

**AGENDA
HANOVER CITY COUNCIL
FEBRUARY 29, 2016**

**MAYOR
CHRIS KAUFFMAN**

**COUNCIL
JOHN VAJDA
DOUG HAMMERSENG
KEN WARPULA
JIM ZAJICEK**

1. **Call to Order/Pledge of Allegiance: 7:00 p.m.**
2. **Approval of Agenda**
3. **Consent Agenda Items:**
 - a. **Approve Minutes of February 16, 2015 City Council Work Session Meeting (pg. 4)**
 - b. **Approve Minutes of February 23, 2016 Special Council Meeting (pg. 7)**
 - c. **Approve Claims as Presented: (pg. 8)**

➤ Claims	\$ 43,796.16
➤ Payroll	\$ 7,446.16
➤ P/R taxes & Exp	\$ 2,975.24
➤ Other Claims	\$ 1,448.86
➤ Total Claims	\$ <u>55,666.42</u>
 - d. **Res No 02-29-16-22 – Approving Non-Waiver of LMCIT Statutory Coverage Limits (pg. 48)**
 - e. **Res No 02-29-16-23 – Authorizing Posting of Pub. Works/Parks Seasonal Position (pg. 50)**
 - f. **Res No 02-29-16-24 – Accepting Donation from Miller Trucking & Landscape Supply (pg. 53)**
4. **Citizen’s Forum:**

To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.
5. **Public Hearings**
 - a. **Street Reconstruction Plan (pg. 54)**
 - **Res No 02-29-16-25 – Approving the Adoption of a Street Reconstruction Plan and Authorizing the Issuance of General Obligation Street Reconstruction Bonds**
 - b. **Capital Improvement Plan (pg. 62)**
6. **Unfinished Business**
7. **New Business**
 - a. **Fire Department Conference Room Technology Upgrades (pg. 69)**
 - b. **Res No 02-29-16-26 – Accepting Plans& Authorizing Bids for Hanover Hills Improvements (pg. 70)**
 - c. **Res No 02-29-16-27 – Accepting Feasibility Report on 5th St. Watermain Extension (pg. 91)**
 - d. **Res No 02-29-16-28 – Accepting Plans & Authorizing Bids 5th St. Watermain Extension (pg. 114)**
 - e. **Res No 02-29-16-29 – Accepting Plans & Authorizing Bids CSAH 19 Sidewalk Extension (pg. 127)**
 - f. **Res No 02-29-16-30 – Accepting Donation of Soccer Nets (pg. 140)**
 - g. **2017-2018 Hennepin County Sheriff Contract**
8. **Reports of Mayor and Council Members, Staff, Boards, and Committees**
9. **Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: February 25, 2016
Re: Review of February 29, 2016 City Council Agenda

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent packet.*
 - a. Approve Minutes of February 16, 2015 City Council Work Session Meeting (pg. 4)
 - b. Approve Minutes of February 23, 2016 Special Council Meeting (pg. 7)
 - c. Approve Claims as Presented: (pg. 8)

➤ Claims	\$ 43,796.16
➤ Payroll	\$ 7,446.16
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 - d. Res No 02-29-16-22 – Approving Non-Waiver of LMCIT Statutory Coverage Limits (pg. 48)
 - e. Res No 02-29-16-23 – Authorizing Posting of Pub. Works/Parks Seasonal Position (pg. 50)
 - f. Res No 02-29-16-24 – Accepting Donation from Miller Trucking & Landscape Supply (pg. 53)
4. Citizen’s Forum:
To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.
5. Public Hearings
 - a. Street Reconstruction Plan (pg. 54)
 - Res No 02-29-16-25 – Approving the Adoption of a Street Reconstruction Plan and Authorizing the Issuance of General Obligation Street Reconstruction Bonds
Council will open the public hearing to receive written and oral comment on the plan. The hearing will then be closed. Once closed Council will vote on the enclosed resolution. If passed, this resolution identifies the street recon plan included in the resolution, and authorizes bonding of up to \$2,500,000 for the plan. With that said, the funding plan in place does not identify bonding the entire amount. This resolution only provides the opportunity to bond the entire amount if desired. Any bond issued for this plan will need additional Council approval, but will not require additional public hearings. Tammy Omdal from Northland Securities will be present to address any questions.
 - b. Capital Improvement Plan (pg. 62)
Council will open the public hearing to receive written and oral comment on the plan. The hearing WILL NOT be closed, instead, it will be continued until a later date. The public hearing will be continued in order for the City to receive an updated estimate of total project cost for the Public Works Facility. Once the updated estimate is provided and Council sets an amount they are comfortable with presenting to the residents to bond for the facility a second notice will be published identifying that updated amount, and the date the public hearing was continued to. Tammy Omdal from Northland Securities will be present to address any questions.

6. Unfinished Business

7. New Business

a. Fire Department Conference Room Technology Upgrades (pg. 69)

Enclosed is a quote provided to Chief Malewicki to complete upgrades for training purposes to the conference room at the Fire Hall. The total cost of the project is quoted at \$3,000.

b. Res No 02-29-16-26 – Accepting Plans& Authorizing Bids for Hanover Hills Improvements (pg. 70)

Enclosed is a resolution accepting plans and authorizing bids for the Hanover Hills surface improvement project. Justin will be present to address any questions. Part of this resolution would include an alternate bid to project which would include reclamation of Division St. Staff was approached by Rockford Township maintenance staff on the project. Rockford Township Board Members expressed opposition to a 50/50 cost split. Staff would like to hold discussion on this cost sharing proposal.

c. Res No 02-29-16-27 – Accepting Feasibility Report on 5th St. Watermain Extension (pg. 91)

Enclosed is a resolution accepting the feasibility report for the 5th St. Watermain Extension Project. This report was required as part of the intent to assess a portion of the project to benefiting property owners.

d. Res No 02-29-16-28 – Accepting Plans & Authorizing Bids 5th St. Watermain Extension (pg. 114)

Enclosed is a resolution accepting plans and authorizing bids for the 5th St. Watermain Extension Project.

e. Res No 02-29-16-29 – Accepting Plans & Authorizing Bids CSAH 19 Sidewalk Extension (pg. 127)

Enclosed is a resolution accepting plans and authorizing bids for the CSAH 19 Sidewalk Extension Project. This would extend an off-highway sidewalk from the vehicle bridge crossing the Crow River to the Bridges at Hanover neighborhood.

f. Res No 02-29-16-30 – Accepting Donation of Soccer Nets (pg. 140)

Enclosed is a resolution accepting a donation of soccer nets from the City of St. Michael. Currently Hanover has one set of large nets at Mallard Park, and one set of small nets at Cardinal Circle Park. As part of discussion to accept these nets, conversation on placement of these nets is requested.

g. 2017-2018 Hennepin County Sheriff Contract

Staff is in discussion with Hennepin County to finalize a service contract agreement to present to Council. Hennepin County Sheriff has indicated the contract would include a billable 2017 hourly rate at \$71.90 and a 2018 rate at \$74.06. Hennepin County anticipates an increase of costs of 3% each year. In comparison, the 2016 billable rate is \$65.21. Hennepin County Sheriff has indicated that because the current contract was based on projected rates, Hanover is actually paying less than the true calculated rate.

Additionally, Hennepin County has asked if 3 hours of daily coverage is still suitable.

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

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
FEBRUARY 16, 2016 – DRAFT MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, February 16, 2016 to order at 8:10 p.m. Present were Mayor Chris Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud, Public Works Supervisor Scott Vogel, Maintenance Worker Jason Doboszinski, City Engineer Justin Messner and WSB associate Ben Perkey. Resident Pat Meister was a guest present.

Approval of Agenda

Hagen added item 6a – Appointing Abby Peterson to the Park Board.

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

Consent Agenda

Lindrud stated that the Sales and Use Tax amount of \$213.59 was added to claims. Kauffman inquired on the debits to December 2015 cash. Lindrud explained this was the negative Fair Market Value/Interest Allocations from investments for the 4th Quarter. Hammerseng asked for further information on the Escrow Release/Transfer resolutions. Lindrud explained they were escrows collected from the early 2000s and that there were no records that they were paid out. In order to clear them off the books a letter was sent to the addresses on file to respond whether the funds should be released. On current escrow forms there is a disclaimer stating that the recipient must request their escrow refund. This disclaimer was not present on the old forms.

MOTION by Vajda to approve consent agenda as amended, seconded by Hammerseng.

a. Approve Minutes of February 16, 2016 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 94,110.63
➤ Payroll	\$ 7,475.28
➤ P/R taxes & Exp	\$ 2,960.91
➤ Other Claims	<u>\$ 2,541.44</u>
➤ Total Claims	<u>\$ 107,088.26</u>

c. Res No 02-16-16-18 – Approving Historic Bridge Rehab Pay Voucher #3

d. Res No 02-16-16-19 – Approving Release of Short Term Escrow Funds

e. Res No 02-16-16-20 – Approving Transfer of Short Term Escrow Funds

f. Res No 02-16-16-21 – Approving the Hire of Fire Department Member

Motion carried unanimously.

Review of February 16, 2016 Open House

Council and Staff felt the information on the Public Works Building and Pavement Management Project was well presented. Kauffman requested that one set of boards be kept on display. Hagen stated that the next step would be a bonding referendum period after a public hearing on February 29, 2016. The bond amount may be authorized at \$1,500,000 for the facility. The actual bond amount could be lower.

Vajda and Warpula stated they were not happy with the layout of the building. Discussion took place around various items to add or rearrange. Resident Pat Meister gave input based on his experience as the Public Works Supervisor in Corcoran. Items to be added are two separate bathrooms with a shower between them, Move the office outside the main building. Also move the wash bay outside the main building with garage doors to keep the humidity away from the stored vehicles inside the main structure. Add an asphalted lot/drive at the rear of the building, and construct a lean-to along the east side. Council inquired if they could

take a tour of the Corcoran Public Works Facility, Meister stated he would check, but that it was fine with him.

MOTION by Vajda to hold a special meeting on Tuesday, February 23, 2016 at 7 a.m. to tour the Corcoran Public Works Building, seconded by Warpula. **Motion carried unanimously.**

Hammerseng stated that he didn't hear much about the road projects, but what he did hear was positive. Warpula inquired why the City doesn't do Hanover Hills and Pheasant Run this year. Hagen stated that bonding for the additional funds would have a larger tax impact. The goal of the pavement improvement plan is to spread the projects out to lower the tax impact as the streets are repaired.

Earl Schendel Property

Hagen stated that he was contacted by the current owner of the 45 acre farm site north of the industrial park on River Road. The owner wanted to see if the City was interested in purchasing the land before they put it up for sale. It is zoned general industrial and multifamily. Council advised Staff to see what the cost would be for the land.

Transitional Housing Ordinance

Kauffman stated that if a sober living or halfway house has six or less residents any house can be used without restrictions per state statute if there are no guiding ordinances within the city. Hagen stated that an ordinance may fall within the Zoning Code, if so, the Planning Commission would be responsible for the ordinance. Council directed the Planning Commission to address the ordinance.

Park Board Appointment – Abby Peterson

Hagen stated that after Council accepted Arlee Anderson's resignation at the last Council Meeting, there is currently an opening. Abby Peterson said she would be interested in returning to Park Board.

MOTION by Hammerseng to approve Abby Peterson's appointment to Park Board to finish Anderson's term, seconded by Warpula. **Motion carried unanimously.**

Reports

Lindrud:

- Stated that a resident had inquired whether claims from the previous meeting should be amended for the ISD 877 payment. The original payment was sent to the incorrect school district. The City has been refunded and a payment has now been made to ISD 877. Claims do not need to be amended, but should be noted in the minutes of the current meeting.

Hagen:

- Stated he has been meeting with Kinghorn Construction on the site plan
- Stated he is preparing for the beginning of March when he will be out of the office.

Vogel:

- Tree Top Services of Buffalo will be submitting a quote to conduct the tree clearing on the future public works site.
- Thanks to everyone for the time put in on the new Public Works Building design.

Warpula:

- Inquired if the area behind the Fire Hall was included in the bids, Hagen stated that the first bid was around \$14,000 for the Public Works site and the Fire Hall, however Council only approved up to \$10,000 for tree removal. Tree Top Service has been directed to give a quote for the same area.

Kauffman:

- Met with Hanover Athletic Association about the Ball Field and would like everyone to go out and see the trees that would need to be cut down. He also stated he would like to add lights to the field that would be powered by the HAA.

- Stated that the 125th Celebration will take place on October 8th. The next meeting is next Wednesday.

Messner:

- The Bridge Timber was delivered, the deck boards should be installed in the next 2-3 weeks.

Adjournment

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
SPECIAL MEETING OF COUNCIL
FEBRUARY 23, 2016**

Call to Order:

John Vajda called the special council meeting of Tuesday, February 23, 2016, to order at 7:07 a.m. at the Corcoran Public Works Building. Present were John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Public Works Supervisor Scott Vogel, Public Works employee Jason Doboszenski, and City of Corcoran's Public Works Supervisor Pat Meister.

Mayor Chris Kauffman arrived at 7:10 a.m.

Tour of Corcoran's Public Works Building:

Pat Meister conducted a tour of the building describing the design elements and work flow optimization.

Meister outlined the benefits of an enclosed wash bay versus a partial wall or curtain to designate the wash bay. Council understood the benefit of the enclosed bay after seeing its operation. Meister further explained the operation of their separate maintenance bay area.

Discuss Specifications of Future Hanover Public Works Facility

Council directed staff to obtain quotes for a public works building that consists of the proposed 85x140 foot main building, a separate attached wash bay and a separate attached office. Changes to the design may increase costs therefore Council would like updated cost estimates. The update estimate would then be used to consider an adjustment to the bonding total for the project costs.

Adjournment:

The meeting was adjourned at 8:10 a.m.

Attest:

Brian Hagen, City Administrator

HANOVER

Payments

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Current Period: February 2016

Batch Name	02/29/16 PAY Payment		Computer Dollar Amt	\$43,796.16		Posted
Refer	1553 <u>AFLAC</u>			<u>Ck# 001549E 2/29/2016</u>		
Cash Payment	G 100-21706 Medical/Dental Ins			Supplemental Insurance - February 2016		\$134.16
				Account# G1V17		
Invoice	996912	2/12/2016				
Transaction Date	2/24/2016		Due 0	Cash	10100	Total <u>\$134.16</u>
Refer	1554 <u>ASSURANT EMPLOYEE BENEFITS</u>					
Cash Payment	G 100-21707 Life Ins			Life Insurance - March 2016		\$355.63
Invoice		2/17/2016				
Transaction Date	2/25/2016		Due 0	Cash	10100	Total <u>\$355.63</u>
Refer	1550 <u>BIREN, AMY</u>					
Cash Payment	E 100-41110-437 Other Miscellaneous			Display Boards - Open House		\$25.75
Invoice		2/23/2016				
Transaction Date	2/23/2016		Due 0	Cash	10100	Total <u>\$25.75</u>
Refer	1549 <u>CITY OF ST. MICHAEL</u>			<u>Ck# 001547E 2/29/2016</u>		
Cash Payment	E 100-43000-310 Other Professional Servi			Compost & Brush Facility Partnership - 2016 1st		\$1,250.00
				Qtr		
Invoice	02232016-4	2/23/2016				
Cash Payment	E 100-45186-437 Other Miscellaneous			Senior Center Operations - 2016 1st Qtr		\$1,945.91
Invoice	02232016-4	2/23/2016				
Cash Payment	E 100-45186-437 Other Miscellaneous			Senior Center Operations - 2015 Year End		-\$767.17
				Recon		
Invoice	02232016-4	2/23/2016				
Cash Payment	E 100-45500-437 Other Miscellaneous			Library Operations - 2016 1st Qtr		\$857.03
Invoice	02232016-4	2/23/2016				
Transaction Date	2/23/2016		Due 0	Cash	10100	Total <u>\$3,285.77</u>
Refer	1568 <u>DELTA DENTAL</u>					
Cash Payment	G 100-21706 Medical/Dental Ins			Dental Premiums - March 2016		\$119.10
Invoice	6384589	2/15/2016				
Transaction Date	2/17/2016		Due 0	Cash	10100	Total <u>\$119.10</u>
Refer	1582 <u>DOOM, PETER OR ANDREA</u>					
Cash Payment	E 100-48205-810 Refunds & Reimburseme			Damage Deposit Hall Rental - 2/14/16		\$200.00
Invoice		2/18/2016				
Transaction Date	2/22/2016		Due 0	Cash	10100	Total <u>\$200.00</u>
Refer	1567 <u>DYNA SYSTEMS</u>					
Cash Payment	E 100-43000-215 Shop Supplies			Screws, cable ties, misc hardware		\$383.76
Invoice	20988352	2/9/2016				
Transaction Date	2/17/2016		Due 0	Cash	10100	Total <u>\$383.76</u>
Refer	1572 <u>EBERT CONSTRUCTION</u>					
Cash Payment	E 811-48200-810 Refunds & Reimburseme			Erosion - 11079 Lamont Ave NE		\$1,500.00
Invoice		2/16/2016				
Transaction Date	2/17/2016		Due 0	Cash	10100	Total <u>\$1,500.00</u>
Refer	1564 <u>ECM PUBLISHERS, INC.</u>			<u>Ck# 001542E 2/29/2016</u>		

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Payments

Current Period: February 2016

Cash Payment	E 100-41970-351 Legal Notices Publishing	Open House - Pavement Mangement/Future Public Works				\$125.35
Invoice	307148	2/11/2016				
Cash Payment	E 100-41970-351 Legal Notices Publishing	PHN - Street Reconstruction Bonding				\$134.56
Invoice	307149	2/11/2016				
Transaction Date	2/16/2016	Due 0	Cash	10100	Total	\$259.91
Refer	1547 <i>FAMILY HERITAGE LIFE INSURAN</i>	-				
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - February 2016				\$76.09
Invoice	562620	2/15/2016				
Transaction Date	2/22/2016	Due 0	Cash	10100	Total	\$76.09
Refer	1562 <i>HEALTH PARTNERS</i>	<u>Ck# 001541E 2/29/2016</u>				
Cash Payment	G 100-21706 Medical/Dental Ins	Medical Premiums - March 2016				\$2,716.68
Invoice	64047478	2/10/2016				
Transaction Date	2/16/2016	Due 0	Cash	10100	Total	\$2,716.68
Refer	1577 <i>HEDDEN, RANDALL</i>	-				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 9530 Division Street				\$500.00
Invoice		2/16/2016				
Transaction Date	2/17/2016	Due 0	Cash	10100	Total	\$500.00
Refer	1573 <i>HEGLAND, BOB</i>	-				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 11766 Riverview Road				\$550.00
Invoice		2/16/2016				
Transaction Date	2/17/2016	Due 0	Cash	10100	Total	\$550.00
Refer	1574 <i>ISD 877 - BUFFALO</i>	-				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 274 Labeaux Ave N				\$750.00
Invoice		2/16/2016				
Transaction Date	2/17/2016	Due 0	Cash	10100	Total	\$750.00
Refer	1575 <i>JD ROOFING & CONSTRUCTION, I</i>	-				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 1367 Rolling Oaks				\$750.00
Invoice		2/16/2016				
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 1367 Rolling Oaks				\$1,500.00
Invoice		2/16/2016				
Transaction Date	2/17/2016	Due 0	Cash	10100	Total	\$2,250.00
Refer	1560 <i>LOFFLER COMPANIES, INC.</i>	-				
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	Contract Overage Charge - 01/17/16 - 02/16/16				\$363.62
Invoice	2171735	2/10/2016				
Transaction Date	2/16/2016	Due 0	Cash	10100	Total	\$363.62
Refer	1581 <i>MECA</i>	-				
Cash Payment	E 100-41430-208 Training and Instruction	MS4 Training - A. Biren				\$85.00
Invoice		2/12/2016				
Cash Payment	E 100-41430-208 Training and Instruction	MS4 Training - S. Vogel & J. Doboszanski				\$170.00
Invoice		2/12/2016				
Transaction Date	2/22/2016	Due 0	Cash	10100	Total	\$255.00
Refer	1565 <i>METRO WEST INSPECTION SERVI</i>	-				
Cash Payment	E 100-42401-310 Other Professional Servi	527 River				\$5.25
Invoice		2/10/2016				

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Payments

Current Period: February 2016

Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10682 106			\$72.33
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10115 Kaitlin			\$33.25
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10305 Kalen			\$17.50
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1011 Mallard			\$104.67
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	11574 Erin			\$96.59
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	566 Kayla			\$80.42
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	607 Kadler			\$39.99
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	11344 Crow River			\$33.25
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	577 Kayla			\$80.42
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1237 Irvine			\$5.25
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10267 3rd			\$137.01
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10398 4th			\$29.75
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1050 Mallard			\$17.50
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1341 Oakwood			\$33.25
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1032 Emerald			\$17.50
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10187 Kaitlin			\$17.50
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10195 Kaitlin			\$17.50
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1034 Emerald			\$260.36
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10768 106th			\$266.78
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10717 Settler			\$1,342.05
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	260 Jansen			\$33.25
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	996 Mallard			\$474.18
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	996 Mallard			\$17.50
		2/10/2016			
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	795 Meadowlark			\$33.25
		2/10/2016			
Transaction Date	2/16/2016	Due 0	Cash	10100	Total \$3,266.30
Refer	1583 MNGFOA				

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Payments

Current Period: February 2016

Cash Payment	E 100-41530-306 Dues & Subscriptions	MNGFOA Membership 3/01-12/31/16 - Liz				\$50.00
Invoice	06052	2/21/2006				
Cash Payment	G 100-15500 Prepaid Items	MNGFOA Membership 01/01 - 02/28/17 - Liz				\$10.00
Invoice	06052	2/21/2006				
Transaction Date	2/22/2016	Due 0	Cash	10100	Total	\$60.00
Refer	1580 <i>PETTY CASH</i>					
Cash Payment	E 100-41110-437 Other Miscellaneous	Prints of PW Building/Site for Open House				\$40.00
Invoice		2/22/2016				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Paper Cups				\$6.18
Invoice		2/22/2016				
Cash Payment	E 100-41570-322 Postage	Postage				\$2.84
Invoice		2/22/2016				
Cash Payment	E 100-43000-325 Taxes	Burn Permit for 10 Acres				\$1.00
Invoice		2/22/2016				
Transaction Date	2/22/2016	Due 0	Cash	10100	Total	\$50.02
Refer	1576 <i>PINEWSKI BUILDERS</i>					
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 1430 Esterly Oaks				\$500.00
Invoice		2/16/2016				
Transaction Date	2/17/2016	Due 0	Cash	10100	Total	\$500.00
Refer	1552 <i>RANDYS ENVIRONMENTAL SERVI</i>					
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Recycling - February 2016				\$3,139.08
Invoice		2/19/2016				
Transaction Date	2/24/2016	Due 0	Cash	10100	Total	\$3,139.08
Refer	1571 <i>RASKOB, DAVID B.</i>					
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 1460 Esterly Oaks				\$500.00
Invoice		2/16/2016				
Transaction Date	2/17/2016	Due 0	Cash	10100	Total	\$500.00
Refer	1561 <i>S E H</i>	<u>Ck# 001540E 2/29/2016</u>				
Cash Payment	E 201-41330-310 Other Professional Servi	EDA Services - January 2016				\$535.00
Invoice	310257	2/5/2016				
Transaction Date	2/16/2016	Due 0	Cash	10100	Total	\$535.00
Refer	1566 <i>VIKING TROPHIES</i>					
Cash Payment	E 100-41110-437 Other Miscellaneous	Crystal Wave Awards - 3				\$327.29
Invoice	124310	2/16/2016				
Transaction Date	2/16/2016	Due 0	Cash	10100	Total	\$327.29
Refer	1548 <i>VISA - BANKWEST</i>					
Cash Payment	E 100-41600-310 Other Professional Servi	MSFT Online Exchange				\$28.00
Invoice		2/17/2016				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Name Tags - Committee Members				\$104.40
Invoice		2/17/2016				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Receipt Books				\$251.10
Invoice		2/17/2016				
Cash Payment	E 100-41570-322 Postage	Postage				\$3.60
Invoice		2/17/2016				
Cash Payment	E 100-43000-215 Shop Supplies	Heating nozzle/faceshield				\$139.60
Invoice		2/17/2016				

HANOVER

Payments

Current Period: February 2016

Cash Payment	E 100-41940-381 Electric Utilities	City Hall - 01/09/16 - 02/06/16	\$847.70
Invoice	489264760	2/9/2016	
Cash Payment	E 100-45200-381 Electric Utilities	1033 Mallard St NE - 01/10/16 - 02/08/16	\$12.08
Invoice	489483290	2/9/2016	
Transaction Date	2/16/2016	Due 0 Cash	Total
		10100	\$1,470.07
Refer	1570 <i>YOUNG, JEREMY</i>		
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 11153 14th St NE	\$500.00
Invoice		2/16/2016	
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 11153 14th Street NE	\$1,000.00
Invoice		2/16/2016	
Transaction Date	2/17/2016	Due 0 Cash	Total
		10100	\$1,500.00
Refer	1579 <i>ZIMMERMAN, DAVID</i>		
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 28986 109th Ave N	\$750.00
Invoice		2/16/2016	
Transaction Date	2/17/2016	Due 0 Cash	Total
		10100	\$750.00

Fund Summary

	10100 Cash
815 LANDSCAPE ESCROW FUND	\$2,500.00
811 EROSION CONTROL ESCROW FUND	\$6,800.00
418 STREET CAPITAL PROJ FUND	\$3,459.25
404 HISTORICAL CAPITAL PROJ FUND	\$4,174.51
401 GENERAL CAPITAL PROJECTS	\$6,340.00
201 EDA SPECIAL REVENUE FUND	\$535.00
100 GENERAL FUND	\$19,987.40
	\$43,796.16

Pre-Written Check	\$23,198.70
Checks to be Generated by the Computer	\$20,597.46
Total	\$43,796.16

HANOVER

02/25/16 1:20 PM

Page 1

*Check Summary Register©

Cks 2/29/2016 - 2/29/2016

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 001540E Short Elliott Hendrickson, Inc	2/29/2016	\$535.00	EDA Services - January 2016
Paid Chk# 001541E HEALTH PARTNERS	2/29/2016	\$2,716.68	Medical Premiums - March 2016
Paid Chk# 001542E ECM PUBLISHERS, INC.	2/29/2016	\$259.91	Open House - Pavement Mangemen
Paid Chk# 001546E Wright-Hennepin Coop Electric	2/29/2016	\$52.92	Eagleview Park
Paid Chk# 001547E CITY OF ST. MICHAEL	2/29/2016	\$3,285.77	Compost & Brush Facility Partn
Paid Chk# 001548E WSB & ASSOCIATES, INC.	2/29/2016	\$16,214.26	Hennepin CR 19 Trail Project
Paid Chk# 001549E AFLAC	2/29/2016	\$134.16	Supplemental Insurance - Febru
Paid Chk# 031670 ASSURANT EMPLOYEE BENEFIT	2/29/2016	\$355.63	Life Insurance - March 2016
Paid Chk# 031671 BIREN, AMY	2/29/2016	\$25.75	Display Boards - Open House
Paid Chk# 031672 Delta Dental of Minnesota	2/29/2016	\$119.10	Dental Premiums - March 2016
Paid Chk# 031673 DOOM, PETER OR ANDREA	2/29/2016	\$200.00	Damage Deposit Hall Rental - 2
Paid Chk# 031674 DYNA SYSTEMS	2/29/2016	\$383.76	Screws, cable ties, misc hardw
Paid Chk# 031675 EBERT CONSTRUCTION	2/29/2016	\$1,500.00	Erosion - 11079 Lamont Ave NE
Paid Chk# 031676 FAMILY HERITAGE LIFE INSURA	2/29/2016	\$76.09	Supplemental Insurance - Febru
Paid Chk# 031677 HEDDEN, RANDALL	2/29/2016	\$500.00	Erosion - 9530 Division Street
Paid Chk# 031678 HEGLAND, BOB	2/29/2016	\$550.00	Erosion - 11766 Riverview Road
Paid Chk# 031679 ISD 877 - BUFFALO	2/29/2016	\$750.00	Erosion - 274 Labeaux Ave N
Paid Chk# 031680 JD ROOFING & CONSTRUCTION,	2/29/2016	\$2,250.00	Landscape - 1367 Rolling Oaks
Paid Chk# 031681 LOFFLER COMPANIES, INC.	2/29/2016	\$363.62	Contract Overage Charge - 01/1
Paid Chk# 031682 MECA	2/29/2016	\$255.00	MS4 Training - A. Biren
Paid Chk# 031683 METRO WEST INSPECTION SER	2/29/2016	\$3,266.30	996 Mallard
Paid Chk# 031684 MNGFOA	2/29/2016	\$60.00	MNGFOA Membership 3/01-12/31/1
Paid Chk# 031685 PETTY CASH	2/29/2016	\$50.02	Burn Permit for 10 Acres
Paid Chk# 031686 PINIEWSKI BUILDERS	2/29/2016	\$500.00	Erosion - 1430 Esterly Oaks
Paid Chk# 031687 Randy's Environmental Services	2/29/2016	\$3,139.08	Recycling - February 2016
Paid Chk# 031688 RASKOB, DAVID B.	2/29/2016	\$500.00	Erosion - 1460 Esterly Oaks
Paid Chk# 031689 VIKING TROPHIES	2/29/2016	\$327.29	Crystal Wave Awards - 3
Paid Chk# 031690 VISA	2/29/2016	\$615.05	Heating nozzle/faceshield
Paid Chk# 031691 VOSS, STEVEN	2/29/2016	\$500.00	Erosion - 885 Katydid Lane NE
Paid Chk# 031692 WEX BANK	2/29/2016	\$562.70	PW Vehicle Wash
Paid Chk# 031693 WRIGHT COUNTY AUDITOR-TRE	2/29/2016	\$28.00	Special Assessments (16 parcel
Paid Chk# 031694 XCEL ENERGY	2/29/2016	\$1,470.07	631 Kadler Cir - 01/08/16 - 02
Paid Chk# 031695 YOUNG, JEREMY	2/29/2016	\$1,500.00	Erosion - 11153 14th St NE
Paid Chk# 031696 ZIMMERMAN, DAVID	2/29/2016	\$750.00	Erosion - 28986 109th Ave N
Total Checks		\$43,796.16	

FILTER: None



Invoice

FEB 16 2016

1540

Invoice Number: 310257

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 1 of 2

BILL TO:

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

Pay This Amount \$535.00

Due Date	06-MAR-16
Invoice Date	05-FEB-16
Bill Through Date	31-JAN-16
Terms	30 NET
SEH Client #	13874
Client Project #	
Agreement / PO #	135432

REMIT TO:

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

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

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

Project Billing Summary

	Current	Prior	To Date
Totals	\$535.00	\$0.00	\$535.00

Notes:

201-41330-310 - 535.00
EAB



Invoice

Invoice Number: **310257**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 2 of 2

Direct

Personnel	Hours	Rate	Amount
Graff, Mary A.	0.50	90.00	\$45.00
Peper, Heidi L.	3.50	140.00	\$490.00
	<u>4.00</u>		\$535.00

Invoice total \$535.00



February 16, 2016

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

Re: January, 2016 Invoices

Dear Mr. Hagen:

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

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

Sincerely,

WSB & Associates, Inc.


for Justin Messner
Associate

Enclosures

kc

WSB City Project Budget Tracking

\$1548

WSB Project No.	City of Hanover Description	Current Invoice	Year to Date 2016	Billed to Date January 31, 2016
1272-520	Hennepin CR 19 Trail Project	\$1,272.00	\$1,272.00	\$246,155.79
1272-610	Simple Sub-division 5th Street Parcel			\$2,776.50
1272-620	Bankwest Survey Hennepin County			\$480.00
2082-013	2016 General Engineering Services	\$2,240.50	\$2,240.50	\$2,240.50
2082-040	Bridges of Hanover Assisted Living Project			\$3,917.71
2082-070	CSAH 19 Sidewalk Extension	\$3,459.25	\$3,459.25	\$4,640.50
2082-090	Hanover Hills Surface Improvement Project	\$5,068.00	\$5,068.00	\$11,671.70
2082-100	5th Street Watermain Extension	\$4,174.51	\$4,174.51	\$5,068.00
2931-000	Bridge 92366 Rehabilitation			\$43,022.48
3245-000	Easement Acquisition - BankWest Parcel			\$66.50
Current Invoice Total		\$16,214.26	\$16,214.26	

OK

401 - 419 50 - 303
100 - 419 50 - 303
418 - 419 50 - 303
401 - 419 50 - 303
404 - 419 50 - 303



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701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

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

February 16, 2016
Project No: 01272-520
Invoice No: 59

Hennepin CR 19 Trail Project

Professional Services from January 01, 2016 to January 31, 2016

Phase 3 Construction

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Eggert, Jeffrey 1/6/2016 Pay Voucher 4/Final	1.00	99.00	99.00
Eggert, Jeffrey 1/19/2016 Final Voucher	2.00	99.00	198.00
Eggert, Jeffrey 1/21/2016 Final Quantity Verification - Contractor Dispute	2.00	99.00	198.00
Eggert, Jeffrey 1/22/2016 Final Verification	2.00	99.00	198.00
Eggert, Jeffrey 1/25/2016 Final	3.00	99.00	297.00
Ramlo, Scott 1/7/2016 Labor Compliance review	2.00	94.00	188.00
Ramlo, Scott 1/22/2016 Resolving labor compliance issues with Prime Contractor	1.00	94.00	94.00
Totals	13.00		1,272.00
Total Labor			1,272.00
		Total this Phase	\$1,272.00
		Total this Invoice	\$1,272.00

Billings to Date

	Current	Prior	Total
Labor	1,272.00	197,899.50	199,171.50
Consultant	0.00	23,439.50	23,439.50
Expense	0.00	1,178.79	1,178.79
Field Services	0.00	22,366.00	22,366.00
Totals	1,272.00	244,883.79	246,155.79

Comments:

Approved by:

Equal Opportunity Employer
wsbeng.com

Project	01272-520	HANO - Hennepin CR 19 Trail Project	Invoice	59
---------	-----------	-------------------------------------	---------	----

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



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701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

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

February 16, 2016
Project No: 02082-013
Invoice No: 1

2016 General Engineering Services

Professional Services from January 01, 2016 to January 31, 2016

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin 1/25/2016	1.50	147.00	220.50
5th Street Watermain Feasibility Resolution and Assessment Discussion			
Rice, Jeffrey 1/19/2016	3.50	112.00	392.00
Investigate MPCA database on source of 5-acre stockpile.			
Rice, Jeffrey 1/20/2016	1.50	112.00	168.00
Investigate MPCA database on source of 5-acre stockpile.			
Spencer, Ryan 1/18/2016	2.00	98.00	196.00
Stockpile Reuse Guidance			
Meetings			
Messner, Justin 1/22/2016	4.00	147.00	588.00
Staff Meeting/Meeting with Kinghorn			
Council Meetings			
Messner, Justin 1/6/2016	.50	147.00	73.50
Asbuilts/discussion with developer of Esterly Oaks			
Base Mapping			
Hansen, Justin 1/20/2016	.50	125.00	62.50
DataLink parcel updates			
Totals	13.50		1,700.50
Total Labor			1,700.50

Reimbursable Expenses

Misc Reimbursable Expense			
12/31/2015	Tri-County Abstract and Title Invoice No. 12214-Guaranty, 33291036		500.00
	Total Reimbursables		500.00
			500.00

Field Services Billing

Council Mtg and/or Planning Commission			
	1.0 Meeting @ 40.00		40.00
	Total Field Services		40.00
			40.00
		Total this Invoice	\$2,240.50

Billings to Date

	Current	Prior	Total
Labor	1,700.50	0.00	1,700.50
Expense	500.00	0.00	500.00
Field Services	40.00	0.00	40.00
Totals	2,240.50	0.00	2,240.50

Comments:

Equal Opportunity Employer
wsbeng.com

Approved by:



Reviewed by: Andrew Brotzler

Project Manager: Justin Messner



Tri-County Abstract and Title Guaranty
First American Title Company
 122 12th Ave N.
 St. Cloud, MN 56303
 Phone: (320)253-2096 / Fax: (320)258-3536

PR: NCNTRL

Ofc: 3329 (12214)

Invoice

To: WSB & Associates Inc
 4140 Thielman LN STE 204
 Saint Cloud, MN 56301

Invoice No.: 12214 - 33291036
 Date: 12/03/2015
 Our File No.: 1411493
 Title Officer:
 Escrow Officer: Mitchell Rengel
 Customer ID: 3139582

Attention: Kyle Klasen

Your Reference No.:

RE: Property:
 11149 5th Street Northeast, Hanover, MN 55341

Liability Amounts
 Owners:
 Lenders:

Buyers:
 Sellers: City of Hanover

Description of Charge	Invoice Amount
40 Year Search (\$150 Discount)	\$350.00
Examine (\$245 Discount)	\$150.00
INVOICE TOTAL	\$500.00

Comments:

Thank you for your business!

To assure proper credit, please send a copy of this Invoice and Payment to:
 Attention: Accounts Receivable Department
 Tri-Cnty Abstract & Title Guaranty, 122 12th Ave N.
 St. Cloud, MN 56303

Signature 
 Project # 02082-0130 Phase # 1
 Accounting Use:
 Account Code 529.00 AP



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Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

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

February 16, 2016
Project No: 02082-090
Invoice No: 2

Hanover Hills Surface Improvement Project
Professional Services from January 01, 2016 to January 31, 2016

Phase 2 Final Design
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Ekdom, Dane	26.50	85.00	2,252.50
Messner, Justin	6.00	147.00	882.00
Walsh, Tabitha	.75	65.00	48.75
Drawings/Layouts			
Perkey, Benjamin	3.00	92.00	276.00
Totals	36.25		3,459.25
Total Labor			3,459.25

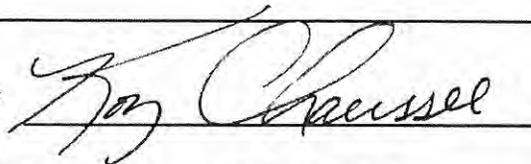
Final Design Billing Limits	Current	Prior	To-Date
Total Billings	3,459.25	8,212.45	11,671.70
Limit			35,200.00
Remaining			23,528.30
		Total this Phase	\$3,459.25
		Total this Invoice	\$3,459.25

Billings to Date (All Phases)

	Current	Prior	Total
Labor	3,459.25	6,378.25	9,837.50
Field Services	0.00	1,834.20	1,834.20
Totals	3,459.25	8,212.45	11,671.70

Comments: _____

Approved by:



Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



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701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

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

February 16, 2016
Project No: 02082-100
Invoice No: 1

5th Street Watermain Extension

Professional Services from January 01, 2016 to January 31, 2016

Phase 2 Final Design

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Keller, Kris 1/8/2016 Project management	1.00	112.00	112.00
Keller, Kris 1/19/2016 Project management	.50	112.00	56.00
Keller, Kris 1/20/2016 Coordinated with survey crew; Documented and evaluated existing conditions	3.50	112.00	392.00
Keller, Kris 1/26/2016 Review of current survey work - Coordination of CAD and additional survey work	1.00	112.00	112.00
Messner, Justin 1/5/2016 Project Management	1.00	147.00	147.00
Messner, Justin 1/12/2016 Project Management	1.00	147.00	147.00
Office Survey			
Helder, Peter 1/11/2016 topo	2.00	137.00	274.00
Helder, Peter 1/22/2016 edit topo	2.00	137.00	274.00
Helder, Peter 1/26/2016 topo	2.00	137.00	274.00
Totals	14.00		1,788.00
Total Labor			1,788.00

Field Services Billing

2-Person Survey Crew

	20.0 Hours @ 164.00	3,280.00
Total Field Services		3,280.00

Billing Limits

	Current	Prior	To-Date
Total Billings	5,068.00	0.00	5,068.00
Limit			25,600.00
Remaining			20,532.00

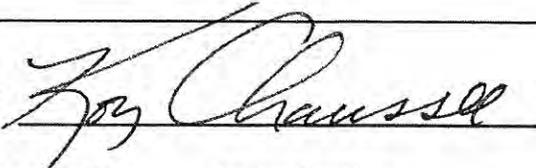
Total this Phase \$5,068.00

Billings to Date

	Current	Prior	Total
Labor	1,788.00	0.00	1,788.00

Project	02082-100	HANO - 5th Street Watermain Extension			Invoice	1
Field Services		3,280.00	0.00	3,280.00		
Totals		5,068.00	0.00	5,068.00		
				Total this Invoice		\$5,068.00

Comments: _____

Approved by: 

Reviewed by: Andrew Brotzler
 Project Manager: Justin Messner



engineering · planning · environmental · construction

701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

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

February 16, 2016
Project No: 02931-000
Invoice No: 12

Bridge 92366 Rehabilitation

Professional Services from January 01, 2016 to January 31, 2016

Phase 1 Inspection

Professional Personnel

	Hours	Rate	Amount
Structural Inspection			
Roy, Gregory	1.00	130.00	130.00
Construction inspection			
Roy, Gregory	1.00	130.00	130.00
Field information to project manager			
Roy, Gregory	7.00	130.00	910.00
Jacked and re - set bridge			
Totals	9.00		1,170.00
Total Labor			1,170.00
		Total this Phase	\$1,170.00

Phase 3 Plans & Specifications

Reimbursable Expenses

Misc Reimbursable Expense			
1/31/2016 Geyer Signal of St. Cloud, Inc.	Invoice No. 2989		500.00
Total Reimbursables			500.00
		Total this Phase	\$500.00

Phase 5 Construction

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin	2.50	147.00	367.50
Project Management			
Osberg, Carl	1.00	158.00	158.00
bearing discussions			
Osberg, Carl	1.00	158.00	158.00
bearing installation			
Osberg, Carl	3.00	158.00	474.00
bearing shipment details			
Osberg, Carl	1.00	158.00	158.00
bearings			
Osberg, Carl	2.00	158.00	316.00
Construction Calls			
Osberg, Carl	.50	158.00	79.00
Construction check-in			

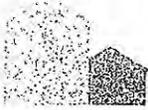
Project	02931-000	HANO - Bridge 92366 Rehabilitation		Invoice	12
	Osberg, Carl	1.00	158.00	158.00	
	timber and deck gaps				
	Totals	12.00		1,868.50	
	Total Labor				1,868.50
Reimbursable Expenses					
	Postage & Delivery				
	1/31/2016 Federal Express Corporation Invoice No. 6-571-76817			544.99	
	1/31/2016 Federal Express Corporation Invoice No. 6-572-01181			91.02	
	Total Reimbursables			636.01	636.01
				Total this Phase	\$2,504.51
Billing Limits					
		Current	Prior	To-Date	
	Total Billings	4,174.51	38,847.97	43,022.48	
	Limit			57,382.00	
	Remaining			14,359.52	
				Total this Invoice	\$4,174.51

Comments: _____

Approved by:



Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



Geyer Signal of St Cloud Inc
 4205 Roosevelt Rd
 St. Cloud MN 56301
 320-253-9005
 Fax: (320) 654-6884

Invoice

Invoice#: 2989

Date: 01/18/2016

Billed To: WSB & ASSOCIATES
 701 XENIA AVE S
 SUITE 300
 MINNEAPOLIS MN 55416

Description: HANOVER PER JUSTIN

Terms: Net 30

Dates in use:

to

PO #:

Description	Quantity	Price	Ext Price
BRIDGE CLOSED BARRICADES	2	\$50.00	\$100.00
DELIVERY	1	\$200.00	\$200.00
PICKUP	1	\$200.00	\$200.00

OK signature

Project # 2931-000 Phase # 3

Accounting Use:

Account Code 529.00 AIV

Please make checks payable to: Geyer Signal of St. Cloud, Inc.

Thank you for your prompt payment!

Subtotal:	\$500.00
Sales Tax:	0.00
Amount Due	\$500.00

FedEx Express Shipment Detail By Payor Type (Original)

Ship Date: Jan 13, 2016	Cust. Ref.: NO REFERENCE INFORMATION	Ref.#2: 2931-00ph5
Payor: Third Party	Ref.#3:	
Automation: INCA	Sender: CATHERINE POIRIER	Recipient: JUSTIN MESSNER
Tracking ID: 775398401826	Address: CANAM GOODCO	Address: CITY OF HANOVER
Service Type: FedEx Intl Priority	Address: 807 MARSHALL STREET, SUITE 100	Address: 11250 5TH STREET NE
Package Type: Customer Packaging	Address: DOOR #8	Address: HANOVER MN 55341 US
Orig./Dest: YMX/AEL	Address: LAVAL PQ H7S 1J9 CA	
Packages: 2		
Rated Weight: 130.0 lbs		
Delivered: Jan 14, 2016 10:01		
Signed by: J.DOBOZINSKI	Air Waybill Commodity Description: 2 BRIDGE BEARINGS. MADE OF STEEL, URETHANE (RUCA)	Country of Manufacture:
FedEx Use: J J		
Customs:		
Entry Date: Jan 13, 2016	Customs Duty: 84.02	
Entry No.: 79997214600	Advancement Fee: 7.00	
Declared Value: 2,644.00	Total Duties, Tax, Customs, Other Fees: USD \$91.02	
	Third Party Subtotal: USD \$91.02	
	Total FedEx Express: USD \$91.02	





Invoice Number 6-572-01181	Invoice Date Jan 21, 2016	Account Number 1957-9639-4
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This is a computer generated reproduction of the information document we provided to U.S. Customs to clear your shipment. This information is furnished in accordance with 19 CFR Part 163

**DEPARTMENT OF THE TREASURY
UNITED STATES CUSTOMS SERVICE**

ENTRY SUMMARY

1. Entry No. 79997214600	2. Entry Type Code 11	3. Entry Summary Date 01/19/16	
4. Entry Date 01/13/16	5. Port Code 4198		
6. Bond No. 036	7. Bond Type Code 8	8. Broker/Importer File No. 653849628	
9. Ultimate Consignee Name And Address JUSTIN MESSNER CITY OF HANOVER 11250 5TH STREET NE HANOVER, MN 55341	10. Consignee No. 71-042700700	11. Importer of Record Name and Address FEDEX TRADE NETWORKS TRANSPORT 128 DEARBORN STREET BUFFALO, NY 14207	
		12. Importer No. 16-080722337	
	13. Exporting Country CA	14. Export Date 01/13/16	
	15. Country of Origin CA	16. Missing Documents	
	17. L.T.No	18. L.T. Date	
19. BL or AWB No. 775396401826	20. Mode of Transportation 40	21. Manufacturer I.D. XQCANG00807LAV	22. Reference No.
23. Importing Carrier FedEx	24. Foreign Port of Lading	25. Location of Goods/G.O. No.	
26. U.S. Port of Unlading 4198	27. Import Date 01/13/16		

28. Line No.	29. Description of Merchandise			33. A. Entered Value B. CHGS C. Relationship	34. A. T.S.U.S.A. Rate B. ADA/CVD Rate C. I.R.C. Rate D. Visa No.	35. Duty and I.R. Tax	
	30. A. T.S.U.S.A. No. B. ADA CVD Case No.	31. A. Gross Weight B. Manifest Qty.	32. Net Quantity in T.S.U.S.A. Units			Dollars	Cents
001	PL SHFT BEARING W/HOUSING, 8483308065	59	NO/ 2 KG/ 59	NOT RELATED 1867	4.5%	84	02
						84	02

FedEx, as an express consignment carrier, elects to clear shipments which are eligible for consolidated informal entry processing, see 19 CFR 128.24(b), using a manifest in lieu of other control documents. Commercial invoices are not required, retained, or available from FedEx for these types of shipments.

36. Declaration of Importer of Record (Owner or Purchaser) or Authorized Agent		▼ U.S. CUSTOMS USE ▼		TOTALS	
I declare that I am the <input type="checkbox"/> importer of record and that the actual owner, purchaser, or consignee for customs purposes is as shown above. OR <input type="checkbox"/> owner or purchaser or agent thereof.		A. Liq Code	B. Ascertained Duty	37. Duty	84 02
I further declare that the merchandise <input type="checkbox"/> was obtained pursuant to a purchase or agreement to purchase and that the prices set forth in the invoice are true. OR <input type="checkbox"/> was not obtained pursuant to a purchase or agreement to purchase and the statements in the invoice as to value or price are true to the best of my knowledge and belief.			C. Ascertained Tax	38. Tax	0 00
I also declare that the statements in the documents herein filed fully disclose to the best of my knowledge and belief that the true prices, values, quantities, rebates, drawbacks, fees, commissions, and royalties and are true and correct, and that all goods and services provided to the seller of the merchandise either free or at reduced cost are fully disclosed. I will immediately furnish to the appropriate customs officer any information showing a different state of facts.			D. Ascertained Other	39. Other	0 00
Notice required by Paperwork Reduction Act of 1980. This information is needed to ensure that importers/exporters are complying with U.S. Customs laws to allow us to compute and collect the right amount of money, to enforce other agency requirements, and to collect accurate statistical information on imports. Your response is mandatory.			E. Ascertained Total	40. Total	84 02
		41. Signature of Declarant, Title, and Date			



FedEx Duty and Tax Invoice

Q: Why did I receive this duty and tax invoice?

A: Almost all shipments crossing international borders including purchases made over the Internet are subject to the assessment of duties and taxes imposed by the importing country's government. The duties and taxes normally must be paid before the goods are released from customs. A shipment's duty and tax amount may be based on:

- Product value
- Trade agreements
- Country of manufacture
- Use of the product
- The product's Harmonized System (HS) code

Customs officials assess duties and taxes based on the information provided on the Air Waybill, the Commercial Invoice and other relevant documents such as a Certificate of Origin.

Q: What are the charges on this invoice?

A: The charges on this invoice may include:

Duties - applied to products according to the Customs Tariff of the destination country. Most countries assess duty on the "CIF value" (Cost, Insurance, Freight) of the goods.

Value Added Tax - VAT is a general consumption tax assessed on the value added to goods and services. In some countries, including Singapore, Australia, New Zealand and Canada, this tax is known as goods and services tax, or GST. A VAT is typically assessed on the "duty paid value" of the goods ((which equals the cost of the goods, insurance and freight (CIF) plus duty)).

Ancillary Service Fees - charged by the broker when additional processing is required by a regulatory agency or our customs broker. We may apply and invoice for these fees which are subject to change, for either U.S.- or non-U.S. entries.

Customs Fees - A Merchandise Processing Fee (MPF) is assessed on all formal entries, with a few exceptions. Exceptions include goods that qualify for preferential treatment under certain trade agreements (including but not limited to NAFTA and CBERA) and those entered under special provisions (including but not limited to unaltered U.S.-origin goods and goods of distinguished foreign visitors). The rate of assessment is 0.3464%, (.003464) of the "entered" value on the Customs entry. The minimum assessment is \$25.00 and the maximum assessment is \$485.00.

Advancement Fees - FedEx may be required to advance certain duties and taxes in countries that require the duties and taxes to be paid prior to customs' release of the shipment, or to complete clearance of certain items through customs. In such instances, the party billed for duties and taxes will be assessed a surcharge charged by FedEx to advance the duties and taxes to customs prior to collecting payment. In the event we advance duties, taxes or other fees, including the U.S. Merchandise Processing Fee, on behalf of the payer, the payer will be assessed a surcharge based on a flat rate or a percentage of the total amount advanced. This surcharge will vary depending upon the destination country.

Q: Why am I receiving this clearance invoice after the shipment was delivered?

A: In an effort to provide consistent and timely delivery of your goods it is the policy of FedEx Express to expedite the delivery of international packages.

Q: Why did I receive this duty and tax invoice for a gift shipment?

A: Many countries and economies usually allow gifts to enter the country duty-free if the value of the gift is below a certain value. Any amount above the stated value may be subject to import duties and taxes.

To qualify as a gift, your shipment must meet the following requirements:

- The shipping documentation must clearly be marked "Gift" and include a detailed description of the commodity.
- The total value of the shipment must not exceed the gift value limit for the destination country, which may be obtained in advance of shipping from FedEx.com or by contacting 1.800.247.4747.
- In some countries it must be sent person to person — with no company involvement or indication of involvement on the shipping documentation.

Q: Why did I receive this duty and tax invoice for a Temporary import or export shipment?

A: Many countries allow tax relief (either duties and tax exemption upon entry or a refund after exportation) for items that are temporarily imported or exported as long as certain conditions are met and procedures are followed. Items are often temporarily imported or exported for:

- Trade shows
- Conventions
- Training
- Assembly
- Processing
- Re-export after resale
- Repair or replacement of damaged goods

The customs clearance services included as part of our international services are meant to facilitate the import of goods intended for consumption in that country. They do not include some special procedures that might be needed to meet governmental requirements for duties and tax relief at the time of export or import. Temporary import or export shipments must use FedEx International Broker Select service along with the Expanded Service International Air Waybill or FedEx International Premium service using the FedEx IATA (023) Air Waybill or IATA Neutral Air Waybill. More information regarding these services may be found at FedEx.com or by contacting 1.800.247.4747.

Q: What do I do if there is a problem with this duty and tax invoice?

A: The information used to process this shipment and produce this invoice was obtained from the Commercial Invoice provided by the shipper. If there are any problems with this information, please contact the shipper directly.

If you have any questions regarding this duty and tax invoice, please contact FedEx at 1.800.622.1147 prompts 5 and 1.

If you have not received your package and would like to track it, please call 1.800.GO FEDEX (800.463.3339) or visit FedEx.com for more details.

Invoice Number
6-571-76817

Invoice Date
Jan 21, 2016

Account Number
1957-9639-4

FedEx Express Shipment Detail By Payor Type (Original)

Ship Date: Jan 13, 2016 Cust. Ref.: NO REFERENCE INFORMATION Ref.#2: 2931-00 ph5
Payor: Shipper Ref.#3:

• Fuel Surcharge - FedEx has applied a fuel surcharge of 2.25% to this shipment.

Automation	INCA	Sender	Recipient	
Tracking ID	775398401826	CATHERINE POIRIER	JUSTIN MESSNER	
Service Type	FedEx Int Priority	CANAM GOODCO	CITY OF HANOVER	
Package Type	Customer Packaging	807 MARSHALL STREET, SUITE 100	11250 5TH STREET NE	
Orig./Dest.	YMX/AEL	DOOR #8	HANOVER MN 55341 US	
Zone	A	LAVAL PQ H7S 1J9 CA		
Packages	2			
Rated Weight	130.0 lbs	Transportation Charge	783.90	
Delivered	Jan 14, 2016 10:01	Fuel Surcharge	11.99	
Signed by	J.DOBOZINSKI	Discount	-250.90	
FedEx Use	_/US001D/_	Total Transportation Charges	USD \$544.99	
			Shipper Subtotal	USD \$544.99
			Total FedEx Express	USD \$544.99



HANOVER
Paid Register

Check Numbe	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
500429	000000003	Hagen, Brian S.	4	Bi-Weekly	\$1,854.51	2/26/2016	Outstanding
500428	000000008	Doboszinski, Jason	4	Bi-Weekly	\$1,365.97	2/26/2016	Outstanding
500426	000000011	Biren, Amy	4	Bi-Weekly	\$1,108.60	2/26/2016	Outstanding
500427	000000006	Bursch, Jeffrey	4	Bi-Weekly	\$36.94	2/26/2016	Outstanding
500431	000000005	Vogel, Scott F.	4	Bi-Weekly	\$1,728.89	2/26/2016	Outstanding
500430	000000060	Lindrud, Elizabeth	4	Bi-Weekly	\$1,351.25	2/26/2016	Outstanding
					<hr/>		
					\$7,446.16		

HANOVER

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Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2016(4)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
001 Federal	000000011 Biren, Amy	\$196.05	
	000000008 Doboszinski, Jason	\$150.14	
	000000003 Hagen, Brian S.	\$254.53	
	000000060 Lindrud, Elizabeth	\$177.17	
	000000005 Vogel, Scott F.	\$196.77	
	<i>Federal</i>		\$974.66
005 State Tax - MN	000000011 Biren, Amy	\$84.06	
	000000008 Doboszinski, Jason	\$66.27	
	000000003 Hagen, Brian S.	\$112.32	
	000000060 Lindrud, Elizabeth	\$75.96	
	000000005 Vogel, Scott F.	\$85.17	
	<i>State Tax - MN</i>		\$423.78
049 Medicare	000000011 Biren, Amy	\$23.46	
	000000006 Bursch, Jeffrey	\$0.58	
	000000008 Doboszinski, Jason	\$26.73	
	000000003 Hagen, Brian S.	\$37.52	
	000000060 Lindrud, Elizabeth	\$27.19	
	000000005 Vogel, Scott F.	\$33.96	
<i>Medicare</i>		\$149.44	
051 Social Security	000000011 Biren, Amy	\$100.29	
	000000006 Bursch, Jeffrey	\$2.48	
	000000008 Doboszinski, Jason	\$114.28	
	000000003 Hagen, Brian S.	\$160.43	
	000000060 Lindrud, Elizabeth	\$116.26	
	000000005 Vogel, Scott F.	\$145.22	
<i>Social Security</i>		\$638.96	
501 Social Security Benefit	000000011 Biren, Amy		\$100.29
	000000006 Bursch, Jeffrey		\$2.48
	000000008 Doboszinski, Jason		\$114.28
	000000003 Hagen, Brian S.		\$160.43
	000000060 Lindrud, Elizabeth		\$116.26
	000000005 Vogel, Scott F.		\$145.22
<i>Social Security Benefit</i>			\$638.96
502 Medicare Benefit	000000011 Biren, Amy		\$23.46

HANOVER

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Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2016(4)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
502 Medicare Benefit	000000006 Bursch, Jeffrey		\$0.58
	000000008 Doboszinski, Jason		\$26.73
	000000003 Hagen, Brian S.		\$37.52
	000000060 Lindrud, Elizabeth		\$27.19
	000000005 Vogel, Scott F.		\$33.96
	<i>Medicare Benefit</i>		\$149.44
	<i>Grand Total</i>	\$2,186.84	\$788.40

HANOVER

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Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2016(4)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
052 PERA	000000011 Biren, Amy	\$105.14	
	000000008 Doboszinski, Jason	\$119.81	
	000000003 Hagen, Brian S.	\$168.19	
	000000060 Lindrud, Elizabeth	\$127.30	
	000000005 Vogel, Scott F.	\$152.25	
	<i>PERA</i>	\$672.69	
503 PERA ER	000000011 Biren, Amy		\$121.32
	000000008 Doboszinski, Jason		\$138.24
	000000003 Hagen, Brian S.		\$194.06
	000000060 Lindrud, Elizabeth		\$146.88
	000000005 Vogel, Scott F.		\$175.67
	<i>PERA ER</i>		\$776.17
	<i>Grand Total</i>	\$672.69	\$776.17

HANOVER
Cash Balances
February 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$1,036,546.98	\$40,237.05	\$83,855.29	\$992,928.74
107 FIRE DEPT DONATIONS FUND	\$39,167.66	\$0.00	\$0.00	\$39,167.66
201 EDA SPECIAL REVENUE FUND	\$99,937.64	\$0.00	\$1,435.00	\$98,502.64
205 EDA BUSINESS INCENTIVE FUND	\$230,978.35	\$1,589.19	\$0.00	\$232,567.54
311 2008A GO CIP REFUNDING BOND	\$33,143.81	\$0.00	\$0.00	\$33,143.81
312 2009A GO IMP REFUNDING BOND	\$18,839.38	\$0.00	\$0.00	\$18,839.38
313 2010 GO EQUIPMENT CERTIFICATES	\$5,606.58	\$0.00	\$23,457.17	-\$17,850.59
314 2011A GO IMP CROSSOVER REF BD	\$390,994.35	\$0.00	\$0.00	\$390,994.35
401 GENERAL CAPITAL PROJECTS	\$787,808.46	\$159,210.95	\$25,940.00	\$921,079.41
402 PARKS CAPITAL PROJECTS	\$234,534.79	\$0.00	\$0.00	\$234,534.79
403 FIRE DEPT CAPITAL FUND	\$140,033.40	\$0.00	\$0.00	\$140,033.40
404 HISTORICAL CAPITAL PROJ FUND	-\$34,059.03	\$0.00	\$57,558.78	-\$91,617.81
407 TIF REDEV DIST #1	\$5,602.46	\$0.00	\$0.00	\$5,602.46
411 CITY HALL CAPITAL PROJ FUND	\$46,641.96	\$0.00	\$0.00	\$46,641.96
417 EQUIPMENT CAPITAL FUND	\$51,846.36	\$0.00	\$0.00	\$51,846.36
418 STREET CAPITAL PROJ FUND	\$497,118.56	\$0.00	\$3,459.25	\$493,659.31
601 WATER ENTERPRISE FUND	\$756,810.15	\$8,298.00	\$2,001.00	\$763,107.15
602 SEWER ENTERPRISE FUND	\$273,676.78	\$16,011.00	\$4,712.00	\$284,975.78
603 STORM WATER ENTERPRISE FUND	\$133,568.92	\$0.00	\$515.00	\$133,053.92
611 WATER CAPITAL IMP FUND	\$404,694.13	\$0.00	\$0.00	\$404,694.13
612 SEWER CAPITAL IMP FUND	\$1,728,521.26	\$0.00	\$0.00	\$1,728,521.26
613 STORM WATER CAPITAL IMP FUND	\$548,921.19	\$0.00	\$0.00	\$548,921.19
804 SCHENDELS FIELD ESC FUND	\$146,014.50	\$0.00	\$0.00	\$146,014.50
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$33,750.00	\$6,000.00	\$14,500.00	\$25,250.00
815 LANDSCAPE ESCROW FUND	\$43,000.00	\$6,000.00	\$14,000.00	\$35,000.00
817 INFRASTRUCTURE ESCROW FUND	\$17,000.00	\$3,000.00	\$0.00	\$20,000.00
818 MISC ESCROWS FUND	\$7,009.10	\$0.00	\$0.00	\$7,009.10
820 BRIDGES TOWNHOMES ESC FUND	\$3,545.76	\$0.00	\$0.00	\$3,545.76
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,789.37	\$0.00	\$0.00	\$11,789.37
900 INTEREST	\$37,714.47	\$0.00	\$0.00	\$37,714.47
	\$7,717,280.84	\$240,346.19	\$231,433.49	\$7,726,193.54

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	February 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$4,505.00	\$771,014.33	\$766,509.33	0.58%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$112,838.38	\$112,838.38	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,477.70	\$12,000.00	\$8,522.30	28.98%
Source Alt Code TAXES		\$0.00	\$7,982.70	\$895,852.71	\$887,870.01	0.89%
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	\$100.00	\$250.00	\$8,000.00	\$7,750.00	3.13%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$0.00	\$400.00	\$400.00	0.00%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
SERVICE	R 100-34109 Copies/Faxes	\$9.25	\$9.25	\$50.00	\$40.75	18.50%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$0.00	\$104,284.82	\$104,284.82	0.00%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$1,274.20	\$1,274.20	\$6,000.00	\$4,725.80	21.24%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$133.59	\$3,000.00	\$2,866.41	4.45%
SERVICE	R 100-34940 Cemetery Revenues	\$650.00	\$650.00	\$2,000.00	\$1,350.00	32.50%
Source Alt Code SERVICE		\$2,033.45	\$2,317.04	\$125,734.82	\$123,417.78	1.84%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.49	\$0.49	\$0.00	-\$0.49	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$0.00	\$1,000.00	\$1,000.00	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	\$0.00	\$0.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$400.00	\$800.00	\$8,000.00	\$7,200.00	10.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$5,982.69	\$0.00	-\$5,982.69	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$19,200.00	\$19,200.00	\$0.00	-\$19,200.00	0.00%
Source Alt Code MISC		\$19,600.49	\$25,983.18	\$21,000.00	-\$4,983.18	123.73%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$0.00	\$10,300.00	\$10,300.00	0.00%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$50.00	\$50.00	\$100.00	\$50.00	50.00%
LIC PERM	R 100-32210 Building Permits	\$17,223.43	\$22,634.98	\$100,000.00	\$77,365.02	22.63%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$20.00	\$100.00	\$80.00	20.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,250.00	\$1,500.00	\$250.00	83.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$2.00	\$2.00	\$50.00	\$48.00	4.00%
Source Alt Code LIC PERM		\$17,275.43	\$23,956.98	\$112,200.00	\$88,243.02	21.35%
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	\$107,496.00	\$107,496.00	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	\$36,000.00	\$36,000.00	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	\$149,335.00	\$149,335.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$191.19	\$1,500.00	\$1,308.81	12.75%
Source Alt Code FINES		\$0.00	\$191.19	\$1,500.00	\$1,308.81	12.75%
Fund 100 GENERAL FUND		\$38,909.37	\$60,431.09	\$1,305,622.53	\$1,245,191.44	4.63%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	February 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$38,909.37	\$60,431.09	\$1,305,622.53	\$1,245,191.44	4.63%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$744.00	\$744.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$174.00	\$174.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$450.00	\$450.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$256.00	\$1,088.90	\$7,000.00	\$5,911.10	15.56%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$441.71	\$441.71	\$25,202.92	\$24,761.21	1.75%
Dept 41110 Council		\$697.71	\$1,530.61	\$46,570.92	\$45,040.31	3.29%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,250.00	\$4,250.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$5,175.00	\$10,315.00	\$67,275.00	\$56,960.00	15.33%
CITYADM	E 100-41400-121 PERA	\$388.12	\$773.62	\$5,045.63	\$4,272.01	15.33%
CITYADM	E 100-41400-122 FICA	\$320.86	\$639.55	\$4,171.05	\$3,531.50	15.33%
CITYADM	E 100-41400-123 Medicare	\$75.04	\$149.57	\$975.49	\$825.92	15.33%
CITYADM	E 100-41400-134 Employer Paid Life	\$30.67	\$61.34	\$384.00	\$322.66	15.97%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$697.46	\$1,394.92	\$8,400.00	\$7,005.08	16.61%
CITYADM	E 100-41400-208 Training and Instructio	\$410.00	\$410.00	\$1,500.00	\$1,090.00	27.33%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41400 City Administrator		\$7,097.15	\$13,744.00	\$88,251.17	\$74,507.17	15.57%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$2,000.00	\$2,000.00	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	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$0.00	\$1,014.40	\$8,300.00	\$7,285.60	12.22%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$3,235.20	\$6,441.69	\$42,059.16	\$35,617.47	15.32%
CLERICAL	E 100-41430-121 PERA	\$242.64	\$483.13	\$3,154.44	\$2,671.31	15.32%
CLERICAL	E 100-41430-122 FICA	\$200.58	\$399.38	\$2,607.67	\$2,208.29	15.32%
CLERICAL	E 100-41430-123 Medicare	\$46.92	\$93.42	\$609.86	\$516.44	15.32%
CLERICAL	E 100-41430-134 Employer Paid Life	\$88.10	\$176.20	\$1,080.00	\$903.80	16.31%
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	\$700.00	\$1,400.00	\$8,400.00	\$7,000.00	16.67%
CLERICAL	E 100-41430-208 Training and Instructio	\$255.00	\$255.00	\$500.00	\$245.00	51.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
Dept 41430 Clerical Staff		\$4,768.44	\$9,248.82	\$58,661.13	\$49,412.31	15.77%
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	\$1,000.00	\$850.00	15.00%
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	\$3,300.00	\$3,150.00	4.55%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$3,916.80	\$7,818.24	\$50,918.40	\$43,100.16	15.35%
ACCTING	E 100-41530-121 PERA	\$293.76	\$586.37	\$3,818.88	\$3,232.51	15.35%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$225.28	\$449.61	\$3,156.94	\$2,707.33	14.24%
ACCTING	E 100-41530-123 Medicare	\$52.69	\$105.15	\$738.32	\$633.17	14.24%
ACCTING	E 100-41530-134 Employer Paid Life	\$81.70	\$163.40	\$504.00	\$340.60	32.42%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$900.00	\$1,800.00	\$10,800.00	\$9,000.00	16.67%
ACCTING	E 100-41530-208 Training and Instructio	\$410.00	\$410.00	\$1,000.00	\$590.00	41.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$50.00	\$50.00	\$500.00	\$450.00	10.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
Dept 41530 Accounting		\$5,930.23	\$11,382.77	\$74,436.54	\$63,053.77	15.29%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$27,400.00	\$27,400.00	0.00%
Dept 41540 Auditing		\$0.00	\$0.00	\$27,400.00	\$27,400.00	0.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$28.00	\$28.00	\$18,000.00	\$17,972.00	0.16%
Dept 41550 Assessing		\$28.00	\$28.00	\$18,000.00	\$17,972.00	0.16%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$834.69	\$834.69	\$4,000.00	\$3,165.31	20.87%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$8.00	\$100.00	\$92.00	8.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.00%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$479.59	\$479.59	\$5,800.00	\$5,320.41	8.27%
PURCHASE	E 100-41570-322 Postage	\$595.64	\$832.54	\$1,500.00	\$667.46	55.50%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$1,909.92	\$2,154.82	\$18,900.00	\$16,745.18	11.40%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$176.00	\$176.00	\$4,000.00	\$3,824.00	4.40%
Dept 41600 Computer		\$176.00	\$176.00	\$4,000.00	\$3,824.00	4.40%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$121.25	\$121.25	\$21,786.56	\$21,665.31	0.56%
Dept 41610 City Attorney		\$121.25	\$121.25	\$21,786.56	\$21,665.31	0.56%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$857.50	\$857.50	\$17,000.00	\$16,142.50	5.04%
Dept 41910 Planning and Zoning		\$857.50	\$857.50	\$17,000.00	\$16,142.50	5.04%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$425.96	\$526.00	\$10,000.00	\$9,474.00	5.26%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$250.00	\$250.00	\$300.00	\$50.00	83.33%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$545.00	\$1,090.00	\$8,400.00	\$7,310.00	12.98%
GOVTBLDG	E 100-41940-321 Telephone	\$259.26	\$518.52	\$3,500.00	\$2,981.48	14.81%
GOVTBLDG	E 100-41940-325 Taxes	\$213.59	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$2,891.29	\$2,891.29	\$9,000.00	\$6,108.71	32.13%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$612.27	\$612.27	\$5,000.00	\$4,387.73	12.25%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$200.32	\$200.32	\$2,400.00	\$2,199.68	8.35%
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	\$120.00	\$360.00	\$5,000.00	\$4,640.00	7.20%
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	\$1,000.00	\$1,000.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$5,517.69	\$6,661.99	\$52,850.00	\$46,188.01	12.61%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$2,240.50	\$2,240.50	\$25,000.00	\$22,759.50	8.96%
Dept 41950 Engineer		\$2,240.50	\$2,240.50	\$25,000.00	\$22,759.50	8.96%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$0.00	\$9,317.50	\$9,317.50	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	\$24,740.10	\$24,740.10	0.00%
Dept 41960 Insurance		\$0.00	\$0.00	\$34,057.60	\$34,057.60	0.00%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$259.91	\$259.91	\$2,000.00	\$1,740.09	13.00%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$259.91	\$259.91	\$3,000.00	\$2,740.09	8.66%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$71,404.96	\$71,404.96	0.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$0.00	\$71,404.96	\$71,404.96	0.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,174.00	\$16,348.00	\$98,088.00	\$81,740.00	16.67%
Dept 42102 Wright County Sheriff		\$8,174.00	\$16,348.00	\$98,088.00	\$81,740.00	16.67%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$37.00	\$200.00	\$163.00	18.50%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$103.00	\$103.00	\$4,000.00	\$3,897.00	2.58%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$0.00	\$950.00	\$950.00	0.00%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$6,119.40	\$6,119.40	0.00%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$103.00	\$140.00	\$58,253.40	\$58,113.40	0.24%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$50.00	\$50.00	\$15,500.00	\$15,450.00	0.32%
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	\$316.76	\$316.76	\$4,500.00	\$4,183.24	7.04%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42220 Fire Dept Equipment		\$366.76	\$366.76	\$27,350.00	\$26,983.24	1.34%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$361.91	\$361.91	\$7,500.00	\$7,138.09	4.83%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$0.00	\$3,000.00	\$3,000.00	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		\$361.91	\$361.91	\$12,000.00	\$11,638.09	3.02%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$370.24	\$370.24	\$5,000.00	\$4,629.76	7.40%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$62.90	\$266.08	\$9,000.00	\$8,733.92	2.96%
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	\$2,325.00	\$2,325.00	\$7,465.00	\$5,140.00	31.15%
Dept 42260 Fire Vehicles		\$2,758.14	\$2,961.32	\$23,465.00	\$20,503.68	12.62%
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	\$315.65	\$334.65	\$3,500.00	\$3,165.35	9.56%

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Dept Abbrev	Account Descr	February 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$30.34	\$61.76	\$800.00	\$738.24	7.72%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$336.10	\$336.10	\$5,000.00	\$4,663.90	6.72%
FIREBLDG	E 100-42280-383 Gas Utilities	\$515.30	\$515.30	\$3,000.00	\$2,484.70	17.18%
Dept 42280 Fire Stations and Bldgs		\$1,197.39	\$1,247.81	\$14,125.00	\$12,877.19	8.83%
Dept 42290 Fire Relief Association						
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$36,000.00	\$36,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,133.58	\$11,133.58	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	\$53,633.58	\$53,633.58	0.00%
Dept 42401 Building Inspection Admin						
INSPADMN	E 100-42401-310 Other Professional Serv	\$7,922.87	\$7,922.87	\$35,000.00	\$27,077.13	22.64%
Dept 42401 Building Inspection Admin		\$7,922.87	\$7,922.87	\$35,000.00	\$27,077.13	22.64%
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	\$2,500.00	\$2,500.00	0.00%
Dept 42800 Cemetery		\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
Dept 43000 Public Works (GENERAL)						
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$8,286.26	\$16,413.62	\$106,604.16	\$90,190.54	15.40%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$290.00	\$670.00	\$15,000.00	\$14,330.00	4.47%
PUBWRKS	E 100-43000-121 PERA	\$621.47	\$1,231.02	\$7,995.31	\$6,764.29	15.40%
PUBWRKS	E 100-43000-122 FICA	\$531.73	\$1,059.19	\$6,609.46	\$5,550.27	16.03%
PUBWRKS	E 100-43000-123 Medicare	\$124.37	\$247.74	\$1,545.76	\$1,298.02	16.03%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$155.16	\$310.32	\$1,584.00	\$1,273.68	19.59%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,600.00	\$3,200.00	\$19,200.00	\$16,000.00	16.67%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PUBWRKS	E 100-43000-212 Motor Fuels	\$1,143.04	\$1,143.04	\$7,000.00	\$5,856.96	16.33%
PUBWRKS	E 100-43000-215 Shop Supplies	\$565.34	\$755.43	\$2,500.00	\$1,744.57	30.22%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$192.44	\$586.38	\$6,000.00	\$5,413.62	9.77%
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	\$16.18	\$16.18	\$5,000.00	\$4,983.82	0.32%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$1,250.00	\$1,250.00	\$16,000.00	\$14,750.00	7.81%
PUBWRKS	E 100-43000-321 Telephone	\$264.06	\$288.09	\$2,000.00	\$1,711.91	14.40%
PUBWRKS	E 100-43000-325 Taxes	\$1.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000 Public Works (GENERAL)		\$15,041.05	\$27,291.01	\$203,738.69	\$176,447.68	13.40%
Dept 43100 Hwys, Streets, & Roads						
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43100 Hwys, Streets, & Roads		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121 Paved Streets						
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Dept 43121 Paved Streets		\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Dept 43122 Unpaved Streets						
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
Dept 43122 Unpaved Streets		\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$137.15	\$137.15	\$27,000.00	\$26,862.85	0.51%
Dept 43160	Street Lighting	\$137.15	\$137.15	\$27,000.00	\$26,862.85	0.51%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$6,266.04	\$6,266.04	\$35,000.00	\$28,733.96	17.90%
Dept 43245	Recycling: Refuse	\$6,266.04	\$6,266.04	\$35,000.00	\$28,733.96	17.90%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$1,178.74	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45186	Senior Center	\$1,178.74	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$199.99	\$199.99	\$6,000.00	\$5,800.01	3.33%
	PARKS E 100-45200-225 Landscaping Materials	\$0.00	\$0.00	\$7,000.00	\$7,000.00	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	\$260.96	\$260.96	\$2,000.00	\$1,739.04	13.05%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
	PARKS E 100-45200-440 Programs	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
	PARKS E 100-45200-580 Other Equipment	\$186.62	\$186.62	\$7,000.00	\$6,813.38	2.67%
Dept 45200	Parks (GENERAL)	\$647.57	\$647.57	\$35,800.00	\$35,152.43	1.81%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$4,357.03	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 45500	Libraries (GENERAL)	\$4,357.03	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$1,000.00	\$1,400.00	\$9,000.00	\$7,600.00	15.56%
Dept 48205	Damage Deposit Refunds	\$1,000.00	\$1,400.00	\$9,000.00	\$7,600.00	15.56%
Dept 49800	Transit (GENERAL)					
	TRANSIT E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Fund 100	GENERAL FUND	\$79,115.95	\$120,196.78	\$1,309,122.55	\$1,188,925.77	9.18%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$79,115.95	\$120,196.78	\$1,309,122.55	\$1,188,925.77	9.18%

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 02-29-16-22

**A RESOLUTION APPROVING
NON-WAIVER OF STATUTORY LIABILITY COVERAGE LIMIT**

WHEREAS, the City of Hanover has its liability insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT); and

WHEREAS, the LMCIT allows cities to waive the statutory limits of \$500,000 per claimant and \$1,500,000 per occurrence; and

WHEREAS, the City of Hanover has in the past not waived their excess liability limits.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby affirms that it does not waive the statutory limits of \$500,000 per claimant and \$1,500,000 per occurrence.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

City of Hanover and Hanover EDA

LMCIT Member Name _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____

Position _____

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 02-29-16-23

**A RESOLUTION AUTHORIZING THE POSTING OF
PUBLIC WORKS & PARKS SEASONAL POSITION**

WHEREAS, the City of Hanover has a job position of Public Works/Parks Seasonal Position; and

WHEREAS, the City has budgeted for the position; and

WHEREAS, the City has a need to fill the position.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby authorizes the posting of Public Works/Parks Seasonal Position with a base pay of \$10.00 per hour.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
EMPLOYMENT POSITION DESCRIPTION**

**PUBLIC WORKS/PARKS SEASONAL POSITION
POSITION WILL NOT EXCEEDS SIX MONTHS**

GENERAL DEFINITION OF WORK:

FLSA Status: Non-Exempt, Not Benefits Eligible

Performs light duty city maintenance work. This position is responsible for the general upkeep of city parks and properties by mowing lawns and picking up garbage. This position works under the supervision of the Lead Maintenance Worker.

ESSENTIAL FUNCTIONAL/TYPICAL TASKS:

Operating a mower to keep city properties clean. Also responsible for weed whipping in parks and city grounds, other tasks will include trimming trees, occasional cleaning of City Hall and Fire Department, and picking up any garbage left on city property. Will also be expected to complete minimum skilled tasks as directed by the Lead Maintenance Worker.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Lawn and landscape care of city own properties
- General upkeep of Public Works shop area
- Assist with Public Works related maintenance and repair tasks on streets, and in parks
- Operate light motorized and non-motorized equipment
- Drive city vehicles
- Prompt attendance during expected operating hours
- Good customer service to residents
- Follow all safety requirements of each job task
- Perform related tasks as required

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to operate light machines such as mowers, trimmers, and hand tools. Ability to complete designated task with minimal direct supervision, have ability to establish and maintain effective working relationships with others.

EDUCATION AND EXPERIENCE:

Experience working outside in all weather conditions, with experience in yard work and small machinery.

PHYSICAL REQUIREMENTS:

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, shoveling, raking, lifting, and grasping; good communication; visual acuity is required for depth perception, color perception,

peripheral vision, visual inspection involving small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, and oils.

SPECIAL REQUIREMENTS:

Must be 18 years of age or older and possess a valid Minnesota Driver's License with a good driving record.

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 02-29-16-24

**A RESOLUTION ACCEPTING DONATION FROM
MILLER TRUCKING & LANDSCAPING SUPPLY**

WHEREAS, the City of Hanover has received a donation from Miller Trucking & Landscape Supply in the amount of \$100.00 to be used towards the Hanover Park Board's Easter Egg Hunt.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$100.00 from Miller Trucking & Landscape Supply.

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

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 02-29-16-25

**A RESOLUTION APPROVING THE ADOPTION OF A STREET RECONSTRUCTION PLAN
AND AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION
STREET RECONSTRUCTION BONDS**

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hanover, Hennepin and Wright Counties, Minnesota (the “City”), as follows:

Section 1. Background.

1.01. The City is authorized under Minnesota Statutes, Section 475.58, subdivision 3b (the “Act”) to prepare a plan for street reconstruction in the City over the next five years that will be financed under the Act, including a description of the proposed work and estimated costs, and to issue general obligation bonds to finance the cost of street reconstruction activities described in the plan.

1.02. Before the issuance of any bonds under the Act, the City is required to hold a public hearing on the plan and the issuance of bonds thereunder.

1.03. Pursuant to the Act, the City, in consultation with its City engineer, has caused preparation of a Five-Year Street Reconstruction Plan dated February 29, 2016 (the “Plan”), which describes certain street reconstruction activities in the City for the years 2016 through 2021 (the “Street Improvements”).

1.04. The City has determined that it is in the best interests of the City to authorize the issuance and sale of general obligation street reconstruction bonds pursuant to the Act in a maximum principal amount not to exceed \$2,500,000 (the “Bonds”). The purpose of the Bonds is to finance the costs of the Street Improvements as described in the Plan.

1.05. On the date hereof, the City Council held a public hearing on the Plan and the issuance of the Bonds, after publication in the City’s official newspaper of a notice of public hearing at least 10 days but no more than 28 days before the date of the hearing.

Section 2. Plan Approved; Bonds Authorized.

2.01. The City Council finds that the Plan will improve the City’s street system, which serves the interests of the City as a whole, and approves the Plan in the form presented at the public hearing and on file at City Hall.

2.02. The City Council authorizes the issuance of the Bonds in accordance with the Plan. City staff, legal counsel and consultants are authorized to take all actions necessary to negotiate the sale of the Bonds, subject to the contingency described in Section 2.03 hereof.

2.03. If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to 5% of the votes cast in the last municipal general election, is filed with the City Administrator within 30 days after the date of the public hearing, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election. The authorization to issue the Bonds is subject to expiration of the 30-day period without the City’s receipt of a qualified petition under the Act, or if a qualified petition is filed, upon the approving vote of a majority of the voters voting on the question of issuance of the Bonds.

2.04. City staff are authorized and directed to take all other actions necessary to carry out the intent of this resolution.

Council members voting in favor:

Opposed or abstained:

Adopted by the City Council this 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

2016 through 2021
Five-Year Street Reconstruction Plan for the
City of Hanover, Minnesota

Adopted _____, 2016

City of Hanover
Five-Year Street Reconstruction Plan
2016 through 2021

I. INTRODUCTION

In 2002, the Minnesota State Legislature passed into law a bill that generally exempts city bonds issued under a street reconstruction program from the referendum requirements usually required for bonding expenditures.

II. PURPOSE

Street reconstruction is a major expenditure of city funds for the reconstruction of streets. Street reconstruction may include utility replacement and relocation, public safety street modifications, and other incidental costs, turn lanes and other improvements having a substantial public safety function, realignments, other modifications to intersect with state and county roads, and the local share of state and county road projects. Except in the case of turn lanes, safety improvements, realignments, intersection modifications, and local share of state and county road projects, street reconstruction does not include the portion of project costs allocable to widening a street or adding curbs and gutters where none previously existed. A Street Reconstruction Plan (“SRP”) is a document designed to anticipate street reconstruction expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A SRP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the city considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Hanover, Minnesota (the “City”) believes the street reconstruction process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical public assets, preservation of public assets and sound fiscal management. In these financially difficult times good planning is essential for the wise and prudent use of limited financial resources.

The Street Reconstruction Plan is designed to be updated on an annual basis. The Street Reconstruction Plan is a part of the Capital Improvement Program. In this manner, it becomes an ongoing fiscal planning tool that continually anticipated future capital expenditures and funding sources.

III. THE STREET RECONSTRUCTION PLANNING PROCESS

The street reconstruction planning process is as follows; the City Council authorizes the preparation of the Street Reconstruction Plan (“SRP”). The City staff is instructed to assemble the capital expenditures to be undertaken within the next five years. The City Council then reviews the expenditures according to their priority, fiscal impact, and available funding. From this information, a preliminary street reconstruction plan is prepared. A public hearing is held to solicit input from citizens and other governmental units. Changes are made based on that input, and a final project list is established.

The City Council then prepares a plan based on the available funding sources. If general obligation bonding is deemed necessary, the City works with its municipal advisor to prepare a bond sale and repayment schedule. Over the life of the SRP, once the funding, including proceeds from the bond sales becomes available, the individual capital expenditures can be made.

In subsequent years, the process is repeated as expenditures are completed and new needs arise. Street reconstruction planning looks five years into the future.

For a city to use its authority to finance expenditures under Chapter 475.58, Subdivision 3b, it must meet the requirements provided therein. Specifically, the city council must approve the sale of street reconstruction bonds by a unanimous vote of those members present. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the city at least 10, but not more than 28 days prior to the date of the public hearing. The city council approves the SRP unanimously following the public hearing.

Although a referendum is not required, a reverse referendum is allowable. If a petition bearing the signatures of at least 5 percent of the votes cast in the last general election requesting a vote on the issuance of bonds is received by the municipal clerk within 30 days after the public hearing, a referendum vote on the issuance of the bonds shall be called (if a vote is taken and the referendum passes, the taxes would be levied on market value rather than tax capacity).

IV. PROJECT SUMMARY

The expenditures to be undertaken with this Street Reconstruction Plan (SRP) are limited to those detailed in Appendix A. All other foreseeable capital expenditures within the City government will be financed through other revenue sources. The following expenditures have been submitted for inclusion in this SRP:

2016 Expenditures – Hanover Hills Phase I: \$869,632

2017 Expenditures - \$0

2018 Expenditures – Pheasant Run: \$500,000

2019 Expenditures – River Road, Whitetail Road: \$500,000

2020 Expenditures – Prairie Lane, Schendel’s Field; Ladyslipper/10th Street: \$545,000

V. FINANCING THE STREET RECONSTRUCTION PLAN

The total amount of requested expenditures under the Street Reconstruction Plan is \$2,414,632. If these expenditures are to be funded, that amount of money is anticipated to be generated through the sale of \$2,500,000 in street reconstruction bonds over the five-year period.

In the financing of the Street Reconstruction Plan, one statutory limitation applies. Under Chapter 475, with few exceptions, cities cannot incur debt in excess of 3% of the assessor's estimated market value for the city ("EMV"). In the City the EMV is \$288,916,800, which yields a debt limit of \$8,667,504. The City currently has \$288,979 of existing debt that counts against the statutory debt limitation; the amount available is \$8,378,525.

Under the Street Reconstruction Plan, the City will secure \$2,500,000 in general obligation street reconstruction bonds in the years 2016-2020 and \$0 in general obligation improvement bonds.

Continuation of the Street Reconstruction Plan

This Street Reconstruction Plan should be reviewed annually by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. The City reserves the right to adjust the amount of annual spending between years, as long as the overall amount authorized in the 2016-2021 Street Reconstruction Plan is not increased.

PROJECT COSTS**2016-2021 STREET RECONSTRUCTION PLAN****March 1, 2016 through March 1, 2017**

Street Reconstruction - Hanover Hills Phase I	\$869,632
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TOTAL	\$869,632
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March 1, 2017 through March 1, 2018

No projects are planned

TOTAL	\$0
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March 1, 2018 through March 1, 2019

Street Reconstruction - Pheasant Run	\$500,000
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TOTAL	\$500,000
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March 1, 2019 through March 1, 2020

River Road Overlay (8th Street to 15th Street)	\$250,000
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Whitetail Road Overlay	\$250,000
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TOTAL	\$500,000
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March 1, 2020 through March 1, 2021

Prairie Lane Overlay	\$235,000
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Schendel's Field Overlay	\$185,000
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Ladyslipper/10th Street Overlay	\$125,000
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TOTAL	\$545,000
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GRAND TOTAL	\$2,414,632
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PROPOSED SRP BOND ISSUES

<u>Year</u>	<u>Bond Issue</u>
2016	\$905,000
2017	0
2018	515,000
2019	515,000
2020	565,000
2021	<u>0</u>
Total	\$2,500,000

Note: Bond issues may be combined and issued in alternate years. Not all project costs will be financed with Street Reconstruction Bonds.

2016 through 2021
Five-Year Capital Improvement Plan for the
City of Hanover, Minnesota

Adopted _____, 2016

CITY OF HANOVER
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
2016 THROUGH 2021

I. INTRODUCTION

In 2003, the Minnesota State Legislature adopted a statute that generally exempts city and town general obligation bonds issued under a capital improvement plan from the referendum requirements usually required for city halls, public works, public safety facilities and libraries. The statute on general obligation capital improvement plan bonds is Minnesota Statutes, Section 475.521 (the “Act”).

II. PURPOSE

Under the Act, a capital improvement is a major expenditure of City funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, which has a useful life of five years or more. Under the Act, capital improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than a city hall or town hall, or land for those facilities. A Capital Improvement Plan (“CIP” or “Plan”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the City considers the benefits, costs, alternatives and impact on operating expenditures.

Before issuing bonds under a CIP, the City must hold a public hearing on the CIP and the proposed bonds, and must then approve the CIP and authorize the issuance of the bonds by at least a 3/5 majority.

If a petition signed by voters equal to at least 5 percent of the votes cast in the last general City election requesting a vote on the issuance of bonds is received by the municipal clerk within 30 days after the public hearing, then the bonds may not be issued unless approved by the voters at an election.

The statute has established certain criteria that must be considered for each project to be undertaken pursuant to this Plan (the “Project”). These criteria are:

1. Condition of the City’s existing infrastructure and projected need for repair or replacement
2. Demand for the improvement
3. Cost of the improvement

4. Availability of public resources
5. Level of overlapping debt
6. Cost/benefits of alternative uses of funds
7. Operating costs of the proposed improvements
8. Alternatives for providing services most efficiently through shared facilities with other municipalities or local governments

The Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

III. PLAN SUMMARY

This Plan is intended to describe and analyze the need for the Project in accordance with the Act. The City may modify this Plan from year to year as authorized by the Act.

Following is a summary of estimated expenditures for the Project:

2016 Expenditures

The City intends to construct a public works facility. The estimated cost for this Project is \$1,500,000. The Project is to be financed through bond proceeds.

2017 Expenditures

None anticipated at this time.

2018 Expenditures

None anticipated at this time.

2019 Expenditures

None anticipated at this time.

2020 Expenditures

None anticipated at this time.

2021 Expenditures

None anticipated at this time.

Analysis

The City has analyzed the eight points required by the Act for the Project on an individual basis and as a whole. The findings are as follows:

1. Conditions of City Infrastructure, Including the Projected Need for Repair or Replacement and Need for the Project

The existing facility is outdated and too small to meet existing needs. In addition, the current location does not allow for future expansion without eliminating City park spaces or allow for property outdoor storage.

2. Likely Demand for the Project

All Public Works operations will be housed in the new facility.

3. Estimated Cost of the Project

The estimated cost, including architectural/engineering, contingency, legal and bonding, of the 2016 Project (the only Project for which bond authorization is requested) is set forth in Appendix A.

4. Available Public Resources

The City does not have sufficient cash reserves on hand to finance construction of the facility without issuing bonds.

5. Level of Overlapping Debt in the City

As of December 31, 2015, the level of overlapping debt in the City is provided in the table below:

Taxing Unit	2015/2016 Tax Net TC	Est. GO Debt 12-31-15
City of Hanover	\$2,846,249	\$1,880,979
Hennepin County	1,603,857,524	803,515,000
Wright County	138,513,160	55,945,000
Hennepin Suburban Park District	1,148,837,522	72,145,000
Hennepin Regional RR Authority	1,603,857,524	34,695,000
Buffalo-Hanover-Montrose ISD 877	30,448,856	82,880,000
Metropolitan Council	1,602,702,613	1,433,644,511

6. Relative Benefits and Costs of Alternative Uses of the Funds

The proposed Project could potentially be financed through the issuance of lease-revenue bonds. However, both costs of issuance and overall debt service payments would be higher, since lease-revenue bonds are not general obligation debt and are therefore not as attractive to potential purchasers. The issuance of general obligation capital improvement plan bonds represents the most cost-efficient way to finance the proposed Project.

7. Operating Costs of the Proposed Project

Operating costs are expected to be reduced with the proposed improvements. In addition, repairs and maintenance costs are anticipated to decrease due to the new construction. New systems will reduce operating cost and increase efficiency.

8. Alternatives for Providing Services Most Efficiently Through Shared Facilities with Other Municipalities or Local Government Units

All proposed capital improvements are being made to maximize effective, cost-effective City facilities, and as such, there would be no greater efficiency achieved through constructing shared facilities with other local government units.

IV. FINANCING THE CAPITAL IMPROVEMENT PLAN

The total amount of requested expenditures under the CIP is expected not to exceed \$1,500,000. These expenditures are to be funded by the sale of the City's general obligation capital improvement plan bonds in the maximum amount of \$1,500,000 in the year 2016 for the Project listed under the 2016 Expenditures.

In the financing of the CIP, two statutory limitations apply. Under Minnesota Statutes, Chapter 475, as amended, with few exceptions, a municipality cannot incur debt in excess of 3% of the assessor's Estimated Market Value ("EMV") for the municipality. In the case of a municipality with a population of 2,500 or less, the bonds are not subject to the net debt limits. The City's 2010 Census population was 2,938. Therefore, the proposed general obligation capital improvement plan bonds to be issued in the years 2016 through 2021 would be subject to the debt limit.

Another limitation on bonding under the Act is that without referendum, the total amount that can be used for principal and interest in any one year for CIP debt cannot exceed 0.16% of the EMV for the City. The City has one outstanding series of bonds, its General Obligation Capital Improvement Plan Refunding Bonds, Series 2008A, issued under the Act. The maximum amount of principal and interest due in any year on the Series 2008A Bonds is \$40,780. In payable year 2016, the City's EMV was \$288,916,800. Therefore, the total amount available to be used to pay principal and interest on any bonds issued under this Plan is \$421,487 per year ($\$288,916,800 \times 0.16\% = \$40,780$).

Under this CIP the City may issue up to \$1,500,000 in general obligation capital improvement plan bonds in the years 2016 through 2021 to finance the Project. If the City were to issue general obligation capital improvement bonds in the maximum principal amount of \$1,500,000 for the 2016 Project, the 2016 bond issue would be repaid over a period not to exceed thirty (30) years pursuant to the Act. The maximum annual principal and interest payments would be estimated not to exceed \$103,920 over 20 years at an average rate of 3.11% per annum.

Expected debt service on the proposed bonds for the 2016 Project is within the statutory limits.

Annual Review of the Capital Improvement Plan

The City Council, using the process outlined in this CIP, may review this CIP annually, taking into account proposed expenditures, making priority decisions and seeking funding for those expenditures it deems necessary for the City. If deemed appropriate, the City Council will prepare an update to this CIP.

(The remainder of this page is intentionally blank.)

APPENDIX A
ESTIMATED COSTS OF PROJECT

Fwd:Projector:
Optima EH500
List price is \$2699

Receiver
Pioneer VSX-45
List price is \$475

Speakers
Klipsch R-1650-C
List price is \$119 each
6 x 119 = \$714

Blu-ray player
Samsung BD-H6500
List price is \$125.99

Speaker Distribution Hub
Niles Audio FG00984
List price is \$79.95

Various cables and cords
HDMI's, Speaker wire and Cat 5 with RJ45ends
\$200

Total \$4297.94

I will get everything and install for \$3000.



Building a legacy – *your* legacy.

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

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: Hanover Hills Surface Improvement Project
City of Hanover, MN
WSB Project No. 02082-090

Dear Honorable Mayor, City Council, and Staff:

Following this letter is a resolution for your consideration at the February 29, 2016 City Council Meeting.

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

We anticipate opening bids on or near March 31, 2016 and bringing the bid results to Council on April 20, 2016.

If you have any questions, I will be present at the February 29, 2016 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 Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 02-29-16-26

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

WHEREAS, the City proposes to make road surface improvements to following streets within the Hanover Hills neighborhood:

- 3rd Street NE
- 4th Street NE
- Jansen Avenue NE
- Kadler Avenue 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 31, 2016, 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 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

HANOVER HILLS SURFACE IMPROVEMENT PROJECT FOR THE

CITY OF HANOVER

CITY PROJECT NO: 2016-01

GOVERNING SPECIFICATIONS

THIS WORK SHALL BE DONE IN ACCORDANCE WITH THE 2016 EDITION OF THE CITY OF HANOVER "GENERAL SPECIFICATIONS AND STANDARD DETAIL PLATES FOR STREET AND UTILITY CONSTRUCTION", THE 2016 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION", SPECIAL PROVISIONS, AND ANY AMENDMENTS THERETO AND THE "STANDARD UTILITIES SPECIFICATION FOR WATERMAIN SERVICE LINE INSTALLATION AND STORM SEWER INSTALLATION" REFERENCED "CEAM" DATED 2013, OR AS MODIFIED IN THE PROJECT MANUAL.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES DATED MAY 2013, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS, DATED JANUARY 2007.

INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	GENERAL LAYOUT
3-4	TYPICAL SECTIONS
5-10	REMOVAL PLAN
11-13	STREET CONSTRUCTION PLAN
14-15	EROSION CONTROL/TURF ESTABLISHMENT PLAN
16-18	STORM WATER POLLUTION PREVENTION PLAN

THIS PLAN CONTAINS 18 SHEETS.

ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

477 Temperance Street
St. Paul, MN 55101

WSB
& Associates, Inc.

651-286-8450
FAX 651-286-8488
engineering - planning - environmental - construction



JUSTIN G. MESSNER, P.E.

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 02/29/16 LICENSE NUMBER 45857



Prepared for:

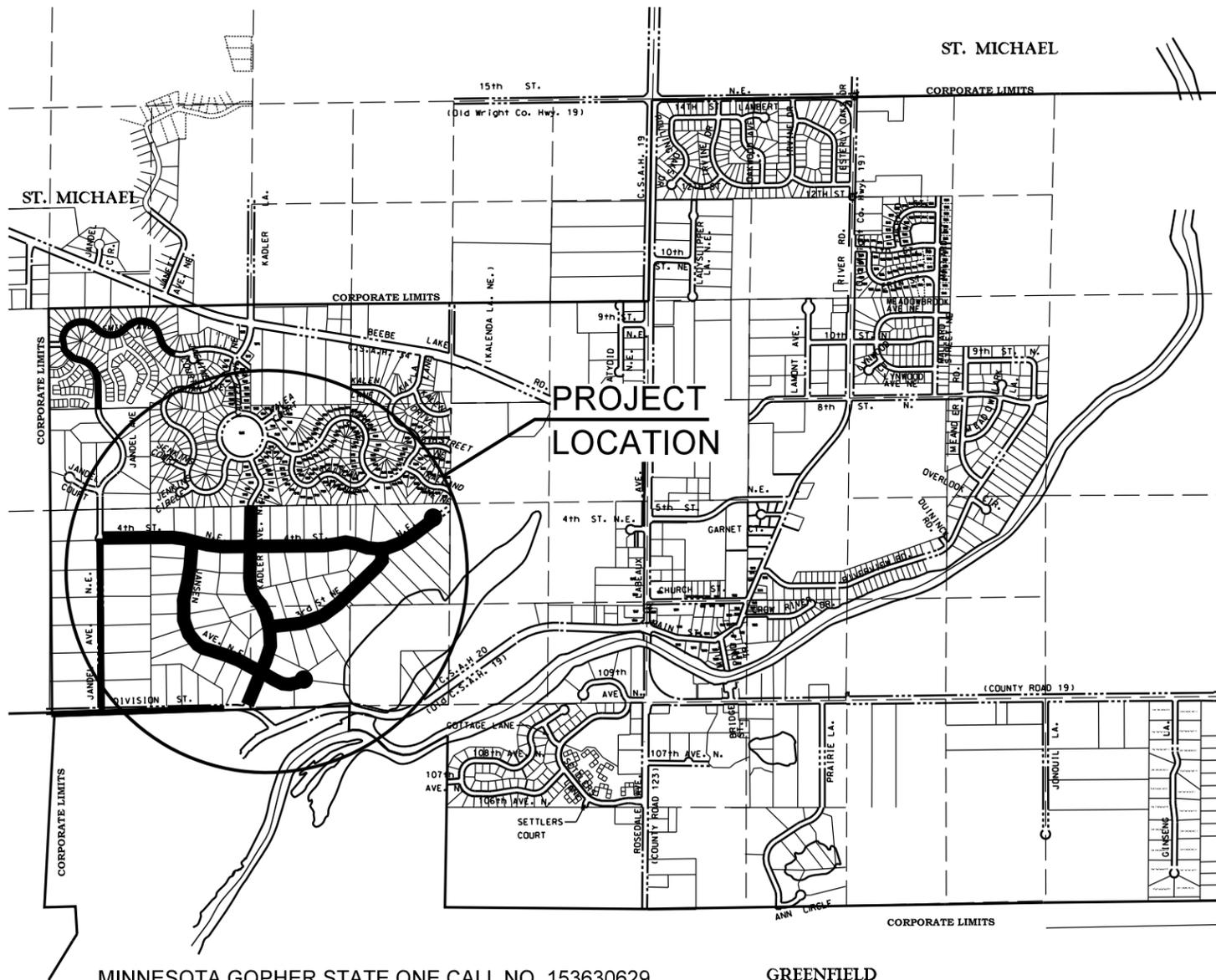
City of Hanover
11250 5th Street NE
Hanover, Minnesota 55341
(763)-497-3777

PLAN SYMBOLS

- PROPOSED SANITARY
- EXISTING SANITARY
- PROPOSED STORM
- EXISTING STORM
- PROPOSED CATCH BASIN
- EXISTING CATCH BASIN
- PROPOSED WATERMAIN
- EXISTING WATERMAIN
- PROPOSED HYDRANT
- EXISTING HYDRANT
- PROPOSED FACE OF CURB
- PROPOSED EDGE OF BITUMINOUS

SCALES

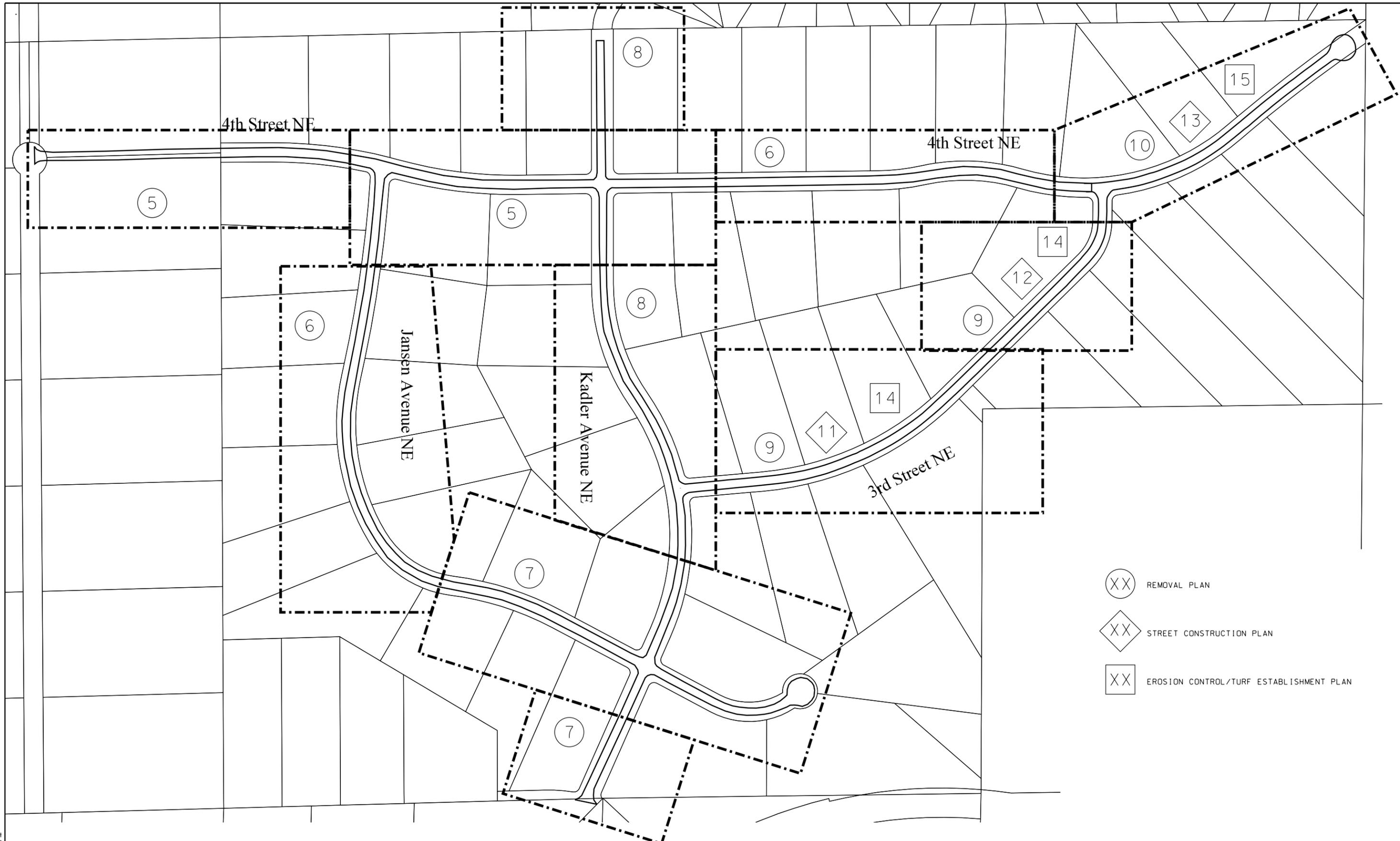
- INDEX MAP
- PLAN
- PROFILE HORIZ.
- VERT.



THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C1/ASCE 38-.2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

EXCAVATION NOTICE SYSTEM

A CALL TO GOPHER STATE ONE (651-454-0002) IS REQUIRED A MINIMUM OF 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION.



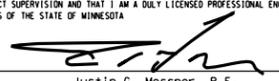
-  REMOVAL PLAN
-  STREET CONSTRUCTION PLAN
-  EROSION CONTROL/TURF ESTABLISHMENT PLAN

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2/26/2016 12:08:37 PM

NO.	DATE	BY	CHK	REVISIONS

Design By: BJP
 Plan By: BJP
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 Approved By: JGM

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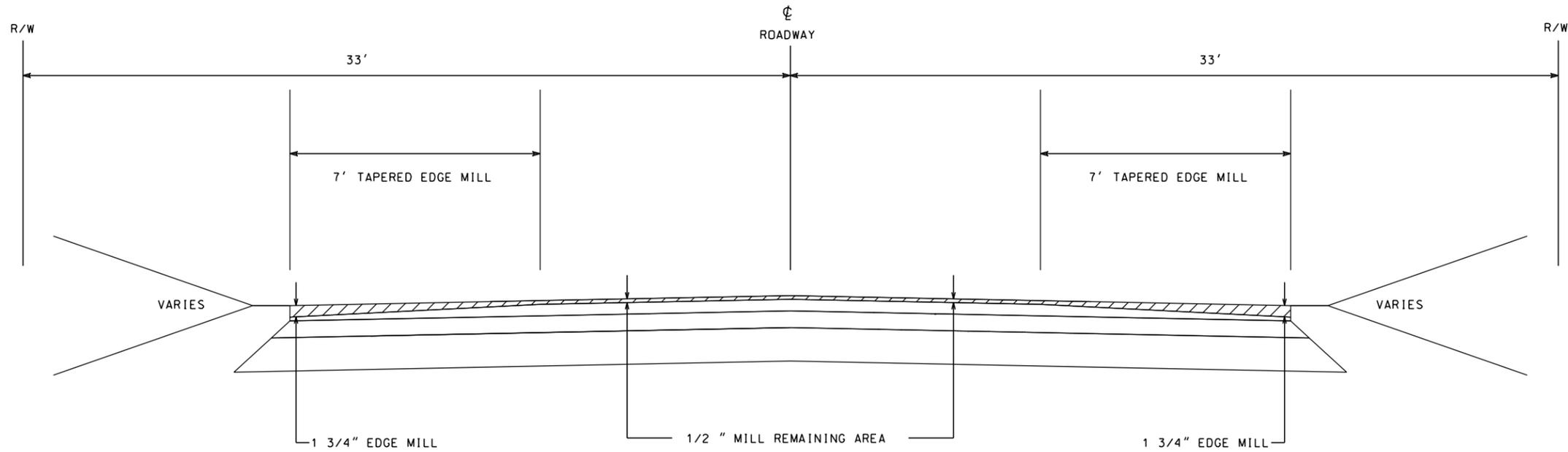

 Justin G. Messner, P.E.
 DATE: 02/29/16 LIC. NO: 45857

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 & Associates, Inc.

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 St. Paul, MN 55101
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 wsbg.com

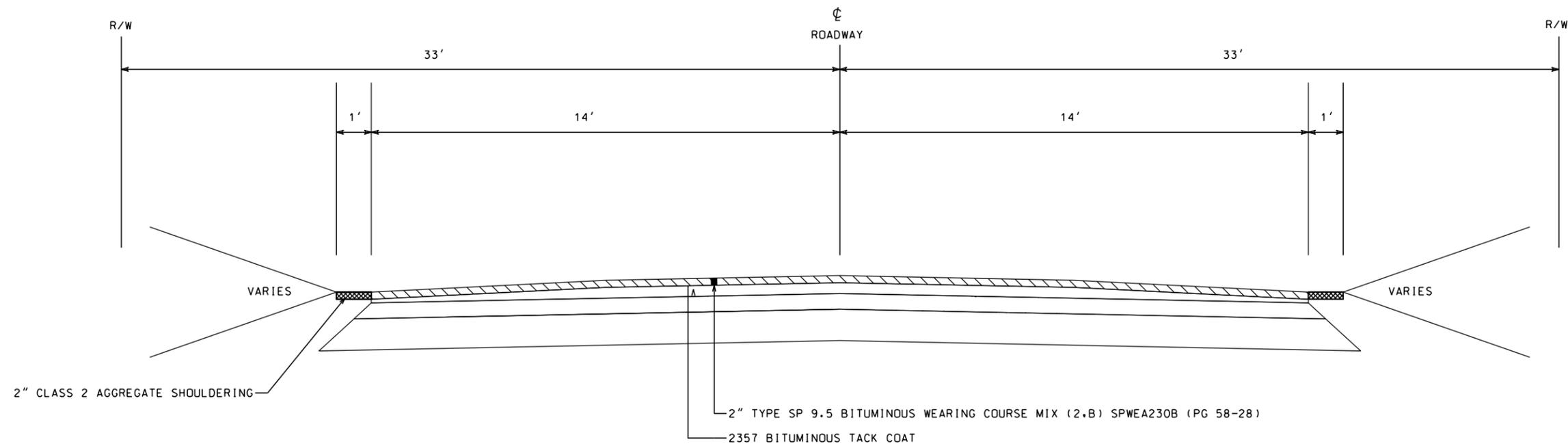
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Hanover Hills Surface Improvement Project
 for the City of
Hanover, Minnesota



Typical Section for Mill and Overlay

Kadler Avenue NE
4th Street NE
Jansen Avenue NE



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Hanover Hills Surface Improvement Project
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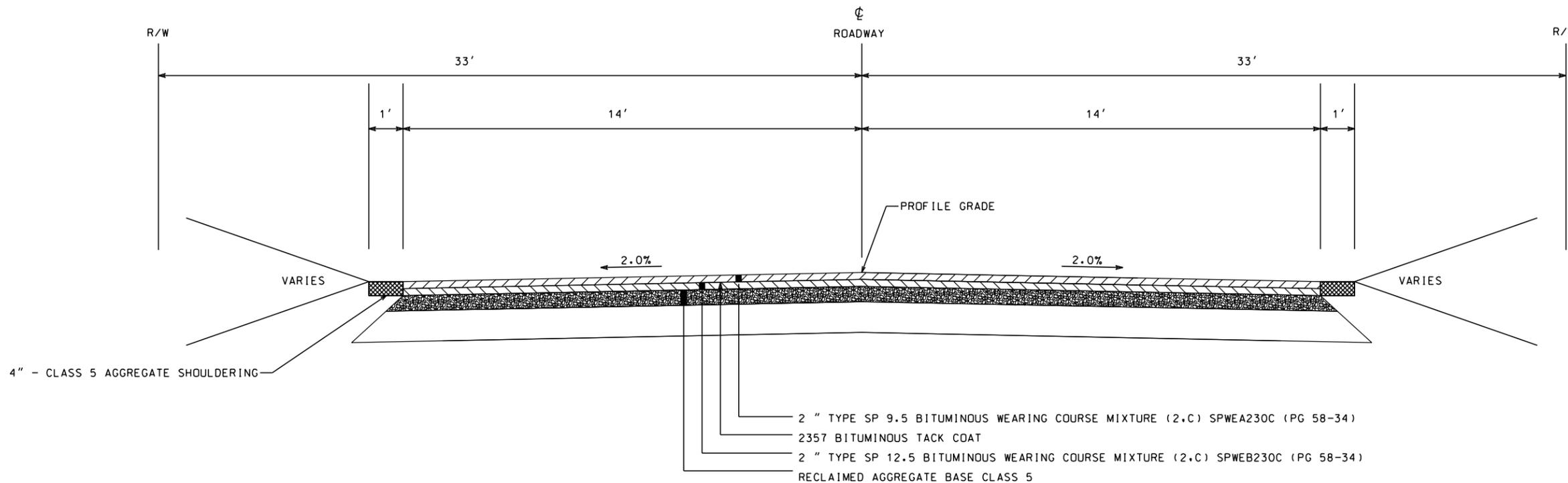
Typical Section
Mill and Overlay

75

SHEET
3
OF
18

Typical Section for Reclamation Work

3rd Street NE
4th Street NE (3rd Street NE to cul-de-sac)



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2/26/2016 4:08:33 PM

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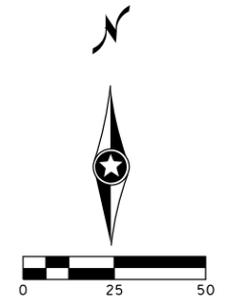
Typical Section
Reclamation

76

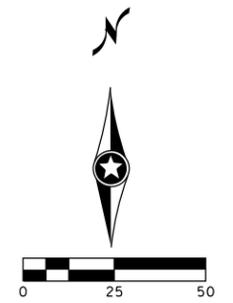
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4
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18

4th Street NE

-  TAPERED EDGE MILL AND OVERLAY
-  PAVEMENT RECLAMATION



4th Street NE

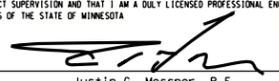


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**Hanover Hills Surface Improvement Project
 for the City of
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WSB Project 02082-090

Removal Plan
 Mill and Overlay

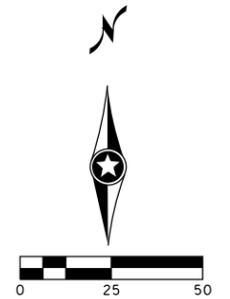
77

SHEET
 5
 OF
 18

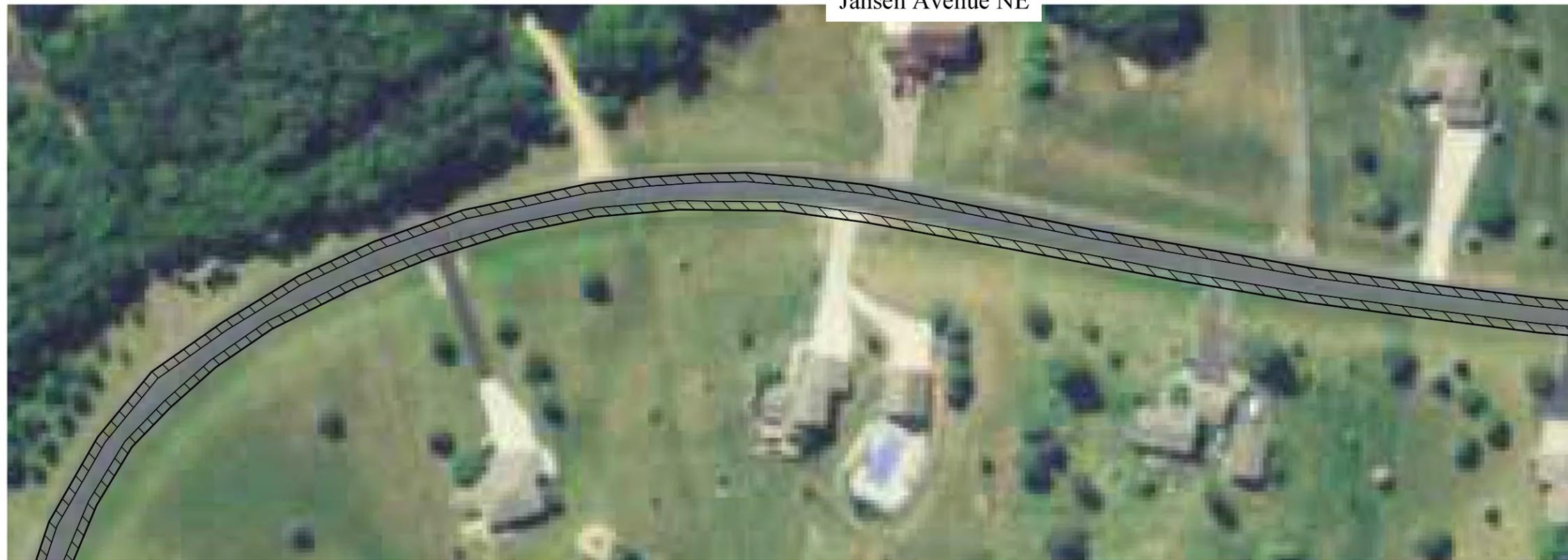
4th Street NE



-  TAPERED EDGE MILL AND OVERLAY
-  PAVEMENT RECLAMATION



Jansen Avenue NE

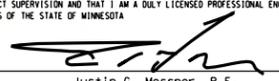


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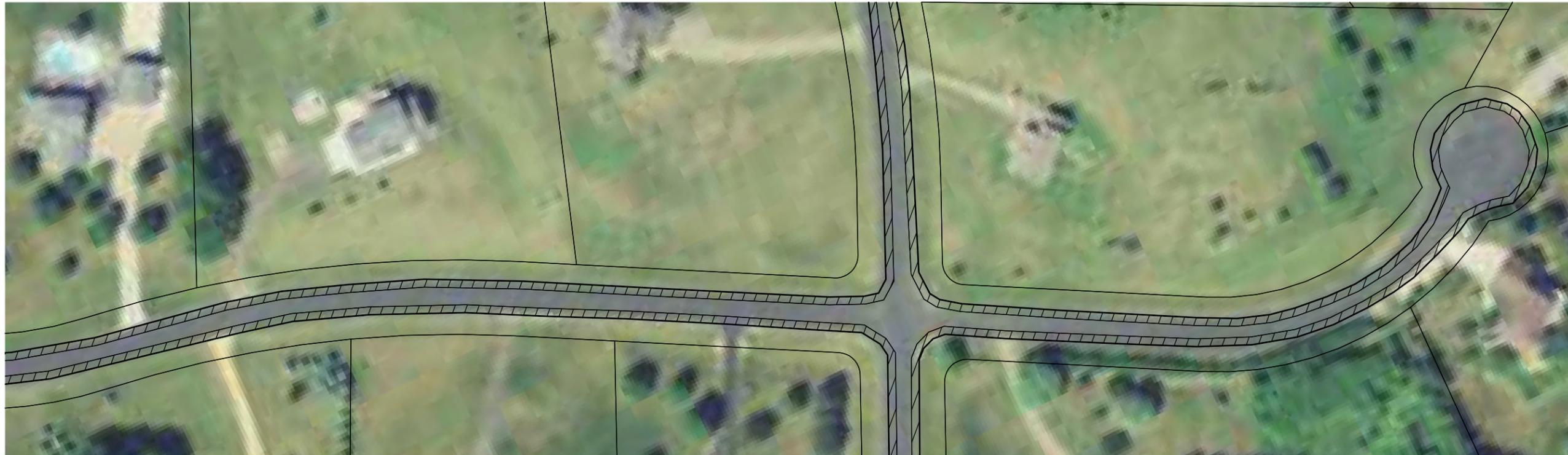
**Hanover Hills Surface Improvement Project
 for the City of
 Hanover, Minnesota**

WSB Project 02082-090

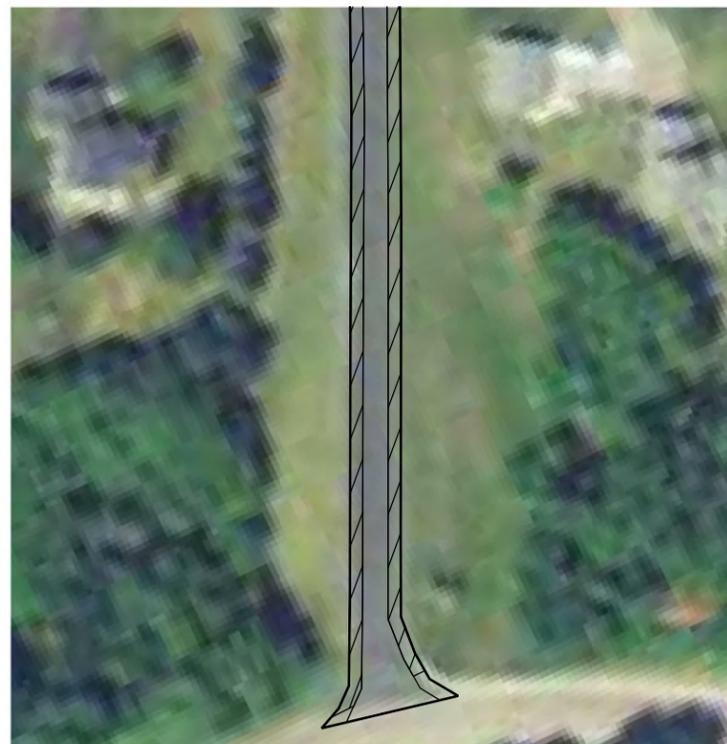
Removal Plan
 Mill and Overlay 78

SHEET
 6
 OF
 18

Jansen Avenue NE



Kadler Avenue NE



-  TAPERED EDGE MILL AND OVERLAY
-  PAVEMENT RECLAMATION

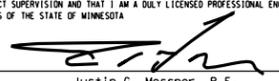


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Hanover Hills Surface Improvement Project
 for the City of
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WSB Project 02082-090

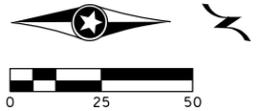
Removal Plan
 Mill and Overlay

79

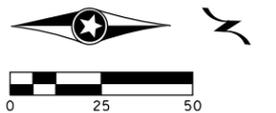
SHEET
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Kadler Avenue NE

-  TAPERED EDGE MILL AND OVERLAY
-  PAVEMENT RECLAMATION



Kadler Avenue NE

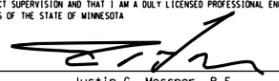


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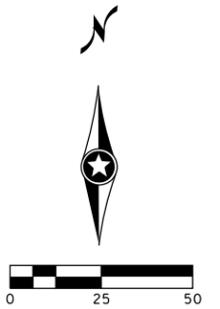
**Hanover Hills Surface Improvement Project
 for the City of
 Hanover, Minnesota**

WSB Project 02082-090	80
Removal Plan Mill and Overlay	

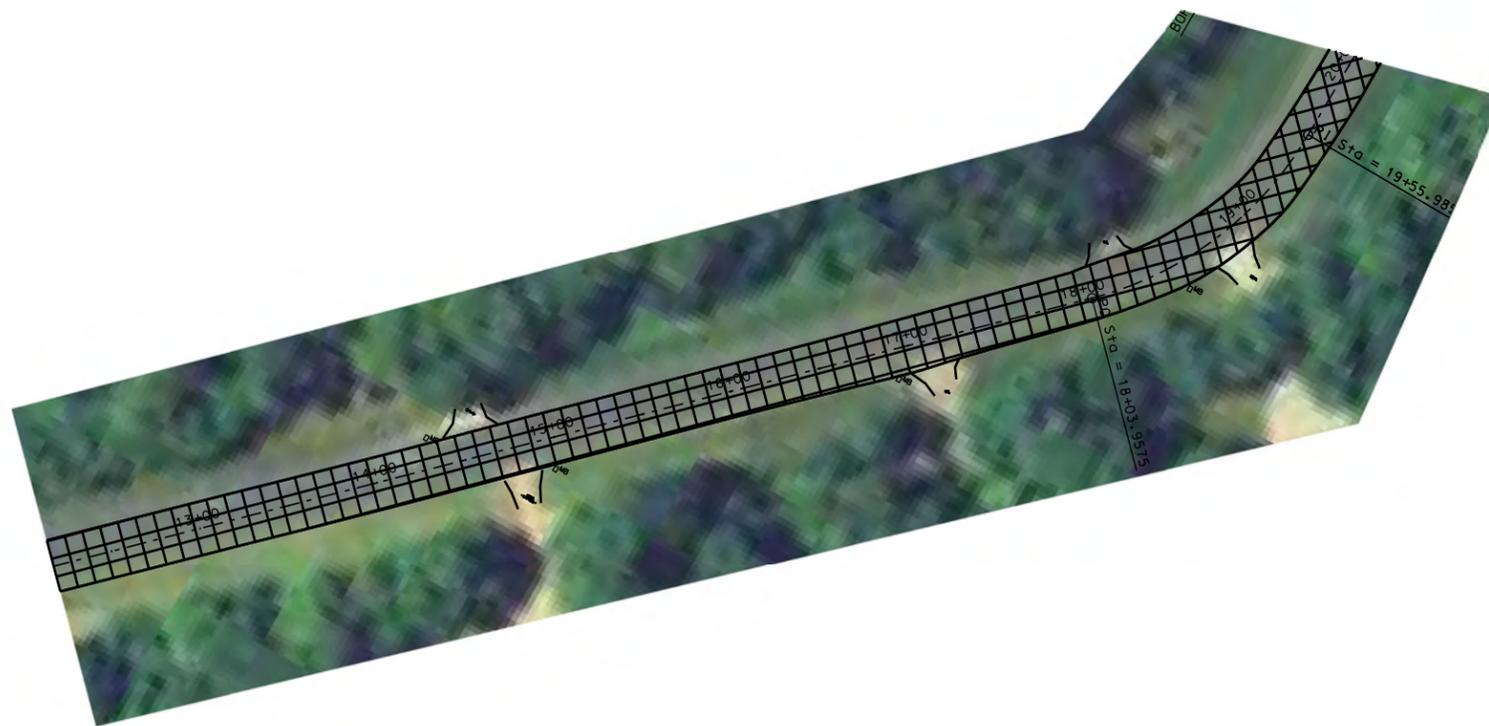
SHEET
8
OF
18

3rd Street NE

-  TAPERED EDGE MILL AND OVERLAY
-  PAVEMENT RECLAMATION



3rd Street NE

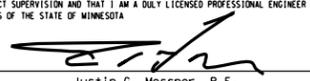


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**Hanover Hills Surface Improvement Project
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WSB Project 02082-090

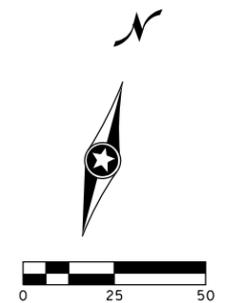
Removal Plan
 Reclamation 81

SHEET
 9
 OF
 18

4th Street NE



-  TAPERED EDGE MILL AND OVERLAY
-  PAVEMENT RECLAMATION

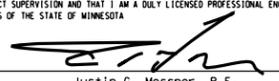


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Design By: BJP
Plan By: BJP
Checked By: JGM
Approved By: JGM

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Justin G. Messner, P.E.
DATE: 02/29/16 LIC. NO: 45857

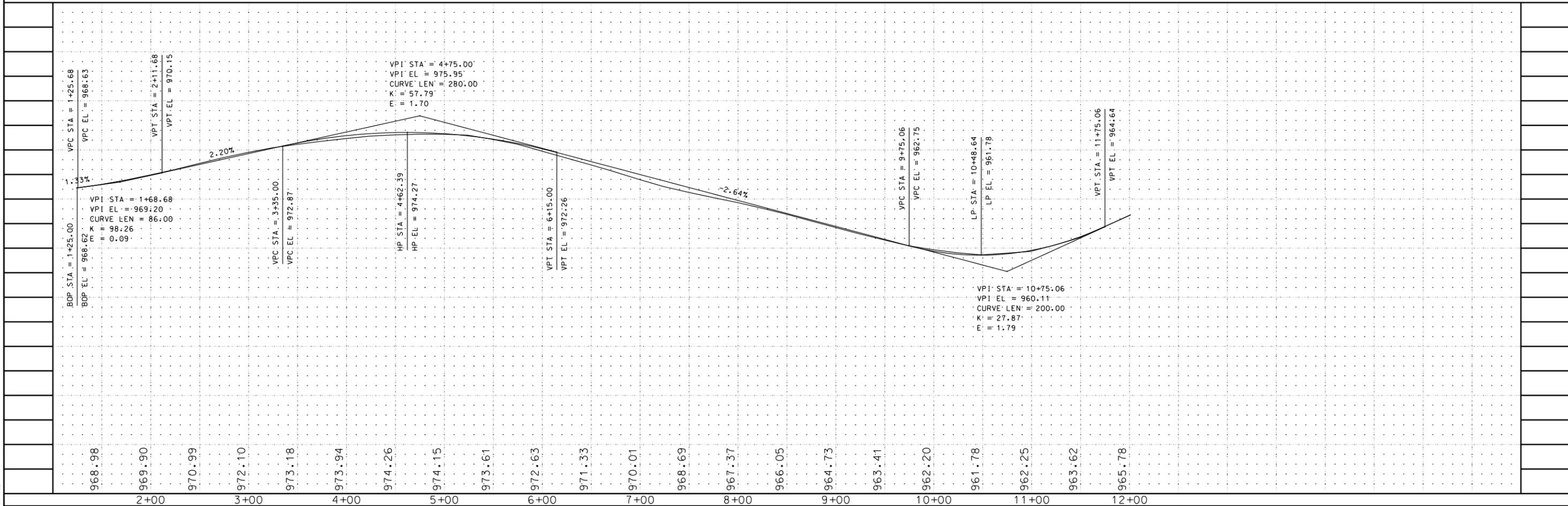
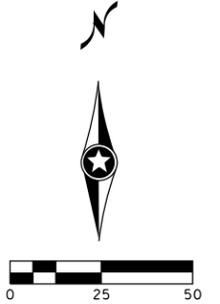

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**Hanover Hills Surface Improvement Project
for the City of
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WSB Project 02082-090		SHEET 10 OF 18
Removal Plan Reclamation	82	

3rd Street NE



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2/26/2016 11:33:47 AM

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 Plan By: BJP
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 Approved By: JGM

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Justin G. Messner
 Justin G. Messner, P.E.
 DATE: 02/29/16 LIC. NO: 45857

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Hanover Hills Surface Improvement Project
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Hanover, Minnesota

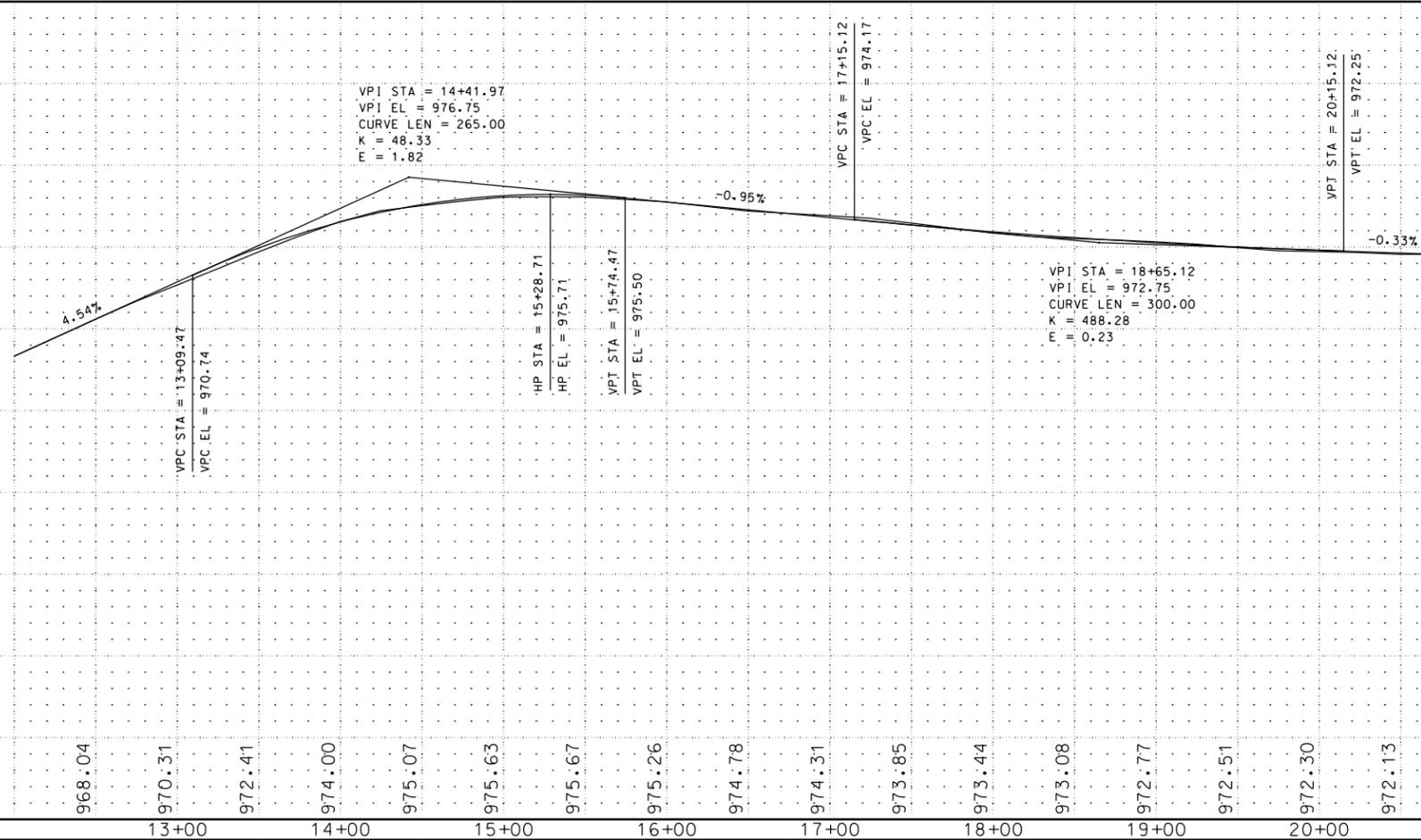
WSB Project 02082-090

Street Construction Plan

83

SHEET
 11
 OF
 18

3rd Street NE



968.04	13+00	970.31	14+00	972.41	15+00	974.00	16+00	975.07	17+00	975.63	18+00	975.67	19+00	975.26	20+00	974.78	974.31	973.85	973.44	973.08	972.77	972.51	972.30	972.13
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Design By: BJP
 Plan By: BJP
 Checked By: JGM
 Approved By: JGM

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 Justin G. Messner, P.E.
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Hanover, Minnesota

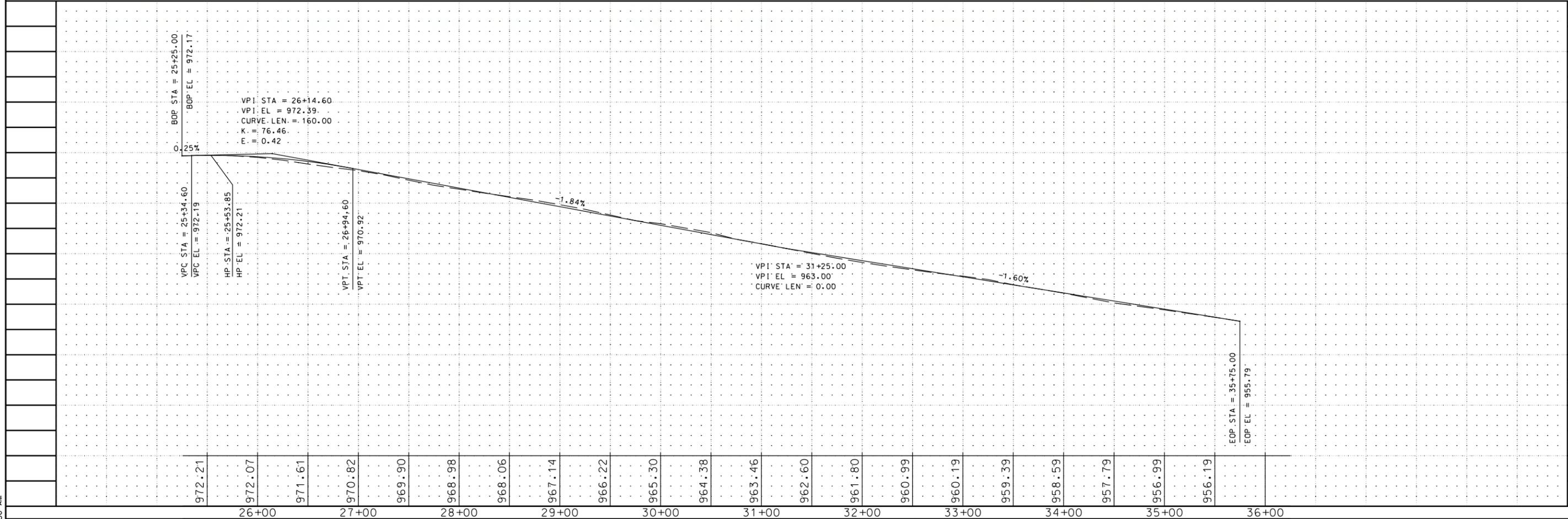
WSB Project 02082-090

Street Construction Plan

84

SHEET
 12
 OF
 18

4th Street NE

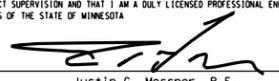


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 Plan By: BJP
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 Approved By: JGM

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for the City of
Hanover, Minnesota**

WSB Project 02082-090

Street Construction Plan

85

SHEET
13
OF
18

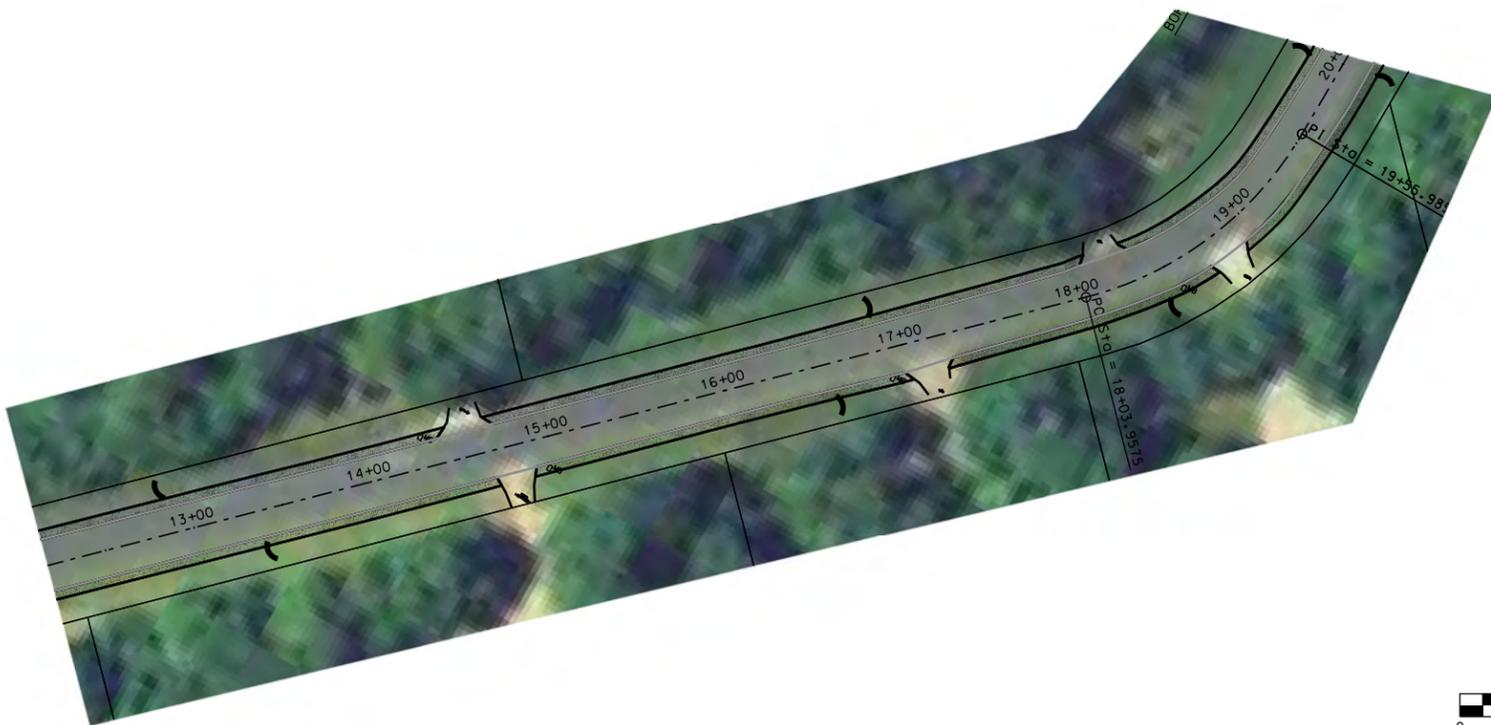
3rd Street NE



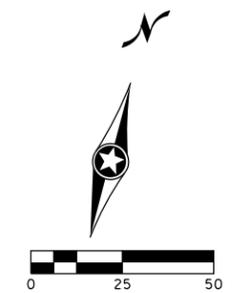
-  TEMPORARY ROCK CONSTRUCTION ENTRANCE
-  SILT FENCE
-  BIO ROLL
-  SEED MIX 25-131 WITH FERTILIZER TYPE 1 AND EROSION CONTROL BLANKET TYPE 3N/2S (STRAW)



3rd Street NE



- NOTES:
1. ALL STREETS/PRIVATE DRIVES IN AND ADJACENT TO THE PROJECT SHALL REMAIN CLEAN AND PASSABLE AT ALL TIMES. ADJACENT STREET AND CURB LINE TO BE SWEEPED FREE OF DEBRIS AT THE END OF EACH WORK DAY, OR AS OFTEN AS NEEDED TO ENSURE PUBLIC SAFETY.
 2. A CONSTRUCTION ENTRANCE WILL BE PLACED AT ALL ENTRANCES THAT LEAD TO THE RECLAIMED AREAS OF THE PROJECT SITE IN ACCORDANCE WITH THE STORMWATER POLLUTION PREVENTION PLAN AND THE APPROVED STANDARD DETAILS.
 3. SEDIMENT CONTROL BMPs MUST BE IN PLACE AND APPROVED BY THE ENGINEER BEFORE ANY PHASE OF CONSTRUCTION CAN BEGIN.
 4. IN THE EVENT THAT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED, TEMPORARY STABILIZATION MUST BE IMPLEMENTED WITHIN 7 DAYS OF WORK CEASING IN THE AREA (EXCEPT WHERE CALLED OUT BY NOTE 5). STABILIZATION MEASURES INCLUDE MNDOT RAPID STABILIZATION METHOD 4.
 5. RAPID STABILIZATION METHOD 4 SHALL BE IMPLEMENTED THE LAST 200' OF THE NWP OF ALL DISCHARGE POINTS WITHIN 24 HOURS OR A LINEAR SEDIMENT TRAP MUST BE INSTALLED PER THE APPROVED STANDARD DETAILS WITHIN 24 HOURS OF CONNECTING TO THE DISCHARGE POINT.
 6. ALL STORM SEWER STRUCTURES SHALL BE PROTECTED FROM INFILTRATION OF SILT DURING CONSTRUCTION BY APPROVED INFILTRATION PROTECTION.
 7. CONCRETE SLURRY FROM REMOVAL OPERATIONS MUST BE VACUUMED UP IMMEDIATELY. NO CONCRETE WASHOUT SHALL COME IN CONTACT WITH THE GROUND AND MUST BE PROPERLY DISPOSED OF.
 8. IN THE EVENT THAT STOCKPILES ARE PLACED ON SITE, ALL STOCKPILES MUST HAVE BIO LOGS OR EQUIVALENT PERIMETER CONTROLS AND PROPER COVER IMPLEMENTED AND MAINTAINING AT ALL TIMES. RAPID STABILIZATION METHOD 3 CAN BE USED FOR COVER ON STOCKPILES.
 9. DO NOT PLACE STOCKPILES WITHIN THE DRAINAGE LINE OF A STREET UNLESS PROPER DIVERSION TECHNIQUES ARE EMPLOYED

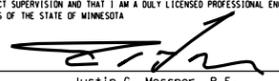


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 Plan By: BJP
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 Approved By: JGM

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 Justin G. Messner, P.E.
 DATE: 02/29/16 LIC. NO: 45857

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Hanover Hills Surface Improvement Project
 for the City of
Hanover, Minnesota

WSB Project 02082-090

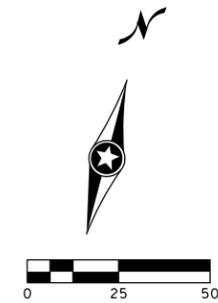
Erosion Control/Turf Establishment Plan 86

SHEET
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4th Street NE



-  TEMPORARY ROCK CONSTRUCTION ENTRANCE
-  SILT FENCE
-  BIO ROLL
-  SEED MIX 25-131 WITH FERTILIZER TYPE 1 AND EROSION CONTROL BLANKET TYPE 3N/2S (STRAW)



NOTES:

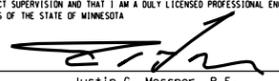
1. ALL STREETS/PRIVATE DRIVES IN AND ADJACENT TO THE PROJECT SHALL REMAIN CLEAN AND PASSABLE AT ALL TIMES. ADJACENT STREET AND CURB LINE TO BE SWEEPED FREE OF DEBRIS AT THE END OF EACH WORK DAY, OR AS OFTEN AS NEEDED TO ENSURE PUBLIC SAFETY.
2. A CONSTRUCTION ENTRANCE WILL BE PLACED AT ALL ENTRANCES THAT LEAD TO THE RECLAIMED AREAS OF THE PROJECT SITE IN ACCORDANCE WITH THE STORMWATER POLLUTION PREVENTION PLAN AND THE APPROVED STANDARD DETAILS.
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Erosion Control/Turf Establishment Plan 87

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STORMWATER POLLUTION PREVENTION PLAN (SWPPP) NARRATIVE

PROJECT LOCATION/DESCRIPTION

PROJECT/SITE NAME: HANOVER HILLS SURFACE IMPROVEMENT PROJECT
 PROJECT NUMBERS: WSB #2082-090
 PROJECT LOCATION: STREET: 4TH ST NE, KADLER AVE NE, 3RD ST NE, JANSEN AVE NE
 CITY: HANOVER COUNTY: WRIGHT STATE: MINNESOTA ZIP: 55341
 LATITUDE/LONGITUDE: 45.1551/-93.6851

CONTACT INFORMATION/RESPONSIBLE PARTIES

THE CITY OF HANOVER OWNS THE LAND, ADJACENT ROADS, AND EASEMENT AREAS ASSOCIATED WITH THE PROJECT. THE CITY OF HANOVER IS THE OWNER PERMITTEE APPLYING FOR PERMIT COVERAGE AND WILL BE RESPONSIBLE FOR DEVELOPING THIS SWPPP AND THE LONG-TERM MAINTENANCE PLAN OF THE PERMANENT STORMWATER MANAGEMENT SYSTEM FOR THIS PROJECT (IF APPLICABLE). THE OWNER WILL ENSURE THAT THE DESCRIBED WORK IN THE SWPPP IS BEING COMPLETED BY THE OPERATOR PERMITTEE.

OWNER/PERMITTEE: CITY OF HANOVER (BRIAN HAGEN, CITY ADMINISTRATOR)
 11250 5TH STREET NE
 HANOVER, MN 55341
 763-497-3777/BRIANH@CI.HANOVER.MN.US

THE PRIMARY CONTRACTOR WILL ENTER INTO A CONTRACT WITH THE CITY OF HANOVER TO COMPLETE THE REQUIRED WORK FOR THIS PROJECT. THE PRIMARY CONTRACTOR WILL BECOME (UNDER CONTRACT) THE OPERATOR CO-PERMITTEE ON THE NPDES PERMIT (THROUGH EXECUTION OF A NPDES PERMIT MODIFICATION FORM), AND THEREBY AGREE TO IMPLEMENT THIS SWPPP IN COOPERATION WITH THE OWNER. THE OPERATOR IS RESPONSIBLE FOR DEVELOPING A CHAIN OF RESPONSIBILITY PRIOR TO STARTING CONSTRUCTION (REFER TO SWPPP AMENDMENT SECTION). THE NPDES PERMIT MODIFICATION FORM SHALL BE SUBMITTED TO THE MPCA AFTER THE PROJECT IS AWARDED TO THE PRIMARY CONTRACTOR, PRIOR TO LETTING THE PROJECT.

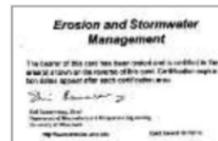
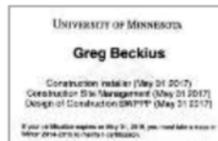
THE OPERATOR WILL INSURE THAT INDIVIDUALS OVERSEEING OR IMPLEMENTING THE SWPPP HAVE BEEN PROPERLY TRAINED AND THAT CERTIFICATIONS WILL BE MADE AVAILABLE UPON REQUEST. THIS INCLUDES ANY SUB-CONTRACTORS THAT THE OPERATOR EMPLOYS UNDER SEPARATE CONTRACT. THE EROSION CONTROL SUPERVISOR SHALL HAVE AUTHORITY OVER ALL OPERATOR OPERATIONS WHICH INFLUENCE NPDES PERMIT COMPLIANCE, INCLUDING GRADING, EXCAVATION, UTILITY WORK, CLEARING/GRUBBING, DEWATERING, AND ANY OTHER OPERATION THAT INCREASES THE EROSION POTENTIAL ON THE PROJECT.

THE OPERATOR WILL IMPLEMENT AND MAINTAIN BMPS FOR THE DURATION OF CONSTRUCTION PROJECT. THE OPERATOR WILL COMPLETE THE REQUIRED SITE INSPECTIONS, AND IS RESPONSIBLE FOR NPDES PERMIT REQUIREMENTS PART II.B, II.C, III.B-F, IV, V, AND APPLICABLE CONSTRUCTION ACTIVITY REQUIREMENTS FOUND IN APPENDIX A, PART C TO REMAIN IN COMPLIANCE WITH NPDES PERMIT.

OPERATOR/PERMITTEE: (TO BE DETERMINED THROUGH TRANSFER OF NPDES-CSW PERMIT)

THIS SWPPP WAS PREPARED BY AN INDIVIDUAL THAT HAS BEEN PROPERLY TRAINED IN ACCORDANCE TO PART III.F OF THE NPDES PERMIT. WSB & ASSOCIATES WILL OFFER GUIDANCE FOR COMPLIANCE WITH THE NPDES PERMIT BEFORE, DURING, AND AFTER CONSTRUCTION OF THE PROJECT.

SWPPP DEVELOPER:
 WSB & ASSOCIATES, INC. (GREG BECKIUS, CPESC-IT)
 477 TEMPERANCE STREET
 ST. PAUL, MN 55101
 651-286-8468/GBECKIUS@WSBENG.COM



APPLICABLE FEDERAL, TRIBAL, STATE OR LOCAL PROGRAMS: THE MORE STRINGENT OF LOCAL VS. STATE VS. FEDERAL RULES SHALL APPLY WHERE THEY CONFLICT. THE OPERATOR IS RESPONSIBLE TO COMPLY WITH ALL APPLICABLE PERMITS, MNDOT SPECIAL PROVISION, MNDOT SPEC BOOK (2016 EDITION), AND MNDOT SPECIFICATIONS 1717.

AGENCY CONTACTS			
AGENCY	PERMIT	NAME	PHONE NUMBER/E-MAIL
MPCA (EMERGENCY)	N/A	STATE DUTY OFFICER	1-800-422-0798
MPCA	NPDES-CSW #C00XXXXX	DON BERGER	651-276-7235/DONALD.BERGER@STATE.MN.US
ACOE	N/A	N/A	N/A
DNR	N/A	N/A	N/A
WRIGHT COUNTY SWCD	N/A	N/A	N/A

PROJECT DESCRIPTION & SCHEDULE

THE PROJECT INCLUDES A MILL & OVERLAY ALONG 4TH ST NE, KADLER AVE NE, AND JANSEN AVE NE. THE PROJECT ALSO INCLUDES A FULL DEPTH PAVEMENT RECLAMATION ALONG 3RD ST NE AND THE NORTHERN CUL-DE-SAC OF 4TH ST NE. THE GRADING THAT WILL OCCUR WILL BE DONE TO MATCH THE EXISTING ROAD PROFILE.

TENTATIVE CONSTRUCTION SCHEDULE (OPERATOR SHOULD PROVIDE ESTIMATED CONSTRUCTION SCHEDULE TO THE ENGINEER)	
CONSTRUCTION ACTIVITIES:	ESTIMATED DATES OF SOIL DISTURBANCE ACTIVITIES:
TEMPORARY BMPS	APRIL - AUGUST 2016
MILL & OVERLAY	APRIL - AUGUST 2016
PAVEMENT RECLAMATION/EXCAVATION, GRADING	APRIL - AUGUST 2016
PERMANENT BMPS, REMOVAL OF TEMPORARY BMPS	AUGUST 2016

ESTIMATED SCHEDULE. CONTRACTOR TO SUBMIT AN IN DEPTH SCHEDULE AS AN AMENDMENT

PRE-CONSTRUCTION IMPERVIOUS SURFACE AND DISTURBED AREA CALCULATIONS

TOTAL AREA TO BE DISTURBED = 2.77 ACRES
 IMPERVIOUS AREA: PRE-CONSTRUCTION = 2.06 ACRES/POST-CONSTRUCTION = 2.06 ACRES
 NET INCREASE OF IMPERVIOUS AREA = 0.00 ACRES

PERMANENT STORMWATER MANAGEMENT SYSTEMS

THE PROJECT DOES NOT REQUIRE PERMANENT STORMWATER MANAGEMENT SYSTEMS BASED ON THE NET CALCULATIONS OF IMPERVIOUS SURFACES IN ACCORDANCE WITH THE NPDES PERMANENT WATER QUALITY VOLUME (PART III.D).

LOCATION OF SWPPP COMPONENTS		
DESCRIPTION	TITLE	LOCATION
SWPPP NARRATIVE	SWPPP NARRATIVE	PLAN SET
SITE CONDITIONS	SWPPP NARRATIVE	PLAN SET
SITE MAP	SWPPP NARRATIVE	PLAN SET
CONSTRUCTION PHASING/STAGING, BUFFERS, & AREAS NOT TO BE DISTURBED	SWPPP NARRATIVE	PLAN SET
DIRECTION OF FLOW (PRE-/POST-CONSTRUCTION)	DRAINAGE PLAN	PLAN SET
IMPERVIOUS SURFACES	CONSTRUCTION PLAN & PROFILE	PLAN SET
TEMPORARY EROSION & SEDIMENT CONTROL	TEMPORARY EROSION AND SEDIMENT CONTROL PLAN, SWPPP NARRATIVE	PLAN SET
BMPS/STEEP SLOPES (3:1), DNR FISH EXCLUSION		
PERMANENT EROSION CONTROL BMPS	TURF ESTABLISHMENT PLAN, SWPPP NARRATIVE	PLAN SET
STORM SEWER	DRAINAGE PLAN	PLAN SET
GRADING	GRADING PLAN	PLAN SET
ESTIMATED BMP QUANTITIES	ESTIMATED QUANTITIES	PLAN SET
BMP DETAILS/SPECIFICATIONS	MISC. DETAILS, SWPPP NARRATIVE	PLAN SET
HYDROLOGIC/WATER QUALITY MODELING		N/A

EXISTING SITE CONDITIONS, SOILS, & WATER RESOURCES

SOILS AND NATIVE TOPSOIL: NATIVE TOPSOIL WILL BE STRIPPED AND STOCKPILED FOR FINAL GRADING OPERATIONS, WHERE INDICATED IN THE CONSTRUCTION PLANS AND SPECIFICATIONS. METHODS AND EQUIPMENT TO MINIMIZE SOIL COMPACTION (IN PROPOSED INFILTRATION AREAS, DRIP LINE OF TREES TO BE PRESERVED, ETC.) SHALL BE DETERMINED BY THE OPERATOR'S SWPPP AMENDMENT. TRACKED VEHICLES ARE PREFERRED AND WHEELED VEHICLES ARE DISCOURAGED IN THESE AREAS.

USDA-NRCS MAPPED SOIL SURVEY UNIT NO., NAME, TEXTURE, SLOPE PERCENTAGE	APPROXIMATE PARTICLE SIZE RANGE (MM)		
	SAND (0.05-2.00+)	SILT (0.002-0.05)	CLAY (<0.002)
106E - LESTER LOAM, 16 TO 22 PERCENT SLOPES	23-53%	27-50%	7-27%
106C2 - LESTER LOAM, 6 TO 10 PERCENT SLOPES, MODERATELY ERODED	23-53%	27-50%	7-27%
106D2 - LESTER LOAM, 10 TO 16 PERCENT SLOPES, MODERATELY ERODED	23-53%	27-50%	7-27%
114 - GLENCOE CLAY LOAM, 0 TO 1 PERCENT SLOPES	20-45%	15-52%	27-40%
1094B - ANGUS-CORDOVA COMPLEX, 0 TO 5 PERCENT SLOPES	20-45%	15-52%	27-40%

DESCRIPTION OF RECEIVING WATERS (LOCATED WITHIN 1-MILE): STORMWATER FROM THIS PROJECT WILL BE CONVEYED INTO SEVERAL DITCHES. PROJECT DISCHARGE POINTS DISCHARGE TO AN ISOLATED WETLAND WITHIN THE EAST OF THE PROJECT AND ULTIMATELY TO THE CROW RIVER TO THE SOUTHEAST OF THE PROJECT. STORMWATER RUNOFF FROM THE RURAL ROADWAY SECTIONS IS FILTERED THROUGH THE VEGETATED SIDE SLOPES BEFORE SHEET FLOWING INTO RECEIVING WATERS.

DESCRIPTION OF IMPAIRED WATERS OR WATER SUBJECT TO TMDLS: A SPECIAL AND IMPAIRED WATERS SEARCH WAS COMPLETED USING THE MPCA SEARCH ENGINE ON 2/11/2016. BASED ON THIS REVIEW, THE FOLLOWING SPECIAL OR IMPAIRED WATERS (WITH CONSTRUCTION RELATED IMPAIRMENTS) ARE LOCATED WITHIN ONE MILE OF, AND DOWNSTREAM OF ANY PROJECT DISCHARGE POINTS: CROW RIVER (AUID 07010204-502) IS IMPAIRED (AQUATIC MACROINVERTEBRATE BIOASSESSMENTS, FECAL COLIFORM, FISHES BIOASSESSMENTS, DISSOLVED OXYGEN, TURBIDITY), THEREFORE APPENDIX A OF THE NPDES CGP, PARTS C.1 & C.2 REQUIREMENTS APPLY TO THIS PROJECT.

POTENTIAL FOR SEDIMENT AND/OR OTHER POLLUTANT(S) DISCHARGING FROM THE PROJECT SITE

THE TEMPORARY EROSION AND SEDIMENT CONTROL BMPS IN THIS SWPPP HAVE BEEN DESIGNED TO MINIMIZE THE POTENTIAL OF SEDIMENTS DISCHARGING OFF-SITE FROM A 0.5 INCH RAINFALL WITHIN A 24 HOUR PERIOD. THE NOAA ATLAS 14 POINT PRECIPITATION FREQUENCY ESTIMATE FOR THE PROJECT LOCATION WAS REVIEWED AND USED FOR ANTICIPATED INSPECTION FREQUENCY, BMP DESIGN, AND ESTIMATING CONSTRUCTION ACTIVITIES IN THIS SWPPP. ATLAS 14 RESULTS DO NOT NECESSARILY REFLECT ANY DESIGN CRITERIA IN THE PERMANENT STORMWATER MANAGEMENT SYSTEM.

ROUTINE INSPECTION AND BMP MAINTENANCE BY THE OPERATOR IS CRUCIAL IN ENSURING THE FUNCTIONALITY OF EACH BMP. STEEP SLOPES AND OTHER ENVIRONMENTALLY SENSITIVE AREAS THAT ARE AT A HIGHER RISK OF SEDIMENTATION ARE DEFINED IN THE SWPPP (IF APPLICABLE).

CONSTRUCTION PHASING/STAGING, BUFFERS, & AREAS NOT TO BE DISTURBED

THE PRESERVED AREAS OF EXISTING VEGETATION WILL BE IDENTIFIED ON THE PLAN SHEETS AS "DO NOT DISTURB AREA". THE OPERATOR IS RESPONSIBLE FOR PRESERVING A 50 FOOT NATURAL BUFFER OR (IF INFEASIBLE) PROVIDE REDUNDANT SEDIMENT CONTROL BMPS, WHEN A SURFACE WATER IS LOCATED WITHIN 50 FEET AND RECEIVES DRAINAGE FROM THE PROJECT'S GRADING LIMITS. THIS REQUIREMENT DOES NOT APPLY TO ADJACENT ROAD SIDE DITCHES, JUDICIAL/COUNTY DITCHES, STORMWATER CONVEYANCES, STORM DRAIN INLETS, OR SEDIMENT BASINS.

THERE IS NO CONSTRUCTION PHASING OR STAGING DEFINED BY THE OWNER FOR THIS PROJECT. THE SCHEDULE FOR INSTALLING TEMPORARY BMPS SHALL BE INCORPORATED INTO THE OPERATOR'S WEEKLY SCHEDULE FOR EACH CONSTRUCTION STAGE AND PRESENTED TO THE OWNER'S REPRESENTATIVE (PER MNDOT SPEC 1717.D).

ENVIRONMENTALLY SENSITIVE AREAS

STEEP SLOPES: EXISTING AND PROPOSED SLOPES 1 IN 3 (33.33% AND STEEPER) THAT ARE PROPOSED TO BE DISTURBED ARE ILLUSTRATED ON THE PLAN SHEETS. STEEP SLOPES MAYBE TEMPORARILY CREATED DURING GRADING OPERATIONS, AT WHICH TIME

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TEMPORARY BMPS MUST BE IMPLEMENTED BY THE OPERATOR (THROUGH AN APPROVED SWPPP AMENDMENT) WITHIN 7 DAYS OF CEASING WORKING ON THE STEEP SLOPE.

CONTAMINATED PROPERTIES: THE MPCA'S "WHAT'S IN MY NEIGHBORHOOD" DATABASE WAS REVIEWED ON 2/11/2016. THE RESULTS OF THIS REVIEW SHOW NO KNOWN CONTAMINATED PROPERTIES OR LEAK SOURCES LOCATED WITHIN AND ADJACENT TO THE PROJECT LIMITS.

STORMWATER POLLUTION MITIGATION MEASURES (AS IDENTIFIED FROM ENVIRONMENTAL REVIEW): NO FORMAL ENVIRONMENTAL REVIEW WAS REQUIRED FOR THIS PROJECT; THEREFORE, NO ADDITIONAL STORMWATER RELATED MITIGATION MEASURES APPLY.

KARST AREAS: THERE ARE NO KNOWN KARST AREAS WITHIN OR ADJACENT TO THE PROJECT LIMITS.

SITE PLAN REQUIRED AREAS: NO AREAS OF "HIGH ENVIRONMENTAL RISKS" ARE KNOWN TO BE LOCATED WITHIN OR IMMEDIATELY ADJACENT TO THE PROJECT LIMITS.

FLOOD CONTINGENCY PLAN: NO PROJECT ACTIVITIES ARE LOCATED WITHIN A 100-YEAR FLOODPLAIN OR FLOODWAY, THEREFORE, A FLOOD CONTINGENCY PLAN IS NOT REQUIRED. THE PROJECT ENGINEER (AT THEIR DISCRETION) MAY REQUIRE A PREVENTATIVE FLOOD CONTINGENCY PLAN FOR SPECIFIC PROJECT ACTIVITIES AND AREAS THAT ARE NOT LOCATED IN A 100-YEAR FLOODPLAIN OR FLOODWAY.

FISH EXCLUSION DATES: PROJECT ACTIVITIES ARE NOT PROPOSED WITHIN ANY DNR WATER CROSSINGS. FISH EXCLUSION DATES DO NOT APPLY TO THIS PROJECT.

WETLANDS: THERE ARE NO WETLAND IMPACTS PROPOSED WITH THIS PROJECT. THERE ARE TWO WETLAND AREAS ADJACENT TO THE MILL & OVERLAY PORTION OF THE PROJECT. THESE AREAS WILL HAVE ADEQUATE PERIMETER CONTROL.

INSPECTION, SWPPP AMENDMENTS, RECORD KEEPING, & TRAINING

- THE SWPPP CHAIN OF RESPONSIBILITY MUST BE AMENDED BY THE OPERATOR WHEN THE IDENTITY OF RESPONSIBLE SITE OPERATORS (EROSION CONTROL SUPERVISOR, SUB-CONTRACTORS, ETC.) ARE KNOWN.
- THE OPERATOR MUST INSPECT THE ENTIRE CONSTRUCTION SITE AT LEAST ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS. THE OPERATOR SHALL PROVIDE A RAINFALL GAUGE ON-SITE, WITHIN ONE MILE OF THE SITE, OR SOURCE OF THE WEATHER REPORTING SYSTEM THAT USES SITE SPECIFIC RAINFALL DATA FROM RADAR SUMMARIES. THE LOCATION AND SOURCE OF THE RAINFALL GAUGE OR REPORTING SYSTEM MUST BE DOCUMENTED IN THE FIRST SWPPP INSPECTION REPORT. THE INSPECTION FREQUENCY MAY BE REDUCED TO ONCE PER MONTH, IF SITE CONDITIONS MEET PART IV.E.3 OF THE NPDES PERMIT. ALL INSPECTIONS AND MAINTENANCE CONDUCTED MUST BE RECORDED IN WRITING BY THE OPERATOR AND RETAINED WITH THE SWPPP. RECORDS OF EACH INSPECTION AND MAINTENANCE ACTIVITY SHALL INCLUDE:
 - DATE, TIME, AND NAME OF PERSON(S) CONDUCTING INSPECTIONS;
 - FINDINGS OF INSPECTIONS, INCLUDING RECOMMENDATIONS FOR CORRECTIVE ACTIONS;
 - CORRECTIVE ACTIONS TAKEN (INCLUDING DATES, TIMES, AND PARTY COMPLETING MAINTENANCE ACTIVITIES); INCLUDING DOCUMENTATION/PHOTOS OF IMPLEMENTED BMPS INTENDED TO CORRECT A PROBLEM BUT FAILED.
 - DATE AND AMOUNT OF ALL RAINFALL EVENTS GREATER THAN 0.5 INCHES) IN 24 HOURS;
 - DOCUMENTATION OF CHANGES MADE TO THE SWPPP.
- SWPPP AMENDMENTS AND SITE PLANS WILL BE PREPARED BY THE OPERATOR AND SUBMITTED TO THE OWNER FOR REVIEW AND WRITTEN APPROVAL BY THE PROJECT OWNER (OR DESIGNATED REPRESENTATIVE). ALL OWNER ACCEPTED AND DENIED SWPPP AMENDMENTS AND SITE PLANS MUST BE RECORDED IN WRITING RETAINED WITH THE SWPPP.
- THE SWPPP SHALL BE AMENDED TO INCLUDE ADDITIONAL OR MODIFIED BMPs, DESIGNED TO CORRECT IDENTIFIED PROBLEMS OR ADDRESS SITUATIONS (UNDER PART III.B OF THE NPDES PERMIT), PRIOR TO CONDUCTING SPECIFIC STAGES/PHASES OF THE PROJECT, AS REQUIRED BY THE OWNER AND DEFINED IN THIS PROJECT SWPPP.
- THE SWPPP (ORIGINAL OR COPIES), ALL CHANGES TO THE SWPPP, PROJECT MANUAL, AND INSPECTIONS/MAINTENANCE RECORDS MUST BE KEPT AT THE SITE DURING CONSTRUCTION BY THE OPERATOR WHO HAS OPERATIONAL CONTROL OF THAT PORTION OF THE SITE. THE SWPPP CAN BE KEPT IN THE FIELD OFFICE OR ON-SITE VEHICLE DURING NORMAL WORKING HOURS.
- THE OPERATOR MUST ASSIGN A TRAINED INDIVIDUAL(S) (PURSUANT TO PARTS III.A.3 & III.F) TO OVERSEE THE IMPLEMENTATION, MAINTENANCE, AND REPAIR OF BMPs. THIS INDIVIDUAL(S) SHALL ALSO PERFORM INSPECTIONS, REVISE/AMEND THE SWPPP (DOCUMENT IN SWPPP AS NECESSARY), AND BE AVAILABLE FOR AN ONSITE INSPECTION WITHIN 72 HOURS UPON REQUEST BY THE PERMITTED OWNER (OR ITS DESIGNEE), LOCAL GOVERNMENT UNITS, OR MPCA.

POLLUTION PREVENTION MANAGEMENT MEASURES

POTENTIAL SOURCES OF POLLUTANTS FROM CONSTRUCTION ACTIVITIES INCLUDE:

- SEDIMENT AND FUGITIVE DUST GENERATED FROM CLEARING AND GRUBBING, IMPORT/EXPORT OPERATIONS, REMOVALS/COMPACTION, MASS/FINE GRADING, EXCAVATIONS, TRENCHING, TOPSOIL STRIPING STOCKPILING, WET/DRY PAVEMENT CUTTING, STREET CONSTRUCTION.
- BASIC/ACIDIC PH LEVELS FROM CURB AND GUTTER, MANHOLE STRUCTURES, SIDEWALKS, DRIVEWAY APRONS, FOUNDATIONS, BRIDGE ABUTMENTS, WET/DRY PAVEMENT CUTTING, MASONRY WASHOUT/CLEANOUT.
- EXCESS NUTRIENTS FROM LANDSCAPING INSTALLATIONS, SOIL ADDITIVES, FERTILIZATION, MULCHING.
- HYDROCARBONS FROM STREET CONSTRUCTION, DEMOLITION/REMOVALS, WET/DRY PAVEMENT CUTTING.

OPERATOR WILL COMPLY WITH ALL OF THE POLLUTION PREVENTION AND MANAGEMENT MEASURES IDENTIFIED IN THE NPDES-CSW PERMIT, PART IV.F.1-4. OPERATOR WILL SUBMIT A SPILL PREVENTION AND RESPONSE PLAN (SPRP) TO THE ENGINEER PRIOR TO ANY CONSTRUCTION ACTIVITY. STORAGE AND DISPOSAL OF CONSTRUCTION AND HAZARDOUS WASTES MUST BE IN COMPLIANCE WITH MPCA REGULATIONS.

CONSTRUCTION ACTIVITY REQUIREMENTS (PART IV.): EROSION CONTROL, PROCEDURES, & MAINTENANCE STANDARDS

THE OPERATOR IS RESPONSIBLE FOR THE INSTALLATION, OPERATION, AND CONTINUED MAINTENANCE OF ALL TEMPORARY AND PERMANENT WATER QUALITY MANAGEMENT BMPs, AS WELL AS ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPs, FOR THE DURATION OF THE CONSTRUCTION WORK AT THE SITE, UNTIL FINAL STABILIZATION IS ACHIEVED. ALL BMPs MUST BE ADEQUATELY LOCATED, DESIGNED, INSTALLED, AND MAINTAINED TO PREVENT EROSION FROM A MINIMUM 0.5 INCH TOTAL RAINFALL EVENT WITHIN 24 HOURS.

ALL NONFUNCTIONAL BMPs MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPs BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS UNLESS ANOTHER TIME FRAME IS SPECIFIED IN

THE SWPPP. ALL ERODED MATERIAL THAT LEAVES THE SITE SHALL BE COLLECTED BY THE OPERATOR AND RETURNED TO THE SITE AT THE OPERATOR'S EXPENSE AND INCIDENTAL TO THE PROJECT COST.

TEMPORARY OR PERMANENT STABILIZATION SHALL BE INITIATED AS SOON AS POSSIBLE, BUT NO LATER THAN THE END OF THE NEXT WORK DAY FOLLOWING THE DAY EARTH-DISTURBING ACTIVITIES IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. ALL EXPOSED SOIL AREAS SHALL BE STABILIZED WITHIN 7 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. INITIATED STABILIZATION IS DEFINED AS COMPLETING ONE (OR MORE) OF THE FOLLOWING: SOIL PREPARATION FOR VEGETATION, MULCHING (OR OTHER TEMPORARY NON-VEGETATIVE BMP), SEEDING/PLANTING, OR SCHEDULING STABILIZATION MEASURES TO BE FULLY INSTALLED AND COMPLETED WITHIN THE 7 DAY TIMEFRAME.

ALL EXPOSED SOILS WITHIN 200 FEET AND DRAINING TO A DNR PUBLIC WATERS MUST BE STABILIZED WITHIN 24 HOURS OF TEMPORARILY OR PERMANENTLY CEASING WORK DURING THE FISH SPAWNING PERIOD. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT SILT, CLAY, OR ORGANIC COMPONENTS (E.G., CLEAN AGGREGATE STOCKPILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES) AND THE CONSTRUCTED BASE COMPONENTS OF ROADS, PARKING LOTS AND SIMILAR SURFACES ARE EXEMPT FROM THIS REQUIREMENT.

TEMPORARY & PERMANENT EROSION CONTROL BMPs

RAPID STABILIZATION METHOD #3: THIS WORK SHALL CONSIST OF OPERATIONS NECESSARY TO RAPIDLY STABILIZE SMALL CRITICAL AREAS WITHIN 200 FEET OF SURFACE WATERS, TO PREVENT OFF SITE SEDIMENTATION AND OR TO COMPLY WITH PERMIT REQUIREMENTS. INSTALL PER MNDOT SPECIFICATIONS 2575.3N.

RAPID STABILIZATION METHOD #4: THIS METHOD SHALL CONSIST OF CATEGORY 3 EROSION CONTROL BLANKET (NATURAL NET ONLY) IN COMBINATION WITH MNDOT SEED MIX 22-111 (2 LBS PER 100 SQ. YD.) AND TYPE 3 SLOW RELEASE FERTILIZER (8 LBS PER 100 SQ. YD.). THIS IS AN ACCEPTABLE BMP FOR DISTURBED AREAS ADJACENT TO ENVIRONMENTALLY SENSITIVE AREAS, SURFACE WATERS, AND WITHIN THE LAST 200 FEET OF DITCH BOTTOMS.

EROSION CONTROL BLANKET: A MNDOT CLASSIFIED EROSION CONTROL BLANKET SHALL BE ADDED IN COMBINATION WITH SEED MIX/FERTILIZER TO ALL AREAS SLOPED AT 3:1 OR GREATER, HIGH PRIORITY AREAS, AS WELL AS IN OR NEAR DITCH BOTTOMS TO ESTABLISH PERMANENT EROSION CONTROL.

HYDRO-MULCH TYPE #5: HYDRAULIC SOIL STABILIZER IN COMBINATION WITH A TACKIFIER AND A SEED MIX/FERTILIZER WILL BE INSTALLED PER MANUFACTURES SPECIFICATIONS TO EXPOSED SOILS AREAS TO PROVIDE TEMPORARY LONG-TERM OR PERMANENT COVER FOR VEGETATION ESTABLISHMENT.

TEMPORARY WINTER COVER: AREAS OF EXPOSED SOILS THAT ARE NOT COMPLETED BEFORE THE WINTER WILL BE STABILIZED WITH TYPE #3 (CERTIFIED AS WEED FREE) ADJACENT TO WETLAND OR STORMWATER PONDS. ALL OTHER DISTURBED AREAS SHALL BE STABILIZED WITH TYPE #1 MULCH, UNLESS ALTERNATIVE MORE PROTECTIVE BMPs ARE SPECIFIC WITHIN THE SWPPP. ALL EXPOSED SOILS SHALL BE STABILIZED BEFORE CONSTRUCTION IS COMPLETED FOR THE SEASON.

CONSTRUCTION ACTIVITY REQUIREMENTS (PART IV.): SEDIMENT CONTROL, PROCEDURES, & MAINTENANCE STANDARDS

PERIMETER CONTROL BMPs SHALL BE INSTALLED ON ALL DOWN GRADIENT PERIMETERS AND UPGRADIENT OF ANY BUFFER AREAS, PRIOR TO INITIATING UPGRADIENT LAND DISTURBANCE ACTIVITIES. UPLAND PERIMETER CONTROLS BMPs SHALL BE PLACED AS CLOSE AS POSSIBLE TO FOLLOW A SINGLE CONTOUR ELEVATION. ALL SILT FENCES MUST BE REPAIRED, REPLACED, OR MAINTAINED WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE HEIGHT OF THE FENCE. ALL REPAIRS MUST BE COMPLETED BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS. FLOATING SILT CURTAIN SHALL BE INSTALLED AS CLOSE TO THE SHORELINE AS POSSIBLE FOR SHORELAND/IN-WATER SHORT-TERM CONSTRUCTION ACTIVITIES. AFTER THE SHORT-TERM ACTIVITY IS COMPLETE, AN UPLAND PERIMETER CONTROL MUST BE INSTALLED IF EXPOSED SOILS CONTINUE TO DRAIN TO THE SURFACE WATER.

SURFACE WATERS INCLUDING OFF-SITE AND DOWNSTREAM DRAINAGE DITCHES, CATCH BASINS, AND CONVEYANCE SYSTEMS, MUST BE INSPECTED FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION. THE REMOVAL AND STABILIZATION OF EXPOSED SOILS MUST TAKE PLACE WITHIN SEVEN (7) DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS CONSTRAINTS. IF PRECLUDED, REMOVAL AND STABILIZATION MUST TAKE PLACE WITHIN SEVEN (7) CALENDAR DAYS OF OBTAINING ACCESS. THE PERMITTEES ARE RESPONSIBLE FOR CONTACTING ALL LOCAL, REGIONAL, STATE, AND FEDERAL AGENCIES AND RECEIVING ANY APPLICABLE PERMITS, PRIOR TO CONDUCTING ANY WORK.

IF THE DOWN GRADIENT TREATMENT SYSTEM IS OVERLOADED, ADDITIONAL UP GRADIENT SEDIMENT CONTROL PRACTICES OR REDUNDANT BMPs MUST BE INSTALLED TO ELIMINATE THE OVERLOADING, AND THE SWPPP MUST BE AMENDED TO IDENTIFY THESE ADDITIONAL PRACTICES.

TEMPORARY & PERMANENT SEDIMENT CONTROL BMPs

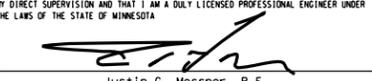
SEDIMENT CONTROL LOGS: BIOROLLS WILL BE STAKED PLACED IN ACCORDANCE TO THE PLAN SHEETS WHERE THE SITE SLOPES OFF OF THE PROJECT LOCATION AT A 1:3 OR LESS AS WELL AS AROUND TEMPORARY STOCKPILES. BIOROLLS WILL BE FILLED WITH A STRAW OR ROCK MATERIAL AND CLEANED OUT OR REPLACED WHEN THE SEDIMENT REACHES 1/2 OF THE HEIGHT OF THE ROLL.

MACHINE SLICED SILT FENCE: SILT FENCE WILL BE PLACE IN ACCORDANCE TO THE PLAN SHEETS WHERE THE SITE SLOPES OFF OF THE PROJECT LOCATION AT MORE THAN 1:3 GRADIENT AS WELL AS NEAR CRITICAL WETLAND AREAS WITH A SECONDARY REDUNDANT BMP. THE BMP WILL BE CLEANED OUT OR REPLACED WHEN THE SEDIMENT REACHES 1/2 THE HEIGHT OF THE FENCE.

TEMPORARY STOCKPILES: ALL STOCKPILES MUST HAVE SILT FENCE OR EQUIVALENT PERIMETER SEDIMENT CONTROLS IMPLEMENTED AND MAINTAINED AT ALL TIMES. PILES CANNOT BE PLACED IN BUFFER AREAS OR SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES UNLESS THERE IS A BYPASS IN PLACE TO PREVENT STORMWATER RUN-ON INTO THE STOCKPILE.

CONSTRUCTION SITE ENTRANCE/VEHICLE TRACKING: OPERATOR MUST MINIMIZE SEDIMENT FROM LEAVING THE CONSTRUCTION SITE (OR ONTO STREETS WITHIN THE SITE) BY IMPLEMENTING BMPs SUCH AS ROCK PADS, SLASH MULCH, CONCRETE OR STEEL WASH RACKS, OR EQUIVALENT SYSTEMS. STREET SWEEPING MUST BE USED DAILY DURING CONSTRUCTION OPERATIONS IF SUCH BMPs ARE NOT ADEQUATE TO PREVENT SEDIMENT FROM BEING TRACKED ONTO THE STREET. TRACKED SEDIMENT MUST BE REMOVED FROM ALL PAVED SURFACES (ON AND OFF-SITE) WITHIN 24 HOURS OF DISCOVERY, OR SOONER AS DIRECTED BY THE PROJECT OWNER. MULTIPLE STREET SWEEPINGS AT THE OPERATOR'S EXPENSE MAY BE REQUIRED ON ALL ENTRY/EXIT POINTS TO THE SITE AT THE DISCRETION OF THE PROJECT OWNER.

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NO.	DATE	BY	CHK	REVISIONS	Design By: BJP	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA  Justin G. Messner, P.E. DATE: 02/29/16 LIC. NO: 45857	 477 Temperance Street St. Paul, MN 55101 Tel: (651)286-8450 - Fax: (651)286-8488 wsbcng.com	Hanover Hills Surface Improvement Project for the City of Hanover, Minnesota	WSB Project 02082-090 Storm Water Pollution Prevention Plan 89	SHEET 17 OF 18
					Plan By: BJP					
					Checked By: JGM					
					Approved By: JGM					

INLET PROTECTION: ALL STORM DRAIN INLETS (INCLUDING DOWN GRADIENT, OFF-SITE) MUST BE PROTECTED BY APPROPRIATE BMPS DURING CONSTRUCTION UNTIL ALL SOURCES WITH POTENTIAL FOR DISCHARGING TO THE INLET HAVE BEEN STABILIZED. SILT FENCE IS NOT AN ACCEPTABLE CATCH BASIN INLET PROTECTION BMP. CONTACTOR SHALL CLEAN, REMOVE AND DISPOSE OF SEDIMENT, AND/OR REPLACE STORM DRAIN INLET PROTECTION ON A ROUTINE BASIS TO ENSURE THE DEVICE IS FULLY FUNCTIONAL PRIOR TO THE NEXT FORECASTED PRECIPITATION EVENT (30% OR GREATER). INLET PROTECTION MAY BE REMOVED FOR A PARTICULAR INLET IF A SPECIFIC SAFETY CONCERN (STREET FLOODING/FREEZING) HAS BEEN IDENTIFIED AND THE PERMITTEE(S) HAS RECEIVED WRITTEN CORRESPONDENCE FROM THE JURISDICTIONAL AUTHORITY (E.G. CITY/COUNTY/TOWNSHIP/MNDOT ENGINEER) VERIFYING THE NEED FOR REMOVAL. WRITTEN CORRESPONDENCE MUST BE DOCUMENTED IN THE SWPPP AND AVAILABLE WITHIN 72 HOURS UPON REQUEST. PERMISSION TO REMOVE INLET PROTECTION BASED ON A SPECIFIC SAFETY CONCERN MUST STILL BE OBTAINED FROM THE LOCAL JURISDICTIONAL AUTHORITY WITHIN 30 DAYS OF REMOVAL.

CHEMICAL TREATMENTS: OPERATOR MUST AMEND THE SWPPP TO INCLUDE THE INTENDED USES AND LOCATIONS OF FLOCCULANTS, POLYMERS, AND OTHER SEDIMENTATION TREATMENT CHEMICALS. CHEMICAL TREATMENTS MAY ONLY BE APPLIED IN AREAS WHERE TREATED STORMWATER IS DIRECTED TO A RECEIVING SEDIMENT CONTROL SYSTEM (NOT DIRECTLY DISCHARGED TO NATURAL WATER BODIES). THIS INCLUDES DOCUMENTING THE EXPECTED SOIL TYPES, MANUFACTURER'S RECOMMENDED DOSING, APPLICATION RATES/QUANTITIES, AND MONITORING RESULTS (TURBIDITY, PH).

TEMPORARY/PERMANENT DRAINAGE DITCHES & SWALES: THE NORMAL WETTED PERIMETER (2-YEAR, 24-HOUR PRECIPITATION EVENT) OF ANY TEMPORARY OR PERMANENT DRAINAGE DITCH, CHANNEL, OR SWALE THAT DRAINS WATER FROM ANY PORTION OF THE CONSTRUCTION SITE, OR DIVERTS WATER AROUND THE SITE, MUST BE STABILIZED WITHIN THE LAST 200 LINEAL FEET FROM THE PROPERTY EDGE, OR FROM THE POINT OF DISCHARGE INTO ANY SURFACE WATER WITHIN 24 HOURS OF CONNECTION. THE REMAINING PORTIONS OF THE CHANNEL MUST BE STABILIZED WITHIN 14 DAYS. ALL STORMWATER CONVEYANCE CHANNELS MUST USE EROSION CONTROL AND VELOCITY DISSIPATION DEVICES WITHIN AND ALONG THE LENGTH OF THE CHANNEL AND AT ANY OUTLETS. TEMPORARY OR PERMANENT DITCHES OR SWALES THAT ARE BEING USED AS A TEMPORARY SEDIMENT CONTAINMENT SYSTEM (WITH PROPERLY DESIGNED ROCK DITCH CHECKS, BIO ROLLS, SILT DIKES ETC.) DO NOT NEED TO BE STABILIZED. THESE AREAS MUST BE STABILIZED WITHIN 24 HOURS AFTER NO LONGER BEING USED AS A SEDIMENT CONTAINMENT SYSTEM. MULCH, HYDROMULCH, TACKIFIER, OR POLYACRYLAMIDE BELOW THE WETTED PERIMETER OF A DITCH, SWALE, OR OTHER SURFACE WATER CONVEYANCE ARE NOT ACCEPTABLE STABILIZATION.

DUST CONTROL: DUST FROM THE SITE WILL BE CONTROLLED BY INCREASED STREET SWEEPING AND/OR USING A MOBILE PRESSURE-TYPE DISTRIBUTOR TRUCK TO APPLY POTABLE WATER TO DISTURBED AREAS. THE MOBILE UNIT WILL APPLY WATER AT A RATE NECESSARY TO PREVENT RUNOFF AND PONDING.

DEWATERING, STREAM DIVERSION, AND BASIN DRAINING

WHEN DEWATERING OR BASIN DRAINING IS REQUIRED, THE CONTRACTOR SHALL SUBMIT A DEWATERING PLAN AND NARRATIVE TO THE PROJECT ENGINEER FOR APPROVAL 10 DAYS PRIOR TO UNDERTAKING THESE ACTIVITIES. THE CONTRACTOR IS ALSO RESPONSIBLE FOR OBTAINING ANY PERMITS REQUIRED FOR THESE ACTIVITIES. DEWATERING PLAN MUST INCLUDE BMP'S TO PREVENT SEDIMENT TRANSPORT, EROSION, AND ADVERSE IMPACTS TO DOWNSTREAM RECEIVING WATERS. THE DEWATERING PLAN MUST ALSO INCLUDE ANY SPECIFIC CHEMICAL TREATMENTS (FLOC, POLYMERS, ETC.) THAT WILL BE USED. THE DEWATERING PLAN AND DNR APPROPRIATIONS PERMIT WILL BECOME PART OF THE SWPPP. WATER THAT IS TURBID OR HAS SEDIMENT MUST BE DISCHARGED TO A TEMPORARY OR PERMANENT SEDIMENTATION BASIN (AND/OR OTHER APPROPRIATE BMPS) ON THE PROJECT SITE WHENEVER POSSIBLE. DISCHARGE FROM THE TEMPORARY OR PERMANENT SEDIMENTATION BASIN MUST BE VISUALLY CHECKED TO ENSURE ADEQUATE TREATMENT IS OBTAINED IN THE BASIN AND THAT NUISANCE CONDITIONS (SEE MINN. R. 7050.0210, SUBP. 2), IMPACTS TO WETLANDS, AND EROSION IN RECEIVING CHANNELS OR ON DOWNSLOPE PROPERTIES WILL NOT RESULT FROM THE DISCHARGE. THE DISCHARGE MUST BE DISPERSED OVER NATURAL ROCK RIPRAP, SAND BAGS, PLASTIC SHEETING, OR OTHER ACCEPTED ENERGY DISSIPATION MEASURES. ADEQUATE SEDIMENTATION CONTROL MEASURES AND ADDITIONAL FILTRATION BMPS ARE REQUIRED FOR DISCHARGE WATER THAT CONTAINS SUSPENDED SOLIDS, OIL, OR GREASE.

FINAL STABILIZATION

FINAL STABILIZATION IS ACHIEVED WHEN NPDES CGP PARTS IV.G.1-5. ARE COMPLETED PRIOR TO SUBMISSION OF THE NOTICE OF TERMINATION TO MPCA. SEE PERMANENT EROSION CONTROL PRACTICES FOR SPECIFIC METHODS AND APPLICATIONS.

