

**CITY OF HANOVER
CITY COUNCIL MEETING
APRIL 7, 2015 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, April 7, 2015 to order at 7:34 p.m. Present were Mayor Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Public Works Supervisor Scott Vogel, City Attorney Jay Squires and City Planner Cindy Nash. There were several guests in attendance.

Approval of Agenda:

Hammerseng asked for some background on the 2 AM liquor license held by Chops Bar & Grill. Hagen stated they have held this license for several years. Hagen further stated that the Wright County Sheriff had no concerns about approving the license for another year.

MOTION by Warpula to approve the agenda as presented, seconded by Zajicek. **Motion carried unanimously.**

Consent Agenda:

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

a. **Approve Minutes of March 17, 2015 City Council Work Session Meeting** (*page 28*)

b. **Approve Claims as Presented:** (*page 31*)

➤ Claims	\$ 35,515.10
➤ Payroll	\$ 6,497.14
➤ P/R taxes & Exp	\$ 2,445.02
➤ Other Claims	\$ 1,466.39
➤ Total Claims	<u>\$ 45,923.65</u>

c. **Res No 04-07-15-13 – Accepting a Donation from the Hanover Athletic Association**

d. **Res No 04-07-15-14 – Accepting Donations for the Annual Easter Egg Hunt**

e. **Res No 04-07-15-15 – Approving Employee Salary Adjustments**

f. **Res No 04-07-15-16 – Approving Optional 2 AM Liquor License for Chops Bar & Grill**

g. **Res No 04-07-15-17 – Approving Non-Waiver of Statutory Liability Coverage Limit**

h. **Ordinance No 2015-02 – Amendment to Chapter 9 Related to Septic Systems**

Motion carried unanimously.

Citizen's Forum:

Dana Arrigo

Ms. Arrigo stated she lives on Crow River Dr. near the downtown area. There are small children that live on the street including her own. She has a concern about the traffic on the street given it is a dead end street. She asked that either a dead end or children at play sign be installed to inform drivers it is not a through street and that children are present. Vogel stated a sign could be installed. He recommended a dead end street because drivers may not be aware the street is not a through street. Council agreed with the request. Arrigo further complimented the Holiday Lights.

Marty Waters

Waters was present on behalf of the Historical Society. Waters further requested the Historical Society receive updates on the Historic Bridge project. Documentation has been provided to assist with the plans of the rehabilitation project. Waters did say he talked with Ray Schmidt about the wood planks for the bridge, but Ray has not received word of the order. Hagen stated that there is not an update to

provide in the last few weeks since he had last spoken with Mr. Waters. Hagen explained that the plans are completed and are currently being reviewed by the state historical society to ensure the bridge holds the historical value it currently has. Hagen told Waters that he would follow up with the engineer on the pictures and video that has been requested.

Waters closed with comments about creating a documentary on the bridge. The documentary would include this rehabilitation project. The 130th anniversary of the bridge is coming in a couple of years and another celebration could be planned. Lastly, Waters reminded Council that the Historical Society is also willing to help out where they can.

Clark Lee

Lee read aloud a letter he provided to the Council. In the letter, Lee expresses opposition to variances on the wetland setbacks, particularly in Crow River Heights where he lives. Lee further provided recommendations on requirements builders should meet prior to applying for a variance. Part of the requirements would require the City to order an environmental study to gauge the impact the variance would have on the wetland.

Public Hearings:

None

Unfinished Business:

Res No 04-07-15-18 – Awarding 107th Ave NE Surface Improvement Project

Vogel and Hagen outlined process of soliciting quotes for both the 107th Ave NE and the 9th St. NE surface improvement projects. Two quotes were submitted to the City with the low quote on each project being Midwest Asphalt. The amount for 107th Ave NE is \$85,000. The amount for 9th St. NE is \$45,000.

MOTION by Warpula to approve Res No 04-07-15-18, seconded by Hammerseng. **Motion carried unanimously.**

Res No 04-07-15-19 – Awarding 9th Street NE Surface Improvement Project

MOTION by Warpula to approve Res No 04-07-15-19, seconded by Zajicek. **Motion carried unanimously.**

Res No 04-07-15-20 – Approving Memorial Garden Concrete Sidewalk Extension

Hagen stated that Councilor Warpula submitted a quote prior to the meeting on behalf of D&L Masonry Inc. Hagen stated that if Council wished to consider the newly submitted quote, the quote would then become the lowest quote. Council agreed to accept the new quote from D&L Masonry. Hagen noted the resolution shall be amended to reflect D&L Masonry as the low quote.

MOTION by Vajda to approve Res No 04-07-15-20 as amended, seconded by Warpula. **Motion carried unanimously.**

Res No 04-07-15-21 – Approving Hire of Seasonal Public Works Employee

Hagen explained that applications were received and scored. Staff interviewed four top applicants. Staff has not extended an offer to the top candidate. Hagen stated the top applicant is an individual from Albertville named Tim Wetterhahn. The applicant is available for the entire six month position if public works has a need for the position that long. Hagen further stated the position was advertised at \$10 per hour.

MOTION by Vajda to approve Res No 04-07-15-21, seconded by Hammerseng. **Motion carried unanimously.**

Res No 04-07-15-22 – Approving Bathroom Remodel Final Pay Voucher

MOTION by Vajda to approve Res No 04-07-15-22, seconded by Hammerseng. **Motion carried unanimously.**

Changing Cleaning Contract

Hagen explained that Jani-King is yet to pick up keys to City Hall and the Fire Hall. Their contract has been active for a number of weeks, but they have been unable to find individuals who could handle our contract. Staff recommends switch cleaners to Classic Cleaning Company out of Buffalo. Hammerseng stated their references they included were good, but we should call some of the references to ensure the feelings are still accurate.

MOTION by Hammerseng to enter into a cleaning contract with Classic Cleaning Company, seconded by Vajda. **Motion carried unanimously.**

New Business:

Ordinance 2015-01 – Amendment to Chapter 10 Sections 10.48 and 10.52

Hagen explained that the ordinance clarifies building permit requirements for agricultural use buildings. The driveway amendment is related to past discussions with Council and the desire to allow two driveways on corner lots. The ordinance would allow two driveways on lots with a minimum of 250 feet of street frontage. Additional regulations were added to control location of driveways.

MOTION by Hammerseng to approve Ordinance 2015-01, seconded by Zajicek. **Motion carried unanimously.**

Res No 04-07-15-23 – Setting Public Hearing on a Road Vacation

Nash explained this resolution sets a public hearing to receive public comment related to vacating an old road order from Frankfurt Township. This is part of a larger land use request which would allow the subdivision of a parcel of land. The Council would hold the public hearing on May 5th. Council would then vote on vacating the road order, as well as vote on a lot subdivision.

MOTION by Vajda to approve Res No 04-07-15-23, seconded by Hammerseng. **Motion carried unanimously.**

Res No 04-07-15-24 – Approving Site Plan for Hanover Elementary School

Nash provided a site plan for an addition to the Hanover Elementary. Nash further stated that the Planning Commission reviewed the site plan and recommend approval.

MOTION by Warpula to approve Res No 04-07-15-24, seconded by Vajda. **Motion carried unanimously.**

Res No 04-07-15-25 – Accepting a Donation from the Hanover Lions

Hagen explained the Hanover Lions are unable to purchase the water fountain due to their non-profit status. The Hanover Lions now intend to donate money to the City, and in turn, the City purchase the fountain.

MOTION by Warpula to approve Res No 04-07-15-25, seconded by Hammerseng. **Motion carried unanimously.**

Res No 04-07-15-26 – Authorizing First Half Payment of Lion Water Fountain

Hagen stated this payment is required prior to the construction of the lion head water fountain. The payment is also directly related to the donation from Res No 04-07-15-25.

MOTION by Warpula to approve Res No 04-07-15-26, seconded by Zajicek. **Motion carried unanimously.**

Fire Department – Replacement Chargers and Batteries

Included in the packet was a memo and estimate from Fire Chief Malewicki to replace some batteries and chargers. Chief Malewicki is seeking consensus from the council to allow him to use donation money for this purchase. Council agree to the request.

Reports

Scott Vogel –

- Crack filling is expected to finish Saturday, April 11th.
- Public Works is beginning the switch from winter to spring by changing out equipment.
- Materials will be getting order for the parks like wood chips, fertilizer, etc.
- The 10 acres digging went as expected. It is believed there is a good area to build on. Also feel a more accurate location of where the concrete debris stops was found.

Brian Hagen –

- The final paperwork was submitted for the light signal at Cty Rd 34/19. Council approved final payment of that project in 2014, we will write a check and mail it so the project can be closed.
- Hammerseng asked for an update of the training received to date. Hagen stated he attended a finance training conference. It was a 2 ½ day conference where he was introduced to several topics related to finance. Topics included bonding information, presenting, and creating worksheets to complete throughout the year in order to be better prepared for year-end/audits. Hagen plans to attend a week long training which a part of a three year program. This is the second year of attendance. The training is related to the clerk role and outlines various statute requirements clerks must complete. Hagen still plans to attend a management training course which Hammerseng has sending good options his way, and a finance training to continue to learn government finance.

Jim Zajicek –

- Stated that the Park Board discussed the lion water fountain location. They have a few spots in mind, but are waiting for feedback from Public Works for a final decision.
- Easter Egg Hunt went well and there was a great turnout. Zajicek fears they are going to need more room in the coming years because of how big of turnout there is.

Doug Hammerseng – Thanked Zajicek and the Park Board for the Easter Egg Hunt. He felt it was a great event with a great turnout as well.

Ken Warpula – Stated the pancake breakfast was another success. He also stated the City is looking good.

Adjournment:

MOTION by Warpula to adjourn at 8:46 pm, seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator