

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
APRIL 15, 2014 – OFFICIAL MINUTES**

Call to Order

Mayor Kauffman called the Regular Council Work Session Meeting of Tuesday, April 15, 2014 to order at 6:05 p.m. Present were Mayor Chris Kauffman, Councilors Wendy Pinor, John Vajda, Doug Hammerseng, and Ken Warpula. Also present were City Administrator Annita Smythe, Administrative Assistant Brian Hagen, Public Works Supervisor Scott Vogel, City Attorney Jay Squires, and City Planner Cindy Nash. Connor Rausch was present for Hennepin County Assessor's Office. Jeremy Halek, a Brooklyn Park Police Officer and Hanover resident, was present as a guest.

Approval of Agenda

Smythe stated Attorney Squires is present to discuss the Bridges Easement. Smythe added this as discussion item 5.

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

Consent Agenda

Hammerseng asked why easements were being changed along the Hennepin County Rd. 19 trail. Messner stated that over the years culverts being installed have extended outside the existing easements. The additional easement will make the easement area needed for the culverts the correct size and location. Mayor Kauffman asked why the City has service with both Century Link and Comcast. Smythe stated Century Link provides service for the land line at the Fire Hall, and Comcast provides the digital phone line service at City Hall.

MOTION by Warpula to approve the consent agenda, seconded by Vajda.

- a. **Approve Minutes of April 1, 2014 Local Board of Appeals**
- b. **Approve Minutes of April 1, 2014 Regular City Council Meeting**
- c. **Approve Claims as Presented:**
 - **Claims** \$ 32,165.44
 - **Payroll** \$ 5,733.66
 - **P/R taxes & Exp** \$ 2,283.04
 - **Other Claims** \$ 34,581.31
 - **Total Claims** \$ 74,763.45
- d. **Res No 04-15-14-31 – Approving EDA Revolving Loan for River Inn**
- e. **Res No 04-15-14-32 – Approving Purchase of Drainage and Utility Easement**

Motion carried unanimously.

Bridges Easement

Squires provided two documents for Council to review. The first document outlines the process of eminent domain. Squires explained the requirements for a quick take condemnation and outlined the timeline. Squires further stated that by starting the quick take process, it does not mean that the end result will be condemnation of the land. Squires explained there will be points throughout the process that the Bridges Homeowners Association and the City can reach an agreement. Squires stated the second document is a resolution for Council approving the start of the quick take process. The resolution explains the history of events, explains why Council feels this action is necessary, and authorizes staff to begin quick take condemnation. The Mayor was concerned about the time line, but Squires assured Council that several steps happen at once. Hammerseng asked who the owner would be since it is an association. Squires stated part of the process would be to complete a title search to

determine the correct parties. Hammerseng expressed concern about the Bridges being informed of this action. Smythe explained that several meetings have been held over the last several months attempting to reach an agreement. Those meetings have produced the latest draft agreement, which includes several provisions that are not compatible with the sale of the property. In addition, time is becoming an issue, as we are now into the current building season for developers. As Squires pointed out, discussions can continue during the quick-take process.

MOTION by Warpula to approve the resolution to start quick take condemnation, seconded by Pinor. **Motion carried 4-1, with Kauffman, Warpula, Pinor, Vajda voting in favor and Hammerseng voting against.**

Fee Waiver Request for Settlers Park

Jeremy Halek was present to request a fee waiver of the Settlers Park rental fee. Jeremy explained that the Brooklyn Park Police/SWAT Department want to host a fundraising event for the John Faas Memorial Foundation. Halek explained the foundation and the assistance they provide to fallen Navy Seal Team members. Halek stated the event would be a 5k race as well as host a silent auction and food sales. Halek stated all profits would go to the memorial foundation.

MOTION by Vajda to waive the Settlers Park rental fee, seconded by Warpula. **Motion carried unanimously.**

Public Works Summer Staffing

Vogel explained he has had conversations with Jordan Pahl who has been a previous temporary worker with Hanover. Pahl would like to work as a temporary employee again this summer. Smythe stated staff is requesting Council to authorize the hiring of Pahl, or for advertising a temporary position if Pahl declines the position.

MOTION by Vajda to hire Pahl at \$16.50 per hour, or advertise for a temporary position if Pahl does not accept the offer, seconded by Warpula. **Motion carried unanimously.**

Water Line Freeze-ups

Smythe informed Council that Kelly Daleiden from Veolia is still working on completing a draft policy related to frozen water lines, but that it is not yet completed. Mayor Kauffman stated throughout the winter the Mayor's Listserv had several questions about what other cities were doing to address the issue. Kauffman stated several cities have agreed to cover some or all of the costs. Council consensus was the City should be responsible for issues between the water main and the curbstop. Council asked for Vogel's opinion. Vogel stated he believes the City should cover full costs for this year's issues since there was not a policy in place. Vogel further agreed that between the water main and curbstop should be the extent of the City's responsibility in the future.

MOTION by Pinor to pay bills to thaw frozen water lines from this past year's winter, seconded by Vajda. **Motion carried unanimously.**

At this time Councilor Warpula left the meeting for Fire Department Medical training.

Capital Improvement Plans

Pavement Management

Discussion was held on the pavement management plan and how much can be funded each year. Smythe explained that the majority of the funds are spoken for until the two trail projects are completed and reimbursements from other funding sources are paid back to Hanover. Messner provided an estimate to mill and overlay the Pheasant Run development. He state it would cost approximately \$350,000 and would extend the road life approximately 10 years. At that time the Council could revisit the water and sewer project discussion for Pheasant Run. Hanover Hills also has a portion of the roads

that require repairs, according to the pavement management study. Messner stated a mill and overlay project in that development would provide the same added life span for roughly the same cost as Pheasant Run. Messner does not feel Hanover Hills needs a full reconstruction at this time. Mayor Kauffman asked if the City has enough cash on hand to fund any road improvements in 2014. Smythe stated she recommends completing the trail projects this year, and start road projects in 2015. Council requested to revisit assessment policy at June Work Session and 2015 road improvement plans.

Public Works Facility

Council consensus was to table discussion until staff followed up on a new opportunity that was recently proposed in the Industrial Park.

8th Street Extension

Smythe explained that the EDA recently held a strategizing session. In general, their membership appeared to support the idea of extending 8th Street from the Industrial Park to County Road 19 at the location of the new County Road 34 signal light. Former Engineer Mike Neilson estimated the project at \$2 million dollars back in 2005. Smythe stated there are some funding opportunities available, but do not know any details on them as this is only a discussion item to gauge Council interest. Council directed Messner to update the previous estimate from his associate Neilson.

Reports

Smythe explained that Brad Bass from Bradford Development is nearing completion of the assisted living project in Mankato, and is ready to move forward with Hanover. Mr. Bass has invited Hanover to tour the Mankato facility. He also plans to set up meetings with the planner and other consultants soon.

Vogel informed Council that the Esterly Oaks pond will have a scheduled burning this spring, which the Fire Department will control. He also stated that the previous volunteer who maintained the flower pots around the City is not interested in continuing the responsibility. Council directed Vogel to bring the flower pots and place them around City Hall for easier maintenance.

Adjournment

MOTION by Pinor to adjourn at 8:45 p.m., seconded by Vajda. Motion carried unanimously.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Annita Smythe, City Administrator