

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
APRIL 17, 2018 – OFFICIAL MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, April 17, 2018 to order at 6:03 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek, and MaryAnn Hallstein. Also present were City Planner Cindy Nash, City Engineer Justin Messner and Accountant / Deputy Clerk Jackie Heinz. Guests present included residents from the City of Hanover.

Approval of Agenda

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

Consent Agenda

MOTION by Hammerseng to approve the consent agenda, seconded by Zajicek.

a. **Approve Minutes of April 3, 2018 Local Board of Appeals and Equalization Meeting**

b. **Approve Minutes of April 3, 2018 City Council Meeting**

c. **Approve Claims as Presented:**

➤ Claims	\$ 75,776.52
➤ Payroll	\$ 9,108.33
➤ P/R taxes & Exp.	\$ 3,278.72
➤ Other Claims	\$ 2,311.70
➤ Total Claims	<u>\$ 90,475.27</u>

d. **Res No 04-17-18-42 – Appointing Probationary Fire Department Member**

e. **Res No 04-17-18-43 – Approving Chops Bar 2AM Closing**

Motion carried unanimously.

Vitalization Award – Jeff Olson

On behalf of the City of Hanover, Mayor Kauffman expressed appreciation to Jeff Olson for his outstanding achievements and dedicated service to the students and staff of Hanover Elementary School. Kauffman presented Jeff with a Vitalization Award.

Public Information – 2018 Pavement Improvement Project

Messner explained the pavement improvement project will be done in 3 areas - River Road, Pheasant Run and Schendels Field Area. Nick Preisler with WSB presented a slide show with information about the different areas being done, timeline, work hours and other aspects of the project. Preisler further explained noise would be contained to working hours 7:00 am – 7:00 pm Monday through Friday, and 8:00 am – 5:00 pm on Saturdays. The project will commence in May and wrap up in September with no assessment to residents. Messner explained the projects will not take 5 months, but rather each area will take roughly 6 weeks to complete within the 5 Month timeline. Messner further explained River Road will be widened to engineering standards, while Pheasant Run and Schendels Field will remain the same width.

Pat Meister – 11959 Riverview Road NE

Meister stated he prefers a grass shoulder along the road. A gravel shoulder dulls lawn mower blades and shoots rocks from the mower which damages property. Meister inquired why the City has chosen milling and stated there needs to be consistency in the City.

Messner stated shouldering allows water drain off into the ditches. The road will continue to degrade and deteriorate, this project is extending the life of the road for another 20 years.

Stephanie Gleason – 11875 Riverview Road NE

Gleason asked how this project compares to the one completed in Hanover Hills a couple years ago.

Messner stated there are 3-4 culverts being replaced in the Pheasant Run area. They are city maintained and will be upgraded to concrete. Driveway culverts will not be replaced. There was further discussion regarding the contractor doing work on residential driveways and the trail along River Road.

6. Res. No. 04-17-18-45 – Awarding Bid for 2018 Pavement Improvement Project

Hammerseng stated he resides in Hanover Hills, the pavement project which was done put 1' of chipped granite on the shoulders. Hammerseng agrees a gravel shoulder is not best. Meister suggested to mill the edge down and taper into the driveways. Messner stated the shoulder is not required and can be eliminated, it is an engineering standard. If Hanover becomes an MSA City, there are shoulder and drive lane requirements on non-residential roads.

Warpula stated there is grass present now, just leave it. Messner stated the cost of the project would be reduced if the shoulder is not completed. The low bid contractor expressed at bid opening they're not fond of gravel shoulders.

Hammerseng inquired what happens once work begins and a larger problem is found. Messner stated in bidding they use what is called a common excavation which uses increased numbers in anticipation of a larger problem arising.

MOTION by Warpula to approve Res. No. 04-17-18-45 with no gravel shoulder at Pheasant Run and Schendels Woodland Hills, seconded by Hammerseng. **Motion carried unanimously.**

Res. No. 04-03-18-40 – Approving Site Plan for Hanover Dental

Kauffman abstained from discussion due to conflict of interest.

Nash stated the site plan and revised renderings were tabled at the previous council meeting in order for the applicant to meet with the EDA regarding a matching grant.

Hallstein stated the building is too plain and residential feeling. Hammerseng stated the Planning Commission discussed something nicer, but understands cost is a factor. Hallstein stated the EDA Matching grant is normally to improve the exterior of an existing building, but the Dental Office meets the standards. Hallstein further stated the project will be completed, the applicant will come back with a receipt for work completed and be reimbursed up to \$7,500.00.

Hammerseng stated the building looks better but is still lacking, now sure what else can be done. The lot is very visible land for people coming through town. Messner stated the plan is consistent with other setbacks such as the Fire Department and Tom Thumb. County Road 19 is already restricted with the Cemetery and School.

Zajcek asked if the dumpster could be moved to the side of the building. Nash responded no since the side of the building is occupied by storm-water ponding and handicap parking.

MOTION by Hallstein to approve Res. No. 04-03-18-40 with the date of condition 2 as 03/16/18, seconded by Warpula. **Motion carried with Warpula, Hammerseng, Zajcek and Hallstein voting in favor. Kauffman abstained.**

Res. No. 04-17-18-44 – Approving EDA Matching Grant Incentive

MOTION by Warpula to approve Res. No. 04-17-18-44, seconded by Hammerseng. **Motion carried with Warpula, Hammerseng, Zajicek and Hallstein voting in favor. Kauffman abstained due to conflict of interest in the subject property.**

Hanover Cove Concept Plan

Nash stated PAXMAR has submitted a revised concept plan which eliminated the townhomes and row homes, reconfigured the roads and added a pool for the HOA members.

Kent Roessler of PAXMAR stated the developer took suggestions from previous meetings to heart, they can accommodate and meet majority of the requests. Roessler further stated the revised plan is roughly 50 homes less, has larger lots for 3 stall garages and an access point has been moved. The entrance is now split with a monument stone. The pool is situated at the entrance as a marquis, which no neighboring communities have. The pool will have changing rooms and be maintained by the HOA. Roessler further explained the pond hasn't changed, single family homes are now at the north end and the south tier is a patio home community. Roessler stated the development will be association maintained. Patio homes will be required to fully participate in the HOA while single family homes will have the option to include snow plowing and lawn mowing. Roessler presented a slide show which had example pictures of the possible homes that could be built. The flex area could be a patio home or multi-level home.

Hammerseng asked about square footage and pricing of the different styles. Roessler stated
Flex area would be 1,900 – 2,100 sq. fts and priced around \$230,000 - \$280,000
40–48' Patio Homes 1,240 – 1,640 sq. ft. and priced around \$230,000 - \$280,000
50-60' Patio Homes priced around \$260,000 - \$350,000
75-85' Patio Homes priced around \$300,000 - \$450,000
Single family homes same as current market of \$250,000 - \$480,000

Warpula stated he likes the plan better than the previous. Hammerseng agreed and stated it provides for a lot of opportunity for people at different ages. Zajicek inquired if maintenance around the pond is included in the HOA, Roessler stated yes. Zajicek asked who the park falls under. Roessler stated it will tie to the existing City park. There could be a 2' difference in elevation, would need to work that out.

Hammerseng asked if there are requirements for the pool and if the size is based on number of houses. Roessler stated the size is based on usage. It is privately owned, not a large use item but a big ticket item. Zajicek asked about the depth and liability. Roessler stated the depth would be 6 feet, there would be no lifeguard on duty and since it is owned by the HOA it would fall under their liability.

Nash stated there should be some depth along River Road. Roessler stated depth is not possible but perhaps landscaping. Nash stated River Road is a collector road which can't have driveways coming onto it. This is the concept plan, there will be additional retooling and stated this is a non-binding approval.

Hallstein asked if the bike path along 8th street would be redone. Messner stated the path would be fine. Meister inquired would not parking on the path be regulated. Messner stated the path cannot be blocked and people would be fined for doing so. Meister asked if the homes along 8th street would be assessed or if there was money in escrow. Roessler stated the current landowner was assessed and paid the assessments. Meister asked that the City clarify.

Mike Reinking – 11560 Riverview Road NE

Reinking asked if the area was zoned for residential, and if the school and Hanover is ready for this development. Messner stated sewer and water can accommodate. Hallstein stated she has talked with the school and numbers have been lower. The school is more at risk of losing a teacher, currently there is enough space to add 1 more teacher per grade. Roessler stated patio home residents will be traveling at non-peak times.

Gleason asked about the time frame. Roessler stated grading would be done this fall. Pipe would be laid in the spring and start building shortly after. Would like 40 – 60 homes built per year.

Brian Gronsberg – 11141 14th Street NE

Gronsberg asked about the HOA, could part of the development not part of the association. Roessler stated no, the entire site would be HOA.

Heather Sandberg – 11578 Riverview Road NE

Sandberg asked what would happen with the south berm. Roessler stated the berm would only change if on the development property.

Ed Sjolín – 798 Meadowlark Lane

Sjolín stated he understands the need for patio homes but wonders if the plan has too many. Zajicek stated the offers a Hanoveresk plan for millennials who don't want large lots. A mix use is good.

Discussion continued around rental restrictions, patio homes with no basement during bad weather, grocery store zoning.

MOTION by Hammerseng to approve the Hanover Cove Concept Plan, seconded by Zajicek. **Motion carried with a split vote of Kauffman, Warpula, Hammerseng and Zajicek voting in favor, Hallstein voting not in favor.**

A recess occurred from 8:44 pm to 8:52 pm.

Shoreland Ordinance Information

Nash stated there are currently various developers looking at the Anderson property which is located within the shoreland management area. It has come to light the City is not consistent with the state shoreland rules, some areas the City is more restrictive than the state, and in some areas less. Nash further explain in 1980 the ordinance was approved by the DNR. In 2004 revisions were made and submitted to the DNR but not approved. Nash is recommending the City prepare an update, work with the DNR and will bring back an ordinance for adoption.

Settlers Park Ballfield Lighting – Funding Update

Stan Kolasa, President of the Hanover Athletic Association (HAA), stated at the HAA's last meeting a motion was made to donate \$50,000 to the City 2 years in a row. \$50,000 would be accepted at the next council meeting and the second \$50,000 next spring. Kolasa stated it would be cheapest to pull power from the HAA fields with 2 readable billable meters.

Council gave support to move forward and add the resolution to the next agenda.

FRA Audit – GASB 67 and 68 Statements

Heinz stated per the memo outlined in the agenda packet, council has two options. First is to proceed as in years past and not hire an actuarial. Second is to hire an actuarial to complete the requirements of GASB 67 and 68. Heinz further explained this is a moderate finding but should have no impact on the City for future bonds.

Council consensus to not do the actuarial.

Hanover Sign on Hanover Elementary Monument Pole & BankWest Monument

Hallstein stated BankWest would like the sign to be replaced as there is rust. The sprinkler head causing the problem has been shielded to protect a future sign. EDA will pay for the sign at BankWest and the City will pay for the sign at the Elementary School. Both signs would have the new Hanover logo and “Hanover” is larger print.

Council consensus to move forward with both signs.

Reports

Hallstein

- Regarding the Cove and Comp Plan, would like to see 4 homes per acre moving forward

Heinz

- The Hanover Harvest Festival would like permission to use the old Public Works portion of City Hall during the festival for the information booth and possibly more marketplace vendors. Council approved.

Nash

- Crow River Heights Phase 2 will be submitting for a preliminary plat at the May Planning Commission meeting. An EAW was also ordered.

Messner

- On Thursday of last week he attended a Wright County long range transportation meeting. Hanover concerns include County Road 19, 8th Street extension and incoming growth. Kauffman asked if a traffic study is scheduled to be completed on 19, Messner stated WC didn't say. Messner also stated the City is close to reaching the 3 lane limit of vehicles, currently at 14,000 and limit is 17,000.

Warpula

- Warpula stated he attended the WCAT meeting earlier in the day and they will be disbanding and be given to the county over the next 4 months. There will be an advisory committee for a short time during the transition.

Adjournment

MOTION by Warpula to adjourn at 9:22 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Jackie Heinz, Accountant / Deputy Clerk