

**CITY OF HANOVER
CITY COUNCIL MEETING
MAY 1, 2018 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, May 1, 2018 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Accountant / Deputy Clerk Jackie Heinz and Public Works Supervisor Jason Doboszinski. Other guests included Hanover Fire Chief Dave Malewicki. Councilor Doug Hammerseng was absent.

Approval of Agenda:

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

Consent Agenda:

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

a. **Approve Minutes of April 17, 2018 City Council Work Session Meeting**

b. **Approve Claims as Presented:**

➤ Claims	\$ 19,648.95
➤ Payroll	\$ 9,549.80
➤ P/R taxes & Exp	\$ 3,486.62
➤ Other Claims	\$ 2,362.83
➤ Total Claims	<u>\$ 35,048.20</u>

c. **Res No 05-01-18-46 – Accepting Donation from Hanover Athletic Association**

d. **Res No 05-01-18-47 – Approving 8th St. NE Road Easement**

e. **Res No 05-01-18-48 – Approving Contract for 2018 Concert in the Park**

f. **Res No 05-01-18-49 – Approving Agreement with First Source Solutions**

g. **Res No 05-01-18-50 – Approving Purchase of Map Files**

Motion carried unanimously.

Citizen's Forum:

None

Public Hearings:

None

Unfinished Business:

None

New Business:

Res. No. 05-01-18-51 – Approving Purchase of Fire Department Equipment

Zajicek asked about the purchase of two radios and why they cost \$2,500 each. Malewicki explained they are 800 MHz, they are similar to a cell phone and it is recommended each firefighter entering a fire should have one. Hallstein asked if the radios are heat and water proof, Malewicki stated no. Kauffman asked if the radios are Motorola, Malewicki stated yes.

Hagen stated the Fire Department will be applying for both a CenterPoint and DNR grant.

MOTION by Warpula to approve Res. No. 05-01-18-51, seconded by Zajicek. **Motion carried unanimously.**

Reports

Malewicki

- Thanked council for their support.

Doboszanski

- Doing Open House Preparations
- Getting Fields Ready

Hallstein

- She will be attending the Camp MN Cities training in St. Cloud. She is asking to stay at a hotel for the 2 nights of the training. Council gave approval of the hotel stay.

Zajicek

- Requested information regarding Metro West Inspection Services
 - A Breakdown of Inspection Fees
 - Expectations of Inspection Services
 - How to File a Complaint about Services Received
 - How many Homes were sold in 2017 with Improvements the City wasn't aware of
 - Who Determines what happens if a home is sold without permits for work Completed
 - Zajicek stated he is concerned with the possible developments in Hanover and avoiding possible headaches. Kauffman stated there are cities looking to form a coop for inspection services.
 - Hagen stated 35% of permit fee goes to Metro West, a fee schedule from the state determines cost per square foot based on type of work being completed.
- Suggested getting a City of Hanover reader sign on the corner of the Dental Office. Warpula suggested at the Fire Department. Hagen stated an easement from the land owner would be needed, yes it would be possible but concerns with limited control of messages.

Warpula

- EDA breakfast went well, Hagen did a nice job of organizing. Hagen stated roughly 35 were in attendance

Hagen

- Asked if City Hall could close at 3:00 pm on Monday May 7th for the Public Works Open House. A sign would be on the front door stating staff was down the road if needed. Council gave support to close at 3:00 pm.
- Asked if Council would like City Engineer Justin Messner and City Planner Cindy Nash to attend the Public Works Open House. Council Consensus was no.
- Staff has a plan ready for the Public Works Open House. Listed food, equipment will be open but keys removed, asked council be walking around, Facebook posts are scheduled, Chris and Brian will be the greeters.
- Met with Schulte's Greenhouse regarding trees for the ball field on the outside of the outfield fence. Will find trees which like the present soil, will cost around \$10,000 for 40 trees. Will be mindful of electric for the lights.

- Asked if Council would like ball field lights to be installed this year or next. Options include the City paying for a portion up front, finance over 3 years at 3-4% interest, or pay interest for one year then payoff. If the work is not completed this year could be a 4% increase in price next year. Council Consensus to move forward with light installation this year.

Adjournment

MOTION by Warpula to adjourn at 7:52 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator