

**CITY OF HANOVER  
CITY COUNCIL WORK SESSION  
MAY 19, 2015 – OFFICIAL MINUTES**

**Call to Order**

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, May 19, 2015 to order at 6:04 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, and Jim Zajicek. Councilor John Vajda arrived at 7:00 p.m. Also present were City Administrator Brian Hagen and Public Works Supervisor Scott Vogel. Councilor Ken Warpula was absent.

**Approval of Agenda**

Hagen added a discussion to consider early hauling from the Mahler Pit.

**MOTION** by Hammerseng to approve agenda as amended, seconded by Zajicek. **Motion carried unanimously. Vajda and Warpula absent.**

**Consent Agenda**

Hagen eliminated the Cleaning Contract discussion from the minutes because the discussion did not happen at the May 5<sup>th</sup> meeting. Hammerseng also noted a typo in Warpula's report section.

**MOTION** by Hammerseng to approve consent agenda as amended, seconded by Zajicek.

**a. Approve Minutes of May 5, 2015 City Council Meeting**

**b. Approve Claims as Presented:**

➤ Claims	\$148,783.96
➤ Payroll	\$ 6,846.78
➤ P/R taxes & Exp	\$ 2,625.95
➤ Other Claims	\$ 2,032.40
➤ Total Claims	<u>\$160,289.09</u>

**c. Res No 05-19-15-32 – Hanover Harvest Fest Exempt Permit**

**Motion carried unanimously. Vajda and Warpula absent.**

**Mahler Pit Hauling**

Hagen explained that the hours of operation allow the Mahler pit to haul material beginning at 7 a.m. The City of Corcoran has requested that they be allowed to haul gravel beginning at 6 a.m. for approximately 1 week. They will be having a contractor haul gravel out of the pit while they grade the gravel roads in Corcoran.

**MOTION** by Kauffman to allow the City of Corcoran to haul gravel from the Mahler Pit beginning at 6 a.m., seconded by Zajicek. **Motion carried unanimously. Vajda and Warpula absent.**

**Assessment Policy**

Council was provided the current assessment policy in preparation of beginning the pavement management plan. Hagen stated that if changes are to be made, they should be made prior decisions on what project will happen next year. Council expressed their intent to not require assessments. Council suggested bringing a bond advisor to an upcoming meeting to discuss bonding options for roads and the public works building.

**Stop Signs**

Hagen stated that staff would like direction on future stop sign requests. Council stated they would consider installing stop signs on a case by case basis. Council continued discussion on placing a stop sign on Kadler Ave to make the intersection at Kadler Ave./Jasmine Ave. a four way stop. Council did

hold a fear that by installing stop signs, it would encourage children to play in the street. However, given the line of sight at the intersection, Council was favorable to installing signs at this point.

**MOTION** by Hammerseng to convert Kadler Ave/Jasmine Ave into a four way stop, seconded by Zajicek. **Motion carried unanimously. Vajda and Warpula absent.**

### **Res No 05-19-15-33 – Approving Hire of Seasonal Public Works Position**

Hagen explained staff has changed their recommendation for the seasonal employee based on background check results. Because of this, it is recommended to hire a second applicant for the position.

**MOTION** by Kauffman to approve Res No 05-19-15-33, seconded by Hammerseng. **Motion carried unanimously. Vajda and Warpula absent.**

*Vajda arrived at this time, 7:00 p.m.*

### **Vitalization Awards Discussion**

Staff is recommending Joanne Novotny to receive a Vitalization Award. Ms. Novotny regularly walks the Hanover trails. While walking she carries garbage bags with her and picks up debris. Staff plans to work with her to pick up the bags along the trails as they fill up. Council agreed with the recommendation.

### **Hanover Staff Position Salary Ranges**

Hagen reminded Council this discussion is part of the overall staff retention discussion. The cities is the study reflect neighboring cities, cities within 20 miles of Hanover with populations between 2000-5000, and some other requested cities from Council. Kauffman stated this is for information at this point to allow Council more time to review. Kauffman further stated he supports a broad range, one that would reflect a low minimum salary but a higher maximum salary.

### **Ordinance Amendments**

#### **Restricting Use of Public Bathrooms**

Hagen asked for some direction on the ordinance amendments as a small number of cities have passed similar ones for comparison. Kauffman stated the restricted use of bathrooms should limit bathroom use to the biological sex of a person. Kauffman further stated exemptions shall be made for young children and handicapped individuals who need someone's assistance. Kauffman did note that this ordinance would remain in effect until family bathrooms are made available.

#### **Sex Offender Ordinance**

Council recommended mirroring Cuyuna, MN for the first draft of the ordinance.

Hagen also informed Council that other ordinances would be coming before them. They include; single family rental licenses and garage floor drains. One last one is an ordinance regulating growing and selling marijuana.

### **FRA Pension**

Council was provided information related to FRA Pensions. Council was favorable to a raise in pension amount from \$1,400 to \$1,600 per year as long as the City does not have a risk of having to fund shortfalls. A questioned rose was can the City force a reduction in retirement amounts if the FRA becomes underfunded. Hagen would bring additional information to the June 2, 2015 meeting for final approval.

### **Reports**

Vajda

- Stated a tree fell in the Cardinal Circle Park during the weekend storms. Vogel informed Council the tree has been cleared and cleanup already.
- Stated he has been contacted by the Eisen family. The City completed a storm water maintenance project in their rear yard last year. The Eisens do not feel it is functioning properly because water still pools after heavy rains. Vogel stated that the specific facility is functioning properly. It is designed to hold water until it infiltrates into the soil. Council suggested having Engineer Messner speak to the function at the next meeting.

Vogel

- Entire City will be receiving a street sweeping soon. A call has been made to the contractor to get a date set.
- Asked if Council watched the video sent out in a Friday update on material for the City Hall parking lot. The material would be in place of a chip seal to extend the life of the parking lot. Approximate cost would be \$25,000. Council was not in favor of spending that much on the parking lot.
- A portion of the Memorial Garden sidewalk has been poured as well as the pad by the back door of City Hall
- The Hanover Lions Cleanup Day went well and staff helped out where they could.

Hagen

- Asked for direction on a request from a resident to suspend water and storm water fees indefinitely while the house is being fixed after a fire. Hagen stated that Veolia and St. Michael both stated this is not something that is typically done because these fees fund operation costs. Costs that do not lower just because one property is not using the services. Council agreed and directed the property to be billed the base rates.
- Pearson's want to change the status of the Industrial Park they recently platted. They want to lower taxes. Kauffman suggested Pearson's contact Michael Potter, Wright County Commissioner, to see if he can be of assistance.
- Informed Council that staff and elected officials are invited to a MS4 Basics work shop on June 18<sup>th</sup>. Details were provided in the FYI.
- Hagen corrected a typo in Resolution 04-07-15-25 where in the last paragraph it read that City thanks the Athletic Association. It should have read the City thanks the Hanover Lions. This resolution is in regards to the donation of money for the lion head water fountain.

**Adjournment**

**MOTION** by Vajda to adjourn at 8:10 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator