

**CITY OF HANOVER  
CITY COUNCIL MEETING  
MARCH 5, 2019 – OFFICIAL MINUTES**

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

Mayor Chris Kauffman called the regular meeting of Tuesday, March 5, 2019, to order at 7:00 pm. Present were Mayor Chris Kauffman, Councilors Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Accountant / Deputy Clerk Jackie Heinz, Public Works Supervisor Jason Doboszinski and City Attorney Jay Squires. Councilor Doug Hammerseng was absent. Guests included Doug Voerding from Wright County Journal Press.

**Approval of Agenda:**

**MOTION** by Warpula to approve the March 5, 2019, agenda as presented, seconded by Hallstein. **Motion carried unanimously.**

**Consent Agenda:**

Hallstein asked for clarification on item d, Hagen stated the new meeting time would be 7:00 pm and would begin at the work session in March. Hallstein asked for clarification on item f, Squires stated the City does not want to waive the cap amounts.

**MOTION** by Hallstein to approve the consent agenda as presented, seconded by Warpula.

- a. **Approve Minutes of February 19, 2019 City Council Work Session Meeting**
- b. **Approve Minutes of February 25, 2019 Joint Council/Planning Commission Meeting**
- c. **Approve Claims as Presented:**

➤ <b>Claims</b>	<b>\$ 32,428.92</b>
➤ <b>Payroll</b>	<b>\$ 10,573.26</b>
➤ <b>P/R taxes &amp; Exp</b>	<b>\$ 3,895.15</b>
➤ <b>Other Claims</b>	<b>\$ 2,693.67</b>
➤ <b>Total Claims</b>	<b>\$ <u>49,591.00</u></b>

- d. **Ord. 2019-01 – Amending Chapter 2 Related to Regular Meetings**
- e. **Res No 03-05-19-09 – Approving Facilities Capital Fund Transfer**
- f. **Res No 03-05-19-10 – Approving Non-Waiver of Liability Coverage Limit**
- g. **Res No 03-05-19-11 – Approving Renewal of Consumption and Display Permit**

**Motion carried unanimously.**

**Citizen’s Forum:**

None

**Public Hearings:**

None

**Unfinished Business:**

None

**New Business:**

**Res. No. 03-05-19-12 – Approving Purchase of Fire Department Air Packs**

Warpula stated the current air packs will be expiring soon after 15 years of use. The decision was made between 4 products, Alex Air Apparatus came in with the lowest price. The air packs are roughly 16 weeks out once ordered.

**MOTION** by Hallstein to approve Res. No. 03-05-19-12, seconded by Zajicek. **Motion carried unanimously.**

Hagen stated the topic was brought up at a previous meeting, bringing back for discussion. Doboszinski stated at the current time Public Works is okay without another seasonal employee. Terry the current summer seasonal does well and fills in where-ever needed. Kauffman inquired if the City took over maintenance of Riverside Park if another seasonal employee would be needed. Doboszinski stated no, the current summer staff would be able to cover.

Kauffman inquired what projects are on the docket for Public Works and if there is a list. Doboszinski stated a list has been created and is good for 3 full time employees. Hagen stated pond inspections will be started this year with MS4 inspections to follow next year. Council consensus to stay with one summer seasonal staff but to reassess at budget time for next year.

### **Kitchenware**

Doboszinski stated the current kitchenware in the hall doesn't match. He went through a restaurant supply website for quotes on plates, cups, silverware, coffee carafes and water pitchers, the price came back at roughly \$2,500 for a 250-place setting. Hallstein recommended adding 10% for breakage. Doboszinski stated plates are ordered as a pack of 12 and are easy to replace with a basic design.

**MOTION** by Hallstein to order 275 sets of Kitchenware, seconded by Warpula. **Motion carried unanimously.**

### **Cardinal Circle Park Porta Potty Replacement**

Doboszinski stated the current porta potty at Cardinal Circle Park is old and decrepit and will be difficult to patch the area where the fire was. Warpula asked what would be done with the old one, Doboszinski stated it would be thrown. Doboszinski stated a new porta potty would cost \$1,972 plus \$155 for shipping for a total of \$2,127. Hallstein inquired about an insurance claim, Hagen stated the deductible is close to the cost of a new porta potty.

**MOTION** by Warpula to approve the purchase of a new porta potty for Cardinal Circle Park for \$2,127, seconded by Hallstein. **Motion carried unanimously.**

### **Hennepin County Tax Delinquent Properties – Accelerated Forfeiture**

Hagen stated Hennepin County is reaching out for input on 2 properties which have been placed on a tax delinquent list. To be eligible for accelerated forfeiture the property must be vacant and show evidence of abandonment. Instead of the property sitting for 3 years, would be accelerated to 5 weeks. Of the two properties, one is a house located on Ginseng, the other is the Hilltop. Hagen further stated in this process government has the first option to purchase. The topic was discussed at the recent EDA meeting, they are in support of purchasing the Hilltop property, giving the City control of the next business to occupy it. Hagen further stated the property encroaches the County Road 19 right of way, however, Hennepin County is not concerned with expansion until the year 2040.

Kauffman inquired if someone was living upstairs, Hagen stated yes there appears to be, that aspect could persuade the county to not let the property be applicable for accelerated forfeiture. Kauffman stated a property in the Bridges area went through a similar process years ago. Hagen stated the county attorney will create the case and then goes to a judge. Hallstein inquired how aggressive the City should be. Hagen stated the City could reach out directly to the Hilltop property owner to purchase. Kauffman inquired if the \$10,000 owed is for 1 year of property taxes, Hagen stated it encompasses all delinquent years.

Squires stated by approving the accelerated forfeiture it could force something to happen or someone to address the issue. It would be favorable in getting something to happen.

Zajicek inquired if the house and the path located behind the Hilltop is associated at all. Hagen stated both items are a private matter.

Hagen stated by purchasing the Hilltop property the City could control the incoming business, and make improvements to the property that may deter future owners from committing to due to cost. Hallstein stated it's a highly visible property, the interested buyers don't have the financial resources to purchase once they discover water and sewer hookup is needed. Hallstein further stated the EDA felt the City would receive a large bang for their buck by purchasing. Kauffman stated he is not crazy about owning the property, but the process could force the current owners to sell. Squires stated there is tax forfeiture in process, the county attorney could say the property doesn't qualify for accelerated forfeiture. This previously happened where the current Bridgewater property is located. Discussion continued around different scenarios and ideas.

Hallstein asked when the 5-week clock would start, Hagen stated July or August the attorney would likely file the case with the court.

Council Consensus was to move forward with the accelerated forfeiture process on the current Hilltop property.

### **Comment Letter for City of Rogers 2040 Comprehensive Plan**

Hagen stated neighboring entities will review a cities comprehensive plan. City Planner Nash finds no comments are necessary and therefore requests to waive the remaining review period.

**MOTION** by Hallstein to provide no comment and to waive the remaining review period for the City of Rogers 2040 Comprehensive Plan, seconded by Warpula. **Motion carried unanimously.**

### **Industrial Park Temporary Buildings**

Hagen stated a request / inquiry has been made on a hoop style building, a style similar to the Public Works salt shed, being used in the industrial park. Hagen further stated if this is allowed for one then other will follow. Our current ordinance doesn't discuss therefore it's not allowed.

Kauffman asked how long is temporary. Hagen stated the length of time would need to be addressed. The business would be receiving additional storage but there would be no increase to the tax base. Kauffman stated you don't see temporary structures in surrounding cities industrial parks.

Hagen stated there was also a request / inquiry for a job site trailer used as an employee break room. Kauffman stated the job trailer would need current tabs and licensing. Warpula stated for how long, Hagen stated the length of time wasn't discussed.

Council consensus was to not allow temporary style buildings or job trailers as a structure in the industrial park.

### **2019 Strategic Planning Session**

Hagen stated this item was tabled from a previous meeting. Hagen would like feedback on the 2017 session and who would be involved at the possible next session. Kauffman inquired if all committees would be involved. Hagen stated at the 2017 session all committees were involved as well as consultants and staff. Hallstein stated the Planning Commission and EDA should attend, Park Board could be separate. Hagen inquired who will facilitate the session. Kauffman stated Hagen can facilitate. Hagen inquired on a date for the session. Kauffman stated a weekend in April. Hagen stated he would send out an availability calendar to everyone to see what date would work the best.

## **Reports**

### **Doboszenski**

- Public Works will be borrowing Rogers' truck to haul snow out of the downtown area.

### **Hallstein**

- Attended the LMC Conference in Brainerd about communication. Suggested the League of Minnesota Cities be brought in to provide communication training to Planning Commission and Council.

**Heinz**

- Joe Kaul will be representing the Hanover Historical Society at the next Park Board meeting in March. Kaul will be bringing back final information regarding possible new lighting on the Historic Bridge.
- Audit prep continues and is going well.

**Hagen**

- Asked who would be in attendance at the April 2<sup>nd</sup> meeting as Kauffman and Hallstein will be gone and the Local Board of Appeals will be on the agenda.
- The Annual Met Council meeting will be on May 6<sup>th</sup> at the Wright County Highway Department Building.
- The administrators conference is in May in Nisswa, asking if okay to attend. Council consensus for Hagen to attend.
- Hagen will be gone on vacation in April in-between the meetings.

**Adjournment**

**MOTION** by Warpula to adjourn at 8:15 pm, seconded by Hallstein. **Motion** carried unanimously.

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator