

**CITY OF HANOVER
CITY COUNCIL MEETING
MAY 7, 2013 - OFFICIAL MINUTES**

Call to Order/ Pledge of Allegiance: 7:00 p.m.

Mayor Kauffman called the Regular Council Meeting of Tuesday, May 7, 2013 to order at 7:04 p.m. Present were Mayor Kauffman, Councilors Warpula, Hammerseng, and Vajda. Councilor Pinor was absent. Also present were Interim City Administrator Bob Derus, City Clerk/Asst City Administrator Annita Smythe, Administrative Intern Brian Hagen, Lead Maintenance Worker Scott Vogel, City Attorney Jay Squires, and City Engineer Justin Messner. Guests present were Jeff Grupp, Reid Rabon, Doug Voerding of the Wright County Journal Press, other citizens, and a Wright County Deputy Sheriff.

Approval of Agenda:

Administrator Derus suggested adding a discussion on the property the city owns in the Bridges Development as item 5.d.

MOTION by Warpula to approve revised Agenda, seconded by Vajda. Motion carried unanimously.

Consent Agenda Items:

A short discussion was held to clarify details of the resolutions. Councilor Warpula asked for details related to item m. Attorney Squires explained the land has gone into tax forfeiture. The City has the option to receive the land at no cost, and assume responsibility. If the City receives the land at no cost, then the City cannot sell the land at a later date. The City also has the option to buy the land; they then could sell the land later, but not to gain a profit. Attorney Squires went onto explain the land is an out lot for drainage purposes so it is the best choice to receive the land at no cost to the City. Councilor Hammerseng asked a question on item g and where the money would go. Administrator Derus answered the money would be placed in the general fund. Councilor Hammerseng also asked for details on item l. Administrator Derus informed Council that as of now, Wright County will combine or subdivide lots if requested by the owner, without the consent or knowledge of the City, for the benefit of tax purposes. With this resolution, the City would have to give prior permission which provides the opportunity to ensure the lots continue to meet City standards for lot requirements. Mayor Kauffman stated he would like the scanning project to get started as soon as possible, and he asked if it could be started the following week. Intern Hagen responded that he will call the company to have them start the process. Item d was tabled because a finalist had not been selected.

MOTION by Hammerseng to approve the following Consent Agenda, as amended to remove item d, seconded by Vajda.

a. Approve Minutes of April 16, 2013 Regular City Council Work Session Minutes

b. Approve Claims as Presented:

| | |
|-------------------|---------------------|
| ➤ Claims | \$ 72,290.27 |
| ➤ Payroll | \$ 9,715.72 |
| ➤ P/R taxes & Exp | \$ 4,143.16 |
| ➤ Other Claims | \$ 987.96 |
| ➤ Total Claims | <u>\$ 87,137.11</u> |

c. Resolution No 05-07-13-53 Approving Liquor License Renewals

d. Resolution No 05-07-13-54 Approving Hiring of Receptionist/Bookkeeper

e. Resolution No 05-07-13-55 Approving Payment to Snow Plow Drivers

f. Resolution No 05-07-13-56 Accepting Donation from Intereum, Inc.

g. Resolution No 05-07-13-57 Acknowledging Dividend from the League of Minnesota Cities

h. Resolution No 05-07-13-58 Approving Accounting Software Purchase and Maintenance Agreement

i. Resolution No 05-07-13-59 Approving Changes to Personnel Policy

j. Resolution No 05-07-13-60 Approving a Special Joint Meeting with the Planning Commission

k. Resolution No 05-07-13-61 Approving Scanning Project

l. Resolution No 05-07-13-62 Restricting Transfers of Property by Wright County Within the City of Hanover

m. Resolution No 05-07-13-63 Requesting Acquisition of Tax Forfeited Property from the State of Minnesota

n. Resolution No 05-07-13-64 Approving Budget Review for 1st Quarter 2013

o. Resolution No 05-07-13-65 Approving Payment to Northern Lights for Decorations

Motion carried unanimously.

Citizens' Forum:

None

Public Hearings:

None

Unfinished Business:

a. Update from Pheasant Run Open House

Engineer Messner summarized the open house meeting. He stated of the residents that had responded, 11 were against the project and 7 were for the project. Messner stated we could mail an additional survey that asked more direct questions or we can develop new options with the responses we have received from the open house and comment cards. Mayor Kauffman asked if we could use the pavement management plan to know the quality of the road since some residents feel the roads are fine. Messner stated the pavement management plan will begin in June and the report will not be completed until late summer. Councilor Warpula asked if the residents have been suggesting what they do want to see. Messner stated the comments have resembled a wish to see maintenance and patching done instead of a reconstruction. Administrator Derus stated majority of responses are related to a worry about the cost. A discussion was held about forming other options that include sewer connection costs in the total price, and other lower cost options. Council directed Messner and staff to present new options at the May Worksession.

b. Funding for Hennepin County Trail Project

Engineer Messner opened discussion by stating he was not aware Council wanted to see funding for the Hennepin County Trail Project. Messner did, however, offer funding information for the Beebe Lake Trail Project. Messner explained where costs will incur from, and how these costs will be funded. The project is estimated to cost approximately \$1.35 million, with Hanover having to provide only approximately \$65 thousand. Majority of the cost is being funded with grants from the DNR and Federal Government. St. Michael will provide approximately \$130 thousand.

Councilor Warpula asked if there could be any update on the Hennepin County Trail. Messner stated he does not know specific costs, but he does know an appraisal for the switchback portion of the land will come from the bank soon. There is also grant applications in to the DNR and a response from them should come in June or July.

c. Policy for Paperless Council Meetings

Administrator Derus stated that at a previous worksession, there was some discussion of switching to a paperless method of distributing Council Agendas and other information to Councilors. Derus and Attorney Squires then presented a policy to Council that would allow Councilors a reimbursement up to \$500 towards an electronic device to receive agendas, etc. Residents asked further questions on this option, and there was some discussion. Mayor Kauffman ultimately pointed out that the cost savings was a large factor to be considered. Attorney Squires stated he would like to make minor changes to the drafted policy to include provisions on how to handle Council vacancies, to add language that requires Councilors to accept electronic materials if they receive the reimbursement, and to make the start date retroactive to 02/01/13.

MOTION by Hammerseng to adopt a policy for paperless meetings with changes made by Attorney Squires, seconded by Warpula. Motion carried unanimously.

d. Bridges Purchase Agreement

Attorney Squires presented a draft purchase agreement to Council and explained the details. Mayor Kauffman asked if there had been a response from Brad Bass. Administrator Derus stated Mr. Bass is happy with the progress. Derus also explained this is still in concept stage, and the city is playing the role of the developer. Councilor Hammerseng had concerns about if this gave permission to move forward, and what were options if the developer did not meet the requirements. Attorney Squires stated again that this was a draft in the concept stage which is only 90% complete. There is still time to discuss details of requirements. There was then a discussion between residents who lived in the Bridges and the Council and staff. The discussion was to clarify the intention of the city. There was also concern about association requirements and the responsibilities related to the association membership. The residents were concerned this move by the city would not be well received by the residents. Administrator Derus explained that at the open house last fall there was minimal push back on the plan. Derus went on to explain he has had many conversations with the senior population of Hanover, and they show great excitement for the project.

New Business:

Councilor Vajda suggested to move item "c" to the beginning of New Business.

a. Irrigation Quote-Crossed Lines in Esterly Oaks

Lead Maintenance Worker Vogel explained how the irrigation quote previously presented to Council included the park by City Hall and this quote would include fixing the crossed lines in Esterly Oaks. Vogel asked Council for permission to split the two projects to get the crossed-lines fixed immediately because the irrigation company had time to do that within the next two weeks. A resident directly affected by the crossed irrigation lines asked if the properties have been resurveyed since the property pins had been removed. Vogel stated WSB has resurveyed the lot lines and corrected them. Council directed Vogel to contact the irrigation company to fix the crossed lines.

b. Electricity for Settlers Park

Lead Maintenance Worker Vogel explained how during the Harvest Festival Honda Electric will place generators and turtles throughout the park to distribute electricity. There has been discussion in the past about placing outlets throughout the park. Vogel stated it is approximately \$1,000 each year to place these turtles for the festival, whereas the park can be wired with electricity for approximately \$8,000. The \$8,000 would cover the new lines, but would not cover the cost of any damage to the irrigation system in Settlers Park. Mayor Kauffman asked where the electricity would be pulled from. Vogel stated they would draw electricity from the various buildings on the property.

MOTION Kauffman to table discuss until a plan was drawn, seconded by Warpula. Motion carried unanimously.

c. Trailer Purchase for Skid Loader

Lead Maintenance Worker Vogel opened discussion by stating the Public Works Department does not have a heavy duty trailer. He explained a trailer is a beneficial tool to complete a wide variety of work around the City. He further explained situations that are a burden to complete because of the added time needed to transport equipment since he cannot haul everything at once. Councilor Hammerseng ask what the cost would be. Vogel responded he received a bid from Lano for just over \$8,000. This is a state bid and the price is as low as it can go. Councilor Vajda stated he has seen Vogel drive across town in the skid steer and it does take added time to transport equipment the current way.

MOTION by Vajda to purchase a trailer for Public Works, seconded by Hammerseng. Motion carried unanimously.

Reports of Mayor and Council Members, Staff, Boards and Committees:

- Mayor Kauffman stated he would like a Council Member to serve as an alternate for the Joint Powers Water Board Meetings. Councilors Warpula and Vajda stated between the two of them they could sit in for the Mayor.
- Councilor Hammerseng stated both he and Councilor Vajda attended the Wright County Sheriff's Open House. He further explained it is an impressive resource the Wright County Sheriff offers.
- Administrator Derus explained staff has chosen two finalists for the Receptionist/Bookkeeper position, but would like Council to attend an interview. A Special Council Meeting was scheduled for Monday, May 13, 2013 at 7:30 a.m.

Adjournment

MOTION by Vajda to adjourn, seconded by Warpula. Motion carried unanimously. Adjourned at 8:55 p.m.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Bob Derus, Interim City Administrator