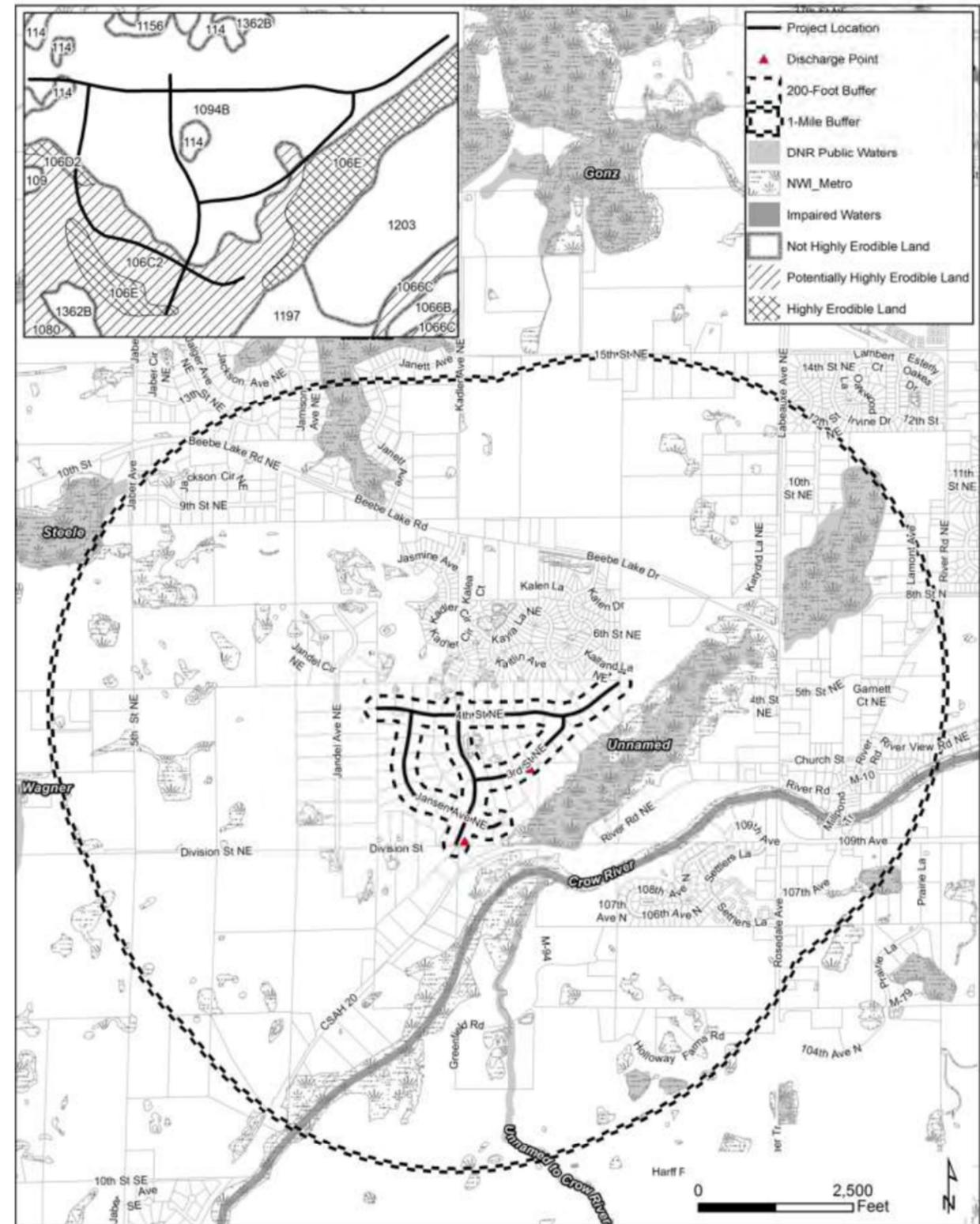


Figure 1. SWPPP Resource Map

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NO.	DATE	BY	CHK	REVISIONS

Design By: BJP
Plan By: BJP
Checked By: JGM
Approved By: JGM

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

Justin G. Messner
Justin G. Messner, P.E.
DATE: 02/29/16 LIC. NO: 45857

WSB
Associates, Inc.
477 Temperance Street
St. Paul, MN 55101
Tel: (651)286-8450 · Fax: (651)286-8488
wsbeng.com

engineering · planning · environmental · construction

**Hanover Hills Surface Improvement Project
for the City of
Hanover, Minnesota**

WSB Project 02082-090

Storm Water Pollution Prevention Plan 90

SHEET
18
OF
18



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: 5th Street Watermain Extension Project
City of Hanover, MN
WSB Project No. 02082-100

Dear Honorable Mayor, City Council, and Staff:

Following this letter are two resolutions for your consideration at the February 29, 2016 Council Meeting. The two resolutions for your consideration are:

A Resolution Accepting the Feasibility Report for the 5th Street Watermain Extension Project

The resolution for your consideration accepts the feasibility report and authorizing preparation of final plans and specifications.

A Resolution Authorizing Ad for Bid for the 5th Street Watermain Extension Project

The resolution for your consideration approves the plans and specifications and authorizes the advertisement for bids for the 5th Street Watermain Extension Project.

We anticipate opening bids on or near March 31, 2016 and bringing the bid results to Council on April 20, 2016.

If you have any questions, I will be present at the February 29, 2016 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 white background.

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 Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 02-29-16-27

**A RESOLUTION RECEIVING THE FEASIBILITY REPORT FOR THE
5TH STREET WATERMAIN EXTENSION PROJECT**

WHEREAS, pursuant to resolution of the Council adopted February 2, 2016, a report was prepared by WSB & Associates, Inc. with reference to the extension of the municipal water supply system along 5th Street NE between CR 19 to River Road NE; and

WHEREAS, the proposed improvements will include the following options:

- Base Bid - installing watermain along 5th Street NE from CR 19 to the eastern property line of the City-owned 10 acre parcel and,
- Alternate No. 1 – further extends watermain east along 5th Street NE to River Road to provide a looped water system and provide municipal water access to all parcels along 5th Street NE

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible.

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

- 1) The Council will consider the improvement of such streets in accordance with the report at an estimated total cost of the improvement of \$203,700 for the base bid and \$270,230 for the base bid plus alternate no. 1.
- 2) WSB & Associates, Inc. is hereby designated as the engineer for this improvement. They shall prepare plans for making such improvement.

Council members voting in favor:

Opposed or abstained:

Adopted by the City Council this 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



Building a legacy – *your* legacy.

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

February 29, 2016

Honorable Mayor and City Council
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: Feasibility Report
5th Street Watermain Extension Project
City of Hanover, MN
WSB Project No. 02082-10

Dear Honorable Mayor and City Council Members:

Transmitted herewith is the feasibility report for the above-referenced project. The report addresses the extension of the municipal watermain system along 5th Street NE between County Highway 19/Labeaux Ave NE and River Road NE in the City of Hanover, MN.

We would be happy to discuss this report with you at your convenience. Please give me a call at 651-286-8465 if you have any questions.

Sincerely,

WSB & Associates, Inc.

A handwritten signature in black ink, appearing to read "Justin Messner". The signature is stylized and fluid.

Justin Messner, PE
City Engineer

Enclosure

FEASIBILITY REPORT

**CITY OF HANOVER
5TH STREET WATERMAIN EXTENSION PROJECT
CITY OF HANOVER, MINNESOTA**

February 29, 2016

Prepared by:

**WSB & Associates, Inc.
477 Temperance Street
St. Paul, MN 55101**

CERTIFICATION

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



Kris O. Keller, PE

Date: February 29, 2016

Lic. No. 50087

Quality Assurance / Quality Control:



Justin G. Messner, PE

Date: February 29, 2016

Lic. No. 45857

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CERTIFICATION SHEET
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1. EXECUTIVE SUMMARY

This project has been entitled the 5th Street Watermain Extension Project and has been designated City Project No. 2016-02. The project proposes the extension of watermain along 5th Street NE between County Highway 19/Labeaux Ave NE and River Road NE.

5th Street NE was reconstructed in 1999 with the installation of municipal sanitary sewer between County Highway 19/Labeaux Ave NE and River Road NE. Municipal water was not installed at that time. With recent interest in development for properties within the project area, installing municipal water is now a desired option.

The base scope of the proposed watermain extension project includes the installation of approximately 1,400 linear feet of 8-inch PVC watermain with water service connections to 3 parcels on the south side of 5th Street, including the 10 acre City-owned parcel, and 1 on the north side as well as the installation of any necessary appurtenances (hydrants, etc.). The project alternate scope would involve the installation of an additional 500 linear feet of 8-inch PVC watermain and connection on the east end at River Road completing the water system loop.

A major design consideration of the project will be to minimize the level of disturbance of 5th Street.

The proposed improvement costs are estimated to be \$203,698 for the base scope and \$66,534 for Alternate 1. The cost opinion includes a 5% construction contingency and 20% for indirect costs. Funding for the project will come from the City's Water Utility Fund, City Bonds and Special Assessments to benefiting properties.

The project can be completed, including all restoration items, in 2016.

This project is feasible, necessary, and cost effective from an engineering standpoint and should be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

On February 2, 2016, the Hanover City Council authorized the preparation of an engineering Feasibility Report for the 5th Street Watermain Extension Project.

2.2 Scope

This project provides for the extension of watermain with the addition of water service connections and necessary appurtenances (hydrants for fire protection, flushing, etc.) along 5th Street NE between County Highway 19/Labeaux Ave NE and River Road NE.

2.3 Data Available

Information and materials used in the preparation of this report include the following:

- City of Hanover record drawings
- Topographic surveys of the area
- Field observations of area

2.4 Project Location

The project is located along 5th Street NE between County Highway 19/Labeaux Ave NE and River Road NE, north of the Crow River.

The project area is identified on *Figure 1* in *Appendix A* of this report.

2.5 Project History

This project was initiated due to recent interest for development of the City-owned 10 acre parcel on the south side of 5th St NE within the project area. Development of the parcel will require municipal water service which does not currently exist.

As a result, the City Council discussed extending the watermain and providing services to the remaining unserved parcels located along 5th Street NE between County Highway 19/Labeaux Ave NE and River Road NE. On February 2, 2016, the Hanover City Council authorized the preparation of an engineering feasibility report for the 5th Street Watermain Extension Project.

3. EXISTING CONDITIONS

3.1 Watermain

There currently is not an existing water distribution main in the 5th Street project area. There is an existing 12” PVC watermain stub just east of the intersection with County Highway 19/Labeaux Ave NE installed in 2000 and an existing 8” PVC watermain stub just west of the intersection with River Road NE installed in 2006. The typical service life of PVC watermain is estimated to range from 75- 100 years.

3.2 Street

5th Street NE is a 36 and 44-foot wide bituminous asphalt street without curb and gutter. The street was reconstructed in 1993. Based on the age and condition of the existing pavement in this area, no reconstruction of the road would be recommended at this time, and consideration will be taken in the design of the watermain to minimize the impact on the street.

3.3 Sanitary Sewer

There is an existing sanitary sewer collection system within the project area. A 10” PVC pipe, which was constructed in 1999, runs along, but off to the south of the 5th Street NE roadway on the west end and then shifts to the centerline of the road coming out of the bend approaching the east end. Based on the age and condition of the existing sanitary sewer collection system in this area, no reconstruction of sanitary sewer would be recommended at this time, and consideration will be taken in the design of the watermain to avoid any impact on the existing sanitary sewer system.

3.4 Drainage

The existing storm water collection system in the project area consists primarily of overland drainage swales, roadside ditches, and corrugated metal culvert crossings. This project does not intend to change nor alter the existing grades and drainage patterns that are currently within the project area. Any existing drainage facilities impacted by the project will be returned or replaced to their pre-project state.

4. PROPOSED IMPROVEMENTS

4.1 Watermain

The installation of watermain as described in the base scope will provide municipal water service to multiple lots along 5th Street NE. This will allow for new development to previously unserved lots as well as provide improved water quality and fire protection in comparison to on site wells. The project alternate will allow for a “looped” system which would aid in isolating the segment in the event of maintenance or repair as well as increase fire flow capacity and water circulation.

The proposed water system improvements are shown on *Figure 2 in Appendix A*.

4.2 Street

Any repair of the existing street will be done to match the materials and thicknesses of those already in place. This will help maintain the overall strength of the road and preserve the surface, extending the life of the street.

4.3 Permits and Approvals

The anticipated permits and approvals required and the respective regulatory agencies are listed below:

- MN Department of Health - Water Main Extension
- MN Department of Natural Resources – Water Appropriations (Dewatering)

4.4 Detour Routes

The project construction will require significant excavation on and along 5th Street NE. This will require closing part or all of the road at times and potentially increasing loaded truck traffic on the streets adjacent to the construction area. Any necessary detours will be identified and adequately signed to direct traffic around the construction zones and notify users of the increased truck and construction activity. The site will be maintained as needed during construction to accommodate property owners’ access. The contractor will be required to perform construction in a staged manner to maintain property owner access.

5. FINANCING

5.1 Opinion of Probable Construction Cost

A detailed opinion of probable cost is included in *Appendix B* of this report. The opinion of probable cost is based on projected construction costs for 2016, and includes a 5% construction contingency and 20% indirect costs. The indirect costs include engineering, legal, and administrative costs associated with the project. The project costs are summarized as follows:

5TH STREET WATERMAIN EXTENSION PROJECT	
City of Hanover, Minnesota	
Summary of Project Costs	
Proposed Improvements	Total Cost
Total Base Scope Improvements	\$203,698
Total Alternate Scope Improvements	\$66,534
Total Proposed Improvements	\$270,232

5.2 Funding Sources

The total project costs are projected to be approximately \$203,698 for the base scope and \$66,534 for Alternate 1. Funding for the project will come from the City's Water Utility Fund, City Bond, and Special Assessments to benefiting properties.

The proposed assessment is based on a per unit charge split equally among the benefiting parcels. These parcels are shown on *Figure 3* in *Appendix A* and a preliminary assessment roll is given in *Appendix C* of this report. It should be noted that a requirement of special assessment 429 bonds is that at least 20% of the total project cost will be specially assessed against the benefiting properties.

6. PROJECT SCHEDULE

The proposed schedule for this improvement is as follows:

<u>Task</u>	<u>Completion Date</u>
1. Accept Feasibility Report	February 29, 2016
2. Approve Plans and Specifications, and order Ad for Bids	February 29, 2016
3. Receive Bids, Compute Assessments	March 31, 2016
4. Hold public hearing for project and assessments and Award Contract ...	April 19, 2016
5. Begin construction	June 2016
6. Substantial/Final completion of construction	August 2016
7. Assessments hearing	October 2016

7. FEASIBILITY AND RECOMMENDATION

Project costs of the 5th Street Watermain Extension Project are anticipated to be approximately \$203,698 for the base scope and \$66,534 for Alternate 1, which, consists of all water system improvements and appurtenant work including restoration.

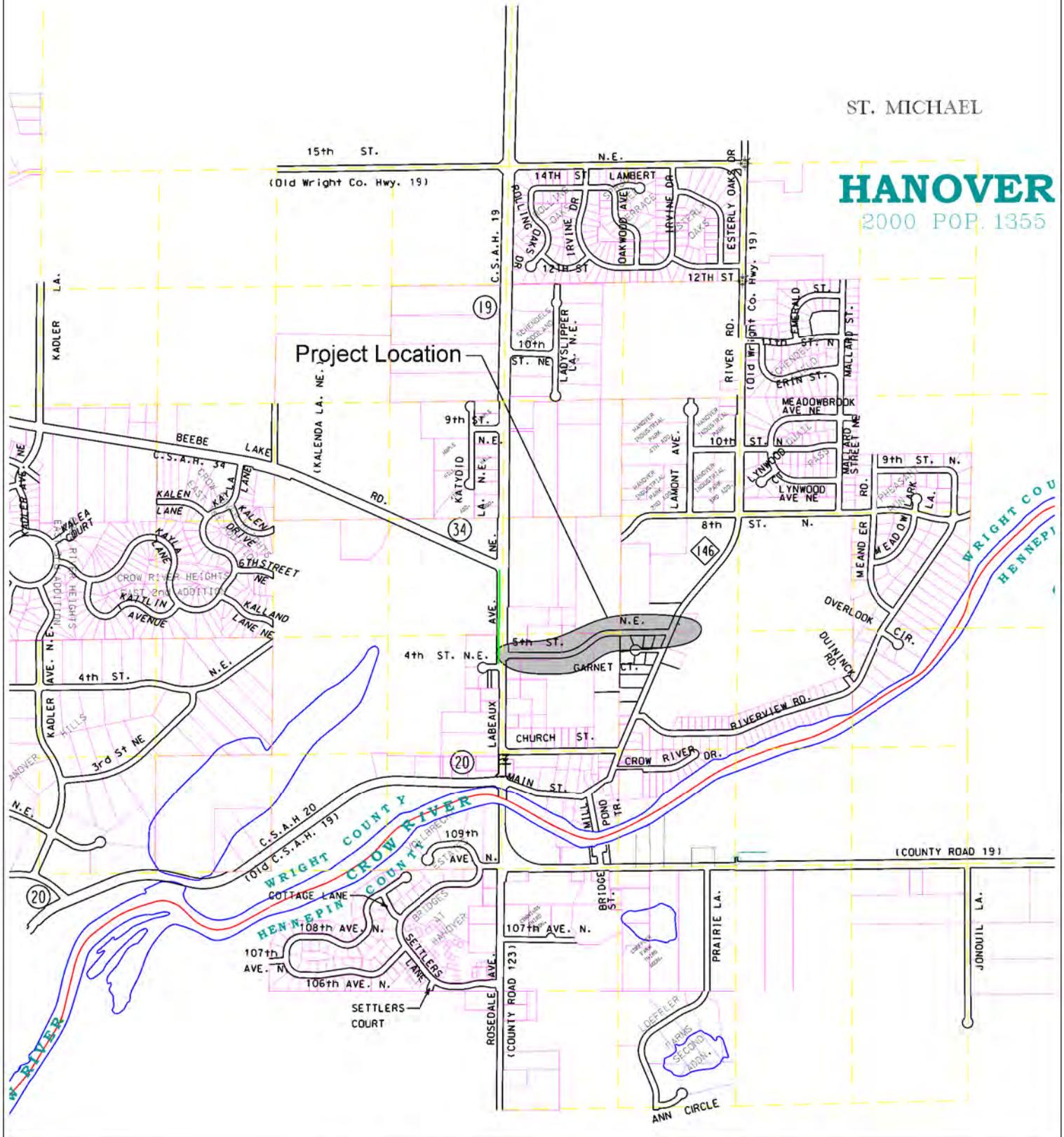
Based on our analysis and data presented, the proposed project is feasible, necessary, and cost effective from an engineering standpoint. We recommend extension of the water system as detailed in this report.

APPENDIX A

FIGURES

ST. MICHAEL

HANOVER
2000 POP. 1355



477 Temperance Street
St. Paul, MN 55101
Tel: (651)286-8450 · Fax: (651)286-8488
wsbeng.com

5th Street NE Watermain Extension

WSB Project No. 2082-10

Date: February 2016

Hanover, Minnesota

Figure 1
Project Location

engineering · planning · environmental · construction




 477 Temperance Street
 St. Paul, MN 55101
 Tel: (651)286-8450 - Fax: (651)286-8488
 wsbg.com
 engineering · planning · environmental · construction

5th Street NE Improvements
 Hanover, Minnesota

WSB Project No. 2082-10 Date: February 2016
Figure 2
 Proposed Construction



APPENDIX B
COST TABLES

OPINION OF PROBABLE COSTS
5TH STREET WATERMAIN EXTENSION PROJECT
PROJECT NO. 02082-10
HANOVER, MN
2/29/2016

No.	Mat. No.	Item	Units	Estimated Unit Price	Estimated Quantity	Estimated Cost
SCHEDULE A - BASE SCOPE IMPROVEMENTS						
1	2021.501	MOBILIZATION	LS	\$7,500.00	1	\$7,500.00
2	2101.502	CLEARING	TREE	\$300.00	5	\$1,500.00
3	2101.507	GRUBBING	TREE	\$200.00	5	\$1,000.00
4	2104.501	REMOVE CONCRETE CURB	LF	\$10.00	0	\$0.00
5	2104.501	REMOVE BITUMINOUS CURB	LF	\$3.50	110	\$385.00
6	2104.501	REMOVE METAL CULVERT	LF	\$5.00	100	\$500.00
7	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	\$5.00	350	\$1,750.00
8	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.50	350	\$1,225.00
9	2104.521	SALVAGE CONCRETE PIPE CULVERT	LF	\$20.00	0	\$0.00
10	2104.521	SALVAGE AND REINSTALL WOODEN FENCE	LF	\$25.00	0	\$0.00
11	2104.523	SALVAGE AND REINSTALL SIGN	EA	\$100.00	0	\$0.00
12	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	\$1,000.00	1	\$1,000.00
13	2104.601	CLEAN UP	LS	\$1,000.00	1	\$1,000.00
14	2105.501	COMMON EXCAVATION	CY	\$30.00	80	\$2,400.00
15	2105.525	TOPSOIL BORROW (LV)	CY	\$40.00	0	\$0.00
16	2105.601	DEWATERING	LS	\$20,000.00	1	\$20,000.00
17	2112.501	SUBGRADE PREPARATION	SY	\$3.00	300.0	\$900.00
18	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	\$120.00	10	\$1,200.00
19	2211.501	AGGREGATE BASE CLASS 5	TON	\$30.00	150	\$4,500.00
20	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED LIMESTONE)	TON	\$40.00	0	\$0.00
21	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$15.00	15	\$225.00
22	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	\$200.00	35	\$7,000.00
23	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	\$150.00	60	\$9,000.00
24	2501.511	15" CP PIPE CULVERT	LF	\$23.00	100	\$2,300.00
25	2501.571	INSTALL CONCRETE CULVERT	LF	\$40.00	0	\$0.00
26	2504.602	CONNECT TO EXISTING WATER MAIN	EA	\$1,500.00	1	\$1,500.00
27	2504.602	6" GATE VALVE AND BOX	EA	\$1,500.00	8	\$12,000.00
28	2504.602	HYDRANT	EA	\$3,700.00	3	\$11,100.00
29	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LF	\$50.00	20	\$1,000.00
30	2504.603	6" PVC WATERMAIN	LF	\$28.00	210	\$5,880.00
31	2504.603	8" PVC WATERMAIN	LF	\$34.00	1,400	\$47,600.00
32	2504.604	2" POLYSTYRENE INSULATION	SY	\$40.00	15	\$600.00
33	2504.608	DUCTILE IRON FITTINGS	LB	\$3.00	3,000	\$9,000.00
34	2505.601	UTILITY COORDINATION	LS	\$1,000.00	1	\$1,000.00
35	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	\$50.00	0	\$0.00
36	2535.501	BITUMINOUS CURB	LF	\$20.00	110	\$2,200.00
37	2563.601	TRAFFIC CONTROL	LS	\$3,000.00	1	\$3,000.00
38	2571.502	DECIDUOUS TREE 2" CAL B&B	TREE	\$500.00	0	\$0.00
39	2571.502	CONIFEROUS TREE 2" CAL B&B	TREE	\$500.00	0	\$0.00
40	2573.502	SILT FENCE, TYPE HEAVY DUTY	LF	\$3.50	500	\$1,750.00
41	2575.501	SEEDING	ACRE	\$2,000.00	0.7	\$1,400.00
42	2575.502	SEED MIXTURE 25-131 (COMMERCIAL)	LB	\$7.00	0	\$0.00
43	2575.502	SEED MIXTURE 25-141 (ROADSIDE)	LB	\$5.00	50	\$250.00
SUBTOTAL SCHEDULE A - BASE SCOPE IMPROVEMENTS						\$161,665.00
+ 5% CONTINGENCIES						\$8,083.25
SUBTOTAL SCHEDULE A - BASE SCOPE IMPROVEMENTS						\$169,748.25
+ 20% ADMINISTRATIVE, LEGAL, ETC.						\$33,949.65
TOTAL SCHEDULE A - BASE SCOPE IMPROVEMENTS						\$203,697.90

OPINION OF PROBABLE COSTS
5TH STREET WATERMAIN EXTENSION PROJECT
PROJECT NO. 02082-10
HANOVER, MN
2/29/2016

No.	Mat. No.	Item	Units	Estimated Unit Price	Estimated Quantity	Estimated Cost
SCHEDULE B - ALTERNATE SCOPE IMPROVEMENTS						
44	2021.501	MOBILIZATION	LS	\$2,500.00	1	\$2,500.00
45	2101.502	CLEARING	TREE	\$500.00	5	\$2,500.00
46	2101.507	GRUBBING	TREE	\$300.00	7	\$2,100.00
47	2104.501	REMOVE CONCRETE CURB	LF	\$10.00	20	\$200.00
48	2104.501	REMOVE BITUMINOUS CURB	LF	\$3.50	0	\$0.00
49	2104.501	REMOVE METAL CULVERT	LF	\$5.00	0	\$0.00
50	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	\$5.00	70	\$350.00
51	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.50	80	\$280.00
52	2104.521	SALVAGE CONCRETE PIPE CULVERT	LF	\$20.00	30	\$600.00
53	2104.521	SALVAGE AND REINSTALL WOODEN FENCE	LF	\$25.00	60	\$1,500.00
54	2104.523	SALVAGE AND REINSTALL SIGN	EA	\$100.00	1	\$100.00
55	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	\$200.00	1	\$200.00
56	2104.601	CLEAN UP	LS	\$200.00	1	\$200.00
57	2105.501	COMMON EXCAVATION	CY	\$30.00	20	\$600.00
58	2105.525	TOPSOIL BORROW (LV)	CY	\$40.00	100	\$4,000.00
59	2105.601	DEWATERING	LS		0	\$0.00
60	2112.501	SUBGRADE PREPARATION	SY	\$3.00	90.0	\$270.00
61	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	\$120.00	2	\$240.00
62	2211.501	AGGREGATE BASE CLASS 5	TON	\$30.00	50	\$1,500.00
63	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED LIMESTONE)	TON	\$40.00	10	\$400.00
64	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$15.00	3	\$45.00
65	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	\$200.00	8	\$1,600.00
66	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	\$150.00	12	\$1,800.00
67	2501.511	15" CP PIPE CULVERT	LF	\$23.00	0	\$0.00
68	2501.571	INSTALL CONCRETE CULVERT	LF	\$40.00	30	\$1,200.00
69	2504.602	CONNECT TO EXISTING WATER MAIN	EA	\$1,500.00	1	\$1,500.00
70	2504.602	6" GATE VALVE AND BOX	EA	\$1,500.00	0	\$0.00
71	2504.602	HYDRANT	EA	\$3,700.00	0	\$0.00
72	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LF	\$50.00	10	\$500.00
73	2504.603	6" PVC WATERMAIN	LF	\$28.00	0	\$0.00
74	2504.603	8" PVC WATERMAIN	LF	\$34.00	480	\$16,320.00
75	2504.604	2" POLYSTYRENE INSULATION	SY	\$40.00	0	\$0.00
76	2504.608	DUCTILE IRON FITTINGS	LB	\$3.00	850	\$2,550.00
77	2505.601	UTILITY COORDINATION	LS	\$500.00	1	\$500.00
78	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	\$50.00	20	\$1,000.00
79	2535.501	BITUMINOUS CURB	LF	\$20.00	0	\$0.00
80	2563.601	TRAFFIC CONTROL	LS	\$5,000.00	1	\$5,000.00
81	2571.502	DECIDUOUS TREE 2" CAL B&B	TREE	\$500.00	4	\$2,000.00
82	2571.502	CONIFEROUS TREE 2" CAL B&B	TREE	\$500.00	1	\$500.00
83	2573.502	SILT FENCE, TYPE HEAVY DUTY	LF	\$3.50	0	\$0.00
84	2575.501	SEEDING	ACRE	\$2,000.00	0.2	\$400.00
85	2575.502	SEED MIXTURE 25-131 (COMMERCIAL)	LB	\$7.00	50	\$350.00
86	2575.502	SEED MIXTURE 25-141 (ROADSIDE)	LB	\$5.00	0	\$0.00
SUBTOTAL SCHEDULE B - ALTERNATE SCOPE IMPROVEMENTS						\$52,805.00
+ 5% CONTINGENCIES						\$2,640.25
SUBTOTAL SCHEDULE B - ALTERNATE SCOPE IMPROVEMENTS						\$55,445.25
+ 20% ADMINISTRATIVE, LEGAL, ETC.						\$11,089.05
TOTAL SCHEDULE B - ALTERNATE SCOPE IMPROVEMENTS						\$66,534.30

APPENDIX C
PRELIMINARY ASSESSMENT ROLL

Cost Distribution Calculations

WSB Project: 5th Street Watermain Extension
Project Location: City of Hanover
City Project No.: 2016-02
WSB Project No.: 02082-10

Design By: KOK
Checked By: JGM

Date: 2/25/2016

Special Assessments

Proposed Improvements

Total Assessable Units within the Project (Water System Improvements)	5
Total Water System Improvement Cost	\$225,193.50
City Costs	\$ -
Total Assessable Costs	\$ 225,193.50

Special Assessment per Unit	\$ 45,038.70
------------------------------------	---------------------

Preliminary Assessment Roll

<i>WSB Project:</i>	5th Street Watermain Extension			<i>Design By:</i>	KOK
<i>Project Location:</i>	City of Hanover			<i>Checked By:</i>	JGM
<i>City Project No.:</i>	2016-02				
<i>WSB Project No.:</i>	02082-10			<i>Date:</i>	2/25/2016

Assessment/Funding Source						Watermain Assessment	Total Assessment	Cost/Year (15yrs @ 6.0% Interest)
No.	Property Identification No.	Property Owner	Property Owner Address		Total Assessable Units			
1	PID: 108500363223	CP PROPERTIES GROUP LLC	10660 PRAIRIE LN	HANOVER, MN 55341	1	\$45,039	\$45,038.70	\$4,637.31
2	PID: 108500362306	MILLER PROPERTIES OF HANOVER	1255 IRVINE DR	HANOVER, MN 55341	1	\$45,039	\$45,038.70	\$4,637.31
3	PID: 108500363207	TERRY D COX & KATHRYN A LOKKEN-COX	298 JANDEL AVE NE	HANOVER, MN 55341	1	\$45,039	\$45,038.70	\$4,637.31
4	PID: 108500363226	CITY OF HANOVER	11250 5TH ST NE	HANOVER, MN 55341	1	\$45,039	\$45,038.70	\$4,637.31
5	PID: TBD	CITY OF HANOVER	11250 5TH ST NE	HANOVER, MN 55341	1	\$45,039	\$45,038.70	\$4,637.31
Subtotal - City Costs							\$0	
Subtotal - Total Special Assessments							\$225,194	
Grand Total - Watermain Improvements for 5th Street Watermain Extension							\$225,194	

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 02-29-16-28

**A RESOLUTION ACCEPTING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS FOR THE
5TH STREET WATERMAIN EXTENSION PROJECT**

WHEREAS, the City proposes to extend the municipal water supply system along 5th Street NE between CR 19 to River Road Ne to provide municipal water access to the 10 acre City-owned parcel located on the south side of 5th 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 31, 2016, 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 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

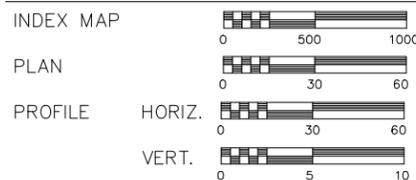
PLAN SYMBOLS

- STATE LINE
- COUNTY LINE
- TOWNSHIP OR RANGE LINE
- SECTION LINE
- QUARTER LINE
- EXISTING EASEMENT
- TEMPORARY EASEMENT
- PROPOSED RIGHT-OF-WAY
- PRESENT RIGHT-OF-WAY
- CONTROL OF ACCESS LINE
- PROPERTY LINES (EXCEPT LAND LINES)
- VACATED PLATTED PROPERTY
- CORPORATE OR CITY LIMITS
- TRUNK HIGHWAY CENTER LINE
- RETAINING WALL
- RAILROAD
- RAILROAD RIGHT-OF-WAY
- RIVER OR CREEK
- DRY RUN
- DRAINAGE DITCH
- DRAIN TILE
- CULVERT
- DROP INLET
- GUARD RAIL
- BARBED WIRE FENCE
- WOVEN WIRE FENCE
- CHAIN LINK FENCE
- RAILROAD SNOW FENCE
- STONE WALL OR FENCE
- HEDGE
- RAILROAD CROSSING SIGN
- RAILROAD CROSSING BELL
- ELECTRIC WARNING SIGN
- CROSSING GATE
- MEANDER CORNER
- SPRINGS
- MARSH
- TIMBER
- ORCHARD
- BRUSH
- NURSERY
- CATCH BASIN
- FIRE HYDRANT
- CATTLE GUARD
- OVERPASS (HIGHWAY OVER)
- UNDERPASS (HIGHWAY UNDER)
- BRIDGE
- BUILDING (ONE STORY FRAME)
- F - FRAME C - CONCRETE
- S - STONE T - TILE
- B - BRICK ST - STUCCO
- IRON ROD OR PIPE
- MONUMENT (STONE, CONCRETE, OR METAL)
- WOODEN HUB
- GRAVEL PIT
- SAND PIT
- BORROW PIT
- ROCK QUARRY

UTILITY SYMBOLS

- POWER POLE LINE
- TELEPHONE OR TELEGRAPH POLE LINE
- JOINT TELEPHONE AND POWER ON POWER POLE
- ON TELEPHONE POLES
- ANCHOR
- STREET LIGHT
- PEDESTAL (TELEPHONE CABLE TERMINAL)
- GAS MAIN
- WATER MAIN
- CONDUIT
- TELEPHONE CABLE IN CONDUIT
- ELECTRIC CABLE IN CONDUIT
- OVERHEAD POWER
- TELEPHONE MANHOLE
- ELECTRIC MANHOLE
- BURIED TELEPHONE CABLE
- BURIED ELECTRIC CABLE
- AERIAL TELEPHONE CABLE
- STORM SEWER
- SANITARY SEWER
- CONCRETE CURB AND GUTTER

SCALES

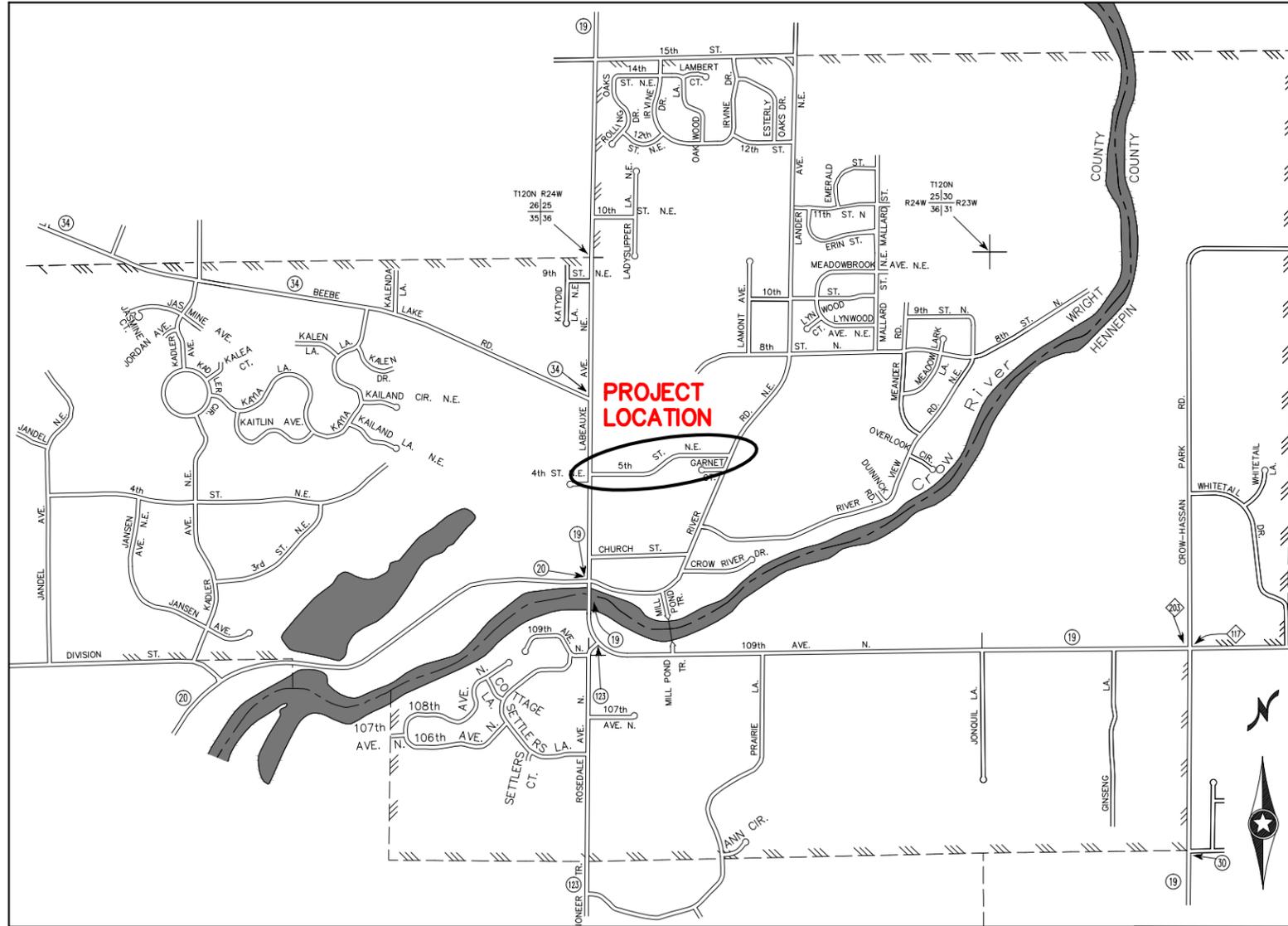


5TH STREET WATERMAIN EXTENSION PROJECT

FOR THE

CITY OF HANOVER

CITY PROJECT NO. 2016-02



THE SUBSURFACE UTILITY INFORMATION REPRESENTED ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF PRIVATE UTILITIES, AS OF THE PRINTED DATE, HAS BEEN DEPICTED TO THE BEST OF OUR KNOWLEDGE, FROM DRAWINGS SUPPLIED BY OTHERS. THIS INFORMATION IS FOR GENERAL USE ONLY AND NOT INTENDED TO BE USED FOR EXCAVATION PURPOSES.

THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF PRIVATE UTILITIES HAS BEEN DESIGNATED UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTINGSUBSURFACE DATA". THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING THE TYPE AND LOCATION OF PRIVATE UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS TO DETERMINE THE TYPE AND LOCATION OF PRIVATE UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE HERETO.

STATE LAW REQUIRES ANYONE DIGGING, GRADING OR EXCAVATING TO OBTAIN A FIELD LOCATE OF ALL UTILITIES

MINNESOTA GOPHER STATE ONE CALL NO. 160080558

EXCAVATION NOTICE SYSTEM

A CALL TO GOPHER STATE ONE (651-454-0002) IS REQUIRED A MINIMUM OF 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION.

GOVERNING SPECIFICATIONS

THE 2016 EDITION OF THE CITY OF HANOVER GENERAL SPECIFICATIONS AND STANDARD DETAIL PLATES FOR STREET AND UTILITY CONSTRUCTION.

THE 2016, OR MOST RECENT, EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION".

WATERMAIN AND SANITARY SEWER SHALL BE CONSTRUCTED AND TESTED IN ACCORDANCE WITH THE 2013 EDITION OF THE CITY ENGINEER'S ASSOCIATION OF MINNESOTA STANDARD UTILITIES SPECIFICATIONS.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	CONSTRUCTION NOTES AND TYPICAL SECTIONS
3 - 4	DETAILS
5 - 6	REMOVAL PLAN
7 - 9	CONSTRUCTION PLAN
10 - 11	SURFACE RESTORATION

THIS PLAN CONTAINS 11 SHEETS.

ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.



477 Temperance Street
St. Paul, MN 55101
Tel: (651) 286-8450 • Fax: (651) 286-8488
wsbeng.com

engineering • planning • environmental • construction

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

ENGR. Justin Messner, PE
DATE 2/29/16 LIC. NO. 45857



Prepared for:

City of Hanover
11250 5th Street NE
Hanover, Minnesota 55341
(763)-497-3777

CONSTRUCTION NOTES

- C1. THE CONTRACTOR SHALL DEVELOP AND SUBMIT A STAGING PLAN TO THE ENGINEER FOR REVIEW AND APPROVAL. THE CONTRACTOR SHALL CONTAIN OPERATIONS TO THE STAGING AREA AS IDENTIFIED IN THE PLANS.
- C2. THE CONTRACTOR IS TO COORDINATE ALL SURFACE CONSTRUCTION WITH PRIVATE UTILITIES SUCH AS TELEPHONE, GAS, CABLE TV, ETC. (INCIDENTAL). THE CONTRACTOR SHALL CALL GOPHER STATE ONE CALL A MINIMUM OF 48 HOURS PRIOR TO EXCAVATION.
- C3. THE INFORMATION SHOWN ON THESE PLANS CONCERNING TYPE AND LOCATION OF PRIVATE UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL-INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING THEIR OWN DETERMINATION AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.
- C4. ALL CONSTRUCTION AS CALLED FOR IN THESE CONTRACT DOCUMENTS SHALL BE PERFORMED IN ACCORDANCE WITH ALL OSHA REQUIREMENTS.
- C5. EXCAVATED MUCK AND UNSTABLE ORGANIC MATERIAL (MUCK EXCAVATION) SHALL BE CONSIDERED EXCESS MATERIAL AND DISPOSED OF OUTSIDE THE RIGHT OF WAY IN ACCORDANCE WITH MN/DOT SPECIFICATION 2104.303
- C6. STRIP ALL IN PLACE TOPSOIL AND SLOPE DRESSING IN AREAS TO BE DISTURBED BY CONSTRUCTION AND REUSE AS SLOPE DRESSING.
- C7. SLOPE DRESSING ON THIS PROJECT IS DEFINED AS THE TOPSOIL PLACED DURING CONSTRUCTION TO PROVIDE A MEDIUM FOR ESTABLISHING TURF.
- C8. BITUMINOUS AND CONCRETE ITEMS DISTURBED BY CONSTRUCTION SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OUTSIDE OF THE RIGHT OF WAY IN ACCORDANCE WITH MN/DOT SPECIFICATION 2104.303
- C9. GROUND WATER ELEVATIONS MAY FLUCTUATE DUE TO VARIATIONS IN SEASONAL AND ANNUAL PRECIPITATION.

CONSTRUCTION NOTES

- C10. TEST ROLLING OF THE SUBGRADE WILL BE REQUIRED, ACCORDING TO THE 2016 MN/DOT SPECIFICATIONS OR AS MODIFIED IN THE SPECIAL PROVISIONS.
- C11. USE TACK COAT BETWEEN ALL BITUMINOUS LAYERS AND PRIOR TO PLACING ANY BITUMINOUS MIXTURES ON EXISTING PAVEMENT. THE BITUMINOUS TACK COAT MATERIAL SHALL BE APPLIED AT A UNIFORM RATE OF 0.05 GAL/SQ YD BETWEEN BITUMINOUS LAYERS AND AT THE FACE OF CURB & GUTTER. THE APPLICATION RATE IS FOR UNDILUTED EMULSIONS (AS SUPPLIED FROM THE REFINERY) OR MC RC LIQUID ASPHALTS. THE ASPHALT EMULSION MAY BE FURTHER DILUTED IN THE FIELD IN ACCORDANCE WITH MN/DOT SPECIFICATION 2357.
- C12. WHENEVER THE WORD "INCIDENTAL" IS USED IN THIS PLAN, IT SHALL MEAN THAT NO DIRECT PAYMENT SHALL BE MADE.
- C13. NO EXTRA PAYMENT WILL BE MADE FOR TEMPORARY STOCKPILING OF EXCAVATION, EMBANKMENT, AND/OR BORROW MATERIAL.
- C14. THE CONTRACTOR SHALL COORDINATE THE REMOVAL AND REINSTALLATION OF ALL MISCELLANEOUS STRUCTURES SUCH AS PRIVATE SIGNS, GARBAGE PICK UPS, ETC. WITHIN THE PROJECT LIMITS WITH THE APPROPRIATE OWNERS. THIS WORK SHALL BE INCIDENTAL TO THE ITEM WHICH REQUIRES THE REMOVAL AND/OR RELOCATION, UNLESS A BID ITEM HAS BEEN PROVIDED FOR IN THE PROPOSAL FORM.
- C15. TEMPORARY EROSION CONTROL DEVICES AND THEIR SUGGESTED LOCATIONS HAVE BEEN SHOWN ON THE PLANS ALONG WITH PAY ITEMS FOR THEIR USE. THIS DOES NOT HOWEVER RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO CONDUCT CONSTRUCTION IN A MANNER THAT WILL CONTROL EROSION. MAINTAIN EROSION CONTROL AS SET IN MN/DOT SPECIFICATIONS 1717, 1803, 2101, 2105, 2573, AND 2575, AND AS AMENDED BY THE SPECIAL PROVISIONS.
- C16. PLEASE READ THE PERMIT APPLICATION AND THE PERMIT FOR ANY SPECIAL CONDITIONS. THE FOLLOWING CONSTRUCTION PERMITS APPLY:
 - A - MINNESOTA DEPARTMENT OF HEALTH (MDH) - WATERMAIN EXTENSION
 - B - MINNESOTA DEPARTMENT OF NATURAL RESOURCES (MNDNR) - WATER APPROPRIATIONS (DEWATERING)

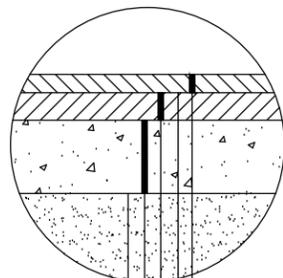
UTILITY NOTES

- U1. IF THE CONTRACTOR NEEDS TO SHUT OFF THE WATERMAIN, THEY MUST COORDINATE WITH THE CITY PUBLIC WORKS STAFF A MINIMUM OF 72 HOURS IN ADVANCE.
- U2. THE CONTRACTOR SHALL STAGE CONSTRUCTION TO MAINTAIN DISCHARGE FROM THE EXISTING STORM SEWER SYSTEM. ALL MATERIALS, LABOR, AND EQUIPMENT NECESSARY TO COMPLETE THIS WORK SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.
- U3. THE DISINFECTION OF THE WATERMAIN SHALL BE PERFORMED ACCORDING TO AWWA STANDARD C651. IF THE TABLET OR CONTINUOUS FEED METHODS ARE USED, THE COMPLETED WATERMAIN SHALL BE DISINFECTED FOR 24 HOURS WITH AT LEAST 50 PPM AVAILABLE CHLORINE, WITH A RESIDUAL OF AT LEAST 10 PPM THROUGHOUT THE LENGTH OF THE MAIN AT THE END OF THE 24 HOUR PERIOD.
- U4. THE CONTRACTOR SHALL COORDINATE ANY NECESSARY UTILITY RELOCATIONS WITH EACH UTILITY'S RESPECTIVE OWNER. THIS WORK IS PAID AS PART OF UTILITY COORDINATION.

BASIS FOR PLAN QUANTITY

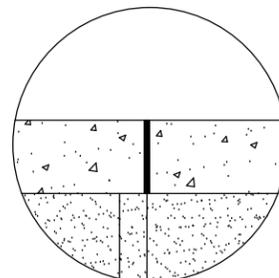
UNIT WEIGHT OF BITUMINOUS MIX:	113 LBS/SY-IN
AGGREGATE BASE CLASS 5:	105 LBS/SY-IN
TACK COAT (NEW PAVEMENT):	0.05 GALLONS/SY

TYPICAL SECTION (PATCH)
5TH STREET N.E.



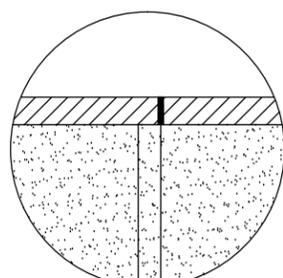
- 2" 2360 TYPE SP 12.5 WEARING COURSE MIXTURE (SPWEA230C)
- 2357 BITUMINOUS TACK COAT
- 3" 2360 TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB230C)
- 10" AGGREGATE BASE CLASS 5
- 6" SCARIFY AND RE-COMPACT SUBGRADE

GRAVEL DRIVEWAY
REPLACEMENT



- 6" AGGREGATE BASE CLASS 5 (100% CRUSHED LIMESTONE)
- 6" SCARIFY AND RE-COMPACT SUBGRADE

BITUMINOUS SPILLWAY
REPLACEMENT



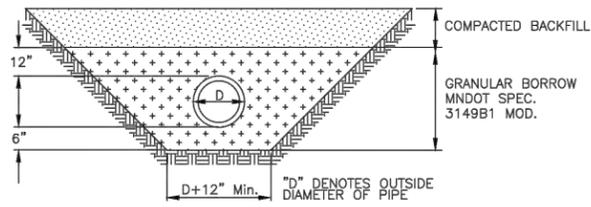
- 3" 2360 TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB230C)
- 6" SCARIFY AND RE-COMPACT SUBGRADE

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

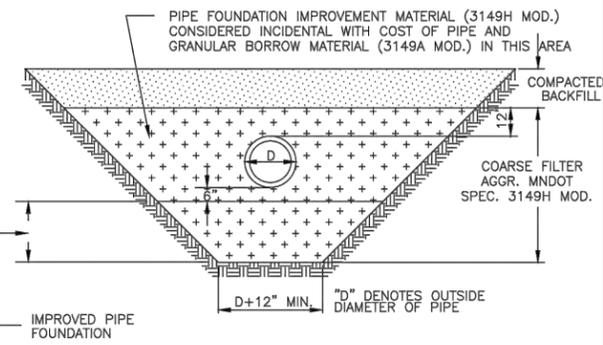
JUSTIN MESSENER PE
DATE: 2-29-16 LIC. NO. 45857

UTILITY CONTACTS

<p>FIBER OPTIC ARVIG DEREK GEISER 150 2ND STREET SW PERHAM, MN 56573 (218)-346-8896 DEREK.GEISER@ARVIG.COM</p> <p>CABLE TV/FIBER OPTIC CHARTER COMMUNICATIONS STEVE SENGER 101 6TH STREET NE BUFFALO, MN 55313 (763)-682-5982 (O) (320)-980-3669 (C) STEVE.SENGER@CHARTERCOM.COM</p> <p>CABLE TV/FIBER OPTIC COMCAST DOUG ZAHN 2611 FAIRVIEW AVENUE NORTH ROSEVILLE, MN 55113 (651)-493-5316 DOUG_ZAHN@CABLE.COMCAST.COM</p> <p>SANITARY SEWER / WATERMAIN VEOLIA KELLY BROWNING 11100 50TH STREET NE ALBERTVILLE, MN 55301 (763)-497-3611 (O) (763)-742-5395 (C) KELLY.BROWNING@VEOLIA.COM</p> <p>TELEPHONE CENTURYLINK DAVID HAEDTKE 425 MONROE STREET ANOKA, MN 55303 (651)-312-5317 DAVID.HAEDTKE@CENTURYLINK.COM</p> <p>GAS CENTER POINT ENERGY ANDREW BALGOBIN 700 WEST LINDEN AVENUE MINNEAPOLIS, MN 55440 (612)-321-5426 ANDREW.BALGOBIN@CENTERPOINTENERGY.COM</p>	<p>WRIGHT COUNTY HIGHWAY DEPARTMENT BILL CORDELL 1901 HIGHWAY 25 NORTH BUFFALO, MN 55313 (763)-682-7391 (O/C) BILL.CORDELL@CO.WRIGHT.MN.US</p> <p>ELECTRIC WRIGHT HENNEPIN COOP VIRGINIA HAWKINSON 6800 ELECTRIC DRIVE ROCKFORD, MN 55373 (763)-477-3000 VHAWKINSON@WHE.ORG</p> <p>ELECTRIC XCEL DOYLE TOLLEFSON 118 DUNDAS ROAD MONTICELLO, MN 55362 (612)-616-2486 (C) DOYLE.E.TOLLEFSON@XCELENERGY.COM</p> <p>ELECTRIC LIGHTING XCEL ENERGY OUTDOOR LIGHTING DAMON ERICKSON 825 RICE STREET - 3RD FLOOR ST. PAUL, MN 55117 (651)-229-2480 DAMON.G.ERICKSON@XCELENERGY.COM</p> <p>FIBER OPTIC ZAYO GROUP, LLC WAYNE PALER 5005 CHESHIRE PARKWAY, SUITE 1 PLYMOUTH, MN 55446 (952)-230-9432 WAYNE.PALER@ZAYO.COM</p> <p>SCHOOL DISTRICT ISD 877 (BUFFALO-HANOVER-MONTROSE) MAT NELSON 214 1ST AVENUE NE BUFFALO, MN 55313 (763)-682-8740 MNELSON@BHMSCHOOLS.ORG</p>
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PIPE FOUNDATION & BEDDING IN GOOD SOILS

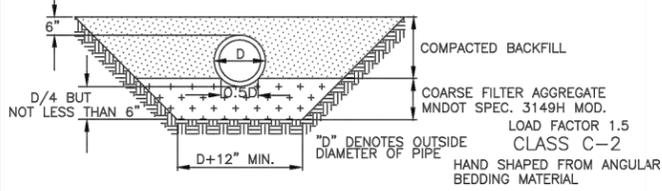
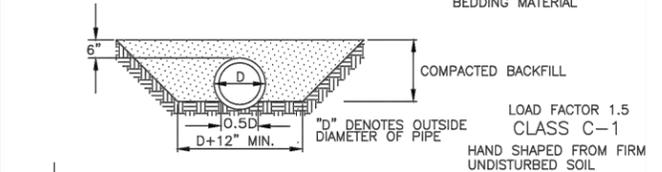
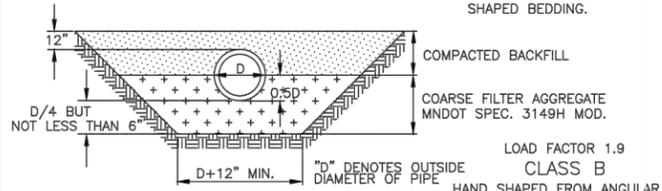
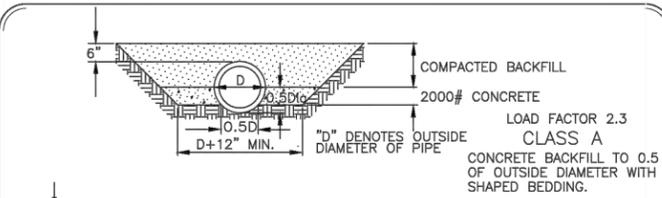


PIPE FOUNDATION & BEDDING IN POOR SOILS



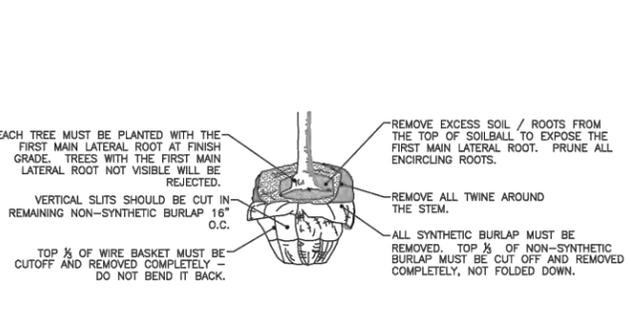
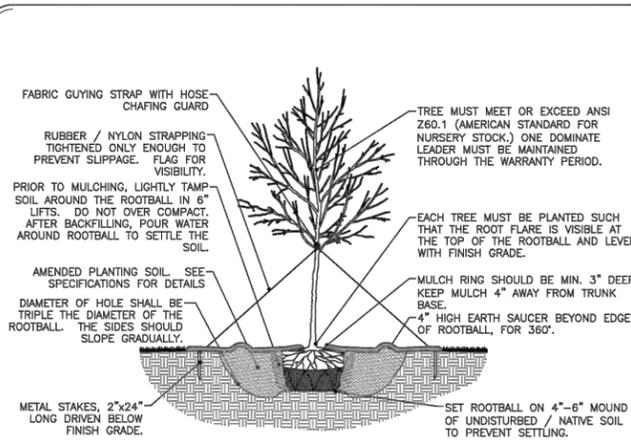
Standard Plate Library
City of Hanover

Title: **Bedding Methods for Plastic Pipe**
Date: 01-16 Plate No. BED - 01
Revised: BED - 01



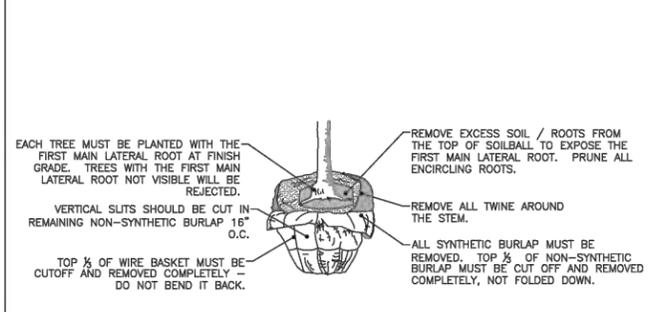
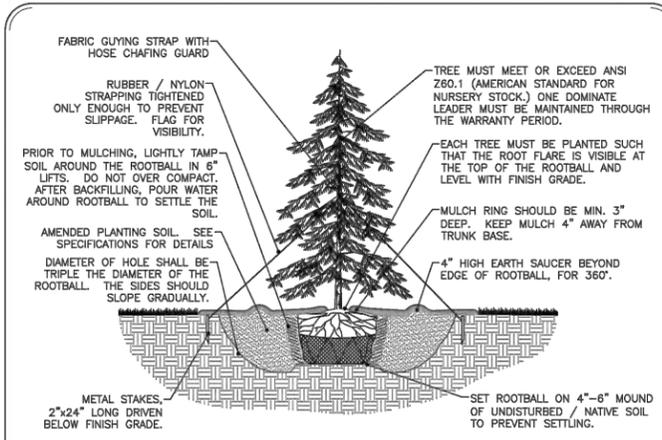
Standard Plate Library
City of Hanover

Title: **Bedding Methods for RCP and DIP**
Date: 01-16 Plate No. BED - 02
Revised: BED - 02



Standard Plate Library
City of Hanover

Title: **Planting Detail Deciduous Tree**
Date: 01-16 Plate No. STR - 16
Revised: STR - 16



Standard Plate Library
City of Hanover

Title: **Planting Detail Coniferous Tree**
Date: 01-16 Plate No. STR - 17
Revised: STR - 17

5TH STREET WATERMAIN EXTENSION
FOR THE CITY OF
HANOVER, MINNESOTA

477 Temperance Street
St. Paul, MN 55101
Tel: (651) 286-9450 • Fax: (651) 286-9488
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DATE: 2-29-16 LIC. NO. 45557

REVISION NO. _____ DATE _____

AS NOTED

SCALE: _____

PLAN BY: DLE

CHECKED BY: JOM

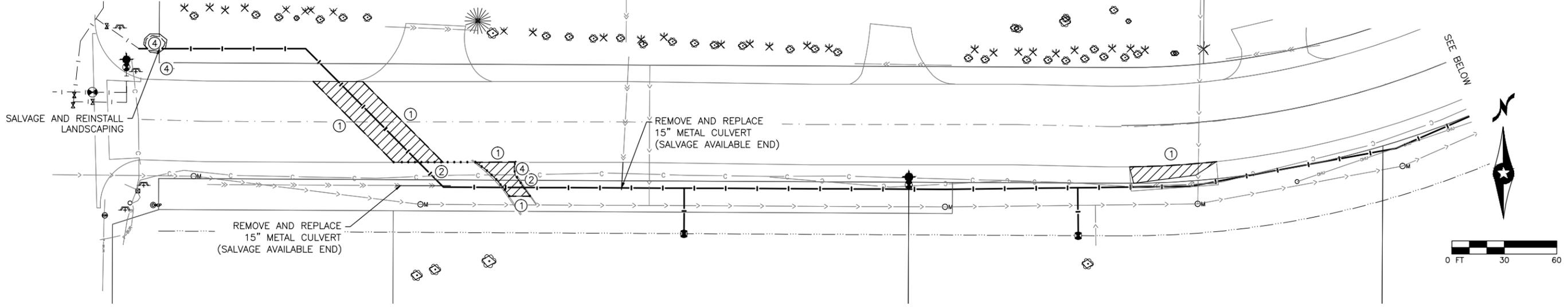
DESIGN BY: KOK

PROJECT NO.: 02082-10

RECORD COPY BY: _____ DATE _____

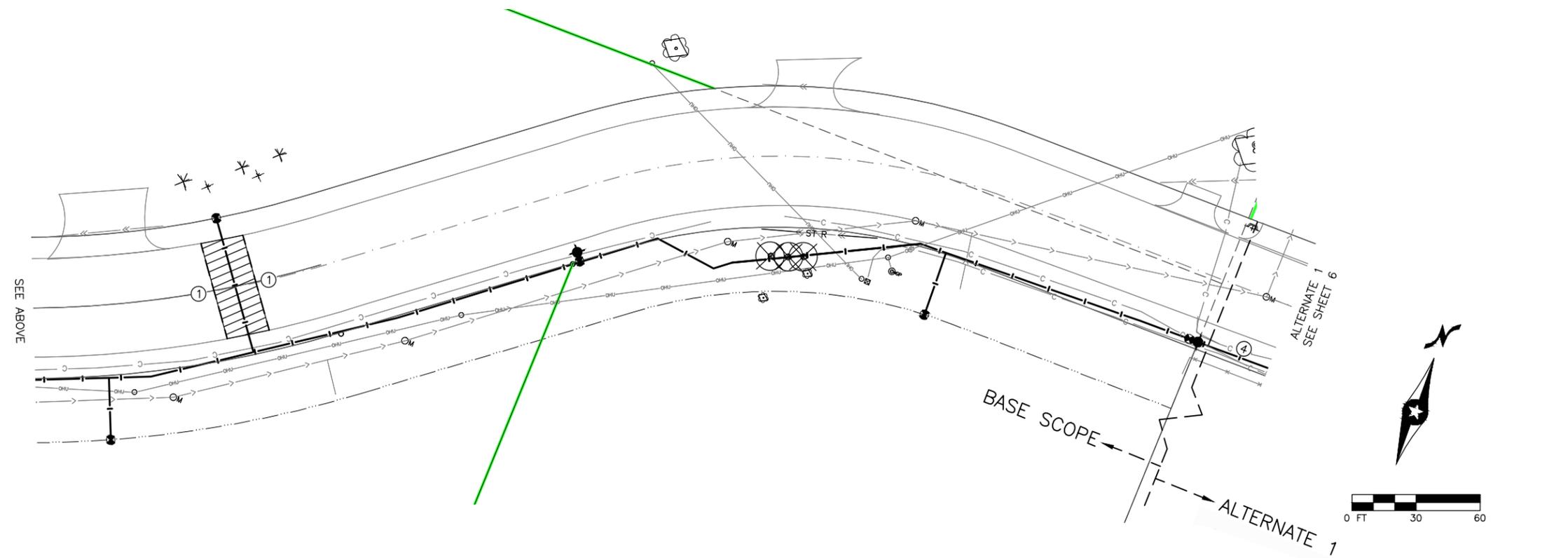
5TH STREET N.E.

- NOTES:
1. CONTRACTOR SHALL PROTECT EXISTING UTILITIES DURING CONSTRUCTION AT NO ADDITIONAL COMPENSATION.
 2. CONTRACTOR SHALL PROTECT EXISTING TREES, SHRUBS, AND LANDSCAPING DURING CONSTRUCTION AT NO ADDITIONAL COMPENSATION, UNLESS OTHERWISE NOTED.
 3. THIS PROJECT SHALL BE IN CONFORMANCE WITH THE NPDES GENERAL STORM WATER PERMIT FOR CONSTRUCTION ACTIVITIES (MN R100001) AND SWPP.
 4. SAWCUT PAVEMENT (FULL DEPTH) FOR BITUMINOUS AND CONCRETE DRIVEWAY REMOVALS.
 5. THE LIMITS OF REMOVALS SHALL BE DETERMINED BY THE ENGINEER IN THE FIELD WITH COORDINATION FROM THE CONTRACTOR PRIOR TO THE START OF ANY REMOVAL/SALVAGE WORK.



- LEGEND
- ⊗ REMOVE TREE
 - SAWCUT BITUMINOUS PAVEMENT
 - ▨ REMOVE BITUMINOUS PAVEMENT
 - *- REMOVE AND REPLACE STORM PIPE
 - REMOVE AND REPLACE CURB
 - *— SALVAGE AND REINSTALL WOODEN FENCE
 - ① SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)
 - ② REMOVE AND REPLACE BITUMINOUS CURB
 - ③ REMOVE AND REPLACE CONCRETE CURB
 - ④ SALVAGE AND REINSTALL SIGN

5TH STREET N.E.



REVISION NO.	EXPLANATION
SCALE: AS NOTED	DESIGN BY: KOK
PLAN BY: DLE	PROJECT NO: 02082-10
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JUSTIN MESSENGER PE
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5TH STREET WATERMAIN EXTENSION
FOR THE CITY OF
HANOVER, MINNESOTA

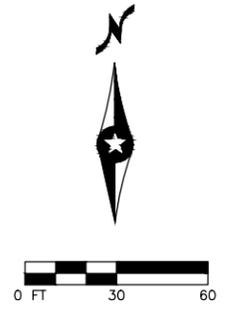
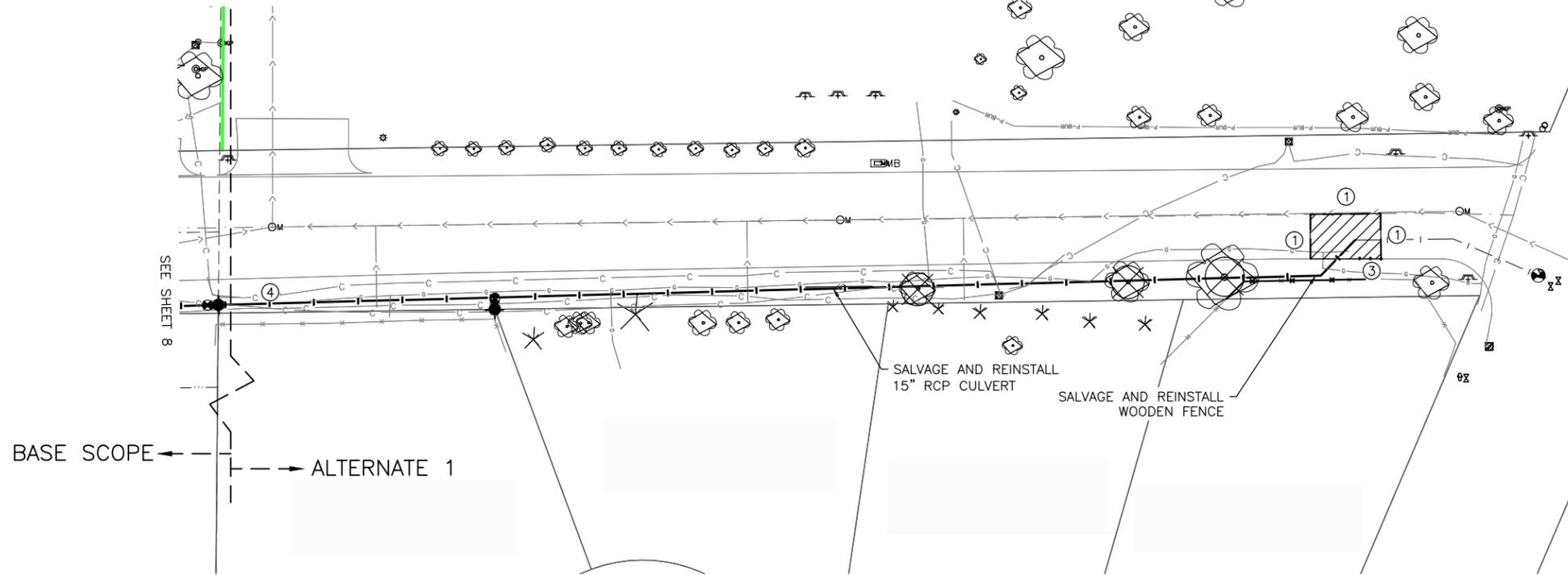
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K:\02082-10\02082-10 REMOVALS.dwg

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JUSTIN MESSENER PE
 DATE: 2-29-16 LIC. NO. 45857

**5TH STREET WATERMAIN EXTENSION
 FOR THE CITY OF
 HANOVER, MINNESOTA**

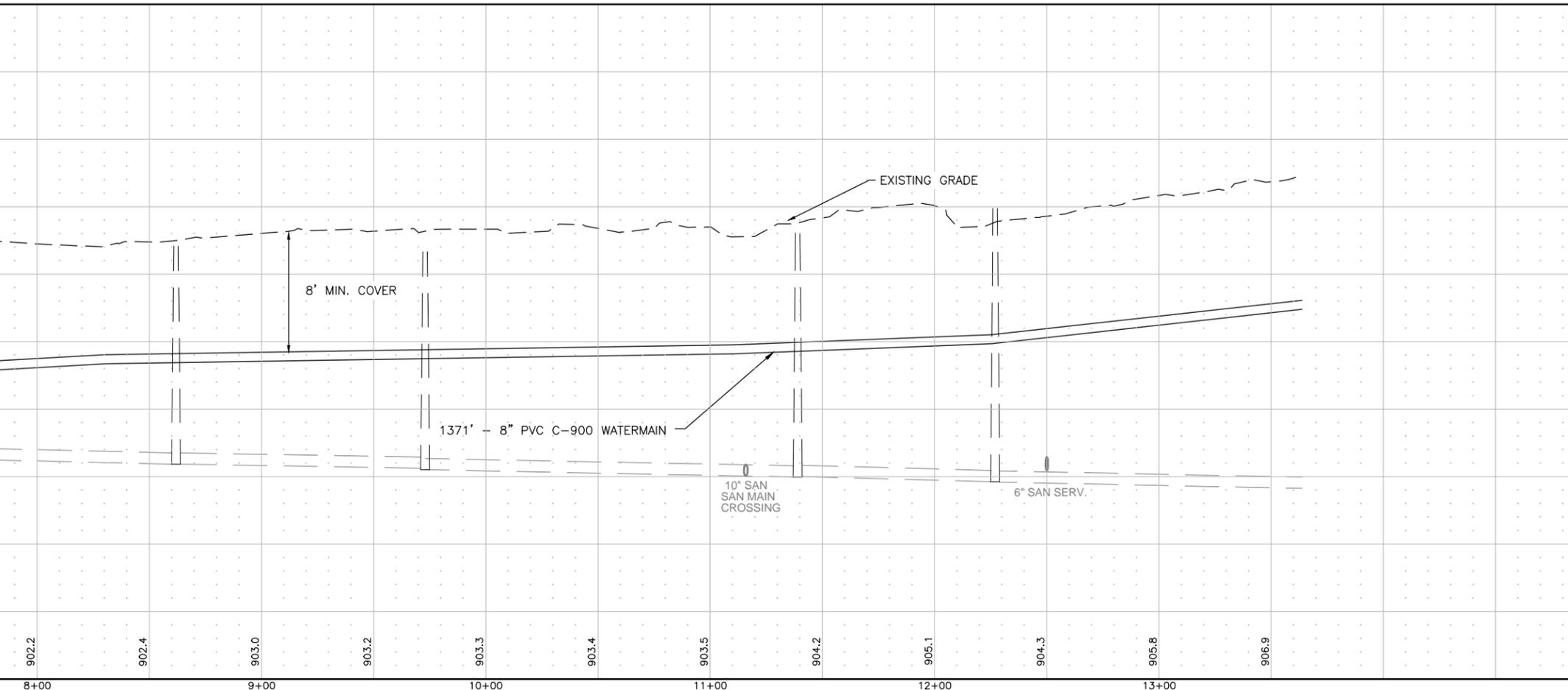
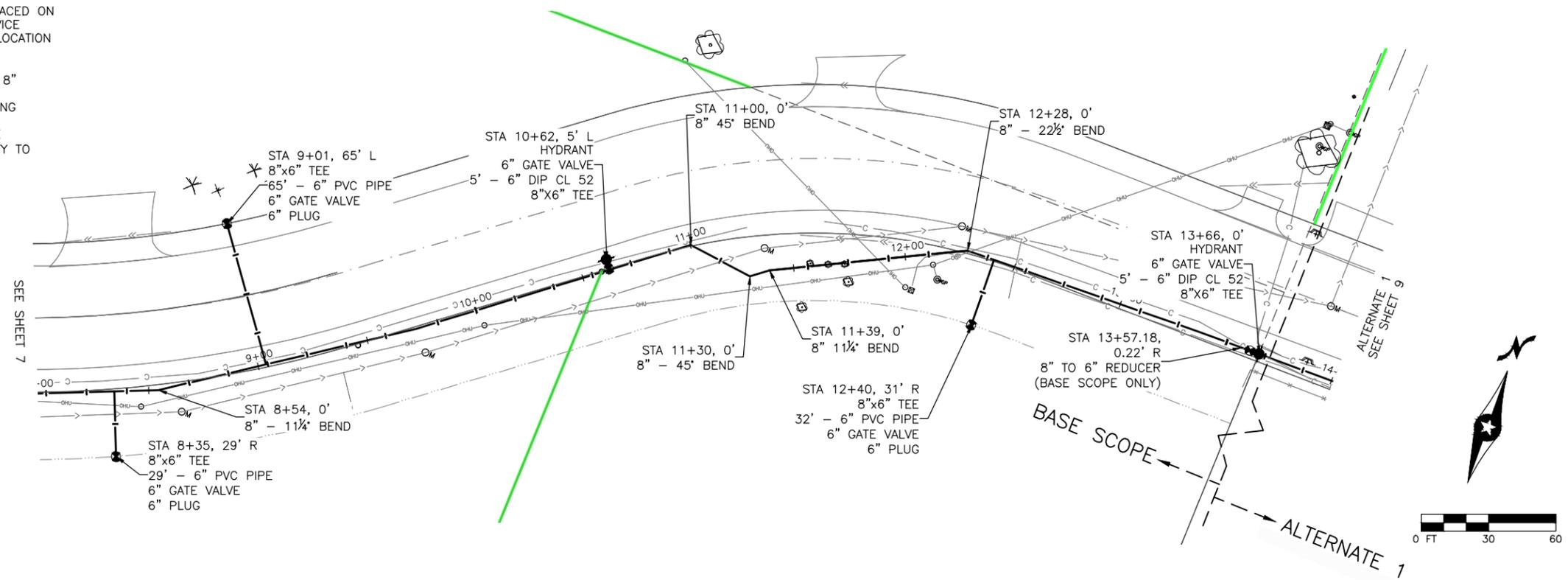
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5TH STREET N.E.

- NOTES:
1. WATER SERVICES TO BE 6" PVC WITH GATE VALVE PLACED ON THE PROPERTY LINE UNLESS OTHERWISE NOTED. SERVICE LOCATIONS SHOWN ARE APPROXIMATE. VERIFY EXACT LOCATION IN FIELD PRIOR TO CONSTRUCTION.
 2. WATERMAIN LOWERING MAY BE REQUIRED AT UTILITY CROSSINGS. INSTALL 4" POLYSTYRENE AND MAINTAIN 18" MINIMUM CLEARANCE BETWEEN UTILITIES.
 3. CONTRACTOR SHALL PROTECT EXISTING UTILITIES DURING CONSTRUCTION AT NO ADDITIONAL COMPENSATION.
 4. THE EXISTING UTILITIES SHOWN ON THESE PLANS ARE APPROXIMATE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THEIR EXACT LOCATION AND ELEVATION.



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REVISION NO.	EXPLANATION
SCALE:	AS NOTED
PLAN BY:	D.E.
CHECKED BY:	JOM
DESIGN BY:	KOK
PROJECT NO.:	02082-10
DATE:	
RECORD COPY BY:	

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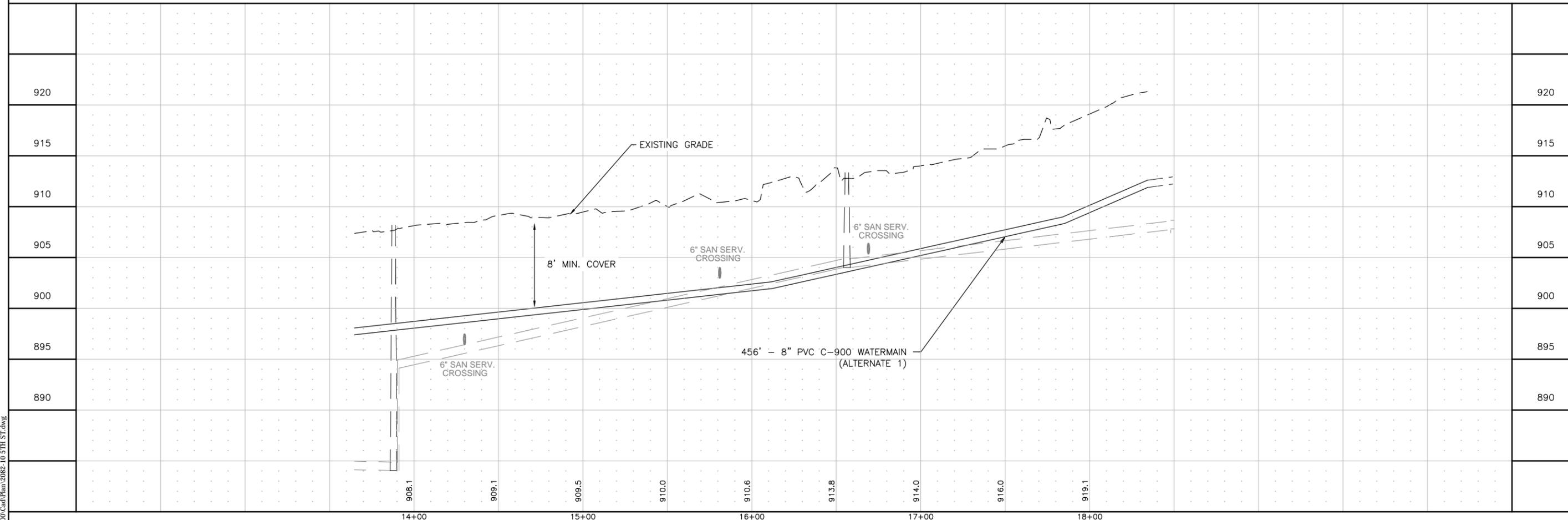
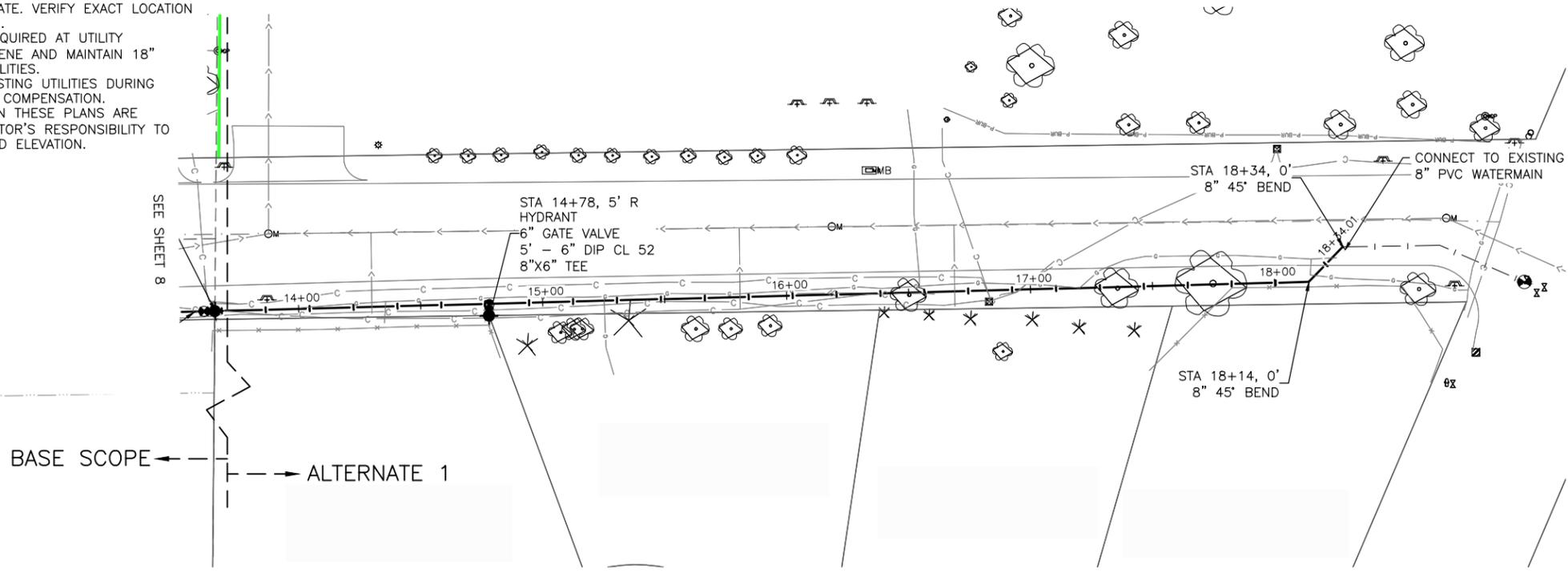
JUSTIN MESSENER PE
DATE: 2-29-16 LIC. NO. 45557

5TH STREET WATERMAIN EXTENSION
FOR THE CITY OF
HANOVER, MINNESOTA

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PLAN BY: DJE	
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PROJECT NO: 02082-10	
DATE: 2-29-16	
RECORD COPY BY: 45557	

5TH STREET WATERMAIN EXTENSION
FOR THE CITY OF
HANOVER, MINNESOTA

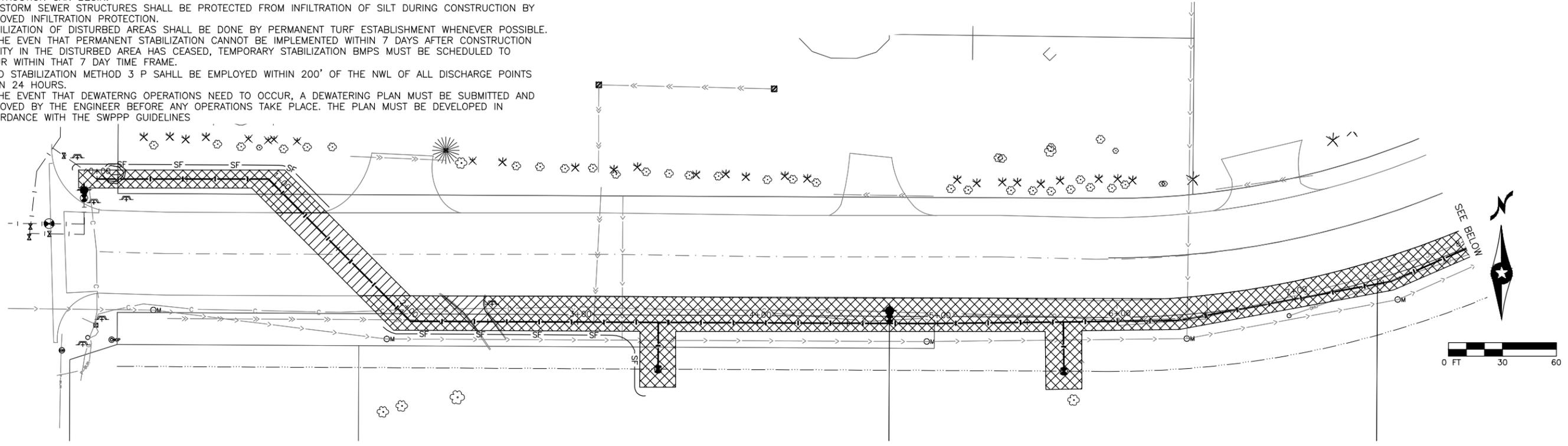
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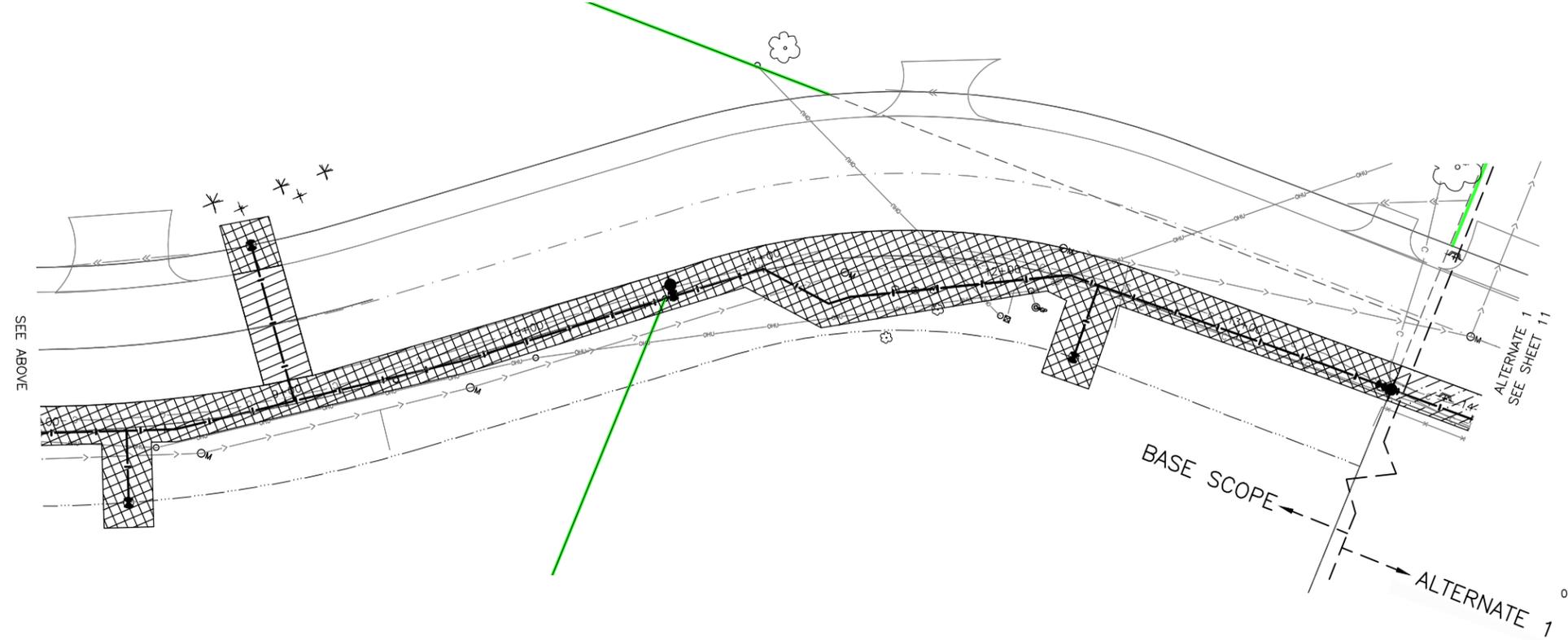
5TH STREET N.E.

- NOTES:
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 3. ALL STORM SEWER STRUCTURES SHALL BE PROTECTED FROM INFILTRATION OF SILT DURING CONSTRUCTION BY APPROVED INFILTRATION PROTECTION.
 4. STABILIZATION OF DISTURBED AREAS SHALL BE DONE BY PERMANENT TURF ESTABLISHMENT WHENEVER POSSIBLE.
 5. IN THE EVENT THAT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED, TEMPORARY STABILIZATION BMPs MUST BE SCHEDULED TO OCCUR WITHIN THAT 7 DAY TIME FRAME.
 6. RAPID STABILIZATION METHOD 3 P SAHLL BE EMPLOYED WITHIN 200' OF THE NWL OF ALL DISCHARGE POINTS WITHIN 24 HOURS.
 7. IN THE EVENT THAT DEWATERING OPERATIONS NEED TO OCCUR, A DEWATERING PLAN MUST BE SUBMITTED AND APPROVED BY THE ENGINEER BEFORE ANY OPERATIONS TAKE PLACE. THE PLAN MUST BE DEVELOPED IN ACCORDANCE WITH THE SWPPP GUIDELINES



5TH STREET N.E.

- LEGEND
- SEED MIXTURE 25-141
 - SEED MIXTURE 25-131
 - BITUMINOUS INSTALLATION
SEE TYPICAL SECTION
 - CLASS 5 AGGREGATE INSTALLATION
(100% CRUSHED LIMESTONE)
SEE TYPICAL SECTION
 - SF SILTFENCE



REVISION NO.	EXPLANATION
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PROJECT NO: 02082-10	
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JUSTIN MESSENER PE
DATE: 2-29-16 LIC. NO. 45557

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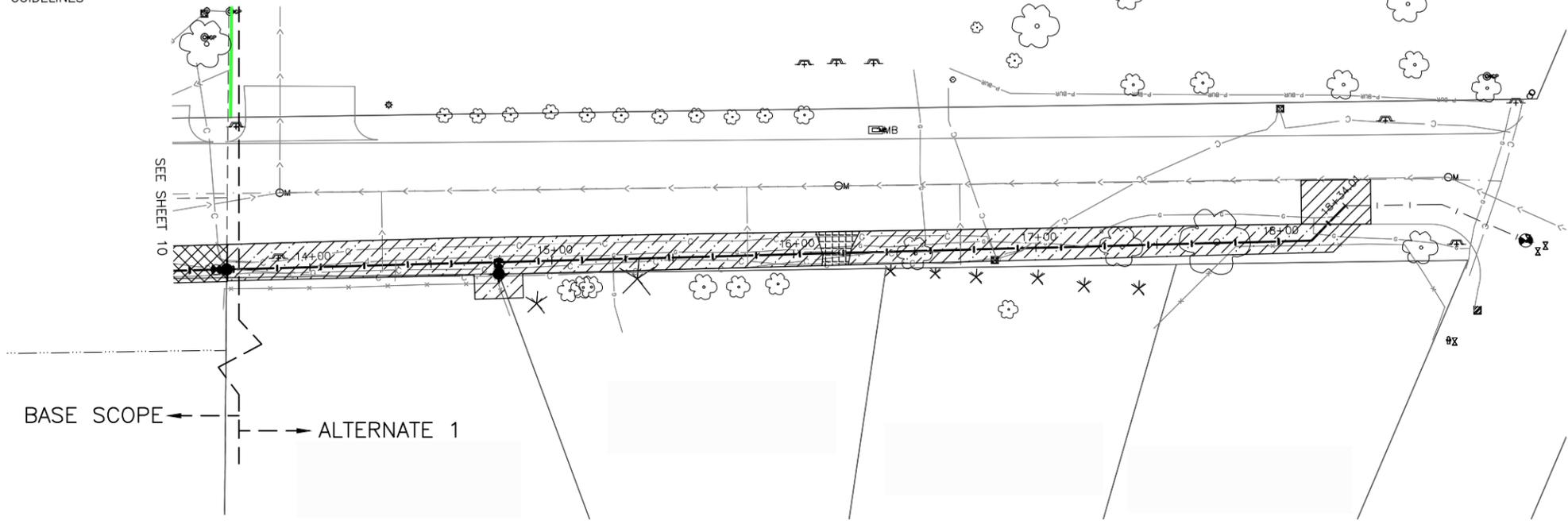
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5TH STREET N.E.

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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

JUSTIN MESSENER PE
DATE: 2-29-16 LIC. NO. 45557

**5TH STREET WATERMAIN EXTENSION
FOR THE CITY OF
HANOVER, MINNESOTA**

WSB
Associates, Inc.
engineering • planning • environmental • construction

477 Temperance Street
St. Paul, MN 55101
Tel: (651) 286-8450 • Fax: (651) 286-4488
wsbeng.com

K:\02082-10\02082-10\02082-10 ERO.dwg

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: CSAH 19 Sidewalk Extension Project
City of Hanover, MN
WSB Project No. 02082-070

Dear Honorable Mayor, City Council, and Staff:

Following this letter is a resolution for your consideration at the February 29, 2016 City Council Meeting.

The resolution for your consideration approves the plans and specifications and authorizes the advertisement for bids for the CSAH 19 Sidewalk Extension Project.

We anticipate opening bids on or near March 31, 2016 and bringing the bid results to Council on April 20, 2016.

If you have any questions, I will be present at the February 29, 2016 Council Meeting to discuss those with you or please call me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

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 Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 02-29-16-29

**A RESOLUTION ACCEPTING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS FOR THE
CSAH 19 SIDEWALK EXTENSION PROJECT**

WHEREAS, the City proposes to extend a concrete sidewalk along the west side of CSAH 19 from CSAH 20 to 109th Avenue N.

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 31, 2016, 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 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

GOVERNING SPECIFICATIONS

THE LATEST EDITION OF THE CITY OF HANOVER STANDARD SPECIFICATIONS SHALL GOVERN.

THE 2016, OR MOST RECENT, EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

CSAH 19 SIDEWALK EXTENSION FOR THE CITY OF HANOVER CITY PROJECT NO. 2016-03

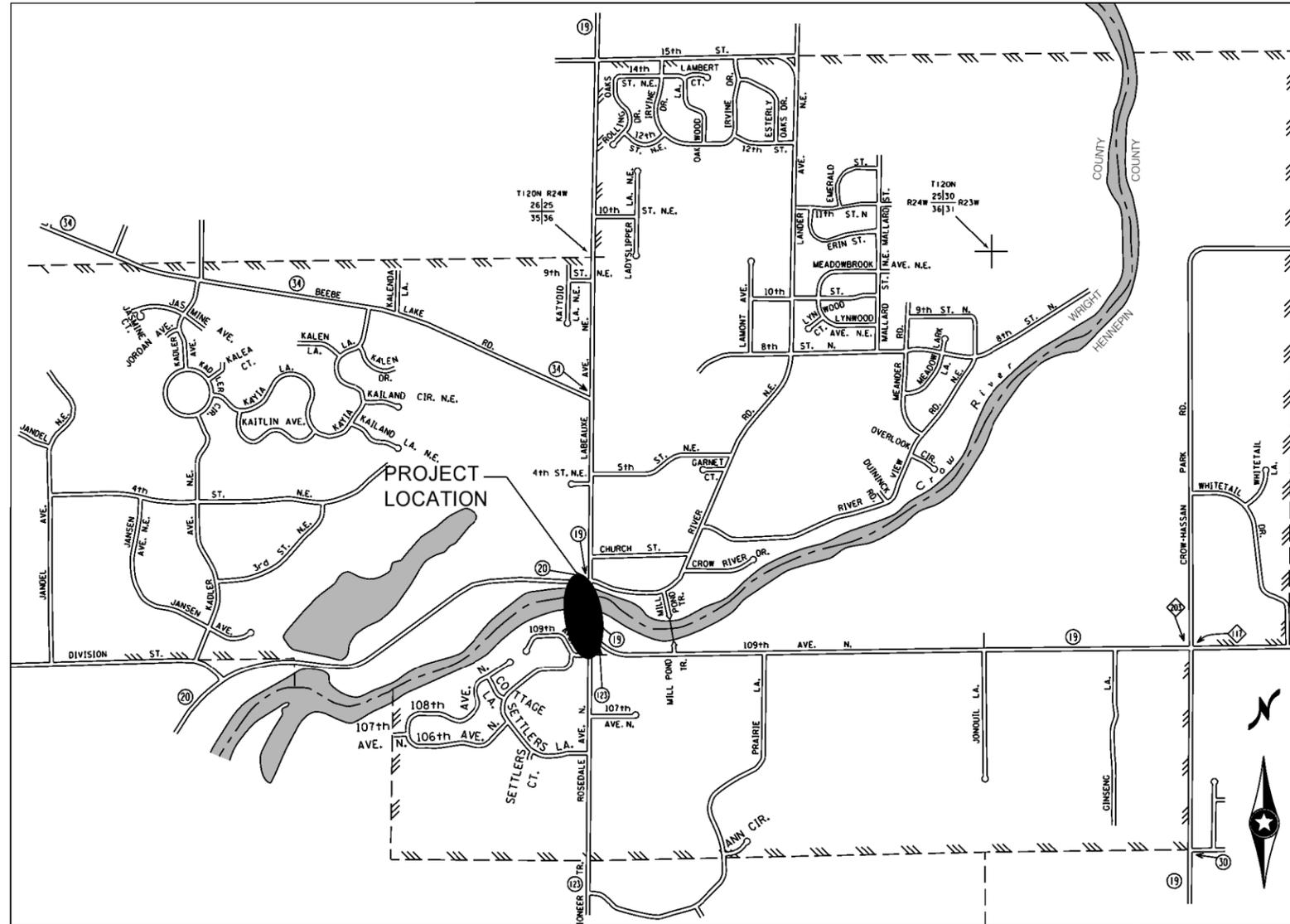
PLAN SYMBOLS

- STATE LINE
- COUNTY LINE
- TOWNSHIP OR RANGE LINE
- SECTION LINE
- QUARTER LINE
- EXISTING EASEMENT
- TEMPORARY EASEMENT
- PROPOSED RIGHT-OF-WAY
- PRESENT RIGHT-OF-WAY
- CONTROL OF ACCESS LINE
- PROPERTY LINES (EXCEPT LAND LINES)
- VACATED PLATTED PROPERTY
- CORPORATE OR CITY LIMITS
- TRUNK HIGHWAY CENTER LINE
- RETAINING WALL
- RAILROAD
- RAILROAD RIGHT-OF-WAY
- RIVER OR CREEK
- DRY RUN
- DRAINAGE DITCH
- DRAIN TILE
- CULVERT
- DROP INLET
- GUARD RAIL
- BARBED WIRE FENCE
- WOVEN WIRE FENCE
- CHAIN LINK FENCE
- RAILROAD SNOW FENCE
- STONE WALL OR FENCE
- HEDGE
- RAILROAD CROSSING SIGN
- RAILROAD CROSSING BELL
- ELECTRIC WARNING SIGN
- CROSSING GATE
- MEANDER CORNER
- SPRINGS
- MARSH
- TIMBER
- ORCHARD
- BRUSH
- NURSERY
- CATCH BASIN
- FIRE HYDRANT
- CATTLE GUARD
- OVERPASS (HIGHWAY OVER)
- UNDERPASS (HIGHWAY UNDER)
- BRIDGE
- BUILDING (ONE STORY FRAME)
- F - FRAME C - CONCRETE
- S - STONE T - TILE
- B - BRICK ST - STUCCO
- IRON ROD OR PIPE
- MONUMENT (STONE, CONCRETE, OR METAL)
- WOODEN HUB
- GRAVEL PIT
- SAND PIT
- BORROW PIT
- ROCK QUARRY

UTILITY SYMBOLS

- POWER POLE LINE
- TELEPHONE OR TELEGRAPH POLE LINE
- JOINT TELEPHONE AND POWER ON POWER POLE
- ON TELEPHONE POLES
- ANCHOR
- STREET LIGHT
- PEDESTAL (TELEPHONE CABLE TERMINAL)
- GAS MAIN
- WATER MAIN
- CONDUIT
- TELEPHONE CABLE IN CONDUIT
- ELECTRIC CABLE IN CONDUIT
- OVERHEAD POWER
- TELEPHONE MANHOLE
- ELECTRIC MANHOLE
- BURIED TELEPHONE CABLE
- BURIED ELECTRIC CABLE
- AERIAL TELEPHONE CABLE
- STORM SEWER
- SANITARY SEWER
- CONCRETE CURB AND GUTTER

SCALES



INDEX	
SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	TYPICAL SECTIONS
3	MISCELLANEOUS DETAILS
4 - 6	CONSTRUCTION PLAN CROSS SECTIONS

THIS PLAN CONTAINS 10 SHEETS.

ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.



4140 Thielman Lane, Suite 204
St. Cloud, MN 56301
Tel: (320) 252-4900 Fax: (320) 252-3100
wsbeng.com

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I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

ENGR. Justin Messner, PE
DATE 2/29/16 LIC. NO. 45857



Prepared for:
City of Hanover
11250 5th Street NE
Hanover, Minnesota 55341
(763)-497-3777

EXCAVATION NOTICE SYSTEM

A CALL TO GOPHER STATE ONE (651-454-0002) IS REQUIRED A MINIMUM OF 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION.

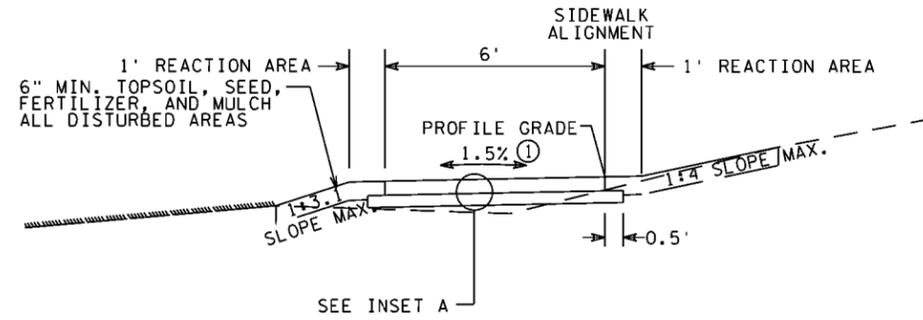
THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF PRIVATE UTILITIES HAS BEEN DESIGNATED UTILITY QUALITY LEVEL D EXCEPT ABOVE GROUND ELECTRICAL, SANITARY SEWER AND STORM SEWER, WHICH ARE QUALITY LEVEL C. THE UNDERGROUND PIPELINES CROSSING THE ROADWAY HAVE BEEN DESIGNATED UTILITY QUALITY LEVEL C. THESE QUALITY LEVELS WERE DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE DATA". THE CONTRACTOR IS TO DETERMINE THE TYPE AND LOCATION OF PRIVATE UTILITIES AS MAY BE DEEMED NECESSARY TO AVOID DAMAGE THERETO.

Date Printed: 2/26/2016
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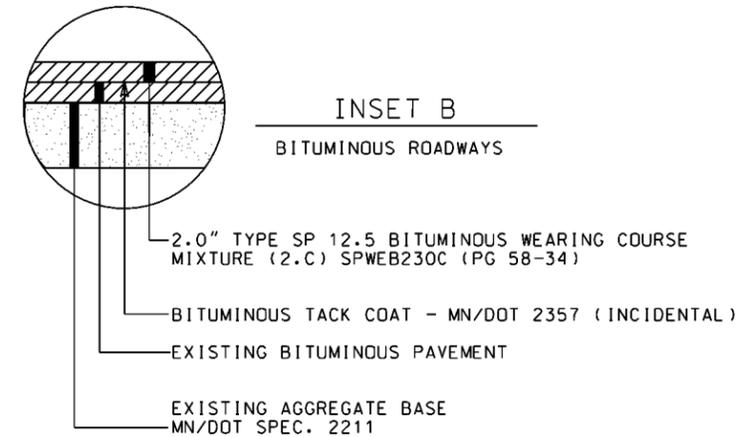
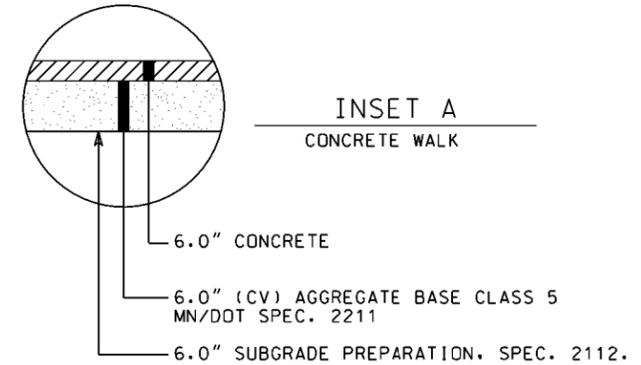
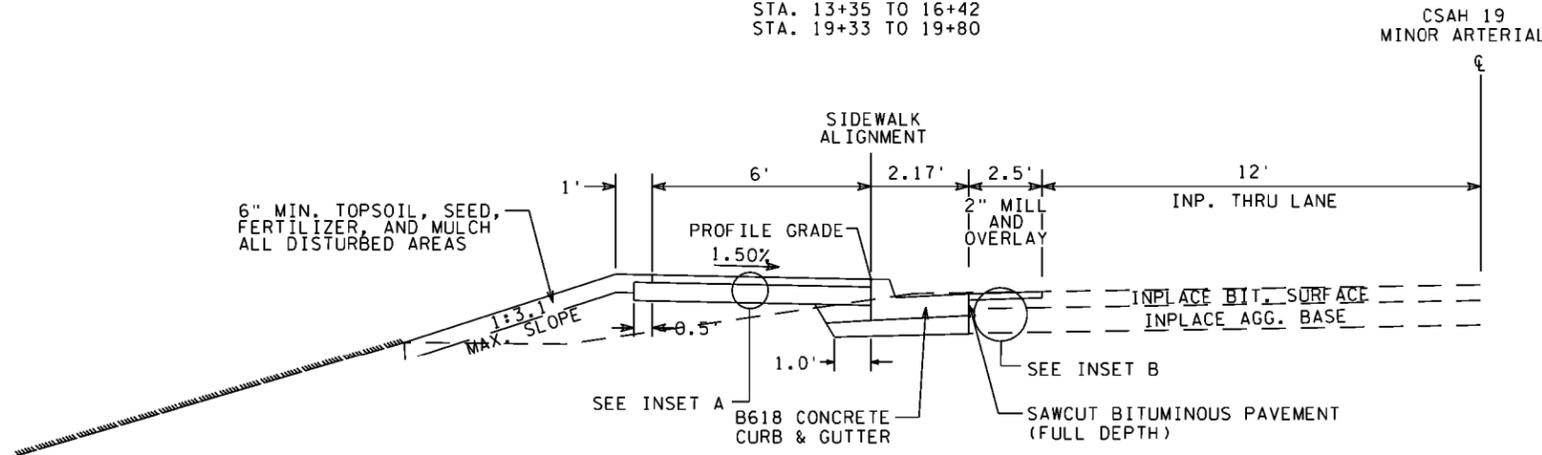
NOTES:

- ① SEE CONSTRUCTION PLANS AND CROSS SECTIONS FOR CROSS SLOPES.

TYPICAL SIDEWALK SECTION (OFF ROAD)
 STA. 10+51 TO 13+35



TYPICAL SIDEWALK SECTION (BEHIND CURB)
 STA. 13+35 TO 16+42
 STA. 19+33 TO 19+80



REVISION NO.	DATE	EXPLANATION

SCALE:	AS NOTED
DESIGN BY:	MM
PROJECT NO.:	2082-07
CHECKED BY:	MEM
DATE:	
RECORD COPY BY:	

HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

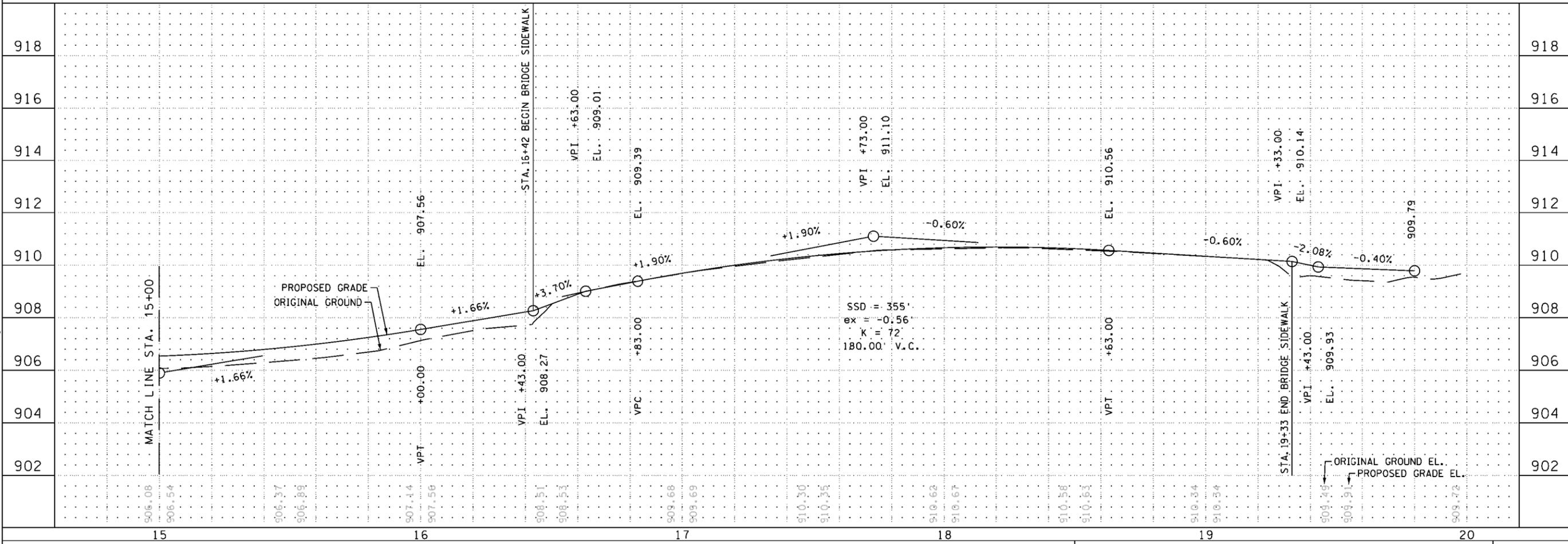
JUSTIN MESSNER, PE
 DATE: _____ REG. NO: 45857

CSAH 19 Sidewalk Extension
 HANOVER, MINNESOTA

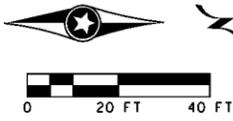
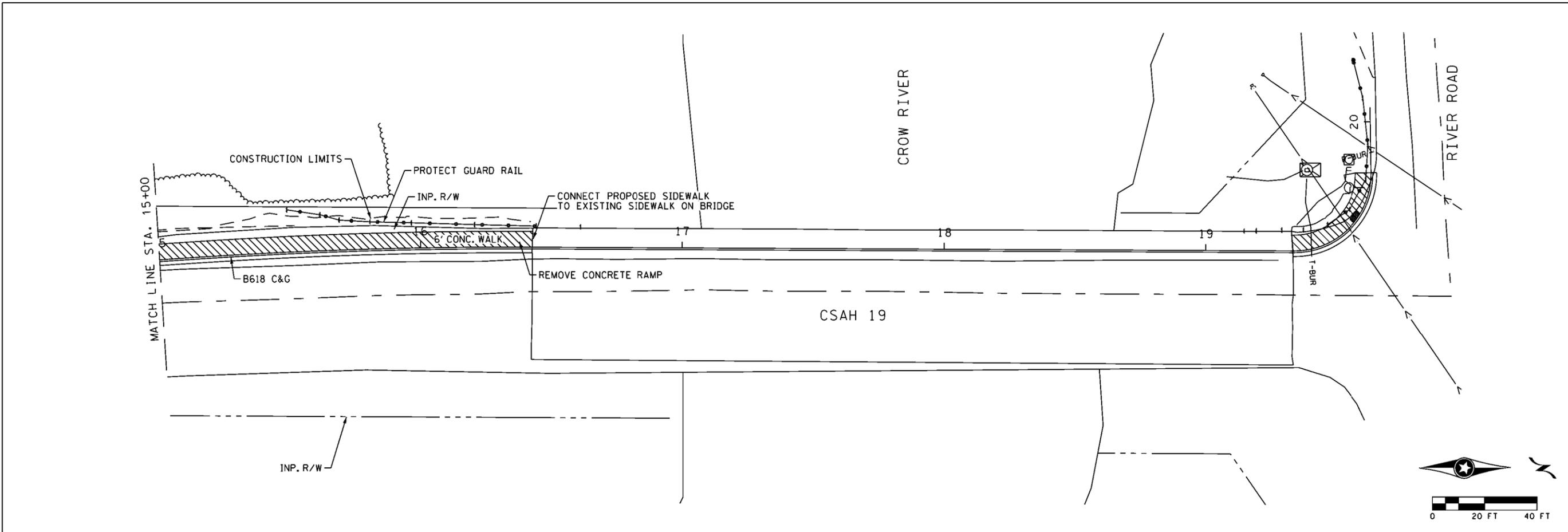
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 St. Cloud, MN 56301
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 wsbenj.com



Date Printed: 2/26/2016
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918	918
916	916
914	914
912	912
910	910
908	908
906	906
904	904
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HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

JUSTIN MESSNER, PE
 DATE: 2/29/16 REG. NO: 45857

REVISION NO.	DATE	EXPLANATION

SCALE:	AS NOTED
PLAN BY: MMH	DESIGN BY: MMH
CHECKED BY: MEH	PROJECT NO: 2082-07
RECORD COPY BY:	DATE:

CSAH 19 Sidewalk Extension

HANOVER, MINNESOTA

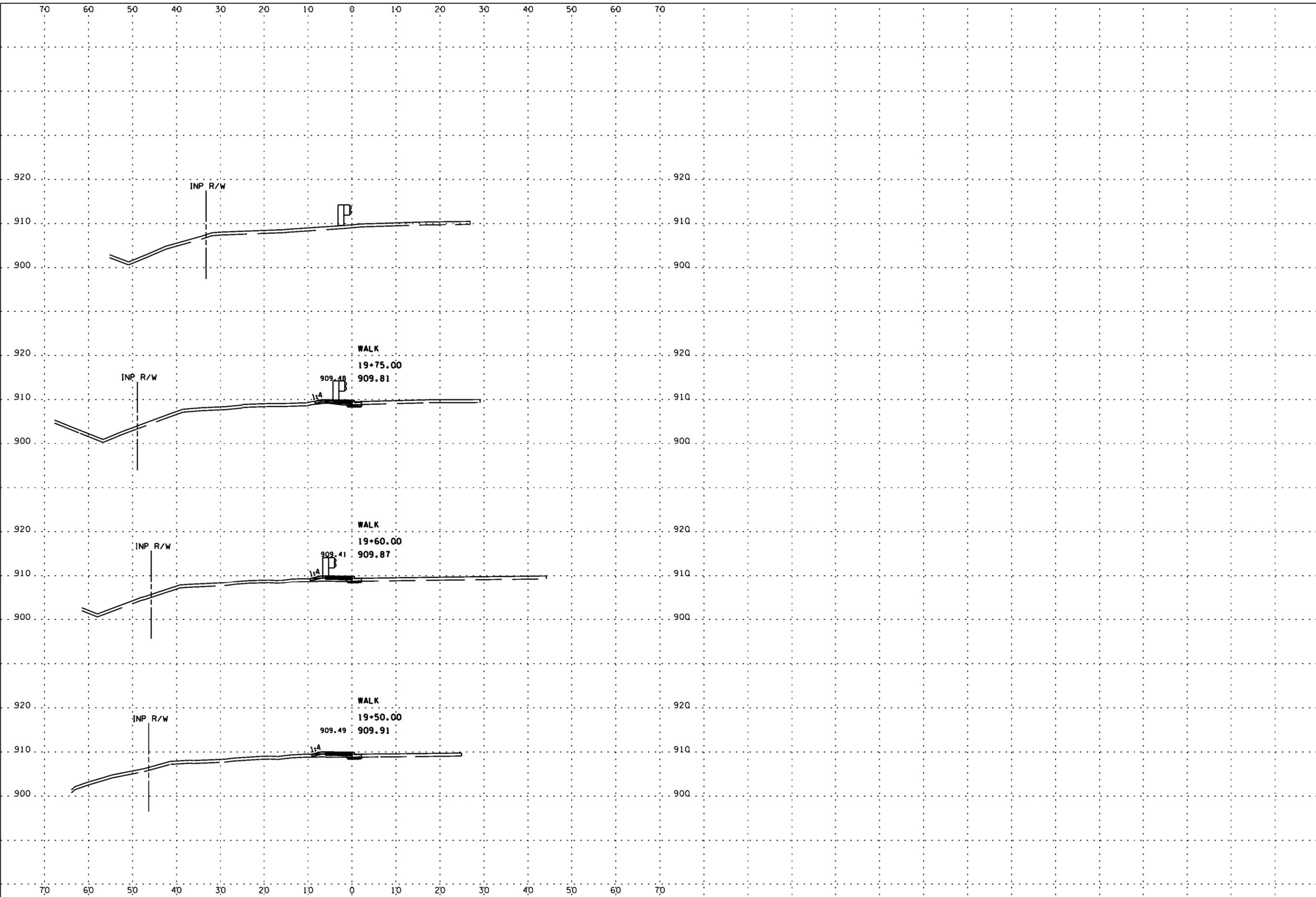
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WSB PROJ. NO. 02082-070 CONSTRUCTION PLAN SHEET 5 OF 10 SHEETS

Date Printed: 2/26/2016
WSB Filename: R:\02082-070\Cad\Plan\208207-xy01.dgn



REV. NO.	DATE	EXPLANATION

SCALE:	AS NOTED
PLAN BY: MWM	DESIGN BY: MWM
CHECKED BY: MWM	PROJECT NO: 2082-07
RECORD COPY BY:	DATE:

HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

JUSTIN MESSNER, PE
DATE: 2/29/16 REG. NO: 45857

CSAH 19 Sidewalk Extension
HANOVER, MINNESOTA

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 29th day of February, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 02-29-16-30

A RESOLUTION ACCEPTING DONATION FROM THE CITY OF ST. MICHAEL

WHEREAS, the City of St. Michael is selling used soccer goals that no longer pose a use for the City.

WHEREAS, the City of Hanover expressed interest in the soccer goals;

WHEREAS, the City of St. Michael has offered one set of goals to the City of Hanover at no charge.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of one set of soccer goals from the City of St. Michael.

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

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 29th day of February, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator