRKS	E 100-43000-122 FICA	\$357.84	\$1,076.71	\$10,536.00	\$9,459.29	10.22%
PUBWRKS	E 100-43000-123 Medicare	\$83.69	\$251.83	\$2,464.00	\$2,212.17	10.22%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$81.89	\$294.41	\$2,100.00	\$1,805.59	14.02%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,250.97	\$3,752.91	\$30,000.00	\$26,247.09	12.51%
PUBWRKS	E 100-43000-208 Training and Instructio	\$950.00	\$1,449.00	\$2,500.00	\$1,051.00	57.96%
PUBWRKS	E 100-43000-212 Motor Fuels	\$949.39	\$949.39	\$7,000.00	\$6,050.61	13.56%
PUBWRKS	E 100-43000-215 Shop Supplies	\$58.66	\$58.66	\$5,500.00	\$5,441.34	1.07%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$409.16	\$409.16	\$9,000.00	\$8,590.84	4.55%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$43.98	\$43.98	\$5,000.00	\$4,956.02	0.88%
PUBWRKS	E 100-43000-260 Uniforms	\$379.90	\$379.90	\$3,000.00	\$2,620.10	12.66%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$0.00	\$17,000.00	\$17,000.00	0.00%
PUBWRKS	E 100-43000-321 Telephone	\$166.61	\$166.61	\$2,800.00	\$2,633.39	5.95%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$118.00	\$200.00	\$82.00	59.00%
Dept 43000	Public Works (GENERAL)	\$11,250.53	\$28,563.32	\$257,496.00	\$228,932.68	11.09%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
Dept 43121	Paved Streets	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43122	Unpaved Streets	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
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%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	February 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 43160	Street Lighting	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$3,362.94	\$3,362.94	\$38,500.00	\$35,137.06	8.73%
Dept 43245	Recycling: Refuse	\$3,362.94	\$3,362.94	\$38,500.00	\$35,137.06	8.73%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$0.00	\$8,700.00	\$8,700.00	0.00%
Dept 45186	Senior Center	\$0.00	\$0.00	\$8,700.00	\$8,700.00	0.00%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$29.55	\$29.55	\$5,000.00	\$4,970.45	0.59%
PARKS	E 100-45200-225 Landscaping Materials	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
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	\$0.00	\$54.90	\$2,200.00	\$2,145.10	2.50%
PARKS	E 100-45200-400 Repairs & Maint Cont (	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PARKS	E 100-45200-440 Programs	\$0.00	\$0.00	\$2,200.00	\$2,200.00	0.00%
PARKS	E 100-45200-580 Other Equipment	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
Dept 45200	Parks (GENERAL)	\$29.55	\$84.45	\$35,700.00	\$35,615.55	0.24%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$3,500.00	\$11,500.00	\$8,000.00	30.43%
Dept 45500	Libraries (GENERAL)	\$0.00	\$3,500.00	\$11,500.00	\$8,000.00	30.43%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Fund 100	GENERAL FUND	\$25,757.99	\$98,672.10	\$1,528,599.00	\$1,429,926.90	6.46%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	February 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$25,757.99	\$98,672.10	\$1,528,599.00	\$1,429,926.90	6.46%

**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 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of February, 2018.

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 02-20-18-14**

**A RESOLUTION APPROVING STAFF REVIEW**

**WHEREAS**, Carl Olson has been employed with the City of Hanover for six months; and

**WHEREAS**, subject to the Hanover Personnel Policy, Carl received a six-month review; and

**WHEREAS**, in accordance with the Personnel Policy and based on the review, the City Administrator is recommending Council approves the review.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the six-month review of Carl Olson and recognizes successful completion of his probationary period.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 20<sup>th</sup> day of February, 2018.

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 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of February, 2018.

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 02-20-18-15**

**A RESOLUTION AGREEING TO ACCEPT TRANSFER OF CEMETERY**

**WHEREAS**, the City Council, pursuant to Minnesota Statutes Section 306.025, desires to accept a transfer of certain properties containing a cemetery located within the City of Hanover.

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

1. Pursuant to Minnesota Statutes Section 306.025, subdivision 3, the City Council agrees to accept the transfer of the properties identified as Wright County Property Tax ID Numbers 108-500-253403, 108-500-362101, and 108-500-362104, which contain a cemetery, and hereby agrees to continue to operate, maintain, manage, conduct, and control the cemetery, to sell lots in it, and to administer its funds for the same purposes and upon the same trusts for which they were originally established. The City Council's acceptance of the properties containing the cemetery is subject to the cemetery's current owners of record executing the necessary documents to convey the property to the City.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 20<sup>th</sup> day of February, 2018.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

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

**ORDINANCE NO. 2018-XX**

**AN ORDINANCE AMENDING CHAPTER 4  
RELATED TO CHARITABLE GAMBLING REGULATIONS**

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

**Section 1.** The sections of Chapter 4 related to Charitable Gambling regulations are repealed in its entirety and new sections of Chapter 4 related to Charitable Gambling are added as follows:

*Charitable Gaming*

SEC. 4.13 GENERAL

- A. Lawful gambling conducted within the City of Hanover pursuant to Minn. Stat. Chapter 349 shall be conducted in accordance with Minnesota Statutes Chapter 349 as it shall be amended from time to time, regulations promulgated by the Minnesota Gambling Control Board in accordance with law, City Code, and all other applicable ordinances of the City of Hanover.
- B. If the provisions of this Section conflict with any of the laws or regulations referred to Subdivision 1 of this section, the most stringent shall apply.

SEC. 4.14 DEFINITIONS

- A. The definitions set forth in Minn. Stat. 349.12, as that section may be amended from time to time, are hereby adopted by reference.
- B. **“Hanover Trade Area”** shall mean the geographic area including the City of Hanover, City of Greenfield, City of Corcoran, City of St. Michael and the portion of Rockford Township served by the Hanover Fire Department pursuant to Contract.
- C. “Net Proceeds” shall mean, for purposes of Section 4.21(A), all proceeds of the gambling activities, less reasonable sums necessarily and actually expended for prizes, less reasonable sums actually expended for allowance expenses and less combined receipt taxes.

**Comment [BH1]:** State Statute requires neighboring cities and townships be automatically included. Jay is determining if we could change this to just Hanover instead of having to add additional entities.

SEC. 4.15 PREMISES PERMITS

- A. Upon receipt of the pending application for a premises permit, the City Council shall, within the time allowed by Minn. Stat. Chapter 349 or Minnesota Gambling Control Board Regulations, adopt a resolution either approving or disapproving the application.
- B. Failure of the City Council to take action on an application within the time allowed by law shall be deemed an approval.
- C. The City Council may disapprove an application for any of the following reasons:
  - 1. Violation by the applicant of any statute, rule, regulation or ordinance relating to gambling or any other ordinance, statute, regulation or rule referred to in this section.
  - 2. If the applicant is a tenant, violation by the landlord of any statute, ordinance, sale or regulation regarding operation of the establishment including, but not limited to, laws relating to alcoholic beverages, gambling, controlled substances, suppression, vice and protection of public safety.
  - 3. Failure by the applicant to make adequate corrections in response to an audit report;
  - 4. Failure to make reports required by any applicable ordinance, rule, regulation or statute;
  - 5. Gambling at the proposed site would be detrimental to health, safety, or welfare;
  - 6. Any reason which would justify the Minnesota Gambling Control Board in denying an application for a license.

SEC. 4.16 GAMBLING OPERATIONS

- A. An organization may conduct fully licensed gambling only on a premises it owns or leases.
- B. Gambling licenses shall be limited to one fully licensed gambling organization at any one time on any licensed premises. For purposes of this section, any property having a property identification number for real estate tax purposes shall be a single premises.
- C. No fully licensed gambling organization shall be licensed at more than one location within the city of Hanover except that the City Council may authorize and recommend issuance of a second license to an organization where issuance

**Comment [BH2]:** A question was raised on whether Council would allow more than one organization to have pull tabs in the same location.

would be in the best interest of the City. In determining the best interest of the City, the City Council shall consider the following factors:

1. If there is another qualified applicant for a license at the location, and that other applicant has no license in the City of Hanover, then the request for the second license shall be denied. Before a second license may be issued, the owner of the property on which the gambling activity is proposed to occur shall demonstrate to the Council that he/she has made reasonable efforts under the circumstances to locate qualified applicants who have no license within the City.
2. The ability of the applicant to operate at more than one location.
3. The applicant's performance at its first location.
4. The extent to which the applicant has used gambling proceeds within the Hanover trade area.
5. The length of time, and extent to which applicant has been involved in charitable gambling activities.

D. ~~No licensed gambling organization shall pay more than \$1,375 rent per month including utilities, janitorial expense, garbage disposal, maintenance and repair, whether paid to the landlord or other persons. This rent per month is effective through December 31, 2003, after which the Hanover City Council may amend this provision. Rent paid by an organization for leased premises for the conduct of lawful gambling shall be subject to Minn. Stat. Chapter 349.~~

E. No employees or agents of the fully licensed gambling organization and, if the organization is a tenant, the landlord, may engage in gambling on the licensed premises.

F. No organization shall be licensed within the City unless such organization has a minimum of five active members who reside within the Hanover trade area. Upon application for license the applicant shall submit to the City a complete and current list of all its active members and their telephone numbers and addresses. Those members who reside within the City shall be deemed the applicant's agents for the purpose of receiving notices and complaints regarding gambling operations in the City.

G. Each licensed organization must designate a gambling manager. The gambling manager shall be responsible for the lawful conduct of all gambling.

#### SEC. 4.17 DONATIONS REQUIRED

A. All organizations conducting lawful gambling within the City, with or without a

**Comment [BH3]:** Council felt no need to regulate monthly rent amount, however, state statute does place a regulation. Adjust this reference state regulations and reduce the need to amend the ordinance when statute adjusts rent amount.

license, shall spend 50% of its net proceeds on lawful purposes (as defined by applicable Minnesota laws and regulations) within the Hanover trade area within the same calendar year that such proceeds are received by the organization conducting the charitable gambling. Any expenditures made during January of any year may, at the option of the charitable organization, be deemed to have been made in a prior calendar year to the extent necessary to meet the requirements of this subdivision. Any donation made to Independent School Districts 883, 877 and 885 shall be conclusively deemed to have been made within the Hanover Trade Area whether or not the school district uses the funds within the Hanover Trade Area. A licensed organization may request relief from this provision. The City Council may in its sole discretion grant such relief when circumstances warrant.

**Comment [BH4]:** This can be up to 100%  
Some thoughts from Council include requiring a 10% payment of profit to the City for the purpose of funding Park Board events or projects.

- B. All organizations conducting lawful gambling within the City shall provide the City Clerk with copies of all reports it provides to the charitable gambling control board. The City Clerk may require such additional documentation as the Clerk may deem reasonably necessary to prove that organizations have met the requirements of this section.
- C. If any organization shall fail to make any payments required by this section or fail to provide the City Clerk with reports, as required by this section, such failure shall be grounds for the City to recommend to the charitable gambling control board that the gambling license for the organization be suspended, revoked, or not renewed.

**Comment [BH5]:** Council may add to this list should they see fit.

SEC. 4.XX EXCLUDED OR EXEMPT GAMBLING PERMITS

- A. Organizations applying under this section are not subject to SEC. 4.16 or 4.17 of this chapter.
- B. Applications for excluded or exempt permits are subject to approval by the City Council.
- C. A fee, as identified in the City of Hanover Fee Schedule, shall be paid for each application.
- D. An organization shall be limited to conducting ~~(insert #)~~ 6 events each calendar year.

**Comment [BH6]:** Can certain organizations be exempt from these fees? I.e. Hanover based organizations do not have to pay, but others do.

**Section 2.** This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

Adopted by the Hanover City Council this \_\_\_th day of \_\_\_\_\_, 2018.

**CITY OF HANOVER**

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Clerk

DRAFT



February 25, 2016

The Honorable Mayor, City Council and Staff  
c/o Brian Hagen  
City of Hanover  
11250 5th Street NE  
Hanover, MN 55341

Re: 2018 Surface Improvement Project  
City of Hanover, MN  
WSB Project No. 011186-000

Dear Honorable Mayor, City Council, and Staff:

Following this letter is a resolution for your consideration at the February 20, 2018 City Council Meeting.

The resolution for your consideration approves the plans and specifications and authorizes the advertisement for bids for the 2018 Surface Improvement Project.

We anticipate opening bids on or near March 22, 2018 and bringing the bid results to Council on April 3, 2018.

If you have any questions, I will be present at the April 3, 2018 Council Meeting to discuss those with you or please call me at 651-286-8465.

Sincerely,

**WSB & Associates, Inc.**

A handwritten signature in black ink, appearing to read "Justin Messner", written over a horizontal line.

Justin Messner  
City Engineer

Attachments

**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 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of February, 2018.

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 02-20-18-16**

**A RESOLUTION ACCEPTING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS FOR THE  
2018 SURFACE IMPROVEMENT PROJECT**

**WHEREAS**, the engineering firm of WSB & Associates, Inc. has prepared plans and specifications for road surface improvements to following locations:

Area 1 - River Road NE

- River Road NE from 8<sup>th</sup> Street NE to 15<sup>th</sup> Street NE

Area 2 - Schendels Woodland Hills Neighborhood

- Lady Slipper Lane NE
- 10<sup>th</sup> Street NE

Area 3 - Pheasant Run Neighborhood

- Riverview Road NE
- Overlook Circle
- Meander Road
- Meadowlark Lane
- 8<sup>th</sup> Street NE
- 9<sup>th</sup> Street NE

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

1. Such Improvements are necessary, cost-effective, and feasible.
2. Such plans and specifications are hereby approved.
3. The consulting engineering firm shall prepare and cause to be inserted in the official paper and in the Finance and Commerce, an advertisement for bids upon the making of such improvements under such approved plans and specifications. The advertisement shall be published for two times, shall specify the work to be done, shall state that bids will be opened on or about March 22, 2018,

and bids will be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the City of Hanover for Five (5%) percent of the amount of such bid.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 20<sup>th</sup> day of February, 2018.

APPROVED BY:

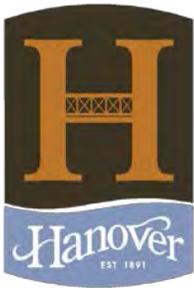
---

Chris Kauffman, Mayor

ATTEST:

---

Brian Hagen, City Administrator



**To: Mayor Kauffman & Members of the Hanover City Council**

**From: Brian Hagen, City Administrator**

**Re: 2018 Capital Projects Funding Review**

**Date: February 15, 2018**

Enclosed are spreadsheets to facilitate discussion on our 2018 Capital Purchases and the funding sources for those purchases.

**Hanover's General Capital fund** has historically been used as a catch all fund or a fund to pull resources from for projects that need additional funding sources. For this reason, expenses tend to happen as needed. Whereas, revenue to the fund ceases to exist. One revenue source would be case by case transfers from excess operating revenue at year end.

**The Parks Capital fund** historically housed the park dedication fees and parks capital dollars. Staff recently separated the fund to show a distinction between park dedication fees and capital dollars. The purpose of this was due to the restrictions on how park dedication fees can be utilized and to allow for better recording keeping on the use of park dedication fees. In regards to expenses, current identified expenses show \$4,000 a year for the next five years to finish the concrete aprons around the playgrounds. This dollar amount is estimated and likely is larger than what will truly be needed. Revenue for the fund comes from Hanover's CIP Funding Plan. We have identified \$25,000 a year levied straight to the fund. The purpose of this is to begin growing the fund balance in preparation of upcoming playground replacements. A further look at the true playground values will need to be completed in the near future to better establish the needs.

**The Facilities Capital fund** is utilized for City Hall and Public Works needs. This fund had a small fund balance prior to the construction of the new Public Works Facility. The City bonded \$1.5 million for the Public Works project. The awarded contracts and planning costs totaled approximately \$2.175 million, leaving an approximate \$675,000 deficit in the Facilities Capital Fund. Council anticipated a deficit to a certain extent, and planned to utilize General Capital fund dollars for the difference. Furthermore, the approved Capital Improvement Plan approved bonding for a City Hall renovation of the old Public Works Facility. The remaining bonding total would allow for \$600,000 towards the renovation.

The included spreadsheet identifies the Public Works Facility costs and identifies the maximum bonding total of \$600,000 for the City Hall renovation. I do not anticipate the renovation to cost the \$600,000, the amount is merely a placeholder to show fund balance fluctuation. Revenue sources for this fund have consisted of transfers from General Capital and bonding proceeds.

**The Equipment Capital fund** holds the most identified planned expenses. The non-highlighted expenses are expenses that have been planned for in the City's CIP Funding Plan. The orange highlighted expenses are items that have been adjusted from the CIP Funding Plan or are new items added based on discussions in the last year.

2018 expenses identified include the annual skid loader replacement, a 1-ton dually replacement, woodchipper purchase, bucket truck purchase, second plow truck purchase, and a floor zamboni purchase. The largest item on the list and the item in most need of discussion would be the second plow truck. It has been suggested that we purchase a used piece of equipment. I would estimate that if we purchased a used piece of equipment, it would likely be 10-15 years old and cost \$50,000 - \$75,000. In comparison, our current plow truck is 10 years old and worth around \$70,000. Should Hanover purchase a used piece of equipment, there is the possibility of major maintenance work needed. Additionally, plow trucks are typically placed on a 15-year life cycle, which would mean that a second plow truck purchased used would likely be up for replacement at the same time as our current plow truck. Estimated replacement value is \$235,000 per piece of equipment. Should Council desire to purchase a new piece of equipment now in order to stagger the need to borrow money for two pieces of equipment later, we could utilize excess revenue from the 2017 operating budget to fund most of the new truck purchase. I would also suggest looking at an adjustment to when the zero-turn lawn mower is purchased in order to reduce the impact on the fund balance. This would allow us to have the second plow truck delivered around the start of the 2018-2019 snow season.

The 1-ton dually replacement is estimated based on a \$40,000 truck purchase and \$20,000 dump box purchase. One item to note here is we have not offset this cost by the sale of the existing 1-ton dually. That being said, I would estimate the vehicle to be sold for \$10,000 - \$15,000 dollars.

The remaining items would be purchase used, and classified listings are included with this memo for further discussion. It may be most beneficial, if Council is comfortable with it, to approve up to a certain purchase amount in order to allow staff to act on used equipment listings and reducing the need to wait for the next Council meeting.

**The Street Capital fund** assumes \$500,000 in road expenses each year. The expenses coincide with our pavement management plan and our approved street reconstruction plan. The CIP Funding plan incorporated a revenue structure to follow in order to reduce the tax levy burden. With that being said, the cost to issue debt generally does not fluctuate with the size of the bond. In other words, it is cheaper to borrow more money at one time than it is to borrow a little bit of money many times. With that being said, our annual operating budget does not have a large road maintenance budget leaving it difficult to pay for unexpected costs. Should our Street Capital fund be reduced to zero, we would need to borrow money from other funds in order to pay for needed work. I would suggest that Council consider issuing some amount of debt in 2018 in order to fund the 2018 road projects, and in order to maintain an emergency needs fund balance in the Street Capital Fund. If Council does not issue debt, then we would need to transfer funds from General capital in order to complete the estimated \$1.1 million surface improvement project. This would bring the General Capital fund down to approximately \$300,000.

**The Storm Water Enterprise fund** was implemented approximately 10 years ago. The purpose of the fee associated with the fund is to collect fees from property owners in order to conduct maintenance and repairs on the City's storm water infrastructure. This fee is not utilized to install new storm water infrastructure. The fee is charged to property owners equally rather than via taxes where property values would affect what each property owes. Expenses from this fund can be anything from staff wages, contractor invoices, engineering services, material purchases, and equipment purchases.

Expenses up to this date have been largely paid to contractors. More recently, we have begun budgeting staff wages to the fund in order to comply with MS4 regulations. When reviewing the spreadsheet, you will find anticipated expenses for 2018 to include staff wages and a mini excavator. After renting or borrowing equipment the last couple of years, Public Works staff is recommending the purchase of a Kubota KX080 mini excavator. This mini is larger than what was recommended in the past. However, this larger machine will allow staff to properly repair storm water drains, dig out erosion issues and replace rip rap at further distances down steep embankments, and among other items. With the purchase of this larger machine, a larger trailer would also be needed. The trailer proposed would be able to be towed by the 1-ton dually replacement that is being proposed to purchase this year. The other trailer option for this equipment would be more than twice as expensive, be equipped with air brakes which would need to be towed by the plow truck, and ultimately not feasible. The City's existing trailer is not designed to haul equipment of this nature, though staff has made it work in the past. This trailer would also be utilized to haul the bobcat and other equipment as needed. Again, presenting a safer option versus the means used to date.

I will have the computer available at the meeting to adjust numbers based on the discussion and to assist with understanding how the needs of the City affect the fund balances.

**GENERAL - 401**

	2017	2018	2019	2020	2021	2022	2023	2024	2025
<i>Beginning Yr. Fund Balance</i>	\$1,396,787	\$1,321,164	\$626,369	\$626,369	\$626,369	\$626,369	\$626,369	\$626,369	\$626,369
Transfers Out	\$75,273	\$17,983							
CSAH 19 Sidewalk	\$350								
PW Facility		\$676,812							
<i>Total Use</i>	\$75,623	\$694,795	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Levy Proceeds									
Transfers from General Fund									
<i>Ending Yr. Fund Balance</i>	\$1,321,164	\$626,369	\$626,369	\$626,369	\$626,369	\$626,369	\$626,369	\$626,369	\$626,369

**PARKS - 402**

	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Beginning Yr. Fund Balance</b>	\$50,000	\$63,477	\$54,702	\$75,702	\$96,702	\$117,702	\$138,702	\$163,702	\$188,702
Settlers Park Ballfield	\$75,197	\$29,775							
Concrete Playground Apron (6 Parks)	\$4,411	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000			
Transfers Out									
<i>Total Use</i>	\$79,609	\$33,775	\$4,000	\$4,000	\$4,000	\$4,000	\$0	\$0	\$0
Levy Proceeds	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Bond Proceeds									
Transfers from General Capital	\$68,086								
<b>Ending Yr. Fund Balance</b>	\$63,477	\$54,702	\$75,702	\$96,702	\$117,702	\$138,702	\$163,702	\$188,702	\$213,702

**FACILITIES - 411**

	2017	2018	2019	2020	2021	2022	2023	2024	2025
<i>Beginning Yr. Fund Balance</i>	\$1,519,150	-\$399,456	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PW Facility	\$1,918,606	\$275,331							
Phone System Upgrade		\$2,025							
City Hall Renovation			\$600,000						
<i>Total Use</i>	<i>\$1,918,606</i>	<i>\$277,356</i>	<i>\$600,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Levy Proceeds									
Bond Proceeds			\$600,000						
Transfers In		\$676,812							
<i>Ending Yr. Fund Balance</i>	<i>-\$399,456</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>

-\$676,812

**EQUIPMENT - 417**

	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Beginning Yr. Fund Balance</b>	\$108,669	\$157,017	-\$15,000	\$2,500	\$50,000	\$97,500	\$149,500	\$149,500	\$197,000
Skid Loader	\$4,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Zero Turn Lawnmower		\$15,000							
2007 Freight. Plow Truck Replace						\$235,000			
1-Ton Dually Replace		\$60,000							
Woodchipper		\$20,000							
Bucket Truck		\$25,000							
Winged Lawn Mower							\$60,000		
2nd Plow Truck		\$235,000							
Floor Zamboni		\$3,500							
<b>Total Use</b>	\$4,000	\$361,000	\$2,500	\$2,500	\$2,500	\$237,500	\$62,500	\$2,500	\$2,500
Levy Proceeds	\$52,348	\$15,000	\$20,000	\$50,000	\$50,000	\$52,000	\$0	\$50,000	\$50,000
Bond Proceeds						\$237,500	\$62,500		
Transfers from Capital Funds		\$17,983							
Transfers from General Fund		\$156,000							
<b>Ending Yr. Fund Balance</b>	\$157,017	-\$15,000	\$2,500	\$50,000	\$97,500	\$149,500	\$149,500	\$197,000	\$244,500

**STREETS - 418**

	2017	2018	2019	2020	2021	2022	2023	2024	2025
<i>Beginning Yr. Fund Balance</i>	\$464,658	\$570,000	-\$292,445	\$62,361	\$49,196	\$49,196	\$49,196	\$49,196	\$49,196
Chip Seal	\$30,734								
2018 Pvm. Proj. (Pheas., Riv., Lady.)	\$23,925	\$1,015,325							
2020 Pvm. Proj. (Prairie, Schen., White.)				\$500,000					
					\$500,000				
						\$500,000			
							\$500,000		
								\$500,000	
									\$500,000
<i>Total Use</i>	\$54,658	\$1,015,325	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Levy Proceeds	\$160,000	\$152,880	\$169,806	\$136,835	\$77,000	\$208,999	\$272,703	\$210,126	\$212,475
Bond Proceeds			\$185,000	\$350,000	\$423,000	\$291,001	\$227,297	\$289,874	\$287,525
Transfers from General Capital									
Transfers from General Fund									
<i>Ending Yr. Fund Balance</i>	\$570,000	-\$292,445	\$62,361	\$49,196	\$49,196	\$49,196	\$49,196	\$49,196	\$49,196

**STORM WATER ENTERPRISE - 603**

	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Beginning Yr. Fund Balance</b>	\$176,269	\$185,958	\$108,928	\$129,686	\$150,445	\$171,203	\$191,962	\$212,720	\$233,478
Repair/Maint. Supplies	\$12,262								
Dues/Subscrip.	\$915								
SWAMP Web Application	\$12,278								
MS4 Services (WSB)	\$5,778								
Staff Wages	\$4,835	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Mini Excavator		\$86,825							
Trialer for Minin		\$10,963							
Staff Wages									
<i>Total Use</i>	\$36,069	\$122,788	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Storm Water Fees	\$45,758	\$45,758	\$45,758	\$45,758	\$45,758	\$45,758	\$45,758	\$45,758	\$45,758
<b>Ending Yr. Fund Balance</b>	\$185,958	\$108,928	\$129,686	\$150,445	\$171,203	\$191,962	\$212,720	\$233,478	\$254,237

CL minneapolis > hennepin co > heavy equipment - by owner  
for sale >

Posted about a month ago on: 2018-01-07 11:17am

Contact Information: n3dwb-6451070653@sale.craigslist.org ☎ (612) 390-6104

## 2 nice advanced floor scrubber s - \$3500 (Andover)

image 1 of 3



condition: **excellent**

make / manufacturer: **advance**

Kept up well new skeages everything works ass it should if interested 6123906104



CL minneapolis > ramsey co > for sale >

business/commercial - by dealer

Posted 19 days ago on: 2018-01-21 11:03am

Contact Information: rmts6-6467583675@sale.craigslist.org (612) 210-9740

### NSS Champ 3329 Riding Floor Scrubber - \$3500 (St Paul Park)

image 1 of 3



condition: **excellent**

make / manufacturer: **NSS Champ**

model name / number: **3329**

Fully refurbished NSS Champ 3329 ride on floor scrubber  
 36 Volt Battery system for extended scrub times  
 Because of its single front-drive wheel, the Champ 3329 is a very maneuverable machine. Its front wheel turns 90 degrees in both directions so it needs only 70 inches in which to turn around.  
 New rear squeegee bar rubber and scrub head splash skirt rubber  
 Comes with a battery charger  
 33" scrub path with your choice of either pad drivers for using scrub pads or new bristle everyday use scrub brushes.  
 33 gallon recovery tank and 29 gallon solution tank.

QR Code Link to This Post

2/9/2018

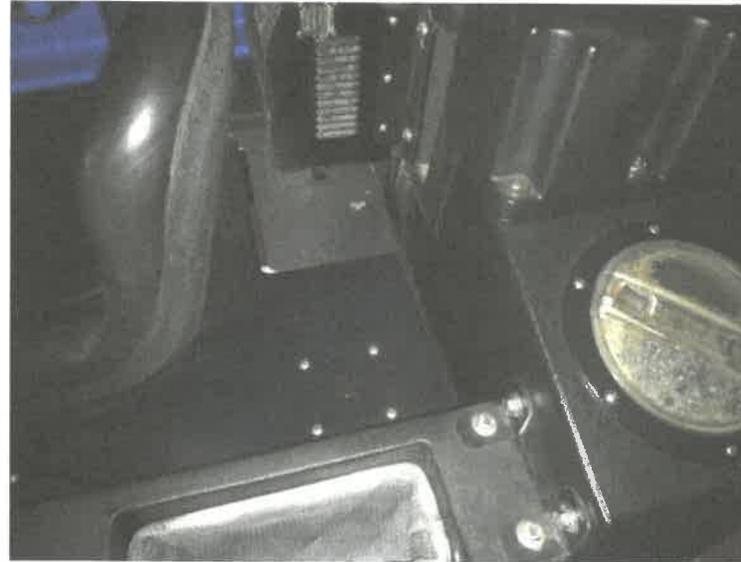
NSS Champ 3329 Riding Floor Scrubber - business/commercial - by dealer - sale

Powerful 2 1/2 HP scrub motors

Scrub head has 2 down positions. Position 1 gives 115 lbs down pressure. 2nd position 230 lbs.

We Buy Sell Trade Scrubbers, We take Trade Ins  
Scrubber, Wax, Stripper, Cleaning, Janitor, Janitorial,

612.210.9740

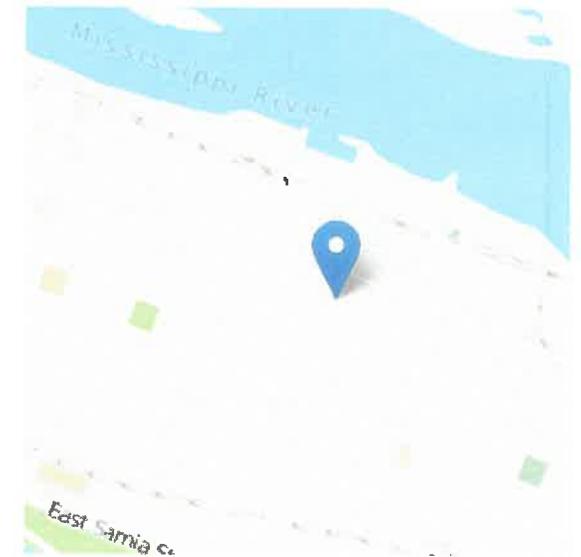


Posted 9 days ago on: 2018-01-31 3:27pm

Contact Information: cx92z-6479932301@sale.craigslist.org (507) 458-9532

### Nobles Riding Floor Scrubber - \$3200 (578 E 4TH)

image 1 of 5



578 e 4th st

condition: **excellent**

make / manufacturer: **NOBLES**

model name / number: **SS RIDER**

size / dimensions: **32in**

Specifications:

Cleaning path 32 in

Solution tank capacity 29 gal

Productivity (per hour)

Theoretical max 56,320 ft

QR Code Link to This Post

2/9/2018

Nobles Riding Floor Scrubber - business/commercial - by owner - sale

Estimated actual\* 29,700 ft  
Solution flow rate 0-1 gallons per minute  
Scrub motors (2) 0.75 hp / 0.5 kW  
Scrub motor speed 225 rpm 1,500 rpm  
Brush/pad down pressure Up to 160 lb  
Brush/pad driver quantity & size (32") (2) 16 in  
Recovery tank capacity 29 gal  
Vacuum fan Motor 0.6 hp 3-stage  
Water lift 70 in  
Propel speed (variable to)  
Transport 4 mph  
Scrubbing 3.6 mph

Batteries (24 V system, charger included)  
Standard/run time\*\* (4) 6V, 235 AH / Up to 3 hrs

Product length 60 in  
Product width (scrub head) (32") 36 in  
Product width (squeegee) (32") 39.25 in  
Product height 50 in  
Product weight  
Less batteries 653 lb

Machine comes complete and ready to use with new batteries, squeegees, brushes, comes with charger shipping available

Professional Cleaning Equipment in Winona, MN







## 2005 FREIGHTLINER BUSINESS CLASS M2 106 BUCKET TRUCK - BOOM TRUCK in Harris, MN

### Terex Standard Bucket Truck



Contact this Seller: (888) 423-5808

19 Photos Play Brochure



**\$23,000**

### Specification

Year:	2005
Make:	FREIGHTLINER
Model:	BUSINESS CLASS M2 106
Class:	Class 7 (GVW 26001 - 33001)
Category:	Bucket Truck - Boom Truck
Engine Make:	Caterpillar
Mileage:	201,873
New/Used:	Used
Front Tire Size:	22.50
Rear Tire Size:	22.50
Engine Model:	C-7
Horsepower:	275
Max Horsepower:	275
Fuel Type:	Diesel
Rear Axles:	21,000
Suspension:	Spring
Front Axle:	12,000
Number of Rear Axles:	Single
Price:	\$23,000

### Vehicle Description

BUSINESS CLASS M2 106, Heavy Duty Trucks - Bucket Trucks / Boom Trucks, Caterpillar C-7, Automatic, Allison3060P automatic tranny, air conditioning, with 14 ft. utility body with 2004 Terex Telelect 46M bucket lift, nice clean good running unit., 275 Horse Power, Spring Suspension, Wheels, 168 Wheel Base, 22.5, Single Axle, 6.40 Ratio, , VIN

### Seller Information

## Upfit with TEREX Terex Standard Bucket Truck

Larson Implement Website  
**(888) 423-5808**



42050 Amery Ave  
Harris, MN  
55032

---

Please call us @ 888-423-5808 for more details.

### About Larson Implement

---

Add About Us text here



# 2003 FREIGHTLINER BUSINESS CLASS M2 106 BUCKET TRUCK - BOOM TRUCK in Harris, MN

## Teco Standard Crane Body



Contact this Seller: (888) 423-5808

28 Photos Play Brochure

**\$19,000**

### Specification

<b>Year:</b>	2003
<b>Make:</b>	FREIGHTLINER
<b>Model:</b>	BUSINESS CLASS M2 106
<b>Class:</b>	Class 7 (GVW 26001 - 33001)
<b>Category:</b>	Bucket Truck - Boom Truck
<b>Engine Make:</b>	Caterpillar
<b>Mileage:</b>	249,242
<b>New/Used:</b>	Used
<b>Front Tire Size:</b>	22.50
<b>Rear Tire Size:</b>	22.50
<b>Engine Model:</b>	3,126
<b>Horsepower:</b>	250
<b>Max Horsepower:</b>	250
<b>Fuel Type:</b>	Diesel
<b>Rear Axles:</b>	21,000
<b>Front Axle:</b>	12,000
<b>Number of Rear Axles:</b>	Single
<b>Price:</b>	\$19,000

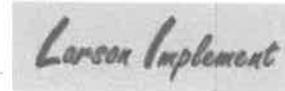
### Vehicle Description

BUSINESS CLASS M2 106, Heavy Duty Trucks - Bucket Trucks / Boom Trucks, Caterpillar 3126, Automatic, Allison MD3060P 6 speed automatic, air conditioning, air brakes, Astoria 12 ft. utility body with 2002 TESCO Model 65-42IP-4TFS1 42ft reach bucket ,hydraulic outriggers, nice clean unit., 250 Horse Power, Suspension, Wheels, 150 Wheel Base, 22.5, Single Axle, 5.86 Ratio, , VIN

### Seller Information

Larson Implement Website

**(888) 423-5808**



---

42050 Amery Ave  
Harris, MN  
55032

## Upfit with TECO Teco Standard Crane Body

---

Please call us @ 888-423-5808 for more details.

## About Larson Implement

---

Add About Us text here



## 1993 CHEVROLET 3500 BUCKET TRUCK - BOOM TRUCK in Jackson, MN

### VersaLift Standard Bucket Truck



**\$12,800**

### Specification

Year:	1993
Make:	CHEVROLET
Model:	3500
Class:	Class 3 (GVW 10001 - 14000)
Category:	Bucket Truck - Boom Truck
New/Used:	Used
VIN:	1GBKC34K4PJ110247
Price:	\$12,800

### Seller Information

Erickson Trucks -N- Parts Website

**(888) 408-0593**

Reference Stock #:  
F597



75196 Petersburg Rd  
Jackson, MN  
56143

We have 2 Locations to serve you: Jackson, MN and Sturtevant, WI. Inventory is at both locations and does change between locations. Please call for Location of the unit that you are interested in.

53

Contact this Seller: (888) 408-0593

8 Photos Play Brochure

### Vehicle Description

3500, Light Duty Trucks - Bucket Trucks / Boom Trucks, , , STOCK #F597, FOR SALE OR RENT, Rent To Own \$1,052/Month, Nationwide Delivery Available, 1993 Chevrolet C3500 Bucketboom, 207,887 Miles, Steel Body, Steel Weld Make, 9' Length, 42" in Height, Steel Floor, GM 5.7L Turbo Gas Engine, Under CDL, 5 Spd. GM Transmission, Spring Suspension, Hydraulic Brakes, 162" Wheelbase, Front and Rear Disc Wheels, 19.5" Tires, Power Steering, Conventional Cab, Standard Interior, Steel Single Frame Setup, Single Axle, Single Tank, Mechanical Engine, Manual Transmission, 9'

Utility Body, 6 Compartments, Versa Lift Tel29N Bucket Boom, 32' Vertical Reach,  
300Lb. Capacity, 29' Platform Height, Horse Power, Suspension, Wheels, Wheel Base, ,  
Axle, Ratio, , VIN

## Upfit with VERSALIFT VersaLift Standard Bucket Truck

# 2003 VERMEER BC1230A

## For Sale Price: \$12,500



Photos (4)



### Contact Information

**EARTHBORNE  
INC**

📍 Warrington,  
Pennsylvania 18976

📞 Phone: (215) 543-  
7205

**Contact:** Doug  
Taylor



**Financing**



**Shipping**



**Insurance**



**Escrow**



## Description

Perkins diesel, ready to work!

## Specifications

**Year** 2003

**Manufact** VERMEER  
**urer**

**Model** BC1230A

**Condition** Used

# 2001 VERMEER BC1250A



Photos (7)



**For Sale Price: \$14,715**

(Price entered as: CAD \$18,500)

**Financing** >

**Shipping** >

**Insurance** >

**Escrow** >

## Contact Information

**INLAND EQ  
SALES**

**📍 Pentiction, British  
Columbia, Canada  
V2A 7C8**

**Phone: +1 888-  
418-9294**

**Fax: +1 250-492-  
2762**

**Contact: Vic  
Kampe**

## Description

Brush Chipper, 12" Cutter.

## Specifications

<b>Year</b>	2001	<b>Manufact</b>	VERMEER
		<b>urer</b>	
<b>Model</b>	BC1250A	<b>Condition</b>	Used

2/8/2018

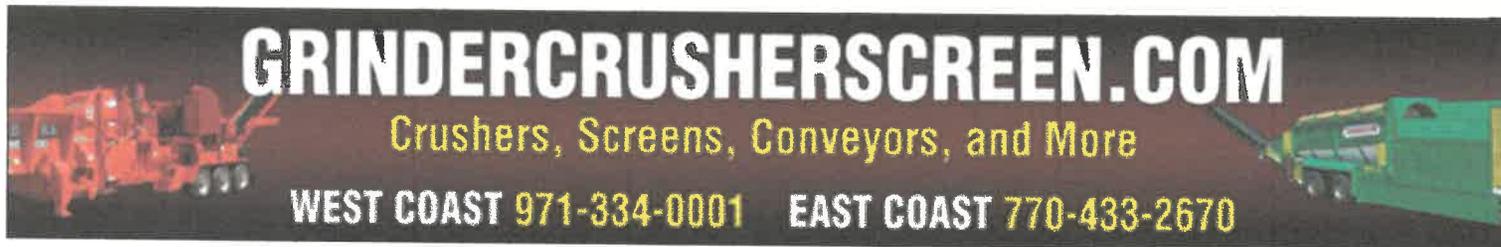
MachineryTrader.com | 2001 VERMEER BC1250A For Sale

**Stock** Misc 381  
**Number**

**Hours** 834

# VERMEER BC1400XL For Sale

Number of Matches: 3 | This Page: 1 of 1



## Wood Chippers

Wood chippers for sale vary from small, portable, handfed models for small branches and other debris, to industrial-sized, auto-fed models that can handle entire trees.

[Read More](#)

[CLICK HERE](#) FOR RENTAL UNITS



### 2005 VERMEER BC1400XL

14" brush chipper, tip up feed tray, LT265/75R16 tires @ 75%, Cat Diesel engine, Lights, pintle eye hook up

Hours: 817

Horsepower: 122

Serial Number:

1VRU161465

Condition: Used

For Sale Price:  
USD \$19,750

**Bobcat Plus**

Chippewa Falls, Wisconsin

[\(262\) 607-7014](#)

7

Updated: Tue, Feb 6, 2018 9:15 AM

[View Details](#)



### 2004 VERMEER BC1400XL

Vermeer BC1400XL with Hydraulic Winch System. This 14" Capacity Self-Feeding Drum Style Chipper is Powered by a 122HP Caterpillar

**A&A Enterprises LLC**

Wilmington, Delaware



10 1

Turbo Diesel Engine with an Electronic Auto-Feed System. Machine has been cleaned, serviced, fully tested, and has new knives installed. \$29,950 or \$598 per month with...

[\(610\) 652-7041](tel:(610)652-7041)

**Horsepower:** 122      **For Sale Price:**  
**Condition:** Used      **USD \$29,950**  
**Stock Number:** 820-811

*Updated: Wed, Feb 7, 2018 10:00 PM*

[View Details](#)

Escrow > UNICO Insurance > FRB Shipping > Financing >

### VERMEER BC1400XL

Vermeer BC1400XL This 14" Capacity Self-Feeding Drum Style Chipper is Powered by a 122HP Caterpillar Turbo Diesel with an Electronic Auto-Feed System. Fully Tested and Serviced. \$23,950 or \$478 per month with no money down and good credit. (s/n 001216)

**A&A Enterprises LLC**

Wilmington, Delaware

[\(610\) 652-7041](tel:(610)652-7041)

10 1

**Horsepower:** 122      **For Sale Price:**  
**Serial Number:** 001216      **USD \$23,950**  
**Condition:** Used  
**Stock Number:** 694-742

*Updated: Wed, Feb 7, 2018 10:00 PM*

[View Details](#)

Escrow > UNICO Insurance > FRB Shipping > Financing >



## Flatbed & Oversize/Overweight Transport

**FAST AND EASY BOOKING WITH TOP CARRIERS**

New and used wood chippers for sale come from such manufacturers as Altec, Bandit, Bear Cat, Jensen, Morbark, Peterson Pacific, Salsco, Teknamotor, Terex, Vermeer, Woodchuck, and Woodsman. Wood chippers can vary from small, portable, handfed models providing in the neighborhood of 5 HP and suitable for handling small branches, limbs, and other debris to large, self-contained, auto-fed, industrial-sized models topping 1,000 HP that can handle entire trees. Turning tree trunks, branches, and limbs into small woodchips, wood chippers are used in agriculture, forestry, logging, landscaping, construction, and other industries.

The origins of wood chipper technology are said to date to an early-1920s invention that Heinrich Wigger of Germany patented that incorporated a steel disc integrating knives. Today, wood chipper models generally feature a hopper, protective collar, and output chute. Models may be mounted on a truck or wheeled frame for towing behind another vehicle; integrate tracks, a hydraulic crane, grapples, and feeding table or tray; draw power from an internal gas or diesel engine, PTO system, or hydraulic power; and rely on a disc, drum, or screw chipper mechanism that integrates knives.



3021 W 133rd St • Shakopee, MN 55379 • 952-445-6310  
 6140 Hwy 10 NW • Anoka, MN 55303 • 763-323-1720  
 23580 Hwy 55 • Loretto, MN 55357 • 763-479-8200  
 www.lanoequip.com • www.lanoeq.com • www.lanogardengear.com

# QUOTE

Quote: 02-99682      PO: Jason  
 Date: 1/11/2018      CustId: CITYHANOVER

Cust Email: finance@ci.hanover.mn.us  
 Phone: (763) 497-3777  
 Salesperson: DanO  
 User: DanO

Bill To:  
 CITY OF HANOVER  
 JACKIE HEINZ  
 11250 5TH STREET NE  
 HANOVER, MN 55341

Ship To:  
 CITY OF HANOVER

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
134025 / NEW	UN	KUBOTA KX080-4SR3 Yr: 2018	1.0000		\$90,300.00	\$9,800.00	\$80,500.00
		S/N: 43087 KUB - KUBOTA EXCAVATOR,CAB,A/C,BLADE Line Discount:				(\$9,800.00)	
K7405	PA	KWG - HYD THUMB KIT Bin:KUBOTA BARN	1.0000		\$3,550.00	\$425.00	\$3,125.00
134026 / NEW	UN	KUBOTA K7402 Yr: 2018	1.0000		\$1,450.00	\$250.00	\$1,200.00
		S/N: KUB - KUBOTA QUICK ATTACH,KX080 Line Discount:				(\$250.00)	
134027 / NEW	UN	KUBOTA K7429 Yr: 2018	1.0000		\$2,550.00	\$550.00	\$2,000.00
		S/N: KUB - KUBOTA 36" QUICK ATTACH BUCKET,KX080 Line Discount:				(\$550.00)	
						<b>Total:</b>	<b>\$86,825.00</b>
<b>Totals</b>					<b>Sub Total:</b>		<b>\$86,825.00</b>
					<b>Total Tax:</b>		<b>\$0.00</b>
					<b>Invoice Total:</b>		<b>\$86,825.00</b>

**Balance Due On This Invoice: \$86,825.00**



3021 W 133rd St • Shakopee, MN 55379 • 952-445-6310  
 6140 Hwy 10 NW • Anoka, MN 55303 • 763-323-1720  
 23580 Hwy 55 • Loretto, MN 55357 • 763-479-8200  
 www.lanoequip.com • www.lanoeq.com • www.lanogardengear.com

## QUOTE

Quote: 02-99684  
 Date: 1/11/2018

PO: Jason  
 CustId: CITYHANOVER

Cust Email: finance@ci.hanover.mn.us  
 Phone: (763) 497-3777  
 Salesperson: DanO  
 User: DanO

Bill To:  
 CITY OF HANOVER  
 JACKIE HEINZ  
 11250 5TH STREET NE  
 HANOVER, MN 55341

Ship To:  
 CITY OF HANOVER

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
129531 / NEW	UN	Kubota KX057-4R3P Yr: 2017	1.0000		\$66,100.00	\$8,000.00	\$58,100.00
		S/N: 28504 KUB - KUBOTA EXCAVATOR,CAB,A/C,BLADE,SP2 Line Discount:				(\$8,000.00)	
K7937	PA	KWG - HYD THUMB KIT, U55/KX Bin:KUBOTA BARN	1.0000		\$1,970.00	\$320.00	\$1,650.00
129532 / NEW	UN	Kubota K7915 Yr: 2017	1.0000		\$750.00	\$75.00	\$675.00
		S/N: KUB - KUBOTA Q.A. COUPLER U55/KX057 Line Discount:				(\$75.00)	
129533 / NEW	UN	Kubota K7920 Yr: 2017	1.0000		\$1,300.00	\$150.00	\$1,150.00
		S/N: KUB - KUBOTA 30" QA TRENCHING BUCKET Line Discount:				(\$150.00)	
						<b>Total:</b>	<b>\$61,575.00</b>
<b>Totals</b>					<b>Sub Total:</b>		<b>\$61,575.00</b>
					<b>Total Tax:</b>		<b>\$0.00</b>
					<b>Invoice Total:</b>		<b>\$61,575.00</b>

**Balance Due On This Invoice: \$61,575.00**



3021 W 133rd St • Shakopee, MN 55379 • 952-445-6310  
 6140 Hwy 10 NW • Anoka, MN 55303 • 763-323-1720  
 23580 Hwy 55 • Loretto, MN 55357 • 763-479-8200  
 www.lanoequip.com • www.lanoeq.com • www.lanogardengear.com

## QUOTE

Quote: 02-99970  
 Date: 2/8/2018

PO: Jason  
 CustId: CITYHANOVER

Cust Email: finance@ci.hanover.mn.us  
 Phone: (763) 497-3777  
 Salesperson: DanO  
 User: DanO

Bill To:  
 CITY OF HANOVER  
 JACKIE HEINZ  
 11250 5TH STREET NE  
 HANOVER, MN 55341

Ship To:  
 CITY OF HANOVER

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
145386 / NEW	UN	Felling FT16-2 Yr: 2018 S/N: 5FTCF3120J1004273 TRA - FELLING DECKOVER TRAILER,20+5,STAKE AND STRA	1.0000		\$10,800.00		\$10,800.00
LICENSE & REGISTRATION	PA	OTH - DEALERSHIP FEE Bin:OFFICE/SALES	1.0000		\$75.00		\$75.00
TRANSIT USE	MC	Transit Use	1.0000		\$20.00		\$20.00
REG TAX	MC	REGISTRATION TAX (divide by months)	1.0000		\$32.00		\$32.00
PLATE	MC	PLATE FEE	1.0000		\$4.50		\$4.50
PUBLIC	MC	PUBLIC SAFETY VEHICLE FEE	1.0000		\$3.50		\$3.50
TRANSFER TAX	MC	TITLE TRANSFER TAX	1.0000		\$10.00		\$10.00
TITLE/TRANSFER	MC	TITLE/TRANSEER FEE	1.0000		\$8.25		\$8.25
STATE/DEPUTY	MC	STATE/DEPUTY FILING FEE	1.0000		\$10.00		\$10.00
						<b>Total:</b>	<b>\$10,963.25</b>

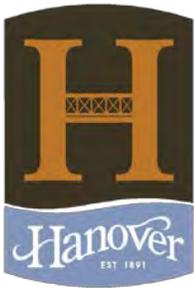
Totals	
	<b>Sub Total: \$10,963.25</b>
	<b>Total Tax: \$0.00</b>
	<b>Invoice Total: \$10,963.25</b>

**Balance Due On This Invoice: \$10,963.25**

---

Signature: \_\_\_\_\_

Quote is Valid for 30 days, programs and discounts subject to change without notice



**To: Mayor Kauffman & Members of the Hanover City Council**

**From: Brian Hagen, City Administrator**

**Re: Compensation Study**

**Date: February 15, 2018**

Enclosed is the data compiled regarding the 2017 Compensation Study. This information includes wages, benefits, city populations, median incomes, tax rate, and number of full time staff. Comparison cities included all cities in Wright County, cities that abut the Hanover boundaries, and other out-state cities with a comparable population.

- Data is listed from lowest to highest
- Current Hanover data is highlighted in yellow
- Proposed Hanover data is highlighted in blue
- Data received from League of Minnesota Cities' salary survey is highlighted in red
- Data received directly from participating cities is non-colored
- Statistics on population, median income and tax rate was obtained from the Minnesota State Demographic Center, the United States Census Bureau, and Wright County

In reviewing the data, Hanover ranks as the tenth largest city of 24 cities included with most of the cities falling in Wright County. When formulating my recommendations, I first considered that Hanover is growing versus some of the other smaller cities that remain stagnant. Hanover has averaged 30 new home starts since 2013. Furthermore, we final platted 30 new single family lots with the same developer bringing future phases of the development in the next four years. We also have another 80-acre parcel that received a concept plan submittal for review. The concept plan shows 250 new lots with 337 total units. Assuming three residents per unit on average, these two developments would add approximately 1,600 people to Hanover's population in the next five plus years.

I also considered Pay Equity requirements. Pay Equity is a method of eliminating discrimination against women who are paid less than men for jobs requiring comparable levels of expertise. In other words, pay equity looks at two job positions that are scored similar and ensures that the position typically conducted by a woman is paid comparably to a position that is typically conducted by a male. Pay Equity does not dictate what the actual wage is or how it compares to other entities. It is a requirement when organizing the internal pay structure. For Hanover's positions, the Accountant/Deputy Clerk and the Public Works Supervisor positions score similar and the Administrative Assistant and Maintenance Worker positions score similar to each other. This means that one position should not receive a larger possible wage when compared to a position with a similar score.

In regards to wages paid, Hanover is approximately the fourth lowest depending on position, of the 17 cities responding. When comparing benefits, Hanover compares to other cities that offer vacation and sick time. In looking at annual contribution totals for health premiums, Hanover falls at the bottom for single coverage and third smallest of eight for family coverage. One item to note, it is not clear cut when comparing a city that pays a certain percentage of health premiums to a city that allocates a dollar amount.

My recommendation would not place any employee below the new salary range so no adjustment to current wages would be needed. Furthermore, my recommendation would increase the ranges where current staff would not reach the maximum for three or more years (based on meets expectations review) depending on the position. The recommended salary ranges are as follows for each position:

- Maintenance Worker: \$40,000 - \$55,000 annually; non-exempt
- Administrative Assistant: \$40,000 - \$55,000 annually; non-exempt
- Public Works Supervisor: \$50,000 - \$70,000 annually; non-exempt
- Accountant/Deputy Clerk \$50,000 - \$70,000 annually; exempt
- City Administrator/Clerk/Treasurer: \$72,000 - \$92,000 annually; exempt

If an employee is hired at the bottom of these ranges, it would take 10-13 years to reach the maximum depending on the position. This calculation is based on Hanover's pay for performance strategy and the employee receiving a meets expectation review with a three percent annual adjustment to wages. One item to note here, 9 of the 12 cities that responded on their review process where a step program strategy. Step programs tend to have 7-10 steps in the salary range. Often times the step program identifies a set wage increase for employees who meet job expectations and a cost of living adjustment. The cost of living adjustment is typically set on an annual or bi-annual basis in order to reflect current trends.

From a staffing standpoint, I am not recommending any additional staff. This likely will happen as Hanover grows, but the rate at which the City grows will dictate that later. Current staff however, are efficient at their work, and we are able to take on new responsibilities each year while completing other required tasks. This is a testament to staff retention and the gaining of knowledge, skills, and abilities. For this reason, an adjustment to the compensation package would not only allow Hanover to compare to other cities in the area, but to assist in Hanover's staff retention efforts. During the 2017 Goal Setting Session, this was the City's number two goal.

Two items to consider to further assist with staff retention would be implementing cost of living adjustments for employees who do reach the top of the salary range, and to implement a longevity pay option. These two items could be viewed as a way to address situations on a case by case basis, without having to adjust full salary ranges. In other words, when Council feels a position's salary range is comparable to other entities, but there is an employee who is at the top of their range and the City is facing losing that employee to another employer, the Council would have an opportunity to retain the employee with continued adjustment to their compensation.

In summary, I am recommending no adjustment to Hanover's paid time off policy. I am recommending the monthly contribution towards premiums remain as they are with \$700 a month for single coverage and \$900 a month for family coverage. I am recommending an adjustment to the contribution towards health premiums to include a \$3,500 contribution to the employees Health Savings Account. The Health savings account is used to pay for the deductible or other medical expenses. Lastly, I am recommending an adjustment to salary ranges as stated above and as highlighted in blue on the wage summary spreadsheet.

Discussion on the 2017 Compensation Study will be held at the February 20, 2018 Council Work Session. Given the importance of the discussion, all of staff will be in attendance. This will provide an opportunity for open dialogue between Council and staff on where Hanover wants to compare to neighboring cities. This discussion will provide direction on what Council action will be sought out at the March 6, 2018 Council Regular Meeting.

**2017 Salary Study - Wages Summary**

City Administrator		Minimum	Maximum
Hanover	Clearwater	62,109	76,058
Albany	Hanover	63,190	84,552
Clearwater	Greenfield	63,985	88,317
Hanover	Albany	72,000	91,499
Annandale	Hanover	72,134	92,000
Greenfield	Annandale	75,421	93,808
Becker	Watertown	81,076	101,907
Watertown	Corcoran	81,600	106,787
Rockford	Medina	83,196	107,141
Medina	Delano	84,094	111,862
Corcoran	Becker	87,568	114,463
Monticello	Monticello	88,981	115,676
Delano	Rockford	95,493	119,460
Rogers	Albertville	99,195	127,100
Wayzata	Buffalo	103,017	128,648
Albertville	Otsego	104,489	130,171
Otsego	Rogers	104,775	130,978
Buffalo	Wayzata	107,744	132,451
St. Michael	St. Michael	108,992	132,912
Cokato	Cokato		
Dayton	Dayton		
Howard Lake	Howard Lake		
Maple Lake	Maple Lake		
Montrose	Montrose		
Waverly	Waverly		

Accountant - Deputy Clerk		Minimum	Maximum
Waverly	Maple Lake	33,280	55,224
Maple Lake	Greenfield	38,813	59,010
Hanover	Corcoran	41,600	61,422
Annandale	Annandale	43,680	62,109
Hanover	Hanover	50,000	63,918
Greenfield	Watertown	50,357	64,378
Corcoran	Medina	50,378	65,520
Medina	Waverly	50,669	66,560
Watertown	Otsego	51,549	68,572
Montrose	Hanover	52,500	70,000
Otsego	Montrose	55,194	72,236
Becker	Monticello	57,123	74,728
Monticello	Buffalo	57,483	76,149
Buffalo	St. Michael	63,773	78,095
St. Michael	Becker	64,031	80,646
Wayzata	Wayzata	66,673	81,839
Delano	Delano	80,538	94,349
Clearwater	Clearwater	N/A	N/A
Cokato	Cokato		
Albany	Albany		
Albertville	Albertville		
Dayton	Dayton		
Howard Lake	Howard Lake		
Rockford	Rockford		
Rogers	Rogers		

Administrative Assistant		Minimum	Maximum
Annandale	Greenfield	31,637	42,078
Maple Lake	Annandale	33,696	45,843
Greenfield	Watertown	35,901	45,901
Clearwater	Maple Lake	36,556	47,923
Watertown	Albany	36,754	48,901
Albany	Rogers	37,669	50,606
St. Michael	Hanover	38,189	51,355
Rogers	Clearwater	38,438	51,397
Hanover	Monticello	39,062	51,501
Monticello	St. Michael	39,603	52,666
Hanover	Buffalo	40,000	53,685
Otsego	Otsego	43,719	54,316
Buffalo	Corcoran	44,949	54,850
Corcoran	Hanover	44,970	55,000
Medina	Medina	46,488	60,112
Delano	Delano	49,358	62,483
Cokato	Cokato		
Albertville	Albertville		
Becker	Becker		
Dayton	Dayton		
Howard Lake	Howard Lake		
Montrose	Montrose		
Rockford	Rockford		
Waverly	Waverly		
Wayzata	Wayzata		

Population*		Office	PW	Total	
Waverly	1,414	Albany	2	3	5
Clearwater	1,780	Clearwater	3	3	6
Howard Lake	2,053	Howard Lake	3	3	6
Maple Lake	2,127	Hanover	3	3	6
Albany	2,671	Waverly	3	4	7
Cokato	2,753	Maple Lake	3.5	4	7.5
Greenfield	2,859	Cokato	3	5	8
Montrose	3,136	Annandale	3	7	10
Annandale	3,334	Watertown	4	6	10
Hanover	3,339	Medina	4.5	6.7	11.2
Watertown	4,286	Corcoran	5	7	12
Rockford	4,380	Delano	5	7	12
Wayzata	4,678	Rogers	8	8.5	16.5
Becker	4,781	St. Michael	7	12	19
Dayton	5,167	Otsego	9	11	20
Corcoran	5,498	Albertville			
Delano	5,947	Becker			
Medina	6,131	Buffalo			
Albertville	7,370	Dayton			
Rogers	12,539	Howard Lake			
Monticello	13,409	Monticello			
Otsego	16,019	Montrose			
Buffalo	16,119	Rockford			
St. Michael	17,174	Wayzata			

Public Works Supervisor		Minimum	Maximum
Waverly	Clearwater	39,520	59,779
Maple Lake	Hanover	45,157	61,838
Annandale	Delano	45,323	62,483
Hanover	Greenfield	46,550	62,730
Clearwater	Maple Lake	46,694	64,230
Delano	Annandale	49,358	69,638
Hanover	Hanover	50,000	70,000
Albany	Buffalo	51,750	71,843
Greenfield	Albany	53,539	71,926
Becker	Medina	57,123	76,398
Medina	Wayzata	59,966	77,207
Buffalo	Watertown	60,174	78,866
Montrose	Waverly	62,442	79,040
Wayzata	Montrose	62,899	79,726
Watertown	Albertville	63,150	80,309
Monticello	Becker	63,608	80,646
St. Michael	Monticello	67,722	82,690
Corcoran	Corcoran	68,557	83,616
Albertville	St. Michael	70,970	86,632
Otsego	Otsego	73,862	91,765
Cokato	Cokato		
Dayton	Dayton		
Howard Lake	Howard Lake		
Rockford	Rockford		
Rogers	Rogers		

Public Works Maintenance Worker		Minimum	Maximum
Waverly	Clearwater	31,200	47,486
Becker	Otsego	31,325	48,341
Annandale	Delano	34,133	49,795
Hanover	Maple Lake	34,341	50,045
Clearwater	Annandale	34,694	50,482
Maple Lake	Hanover	35,194	51,002
Rockford	Becker	36,912	53,602
Otsego	Buffalo	38,910	53,675
Delano	Hanover	39,291	55,000
Hanover	Monticello	40,000	55,203
Wayzata	Watertown	41,579	56,230
Monticello	Greenfield	42,448	56,472
Buffalo	Montrose	44,949	56,971
Watertown	Albertville	45,025	57,242
Rogers	Corcoran	45,677	58,032
Medina	Rogers	46,788	60,133
Montrose	Rockford	46,883	62,364
Corcoran	Waverly	47,590	62,400
Albertville	Wayzata	48,194	69,472
Greenfield	Medina	48,214	71,406
St. Michael	St. Michael	54,246	72,134
Cokato	Cokato		
Albany	Albany		
Dayton	Dayton		
Howard Lake	Howard Lake		

Fire Chief		Annual
Albany	Unpaid	
Albertville	Unpaid	
Annandale	Unpaid	
Becker	Unpaid	
Buffalo	Unpaid	
Clearwater	6,000	
Cokato	2,500	
Corcoran	N/A	
Dayton	Unpaid	
Delano	Unpaid	
Greenfield	N/A	
Medina	N/A	
Hanover	800	
Howard Lake	Unpaid	
Maple Lake	N/A	
Monticello	N/A	
Montrose	N/A	
Otsego	N/A	
Rockford	N/A	
Rogers	FT	
St. Michael	Unpaid	
Watertown	Unpaid	
Waverly	N/A	
Wayzata	Unpaid	

Median Income**		Tax Rate	
Annandale	46,962	Monticello	32.33
Howard Lake	48,295	Otsego	36.56
Albany	48,843	St. Michael	37.03
Cokato	51,893	Hanover	44.82
Watertown	53,789	Albertville	49.13
Maple Lake	60,324	Delano	54.06
Montrose	63,485	Rockford	54.36
Buffalo	63,830	Montrose	57.14
Wayzata	67,835	Dayton	57.51
Clearwater	68,393	Annandale	60.02
Becker	69,730	Buffalo	60.06
Monticello	70,254	Maple Lake	68.51
Waverly	71,372	Howard Lake	71.04
Delano	71,635	Clearwater	75.85
Rockford	72,419	Waverly	80.23
Otsego	79,117	Cokato	80.79
Dayton	83,681	Albany	
St. Michael	92,546	Becker	
Hanover	92,679	Corcoran	
Albertville	96,315	Greenfield	
Corcoran	97,778	Medina	
Rogers	103,980	Rogers	
Greenfield	107,660	Watertown	
Medina	132,045	Wayzata	

\*Source of MN State Demographic Center, 2016 Estimates  
 \*\*United States Census Bureau, Fact Finder 2015 Data  
 \*\*\*Red highlighted cells had their data pulled from the LMC Salary Survey, non-highlighted cells data was received directly from the city  
 \*\*\*\*Yellow highlighted represents current Hanover data  
 \*\*\*\*\*Blue highlighted represents proposed Hanover data

**2017 Salary Study - Benefits Summary** *(red PTO figures are illustrative only)*

	<b>Albany</b>		<b>Annandale</b>
Single Premium	\$750, plus 50% of premium thereafter	Single Premium	100%
Family Premium	\$750, plus 50% of premium thereafter	Family Premium	100%
HSA Contribution	\$78/mo single, \$153/mo family	HSA Contribution	\$0
Deductible	\$3,250 single/\$6,500 family	Deductible	
Vacation	1st: 40 hrs. <span style="color: red;">136 PTO</span>	Vacation	1st: 40 hrs <span style="color: red;">136 PTO</span>
	2nd - 5th: 80 hrs. <span style="color: red;">176 PTO</span>		2nd-4th: 80 hrs <span style="color: red;">176 PTO</span>
	6th: 88 hrs. <span style="color: red;">184 PTO</span>		5th+: 120 hrs. <span style="color: red;">216 PTO</span>
	7th: 96 hrs. <span style="color: red;">192 PTO</span>	Sick	8 hrs./mo w/ 360 hrs max accrual
	8th: 104 hrs. <span style="color: red;">200 PTO</span>	Sick Incentive	pay out 2 hrs for every 8 hrs over the 360 hr max
	9th: 112 hrs. <span style="color: red;">208 PTO</span>	PTO	N/A
	10th: 120 hrs. <span style="color: red;">216 PTO</span>	Review Process	step program, plus COLA
	11th: 128 hrs. <span style="color: red;">224 PTO</span>		
	12th: 136 hrs. <span style="color: red;">232 PTO</span>		
	13th: 144 hrs. <span style="color: red;">240 PTO</span>		
	14th: 152 hrs. <span style="color: red;">248 PTO</span>		
	15th+: 160 hrs./yr. <span style="color: red;">256 PTO</span>		
Sick	8 hrs./mo. w/600 hrs. max accrual		
PTO	N/A		
Review Process	step program, plus COLA		
	<b>Clearwater</b>		<b>Cokato</b>
Single Premium	100%	Single Premium	100%
Family Premium	100%	Family Premium	100% of EE, plus 50% of dependents
Deductible		Deductible	\$2,000 single/\$4,000 family
HSA Contribution		HSA Contribution	\$1,000/yr
Vacation	N/A	Vacation	< 2yrs: 40 hrs <span style="color: red;">136 PTO</span>
Sick	N/A		2nd-7th: 80 hrs <span style="color: red;">176 PTO</span>
PTO	Upon hire: 40 hrs (max 40 hrs)		7th-15th: 120 hrs <span style="color: red;">216 PTO</span>
	after 90 days: 80 hrs (max 120 hrs)		15th+: 160 hrs (360 hrs max) <span style="color: red;">256 PTO</span>
	1st: 120 hrs (max 200 hrs)	Sick	8 hrs./mo w/ 360 hrs max accrual
	2nd-5th: 160 hrs (max 240 hrs)	PTO	N/A
	6th-10th: 200 hrs (max 240 hrs)	Review Process	Personnel Committe sets increase
	11th+: 240 hrs (max 240 hrs)		
Review Process	step program, plus COLA		

**2017 Salary Study - Benefits Summary (red PTO figures are illustrative only)**

	<b>Corcoran</b>		<b>Delano</b>	
Single Premium	\$1,017.27/mo	Single Premium	\$1,079.17/mo	
Family Premium	\$1,017.27/mo	Family Premium	\$1,079.17/mo	
Deductible	\$2,800 single/\$5,600 family	Deductible	\$3,400 single/\$6,750 family	
HSA Contribution	\$2,000/yr	HSA Contribution	included in premium	
Vacation	N/A	Vacation	6mo-5th: 80 hrs	176 PTO
Sick	N/A		6th-10th: 120 hrs	216 PTO
PTO	6 mos: 120 hrs		11th: 128 hrs	224 PTO
	1st-4th: 160 hrs		12th: 136 hrs	232 PTO
	5th-9th: 200 hrs		13th: 144 hrs	240 PTO
	10th+: 240 hrs		14th: 152 hrs	248 PTO
Review Process	step program		15th+: 160 hrs	256 PTO
		Sick	8hrs/mo	
		PTO	N/A	
		Review		
	<b>Greenfield</b>		<b>Hanover</b>	
Single Premium	cost minus \$25 employee paid	Single Premium	\$700/mo	
Family Premium	employee pays for dependents	Family Premium	\$900/mo	
HSA Contribution		HSA Contribution	\$2,000/yr	
Vacation	N/A	Vacation	6mos: 40 hrs	136 PTO
Sick	N/A		1st-4th: 80 hrs	176 PTO
PTO	6mos: 96 hrs		5th-9th: 120 hrs	216 PTO
	1st-5th: 128 hrs		10th+: 160 hrs (200 hrs max)	256 PTO
	6th-10th: 168 hrs	Sick	8 hrs/mo w/ 240 hrs max accrual	
	11th-15th: 216 hrs	PTO	N/A	
	16th+: 240 hrs	Review	pay for performance	
Review Process				

**2017 Salary Study - Benefits Summary** *(red PTO figures are illustrative only)*

	<b>Maple Lake</b>		<b>Medina</b>
Single Premium	100%	Single Premium	100% plus 100% of deduct.
Family Premium	100%	Family Premium	100% plus 50% of deduct.
Deductible		Deductible	
HSA Contribution	\$1,250/yr single, \$2,500/yr family	HSA Contribution	
Vacation	1st-5th: 80 hrs <span style="color: red;">176 PTO</span> 6th-10th: 120 hrs <span style="color: red;">216 PTO</span> 11th+: 128 hrs plus an extra 8 hrs each year up to 200 hrs <span style="color: red;">224 PTO + 8</span>	Vacation	1st-5th: 80 hrs <span style="color: red;">176 PTO</span> 6th-10th: 120 hrs <span style="color: red;">216 PTO</span> 11th: 128 hrs <span style="color: red;">224 PTO</span> 12th: 136 hrs <span style="color: red;">232 PTO</span> 13th: 144 hrs <span style="color: red;">240 PTO</span> 14th-15th: 152 hrs <span style="color: red;">248 PTO</span> 16th-20th: 160 hrs <span style="color: red;">256 PTO</span> 21st+: 200 hrs <span style="color: red;">296 PTO</span>
Sick	8 hrs/mo	Sick	8 hrs/mo
PTO	N/A	PTO	N/A
Review	step program	Review	step program
	<b>Otsego</b>		<b>Rogers</b>
Single Premium	\$798/mo	Single Premium	\$1,033/mo
Family Premium	\$798/mo	Family Premium	\$1,033/mo
Deductible	\$3,600 single/\$7,200 family	Deductible	\$2,700 single/\$5,400 family
HSA Contribution	\$1,000/yr	HSA Contribution	\$2,700/yr
Vacation	N/A	Vacation	1st-5th: 80 hrs <span style="color: red;">176 PTO</span> 6th-10th: 120 hrs <span style="color: red;">216 PTO</span> 11th-15th: 160 hrs <span style="color: red;">256 PTO</span> 16th+: 200 hrs <span style="color: red;">296 PTO</span>
Sick	N/A	Sick	8 hrs/mo
PTO	1st: 104 hrs 2nd-5th: 176 hrs 6th-9th: 208 hrs 10th-14th: addt. 8 hrs each year 15th: 256 hrs	PTO	N/A
Review	step program	Review	step program

**2017 Salary Study - Benefits Summary** *(red PTO figures are illustrative only)*

	<b>St. Michael</b>		<b>Watertown</b>
Single Premium	100%	Single Premium	100%
Family Premium	single amount, plus 50% of dependents	Family Premium	single amount, plus 50% of dependents
Deductible		Deductible	
HSA Contribution		HSA Contribution	\$1,000/yr
Vacation	N/A	Vacation	N/A
Sick	N/A	Sick	N/A
PTO	1st-5th: 128 hrs 6th-14th: add 8 hrs each year 15th+: 248 hrs	PTO	1st-5th: 128 hrs 6th-10th: 168 hrs 11th-15th: 200 hrs 16th+: 240hrs (240 hrs max accrual)
Review		Review	step program, plus COLA
	<b>Waverly</b>		
Single Premium	\$750/mo		
Family Premium	\$750/mo		
Deductible			
HSA Contribution			
Vacation	1st: 40 hrs 2nd-4th: add 8 hrs each year 5th: 80 hrs 6th-15th: add 8 hrs each year 16th+: 160 hrs	88 PTO  128 PTO  208 PTO	
Sick	4 hrs/mo		
PTO	N/A		
Review	pay for performance		

<b>Vacation &amp; Sick City Averages (9)</b>	
1st	1/2 @ 136 & 1/2 @ 176
2nd-5th	176
5th-10th	216
10th-15th	224-256 gradual increase
15th +	256

<b>PTO City Averages (6)</b>	
1st	116
2nd-5th	147
5th-10th	186
10th-15th	224
15th +	244

	<b>Health Premium Contribution</b>	
	<i>SINGLE</i>	<i>FAMILY</i>
Albany	\$750 + 50%	\$750 + 50%
Annandale	100%	100% less \$58
Clearwater	100%	100%
Cokato	100%	100% ee, 50% depts.
Corcoran	\$1,017.27	\$1,017.27
Delano	\$1,079.17	\$1,079.17
Greenfield	100% less \$25	ee pays for depts.
Hanover	\$700	\$900
Hanover	\$700	\$900
Maple Lake	100%	100%
Medina	100%	100%
Otsego	\$798	\$798
Rogers	\$1,033	\$1,033
St. Michael	100%	100% ee, 50% depts.
Watertown	100%	100% ee, 50% depts.
Waverly	\$750	\$750

	<b>HSA Contribution</b>	
	<i>SINGLE</i>	<i>FAMILY</i>
Albany	\$936	\$1,836
Annandale	\$0	\$0
Clearwater		
Cokato	\$1,000	
Corcoran	\$2,000	\$2,000
Delano	Premium	Premium
Greenfield		
Hanover	Premium	Premium
Hanover	\$3,500	\$3,500
Maple Lake	\$1,250	\$2,500
Medina	\$3,000	\$3,000
Otsego	\$1,000	\$1,000
Rogers	\$2,700	\$2,700
St. Michael		
Watertown	\$1,000	\$1,000
Waverly		

	<b>Annual Contribution</b>	
	<i>SINGLE</i>	<i>FAMILY</i>
Albany	\$9,936	\$10,836
Annandale		
Clearwater		
Cokato		
Corcoran	\$14,207	\$14,207
Delano	\$12,950	\$12,950
Greenfield		
Hanover	\$8,400	\$10,800
Hanover	\$11,900	\$14,300
Maple Lake		
Medina		
Otsego	\$10,576	\$10,576
Rogers	\$15,096	\$15,096
St. Michael		
Watertown		
Waverly	\$9,000	\$9,000

	<b>Deductible</b>	
	<i>SINGLE</i>	<i>FAMILY</i>
Albany	\$3,250	\$6,500
Annandale	1.5k-4k	3k-8k
Clearwater	500	1000
Cokato	\$2,000	\$4,000
Corcoran	\$2,800	\$5,600
Delano	\$3,400	\$6,750
Greenfield		
Hanover	\$3,500	\$7,000
Hanover	\$3,500	\$7,000
Maple Lake	\$2,500	\$4,500
Medina	\$3,000	\$6,000
Otsego	\$3,600	\$7,200
Rogers	\$2,700	\$5,400
St. Michael		
Watertown		
Waverly		