

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
MAY 21, 2013 – OFFICIAL MINUTES**

Call to Order

Mayor Kauffman called the Regular Council Work Session Meeting of Tuesday, April 16, 2013 to order at 6:02 p.m. Present were Mayor Chris Kauffman, Councilors Ken Warpula, John Vajda and Doug Hammerseng, and Wendy Pinor. Also present were Interim City Administrator Bob Derus, Accountant/Deputy Clerk Annita Smythe, Administrative Intern Brian Hagen, City Engineer Justin Messner, Fire Chief Dave Malewicki, Assistant Fire Chief Brian Kottke, Wright County Emergency Management Director Steve Berg, and Athletic Associate members Tom Spier and Ryan Anderson. There were residents from the Pheasant Run development also present.

Approval of Agenda

Mayor Kauffman introduced the agenda for the Work Session. Kauffman suggested moving item 9 to item 4 because of the number of residents present. Derus explained a claims adjustment to Council, and he also asked to add a brief discussion on the Receptionist/Bookkeeper as item 10.

MOTION by Hammerseng to approve the amended agenda, reordering the discussion items and adding a discussion on the Receptionist/Bookkeeper position, seconded by Vajda. Motion carried unanimously.

Consent Agenda Items:

MOTION by Warpula to approve the following consent agenda items as presented, seconded by Pinor:

a. **Approve Minutes of May 7, 2013 Regular City Council Meeting**

b. **Approve Minutes of May 13, 2013 Special Council Meeting**

c. **Approve Claims as Presented:**

➤ Claims	\$ 98,573.54
➤ Payroll	\$ 6,576.79
➤ P/R taxes & Exp	\$ 2,595.52
➤ Other Claims	\$ <u>2,214.62</u>
➤ Total Claims	\$ <u>109,960.47</u>

d. **Resolution No 05-21-13-56 Approving Harvest Festival Application for Exempt Permit**

Motion carried unanimously.

Follow-up on Pheasant Run Improvement Project

Derus opened the discussion by summarizing the project goals. He then explained the results of the feedback the City has received from the residents. Derus stated based on the feedback that alternative options need to be presented to the residents. Derus also wanted to explain to the residents that an assessment will be higher for projects when the lots are large like the ones in Pheasant Run.

Messner continued the discussion with Council by explaining some alternatives for the project. He stated that based on the current feedback he feels sanitary sewer may not be an option anymore. He did state that several residents feel the roads are suitable, but after looking at the roads once again he is still suggesting a full reconstruction happen. Messner stated some new options for the project will include the roads keep the ditches, some with curb and some with no curb. He also could present an option at 22 feet wide which is what the current road is set at. Messner stated one way to help with the costs of the assessment is to roll more of the fees into the total assessment and to also bid sanitary sewer hookups out as a group versus individually. In this case the residents would have to commit to sanitary sewer with a group of neighbors.

A discussion was held with the residents in attendance about the opinions shared in the neighborhood. The consensus of the residents in attendance is the roads are fine and they do not want the project. Messner explained the roads are failing from the bottom up and anything short of reconstructing the entire road is not a smart solution. Derus concluded the discussion by explaining that most cities do not complete projects if a vast majority of residents are against the project. He explained an additional open house will be needed to present new options.

Stan Kolasa, President Hanover Athletic Association –

Discuss Small Ice Rink and Other Collaborative Efforts

Two members of the Athletic Association, Tom Spier and Ryan Anderson, held a discussion with Council and City staff about forming a working relationship with the Athletic Association. An example discussed was the idea of eliminating the ice rink in Settlers Park because there are two ice rinks across the parking lot at the Athletic Association. Council stated the City would be able to assist with the maintenance of the rinks by offering equipment and labor. Spier and Anderson agreed with the idea. They also suggested a discussion be held between the Athletic Association and the City about future ball fields. Council looks forward to the new relationship beginning between the City and the Athletic Association. Council will meet with the Athletic Association in the June Work Session to discuss how to utilize City owned property and how to involve the Athletic Association for their benefit and resources.

Steve Berg, Wright County Emergency Management Director; Emergency Management Planning

Presented a slide show with information related to emergency management and the resources available from Wright County. He discussed the history of emergency management, specific resources Wright County has gained over the years, and the process of organizing and emergency management plan. Berg wanted to make it clear that if an emergency does happen in Hanover that there should be no hesitation to call him for help. Council asked Berg multiple questions about what steps the City should take to be prepared. Berg explained a good strategy should be understood by Council members, staff, and the Fire Department. Fire Chief Malewicki stated that in an emergency the Fire Department will be reacting quickly to the situation. Malewicki stated it is a good plan to have Council and Staff aware of a plan and how to communicate with one another. Council directed staff to develop a quick reference sheet that includes emergency contact information and alternative meeting location if City Hall was not available.

Fire Chief Report

Fire Chief Malewicki updated Council on the Fire Department operations. Malewicki has stated the Hanover Fire Department continues to be a quality department and ranks high in response time. They continue to be a full department and continue their training in order to be able to respond to emergency situations. Malewicki also presented additional ideas to Council as follows:

- Begin billing for car accidents, gas line damages, etc. This would bring additional revenue to the department, but would require time by City staff for billing insurance companies and individuals.
- Authorize approximately \$2,200 to replace or fix 8 pagers. This will allow for fire fighters to only need 1 pager.
- Asked if the City could compare FRA input with other cities.
- Asked to begin to think about fixing the floor at the Fire Department now instead of waiting for the building to be paid off as originally planned.
- Commend a number of Fire Fighters at next Council meeting. Present awards to them for their training accomplishments.

Receptionist/Bookkeeper

Administrator Derus presented the question of who to hire for the Receptionist/Bookkeeper. He stated staff feels either candidate is qualified and would be a good fit with the organization. Council members held a brief discussion of the two candidates. They were unable to come to a consensus. Council directed staff to repost the position in order to interview a new pool of applicants.

MOTION By Vajda to table the Public Works Update and the Compensation Plan items, seconded by Hammerseng. Motion carried unanimously.

Adjournment

MOTION by Vajda to adjourn, seconded by Warpula. Motion carried unanimously. Adjourned the meeting at 10:12 P.M.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Bob Derus, Interim City Administrator