

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

**MAYOR  
CHRIS KAUFFMAN**

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

- 1. Call to Order Regular City Council Work Session: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
  - a. Approve Minutes of March 6, 2018 City Council Meeting (4)**
  - b. Approve Claims as Presented: (9)**

➤ Claims	<b>\$ 163,030.71</b>
➤ Payroll	<b>\$ 9,304.14</b>
➤ P/R taxes & Exp.	<b>\$ 3,326.35</b>
➤ Other Claims	<b>\$ 2,297.73</b>
➤ Total Claims	<b><u>\$ 177,958.93</u></b>
  - c. Res No 03-20-18-26 – Approving Donation from Mavco, Inc. (57)**
  - d. Res No 03-20-18-27 – Approving Donation from Mark Miller Trucking (58)**
  - e. Res No 03-20-18-28 – Approving Donation from Hanover Historical Society (59)**
  - f. Res No 03-20-18-29 – Approving Donation from River Inn (60)**
  - g. Res No 03-20-18-30 – Approving Purchase of Kubota Excavator (61)**
  - h. Res No 03-20-18-31 – Approving Purchase of Felling Trailer (63)**
  - i. Res No 03-20-18-32 – Approving Transfer from General Fund to Capital Fund (65)**
  - j. Res No 03-20-18-33 – Approving 2017 Budget Amendment #1 (66)**
  - k. Res No 03-20-18-34 – Approving RMEF Exempt Gambling Permit (76)**
  - l. Res No 03-20-18-35 – Approving Correction to Res No 03-06-18-18 (77)**
- 4. Ordinance 2017-09 – Amending Chpt. 10 Related to Mineral Extraction (78)**
- 5. Res No 03-20-18-36 – Appointing Park Board Vacancies (86)**
- 6. 2017 Salary Compensation Study (87)**
- 7. Reports**
- 8. Adjournment**

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

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1. Call to Order Regular City Council Work Session: 6:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent agenda.*
  - a. Approve Minutes of March 6, 2018 City Council Meeting (4)
  - b. Approve Claims as Presented: (9)

➤ Claims	\$ 163,030.71
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  - l. Res No 03-20-18-35 – Approving Correction to Res No 03-06-18-18 (77)
4. Ordinance 2017-09 – Amending Chpt. 10 Related to Mineral Extraction (78)

*Enclosed is the latest draft of the ordinance pertaining to mining operations. An adjustment was made to reflect the desire to collect a fee for recycled material being hauled over Hanover roads. City Planner Nash will be present to discuss any questions.*
5. Res No 03-20-18-36 – Appointing Park Board Vacancies (86)

*This resolution appoints two individuals to the two vacant seats on the Hanover Park Board. Council will be asked to discuss who they would like to appoint, and their names would be inserted into the Resolution.*

**6. 2017 Salary Compensation Study (87)**

*Enclosed is the information provided at the February Work Session. The salary ranges have been adjusted based on Council direction from the February Work Session. Further discussion related to benefits will be held.*

**7. Reports**

**8. Adjournment**

**CITY OF HANOVER  
CITY COUNCIL MEETING  
MARCH 6, 2018 – DRAFT MINUTES**

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

Mayor Chris Kauffman called the regular meeting of Tuesday, March 6, 2018 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Attorney Jay Squires, City Planner Cindy Nash, City Engineer Justin Messner, City Administrator Brian Hagen, Accountant / Deputy Clerk Jackie Heinz, and Public Works Supervisor Jason Doboszanski. There were also several guests present related to the Hanover Cove Concept Plan discussion.

**Approval of Agenda:**

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

**Consent Agenda:**

**MOTION** by Warpula to approve the consent agenda, seconded by Zajicek.

a. **Approve Minutes of February 20, 2018 City Council Work Session Meeting**

b. **Approve Claims as Presented:**

➤ Claims	\$ 47,598.16
➤ Payroll	\$ 9,135.16
➤ P/R taxes & Exp	\$ 3,281.88
➤ Other Claims	\$ 2,293.50
➤ Total Claims	<u>\$ 62,308.70</u>

c. **Res No 03-06-18-17 – Approving Non-Waiver of LMCIT Statutory Coverage Limits**

d. **Res No 03-06-18-18 – Approving Salary Range Adjustments**

e. **Res No 03-06-18-19 – Approving EDA Donation to HHS**

f. **Res No 03-06-18-20 – Approving Purchase of EDA Business Social Appreciation Token**

g. **Res No 03-06-18-21 – Approving MCMA Annual Training Conference**

h. **Ordinance 2018-02 – Amending Chpt. 4 Related to Gambling Regulations**

i. **Ordinance 2018-03 – Amendment #1 of the 2018 City of Hanover Fee Schedule**

**Motion carried unanimously.**

**Citizen’s Forum:**

**Mike Potter, Wright County Commissioner**

Mike Potter introduced himself and gave a brief background. He stated last fall Wright County passed the sales tax option which added 0.5% to the tax rate. It currently costs 12 million to maintain the 551 miles of road in Wright County. He stated County Road 19 is a challenge and is not in the 5-year plan to be improved. Wright County recently built a Sheriff Support Facility, equipment was previously scattered throughout local cities and now is all stored in one facility. Wright County also recently built a new County Highway Building, the old building has become Public Works. Wright County will look at sending a questionnaire to residents regarding the crossing at Beebe Lake Trail and what could be done to improve it. They will also look at doing a traffic study on County Road 19. Looking into the future, when Brockton Interchange happens more traffic will be using our roads, what will be done to handle the needs.

**Debbie Krajsa**

Krajsa stated she has lived on Lynwood Court in Hanover for 18 years. She feels Hanover is a great place to raise a family and yet close to good paying jobs. She doesn’t want to deny someone else the same opportunity, but there is a lot of development in the area. Her concerns include traffic, with the development. She stated that we’re not just adding cars per household but trips per day per household.

Are water and sewer ready for this amount of homes, she has heard of homes nearby having water pressure issues. The market demands, the types of houses and lot sizes, schools. She would like the developer to support the community and enhance the design of the town.

**Amy Sefton**

Sefton expressed concern about the effect on home values and neighbors. She would like to see single family home built with larger lot sizes.

**James Steinbrueck**

Steinbrueck gave a brief family history of living outside of Hanover and then moving here. He stated everyone is aware of growth, but Hanover is unique. He would like to see single family homes built with a yard where you can let the dogs out and play catch. He stated 8<sup>th</sup> Street needs to be connected to County Road 19 before the development is started. He is concerned if the school can handle the growth and if Joint Powers has been asked of their capabilities. He suggested focusing on infrastructure and improving the roads first.

**Colleen Williams**

Hallstein read an email submitted by Colleen Williams. Williams stated she understands development is inevitable, but can it be done with minimal traffic impact. She stated half acre and three-quarter acre lots would attract buyers as well. She suggested to think about the end user, include a park and walking trails. She stated 337 homes is too many for traffic, school and water / sewer. She would like to keep Hanover as the Little City on the Crow.

**Public Hearings:**

None

**Unfinished Business:**

**Ordinance 2017-09 – Amending Chapter 10 Related to Mineral Extraction**

Nash explained this was an update from the planning commission, changes were made and planning commission is recommending approval. Warpula inquired about a fee for recycled material being hauled over Hanover roads. Nash stated the gravel tax does not apply to recycled materials hauled in and then out. Squires stated an option is to charge a fee via a separate conditional use permit. The company would submit a proposed plan of activity and would be charged a parallel fee for road usage. Messner stated River Rd. will be reconstructed to a 10-ton road this year. Messner further stated mining does have an impact on the roads, as they are traveled with more loads. Kauffman inquired how close the mining operation can be from ground water. Nash stated 10 feet of separation. Hallstein stated the noise portion is pertaining to the operations on site. Squires noted that Council could approve the ordinance tonight with the amended language or table to a later meeting.

**MOTION** by Warpula to table Ordinance 2017-09, seconded by Hallstein. **Motion carried unanimously.**

**New Business:**

**Res. No. 03-06-18-22 – Approving CUP for Jonquil Lane North**

Nash stated the application is to allow an accessory building in the side yard and larger than the footprint of the house. There is currently one existing accessory building, the applicant is proposing a second. Kauffman asked how many acres the applicant owned, Nash stated 38. Warpula inquired if the 38 acres was on two separate lots, Nash stated No. Nash further stated the applicant must adhere to the ordinances.

**MOTION** by Hammerseng to approve Res. No. 03-06-18-22, seconded by Zajicek. **Motion carried unanimously.**

**Res. No. 03-06-18-23 – Approving 8<sup>th</sup> Street NE Private Driveway Agreement**

Hagen stated the driveway agreement is for a vacant lot in the industrial park which plans to be used for storage of outdoor material. The agreement allows a private driveway to continue to exist in the public right of way. The document would be recorded against three properties which benefit from this agreement. **MOTION** by Hammerseng to approve Res. No. 3-06-18-23, seconded by Warpula. **Motion carried unanimously.**

**Res. No. 03-06-18-24 – Approving Site Plan for PID: 108-024-001010**

Nash stated this resolution is regarding the vacant lot on 8<sup>th</sup> Street. The lot will be utilized for outdoor storage. The applicant is proposing a fence to surround the property, planning commission is recommending approval of the fence type as it's consistent with the fencing in the area. **MOTION** by Warpula to approve Res. No. 03-06-18-24, seconded by Hammerseng. **Motion carried unanimously.**

**Res. No. 03-06-18-25 – Approving Comprehensive Plan Amendment**

Nash stated the proposed comprehensive plan amendment will change zoning of the south side of the Duininck gravel property from industrial to neighborhood / residential. Planning Commission is recommending approval. **MOTION** by Hammerseng to approve Res. No. 03-06-18-25, seconded by Warpula. **Motion carried unanimously.**

**Hanover Cove Concept Plan**

Nash stated this discussion is a courtesy, non-binding review of the concept plan. The plan has not been reviewed in detail against the ordinances. Many of the concerns expressed at the Planning Commission meeting will not have answers until further details are provided in the preliminary plat and environmental assessment worksheet. Planning Commission is recommending approval with removal of the townhomes from the plan. Messner stated there is adequate water and sewer lines to the site, but this would be confirmed with Joint Powers and St. Michael prior to approval.

Kauffman stated the real traffic issue is getting on and off County Road 19. He went on to explain that the majority of the traffic is non-Hanover resident traffic.

Kauffman is currently on the Joint Powers Board. Joint Powers did a study regarding future need for a water tower, it was concluded with the expanding of all three communities, there won't be need for another water tower for 20 years.

Hallstein stated she talked to previous Hanover Principal Jeff Olson about what the capacity of the Hanover Elementary School is. Olson's response was there is currently enough room for one additional class in each grade. She stated the Buffalo / Hanover / Montrose Superintendent has pushed to keep three teachers per grade no matter the class size at Hanover Elementary. Hallstein further stated she will be meeting with the school district to discuss a K-8 school in Hanover. She stated there are other locations for a school, such as the 40 acres the district owns on the Hennepin County side of Hanover, this parcel could also be sold and a different parcel purchased.

Alan Roessler of Paxmar Development, presented a slide presentation about the proposed development, Hanover Cove. Roessler gave a brief background of Paxmar and the Duininck Site. He discussed the plan for the property showing proposed product types, setbacks and dimensions. A. Roessler included pictures of the proposed housing types. He explained advantages of the Paxmar proposal which included

an increase in taxable value, increased value of surrounding properties, multiple price points and the development being controlled through a Master HOA. A. Roessler concluded with a discussion of the citizens' concerns which included density, desire for public amenities, concern about row home rental, affordability and traffic.

Hammerseng inquired if the road coming out of the SW corner of the development could be moved to the 5<sup>th</sup> Street intersection.

Warpula stated he has lived in Hanover for 16 years and doesn't like the plan. He would prefer larger lots and patio homes as an option for people. 337 homes is too many, wondering what the break-even point is for the developer.

Kent Roessler of Paxmar Development stated it depends on what the city wants. He asked what the cities vision is for the community. K. Roessler stated Paxmar chooses cities that have character, that's why they're here. There are not many developers that would touch this site due to the unknowns. Currently older people have no-where to transition to in Hanover.

Hammerseng stated no one is fond of the row homes, take them out of the plan. Sara Williams asked if the developer has read the cities' comprehensive plan prior to making the development plan. Williams stated her 102-year-old home is located 20' from the development area, she would like to see connecting paths and use of natural resources.

Hallstein asked the developer to relook at the development plan and make it feasible with single family and patio homes. She is concerned with an HOA at the 30 and 50 year points. Hallstein asked what the long term HOA success is in a community. K. Roessler stated an HOA takes the responsibility away from the City and puts it back on the people who live within the HOA. He stated if governed correctly, and HOA is very successful.

Zajicek stated the patio homes are a great idea, there is a large demand for them. He is concerned with the lot width of the patio homes, could they be widened. Zajicek stated aesthetically it would add to the neighborhood and other homes. He inquired if the demand is for 2 or 3 car garages.

K. Roessler stated they are trying to fix a reclamation site, they have heard all the concerns and will go back to the drawing board. He stated the row homes and townhomes will be removed and they will look at the feasibility of 50-60' widths for the villas.

Kauffman asked if the villas along 8<sup>th</sup> street each had individual driveways, if so it seems to be a lot. Nash stated the park needs to be reviewed more closely, there are a lot of options and potential.

**MOTION** by Warpula to table Hanover Cove Concept Plan, seconded by Hammerseng. **Motion carried unanimously.**

## Reports

### Doboszanski

- The EDA / City lot on River Road is becoming an issue with mud being brought onto the street, the lot will be closed.
- Found a wood chipper to purchase
- Looking at Bucket Trucks, haven't found one set up for our needs.
- Ice Rinks are done for the season

### Messner

- Pavement Project is out for bid and will bring to Council for approval in April.

### Warpula

- The Fire Department Pancake Breakfast will be taking place on Palm Sunday, February 25th.

### Hagen

- Public Works will be having an open house on Monday, May 7<sup>th</sup> from 4-8 pm. There will be MS4 material available, residents can look at the equipment and we will show the space difference from the old building to new. Council directed food to be available for guests.
- Residents feel the City is not transparent enough. Staff uses Facebook for feel good things, wondering Councils thoughts on posting items such as this development. Squires stated it is subject in nature, staff cannot delete a public comment if they don't agree. Hallstein recommended to turn off the comments on Facebook and post a link to the city website.
- Discussed Vitalization award options to present to recipients at future meetings.

### Heinz

- Park Board met this week, Easter Egg Hunt supplies were taken out of storage and eggs are getting filled. The Easter Egg Hunt is on Saturday, March 31<sup>st</sup> at 10:00 am
- Audit Prep is going well.

## Adjournment

**MOTION** by Warpula to adjourn at 9:43 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

CITY OF HANOVER

03/15/18 3:19 PM

Page 1

Payments

Current Period: March 2018

Batch Name	03/20/18 PAY	Payment	Computer Dollar Amt	\$163,030.71	Posted
Refer	2315 <i>B.K. AUTO</i>		<u>Ck# 033312 3/20/2018</u>		
Cash Payment	E 100-42220-240 Small Tools and Minor E	Broom Handle			\$27.96
Invoice	2217	2/10/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$27.96
Refer	2316 <i>CARDMEMBER SRVC (CENTRAL B</i>		<u>Ck# 033313 3/20/2018</u>		
Cash Payment	E 100-42220-228 Medical Supplies	Battery Suction Unit			\$15.00
Invoice	025-315490	1/27/2018			
Cash Payment	E 100-42220-221 Equipment Parts	2 - Brass 1.5" Smooth Bore Fire Nozzles			\$82.53
Invoice	72622	1/30/2018			
Cash Payment	E 100-42240-208 Training and Instruction	Fire Engineering Subscription			\$39.00
Invoice	7743	2/13/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$136.53
Refer	2300 <i>CARSON, CLELLAND &amp; SCHREDE</i>		<u>Ck# 033314 3/20/2018</u>		
Cash Payment	E 100-41610-304 Legal Fees	Legal Support / Work - February 2018			\$23.83
Invoice		2/28/2018			
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b> \$23.83
Refer	2297 <i>CENTERPOINT ENERGY</i>		<u>Ck# 033315 3/20/2018</u>		
Cash Payment	E 100-41940-383 Gas Utilities	City Hall Gas Utilities: 01/25/18 - 02/23/18			\$788.27
Invoice		2/27/2018			
Cash Payment	E 100-41940-383 Gas Utilities	Public Works Gas Utilities: 01/25/18 - 02/23/18			\$1,304.37
Invoice		2/27/2018			
Cash Payment	E 100-42280-383 Gas Utilities	Fire Station Gas Utilities: 01/25/18 - 02/23/18			\$677.16
Invoice		2/27/2018			
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b> \$2,769.80
Refer	2320 <i>CENTRAL HYDRAULICS, INC.</i>		<u>Ck# 002293E 3/20/2018</u>		
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Loader: Male Pipe 90 Elbow, Male Bulkhead Connector, Swivel Connector, Quick Coupler			\$135.18
Invoice	0051455	2/2/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$135.18
Refer	2309 <i>CENTURY LINK</i>		<u>Ck# 033316 3/20/2018</u>		
Cash Payment	E 100-42280-321 Telephone	Fire Station Landline - 01/28/18 - 02/27/18			\$34.06
Invoice		2/28/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$34.06
Refer	2288 <i>CLASSIC CLEANING COMPANY, LL</i>		<u>Ck# 033317 3/20/2018</u>		
Cash Payment	E 100-41940-310 Other Professional Servi	City Hall Monthly Cleaning - January 2018			\$325.00
Invoice	26115	1/8/2018			
Cash Payment	E 100-41940-310 Other Professional Servi	Hall Specal Cleanings: 01/07 & 01/13			\$130.00
Invoice	26115	1/8/2018			
Cash Payment	E 100-41940-310 Other Professional Servi	Fire Department Monthly Cleaning - January 2018			\$155.00
Invoice	26116	1/8/2018			
Cash Payment	E 100-41940-310 Other Professional Servi	City Hall Monthly Cleaning - February 2018			\$325.00
Invoice	26237	1/8/2018			

CITY OF HANOVER

Payments

Current Period: March 2018

<b>Cash Payment</b>	E 100-41940-310 Other Professional Servi	Fire Department Monthly Cleaning - February 2018				<b>\$155.00</b>
Invoice 26238	1/8/2018					
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$1,090.00</b>
Refer	2293 COLLABORATIVE PLANNING LLC	Ck# 002289E 3/20/2018				
<b>Cash Payment</b>	E 100-41910-310 Other Professional Servi	General Plannin: February 2018				<b>\$1,338.25</b>
Invoice 2018-044	3/12/2018					
<b>Cash Payment</b>	G 823-20200 Accounts Payable	CRHW 3rd Add. Phase 1: February 2018				<b>\$50.50</b>
Invoice 2018-045	3/8/2018					
<b>Cash Payment</b>	G 824-20200 Accounts Payable	CRHW 3rd Add. Phase 2: February 2018				<b>\$101.00</b>
Invoice 2018-046	3/8/2018					
<b>Cash Payment</b>	G 824-20200 Accounts Payable	CRHW 3rd Add. Phase 2: February 2018				<b>\$75.75</b>
Invoice 2018-047	3/8/2018					
<b>Cash Payment</b>	G 818-20200 Accounts Payable	Ted Leadens: February 2018				<b>\$202.00</b>
Invoice 2018-048	3/8/2018				Project 208242	
<b>Cash Payment</b>	G 818-20200 Accounts Payable	Bob Ronning: February 2018				<b>\$378.75</b>
Invoice 2018-049	3/8/2018				Project 208243	
<b>Cash Payment</b>	G 818-20200 Accounts Payable	Paxmar Concept: February 2018				<b>\$681.75</b>
Invoice 2018-050	3/8/2018				Project 208240	
<b>Cash Payment</b>	G 818-20200 Accounts Payable	Paxmar Comp: February 2018				<b>\$277.75</b>
Invoice 2018-051	3/8/2018				Project 208239	
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$3,105.75</b>
Refer	2295 COMCAST	Ck# 033318 3/20/2018				
<b>Cash Payment</b>	E 100-41940-321 Telephone	CH: Digital Voice & Internet - March 2018				<b>\$41.02</b>
Invoice	2/25/2018					
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$41.02</b>
Refer	2303 COTTENS, INC.	Ck# 033319 3/20/2018				
<b>Cash Payment</b>	E 100-42260-220 Repair/Maint Supply (GE	FD Vehicle: Switch				<b>\$19.49</b>
Invoice 233-112673	2/21/2018					
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$19.49</b>
Refer	2307 CZECH, STEVE	Ck# 033320 3/20/2018				
<b>Cash Payment</b>	G 100-22000 Deposits	Hall Damage Deposit Release - 02/18/18 Event				<b>\$200.00</b>
Invoice	3/13/2018					
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$200.00</b>
Refer	2289 ECM PUBLISHERS, INC.	Ck# 002288E 3/20/2018				
<b>Cash Payment</b>	E 418-41970-351 Legal Notices Publishing	2018 Pavement Improvement Project Bids				<b>\$490.73</b>
Invoice 579636	3/8/2018					
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$490.73</b>
Refer	2299 EICHSTAEDT, KATELYNN	Ck# 033321 3/20/2018				
<b>Cash Payment</b>	G 100-22000 Deposits	Hall Damage Deposit Release - 03/04/18 Event				<b>\$200.00</b>
Invoice	3/13/2018					
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$200.00</b>
Refer	2291 FINANCE & COMMERCE	Ck# 033322 3/20/2018				
<b>Cash Payment</b>	E 418-41970-351 Legal Notices Publishing	2018 Pavement Improvement Project Bids				<b>\$263.15</b>
Invoice 743679192	3/8/2018					
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$263.15</b>

CITY OF HANOVER

Payments

Current Period: March 2018

Refer	2310 <i>FINKEN WATER SOLUTIONS</i>	<u>Ck# 033323 3/20/2018</u>			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Cook & Cold Rental Cooler 03/01/18 - 03/31/18			\$9.50
Invoice	4949732	3/1/2018			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Cook & Cold Rental Cooler - 03/01/18 - 03/31/18			\$9.50
Invoice	4949742	3/1/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$19.00
Refer	2317 <i>GRUPP, JEFF</i>	<u>Ck# 033324 3/20/2018</u>			
Cash Payment	E 100-45200-440 Programs	Candy for Easter Egg Hunt			\$192.75
Invoice		3/8/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$192.75
Refer	2304 <i>HARDWARE HANK</i>	<u>Ck# 033325 3/20/2018</u>			
Cash Payment	E 100-43000-215 Shop Supplies	Receptacle for Air Compressor			\$5.39
Invoice	1461274	2/5/2018			
Cash Payment	E 100-43000-215 Shop Supplies	All Weather Tape, Pipe Seal Tape, Joint Paste			\$23.31
Invoice	1461405	2/6/2018			
Cash Payment	E 100-43000-215 Shop Supplies	Snow Pusher, Toilet Cleaner, Bowl Brush, Paint Spray			\$155.72
Invoice	1462455	2/12/2018			
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b> \$184.42
Refer	2327 <i>HEALTH PARTNERS</i>	<u>Ck# 002296E 3/20/2018</u>			
Cash Payment	G 100-21706 Medical/Dental Ins	Medical & Dental Premiums - April 2018			\$3,867.58
Invoice	79761587	3/8/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$3,867.58
Refer	2302 <i>HEINS, DENICE</i>	<u>Ck# 002290E 3/20/2018</u>			
Cash Payment	E 100-41940-520 Buildings and Structures	Storage - April 2018			\$120.00
Invoice					
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b> \$120.00
Refer	2314 <i>KOTTKE, BRIAN</i>	<u>Ck# 033326 3/20/2018</u>			
Cash Payment	E 100-42240-331 Travel Expenses	2 Day Meal Per Diem - Mankato Fire School 03/03/18 - 03/04/18			\$90.00
Invoice		3/14/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$90.00
Refer	2324 <i>LANO EQUIPMENT - LORETTO</i>	<u>Ck# 033327 3/20/2018</u>			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Kubota Air Filter, Bobcat Service			\$129.55
Invoice	03-548876	3/9/2018			
Cash Payment	E 603-43000-540 Heavy Machinery	Kubota Excavator with Blade			\$80,500.00
Invoice	02-549413	3/14/2018			
Cash Payment	E 603-43000-540 Heavy Machinery	Kubota Excavator Hydraulic Thumb Attachment			\$3,125.00
Invoice	02-549413	3/14/2018			
Cash Payment	E 603-43000-540 Heavy Machinery	Kubota Excavator Quick Attach			\$1,200.00
Invoice	02-549413	3/14/2018			
Cash Payment	E 603-43000-540 Heavy Machinery	Kubota Excavator 36" Quick Attach Bucket			\$2,000.00
Invoice	02-549413	3/14/2018			
Cash Payment	E 603-43000-540 Heavy Machinery	2018 Felling FT20-2 LP Deckover Trailer			\$11,620.00
Invoice	02-549567	3/15/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$98,574.55
Refer	2321 <i>MENARDS - BUFFALO</i>	<u>Ck# 033328 3/20/2018</u>			

CITY OF HANOVER

Payments

Current Period: March 2018

Cash Payment	E 100-43000-215 Shop Supplies	Water Softner Pellets, Metal Stud				\$82.20
Invoice 64519	3/8/2018					
Cash Payment	E 100-43000-240 Small Tools and Minor E	10 x 20 Toastmaster				\$29.99
Invoice 64519	3/8/2018					
Cash Payment	E 100-42280-520 Buildings and Structures	FD Mezzanine New Room - Metal Studs, Metal Tracks, Gypsum, Screws				\$387.70
Invoice 64519	3/8/2018					
Cash Payment	E 100-42280-520 Buildings and Structures	FD Mezzanine New Room - Shims, Gypsum, Slotted Steel Angle				\$136.06
Invoice 64856	3/13/2018					
Cash Payment	E 100-43000-240 Small Tools and Minor E	Drillbits, Rotary Hammer, Fatmax Level				\$368.84
Invoice 64856	3/13/2018					
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b>	\$1,004.79
Refer	2301 METRO WEST INSPECTION SERVI Ck# 033329 3/20/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 46-16 @ 1026 Emerald Street NE				\$128.93
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 98-16 @ 761 Medowlark Lane				\$64.25
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 113-16 @ 857 Kayla Lane				\$29.75
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 115-16 @ 10875 Settlers Lane North				\$978.14
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 123-16 @ 10875 Settlers Lane North				\$767.93
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 124-16 @ 11549 Riverview Road NE				\$35.00
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 154-16 @ 10875 Settlers Lane North				\$48.08
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 162-16 @ 1356 Oakwood Lane				\$220.56
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 166-16 @ 10119 Kaitlin Avenue				\$1,090.67
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 178-16 @ 10875 Settlers Lane North				\$64.25
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 187-16 @ 10875 Settlers Lane North				\$104.67
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 39-17 @ 11606 8th Street NE				\$120.84
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 45-17 @ 10445 6th Street NE				\$104.67
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 80-17 @ 1354 Irvine Drive				\$17.50
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 83-17 @ 274 LaBeaux Avenue				\$80.42
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 95-17 @ 11149 5th Street NE				\$3,660.63
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 97-17 @ 10723 Settlers Lane North				\$1,267.35
Invoice 1409	3/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 110-17 @ 675 Kadler Circle				\$1,082.20
Invoice 1409	3/1/2018					

CITY OF HANOVER

Payments

Current Period: March 2018

Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 128-17 @ 11149 5th Street NE			\$573.89
Invoice 1409	3/1/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 129-17 @ 11149 5th Street NE			\$774.27
Invoice 1409	3/1/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 147-17 @ 11149 5th Street NE			\$225.95
Invoice 1409	3/1/2018				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 149-17 @ 11149 5th Street NE			\$64.25
Invoice 1409	3/1/2018				
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b> \$11,504.20
Refer	2319 MN DEPT OF REVENUE				
Cash Payment	E 100-41940-306 Dues & Subscriptions	License Application for Distributors & Special Fuel Dealers - 2018			\$25.00
Invoice	3/1/2018				
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$25.00
Refer	2318 PETERSON, ABBY				
Cash Payment	E 100-45200-440 Programs	Storage Totes for Easter Egg Hunt Supplies			\$45.07
Invoice	3/2/2018				
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$45.07
Refer	2313 PINOR, DAVID				
Cash Payment	E 100-42240-208 Training and Instruction	Mankato Fire School 03/03/18 - 03/04/18 for D. Pinor			\$150.00
Invoice FIRE-9999	1/28/2018				
Cash Payment	E 100-42240-331 Travel Expenses	2 Day Meal Per Diem - Mankato Fire School 03/03/18 - 03/04/18			\$90.00
Invoice	3/14/2018				
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$240.00
Refer	2292 RUPP ANDERSON SQUIRES & WA				
Cash Payment	G 818-20200 Accounts Payable	Methodist Church: January 2018			\$205.00
Invoice 6999	3/7/2018	Project 208238			
Cash Payment	G 818-20200 Accounts Payable	Methodist Church: January 2018			\$162.00
Invoice 7008	3/7/2018	Project 208238			
Cash Payment	G 818-20200 Accounts Payable	Cummings Property: January 2018			\$108.00
Invoice 7008	3/7/2018	Project 208241			
Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous: January 2018			\$270.00
Invoice 7008	3/7/2018				
Cash Payment	E 100-41610-304 Legal Fees	City Council and Board / Commission Meetings: January 2018			\$300.00
Invoice 7008	3/7/2018				
Cash Payment	E 100-41610-304 Legal Fees	Vogel Unemployment Compensation Hearing: January 2018			\$2,592.00
Invoice 7008	3/7/2018				
Cash Payment	E 100-41610-304 Legal Fees	Mileage, Online Legal Research, Photocopies: January 2018			\$109.15
Invoice 7008	3/7/2018				
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b> \$3,746.15
Refer	2323 RUSSELL SECURITY RESOURCE I				
Cash Payment	E 100-43000-215 Shop Supplies	2 Thin Proximity Cards			\$15.00
Invoice A31589	3/1/2018				
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b> \$15.00

CITY OF HANOVER

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Payments

Current Period: March 2018

Refer	2326 SPECTRUM SUPPLY	Ck# 033333	3/20/2018			
Cash Payment	E 100-43000-215 Shop Supplies		XL Kevlar Knit Gloves with Nitrile Grip			\$165.33
Invoice	95002		2/1/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b>	\$165.33
Refer	2294 VEOLIA WATER NORTH AMERICA	Ck# 033334	3/20/2018			
Cash Payment	E 601-43252-310 Other Professional Servi		Water Services - April 2018			\$3,076.50
Invoice	90141872		3/15/2018			
Cash Payment	E 602-43252-310 Other Professional Servi		Sewer Services - April 2018			\$4,248.50
Invoice	90141872		3/15/2018			
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	\$7,325.00
Refer	2308 VERIZON	Ck# 033335	3/20/2018			
Cash Payment	E 100-42280-321 Telephone		iPad Data Plan - 02/03/18 - 03/02/18			\$50.84
Invoice	9802783814		3/2/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b>	\$50.84
Refer	2312 WARPULA, KEN	Ck# 033336	3/20/2018			
Cash Payment	E 100-42240-331 Travel Expenses		Hotel for Mankato Fire School 03/02/18 - 03/04/18			\$330.42
Invoice	1033418		3/4/2018			
Cash Payment	E 100-42240-331 Travel Expenses		2 Day Meal Per Diem - Mankato Fire School 03/03/18 - 03/04/18			\$90.00
Invoice			3/14/2018			
Cash Payment	E 100-42240-331 Travel Expenses		Mileage for Mankato Fire School on 03/02/18 - 03/04/18 - 183.4 Miles			\$99.96
Invoice			3/14/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b>	\$520.38
Refer	2322 WESTSIDE WHOLESALE TIRE & S	Ck# 002294E	3/20/2018			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Chevy 1 Ton: Repair LF Tire			\$25.00
Invoice	807217		3/9/2018			
Transaction Date	3/14/2018	Due 0	Cash	10100	<b>Total</b>	\$25.00
Refer	2296 WRIGHT COUNTY AUDITOR-TREA	Ck# 033337	3/20/2018			
Cash Payment	E 100-42102-310 Other Professional Servi		WC Patrol Services - March 2018			\$8,760.00
Invoice	March18		2/28/2018			
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	\$8,760.00
Refer	2328 WRIGHT COUNTY AUDITOR-TREA	Ck# 033338	3/20/2018			
Cash Payment	E 603-43000-540 Heavy Machinery		Tabs / Licensing for 2018 Felling FT20-2 LP Trailer			\$790.75
Invoice			3/15/2018			
Transaction Date	3/15/2018	Due 0	Cash	10100	<b>Total</b>	\$790.75
Refer	2298 WRIGHT COUNTY JOURNAL PRES	Ck# 033339	3/20/2018			
Cash Payment	G 818-20200 Accounts Payable		PHN: Paxmar Comp. Plan			\$32.95
Invoice			2/28/2018		Project 208239	
Cash Payment	G 818-20200 Accounts Payable		PHN: Ted Leadens CUP for Accessory Building			\$34.44
Invoice			2/28/2018		Project 208242	
Transaction Date	3/13/2018	Due 0	Cash	10100	<b>Total</b>	\$67.39
Refer	2305 WSB & ASSOCIATES, INC.	Ck# 002291E	3/20/2018			



Payments

Current Period: March 2018

Fund Summary

	10100 Cash
824 CROW RVR HTS WEST 3RD PHASE 2	\$176.75
823 CROW RVR HTS WEST 3RD / BACKES	\$1,842.50
818 MISC ESCROWS FUND	\$2,653.14
603 STORM WATER ENTERPRISE FUND	\$99,291.75
602 SEWER ENTERPRISE FUND	\$4,248.50
601 WATER ENTERPRISE FUND	\$3,076.50
418 STREET CAPITAL PROJ FUND	\$13,365.38
100 GENERAL FUND	\$38,376.19
	<hr/>
	\$163,030.71

Pre-Written Check	\$163,030.71
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$163,030.71

CITY OF HANOVER

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\*Check Summary Register©

Cks 3/20/2018 - 3/20/2018

Name	Check Date	Check Amt	
<b>10100 Cash</b>			
Paid Chk# 002288E ECM PUBLISHERS, INC.	3/20/2018	\$490.73	2018 Pavement Improvement Proj
Paid Chk# 002289E Collaborative Planning LLC	3/20/2018	\$3,105.75	General Plannin: February 2018
Paid Chk# 002290E Heins, Denice	3/20/2018	\$120.00	Storage - April 2018
Paid Chk# 002291E WSB & ASSOCIATES, INC.	3/20/2018	\$15,233.75	CRHW 3rd Add. - Construction P
Paid Chk# 002292E PETERSON, ABBY	3/20/2018	\$45.07	Storage Totes for Easter Egg H
Paid Chk# 002293E CENTRAL HYDRAULICS, INC.	3/20/2018	\$135.18	Loader: Male Pipe 90 Elbow, Ma
Paid Chk# 002294E WESTSIDE WHOLESALE TIRE &	3/20/2018	\$25.00	Chevy 1 Ton: Repair LF Tire
Paid Chk# 002295E RUSSELL SECURITY RESOURC	3/20/2018	\$15.00	2 Thin Proximity Cards
Paid Chk# 002296E HEALTH PARTNERS	3/20/2018	\$3,867.58	Medical & Dental Premiums - Ap
Paid Chk# 033312 B.K. AUTO	3/20/2018	\$27.96	Broom Handle
Paid Chk# 033313 CARDMEMBER SERVICE	3/20/2018	\$136.53	Fire Engineering Subscription
Paid Chk# 033314 CARSON, CLELLAND & SCHRED	3/20/2018	\$23.83	Legal Support / Work - Februar
Paid Chk# 033315 CENTERPOINT ENERGY	3/20/2018	\$2,769.80	Fire Station Gas Utilities: 01
Paid Chk# 033316 CENTURY LINK	3/20/2018	\$34.06	Fire Station Landline - 01/28/
Paid Chk# 033317 CLASSIC CLEANING COMPANY	3/20/2018	\$1,090.00	City Hall Monthly Cleaning - F
Paid Chk# 033318 COMCAST	3/20/2018	\$41.02	CH: Digital Voice & Internet -
Paid Chk# 033319 COTTENS, INC	3/20/2018	\$19.49	FD Vehicle: Switch
Paid Chk# 033320 CZECH, STEVE	3/20/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033321 EICHSTAEDT, KATELYNN	3/20/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033322 FINANCE & COMMERCE	3/20/2018	\$263.15	2018 Pavement Improvement Proj
Paid Chk# 033323 FINKEN WATER SOLUTIONS	3/20/2018	\$19.00	Cook & Cold Rental Cooler 03/0
Paid Chk# 033324 GRUPP, JEFF	3/20/2018	\$192.75	Candy for Easter Egg Hunt
Paid Chk# 033325 HARDWARE HANK	3/20/2018	\$184.42	Receptacle for Air Compressor
Paid Chk# 033326 KOTTKE, BRIAN	3/20/2018	\$90.00	2 Day Meal Per Diem - Mankato
Paid Chk# 033327 LANO EQUIPMENT - LORETTO	3/20/2018	\$98,574.55	2018 Felling FT20-2 LP Deckove
Paid Chk# 033328 MENARDS - BUFFALO	3/20/2018	\$1,004.79	Drillbits, Rotary Hammer, Fatm
Paid Chk# 033329 METRO WEST INSPECTION SER	3/20/2018	\$11,504.20	Pmt 97-17 @ 10723 Settlers Lan
Paid Chk# 033330 MN DEPT OF REVENUE	3/20/2018	\$25.00	License Application for Distri
Paid Chk# 033331 PINOR, DAVID	3/20/2018	\$240.00	2 Day Meal Per Diem - Mankato
Paid Chk# 033332 Rupp Anderson Squires & Waldsp	3/20/2018	\$3,746.15	Mileage, Online Legal Research
Paid Chk# 033333 Dacotah Paper Co.	3/20/2018	\$165.33	XL Kevlar Knit Gloves with Nit
Paid Chk# 033334 Veolia Water North America	3/20/2018	\$7,325.00	Water Services - April 2018
Paid Chk# 033335 Verizon Wireless	3/20/2018	\$50.84	iPad Data Plan - 02/03/18 - 03
Paid Chk# 033336 WARPULA, KEN	3/20/2018	\$520.38	Hotel for Mankato Fire School
Paid Chk# 033337 WRIGHT COUNTY AUDITOR-TRE	3/20/2018	\$8,760.00	WC Patrol Services - March 201
Paid Chk# 033338 WRIGHT COUNTY AUDITOR-TRE	3/20/2018	\$790.75	Tabs / Licensing for 2018 Fell
Paid Chk# 033339 WRIGHT COUNTY JOURNAL PR	3/20/2018	\$67.39	PHN: Ted Leadens CUP for Acces
Paid Chk# 033340 WYCHGRAM, ANTHONY	3/20/2018	\$90.00	2 Day Meal Per Diem - Mankato
Paid Chk# 033341 XCEL ENERGY	3/20/2018	\$1,836.26	City Owned Street Lighting 02/
<b>Total Checks</b>		<b>\$163,030.71</b>	

FILTER: None



**Carson, Clelland  
& Schreder**

ATTORNEYS AT LAW  
6300 SHINGLE CREEK PARKWAY STE 305  
MINNEAPOLIS, MN 55430-2190  
(763)-561-2800

February 28, 2018

CITY OF HANOVER  
CITY ADMINISTRATOR  
11250 5TH STREET NE  
HANOVER, MN 55341

Professional Services

Amount

Criminal

2/22/2018 Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period 9.38

SUBTOTAL: [ 9.38]

**For professional services rendered \$9.38**

Client Expense Charges :

Criminal Expenses:

Monthly support fee for January 14.45

SUBTOTAL: [ 14.45]

**Total Client Expense Charges \$14.45**

**Total amount of this bill \$23.83**

**Previous balance \$9.38**

2/9/2018 Payment - thank you (\$9.38)

**Total payments and adjustments (\$9.38)**

MAR 2 2018

**Balance due**

Amount

\$23.83

*John J. Thames*

I hereby declare under the penalties of perjury that the foregoing statement for legal services is just and correct and that no part thereof has been paid.



John J. Thames, City Attorney

E# 100-41610-304  
City Attorney  
↳ Legal Fees

**Collaborative Planning, LLC**

PO Box 251  
Medina, MN 55340  
763-473-0569

# 2289

**INVOICE**

**BILL TO**

City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE # 2018-044**

**DATE 03/12/2018**

**PROJECT**

General Planning

DATE	ACCOUNT SUMMARY	AMOUNT
02/14/2018	Balance Forward	\$1,313.00
	Payments and credits between 02/14/2018 and 03/12/2018	-1,313.00
	New charges (details below)	1,338.25
	Total Amount Due	\$1,338.25

DATE	ACTIVITY	QTY	RATE	AMOUNT	
	City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan				
	Billable Time				
02/09/2018	Editing, preparing info for meeting packet.	CMN	2:45	101.00	277.75
02/14/2018	Prepare for and attend joint meeting.	CMN	3:15	101.00	328.25
02/15/2018	Phone conference with Justin.	CMN	0:15	101.00	25.25
	Subtotal: Billable Time				631.25
	SUBTOTAL - City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan				631.25

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>City of Hanover:Hanover General Planning:Hanover General Planning Billable Time</b>			
02/01/2018	Phone conference with Brian.	CMN	0:15 101.00	25.25
02/02/2018	Review packet.	CMN	0:15 101.00	25.25
02/03/2018	Emails with Amy re: fees for mailings.	CMN	0:15 101.00	25.25
02/06/2018	Phone conference with Brian. Emails with Justin re: mining ordinance.	CMN	0:30 101.00	50.50
02/15/2018	Review building plan, emails with Amy. Phone conference with Amy.	CMN	0:15 101.00	25.25
02/16/2018	Review Council packet. Various emails re: building permits.	CMN	0:15 101.00	25.25
02/21/2018	Review building permits, provide signed copies to Amy.	CMN	0:15 101.00	25.25
02/22/2018	Review PC agenda, various re: packets with Amy. Phone conference with developer for meeting event center.	CMN	1:00 101.00	101.00
02/23/2018	Review info re: event center. Phone conference with Brian. Emails re: mining ordinance.	CMN	1:00 101.00	101.00
02/26/2018	Preparing for Planning Commission meeting. Phone conference with Justin re: ordinance amendment for mining. Attend Planning Commission meeting.	CMN	1:30 101.00	151.50
02/27/2018	Phone conference with Brian.	CMN	0:15 101.00	25.25
02/28/2018	Edit PC minutes. Review proposed aquaculture project, phone conference with Brian.	CMN	1:15 101.00	126.25
	<b>Subtotal:</b>			707.00
	<b>SUBTOTAL - City of Hanover:Hanover General Planning:Hanover General Planning</b>			707.00
<b>TOTAL OF NEW CHARGES</b>				<b>1,338.25</b>

BALANCE DUE

JP

**\$1,338.25**

E# 100-41910-310

Planning & Zoning

↳ Other Prof. Svcs.

Collaborative Planning, LLC  
PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**  
City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2018-045  
**DATE** 03/08/2018

**PROJECT**  
Crow River Heights West 3rd *Phase 1 - Developer*

DATE	ACCOUNT SUMMARY	AMOUNT
02/14/2018	Balance Forward	\$580.75
	Payments and credits between 02/14/2018 and 03/08/2018	-580.75
	New charges (details below)	50.50
	Total Amount Due	\$50.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
02/01/2018	Review sign request, phone conference with Brian.	CMN	0:15	101.00	25.25
02/02/2018	Emails re: council packets.	CMN	0:15	101.00	25.25

TOTAL OF NEW CHARGES 50.50  
BALANCE DUE

*gjp*

**\$50.50**

*G # 823-20200  
CRHW 3rd - Phase 1  
↳ A/P*

Collaborative Planning, LLC  
PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**  
City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2018-046  
**DATE** 03/08/2018

**PROJECT**  
CRH West EAW *Phase 2*

DATE	ACTIVITY	QTY	RATE	AMOUNT
02/06/2018	Emails re: EAW.	CMN	0:15 101.00	25.25
02/27/2018	Various emails re: EAW, phone conference with Brian.	CMN	0:15 101.00	25.25
02/28/2018	Various emails re: EAW.	CMN	0:30 101.00	50.50

BALANCE DUE

*GH*

**\$101.00**

*G# 824-20200*

*CRHW 3rd Addition Phase 2*

*L> A/P*

Collaborative Planning, LLC  
PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**

City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2018-047  
**DATE** 03/08/2018

**PROJECT**

CRHW Prelim Plat

*Phase 2 - Plat*

DATE	ACTIVITY	QTY	RATE	AMOUNT
02/19/2018	Various emails.	CMN	0:15 101.00	25.25
02/21/2018	Emails re: TEP meeting.	CMN	0:15 101.00	25.25
02/23/2018	Various emails.	CMN	0:15 101.00	25.25

BALANCE DUE

**\$75.75**

*G# 824-20200*

*CRHW 3rd- Phase 2*

*↳ A/P*

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# INVOICE

**BILL TO**  
 City of Hanover  
 PO Box 278  
 Hanover, MN 55341

**INVOICE #** 2018-048  
**DATE** 03/08/2018

**PROJECT**  
 10677 Jonquil *Ted Leadens*

DATE	ACCOUNT SUMMARY	AMOUNT
02/14/2018	Balance Forward	\$50.50
	Payments and credits between 02/14/2018 and 03/08/2018	-50.50
	New charges (details below)	202.00
	<b>Total Amount Due</b>	<b>\$202.00</b>

DATE	ACTIVITY	QTY	RATE	AMOUNT
02/09/2018	Review survey, email to applicant.	CMN	0:15 101.00	25.25
02/13/2018	Prepare public hearing notice, email to newspaper.	CMN	0:15 101.00	25.25
02/14/2018	Various emails.	CMN	0:15 101.00	25.25
02/23/2018	Prepare staff report and item for PC agenda.	CMN	0:45 101.00	75.75
02/26/2018	Prepare for and attend Planning Commission meeting.	CMN	0:30 101.00	50.50

TOTAL OF NEW CHARGES 202.00  
 BALANCE DUE

*GH*

**\$202.00**

*G # 818-20200*

*Misc. Escrows*

*↳ A/P*

*Project # 208242*

**Collaborative Planning, LLC**

PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**

City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2018-049

**DATE** 03/08/2018

**PROJECT**

8th St Industrial

DATE	ACCOUNT SUMMARY	AMOUNT
02/14/2018	Balance Forward	\$126.25
	Payments and credits between 02/14/2018 and 03/08/2018	-126.25
	New charges (details below)	378.75
	Total Amount Due	\$378.75

DATE	ACTIVITY	QTY	RATE	AMOUNT	
02/06/2018	Email to Justin re: comments.	CMN	0:15	101.00	25.25
02/07/2018	Emails with Justin re: comments.	CMN	0:15	101.00	25.25
02/14/2018	Email re: agreement.	CMN	0:15	101.00	25.25
02/15/2018	Phone conference with Abby, phone conference with Brian.	CMN	0:15	101.00	25.25
02/22/2018	Email to Brian re: agreement. Review agreement and edit.	CMN	0:45	101.00	75.75
02/23/2018	Prepare staff report and item for PC agenda.	CMN	0:45	101.00	75.75
02/26/2018	Various emails, phone conference with Brian. Prepare for and attend Planning Commission meeting.	CMN	0:45	101.00	75.75
02/28/2018	Conference call with Jay and Brian.	CMN	0:30	101.00	50.50

G # 818-20200  
Misc. Escrow  
↳ A/P

TOTAL OF NEW  
CHARGES  
BALANCE DUE

378.75

GH

**\$378.75**

Project # 208243

**Collaborative Planning, LLC**

PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**

City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE # 2018-050**

**DATE 03/08/2018**

**PROJECT**

Paxmar Concept Plan

*Project # 208240*

DATE	ACCOUNT SUMMARY	AMOUNT
02/14/2018	Balance Forward	\$1,161.50
	Payments and credits between 02/14/2018 and 03/08/2018	-1,161.50
	New charges (details below)	681.75
	Total Amount Due	\$681.75

DATE	ACTIVITY	QTY	RATE	AMOUNT
02/01/2018	Edit mailer, email to staff. Email public hearing notice to newspaper.	CMN	0:15 101.00	25.25
02/02/2018	Emails re: council packets.	CMN	0:15 101.00	25.25
02/09/2018	Email from Brian, phone conference with Brian.	CMN	0:30 101.00	50.50
02/14/2018	Various emails.	CMN	0:15 101.00	25.25
02/15/2018	Phone conference with Justin.	CMN	0:15 101.00	25.25
02/23/2018	Preparing comments, prepare staff report.	CMN	1:15 101.00	126.25
02/26/2018	Phone conference with Jason, phone conference with Brian. Review ordinances. Phone conference with Jason/Jason, phone conference with Kent. Prep for PC meeting. Attend Planning Commission meeting.	CMN	3:30 101.00	353.50
02/27/2018	Phone conference with Brian.	CMN	0:15 101.00	25.25
02/28/2018	Phone conference with brian.	CMN	0:15 101.00	25.25

TOTAL OF NEW CHARGES 681.75

BALANCE DUE

JAP

\$681.75

G# 818-20200

Misc. Escrow

↳ A/P

Collaborative Planning, LLC  
PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**

Paxmar Comprehensive Plan  
Amendment  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2018-051  
**DATE** 03/08/2018

**PROJECT**

Paxmar Comp Plan Amend

*Project # 208239*

DATE	ACTIVITY	QTY	RATE	AMOUNT
02/23/2018	Emails with Jason. Draft staff report.	CMN	0:45 101.00	75.75
02/26/2018	Attend Planning Commission meeting.	CMN	2:00 101.00	202.00

BALANCE DUE

*gsl*

**\$277.75**

*G # 818-20200*

*Misc. Escrow*

*↳ A/P*



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
Minneapolis, MN 55402  
Office (612) 436-4300 Fax (612) 436-4340  
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 1/31/2018  
Statement Date: 3/7/2018  
Statement No. 6999

City of Hanover  
11250 5th St NE  
Hanover, MN 55341

4011(3)-0017: Transfer of Property From Church to City	205.00
Total Fees and Expenses:	\$205.00
Previous Balance:	-
<b>Total Now Due:</b>	<b>\$205.00</b>

MAR 9 2018



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
Minneapolis, MN 55402  
Office (612) 436-4300 Fax (612) 436-4340  
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 1/31/2018  
Statement Date: 3/7/2018  
Statement No. 6999

City of Hanover  
11250 5th St NE  
Hanover, MN 55341

4011(3)-0017: Transfer of Property From Church to City

		Hours	Rate	Amount
01/24/2018	ZJC Office conference with Jay Squires regarding transfer of property from church to City; Review and analyze documents regarding the same.	0.40	205.00	82.00
01/25/2018	ZJC Read and respond to e-mail from Brian Hagen regarding scheduling call.	0.10	205.00	20.50
01/26/2018	ZJC Telephone conference with Brian Hagen regarding transfer; Review and analyze survey and title report.	0.50	205.00	102.50
			<b>Sub-total Fees:</b>	<b>\$205.00</b>

### Rate Summary:

Zachary J. Cronen	1.00 hours at \$205.00/hr	205.00
<b>Total hours:</b>	<b>1.00</b>	<b>205.00</b>

Total Fees and Expenses: \$205.00

Previous Balance: -

**Total Now Due: \$205.00** *gh*

I declare under the penalties of law that this account is just and correct and that no part of it has been paid.

*Jana A. Anderson*

Accounts Manager

Project # 208238

G # 818-20200

Misc. Escrow

↳ A/P



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
Minneapolis, MN 55402  
Office (612) 436-4300 Fax (612) 436-4340  
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 1/31/2018  
Statement Date: 3/7/2018  
Statement No. 7008

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

4011(1)-0001: Miscellaneous	599.53
4011(1)-0004: City Council and Board/Commission Meetings	300.00
4011(1)-0094: Vogel Unemployment Compensation Hearing	2,641.62
Total Fees and Expenses:	\$3,541.15
Previous Balance:	\$1,546.27
Total Now Due:	\$5,087.42

MAR 9 2018



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
 Minneapolis, MN 55402  
 Office (612) 436-4300 Fax (612) 436-4340  
 www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 1/31/2018  
 Statement Date: 3/7/2018  
 Statement No. 7008

City of Hanover  
 Mr. Brian Hagen  
 1125G 5th St NE  
 Hanover, MN 55341

Meth. Church 162.00 Project # 208238  
 G# 818-20200 Misc. Escrow → A/P

4011(1)-0001: Miscellaneous

Cummings Prop. 108.00 Project # 208241  
 G# 818-20200 Misc. Escrow → A/P

		Hours	Rate	Amount
01/04/2018	JTS Telephone conference with Brian regarding church property and closing on same.	0.20	180.00	36.00
01/12/2018	JTS Brian e-mail regarding revisions to gambling code provisions; review state law; review Brian questions; Telephone conferences with Brian regarding same.	1.30	180.00	234.00
01/23/2018	JTS Brian e-mail regarding varied outstanding issues.	0.10	180.00	18.00
01/24/2018	JTS Review Holland e-mail and attachments regarding deeding of encroachment area; send to Brian.	0.40	180.00	72.00
01/24/2018	JTS Telephone conference with Brian regarding varied issues, donation of wagon, deed of encroachment area; church conveyance.	0.30	180.00	54.00
01/24/2018	JTS Office conference with clerk regarding preparation of deeds; review survey and title work.	0.60	180.00	108.00
01/31/2018	JTS Varied e-mails regarding landowner application for lot line adjustment.	0.10	180.00	18.00

Sub-total Fees: ~~E# 100-41610-304 \$540.00~~  
 City Attorney  
 ↳ Legal Fees 270.00

4011(1)-0004: City Council and Board/Commission Meetings

	Hours	Rate	Amount
01/31/2018 JTS	1.00	300.00	300.00
Sub-total Fees:			\$300.00

4011(1)-0094: Vogel Unemployment Compensation Hearing

	Hours	Rate	Amount
01/02/2018 MJE	0.10	180.00	18.00
01/04/2018 MJE	0.10	180.00	18.00



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
 Minneapolis, MN 55402  
 Office (612) 436-4300 Fax (612) 436-4340  
 www.raswlaw.com

Federal Tax ID 46-1641135

Date	Initials	Description	Units	Rate	Amount
01/08/2018	MJE	Review correspondence regarding hearing prep session.	0.10	180.00	18.00
01/10/2018	MJE	Prepare for unemployment hearing conference call.	0.30	180.00	54.00
01/10/2018	JTS	Review file and prepare outline of questions and points to make with judge.	2.60	180.00	468.00
01/11/2018	MJE	Review unemployment appeal submission; Phone conference with City personnel to discuss appeal.	2.20	180.00	396.00
01/11/2018	JTS	Prepare questions for hearing; preparation call with Brian and Chris.	1.50	180.00	270.00
01/12/2018	MJE	Participate in unemployment hearing conference call and phone conference with client.	1.60	180.00	288.00
01/12/2018	JTS	Prepare for and participate in hearing; Telephone conference with client afterwards.	1.40	180.00	252.00
01/19/2018	MJE	Review ALJ decision on unemployment appeal.	0.20	180.00	36.00
01/24/2018	MJE	Research unemployment insurance statutes to determine basis for Administrative Law Judge decision.	2.20	180.00	396.00
01/25/2018	MJE	Finish researching statutes and caselaw concerning unemployment benefit liability; Draft research e-mail memorandum regarding same.	2.10	180.00	378.00

Sub-total Fees: E # 100-41610-304 \$2,592.00

*City Attorney  
 ↳ Legal Fees*

### Rate Summary

Jay T. Squires	1.00 hours at \$300.00/hr	300.00
Jay T. Squires	8.50 hours at \$180.00/hr	1,530.00
Michael J. Ervin	8.90 hours at \$180.00/hr	1,602.00
<b>Total hours:</b>	<b>18.40</b>	<b>3,432.00</b>

### Expenses

Date	Description	Units	Price	Amount
01/02/2018	Mileage.	1.00	46.33	46.33
01/31/2018	Online Legal Research.	1.00	49.62	49.62
01/31/2018	Photocopies.	66.00	0.20	13.20

*E # 100-41610-304  
 City Attorney  
 ↳ Legal Fees*

Sub-total Expenses: \$109.15

Total Fees and Expenses: \$3,541.15

Previous Balance: \$1,546.27

**Total Now Due: \$5,087.42**

I declare under the penalties of law that this account is  
just and correct and that no part of it has been paid.

Jaime A. Anderson  
Accounts Manager



March 1, 2018

# 2291

Mr. Brian Hagen  
City of Hanover  
11250 5<sup>th</sup> Street NE  
Hanover, MN 55341

Re: January 2018 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.

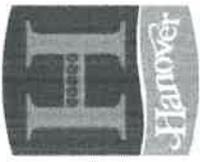
Sincerely,

**WSB & Associates, Inc.**

Justin Messner  
Associate

Enclosures

nf



## Project Budget Tracking

For the period 1/1/2018 - 1/31/2018

Project Name	WSB Project #	Project Manager	Current Invoice	Fee Type	JTD Billed	Comments	Client Invoice Reviewer
HANO - 2018 General Engineering Services	R-011288-000	Messner, Justin	\$ 774.25	Hourly	\$ 774.25		Hagen, Brian
HANO - 2018 MS4 Services	R-011009-000	Hildebrand, Jennifer	\$ 56.00	Hourly	\$ 1,878.00		Hagen, Brian
HANO - 2018 Pavement Improvement Project	R-011186-000	Messner, Justin	\$ 12,611.50	Hourly	\$ 36,308.25		Hagen, Brian
HANO- Crow River Heights West 3rd Addition	R-010287-000	Messner, Justin	\$ 1,792.00	Hourly	\$ 51,806.25		Hagen, Brian
<b>Final Totals</b>			<b>\$ 15,233.75</b>				





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

March 1, 2018  
Project No: R-010287-000  
Invoice No: 09-03/01/18

**Crow River Heights West 3rd Addition Phase I**  
**Professional Services from January 1, 2018 to January 31, 2018**

Phase 002 Construction  
Construction Observation

		Hours	Rate	Amount
Johnson, Paul	1/3/2018	1.50	112.00	168.00
Erosion Control				
Johnson, Paul	1/4/2018	1.50	112.00	168.00
Erosion Control				
Johnson, Paul	1/9/2018	1.50	112.00	168.00
Erosion Control				
Johnson, Paul	1/10/2018	1.50	112.00	168.00
Erosion Control				
Johnson, Paul	1/16/2018	1.50	112.00	168.00
Erosion Control				
Johnson, Paul	1/17/2018	1.50	112.00	168.00
Erosion Control				
Johnson, Paul	1/23/2018	1.50	112.00	168.00
Erosion Control				
Johnson, Paul	1/24/2018	1.50	112.00	168.00
Erosion Control				
Johnson, Paul	1/25/2018	1.00	112.00	112.00
Erosion Control				
Johnson, Paul	1/31/2018	3.00	112.00	336.00
Erosion Control				

Totals 16.00 1,792.00

**Total Labor 1,792.00**

G# 823-20200  
CRHW 3rd Add.  
↳ A/P

Developer's  
Escrow

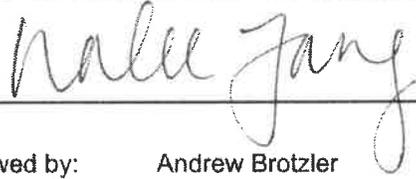
**Total this Task \$1,792.00**  
**Total this Phase \$1,792.00**  
**Total this Invoice \$1,792.00**

**Billings to Date**

	Current	Prior	Total
Labor	1,792.00	50,014.25	51,806.25
<b>Totals</b>	<b>1,792.00</b>	<b>50,014.25</b>	<b>51,806.25</b>

**Comments:** \_\_\_\_\_

Approved by:



Reviewed by: Andrew Brotzler  
Project Manager: Justin Messner



701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

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

March 1, 2018  
Project No: R-011009-000  
Invoice No: 04-03/01/18

**2018 MS4 Services**

**Professional Services from January 1, 2018 to January 31, 2018**

Phase 001 2018 MS4 Services  
Project Management

	Hours	Rate	Amount
Johnson, Paul 1/9/2018 MS4 Calander Update and drop off	.50	112.00	56.00
Totals	.50		56.00
<b>Total Labor</b>			<b>56.00</b>
		<b>Total this Task</b>	<b>\$56.00</b>
		<b>Total this Phase</b>	<b>\$56.00</b>

Billing Limits	Current	Prior	To-Date
Total Billings	56.00	1,822.00	1,878.00
Limit			7,700.00
Remaining			5,822.00
		<b>Total this Invoice</b>	<b>\$56.00</b>

Comments: \_\_\_\_\_

Approved by: \_\_\_\_\_

*Handwritten signature: Halle Jung*

Reviewed by: Justin Messner  
Project Manager: Jennifer Hildebrand

E# 603-41910-310

Storm Water <sup>Ent.</sup> Fund

↳ Planning & Zoning

↳ Other Prof. Svcs.



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

March 1, 2018  
 Project No: R-011186-000  
 Invoice No: 03 - 03/01/18

**2018 Pavement Improvement Project**  
**Professional Services from January 1, 2018 to January 31, 2018**

Phase 002 Design  
 Project Management

		Hours	Rate	Amount	
Messner, Justin	1/15/2018	2.00	163.00	326.00	
Project Management					
Messner, Justin	1/30/2018	1.00	163.00	163.00	
Project Management					
Pederson, Karla	1/29/2018	3.00	90.00	270.00	
Create meeting invite and FAQ brochure and mail to residents					
Pederson, Karla	1/30/2018	1.50	90.00	135.00	
Create Rescheduled meeting Mailing and calendar updates					
Pederson, Karla	1/31/2018	1.00	90.00	90.00	
Print and mail reschedule meeting notices					
Perkey, Benjamin	1/11/2018	.50	105.00	52.50	
FAQ Brochure					
Preisler, Nicholas	1/31/2018	1.75	120.00	210.00	
Plan & project review					
Totals		10.75		1,246.50	
<b>Total Labor</b>					<b>1,246.50</b>
				<b>Total this Task</b>	<b>\$1,246.50</b>

Design

		Hours	Rate	Amount	
Beckius, Gregory	1/30/2018	1.75	86.00	150.50	
NPDES - SWPPP and erosion/sediment control plan.					
Beckius, Gregory	1/31/2018	3.00	86.00	258.00	
NPDES - SWPPP and erosion/sediment control plan.					
Perkey, Benjamin	1/10/2018	1.00	105.00	105.00	
Redline plans for Bill, redlines figures					
Perkey, Benjamin	1/12/2018	8.00	105.00	840.00	
Spec changes, redlines for Bill,					
Walker, Thomas	1/29/2018	1.00	77.00	77.00	
Affected Parcel Information					
Totals		14.75		1,430.50	
<b>Total Labor</b>					<b>1,430.50</b>
				<b>Total this Task</b>	<b>\$1,430.50</b>

Drawings & Layouts

		Hours	Rate	Amount
Berg, William	1/4/2018	3.00	56.00	168.00
General plan edits and additions.				
Berg, William	1/5/2018	3.00	56.00	168.00
General plan revisions.				
Berg, William	1/9/2018	5.00	56.00	280.00
Plan set additions.				
Berg, William	1/10/2018	4.00	56.00	224.00
General plan revisions.				
Berg, William	1/15/2018	3.00	56.00	168.00
Sheet set layout and additions.				
Berg, William	1/16/2018	2.50	56.00	140.00
Sheet set layout and additions.				
Berg, William	1/23/2018	3.00	56.00	168.00
Plan revisions.				
Berg, William	1/24/2018	4.00	56.00	224.00
Corridor drawings.				
Berg, William	1/25/2018	3.00	56.00	168.00
Plan set additions and revisions.				
Berg, William	1/26/2018	1.50	56.00	84.00
Plan set additions and revisions.				
Berg, William	1/30/2018	4.50	56.00	252.00
Plan revisions.				
Berg, William	1/31/2018	2.50	56.00	140.00
Plan drawing revisions.				
Cartony, Timothy	1/2/2018	3.00	139.00	417.00
plans				
Cartony, Timothy	1/3/2018	2.00	139.00	278.00
plans				
Cartony, Timothy	1/11/2018	2.00	139.00	278.00
plans				
Horejsi, Daniel	1/24/2018	.25	104.00	26.00
Cross Sections				
Perkey, Benjamin	1/2/2018	8.00	105.00	840.00
Plans				
Perkey, Benjamin	1/3/2018	2.00	105.00	210.00
Spec				
Perkey, Benjamin	1/16/2018	1.50	105.00	157.50
Redline plans				
Perkey, Benjamin	1/22/2018	4.00	105.00	420.00
Plan Updates				
Perkey, Benjamin	1/23/2018	3.00	105.00	315.00
Plan Updates				
Perkey, Benjamin	1/24/2018	4.00	105.00	420.00
Plan Updates				
Perkey, Benjamin	1/25/2018	3.00	105.00	315.00
Plan Updates				
Perkey, Benjamin	1/29/2018	5.00	105.00	525.00
redlines and plans, mailer for residential meeting				

Project	R-011186-000	HANO - 2018 Pavement Improvement Project	Invoice	3
Perkey, Benjamin	1/30/2018	8.00	105.00	840.00
plans, redo mailer for residential meeting				
Perkey, Benjamin	1/31/2018	8.00	105.00	840.00
plans				
Phillippi, Michael	1/3/2018	1.00	77.00	77.00
created 4 projection maps for Ben P.				
Phillippi, Michael	1/10/2018	.50	77.00	38.50
Map edits for Ben				
Phillippi, Michael	1/29/2018	.50	77.00	38.50
Address Anno conversion into CAD				
Totals		94.75		8,219.50
<b>Total Labor</b>				<b>8,219.50</b>
			<b>Total this Task</b>	<b>\$8,219.50</b>

Specifications & Bidding

		Hours	Rate	Amount
Perkey, Benjamin	1/22/2018	4.00	105.00	420.00
Spec Updates				
Perkey, Benjamin	1/23/2018	4.00	105.00	420.00
Spec Updates				
Perkey, Benjamin	1/24/2018	3.00	105.00	315.00
Spec Updates				
Perkey, Benjamin	1/25/2018	4.00	105.00	420.00
Spec Updates				
Totals		15.00		1,575.00
<b>Total Labor</b>				<b>1,575.00</b>
			<b>Total this Task</b>	<b>\$1,575.00</b>
			<b>Total this Phase</b>	<b>\$12,471.50</b>

Phase 003 Construction  
Project Management

		Hours	Rate	Amount
Nguyen, Alison	1/9/2018	.75	80.00	60.00
FAQ brochure layout for Ben P.				
Nguyen, Alison	1/10/2018	1.00	80.00	80.00
FAQ brochure layout for Ben P.				
Totals		1.75		140.00
<b>Total Labor</b>				<b>140.00</b>
			<b>Total this Task</b>	<b>\$140.00</b>
			<b>Total this Phase</b>	<b>\$140.00</b>

Billing Limits	Current	Prior	To-Date
Total Billings	12,611.50	23,696.75	36,308.25
Limit			94,600.00
Remaining			58,291.75

Project R-011186-000 HANO - 2018 Pavement Improvement Project Invoice 3  
Total this Invoice \$12,611.50  
JH

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by: Walter Jany  
Reviewed by: Andrew Brotzler  
Project Manager: Justin Messner

E # 418-43121-310  
Street Capital  
↳ Other Prof. Svcs.  
↳ Other Prof. Svcs.



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

March 1, 2018  
Project No: R-011288-000  
Invoice No: 1-03/01/18

**2018 General Engineering Services**  
**Professional Services from January 1, 2018 to January 31, 2018**

Phase 001 General Engineering Services  
Project Management

		Hours	Rate	Amount
Messner, Justin	1/4/2018	.25	163.00	40.75
Comcast Permit Review				
Messner, Justin	1/30/2018	1.00	163.00	163.00
Rcord plans for parcel at 5th/Labuex				
Totals		1.25		203.75
<b>Total Labor</b>				<b>203.75</b>

E# 100-41910-310  
Planning & Zoning  
↳ Other Prof. Svcs.

Total this Task

**\$203.75**

Staff Meetings

		Hours	Rate	Amount
Messner, Justin	1/19/2018	3.50	163.00	570.50
Dunnick Meeting				
Totals		3.50		570.50
<b>Total Labor</b>				<b>570.50</b>

Paymar - Concept Plan Project # 208240  
G# 818 - 20200  
Misc. Escrows  
↳ A/P

Total this Task

**\$570.50**

Total this Phase

**\$774.25**

Total this Invoice

**\$774.25**

Billings to Date

	Current	Prior	Total
Labor	774.25	0.00	774.25
<b>Totals</b>	<b>774.25</b>	<b>0.00</b>	<b>774.25</b>

Comments:

Approved by:

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Project	R-011288-000	HANO - 2018 General Engineering Services	Invoice	1
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Reviewed by: Andrew Brotzler  
Project Manager: Justin Messner

CITY OF HANOVER

Cash Balances

March 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$687,147.12	\$53.10	\$71,465.05	\$615,735.17
107 FIRE DEPT DONATIONS FUND	\$19,269.28	\$0.00	\$0.00	\$19,269.28
201 EDA SPECIAL REVENUE FUND	\$64,411.88	\$0.00	\$500.00	\$63,911.88
205 EDA BUSINESS INCENTIVE FUND	\$247,388.08	\$0.00	\$0.00	\$247,388.08
311 2008A GO CIP REFUNDING BOND	\$45,006.28	\$0.00	\$0.00	\$45,006.28
312 2009A GO IMP REFUNDING BOND	\$5,242.50	\$0.00	\$0.00	\$5,242.50
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$437,635.97	\$0.00	\$0.00	\$437,635.97
315 2016A GO CIP BOND	\$5,422.25	\$0.00	\$0.00	\$5,422.25
401 GENERAL CAPITAL PROJECTS	\$1,349,281.84	\$0.00	\$0.00	\$1,349,281.84
402 PARKS CAPITAL PROJECTS	\$63,950.35	\$0.00	\$0.00	\$63,950.35
403 FIRE DEPT CAPITAL FUND	\$164,407.89	\$0.00	\$0.00	\$164,407.89
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$2,740.00	\$0.00	\$0.00	\$2,740.00
407 TIF REDEV DIST #1	\$7,085.17	\$0.00	\$0.00	\$7,085.17
409 MAHLER PIT - 15TH ST IMP FUND	\$10,247.67	\$0.00	\$0.00	\$10,247.67
411 FACILITIES CAPITAL PROJ FUND	-\$329,810.60	\$0.00	\$5,636.00	-\$335,446.60
417 EQUIPMENT CAPITAL FUND	\$157,995.49	\$0.00	\$19,500.00	\$138,495.49
418 STREET CAPITAL PROJ FUND	\$574,017.35	\$0.00	\$13,365.38	\$560,651.97
601 WATER ENTERPRISE FUND	\$848,901.69	\$0.00	\$3,076.50	\$845,825.19
602 SEWER ENTERPRISE FUND	\$301,684.85	\$0.00	\$4,248.50	\$297,436.35
603 STORM WATER ENTERPRISE FUND	\$200,552.86	\$0.00	\$99,806.75	\$100,746.11
611 WATER CAPITAL IMP FUND	\$135,861.21	\$0.00	\$0.00	\$135,861.21
612 SEWER CAPITAL IMP FUND	\$1,859,474.02	\$0.00	\$0.00	\$1,859,474.02
613 STORM WATER CAPITAL IMP FUND	\$554,199.78	\$0.00	\$0.00	\$554,199.78
804 SCHENDELS FIELD ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$25,000.00	\$0.00	\$0.00	\$25,000.00
815 LANDSCAPE ESCROW FUND	\$24,000.00	\$0.00	\$0.00	\$24,000.00
817 INFRASTRUCTURE ESCROW FUND	\$15,000.00	\$0.00	\$0.00	\$15,000.00
818 MISC ESCROWS FUND	\$16,750.42	\$0.00	\$4,112.64	\$12,637.78
820 BRIDGES TOWNHOMES ESC FUND	\$3,615.07	\$0.00	\$0.00	\$3,615.07
821 QUAIL PASS 2ND ADD ESCROW FD	\$0.00	\$0.00	\$0.00	\$0.00
823 CROW RVR HTS WEST 3RD / BACKES	\$153,386.15	\$0.00	\$2,423.25	\$150,962.90
824 CROW RVR HTS WEST 3RD PHASE 2	\$0.00	\$0.00	\$176.75	-\$176.75
900 INTEREST	-\$12,238.39	\$0.00	\$0.00	-\$12,238.39
	\$7,637,626.18	\$53.10	\$224,310.82	\$7,413,368.46

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$6,238.65	\$881,449.00	\$875,210.35	0.71%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$129,904.00	\$129,904.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,992.93	\$15,000.00	\$11,007.07	26.62%
Source Alt Code TAXES		\$0.00	\$10,231.58	\$1,026,353.00	\$1,016,121.42	1.00%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$725.00	\$10,000.00	\$9,275.00	7.25%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$125.00	\$400.00	\$275.00	31.25%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$1,800.00	\$2,000.00	\$200.00	90.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$0.00	\$75.00	\$75.00	0.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$0.00	\$140,661.00	\$140,661.00	0.00%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,191.40	\$6,000.00	\$4,808.60	19.86%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$350.00	\$3,000.00	\$2,650.00	11.67%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,500.00	\$2,000.00	\$500.00	75.00%
Source Alt Code SERVICE		\$0.00	\$5,691.40	\$164,136.00	\$158,444.60	3.47%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$312.53	\$900.00	\$587.47	34.73%
MISC	R 100-36210 Interest Earnings	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$29.38	\$0.00	-\$29.38	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	\$341.91	\$20,400.00	\$20,058.09	1.68%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$0.00	\$10,370.00	\$10,370.00	0.00%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$540.00	\$400.00	-\$140.00	135.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$3,722.44	\$140,000.00	\$136,277.56	2.66%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,250.00	\$1,500.00	\$250.00	83.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$800.00	\$800.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Source Alt Code LIC PERM		\$0.00	\$5,512.44	\$153,220.00	\$147,707.56	3.60%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$117,651.00	\$117,651.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$162,490.00	\$162,490.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$1,071.93	\$2,000.00	\$928.07	53.60%
Source Alt Code FINES		\$0.00	\$1,071.93	\$2,000.00	\$928.07	53.60%
<b>Fund 100 GENERAL FUND</b>		\$0.00	\$22,849.26	\$1,528,599.00	\$1,505,749.74	1.49%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$0.00	\$22,849.26	\$1,528,599.00	\$1,505,749.74	1.49%

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

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$806.00	\$806.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$189.00	\$189.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$400.00	\$400.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$1,098.90	\$7,500.00	\$6,401.10	14.65%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$25.00	\$17,503.00	\$17,478.00	0.14%
Dept 41110 Council		\$0.00	\$1,123.90	\$39,898.00	\$38,774.10	2.82%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,600.00	\$4,600.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,770.76	\$13,806.64	\$72,040.00	\$58,233.36	19.17%
CITYADM	E 100-41400-121 PERA	\$207.81	\$1,035.51	\$5,403.00	\$4,367.49	19.17%
CITYADM	E 100-41400-122 FICA	\$171.79	\$856.02	\$4,466.00	\$3,609.98	19.17%
CITYADM	E 100-41400-123 Medicare	\$40.18	\$200.21	\$1,045.00	\$844.79	19.16%
CITYADM	E 100-41400-134 Employer Paid Life	\$15.69	\$78.45	\$400.00	\$321.55	19.61%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$345.70	\$1,728.50	\$8,400.00	\$6,671.50	20.58%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$41.04	\$1,500.00	\$1,458.96	2.74%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$25.00	\$500.00	\$475.00	5.00%
Dept 41400 City Administrator		\$3,551.93	\$17,771.37	\$93,754.00	\$75,982.63	18.96%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Dept 41410 Elections		\$0.00	\$0.00	\$11,800.00	\$11,800.00	0.00%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,813.35	\$8,803.46	\$45,718.00	\$36,914.54	19.26%
CLERICAL	E 100-41430-121 PERA	\$136.00	\$660.26	\$3,429.00	\$2,768.74	19.26%
CLERICAL	E 100-41430-122 FICA	\$112.43	\$545.81	\$2,835.00	\$2,289.19	19.25%
CLERICAL	E 100-41430-123 Medicare	\$26.29	\$127.66	\$663.00	\$535.34	19.25%
CLERICAL	E 100-41430-134 Employer Paid Life	\$71.77	\$314.73	\$1,600.00	\$1,285.27	19.67%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$350.01	\$1,750.05	\$8,400.00	\$6,649.95	20.83%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
Dept 41430 Clerical Staff		\$2,509.85	\$12,201.97	\$63,395.00	\$51,193.03	19.25%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$500.00	\$350.00	30.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 41435 Staff Expenses		\$0.00	\$150.00	\$2,800.00	\$2,650.00	5.36%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$2,040.00	\$10,200.00	\$53,040.00	\$42,840.00	19.23%
ACCTING	E 100-41530-121 PERA	\$153.00	\$765.00	\$3,978.00	\$3,213.00	19.23%

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

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$125.82	\$629.10	\$3,288.00	\$2,658.90	19.13%
ACCTING	E 100-41530-123 Medicare	\$29.42	\$147.10	\$769.00	\$621.90	19.13%
ACCTING	E 100-41530-134 Employer Paid Life	\$43.18	\$215.90	\$1,100.00	\$884.10	19.63%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$350.00	\$1,750.00	\$8,400.00	\$6,650.00	20.83%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$41.66	\$41.66	\$250.00	\$208.34	16.66%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 41530 Accounting		\$2,783.08	\$13,748.76	\$76,825.00	\$63,076.24	17.90%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$21,050.00	\$21,050.00	0.00%
Dept 41540 Auditing		\$0.00	\$0.00	\$21,050.00	\$21,050.00	0.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 41550 Assessing		\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$643.92	\$736.49	\$3,500.00	\$2,763.51	21.04%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	-\$147.00	\$200.00	\$347.00	-73.50%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$1,774.99	\$8,000.00	\$6,225.01	22.19%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$176.05	\$1,143.35	\$4,000.00	\$2,856.65	28.58%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
Dept 41570 Purchasing		\$819.97	\$3,507.83	\$24,200.00	\$20,692.17	14.50%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$104.00	\$4,021.97	\$8,500.00	\$4,478.03	47.32%
Dept 41600 Computer		\$104.00	\$4,021.97	\$8,500.00	\$4,478.03	47.32%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$3,294.98	\$3,304.36	\$23,500.00	\$20,195.64	14.06%
Dept 41610 City Attorney		\$3,294.98	\$3,304.36	\$23,500.00	\$20,195.64	14.06%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$3,107.50	\$3,107.50	\$25,000.00	\$21,892.50	12.43%
Dept 41910 Planning and Zoning		\$3,107.50	\$3,107.50	\$25,000.00	\$21,892.50	12.43%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$359.99	\$482.99	\$7,000.00	\$6,517.01	6.90%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$25.00	\$275.00	\$250.00	-\$25.00	110.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$1,417.44	\$1,417.44	\$9,000.00	\$7,582.56	15.75%
GOVTBLDG	E 100-41940-321 Telephone	\$567.95	\$1,483.31	\$4,200.00	\$2,716.69	35.32%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$200.00	\$300.00	\$100.00	66.67%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$916.14	\$1,483.62	\$14,000.00	\$12,516.38	10.60%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$2,092.64	\$4,255.04	\$8,000.00	\$3,744.96	53.19%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$233.98	\$695.59	\$3,500.00	\$2,804.41	19.87%
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	\$4,500.00	\$4,140.00	8.00%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$5,733.14	\$10,652.99	\$55,750.00	\$45,097.01	19.11%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41950 Engineer		\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%

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

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$0.00	\$9,500.00	\$9,500.00	0.00%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
Dept 41960 Insurance		\$0.00	\$0.00	\$31,500.00	\$31,500.00	0.00%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$41.94	\$2,000.00	\$1,958.06	2.10%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$8.00	\$500.00	\$492.00	1.60%
Dept 41970 Legal Publications		\$0.00	\$49.94	\$2,850.00	\$2,800.06	1.75%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$81,096.00	\$81,096.00	0.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$0.00	\$81,096.00	\$81,096.00	0.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,760.00	\$26,280.00	\$105,120.00	\$78,840.00	25.00%
Dept 42102 Wright County Sheriff		\$8,760.00	\$26,280.00	\$105,120.00	\$78,840.00	25.00%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$21,289.18	\$59,000.00	\$37,710.82	36.08%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$1,319.96	\$3,658.00	\$2,338.04	36.08%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$308.69	\$856.00	\$547.31	36.06%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$0.00	\$8,500.00	\$8,500.00	0.00%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$350.00	\$350.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$575.00	\$4,000.00	\$3,425.00	14.38%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$100.00	\$1,000.00	\$900.00	10.00%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42210 Fire Dept Administration		\$0.00	\$23,592.83	\$82,364.00	\$58,771.17	28.64%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$572.85	\$3,174.49	\$15,500.00	\$12,325.51	20.48%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$360.61	\$360.61	\$1,500.00	\$1,139.39	24.04%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$27.96	\$34.07	\$850.00	\$815.93	4.01%
FIREEQUIP	E 100-42220-260 Uniforms	\$25.99	\$437.92	\$28,500.00	\$28,062.08	1.54%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42220 Fire Dept Equipment		\$987.41	\$4,007.09	\$51,350.00	\$47,342.91	7.80%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$189.00	\$439.00	\$12,500.00	\$12,061.00	3.51%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$765.98	\$3,210.00	\$2,444.02	23.86%
FIRETRNG	E 100-42240-331 Travel Expenses	\$790.38	\$790.38	\$1,500.00	\$709.62	52.69%
Dept 42240 Fire Dept Training		\$979.38	\$1,995.36	\$17,210.00	\$15,214.64	11.59%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$182.89	\$408.03	\$4,500.00	\$4,091.97	9.07%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$19.49	\$173.47	\$9,000.00	\$8,826.53	1.93%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$25.03	\$2,000.00	\$1,974.97	1.25%
FIREVEH	E 100-42260-323 Radio Units	\$2,922.25	\$3,222.25	\$7,805.00	\$4,582.75	41.28%
Dept 42260 Fire Vehicles		\$3,124.63	\$3,828.78	\$23,305.00	\$19,476.22	16.43%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$74.32	\$1,650.00	\$1,575.68	4.50%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$19.00	\$475.79	\$7,500.00	\$7,024.21	6.31%

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

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$84.90	\$203.79	\$1,000.00	\$796.21	20.38%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$327.20	\$327.20	\$4,500.00	\$4,172.80	7.27%
FIREBLDG	E 100-42280-383 Gas Utilities	\$677.16	\$1,321.46	\$3,000.00	\$1,678.54	44.05%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$523.76	\$523.76	\$0.00	-\$523.76	0.00%
Dept 42280	Fire Stations and Bldgs	\$1,632.02	\$2,926.32	\$17,825.00	\$14,898.68	16.42%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$12,011.00	\$12,011.00	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,500.00	\$6,500.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$0.00	\$57,511.00	\$57,511.00	0.00%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$11,504.20	\$13,375.59	\$50,000.00	\$36,624.41	26.75%
Dept 42401	Building Inspection Admin	\$11,504.20	\$13,375.59	\$50,000.00	\$36,624.41	26.75%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42700	Animal Control	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$5,852.37	\$29,473.63	\$131,192.00	\$101,718.37	22.47%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$188.76	\$2,000.00	\$1,811.24	9.44%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$320.00	\$805.00	\$13,740.00	\$12,935.00	5.86%
PUBWRKS	E 100-43000-121 PERA	\$438.94	\$2,224.68	\$11,714.00	\$9,489.32	18.99%
PUBWRKS	E 100-43000-122 FICA	\$364.12	\$1,795.95	\$10,536.00	\$8,740.05	17.05%
PUBWRKS	E 100-43000-123 Medicare	\$85.15	\$420.03	\$2,464.00	\$2,043.97	17.05%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$85.49	\$461.79	\$2,100.00	\$1,638.21	21.99%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,250.97	\$6,254.85	\$30,000.00	\$23,745.15	20.85%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,449.00	\$2,500.00	\$1,051.00	57.96%
PUBWRKS	E 100-43000-212 Motor Fuels	\$1,168.78	\$2,118.17	\$7,000.00	\$4,881.83	30.26%
PUBWRKS	E 100-43000-215 Shop Supplies	\$2,498.64	\$2,779.29	\$5,500.00	\$2,720.71	50.53%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$1,901.44	\$2,472.29	\$9,000.00	\$6,527.71	27.47%
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	\$398.83	\$442.81	\$5,000.00	\$4,557.19	8.86%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$379.90	\$3,000.00	\$2,620.10	12.66%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$1,250.00	\$17,000.00	\$15,750.00	7.35%
PUBWRKS	E 100-43000-321 Telephone	\$415.23	\$581.84	\$2,800.00	\$2,218.16	20.78%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$118.00	\$200.00	\$82.00	59.00%
Dept 43000	Public Works (GENERAL)	\$14,779.96	\$53,215.99	\$257,496.00	\$204,280.01	20.67%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
Dept 43121	Paved Streets	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43122	Unpaved Streets	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%

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

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLHTG E 100-43160-381 Electric Utilities	\$1,957.70	\$3,843.00	\$25,000.00	\$21,157.00	15.37%
Dept 43160	Street Lighting	\$1,957.70	\$3,843.00	\$25,000.00	\$21,157.00	15.37%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$3,362.94	\$6,725.88	\$38,500.00	\$31,774.12	17.47%
Dept 43245	Recycling: Refuse	\$3,362.94	\$6,725.88	\$38,500.00	\$31,774.12	17.47%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$0.00	\$1,887.00	\$8,700.00	\$6,813.00	21.69%
Dept 45186	Senior Center	\$0.00	\$1,887.00	\$8,700.00	\$6,813.00	21.69%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$0.00	\$61.05	\$5,000.00	\$4,938.95	1.22%
	PARKS E 100-45200-225 Landscaping Materials	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
	PARKS E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$6,800.00	\$6,800.00	0.00%
	PARKS E 100-45200-381 Electric Utilities	\$162.64	\$273.67	\$2,200.00	\$1,926.33	12.44%
	PARKS E 100-45200-400 Repairs & Maint Cont (	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
	PARKS E 100-45200-440 Programs	\$237.82	\$237.82	\$2,200.00	\$1,962.18	10.81%
	PARKS E 100-45200-580 Other Equipment	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
Dept 45200	Parks (GENERAL)	\$400.46	\$572.54	\$35,700.00	\$35,127.46	1.60%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$0.00	\$4,188.19	\$11,500.00	\$7,311.81	36.42%
Dept 45500	Libraries (GENERAL)	\$0.00	\$4,188.19	\$11,500.00	\$7,311.81	36.42%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out					
	TRANSFERS E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
	TRANSIT E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Fund 100	GENERAL FUND	\$69,393.15	\$216,329.16	\$1,528,599.00	\$1,312,269.84	14.15%

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

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$69,393.15	\$216,329.16	\$1,528,599.00	\$1,312,269.84	14.15%

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

The following Council Members were present:

The following Council Members were absent:

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



**RESOLUTION NO 03-20-18-26**

**A RESOLUTION ACCEPTING A DONATION  
FROM MAVCO, INC.**

**WHEREAS**, the Hanover Park Board hosts an annual Easter Egg Hunt; and

**WHEREAS**, Mavco, Inc. has donated \$75.00 to the Hanover Park Board to be used towards the annual Easter Egg Hunt.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$75.00 from Mavco, Inc. for the annual Easter Egg Hunt.

**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 20<sup>th</sup> day of March, 2018.

APPROVED BY:

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

ATTEST:

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

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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



**RESOLUTION NO 03-20-18-27**

**A RESOLUTION ACCEPTING A DONATION  
FROM MARK MILLER TRUCKING**

**WHEREAS**, the Hanover Park Board hosts an annual Easter Egg Hunt; and

**WHEREAS**, Mark Miller Trucking has donated \$150.00 to the Hanover Park Board to be used towards the annual Easter Egg Hunt.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$150.00 from Mark Miller Trucking for the annual Easter Egg Hunt.

**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 20<sup>th</sup> day of March, 2018.

APPROVED BY:

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

ATTEST:

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

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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



**RESOLUTION NO 03-20-18-28**

**A RESOLUTION ACCEPTING A DONATION  
FROM THE HANOVER HISTORICAL SOCIETY**

**WHEREAS**, the Hanover Park Board hosts an annual Easter Egg Hunt; and

**WHEREAS**, the Hanover Historical Society has donated \$50.00 to the Hanover Park Board to be used towards the annual Easter Egg Hunt.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$50.00 from the Hanover Historical Society for the annual Easter Egg Hunt.

**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 20<sup>th</sup> day of March, 2018.

APPROVED BY:

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

ATTEST:

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

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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



**RESOLUTION NO 03-20-18-29**

**A RESOLUTION ACCEPTING A DONATION  
FROM THE RIVER INN**

**WHEREAS**, the Hanover Park Board hosts an annual Easter Egg Hunt; and

**WHEREAS**, the River Inn has donated \$100.00 to the Hanover Park Board to be used towards the annual 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 the River Inn for the annual Easter Egg Hunt.

**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 20<sup>th</sup> day of March, 2018.

APPROVED BY:

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

ATTEST:

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

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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

.....

**RESOLUTION NO 03-20-18-30**

**A RESOLUTION APPROVING PURCHASE OF KUBOTA EXCAVATOR**

**WHEREAS**, the City obtained quotes for excavators manufactured by Kubota, John Deere, and Caterpillar; and

**WHEREAS**, the quotes were obtained from the State Contract and the National Joint Powers Alliance cooperative purchasing contract.

**WHEREAS**, staff recommends the City purchase a Kubota KX080-4SR3 Excavator to assist with MS4 activities related to storm water management.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of a Kubota Excavator, per attached quote.

**BE IT FURTHER RESOLVED**, that the City Council directs the purchase to be funded by Storm Water fees associated with MS4 requirements.

Council members voting in favor:

Opposed or abstained:

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

APPROVED:

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

ATTEST:

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



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

# QUOTE

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

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

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

Ship To:  
 CITY OF HANOVER

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

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

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

The following Council Members were present:

The following Council Members were absent:

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



**RESOLUTION NO 03-20-18-31**

**A RESOLUTION APPROVING PURCHASE OF FELLING TRAILER**

**WHEREAS**, the City purchased an excavator and needs a trailer to transport the equipment to various job sites; and

**WHEREAS**, staff recommends the City purchase a Felling FT20-2 Trailer to haul the excavator.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of a Felling FT20-2, per attached invoice.

**BE IT FURTHER RESOLVED**, that the City Council directs the purchase to be funded by Storm Water fees associated with MS4 requirements.

Council members voting in favor:

Opposed or abstained:

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

APPROVED:

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

ATTEST:

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



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

# INVOICE

Invoice: 02-549567  
 Date: 3/15/2018

PO: Jason  
 CustId: CITYHANOVER

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

Bill To:

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

Ship To:

CITY OF HANOVER

CUSTOMER WILL BE FILING THEIR OWN LICENSE AND REGISTRATION FOR TRAILER PER JACKIE  
 LANO WILL BE SIGNING OVER THE MSO FOR THE CITY TO COMPLETE FOR EXEMPT PLATES

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
168481 / NEW	UN	Felling FT20-2 LP Yr: 2018 <b>S/N: 5FTCF322XK1000263</b>	1.0000		\$11,600.00		\$11,600.00
		TRA - FELLING DECKOVER TRAILER,20+5,RAMP,LED,TB					
TRANSIT USE	MC	Transit Use	1.0000		\$20.00		\$20.00
						<b>Total:</b>	<b>\$11,620.00</b>

Totals					<b>Sub Total:</b>		<b>\$11,620.00</b>
					<b>Total Tax:</b>		<b>\$0.00</b>
					<b>Invoice Total:</b>		<b>\$11,620.00</b>

Forms of Payment		
Type	Description	Amount
Anoka Net 30	Customer Id: CITYHANOVER Ref No: JASON Thank you for your business! Billing inquiries: call 763-307-2801 email: kristie_m@lanoequip.com  No FINANCE CHARGE made on accounts paid within 30 days from invoice date, on the billing date following, will be charge 1-1/2% per month FINANCE CHARGE (18% ANNUAL PERCENTAGE RATE) \$3.00 minimum finance charge.	\$11,620.00
<b>Total Forms of Payment:</b>		<b>\$11,620.00</b>

**Balance Due On This Invoice: \$11,620.00**

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

Purchaser hereby grants Lano Equipment, Inc. a purchase money security interest in all of the above described items. A 15% restocking charge will be made on all returned goods. Parts returned within 30 days must be accompanied by this invoice. Purchaser hereby agrees to pay Lano Equipment, Inc. all attorney's fees, court costs and other costs on collection on any and all unpaid amounts.  
 NO REFUNDS ON ELECTRICAL PARTS \* NO REFUNDS ON SPECIAL ORDER PARTS \* NO REFUNDS ON OTHER PARTS AFTER 30 DAYS

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

The regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of March 2018.

The following Council Members were present:

The following Council Members were absent:

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



**RESOLUTION NO 03-20-18-32**

**A RESOLUTION APPROVING FUND TRANSFER**

**WHEREAS**, the City Council has reviewed the anticipated 2017 final revenue and expenditures; and

**WHEREAS**, the City Council directs a transfer of excess funds from the General Operating Fund to Capital Funds to assist with future capital expenses.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the fund transfers as follows:

- \$74,151.07 from General Operating to Fire Department Capital
- \$150,000.00 from General Operating to Street Capital

Council members voting in favor:

Opposed or abstained:

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

Approved By:

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

Attest:

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

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20<sup>th</sup> day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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

.....

**RESOLUTION NO 03-20-18-33**

**A RESOLUTION APPROVING 2017 BUDGET AMENDMENT #1**

**WHEREAS**, the City of Hanover adopted the 2017 budget in December 2016; and

**WHEREAS**, the budget was set based on historical data and future planned expenses; and

**WHEREAS**, changes in the City’s operations have caused a deviation from the original 2017 budget; and

**WHEREAS**, an amendment to the general fund operating budget is proposed to accurately account for the City’s finances and to adjust for a 50% reserve balance to begin 2018; and

**WHEREAS**, the Council has reviewed the proposed amendment and agree to the changes.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the 2017 Revenue and General Operating Fund Amendment #1 at the following amounts:

- **Revenue** \$ 1,402,723
  
- **General Fund Expenditures**
  - General Government \$ 467,108
  - Public Safety \$ 404,167
  - Public Works \$ 314,695
  - Culture and Recreation \$ 44,032
  - Transfers Out \$ 224,151
  - Transit \$ 187
  - *Total General Fund* \$ 1,454,340

Council members voting in favor:

Opposed or abstained:

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

APPROVED:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

**City of Hanover  
2017 Revenue Budget**

Account	Description	Category	2017 Actual	2017 Budget		
				2017 Budget	Amend #1	% Change
<b><u>Revenue Accounts</u></b>						
100-31000	Property Taxes - City	TAXES	835,905	830,524	835,905	5,382
100-31020	Property Taxes - Fire Dept	TAXES	111,200	111,200	111,200	-
100-31800	Franchise Fees	TAXES	11,766	12,000	11,766	(234)
		<b>TOTAL TAXES</b>	<b>958,872</b>	<b>953,724</b>	<b>958,872</b>	<b>1%</b> <b>5,148</b>
100-32110	Alcoholic Beverages	LIC PERM	10,420	10,370	10,420	50
100-32180	Other Bus. Lic. & Permits	LIC PERM	2,870	100	2,870	2,770
100-32210	Building Permits	LIC PERM	82,122	50,000	82,122	32,122
100-32240	Animal Licenses	LIC PERM	100	100	100	-
100-32260	Solid Waste Hauler Licenses	LIC PERM	1,500	1,500	1,500	-
100-32270	Rental Dwelling Licenses	LIC PERM	90	-	90	90
100-32280	Other Non-Bus. Lic. & Permits	LIC PERM	66	50	66	16
		<b>TOTAL LIC PERM</b>	<b>97,168</b>	<b>62,120</b>	<b>97,168</b>	<b>56%</b> <b>35,048</b>
100-33400	State Grants and Aid	INTGOVT	30,772	-	30,772	30,772
100-33401	Local Gov't Aid (LGA)	INTGOVT	108,169	108,169	108,169	-
100-33410	MV Credit	INTGOVT	1,584	-	1,584	1,584
100-33420	PERA Aid	INTGOVT	339	339	339	-
100-33422	State Fire Aid	INTGOVT	37,428	36,000	37,428	1,428
100-33426	State Police Aid	INTGOVT	5,911	5,500	5,911	411
100-33610	County Grants/Aid for Roads	INTGOVT	-	-	-	-
		<b>TOTAL INTGOVT</b>	<b>184,203</b>	<b>150,008</b>	<b>184,203</b>	<b>23%</b> <b>34,195</b>
100-34000	Chargers for Service	SERVICE	-	-	-	-
100-34101	City Hall Rentals	SERVICE	10,698	9,175	10,698	1,523
100-34105	Sales of Maps & Publications	SERVICE	-	-	-	-
100-34107	Assessment Searches	SERVICE	750	400	750	350
100-34108	Administrative Fees	SERVICE	3,300	1,500	3,300	1,800
100-34109	Copies/Faxes	SERVICE	35	50	35	(15)
100-34206	Other Public Safety Charges	SERVICE	250	-	250	250

100-34207	Fire Protection	SERVICE	114,825	114,325	114,825	500
100-34403	Recycling Rev/Reimb	SERVICE	5,737	6,000	5,737	(263)
100-34780	Park Shelter Rental Fees	SERVICE	2,220	3,000	2,220	(780)
100-34940	Cemetery Revenues	SERVICE	6,050	2,000	6,050	4,050
		<b>TOTAL SERVICE</b>	<b>143,865</b>	<b>136,450</b>	<b>143,865</b>	<b>5%</b> <b>7,415</b>
100-35100	Court Fines	FINES	5,167	2,000	5,167	3,167
		<b>TOTAL FINES</b>	<b>5,167</b>	<b>2,000</b>	<b>5,167</b>	<b>158%</b> <b>3,167</b>
100-36100	Special Assessments	MISC	856	740	856	116
100-36200	Misc Revenues	MISC	1,733	900	1,733	833
100-36210	Interest Earnings	MISC	7,243	3,000	7,243	4,243
100-36215	Investment Income/Loss	MISC	(2,872)	6,000	(2,872)	(8,872)
100-36218	Grants	MISC	-	-	-	-
100-36230	Contributions & Donations	MISC	2,425	3,600	2,425	(1,175)
100-36235	Insurance Dividends	MISC	3,109	8,000	3,109	(4,891)
100-36250	Damage Deposits	MISC	-	-	-	-
100-36260	Refunds or Reimbursements	MISC	181	-	181	181
100-36290	Sale of Vehicles/Equipment	MISC	773	-	773	773
100-39203	Transfers from Other Funds	MISC	-	-	-	-
		<b>TOTAL MISC</b>	<b>13,449</b>	<b>22,240</b>	<b>13,449</b>	<b>-40%</b> <b>(8,791)</b>
		<b>TOTAL REVENUE</b>	<b>1,402,723</b>	<b>1,326,541</b>	<b>1,402,723</b>	<b>6%</b> <b>76,182</b>

**City of Hanover  
2017 Expenditure Budget**

Account	Description	Category	2017 Actuals	2017 Budget	2017 Amend #1	% Change	\$ Change
<b><u>Expenditure Accounts</u></b>							
<b><u>General Government</u></b>							
100-41110-111	Committe Wages	COUNCIL	11,967	11,000	11,967		967
100-41110-122	FICA	COUNCIL	740	682	740		58
100-41110-123	Medicare	COUNCIL	173	160	173		14
100-41110-208	Training & Instruction	COUNCIL	575	400	575		175
100-41110-306	Dues & Subscriptions	COUNCIL	6,507	7,500	6,507		(993)
100-41110-331	Travel Expenses	COUNCIL	138	500	138		(362)
100-41110-437	Discretionary Miscellaneous	COUNCIL	6,035	3,000	6,035		3,035
<b>Total Council</b>			<b>26,136</b>	<b>23,242</b>	<b>26,136</b>	<b>12%</b>	<b>2,894</b>
100-41330-111	Committe Wages	BRDS & COMM	4,380	4,000	4,380		380
100-41330-208	Training & Instruction	BRDS & COMM	-	1,300	-		(1,300)
100-41330-331	Travel Expenses	BRDS & COMM	-	100	-		(100)
<b>Total Brds &amp; Comm</b>			<b>4,380</b>	<b>5,400</b>	<b>4,380</b>	<b>-19%</b>	<b>(1,020)</b>
100-41400-101	Full-Time Wages	CITY ADMIN	68,044	69,630	68,044		(1,586)
100-41400-121	PERA	CITY ADMIN	5,217	5,222	5,217		(5)
100-41400-122	FICA	CITY ADMIN	4,313	4,317	4,313		(4)
100-41400-123	Medicare	CITY ADMIN	1,009	1,010	1,009		(1)
100-41400-132	Employer Paid Life	CITY ADMIN	371	384	371		(13)
100-41400-151	Health Insurance Premium	CITY ADMIN	8,401	8,400	8,401		1
100-41400-208	Training & Instruction	CITY ADMIN	681	1,500	681		(819)
100-41400-306	Dues & Subscriptions	CITY ADMIN	254	500	254		(246)
<b>Total City Admin</b>			<b>88,289</b>	<b>90,963</b>	<b>88,289</b>	<b>-3%</b>	<b>(2,674)</b>
100-41410-200	Office Supplies	ELECTION	64	7,000	64		(6,936)
100-41410-310	Other Professional Services	ELECTION	-	-	-		-
100-41410-351	Legal Notices Publishing	ELECTION	-	-	-		-
100-41410-400	Repairs & Maintenance Cont	ELECTION	1,652	1,300	1,652		352
<b>Total Elect</b>			<b>1,716</b>	<b>8,300</b>	<b>1,716</b>	<b>-79%</b>	<b>(6,584)</b>
100-41430-101	Full-Time Wages	CLERICAL	42,851	43,740	42,851		(889)
100-41430-121	PERA	CLERICAL	3,285	3,280	3,285		5
100-41430-122	FICA	CLERICAL	2,716	2,712	2,716		4
100-41430-123	Medicare	CLERICAL	635	634	635		1
100-41430-134	Employer Paid Life	CLERICAL	1,467	1,440	1,467		27
100-41430-151	Health Insurance Premium	CLERICAL	8,401	8,400	8,401		1
100-41430-208	Training & Instruction	CLERICAL	-	500	-		(500)
100-41430-306	Dues & Subscriptions	CLERICAL	18	250	18		(233)
<b>Total Clerical</b>			<b>59,372</b>	<b>60,956</b>	<b>59,372</b>	<b>-3%</b>	<b>(1,584)</b>
100-41435-260	Uniforms	STAFF EXP	-	300	-		(300)

100-41435-310	Other Professional Services	STAFF EXP	373	500	373	(127)
100-41435-331	Travel Expenses	STAFF EXP	750	2,000	750	(1,250)
<b>Total Staff</b>			<b>1,124</b>	<b>2,800</b>	<b>1,124</b>	<b>-60%</b> <b>(1,676)</b>
100-41530-101	Full-Time Wages	ACCNT	50,082	52,955	50,082	(2,872)
100-41530-121	PERA	ACCNT	3,491	3,972	3,491	(481)
100-41530-122	FICA	ACCNT	3,096	3,283	3,096	(187)
100-41530-123	Medicare	ACCNT	724	768	724	(44)
100-41530-134	Employer Paid Life	ACCNT	820	996	820	(176)
100-41530-151	Health Insurance Premium	ACCNT	8,500	10,800	8,500	(2,300)
100-41530-208	Training & Instruction	ACCNT	285	1,000	285	(715)
100-41530-306	Dues & Subscriptions	ACCNT	123	250	123	(127)
100-41530-310	Other Professional Services	ACCNT	6,211	-	6,211	6,211
<b>Total Acctnt</b>			<b>73,332</b>	<b>74,023</b>	<b>73,332</b>	<b>-1%</b> <b>(691)</b>
100-41540-301	Auditing & Accounting	AUDITING	24,065	24,300	24,065	(235)
<b>Total Auditing &amp; Accounting</b>			<b>24,065</b>	<b>24,300</b>	<b>24,065</b>	<b>-1%</b> <b>(235)</b>
100-41550-310	Other Professional Services	ASSESSING	18,942	18,000	18,942	942
<b>Total Assesing</b>			<b>18,942</b>	<b>18,000</b>	<b>18,942</b>	<b>5%</b> <b>942</b>
100-41570-200	Office Supplies	PURCHASING	2,581	3,500	2,581	(919)
100-41570-205	Bank Fees	PURCHASING	387	100	387	287
100-41570-207	Computer Supplies	PURCHASING	11,453	12,000	11,453	(547)
100-41570-220	Repair/Maintenance Supply	PURCHASING	2,751	4,000	2,751	(1,249)
100-41570-322	Postage	PURCHASING	2,267	2,000	2,267	267
100-41570-570	Office Equipment/Furniture	PURCHASING	9,611	-	9,611	9,611
<b>Total Purch</b>			<b>29,049</b>	<b>21,600</b>	<b>29,049</b>	<b>34%</b> <b>7,449</b>
100-41600-310	Other Professional Services	COMPUTER	4,616	4,000	4,616	616
<b>Total Computer</b>			<b>4,616</b>	<b>4,000</b>	<b>4,616</b>	<b>15%</b> <b>616</b>
100-41610-304	Legal Fees	ATTORNEY	21,223	22,440	21,223	(1,218)
<b>Total Attorney</b>			<b>21,223</b>	<b>22,440</b>	<b>21,223</b>	<b>-5%</b> <b>(1,218)</b>
100-41910-310	Other Professional Services	PLANNING & ZONING	25,493	29,500	25,493	(4,007)
<b>Total Planning &amp; Zoning</b>			<b>25,493</b>	<b>29,500</b>	<b>25,493</b>	<b>-14%</b> <b>(4,007)</b>
100-41940-210	Operating Supplies	BLDG & GRNDS	1,080	1,500	1,080	(420)
100-41940-220	Repair/Maintenance Supply	BLDG & GRNDS	7,361	7,000	7,361	361
100-41940-306	Dues & Subscriptions	BLDG & GRNDS	250	300	250	(50)
100-41940-310	Other Professional Services	BLDG & GRNDS	7,214	1,000	7,214	6,214
100-41940-321	Telephone	BLDG & GRNDS	4,204	3,500	4,204	704
100-41940-325	Taxes	BLDG & GRNDS	349	250	349	99
100-41940-381	Electric Utility	BLDG & GRNDS	8,793	11,250	8,793	(2,457)
100-41940-383	Gas Utilities	BLDG & GRNDS	5,100	6,250	5,100	(1,150)
100-41940-384	Refuse/Garbage Disposal	BLDG & GRNDS	2,937	3,250	2,937	(313)
100-41940-415	Other Equipment Rental	BLDG & GRNDS	-	500	-	(500)
100-41940-520	Buildings & Structures	BLDG & GRNDS	2,112	4,500	2,112	(2,388)
100-41940-560	Furniture & Fixtures	BLDG & GRNDS	2,069	2,500	2,069	(431)

100-41940-580	Other Equipment	BLDG & GRNDS	-	500	-	(500)
	<b>Total Bldg</b>		<b>41,468</b>	<b>42,300</b>	<b>41,468</b>	<b>-2%</b> <b>(832)</b>
100-41950-303	Engineering Fee	ENGINEERING	16,135	32,500	16,135	(16,365)
	<b>Total Bldg</b>		<b>16,135</b>	<b>32,500</b>	<b>16,135</b>	<b>-50%</b> <b>(16,365)</b>
100-41960-150	Workers Comp Premium	INSURANCE	9,376	8,799	9,376	576
100-41960-361	General Liability Insurance	INSURANCE	21,536	18,860	21,536	2,676
	<b>Total Insur</b>		<b>30,912</b>	<b>27,659</b>	<b>30,912</b>	<b>12%</b> <b>3,252</b>
100-41970-341	Employment	LEGAL PUB	362	300	362	62
100-41970-343	Other Advertising	LEGAL PUB	104	50	104	54
100-41970-351	Legal Notices Publishing	LEGAL PUB	337	2,000	337	(1,663)
100-41970-354	Recording Fees	LEGAL PUB	53	500	53	(447)
	<b>Total Legal Pub</b>		<b>856</b>	<b>2,850</b>	<b>856</b>	<b>-70%</b> <b>(1,994)</b>
100-48205-810	Refunds & Reimbursements	DAMAGE DEPOSIT	-	-	-	-
	<b>Total Damage Deposit</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b> <b>-</b>
	<b>Total General Gov't</b>		<b>467,108</b>	<b>490,834</b>	<b>467,108</b>	<b>-5%</b> <b>(23,726)</b>
						-
						-
						0
	<b>Total HC Sheriff</b>		<b>78,731</b>	<b>78,731</b>	<b>78,731</b>	<b>0%</b> <b>0</b>
100-42102-310	Other Professional Services	WC SHERIFF	105,708	101,748	105,708	3,960
	<b>Total WC Sheriff</b>		<b>105,708</b>	<b>101,748</b>	<b>105,708</b>	<b>4%</b> <b>3,960</b>
100-42210-103	Part-Time Wages	FIRE ADMIN	47,144	55,000	47,144	(7,856)
100-42210-122	FICA	FIRE ADMIN	1,483	3,410	1,483	(1,927)
100-42210-123	Medicare	FIRE ADMIN	347	798	347	(451)
100-42210-142	Unemployment Benefits	FIRE ADMIN	275	-	275	275
100-42210-150	Workers Comp Premium	FIRE ADMIN	8,225	8,344	8,225	(119)
100-42210-200	Office Supplies	FIRE ADMIN	560	200	560	360
100-42210-305	Medical/Physical Fees	FIRE ADMIN	2,644	4,000	2,644	(1,356)
100-42210-306	Dues & Subscriptions	FIRE ADMIN	1,889	950	1,889	939
100-42210-361	General Liability Insurance	FIRE ADMIN	5,248	4,553	5,248	695
	<b>Total Fire</b>		<b>67,816</b>	<b>77,255</b>	<b>67,816</b>	<b>-12%</b> <b>(9,439)</b>
100-42220-221	Equipment Parts	FIRE EQUIP	6,579	13,500	6,579	(6,921)
100-42220-228	Medical Supplies	FIRE EQUIP	-	1,500	-	(1,500)
100-42220-240	Small Tools/Equipment	FIRE EQUIP	-	850	-	(850)
100-42220-260	Uniforms	FIRE EQUIP	12,699	4,500	12,699	8,199
100-42220-580	Other Equipment	FIRE EQUIP	730	5,000	730	(4,270)
	<b>Total Fire Equip</b>		<b>20,009</b>	<b>25,350</b>	<b>20,009</b>	<b>-21%</b> <b>(5,341)</b>
100-42240-208	Training & Instruction	FIRE TRG	6,078	12,500	6,078	(6,422)
100-42240-310	Other Professional Services	FIRE TRG	3,055	3,000	3,055	55
100-42240-331	Travel Expenses	FIRE TRG	3,754	1,500	3,754	2,254
	<b>Total Fire TRG</b>		<b>12,886</b>	<b>17,000</b>	<b>12,886</b>	<b>-24%</b> <b>(4,114)</b>
100-42260-212	Motor Fuels	FIRE VEHICLE	2,302	4,500	2,302	(2,198)

100-42260-220	Repair/Maintenance Supply	FIRE VEHICLE	9,144	9,000	9,144	144
100-42260-240	Small Tools/Equipment	FIRE VEHICLE	25	2,000	25	(1,975)
100-42260-323	Radio Units	FIRE VEHICLE	3,439	7,465	3,439	(4,026)
<b>Total Fire Veh</b>			<b>14,911</b>	<b>22,965</b>	<b>14,911</b>	<b>-35% (8,054)</b>
100-42280-215	Shop Supplies	FIRE BLDG	177	1,650	177	(1,473)
100-42280-220	Repair/Maintenance Supply	FIRE BLDG	1,364	3,500	1,364	(2,136)
100-42280-321	Telephone	FIRE BLDG	1,857	800	1,857	1,057
100-42280-325	Taxes	FIRE BLDG	-	175	-	(175)
100-42280-381	Electric Utilities	FIRE BLDG	3,859	4,500	3,859	(641)
100-42280-383	Gas Utilities	FIRE BLDG	2,298	3,000	2,298	(702)
<b>Total Fire Bldg</b>			<b>9,555</b>	<b>13,625</b>	<b>9,555</b>	<b>-30% (4,070)</b>
100-42290-124	State Aid Pensions	FRA	37,428	36,000	37,428	1,428
100-42290-125	Other Retirement Contributions	FRA	11,134	11,134	11,134	0
100-42290-301	Auditing & Accounting	FRA	6,200	6,500	6,200	(300)
<b>Total FRA</b>			<b>54,762</b>	<b>53,634</b>	<b>54,762</b>	<b>2% 1,128</b>
100-42401-310	Other Professional Services	BLDG INSP	39,212	17,500	39,212	21,712
<b>Total Bldg Insp</b>			<b>39,212</b>	<b>17,500</b>	<b>39,212</b>	<b>124% 21,712</b>
100-42700-310	Other Professional Services	ANIMAL CTRL	577	500	577	77
<b>Total Animal Ctrl</b>			<b>577</b>	<b>500</b>	<b>577</b>	<b>15% 77</b>
100-42800-310	Other Professional Services	CEMETERY	-	50	-	(50)
<b>Total Cemetery</b>			<b>-</b>	<b>50</b>	<b>-</b>	<b>-100% (50)</b>
<b>Total Public Safety</b>			<b>404,167</b>	<b>408,357</b>	<b>404,167</b>	<b>-1% (4,190)</b>
<b>Public Works</b>						
100-43000-101	Full-Time Wages - Reg	PUBLIC WORKS	107,757	116,803	107,757	(9,047)
100-43000-102	Full-Time Wages - OT	PUBLIC WORKS	526	1,050	526	(524)
100-43000-103	Part-Time Wages	PUBLIC WORKS	11,292	15,000	11,292	(3,708)
100-43000-121	PERA	PUBLIC WORKS	8,059	10,279	8,059	(2,220)
100-43000-122	FICA	PUBLIC WORKS	7,411	8,251	7,411	(840)
100-43000-123	Medicare	PUBLIC WORKS	1,733	2,285	1,733	(552)
100-43000-134	Employer Paid Life	PUBLIC WORKS	1,374	2,832	1,374	(1,458)
100-43000-142	Unemployment Benefits	PUBLIC WORKS	1,865	500	1,865	1,365
100-43000-151	Health Insurance Premiums	PUBLIC WORKS	20,701	27,600	20,701	(6,899)
100-43000-208	Training & Instruction	PUBLIC WORKS	1,652	2,500	1,652	(848)
100-43000-212	Motor Fuels	PUBLIC WORKS	5,085	7,000	5,085	(1,915)
100-43000-215	Shop Supplies	PUBLIC WORKS	3,524	2,500	3,524	1,024
100-43000-220	Repair/Maintenance Supply	PUBLIC WORKS	7,134	6,000	7,134	1,134
100-43000-226	Sign Repair Materials	PUBLIC WORKS	943	1,500	943	(557)
100-43000-240	Small Tools/Equipment	PUBLIC WORKS	6,505	5,000	6,505	1,505
100-43000-260	Uniforms	PUBLIC WORKS	2,225	3,000	2,225	(775)
100-43000-310	Other Professional Services	PUBLIC WORKS	13,075	19,000	13,075	(5,925)
100-43000-321	Telephone	PUBLIC WORKS	2,820	2,800	2,820	20

100-43000-325	Taxes	PUBLIC WORKS	38	200	38	(162)
	<b>Total Public Works</b>		<b>203,719</b>	<b>234,101</b>	<b>203,719</b>	<b>-13%</b> <b>(30,382)</b>
100-43121-224	Street Maintenance Materials	PAVED STREETS	16,992	50,000	16,992	(33,008)
	<b>Total Paved Streets</b>		<b>16,992</b>	<b>50,000</b>	<b>16,992</b>	<b>-66%</b> <b>(33,008)</b>
100-43122-224	Street Maintenance Materials	UNPAVED STREETS	12,639	10,000	12,639	2,639
	<b>Total Unpaved Streets</b>		<b>12,639</b>	<b>10,000</b>	<b>12,639</b>	<b>26%</b> <b>2,639</b>
100-43125-224	Street Maintenance Materials	SNOW/ICE	19,171	15,000	19,171	4,171
	<b>Total Snow/Ice</b>		<b>19,171</b>	<b>15,000</b>	<b>19,171</b>	<b>28%</b> <b>4,171</b>
100-43160-381	Electric Utilities	STREET LIGHTS	23,876	25,000	23,876	(1,124)
	<b>Total Street Lights</b>		<b>23,876</b>	<b>25,000</b>	<b>23,876</b>	<b>-4%</b> <b>(1,124)</b>
100-43240-384	Refuse/Garbage Disposal	CITY CLEAN UP	-	2,000	-	(2,000)
	<b>Total City Clean Up</b>		<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-100%</b> <b>(2,000)</b>
100-43245-384	Refuse/Garbage Disposal	RECYCLING	38,298	36,000	38,298	2,298
	<b>Total Recycling</b>		<b>38,298</b>	<b>36,000</b>	<b>38,298</b>	<b>6%</b> <b>2,298</b>
	<b>Total Public Works</b>		<b>314,695</b>	<b>372,101</b>	<b>314,695</b>	<b>-15%</b> <b>(57,405)</b>
						-
						-
<b><u>Culture &amp; Recreation</u></b>						
100-45186-437	Senior Center Contribution	SENIOR CENTER	7,905	8,000	7,905	(95)
	<b>Total Senior Center Contribution</b>		<b>7,905</b>	<b>8,000</b>	<b>7,905</b>	<b>-1%</b> <b>(95)</b>
100-45200-212	Motor Fuels	PARKS	1,214	2,000	1,214	(786)
100-45200-220	Repair/Maintenance Supply	PARKS	3,428	5,000	3,428	(1,572)
100-45200-225	Landscaping Materials	PARKS	4,638	10,000	4,638	(5,362)
100-45200-310	Other Professional Services	PARKS	6,500	6,800	6,500	(300)
100-45200-381	Electric Utilities	PARKS	2,981	2,000	2,981	981
100-45200-400	Repairs & Maintenance Cont	PARKS	112	1,500	112	(1,388)
100-45200-440	Programs	PARKS	1,945	2,200	1,945	(255)
100-45200-580	Other Equipment	PARKS	4,070	7,000	4,070	(2,930)
	<b>Total Parks</b>		<b>24,887</b>	<b>36,500</b>	<b>24,887</b>	<b>-32%</b> <b>(11,613)</b>
100-45500-437	Contribution & Operation	ROY SIMMS LIBRARY	11,240	10,500	11,240	740
	<b>Total Roy Simms Library</b>		<b>11,240</b>	<b>10,500</b>	<b>11,240</b>	<b>7%</b> <b>740</b>
	<b>Total Culture &amp; Rec</b>		<b>44,032</b>	<b>55,000</b>	<b>44,032</b>	<b>-20%</b> <b>(10,968)</b>
						-
<b><u>Transfers Out</u></b>						
100-49360-700	Transfer Out	GENERAL CAPITAL		-		-
100-49360-700	Transfer Out	PARKS CAPITAL		-		-
100-49360-700	Transfer Out	FIRE DEPT CAPITAL		-	74,151	74,151
100-49360-700	Transfer Out	HISTORICAL FUND		-		-
100-49360-700	Transfer Out	FACILITIES CAPITAL		-		-
100-49360-700	Transfer Out	EQUIPMENT FUND		-		-
100-49360-700	Transfer Out	STREET CAPITAL		-	150,000	150,000
100-49360-700	Transfer Out	BRIDGES OF HANOVER ESCROW		-		-
	<b>Total Transfers Out</b>		<b>-</b>	<b>-</b>	<b>224,151</b>	<b>#DIV/0!</b> <b>224,151</b>

**Transit**

100-49800-310

Other Professional Services	TRANSIT	187	250	187		(63)
<b>Total Transit</b>		<b>187</b>	<b>250</b>	<b>187</b>	<b>-25%</b>	<b>(63)</b>
<b>Total Fund Expend.</b>		<b>1,230,188</b>	<b>1,326,541</b>	<b>1,454,340</b>	<b>9.63%</b>	<b>127,799</b>
<b>Total Revenue Over Expenditures</b>		<b>172,535</b>	<b>0</b>	<b>(51,617)</b>		<b>(51,617)</b>

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

The following Council Members were present:

The following Council Members were absent:

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

.....

**RESOLUTION NO 03-20-18-34**

**A RESOLUTION APPROVING EXEMPT GAMBLING PERMIT FOR  
ROCKY MOUNTAIN ELK FOUNDATION**

**WHEREAS**, the Rocky Mountain Elk Foundation has submitted an application for an Exempt Gambling Permit for the purpose of conducting a raffle on April 21, 2018; and

**WHEREAS**, this is the organization’s first permit application for 2018; and

**WHEREAS**, the Council has reviewed the application and approves the request.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the first of six allowed events for the Rocky Mountain Elk Foundation in 2018 to be conducted on April 21, 2018 located at 10940 4<sup>th</sup> St. NE.

Council members voting in favor:

Opposed or abstained:

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

APPROVED:

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

ATTEST:

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



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

**ORDINANCE NO. 2017-09**

**AN ORDINANCE AMENDING CHAPTER 10  
PERTAINING TO MINERAL EXTRACTION**

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

**Section 1. Certain definitions in Section 10.01 of the City of Hanover Code of Ordinances are repealed in their entirety as follows:**

*Mining.*

**Section 2. New definitions are added to Section 10.01 of the Hanover Code of Ordinances as follows:**

*Blasting.* The practice or occupation of removing, by means of explosives, any mass, especially rocks, buildings, etc.

*Haul Road.* An internal private road used to transport material.

*Haul Route.* An external public road used to transport material.

*Mining.* The process of extraction and removal of sand, gravel, rock, aggregate, minerals, or similar materials for financial gain.

*Mineral Extraction.* Extraction of inorganic materials such as ore, gravel or sand.

*Mining, accessory use.* Uses customarily incidental to mining located on the same site, such as stockpiling, sorting, screening, washing, crushing, batching, and related maintenance facilities.

*Reclamation/End Use.* The process of creating useful landscapes that meet a variety of goals. It includes all aspects of this work, including material placement, stabilizing, capping, regrading, and placing cover soils, revegetation, and maintenance.

*Stockpile.* A pile or storage location for bulk materials, forming part of the bulk material handling process. Stockpiles are normally created by a stacking conveyor.

*Topsoil.* The upper outermost layer of soil, usually in the top two (2) to eight (8) inches. It has the highest concentration of organic matter and is where most of the earth's biological soil activity occurs.

*Explosives.* Any chemical or other substance intended for the purpose of producing an explosion or that contains oxidizing or combustible units or other ingredients in such proportions or quantities that ignition by fire, by friction, by concussion, by percussion or by detonation may produce an explosion capable of causing injury to persons or damage to property. The term "explosive" includes, but is not limited to, the following: black powder (all varieties), dry gun cotton, nitroglycerine, dynamite, chlorates, fulminates, all sensitized ammonium nitrate compositions and any other of their compounds or mixtures, smokeless powder, wet gun cotton and wet nitrostarch.

**Section 3. Section 10.25 and Section 10.27 are amended as follows:**

Mineral Extraction is added as an Interim Use in all zoning districts.

**Section 4. A new Section 10.72 is added as follows:**

**SECTION 10.72 MINERAL EXTRACTION**

**A. PURPOSE**

The purpose of this Section is to control mining operations so as to minimize conflicts with adjacent land uses and to ensure that the mining area is reclaimed with a use compatible with the Comprehensive Land Use Plan and completely restored at the completion of the mining operation.

**B. ADMINISTRATION**

1. Permit Review. An interim use permit shall be required for all mining operations. All existing operations shall obtain a permit within five (5) years following adoption of this Ordinance. The City Council may also require a financial guarantee in a form acceptable to the City from the landowner to ensure that the conditions in this Section are met.
2. Portable asphalt and concrete mixing plants are not allowed as an accessory use to a mining operation.
3. Asphalt and concrete recycling facilities may be allowed under a separate Interim Use Permit subject to conditions including, but not limited to, the following:

- a. The Interim Use Permit for asphalt and concrete recycling facilities may only be issued as an accessory use to an Interim Use Permit for mining operations.
  - b. A Wright or Hennepin County Solid Waste License is issued for the facility (conditions may be placed on the license limiting volumes, stockpile height, stockpile location, crushing hours, or any other conditions the County considers necessary to protect the interest of the surrounding area).
  - c. A financial surety in a form acceptable to the City is established to ensure the removal of stockpiled recycle material. The amount of the financial surety shall be established by the City based on the volume of material approved in the IUP to be stored on-site.
  - d. Processing of recycled material shall be done in compliance with paragraph D of this Section.
  - e. The maximum volume of recycle material on the site shall not exceed 50,000 cubic yards at any one time.
  - f. Payment of a road use fee as determined by the City Council.
4. The operations covered by this Section shall be the mining, crushing, washing, refining, or processing of sand, gravel, rock, black dirt, peat, and soil and the removal thereof from the site.
  5. For the purposes of this Section, mining shall not include the removal of materials associated with the construction of a building, the removal of excess materials in accordance with approved plats, utility or highway construction, agricultural improvements within the property, sod removal and minor wetland impacts under 20,000 square feet of cumulative impacts (previous and proposed) that have received an approved “no loss” or “exemption” determination from the local government unit administering the Wetland Conservation Act.
  6. **Renewal of Mining Interim Use Permits.** All property owners and residents within one quarter (1/4) mile of the mining operation shall be notified of a proposed mining interim use permit renewal request.
  7. **Annual Certificate of Permit Compliance.** As a condition of any mining interim use permit, the property owner and/or applicant shall annually submit graphic and/or narrative information on the mining operation demonstrating compliance with the approved interim use permit, progress on reclamation plans, and related conditions. Said compliance information shall be submitted thirty (30) days prior to the anticipated opening date of the mine each spring. The Zoning Administrator shall

review the compliance information and conduct a field inspection to certify that the mining operation is in compliance with the approved interim use permit and the financial surety are adequate to complete the restoration. The certification shall be completed before mining begins. Failure to submit the annual compliance information or violations of the interim use permit may be grounds for revocation of the interim use permit.

### C. INFORMATION REQUIRED

The following information shall be provided by the person or agency requesting the interim use permit:

1. Name and address of person or agency requesting the interim use permit.
2. The legal property description and acreage of area to be mined.
3. The following maps of the entire site and including all areas within three hundred fifty (350) feet of the site. All maps shall be drawn at a scale of one (1) inch to one hundred (100) feet unless otherwise stated below.

Map A - Existing conditions to include:

- a. Contour map (two (2) foot intervals).
- b. Existing vegetation.
- c. Wetlands and existing surface water drainage patterns.
- d. Existing structures.
- e. Existing wells.

Map B - Proposed Operations to include:

- a. Structures to be erected.
- b. Location of sites to be mined showing depth of proposed excavation.
- c. Location of machinery to be used in the mining operation.
- d. Location of storage of mined materials, showing maximum height of storage deposits.
- e. Location of vehicle parking, access roads and local routes to truck routes.
- f. Staging of mining activity.

Map C - End Use Plan to include:

- a. Final grade of proposed site showing elevations and contour lines at two (2) foot intervals.
- b. Location and species of vegetation to be replanted.
- c. Reclamation staging plan.
- d. Proposed land use and development plan.

4. A plan for dust and noise control.
5. A complete description of all phases of the proposed operation to include an estimate of duration of the mining operation, location and approximate acreage of each stage, and time schedule for reclamation.
6. A description of haul routes to be utilized.
7. Any other information requested by the Zoning Administrator, Planning Advisory Commission and City Council.

#### D. PERFORMANCE STANDARDS

For mining operations approved after the date of adoption of this Ordinance:

1. **General Provisions.** Weeds and any other unsightly or noxious vegetation shall be cut or trimmed as may be necessary to preserve a reasonably neat appearance and to minimize seeding on adjacent property. All equipment used for mining and extraction operations shall be constructed, maintained and operated in a manner to minimize, as far as practical, noise, dust and vibrations adversely affecting the surrounding property.
2. **Water Resources.** The mining operation shall be conducted in such a manner as to minimize interference with the surface water drainage outside of the boundaries of the mining operation.
3. **Safety Fencing.** Safety fencing may be required around all or portions of the mining operation at the discretion of the City.
4. **Haul Roads.** Haul roads shall have direct access to public roads that are classified as a collector and that do not require access through an area utilized for residential purposes or through downtown Hanover. The location of the intersection of haul roads with any public roads shall be selected such that traffic on the access roads will have a sufficient distance of public road in view so that any turns onto the public road can be completed with a margin of safety as determined by the Zoning Administrator.
5. **Haul Routes.** Haul routes on city collector roads shall be identified and shall be located in a manner that provides the closest proximity from a haul road to the nearest county or state road. The city collector road designated as the haul route must be constructed as 10-ton roads. In the event that a collector road does not meet these requirements, the project proposer shall upgrade the roads at their sole expense.

6. **Screening Barrier.** To minimize problems of dust and noise and to shield mining operations from public view, a screening barrier shall be required between the mining site and adjacent properties. A screening barrier shall also be required between the mining site and any public road located within five hundred (500) feet of any mining, stockpiling or processing operation. A viewshed analysis shall be submitted with the application includes the development of a model of site specific conditions such as topography, vegetation, equipment, stockpiles and proposed site structures. Key view areas shall be represented through drawings, photos, cross-sections or other imaging methods. The screening barrier shall consist of berms which shall be planted with a species of fast growing trees. The tree species must be approved by the Zoning Administrator.
7. **Dust.** Operators shall utilize all practical means to reduce the amount of dust caused by the operation. In no case shall the amount of dust or other particulate matter exceed the standards established by the Minnesota Pollution Control Agency.
8. **Setback.** Processing of minerals including recycle materials shall not be conducted closer than two hundred fifty (250) feet to the property line, nor closer than five hundred (500) feet to any residential structures.
  - a. Mining operations shall not be conducted closer than two hundred (200) feet to any residence or residential zoning district boundary existing on the approval date of the mining interim use permit.
  - b. Mining operations shall not be conducted closer than one hundred (100) feet to any property line, or within one hundred feet (100) feet of the right-of-way line of any existing or platted street, road or highway, except that the City Council may permit excavating to be conducted within such limits in order to reduce the elevation thereof in conformity to the existing or platted street, road or highway engineering plans. Side slopes of the mining operation shall be in conformance with the site plan.
10. **Appearance.** All buildings, structures and equipment shall be maintained in such a manner as is practical and according to acceptable industrial practice to assure that such buildings, structures and equipment will not become dilapidated.
11. **Hours of Operation.** All mining operations shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. on weekdays only.
12. **Haul Roads.** All haul roads from mining operations to public highways, roads or streets shall be paved for a distance of not less than five hundred (500) feet from the point of intersection of the haul road with the public highway, road or street.

13. Mining Operations Within the Shoreland District. Mining and processing operations shall not be located in the shoreland district.
14. Mining Operations Within the Floodplain or Floodway. Mining and processing operations shall not be located in the floodplain or floodway.
15. Mining Operations Near Water Table. Not less than ten (10) feet of separation shall be maintained between the lowest grade mining at which mining is permitted and the water table.
16. Blasting/Explosives. Blasting is prohibited.
17. Noise. The operator shall exercise its best efforts to control noise to minimum practical levels. Backup horns, bells, strobe lights, and other warning devices shall be adjusted to the minimum level required by law. Operator shall use broadband or white noise backup alarms on all its mobile equipment.

#### E. LAND RECLAMATION

All mining sites shall be reclaimed immediately after mining operations cease. Reclamation shall be completed within one (1) year. The following standards shall apply:

1. Within a period of three (3) months after the final termination of a mining operation, or within three (3) months after abandonment of such operation for a period of six (6) months, or within three (3) months after expiration of a mining permit, all buildings, structures and plants incidental to such operation shall be dismantled and removed by, and at the expense of, the mining operator last operating such buildings, structures and plants. An extension may be granted for those buildings, structures, machinery and plants required to process previously mined materials stored on the site. Security acceptable to the City shall be required. Such extension may apply for only one (1) year, after which said buildings, structures, machinery and plants shall be removed.
2. No part of the reclamation area which is planned for utilization for uses other than open space shall be at an elevation lower than the minimum required for gravity connection to sanitary and storm sewer. Provision for surface water run-off shall be made. All property shall be graded to properly drain. The peaks and depressions of the area shall be graded and back-filled to a surface which will result in a gently rolling topography in substantial conformity to the land area immediately surrounding, and which will minimize erosion due to rainfall. No finished slope shall exceed twenty (20) percent grade.

3. Reclamation shall begin after the mining of twenty-five percent (25%) of the total area to be mined or ten (10) acres, whichever is less. Once these areas have been depleted of the aggregate deposit they shall be sloped and seeded in compliance with the end use plan.
4. Reclaimed areas shall be surfaced with soil of a quality at least equal to the topsoil of land areas immediately surrounding, and to a depth of at least six (6) inches. The topsoil shall be seeded, sodded, or planted. Such planting shall adequately retard soil erosion.
5. The finished grade shall be such that it will not adversely affect the surrounding land or future development of the site and shall be consistent with the end use plan.

**Section 4.** This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

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

**CITY OF HANOVER**

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Chris Kauffman, Mayor

Attest:

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

The following Council Members were present:

The following Council Members were absent:

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

.....

**RESOLUTION NO 03-20-18-36**

**A RESOLUTION APPROVING APPOINTMENTS TO THE HANOVER PARK BOARD**

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the following appointments:

- \_\_\_\_\_ for the 2018-2020 term
- \_\_\_\_\_ for the 2018-2020 term

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

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

ATTEST:

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

**To: Mayor Kauffman & Members of the Hanover City Council**  
**From: Brian Hagen, City Administrator**  
**Re: Compensation Study**  
**Date: February 15, 2018**

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

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

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

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

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

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

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

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

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

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

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

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

**2017 Salary Study - Wages Summary**

City Administrator		Minimum	Maximum
Hanover		62,109	
Albany		63,190	
Clearwater		63,985	
Hanover		72,000	
Annandale		72,134	
Greenfield		75,421	
Becker		81,076	
Watertown		81,600	
Rockford		83,196	
Medina		84,094	
Corcoran		87,568	
Monticello		88,981	
Delano		95,493	
Rogers		99,195	
Wayzata		103,017	
Albertville		104,489	
Otsego		104,775	
Buffalo		107,744	
St. Michael		108,992	
Cokato			
Dayton			
Howard Lake			
Maple Lake			
Montrose			
Waverly			

Accountant - Deputy Clerk		Minimum	Maximum
Waverly		33,280	
Maple Lake		38,813	
Hanover		41,600	
Annandale		43,680	
Hanover		50,000	
Greenfield		50,357	
Corcoran		50,378	
Medina		50,669	
Watertown		51,549	
Montrose		52,500	
Otsego		55,194	
Becker		57,123	
Monticello		57,483	
Buffalo		63,773	
St. Michael		64,031	
Wayzata		66,673	
Delano		80,538	
Clearwater		N/A	
Cokato			
Albany			
Albertville			
Dayton			
Howard Lake			
Rockford			
Rogers			

Administrative Assistant		Minimum	Maximum
Annandale		31,637	
Maple Lake		33,696	
Greenfield		35,901	
Clearwater		36,556	
Watertown		36,754	
Albany		37,669	
St. Michael		38,189	
Rogers		38,438	
Hanover		39,062	
Monticello		39,603	
Hanover		40,000	
Otsego		43,719	
Buffalo		44,949	
Corcoran		44,970	
Medina		46,488	
Delano		49,358	
Cokato			
Albertville			
Becker			
Dayton			
Howard Lake			
Montrose			
Rockford			
Waverly			
Wayzata			

Population*		Minimum	Maximum
Waverly		1,414	
Clearwater		1,780	
Howard Lake		2,053	
Maple Lake		2,127	
Albany		2,671	
Cokato		2,753	
Greenfield		2,859	
Montrose		3,136	
Annandale		3,334	
Hanover		3,339	
Watertown		4,286	
Rockford		4,380	
Wayzata		4,678	
Becker		4,781	
Dayton		5,167	
Corcoran		5,498	
Delano		5,947	
Medina		6,131	
Albertville		7,370	
Rogers		12,539	
Monticello		13,409	
Otsego		16,019	
Buffalo		16,119	
St. Michael		17,174	

Full Time Staff			Total
Office	PW		
Albany	2	3	5
Clearwater	3	3	6
Greenfield	3	3	6
Hanover	3	3	6
Waverly	3	4	7
Maple Lake	3.5	4	7.5
Cokato	3	5	8
Annandale	3	7	10
Watertown	4	6	10
Medina	4.5	6.7	11.2
Corcoran	5	7	12
Delano	5	7	12
Rogers	8	8.5	16.5
St. Michael	7	12	19
Otsego	9	11	20
Albertville			
Becker			
Buffalo			
Dayton			
Howard Lake			
Monticello			
Montrose			
Rockford			
Wayzata			

Public Works Supervisor		Minimum	Maximum
Waverly		39,520	
Maple Lake		45,157	
Annandale		45,323	
Hanover		46,550	
Clearwater		46,694	
Delano		49,358	
Hanover		50,000	
Albany		51,750	
Greenfield		53,539	
Becker		57,123	
Medina		59,966	
Buffalo		60,174	
Montrose		62,442	
Wayzata		62,899	
Watertown		63,150	
Monticello		63,608	
St. Michael		67,722	
Corcoran		68,557	
Albertville		70,970	
Otsego		73,862	
Cokato			
Dayton			
Howard Lake			
Rockford			
Rogers			

Public Works Maintenance Worker		Minimum	Maximum
Waverly		31,200	
Becker		31,325	
Annandale		34,133	
Hanover		34,341	
Clearwater		34,694	
Maple Lake		35,194	
Rockford		36,912	
Otsego		38,910	
Delano		39,291	
Hanover		40,000	
Wayzata		41,579	
Monticello		42,448	
Buffalo		44,949	
Watertown		45,025	
Rogers		45,677	
Medina		46,788	
Montrose		46,883	
Corcoran		47,590	
Albertville		48,194	
Greenfield		48,214	
St. Michael		54,246	
Cokato			
Albany			
Dayton			
Howard Lake			

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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