

**AGENDA  
HANOVER CITY COUNCIL  
JUNE 5, 2018**

**MAYOR  
CHRIS KAUFFMAN**

**COUNCIL  
DOUG HAMMERSENG  
KEN WARPULA  
JIM ZAJICEK  
MARYANN HALLSTEIN**

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
  - a. Approve Minutes of May 15, 2018 City Council Work Session Meeting (4)
  - b. Approve Claims as Presented: (7)

➤ Claims	\$ 57,771.41
➤ Payroll	\$ 19,899.85
➤ P/R taxes & Exp	\$ 7,020.44
➤ Other Claims	<u>\$ 4,782.01</u>
➤ Total Claims	<u>\$ 89,473.71</u>
  - c. Res No 06-05-18-53 – Appointing 2018 Election Judges (61)
  - d. Res No 06-05-18-54 – Approving RMEF Exempt Gambling Permit (62)
  - e. Res No 06-05-18-55 – Approving Wright County Election Equipment Lease Agreement (63)
  - f. Res No 06-05-18-56 – Approving 2019-2020 Hennepin County Law Enforcement Agreement (77)
  - g. Res No 06-05-18-57 – Approving 2018 Liquor License Renewals (87)
  - h. Res No 06-05-18-58 – Approving Temporary Intoxicating Liquor License (88)
  - i. Res No 06-05-18-59 – Approving Hanover Sign Replacements (89)
4. Citizen’s Forum:
5. Public Hearings
6. Unfinished Business
7. New Business
  - a. Res No 06-05-18-60 – Approving Hanover Harvest Festival Exempt Gambling Permit (93)
  - b. Res No 06-05-18-61 – Approving Crow River Senior Center Excluded Bingo Permit (94)
  - c. Res No 06-05-18-62 – Approving Downtown Parking Lot Site Plan (95)
  - d. Res No 06-05-18-63 – Approving Purchase of Plate Compactor (100)
  - e. July 3, 2018 City Council Meeting Date Change
8. Reports
9. Adjournment

**To:** Mayor Kauffman & Members of the Hanover City Council  
**From:** Brian Hagen, City Administrator  
**Date:** June 1, 2018  
**Re:** Review of June 5, 2018 City Council Agenda

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1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent agenda.*
  - a. Approve Minutes of May 15, 2018 City Council Work Session Meeting (4)
  - b. Approve Claims as Presented: (7)

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  - e. Res No 06-05-18-55 – Approving Wright County Election Equipment Lease Agreement (63)
  - f. Res No 06-05-18-56 – Approving 2019-2020 Hennepin County Law Enforcement Agreement (77)
  - g. Res No 06-05-18-57 – Approving 2018 Liquor License Renewals (87)
  - h. Res No 06-05-18-58 – Approving Temporary Intoxicating Liquor License (88)
  - i. Res No 06-05-18-59 – Approving Hanover Sign Replacements (89)
4. Citizen’s Forum:  
*To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.*
5. Public Hearings
6. Unfinished Business
7. New Business
  - a. Res No 06-05-18-60 – Approving Hanover Harvest Festival Exempt Gambling Permit (93)  
*This would allow the raffle to be conducted in conjunction with the Harvest Festival. Due to the public nature of the event, staff is suggesting a waiver of the fee associated with the permit application.*

- b. Res No 06-05-18-61 – Approving Crow River Senior Center Excluded Bingo Permit (94)**  
*This would allow the bingo to be conducted in conjunction with the Harvest Festival. Due to the public nature of the event, and the Crow River Senior Center organizing the bingo, staff is suggesting a waiver of the fee associated with the permit application.*
- c. Res No 06-05-18-62 – Approving Downtown Parking Lot Site Plan (95)**  
*This would approve the site plan and authorize staff to obtain quotes for the portions of the project that cannot be completed in house. I.e. storm sewer work, curb installation, and possibly subgrade.*
- d. Res No 06-05-18-63 – Approving Purchase of Plate Compactor (100)**  
*Enclosed is a resolution approving the purchase of a plate compactor to assist with minor concrete and asphalt projects.*
- e. July 3, 2018 City Council Meeting Date Change**  
*At the last meeting it was suggested further discussion on a date change should occur. Please bring you calendars with to the meeting to discuss availabilities.*

## **8. Reports**

## **9. Adjournment**

**CITY OF HANOVER  
CITY COUNCIL WORK SESSION  
MAY 15, 2018 – DRAFT MINUTES**

**Call to Order**

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, May 15, 2018 to order at 6:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek, and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Public Works Supervisor Jason Doboszanski, and Fire Chief Dave Malewicki. Andrew Grice of BerganKDV was also present.

**Approval of Agenda**

Kauffman requested to add discussion on the July 3, 2018 meeting date and Crow River Heights development.

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

**Consent Agenda**

**MOTION** by Warpula to approve the consent agenda, seconded by Zajicek.

- a. **Approve Minutes of May 1, 2018 City Council Meeting**
- b. **Approve Minutes of May 9, 2018 Joint City Council and Planning Commission Meeting**
- c. **Approve Claims as Presented:**

➤ <b>Claims</b>	<b>\$ 99,480.79</b>
➤ <b>Payroll</b>	<b>\$ 9,454.83</b>
➤ <b>P/R taxes &amp; Exp.</b>	<b>\$ 3,390.01</b>
➤ <b>Other Claims</b>	<b>\$ 2,390.03</b>
➤ <b>Total Claims</b>	<b><u>\$ 114,715.66</u></b>

- d. **Res No 05-15-18-52 – Approving Hanover EDA Donation to Hanover Harvest Festival**

**Motion carried unanimously.**

**2017 Audit Review – Andrew Grice, BerganKDV**

Grice presented the annual audit for the 2017 calendar year. The City received a clear opinion which is the best possible outcome. There were three items noteworthy to outline to Council. First, was a finding related to the City’s decision not to comply with GASB 68 and 69 related to FRA Pensions. The reason it is noteworthy for 2017 is due to the amount of funds the FRA has in the pension fund in relationship to the assets and liabilities of the fund. Second, the City was found to be out of compliance with segregation of duties. This occurs each year due to the number of staff available to handle financial transactions. Grice did note that the process in place is very good given what is available for resources. Third, was a legal compliance associated with not having payment and performance bonds for the Public Works Facility contracts.

Grice further reviewed the financials of the City noting a negative balance to the enterprise funds when depreciation is factored with the operating expenses. The City ended the year with a 58% reserve in the general fund balance.

**Fire Department Building Expansion**

Fire Chief Malewicki stated that he would like Council to begin considering an expansion of the Fire Station. Currently the station is full with equipment and it is difficult to move equipment around.

Council did not expressed interest in a building expansion at this time, but did encourage an informal quote in order to begin the financial planning portion of the project.

### **Cleaning Contract**

Fire Chief Malewicki stated the members of the department are willing to take cleaning duties in house of the station. Hagen noted that currently the City contracts cleaning services for both City Hall and the Fire Station.

Council consensus was to amend the cleaning contract to remove the Fire Station weekly cleaning. Hagen was directed to notify the cleaning company of the change.

### **City Hall Renovation**

Council requested this item be added to a future meeting agenda for brainstorming discussion. Hagen asked if Council desire any information in order to assist with the discussion.

### **Building Inspection Review**

Hagen reviewed the memo included with the Council Agenda Packet. Zajicek continued to state how dissatisfied he is with MetroWest. Other members of the Council felt no change to building inspection services would be beneficial.

Council consensus was to consider an adjustment to values associated with construction projects in order to better compare to neighboring cities.

Warpula left at 7:00 p.m. for Fire Department Training.

### **Cleanup Day Review**

Hagen stated that staff has organized the event and will have everything ready the morning of. Council is encouraged to attend as well. The event will run from 8am - 12 pm.

### **July 3, 2018 Council Meeting Date Change**

Council could not determine the best date to change the meeting to. Further consideration will be given at the June 15, 2018 Work Session.

### **Crow River Heights West Future Additions**

Kauffman noted the public hearing for the preliminary plat is scheduled for May 23<sup>rd</sup>.

### **Reports**

Kauffman

- Requested support of Council to allow the school district to place an advertisement sign entering Crow River Heights. Hagen stated that he has discussed this with both the High School principal and the Developer, Backes. Backes is fine with the school replacing his development sign as long as they note the development name.
- Suggested that Hennepin County place an extra patrol car to assist with traffic control at the intersection adjacent to Crow Hassan Park while State Highway 55 is receiving road work. Hagen would pass the request along to Hennepin County Sherriff.

Hagen

- Hanover will be receiving an invoice for our portion of WCAT bus purchases
- The Downtown Parking lot site plan will be presented at the May 23<sup>rd</sup> Planning Commission meeting then come to the June 5<sup>th</sup> City Council meeting.

Hallstein

- Suggested the City purchase a speed trailer to place at various locations around the City. The remainder of Council was not supportive of the purchase at this time.

**Adjournment**

**MOTION** by Hammerseng to adjourn at 7:55 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

CITY OF HANOVER

Payments

Current Period: June 2018

Batch Name 06/05/18 PAY						
Payment						
		Computer Dollar Amt	\$57,771.41	Posted		
Refer	2365 A-1 OUTDOOR POWER, INC.					<u>Ck# 002353E 6/5/2018</u>
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE .095 5# Donut Black Diamond					\$56.99
Invoice	418227 5/14/2018					
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b>	\$56.99
Refer	2363 AFLAC					<u>Ck# 002352E 6/5/2018</u>
Cash Payment	G 100-21706 Medical/Dental Ins					Supplemental Insurance - January 2018 - Acct. #G1V17 \$249.99
Invoice	854711 1/12/2018					
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b>	\$249.99
Refer	2360 ALLINA HEALTH SYSTEM					<u>Ck# 002359E 6/5/2018</u>
Cash Payment	E 100-42240-310 Other Professional Servi					Medical Directorship - 2nd Quarter 2018 \$765.98
Invoice	II10023577 4/30/2018					
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	\$765.98
Refer	2359 AT&T MOBILITY					<u>Ck# 033480 6/5/2018</u>
Cash Payment	E 100-43000-321 Telephone					PW Cell Phones - 04/18/18 - 05/17/18 \$328.57
Invoice	X05252018 5/29/2018					
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	\$328.57
Refer	2368 BANYON DATA SYSTEMS					<u>Ck# 033481 6/5/2018</u>
Cash Payment	E 100-41570-207 Computer Supplies					Banyon Support Services 2018 \$1,590.00
Invoice	00157394 6/1/2018					
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	\$1,590.00
Refer	2376 BERGANKDV					<u>Ck# 033482 6/5/2018</u>
Cash Payment	E 100-41540-301 Auditing and Acctg Servi					Final Billing on the Audit of the Financial Statements for the Year Ended 12/31/17 \$3,400.00
Invoice	1000565 5/31/2018					
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	\$3,400.00
Refer	2367 BIFFS INC.					<u>Ck# 002361E 6/5/2018</u>
Cash Payment	E 100-45200-580 Other Equipment					Pheasant Run Park Mini Biff Service 05/02/18 - 05/22/18 \$71.25
Invoice	W677934 5/23/2018					
Cash Payment	E 100-45200-580 Other Equipment					Eagleview Park Mini Biff Service 05/02/18 - 05/22/18 \$67.50
Invoice	W677935 5/23/2018					
Cash Payment	E 100-45200-580 Other Equipment					Mallard Park Mini Biff Service 05/02/18 - 05/22/18 \$71.25
Invoice	W677936 5/23/2018					
Cash Payment	E 100-45200-580 Other Equipment					Cardinal Circle Park Mini Biff Service 05/02/18 - 05/22/18 \$71.25
Invoice	W677937 5/23/2018					
Cash Payment	E 100-45200-580 Other Equipment					Hanover Elementary School Mini Biff Service 05/02/18 - 05/22/18 \$127.50
Invoice	W677938 5/23/2018					
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	\$408.75
Refer	2378 BIREN, AMY					<u>Ck# 033483 6/5/2018</u>

CITY OF HANOVER

Payments

Current Period: June 2018

Cash Payment	E 100-41110-437 Other Miscellaneous	Foamcore for PW Open House			\$15.05
Invoice	5/3/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Craft Knife & Blade, Jumbo Ink Pad			\$12.34
Invoice	4/27/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Perferator for Clean-Up Day			\$4.29
Invoice	4/27/2018				
Cash Payment	E 100-41110-437 Other Miscellaneous	Tape and Cardstock for PW Open House			\$14.46
Invoice					
Cash Payment	E 100-43000-215 Shop Supplies	Vinyl Sheets for PW Fuel Tanks			\$4.98
Invoice					
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b> \$51.12
Refer	2364 BOUND TREE MEDICAL, LLC	Ck# 033484	6/5/2018		
Cash Payment	E 100-42220-228 Medical Supplies	Masks w/Splashguard Visor, Medium Nitrile Gloves, Large Nitrile Gloves, Waterless Foaming Hand Rinse, Multi-Trauma Dressing, 7 oz. Foam Holder			\$101.18
Invoice	82870796	5/18/2018			
Cash Payment	E 100-42220-228 Medical Supplies	Alcohol Gel Hand Wipes, 15 oz. Waterless Foaming Hand Rinse			\$21.67
Invoice	82870797	5/18/2018			
Cash Payment	E 100-42220-228 Medical Supplies	15 oz. Foam Holder			\$0.01
Invoice	82874910	5/23/2018			
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b> \$122.86
Refer	2377 CARDMEMBER SRVC (CENTRAL B	Ck# 033485	6/5/2018		
Cash Payment	E 100-42260-323 Radio Units	Active 911: 1 @ \$13.30 for 12 Month Subscription			\$13.30
Invoice					
Cash Payment	E 100-42260-323 Radio Units	Active 911: 30 @ \$11.75 for 12 Month Renewal			\$352.50
Invoice					
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b> \$365.80
Refer	2371 CITY OF MONTICELLO	Ck# 033486	6/5/2018		
Cash Payment	E 100-42700-310 Other Professional Servi	Animal Control Charges - April 2018: Shep / Lab Mix at 1116 River Road NE for 7 Days			\$152.00
Invoice	0021194	5/22/2018			
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b> \$152.00
Refer	2366 CITY OF ST. MICHAEL	Ck# 002354E	6/5/2018		
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Reimb. For Repair on Bucket Truck to Boom			\$130.50
Invoice	05012018-1	5/1/2018			
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b> \$130.50
Refer	2365 COLLABORATIVE PLANNING LLC	Ck# 002360E	6/5/2018		
Cash Payment	G 824-20200 Accounts Payable	CRHW 3rd Add. Phase 2 EAW: April 2018			\$1,489.75
Invoice	2018-081	5/30/2018			
Cash Payment	G 825-20200 Accounts Payable	CRH Future West Preliminary Plat: April 2018			\$580.75
Invoice	2018-082	5/30/2018			
Cash Payment	E 100-41910-310 Other Professional Servi	General Planning: April 2018			\$1,313.00
Invoice	2018-083	5/30/2018			
Cash Payment	G 818-20200 Accounts Payable	Hanover Dental: April 2018			\$429.25
Invoice	2018-084	5/30/2018			
				Project 208244	

CITY OF HANOVER

Payments

Current Period: June 2018

Cash Payment	G 818-20200 Accounts Payable	PAXMAR Concept Plan: April 2018		\$757.50
Invoice	2018-085	5/30/2018	Project 208240	
Cash Payment	G 818-20200 Accounts Payable	PAXMAR EAW: April 2018		\$25.25
Invoice	2018-086	5/30/2018	Project 208245	
Transaction Date	5/30/2018	Due 0	Cash 10100	<b>Total \$4,595.50</b>
Refer	2366 COMCAST	Ck# 033487 6/5/2018		
Cash Payment	E 100-41940-321 Telephone	PW: Digital Voice & Internet - June 2018		\$141.76
Invoice		5/18/2018		
Transaction Date	5/30/2018	Due 0	Cash 10100	<b>Total \$141.76</b>
Refer	2364 DOBOSZENSKI, JASON	Ck# 033488 6/5/2018		
Cash Payment	E 100-43000-208 Training and Instruction	Mileage - Phase III Mgmt & Supervisory Leadership in Eden Prairie for J. Doboszanski		\$120.99
Invoice		5/8/2018		
Transaction Date	5/22/2018	Due 0	Cash 10100	<b>Total \$120.99</b>
Refer	2370 FELIX, SALMA	Ck# 033489 6/5/2018		
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 05/26/18 Event		\$200.00
Invoice		5/29/2018		
Transaction Date	5/30/2018	Due 0	Cash 10100	<b>Total \$200.00</b>
Refer	2361 FIRE SAFETY USA, INC.	Ck# 033490 6/5/2018		
Cash Payment	E 100-42220-228 Medical Supplies	BW Clip Single Gas disposable 2 Year CO Meter		\$130.00
Invoice	111323	5/11/2018		
Cash Payment	E 100-42220-240 Small Tools and Minor E	Kelly Tool		\$205.00
Invoice	111430	5/15/2018		
Transaction Date	5/30/2018	Due 0	Cash 10100	<b>Total \$335.00</b>
Refer	2352 GWRRA CHAPTER Q	Ck# 033491 6/5/2018		
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 05/20/18 Event		\$200.00
Invoice		5/21/2018		
Transaction Date	5/22/2018	Due 0	Cash 10100	<b>Total \$200.00</b>
Refer	2373 HAGEN, BRIAN	Ck# 002363E 6/5/2018		
Cash Payment	E 100-41435-331 Travel Expenses	Mileage - MCMA Conference in Nisswa 05/02 - 05/04/18		\$123.12
Invoice				
Cash Payment	E 100-41410-310 Other Professional Servi	Mileage - Wright County Elections on 05/21/18		\$12.96
Invoice				
Cash Payment	E 100-41410-310 Other Professional Servi	Mileage - Wright County Elections on 05/24/18		\$12.96
Invoice				
Cash Payment	E 100-41110-437 Other Miscellaneous	Reimbursement for Food for Public Works Open House		\$543.77
Invoice		5/6/2018		
Cash Payment	E 100-41570-200 Office Supplies (GENER	Cashbox for Clean-Up Day		\$28.44
Invoice		5/14/2018		
Cash Payment	E 100-41410-310 Other Professional Servi	Bus Ticket for Hennepin County Election Training on 05/17/18		\$6.50
Invoice		5/17/2018		
Transaction Date	5/30/2018	Due 0	Cash 10100	<b>Total \$727.75</b>
Refer	2350 HANOVER WINE & SPIRITS LLC	Ck# 033492 6/5/2018		

CITY OF HANOVER

Payments

Current Period: June 2018

Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 05/04/18 Event	\$200.00
Invoice	5/21/2018		
Transaction Date	5/22/2018	Due 0 Cash 10100	<b>Total \$200.00</b>
Refer	2361 HEALTH PARTNERS	Ck# 002351E 6/5/2018	
Cash Payment	G 100-21706 Medical/Dental Ins	Medical & Dental Premiums - June 2018	\$3,867.58
Invoice	81189071 5/9/2018		
Transaction Date	5/22/2018	Due 0 Cash 10100	<b>Total \$3,867.58</b>
Refer	2353 MARCO TECHNOLOGIES, LLC	Ck# 033493 6/5/2018	
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	Contract Base Rate Charge for 05/20/18 - 06/19/18	\$176.05
Invoice	INV5257515 5/18/2018		
Transaction Date	5/22/2018	Due 0 Cash 10100	<b>Total \$176.05</b>
Refer	2358 MENARDS - BUFFALO	Ck# 033494 6/5/2018	
Cash Payment	E 100-43000-215 Shop Supplies	Versa Sharpener, Carpenter Pencil	\$11.72
Invoice	69580 5/9/2018		
Cash Payment	E 402-45200-310 Other Professional Servi	2x6-24', Joist Hangers, Rafter Angles, Mending Plates, Etc.	\$326.10
Invoice	69580 5/9/2018	Project 208231	
Cash Payment	E 402-45200-310 Other Professional Servi	2x6 Joist Hangers, 2x6-12' Lumber	\$171.03
Invoice	69598 5/9/2018	Project 208231	
Cash Payment	E 100-43000-215 Shop Supplies	5 Gallon Pails, Vapor Clear Eyewear	\$18.63
Invoice	69413 5/7/2018		
Cash Payment	E 100-43121-224 Street Maint Materials	Bullcrete Pothole Patch	\$47.88
Invoice	69413 5/7/2018		
Cash Payment	E 402-45200-310 Other Professional Servi	Nails, Joist Hangers, 2x10-8' for New Ballfield	\$41.55
Invoice	70777 5/23/2018	Project 208231	
Cash Payment	E 100-43121-224 Street Maint Materials	Sealbest Pothole Patch	\$69.50
Invoice	70718 5/22/2018		
Cash Payment	E 402-45200-310 Other Professional Servi	Nails, Joist Hangers, 2x6-12 for New Ballfield	\$33.84
Invoice	70718 5/22/2018	Project 208231	
Cash Payment	E 100-43000-240 Small Tools and Minor E	Tape Measure, Diagonal Cutter, Steel Rip Hammer 20 oz.	\$107.95
Invoice	70718 5/22/2018		
Transaction Date	5/22/2018	Due 0 Cash 10100	<b>Total \$828.20</b>
Refer	2369 MINNESOTA ZOO	Ck# 033495 6/5/2018	
Cash Payment	E 100-45200-440 Programs	Zoomobile for Park Board Event on 07/18/18	\$325.00
Invoice	2139964 5/25/2018		
Transaction Date	5/30/2018	Due 0 Cash 10100	<b>Total \$325.00</b>
Refer	2360 MONTICELLO ANIMAL CONTROL	Ck# 033496 6/5/2018	
Cash Payment	E 100-42700-310 Other Professional Servi	04/13/18 Pick Up Shep/Lab Mix at 1116 River Road NE	\$53.00
Invoice	833 5/10/2018		
Transaction Date	5/22/2018	Due 0 Cash 10100	<b>Total \$53.00</b>
Refer	2351 PETERSON, KIM	Ck# 033497 6/5/2018	
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 05/18/18 Event	\$200.00
Invoice	5/21/2018		
Transaction Date	5/22/2018	Due 0 Cash 10100	<b>Total \$200.00</b>
Refer	2379 RAMTHUN, JASON	Ck# 002365E 6/5/2018	

CITY OF HANOVER

Payments

Current Period: June 2018

<b>Cash Payment</b>	E 100-43000-208 Training and Instruction	Mileage - Bemidji Training on 05/17/18 - 400 Miles x 0.545				<b>\$218.00</b>
Invoice						
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$218.00</b>
Refer	2374 RANDYS ENVIRONMENTAL SERVI		Ck# 002364E 6/5/2018			
<b>Cash Payment</b>	E 100-41940-384 Refuse/Garbage Dispos	General Trash - City Hall - June 2018				<b>\$211.86</b>
Invoice 5/19/2018						
<b>Cash Payment</b>	E 100-41940-384 Refuse/Garbage Dispos	General Trash - Fire Station - June 2018				<b>\$28.72</b>
Invoice 5/19/2018						
<b>Cash Payment</b>	E 100-43245-384 Refuse/Garbage Dispos	Recycling - May 2018				<b>\$3,366.08</b>
Invoice 5/19/2018						
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$3,606.66</b>
Refer	2380 RUPP ANDERSON SQUIRES & WA		Ck# 033498 6/5/2018			
<b>Cash Payment</b>	E 100-41610-304 Legal Fees	Miscellaneous: March 2018				<b>\$288.00</b>
Invoice 7234 5/9/2018						
<b>Cash Payment</b>	E 100-41610-304 Legal Fees	City Council & Board / Commission Meetings: March 2018				<b>\$300.00</b>
Invoice 7234 5/9/2018						
<b>Cash Payment</b>	E 100-41610-304 Legal Fees	Mileage, Meal, Photocopies: March 2018				<b>\$71.99</b>
Invoice 7234 5/9/2018						
<b>Cash Payment</b>	G 818-20200 Accounts Payable	Bob Ronning: March 2018				<b>\$432.00</b>
Invoice 7234 5/9/2018 Project 208243						
<b>Cash Payment</b>	G 818-20200 Accounts Payable	Methodist Church: March 2018				<b>\$389.50</b>
Invoice 7235 5/9/2018 Project 208238						
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$1,481.49</b>
Refer	2355 S E H		Ck# 002350E 6/5/2018			
<b>Cash Payment</b>	E 201-41330-310 Other Professional Servi	EDA Services - April 2018				<b>\$640.00</b>
Invoice 349208 5/10/2018						
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$640.00</b>
Refer	2383 SITE ONE LANDSCAPE SUPPLY		Ck# 033499 6/5/2018			
<b>Cash Payment</b>	E 100-45200-220 Repair/Maint Supply (GE	Dimension				<b>\$717.00</b>
Invoice 86135761						
<b>Cash Payment</b>	E 100-45200-220 Repair/Maint Supply (GE	First Check for 009M2 2"				<b>\$117.47</b>
Invoice 86012046						
Transaction Date	5/31/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$834.47</b>
Refer	2375 SUN LIFE FINANCIAL		Ck# 033500 6/5/2018			
<b>Cash Payment</b>	G 100-21707 Life Ins	Life Insurance - June 2018				<b>\$450.13</b>
Invoice 5461158-0618 5/18/2018						
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$450.13</b>
Refer	2356 T&S TRUCKING OF BUFFALO INC		Ck# 033501 6/5/2018			
<b>Cash Payment</b>	E 100-43121-224 Street Maint Materials	Street Sweeping - 22 Hours - Spring 2018				<b>\$1,672.00</b>
Invoice 190 5/4/2018						
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$1,672.00</b>
Refer	2363 US HEALTHWORKS MEDICAL GRP		Ck# 033502 6/5/2018			
<b>Cash Payment</b>	E 100-42210-305 Medical and Dental Fees	Firefighter Pre-Employment Evaluation - S. Thompson				<b>\$624.00</b>
Invoice 0085096-MN 5/18/2018						

CITY OF HANOVER

06/01/18 10:21 AM

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Payments

Current Period: June 2018

Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$624.00</b>
Refer	2362 VERIZON					
Cash Payment	E 100-42280-321 Telephone			iPad Data Plan - 04/03/18 - 05/02/18		\$50.84
Invoice	9806484276	5/2/2018				
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$50.84</b>
Refer	2382 VISA - BANKWEST					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE			C. Olson: Replacement Cushions for Bluetooth		\$14.00
Invoice	74532	4/17/2018				
Cash Payment	E 100-41940-321 Telephone			Phone Services 04/23/18 - 05/22/18		\$307.35
Invoice	INV00067105	4/24/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER			1.5" Binders, Photo Paper, Letter Files		\$103.01
Invoice	131004491-001	4/24/2018				
Cash Payment	E 100-41940-560 Furniture and Fixtures			30 Drawer Plat File Cabinet		\$1,450.00
Invoice	43511	5/2/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER			Pack of 3 - 4GB Flash Drives		\$20.39
Invoice	134164416-001	5/2/2018				
Cash Payment	E 100-41110-437 Other Miscellaneous			PW Open House: Tri-Fold Foam Boards		\$11.98
Invoice	134164414-001	5/2/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER			AA Batteries		\$22.99
Invoice	134164415-001	5/2/2018				
Cash Payment	E 100-41110-437 Other Miscellaneous			PW Open House: 5 Packs of Round Head Map Tacks		\$16.45
Invoice	134161894-001	5/2/2018				
Cash Payment	E 100-41435-331 Travel Expenses			B. Hagen: Hotel for MCMA Conference		\$215.40
Invoice	R80C5	5/4/2018				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE			Big Mower: 2 New Tires		\$238.00
Invoice	33487	5/4/2018				
Cash Payment	E 100-42260-212 Motor Fuels			Non Oxygenated Gas		\$20.69
Invoice	033510	5/7/2018				
Cash Payment	E 100-41110-437 Other Miscellaneous			PW Open Hous: Return 4 Boxes of Round Head Map Tacks		-\$13.16
Invoice	136554690-001	5/8/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER			8 Compartment Business Card Holder		\$13.98
Invoice	136559300-001	5/8/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER			Envelope Moisteners		\$12.89
Invoice	136559893-001	5/8/2018				
Cash Payment	E 100-41600-310 Other Professional Servi			Microsoft Online Exchangeq		\$104.00
Invoice	E06005VFVA	5/13/2018				
Transaction Date	5/31/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$2,537.97</b>
Refer	2362 WALLACE, LINDSAY					
Cash Payment	G 100-22000 Deposits			Hall Damage Deposit Release - 05/12/18 Event		\$200.00
Invoice		5/14/2018				
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$200.00</b>
Refer	2354 WCAT					
Cash Payment	E 100-49800-310 Other Professional Servi			Total Percentage Due for Buses, Dues, Audit and Insurance		\$488.63
Invoice	WCAT-18	5/18/2018				
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$488.63</b>

CITY OF HANOVER

Payments

Current Period: June 2018

Refer	2357 WESTBRIDGE COMMUNITY CHUR	Ck# 033507 6/5/2018			
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 05/05/18 Event			\$200.00
Invoice	5/14/2018				
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b> \$200.00
Refer	2385 WESTSIDE WHOLESALE TIRE & S	Ck# 002366E 6/5/2018			
Cash Payment	E 100-43240-384 Refuse/Garbage Dispos	2018 Clean Up Day: Tire Disposal			\$282.00
Invoice	811543 5/21/2018				
Transaction Date	5/31/2018	Due 0	Cash	10100	<b>Total</b> \$282.00
Refer	2381 WEX BANK - FD	Ck# 033508 6/5/2018			
Cash Payment	E 100-42260-212 Motor Fuels	Fire Dept. Fuel			\$440.11
Invoice	54371948 5/15/2018				
Cash Payment	E 100-43000-212 Motor Fuels	PW Fuel			\$391.35
Invoice	54371948 5/15/2018				
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b> \$831.46
Refer	2384 WEX BANK - PW	Ck# 033509 6/5/2018			
Cash Payment	E 100-42260-212 Motor Fuels	Fire Dept. Fuel			\$8.60
Invoice	54366902 5/15/2018				
Cash Payment	E 100-43000-212 Motor Fuels	Public Works Fuel			\$337.88
Invoice	54366902 5/15/2018				
Cash Payment	E 100-45200-212 Motor Fuels	Parks Fuel			\$42.94
Invoice	54366902 5/15/2018				
Transaction Date	5/31/2018	Due 0	Cash	10100	<b>Total</b> \$389.42
Refer	2359 WRIGHT COUNTY AUDITOR-TREA	Ck# 033510 6/5/2018			
Cash Payment	E 100-41550-310 Other Professional Servi	Assessment Contract - 2018			\$12,755.50
Invoice	055-17-05/18 5/10/2018				
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b> \$12,755.50
Refer	2372 WRIGHT-HENNEPIN COOPERATIV	Ck# 002362E 6/5/2018			
Cash Payment	E 100-45200-381 Electric Utilities	Jansen Avenue Siren - November 2017 to April 2018			\$176.85
Invoice	35026405439 5/17/2018				
Cash Payment	E 100-45200-381 Electric Utilities	EagleView Park - 3 Light Poles			\$56.61
Invoice	35026405439 5/17/2018				
Cash Payment	E 100-41940-310 Other Professional Servi	PW Building: Fire Panel Monitoring 07/31/18			\$27.95
Invoice	35026405439 5/17/2018				
Cash Payment	E 100-41940-310 Other Professional Servi	PW Buidling: Fire Alarm Testing / Inspection 07/31/18			\$18.95
Invoice	35026405439 5/17/2018				
Transaction Date	5/30/2018	Due 0	Cash	10100	<b>Total</b> \$280.36
Refer	2386 WSB & ASSOCIATES, INC.	Ck# 002367E 6/5/2018			
Cash Payment	G 823-20200 Accounts Payable	CRHW 3rd Addition - Phase 2 Construction - Construction Observation: April 2018			\$1,120.00
Invoice	10287-12-0518 5/24/2018				
Cash Payment	E 603-41910-310 Other Professional Servi	MS4 Services - Phase 1 - Project Management: April 2018			\$56.00
Invoice	11009-7-0518 5/24/2018				
Cash Payment	E 603-41910-310 Other Professional Servi	MS4 Services - Phase 1 - Reports: April 2018			\$336.00
Invoice	11099-7-0518 5/24/2018				

CITY OF HANOVER

Payments

Current Period: June 2018

<b>Cash Payment</b>	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 2 Design - Project Management: April 2018				<b>\$795.00</b>
Invoice	11186-6-0518	5/24/2018				
<b>Cash Payment</b>	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 2 Design - Design: April 2018				<b>\$21.50</b>
Invoice	11186-6-0518	5/24/2018				
<b>Cash Payment</b>	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 2 Design - Meetings: April 2018				<b>\$315.00</b>
Invoice	11186-6-0518	5/24/2018				
<b>Cash Payment</b>	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 3 Construction - Project Management: April 2018				<b>\$579.00</b>
Invoice	11186-6-0518	5/24/2018				
<b>Cash Payment</b>	E 100-41910-310 Other Professional Servi	General Engineering Services: April 2018				<b>\$1,314.00</b>
Invoice	11288-4-0518	5/24/2018				
<b>Cash Payment</b>	G 818-20200 Accounts Payable	Hanover Dental: April 2018				<b>\$326.00</b>
Invoice	11692-2-0518	5/24/2018			Project 208244	
<b>Cash Payment</b>	E 201-41330-310 Other Professional Servi	Downtown Parking Lot: April 2018				<b>\$2,948.00</b>
Invoice	11753-2-0518	5/24/2018				
<b>Cash Payment</b>	G 825-20200 Accounts Payable	CRHW - Phase 1 Plan Review - Project Management: April 2018				<b>\$48.50</b>
Invoice	11855-2-0518	5/24/2018				
<b>Cash Payment</b>	G 825-20200 Accounts Payable	CRHW - Phaw 2 Plan Review - Plan Review: April 2018				<b>\$610.00</b>
Invoice	11855-2-0518	5/24/2018				
Transaction Date	5/31/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$8,469.00</b>
Refer	2368 XCEL ENERGY					
<b>Cash Payment</b>	E 100-42280-381 Electric Utilities	Fire Station 04/07/18 - 05/07/18				<b>\$257.19</b>
Invoice						
<b>Cash Payment</b>	E 100-41940-381 Electric Utilities	City Hall 04/07/18 - 05/07/18				<b>\$816.35</b>
Invoice	592304415	5/16/2018				
<b>Cash Payment</b>	E 100-45200-381 Electric Utilities	Historic Bridge Lighting 04/08/18 - 05/07/18				<b>\$49.35</b>
Invoice	592304415	5/16/2018				
<b>Cash Payment</b>	E 100-43160-381 Electric Utilities	209 LaBeaux Avenue NE 04/08/18 - 05/07/18				<b>\$34.20</b>
Invoice	592304415	5/16/2018				
<b>Cash Payment</b>	E 100-45200-381 Electric Utilities	Cardinal Circle Park 04/09/18 - 05/08/18				<b>\$14.95</b>
Invoice	592304415	5/16/2018				
<b>Cash Payment</b>	E 100-45200-381 Electric Utilities	1033 Mallard Street NE 04/09/18 - 05/08/18				<b>\$11.64</b>
Invoice	592304415	5/16/2018				
<b>Cash Payment</b>	E 100-43160-381 Electric Utilities	751 LaBeaux Avenue NE 04/09/18 - 05/08/18				<b>\$68.89</b>
Invoice	592304415	5/16/2018				
<b>Cash Payment</b>	E 100-41940-381 Electric Utilities	PW Building 04/08/18 - 05/07/18				<b>\$457.70</b>
Invoice	592304415	5/16/2018				
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$1,710.27</b>
Refer	2367 ZEP SALES & SERVICE					
<b>Cash Payment</b>	E 100-41940-220 Repair/Maint Supply (GE	Toilet Paper, Industrial Cleaner				<b>\$455.82</b>
Invoice	9003380069	4/25/2018				
Transaction Date	5/22/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$455.82</b>

Payments

Current Period: June 2018

Fund Summary

	10100 Cash
825 CROW RVR HTS FUT WEST PLAT/PUD	\$1,239.25
824 CROW RVR HTS WEST 3RD PH2 EAW	\$1,489.75
823 CROW RVR HTS WEST 3RD / BACKES	\$1,120.00
818 MISC ESCROWS FUND	\$2,359.50
603 STORM WATER ENTERPRISE FUND	\$392.00
418 STREET CAPITAL PROJ FUND	\$1,710.50
402 PARKS CAPITAL PROJECTS	\$572.52
201 EDA SPECIAL REVENUE FUND	\$3,588.00
100 GENERAL FUND	\$45,299.89
	<hr/>
	\$57,771.41

Pre-Written Check	\$57,771.41
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$57,771.41

CITY OF HANOVER

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\*Check Summary Register©

Cks 6/5/2018 - 6/5/2018

Name	Check Date	Check Amt	
<b>10100 Cash</b>			
Paid Chk# 002350E Short Elliott Hendrickson, Inc	6/5/2018	\$640.00	EDA Services - April 2018
Paid Chk# 002351E HEALTH PARTNERS	6/5/2018	\$3,867.58	Medical & Dental Premiums - Ju
Paid Chk# 002352E AFLAC	6/5/2018	\$249.99	Supplemental Insurance - Janua
Paid Chk# 002353E A-1 OUTDOOR POWER, INC.	6/5/2018	\$56.99	.095 5# Donut Black Diamond
Paid Chk# 002354E CITY OF ST. MICHAEL	6/5/2018	\$130.50	Reimb. For Repair on Bucket Tr
Paid Chk# 002359E ALLINA HEALTH SYSTEM	6/5/2018	\$765.98	Medical Directorship - 2nd Qua
Paid Chk# 002360E Collaborative Planning LLC	6/5/2018	\$4,595.50	CRHW 3rd Add. Phase 2 EAW: Apr
Paid Chk# 002361E BIFFS INC.	6/5/2018	\$408.75	Pheasant Run Park Mini Biff Se
Paid Chk# 002362E Wright-Hennepin Coop Electric	6/5/2018	\$280.36	Jansen Avenue Siren - November
Paid Chk# 002363E Hagen, Brian	6/5/2018	\$727.75	Mileage - MCMA Conference in N
Paid Chk# 002364E Randy's Environmental Services	6/5/2018	\$3,606.66	General Trash - City Hall - Ju
Paid Chk# 002365E RAMTHUN, JASON	6/5/2018	\$218.00	Mileage - Bemidji Training on
Paid Chk# 002366E WESTSIDE WHOLESALE TIRE &	6/5/2018	\$282.00	2018 Clean Up Day: Tire Dispos
Paid Chk# 002367E WSB & ASSOCIATES, INC.	6/5/2018	\$8,469.00	CRHW 3rd Addition - Phase 2 Co
Paid Chk# 033480 AT&T MOBILITY	6/5/2018	\$328.57	PW Cell Phones - 04/18/18 - 05
Paid Chk# 033481 BANYON DATA SYSTEMS	6/5/2018	\$1,590.00	Banyon Support Services 2018
Paid Chk# 033482 BERGAN KDV	6/5/2018	\$3,400.00	Final Billing on the Audit of
Paid Chk# 033483 BIREN, AMY	6/5/2018	\$51.12	Vinyl Sheets for PW Fuel Tanks
Paid Chk# 033484 BOUND TREE MEDICAL, LLC	6/5/2018	\$122.86	15 oz. Foam Holder
Paid Chk# 033485 CARDMEMBER SERVICE	6/5/2018	\$365.80	Active 911: 30 @ \$11.75 for 12
Paid Chk# 033486 CITY OF MONTICELLO	6/5/2018	\$152.00	Animal Control Charges - April
Paid Chk# 033487 COMCAST	6/5/2018	\$141.76	PW: Digital Voice & Internet -
Paid Chk# 033488 DOBOSZENSKI, JASON	6/5/2018	\$120.99	Mileage - Phase III Mgmt & Sup
Paid Chk# 033489 FELIX, SALMA	6/5/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033490 FIRE SAFETY USA, INC.	6/5/2018	\$335.00	BW Clip Single Gas disposable
Paid Chk# 033491 GWRRA CHAPTER Q	6/5/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033492 Hanover Wine & Spirits LLC	6/5/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033493 MARCO TECHNOLOGIES, LLC	6/5/2018	\$176.05	Contract Base Rate Charge for
Paid Chk# 033494 MENARDS - BUFFALO	6/5/2018	\$828.20	2x6-24', Joist Hangers, Rafter
Paid Chk# 033495 MINNESOTA ZOO	6/5/2018	\$325.00	Zoomobile for Park Board Event
Paid Chk# 033496 MONTICELLO ANIMAL CONTROL	6/5/2018	\$53.00	04/13/18 Pick Up Shep/Lab Mix
Paid Chk# 033497 PETERSON, KIM	6/5/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033498 Rupp Anderson Squires & Waldsp	6/5/2018	\$1,481.49	Methodist Church: March 2018
Paid Chk# 033499 SITE ONE LANDSCAPE SUPPLY	6/5/2018	\$834.47	Dimension
Paid Chk# 033500 Sun Life Financial	6/5/2018	\$450.13	Life Insurance - June 2018
Paid Chk# 033501 T&S TRUCKING OF BUFFALO IN	6/5/2018	\$1,672.00	Street Sweeping - 22 Hours - S
Paid Chk# 033502 US HEALTHWORKS MEDICAL G	6/5/2018	\$624.00	Firefighter Pre-Employment Eva
Paid Chk# 033503 Verizon Wireless	6/5/2018	\$50.84	iPad Data Plan - 04/03/18 - 05
Paid Chk# 033504 VISA	6/5/2018	\$2,537.97	30 Drawer Plat File Cabinet
Paid Chk# 033505 WALLACE, LINDSAY	6/5/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033506 WCAT	6/5/2018	\$488.63	Total Percentage Due for Buses
Paid Chk# 033507 WESTBRIDGE COMMUNITY CHU	6/5/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033508 WEX BANK - FD	6/5/2018	\$831.46	Fire Dept. Fuel
Paid Chk# 033509 WEX BANK	6/5/2018	\$389.42	Parks Fuel
Paid Chk# 033510 WRIGHT COUNTY AUDITOR-TRE	6/5/2018	\$12,755.50	Assessment Contract - 2018
Paid Chk# 033511 XCEL ENERGY	6/5/2018	\$1,710.27	PW Building 04/08/18 - 05/07/1

CITY OF HANOVER

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\*Check Summary Register©

Cks 6/5/2018 - 6/5/2018

Name	Check Date	Check Amt	
Paid Chk# 033512	Acuity Specialty Products, Inc	6/5/2018	<u>\$455.82</u> Toilet Paper, Industrial Clean
	<b>Total Checks</b>	<b>\$57,771.41</b>	

FILTER: None

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# 2360

# INVOICE

**BILL TO**

City of Hanover  
 PO Box 278  
 Hanover, MN 55341

INVOICE # 2018-081

DATE 05/30/2018

**PROJECT**

CRH West EAW

DATE	ACCOUNT SUMMARY	AMOUNT
04/20/2018	Balance Forward	\$277.75
	Payments and credits between 04/20/2018 and 05/30/2018	-277.75
	New charges (details below)	1,489.75
	Total Amount Due	\$1,489.75

DATE	ACTIVITY	QTY	RATE	AMOUNT	
04/02/2018	Email re: EAW.	CMN	0:15	101.00	25.25
04/09/2018	Review draft EAW, various emails.	CMN	2:45	101.00	277.75
04/10/2018	Phone conference with Brian.	CMN	0:15	101.00	25.25
04/11/2018	Phone conference with Justin. Various emails re: EAW.	CMN	0:30	101.00	50.50
04/12/2018	Phone conference with Brian. Reviewing, emails with Todd. Phone conference with Todd. Phone conference with Brian, phone conference with Amy. Phone conference with Amy.	CMN	1:45	101.00	176.75
04/13/2018	Emails with Amy, phone conference with Amy.	CMN	0:45	101.00	75.75
04/16/2018	Phone conference with Amy, various emails. Coordinating schedule.	CMN	0:45	101.00	75.75
04/18/2018	Emails with Todd re: EAW publication.	CMN	0:15	101.00	25.25
04/23/2018	Edit and assemble EAW. Prepare for distribution. Draft legal notice, email to newspaper. Various emails.	CMN	4:45	101.00	479.75
04/24/2018	Emails with EQB, SWCD, DOT. Emails re: press release. Preparing distribution.	CMN	1:15	101.00	126.25

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/25/2018	Prepare paper copies of EAW for distribution.	CMN	1:00	101.00
04/26/2018	Phone conference with Brian, email to Council.	CMN	0:15	101.00
04/30/2018	Emails with newspaper.	CMN	0:15	101.00

TOTAL OF NEW CHARGES 1,489.75  
BALANCE DUE

**\$1,489.75**

G # 824-20200

CRH West 3rd Addition Phase 2 EAW

↳ A/P

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# INVOICE

**BILL TO**

City of Hanover  
 PO Box 278  
 Hanover, MN 55341

INVOICE # 2018-082  
 DATE 05/30/2018

**PROJECT**

CRH West Preliminary Plat

DATE	ACCOUNT SUMMARY	AMOUNT
04/20/2018	Balance Forward	\$404.00
	Payments and credits between 04/20/2018 and 05/30/2018	-404.00
	New charges (details below)	580.75
	Total Amount Due	\$580.75

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/05/2018		0:15	101.00	25.25
04/06/2018	Emails re: wetlands.	0:15	101.00	25.25
04/09/2018	Review info for Adam, email to Adam. Phone conference with Greg, review tree ordinance, phone conference with Greg. Phone conference with Amy, various emails.	1:00	101.00	101.00
04/11/2018	Emails with Todd.	0:15	101.00	25.25
04/12/2018	Phone conference with Todd.	0:15	101.00	25.25
04/17/2018	Phone conference with Amy.	0:15	101.00	25.25
04/18/2018	Email to Todd re: May PC meeting. Emails re: submittal.	0:15	101.00	25.25
04/19/2018	Emails re: plan receipt, distribution.	0:30	101.00	50.50
04/20/2018	Reviewing plans.	0:45	101.00	75.75
04/23/2018	Various re: plat submittal.	0:15	101.00	25.25
04/25/2018	Emails re: review comments and PC meeting.	0:15	101.00	25.25
04/26/2018	Emails re: plans. Reviewing.	1:30	101.00	151.50

TOTAL OF NEW CHARGES

 580.75

BALANCE DUE

**\$580.75**

G # 825-20200

CRH Future West - Preliminary Plat

↳ A/P

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# INVOICE

**BILL TO**  
 City of Hanover  
 PO Box 278  
 Hanover, MN 55341

**INVOICE #** 2018-083  
**DATE** 05/30/2018

**PROJECT**  
 General Planning

DATE	ACCOUNT SUMMARY	AMOUNT
04/20/2018	Balance Forward	\$1,136.25
	Payments and credits between 04/20/2018 and 05/30/2018	-1,136.25
	New charges (details below)	1,313.00
	Total Amount Due	\$1,313.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
	City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan			
	Billable Time			
04/11/2018	Phone conference with Justin.	CMN	0:15	101.00
	Subtotal: Billable Time			25.25
	SUBTOTAL - City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan			25.25
	City of Hanover:Hanover General Planning:Hanover General Planning			

DATE	ACTIVITY	QTY	RATE	AMOUNT	
	<b>Billable Time</b>				
04/02/2018	Emails re: driveway agreement, carport.	CMN	0:15	101.00	25.25
04/03/2018	Emails re: shoreland ordinance, Hamblin orchard.	CMN	0:15	101.00	25.25
04/04/2018	Emails re: solar.	CMN	0:15	101.00	25.25
04/09/2018	Emails re: Comp Plan meeting, SUP. Email from Amy re: 10187 Kaitlyn, review site, email to Amy. Review various re: 996 Mallard, phone conference with Amy. Phone conference with real estate broker. Reviewing building permits.	CMN	2:00	101.00	202.00
04/10/2018	Phone conference with Brian re: shoreland, SUP, Council meeting, etc. Review ordinances, email to solar developer. Phone conference with developer.	CMN	1:15	101.00	126.25
04/11/2018	Reviewing building permit for 10721 Settlers, email to Amy. Review building permit for 9813 Jasmine, email to Amy. Phone conference with Amy.	CMN	1:00	101.00	101.00
04/12/2018	Draft memo re: shoreland for Council meeting, phone conference with Brian.	CMN	0:45	101.00	75.75
04/16/2018	Phone conference with Developer re: Anderson property. Phone conference with Amy. Emails re: PC meeting.	CMN	1:00	101.00	101.00
04/17/2018	Phone conference with Amy re: property sale, sewer connection. Emails re: building permits. Prepare for and attend Council meeting.	CMN	2:45	101.00	277.75
04/18/2018	Phone conference with Amy re: PC meeting, Bridges building permit. Review building permit, email to Amy.	CMN	0:30	101.00	50.50
04/19/2018	Emails re: Beebe Lake Road property.	CMN	0:15	101.00	25.25
04/23/2018	Phone conference with Amy re: Beebe Lake Road property, various emails.	CMN	0:30	101.00	50.50
04/24/2018	Emails re: Beebe Lake Rd, Astro Engineering, Mallard Street. Review sites for submittal requirements.	CMN	1:15	101.00	126.25
04/26/2018	Phone conference with Brian,	CMN	0:30	101.00	50.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
04/27/2018	various re: 880 Mallard. Review Council packet.	CMN	0:15	101.00	25.25
		Subtotal:			1,287.75
		SUBTOTAL - City of Hanover:Hanover General Planning:Hanover General Planning			1,287.75

TOTAL OF NEW  
CHARGES 1,313.00  
BALANCE DUE

*JP* **\$1,313.00**

E# 100-41910-310

Planning + Zoning

↳ Other Prof. Svcs.

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# INVOICE

**BILL TO**  
 City of Hanover  
 PO Box 278  
 Hanover, MN 55341

**INVOICE #** 2018-084  
**DATE** 05/30/2018

**PROJECT**  
 Hanover Dental

*Project # 208244*

DATE	ACCOUNT SUMMARY	AMOUNT
04/20/2018	Balance Forward	\$732.25
	Payments and credits between 04/20/2018 and 05/30/2018	-732.25
	New charges (details below)	429.25
	<b>Total Amount Due</b>	<b>\$429.25</b>

DATE	ACTIVITY	QTY	RATE	AMOUNT	
04/10/2018	Phone conference with Brian.	CMN	0:15	101.00	25.25
04/12/2018	Phone conference with Brian, emails with architect, draft memo, update resolution, and prepare info for Council packets.	CMN	1:15	101.00	126.25
04/16/2018	Emails re: architectural renderings.	CMN	0:15	101.00	25.25
04/17/2018	Prepare for and attend Council meeting.	CMN	0:30	101.00	50.50
04/18/2018	Revise resolution, email to staff. Email applicant information re: revising site plan. Phone conference with Roger, various emails. Phone conference with Amy. Emails re: revised civil plans.	CMN	1:30	101.00	151.50
04/26/2018	Review email from Justin, review comment memo, email to developer. Review amended letter, various emails.	CMN	0:30	101.00	50.50

*G # 818-20200*  
*Misc. Escrows*  
*↳ A/P*

TOTAL OF NEW CHARGES: 429.25  
 BALANCE DUE

*GH* **\$429.25**

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# INVOICE

**BILL TO**  
 City of Hanover  
 PO Box 278  
 Hanover, MN 55341

**INVOICE #** 2018-085  
**DATE** 05/30/2018

**PROJECT**  
 Paxmar Concept Plan

*Project # 208240*

DATE	ACCOUNT SUMMARY	AMOUNT
04/20/2018	Balance Forward	\$580.75
	Payments and credits between 04/20/2018 and 05/30/2018	-580.75
	New charges (details below)	757.50
	Total Amount Due	\$757.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
04/02/2018	Emails re: concept plan.	CMN	0:15	101.00	25.25
04/03/2018	Emails re: Paxmar Concept plan.	CMN	0:15	101.00	25.25
04/09/2018	Various emails.	CMN	0:15	101.00	25.25
04/10/2018	Various emails. Phone conference with Brian.	CMN	0:30	101.00	50.50
04/11/2018	Em from Jason, review new concept plan. Phone conference with Brian, phone conference with Justin. Reviewing concept plan, various emails. Preparing memo.	CMN	1:45	101.00	176.75
04/12/2018	Prepare memo and item for Council packet, email to Brian.	CMN	0:30	101.00	50.50
04/17/2018	Prepare for and attend Council meeting.	CMN	3:15	101.00	328.25
04/18/2018	Reviewing southern berm area, phone conference with Jason, email to all.	CMN	0:45	101.00	75.75

*G # 818-20200*  
*Misc. Escrows*  
*↳ A/P*

TOTAL OF NEW CHARGES  
 BALANCE DUE

757.50

*GH*

**\$757.50**

Collaborative Planning, LLC  
PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**  
City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2018-086  
**DATE** 05/30/2018

**PROJECT**  
Paxmar EAW

Project # 208245

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/18/2018	Phone conference with Jason V re: EAW, schedule.	CMN	0:15 101.00	25.25

BALANCE DUE

gh

**\$25.25**

G # 818-20200  
Misc Escrow  
↳ A/P



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
Minneapolis, MN 55402  
Office (612) 436-4300 Fax (612) 436-4340  
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 3/31/2018  
Statement Date: 5/9/2018  
Statement No. 7234

City of Hanover  
Mr. Brian Hagen  
11250 5th St NE  
Hanover, MN 55341

4011(1)-0001: Miscellaneous	845.99
4011(1)-0004: City Council and Board/Commission Meetings	300.00
Total Fees and Expenses:	\$1,145.99
Previous Balance:	-
<b>Total Now Due:</b>	<b>\$1,145.99</b>

MAY 11 2018



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
 Minneapolis, MN 55402  
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Federal Tax ID 46-1641135

Statement as of: 3/31/2018  
 Statement Date: 5/9/2018  
 Statement No. 7234

City of Hanover  
 Mr. Brian Hagen  
 11250 5th St NE  
 Hanover, MN 55341

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
03/01/2018 JTS	Revise driveway agreement.	0.70	180.00	126.00
03/01/2018 JTS	Telephone conference with Brian regarding lawful uses of 10% set aside of charitable gambling; review statutes.	0.20	180.00	36.00
03/01/2018 ARK	Revise private driveway agreement.	1.20	180.00	216.00
03/05/2018 JTS	E-mail from Brian regarding driveway agreement; review changes; make revisions; e-mail Brian.	0.30	180.00	54.00
03/06/2018 JTS	Review agenda materials in preparation for council meeting.	1.00	180.00	180.00
03/08/2018 JTS	Brian e-mail regarding error in resolution; reply.	0.10	180.00	18.00
03/13/2018 JTS	Office conference with associate regarding port lease issues. <i>Remove Not Ours</i>	0.30	180.00	54.00
03/14/2018 JTS	Review notes from council meeting concerning revisions to mining ordinance; Telephone conference with Cindy Nash regarding same.	0.30	180.00	54.00
03/30/2018 JTS	Telephone conference with Brian regarding driveway easement.	0.20	180.00	36.00
Sub-total Fees:				\$774.00

4011(1)-0004: City Council and Board/Commission Meetings

		Hours	Rate	Amount
03/06/2018 JTS	Council meeting.	5.40	180.00	300.00
Sub-total Fees:				\$300.00

*E# 100-41610-304  
 City Attorney  
 ↳ Legal Fees*

**Rate Summary**

Abbi R. Kelzer	1.20 hours at \$180.00/hr	216.00
Jay T. Squires	8.50 hours at \$180.00/hr	858.00
<b>Total hours:</b>	<b>9.70</b>	<b>1,074.00</b>

**Expenses**

03/06/2018 Mileage.  
03/06/2018 Meal.  
03/30/2018 Photocopies.

E# 100-41610-304  
City Attorney  
↳ Legal Fees

Units	Price	Amount
1.00	40.86	40.86
1.00	7.53	7.53
118.00	0.20	23.60
Sub-total Expenses:		\$71.99

Total Fees and Expenses: \$1,145.99

Previous Balance: -

Total Now Due: \$1,145.99

I declare under the penalties of law that this account is just and correct and that no part of it has been paid.

Erica A. Anderson  
Accounts Manager

9/11  
- 54.00  
1,091.99

432.00

= Bob Ronning  
Project # 208243

G# 818-20200

Misc. Escrows → A/P

288.00 = Miscellaneous

E# 100-41610-304  
City Attorney  
↳ Legal Fees

**From:** Jay T. Squires <[Jay.Squires@raswlaw.com](mailto:Jay.Squires@raswlaw.com)>  
**Sent:** Friday, May 25, 2018 9:48 AM  
**To:** Jackie Heinz <[jackieh@ci.hanover.mn.us](mailto:jackieh@ci.hanover.mn.us)>  
**Cc:** Ann E. Thorne <[Ann.Thorne@raswlaw.com](mailto:Ann.Thorne@raswlaw.com)>  
**Subject:** message

Jackie, got your message on the bill entry. That was coded to the wrong client. Hanover is client 4011. That entry re. the Port lease should have been coded to 4001. Back that entry off the payment and I will let our bookkeeper know.

Jay



**Rupp, Anderson, Squires  
& Waldspurger, P.A.**

**Jay T. Squires**  
*Attorney at Law*  
333 South Seventh Street, Suite 2800  
Minneapolis, MN 55402  
Office: (612) 436-4300  
Fax: (612) 436-4340  
[www.raswlaw.com](http://www.raswlaw.com)

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## Jackie Heinz

---

**From:** Jay T. Squires <Jay.Squires@raswlaw.com>  
**Sent:** Friday, May 25, 2018 10:28 AM  
**To:** Jackie Heinz  
**Subject:** RE: message

You as well! Make sure and hydrate!



**Rupp, Anderson, Squires  
& Waldspurger, P.A.**

**Jay T. Squires**  
*Attorney at Law*  
333 South Seventh Street, Suite 2800  
Minneapolis, MN 55402  
Office: (612) 436-4300  
Fax: (612) 436-4340  
[www.raswlaw.com](http://www.raswlaw.com)

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---

**From:** Jackie Heinz [mailto:jackieh@ci.hanover.mn.us]  
**Sent:** Friday, May 25, 2018 9:50 AM  
**To:** Jay T. Squires <Jay.Squires@raswlaw.com>  
**Cc:** Ann E. Thorne <Ann.Thorne@raswlaw.com>  
**Subject:** RE: message

Thanks Jay, I will change and submit for payment. Have a great Memorial Weekend!

*Jackie Heinz*

City of Hanover  
Accountant / Deputy Clerk  
Phone: 763-497-3777 Ext. 2  
Fax: 763-497-1873





# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
Minneapolis, MN 55402  
Office (612) 436-4300 Fax (612) 436-4340  
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 3/31/2018  
Statement Date: 5/9/2018  
Statement No. 7235

City of Hanover  
11250 5th St NE  
Hanover, MN 55341

4011(3)-0017: Transfer of Property From Church to City	389.50
--	--------

Cemetary Transfer from  
Methodist Church

Total Fees and Expenses:	\$389.50
Previous Balance:	-
<b>Total Now Due:</b>	<b>\$389.50</b>

MAY 11 2018



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
Minneapolis, MN 55402  
Office (612) 436-4300 Fax (612) 436-4340  
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 3/31/2018  
Statement Date: 5/9/2018  
Statement No. 7235

City of Hanover  
11250 5th St NE  
Hanover, MN 55341

4011(3)-0017: Transfer of Property From Church to City

		Hours	Rate	Amount
03/05/2018	ZJC Review documents from seller showing incorporation documents.	0.10	205.00	20.50
03/07/2018	ZJC Read and respond to e-mail from seller regarding different legal names for property owners.	0.10	205.00	20.50
03/13/2018	ZJC Telephone conference with Brian Hanover regarding status of title insurance and closing issues; leave voicemail message for title company regarding the same.	0.20	205.00	41.00
03/14/2018	ZJC Telephone conference with title company regarding title insurance issues.	0.20	205.00	41.00
03/21/2018	ZJC Leave voicemail message for Brian Hagen regarding deeds.	0.10	205.00	20.50
03/22/2018	ZJC Review and revise deeds from seller to the City and Historical Society.	0.50	205.00	102.50
03/26/2018	ZJC Update deeds regarding state deed tax issues; Legal research regarding the same; Send the deeds to Brian Hagen.	0.70	205.00	143.50
			<b>Sub-total Fees:</b>	<b>\$389.50</b>

### Rate Summary

Zachary J. Cronen	1.90 hours at \$205.00/hr	389.50
<b>Total hours:</b>	<b>1.90</b>	<b>389.50</b>

Total Fees and Expenses: \$389.50

Previous Balance: \_\_\_\_\_

**Total Now Due: \$389.50**

I declare under the penalties of law that this account is just and correct and that no part of it has been paid.

*Erica A. Anderson*  
Accounts Manager

G # 818-20200

Misc. Escrow  
↳ AIP

Project # 208238



# Invoice

# 2350

Invoice Number: 349208

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



**BILL TO:**

Brian Hagen  
City of Hanover  
11250 5th St NE  
Hanover MN 55341

**REMIT PAYMENT TO:**

Short Elliott Hendrickson, Inc.  
NW6262  
PO Box 1450  
Minneapolis, MN 55485-6262

<b>Pay This Amount</b>	<b>\$640.00</b>
Due Date	09-JUN-18
Invoice Date	10-MAY-18
Bill Through Date	28-APR-18
Terms	30 NET
SEH Customer Acct #	13874
Customer Project #	
Agreement / PO #	140239
Project Manager	Heidi Peper hpeper@sehinc.com 320.229.4300
Client Service Manager	Heidi Peper hpeper@sehinc.com 320.229.4300
Accounting Representative	Karen Thull kthull@sehinc.com 320.229.4300

Project #	Project Name	Project Description
140239	HANOV <del>2017</del> EDA Services	<del>2017</del> EDA Services

April 2018

**Notes:**

E # 201-41330-310  
EDA Spc. Revenue Fund  
↳ Other Prof. Svcs.

**Direct**

Personnel	Hours	Rate	Amount
Peper, Heidi L	4.00	160.00	\$640.00
	<b>4.00</b>		<b>\$640.00</b>

Invoice total **\$640.00**

*Handwritten initials and circled amount*

**Project Billing Summary**

	<u>Current Amount Due</u>	Previously Invoiced	Cumulative
Totals	\$640.00	\$3,402.50	\$4,042.50

**MAY 17 2018**



# 2367

701 Xenia Avenue South | Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

May 24, 2018

Mr. Brian Hagen  
City of Hanover  
11250 5<sup>th</sup> Street NE  
Hanover, MN 55341

Re: April 2018 Invoices

Dear Mr. Hagen:

Enclosed please find a list of the current invoices for professional engineering services during the month of April for the City of Hanover.

If you have any questions, please contact me at 651-286-8465.

Sincerely,

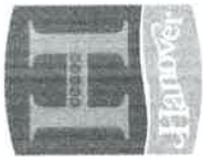
**WSB & Associates, Inc.**

A handwritten signature in black ink that reads "Justin Messner".

Justin Messner  
Associate

Enclosures

nf



# Project Budget Tracking

For the period 4/1/2018 - 4/30/2018

Project Name	WSB Project #	Project Manager	Current Invoice	Fee Type	JTD Billed	Comments	Client Invoice Reviewer
HANO - 2018 General Engineering Services	R-011288-000	Messner, Justin	\$ 1,314.00	Hourly	\$ 3,766.00		Hagen, Brian
HANO - 2018 MS4 Services	R-011009-000	Hildebrand, Jennifer	\$ 392.00	Hourly	\$ 2,998.00		Hagen, Brian
HANO - 2018 Pavement Improvement Project	R-011186-000	Messner, Justin	\$ 1,710.50	Hourly	\$ 56,208.75		Hagen, Brian
HANO - Crow River Heights West 4th Addition	R-011855-000	Messner, Justin	\$ 658.50	Hourly	\$ 1,555.00		Hagen, Brian
HANO - Downtown Parking Lot	R-011753-000	Messner, Justin	\$ 2,948.00	Hourly	\$ 3,095.00		Hagen, Brian
HANO - Hanover Dental Plan Review	R-011692-000	Messner, Justin	\$ 326.00	Hourly	\$ 1,807.25		Hagen, Brian
HANO- Crow River Heights West 3rd Addition	R-010287-000	Messner, Justin	\$ 1,120.00	Hourly	\$ 55,278.25		Hagen, Brian
<b>Final Totals</b>			<b>\$ 8,469.00</b>				

*JH*





701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

City of Hanover  
Attn: Brian Hagen  
11250 5th Street NE  
Hanover, MN 55341

May 24, 2018  
Project No: R-010287-000  
Invoice No: 12

Inv # 10287-12-0518

**Crow River Heights West 3rd Addition**  
**Professional Services from April 1, 2018 to April 30, 2018**

Phase 002 Construction  
Construction Observation

		Hours	Rate	Amount	
Johnson, Paul	4/5/2018	2.50	112.00	280.00	
Erosion Control					
Johnson, Paul	4/11/2018	1.50	112.00	168.00	
Erosion Control					
Johnson, Paul	4/12/2018	1.00	112.00	112.00	
Erosion Control					
Johnson, Paul	4/19/2018	1.50	112.00	168.00	
Erosion Control					
Johnson, Paul	4/20/2018	1.00	112.00	112.00	
Erosion Control					
Johnson, Paul	4/24/2018	1.50	112.00	168.00	
Erosion Control					
Johnson, Paul	4/25/2018	1.00	112.00	112.00	
Erosion Control					
Totals		10.00		1,120.00	
<b>Total Labor</b>					<b>1,120.00</b>
					<b>Total this Task \$1,120.00</b>
					<b>Total this Phase \$1,120.00</b>
					<b>Total this Invoice <u>\$1,120.00</u></b>

G # 823-20200  
CRHW 3rd Add. - Developers Agreement Esc.  
↳ A/P

**Billings to Date**

	Current	Prior	Total
Labor	1,120.00	54,158.25	55,278.25
<b>Totals</b>	<b>1,120.00</b>	<b>54,158.25</b>	<b>55,278.25</b>

Comments:

Approved by:

---

Project	R-010287-000	HANO- Crow River Heights West 3rd Additi	Invoice	12
		Reviewed by:	Andrew Brotzler	
		Project Manager:	Justin Messner	

---



701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

City of Hanover  
Attn: Brian Hagen  
11250 5th Street NE  
Hanover, MN 55341

May 17, 2018  
Project No: R-011009-000  
Invoice No: 7

Inv # 11009-7-0518

2018 MS4 Services

Professional Services from April 1, 2018 to April 30, 2018

Phase 001 2018 MS4 Services  
Project Management

	Hours	Rate	Amount
Johnson, Paul MS4 Outreach Material	4/27/2018 .50	112.00	56.00
Totals	.50		56.00
<b>Total Labor</b>			<b>56.00</b>
<b>Total this Task</b>			<b>\$56.00</b>

Reports

	Hours	Rate	Amount
Johnson, Paul Report	4/3/2018 1.50	112.00	168.00
Johnson, Paul SWPPP Update	4/4/2018 1.50	112.00	168.00
Totals	3.00		336.00
<b>Total Labor</b>			<b>336.00</b>
<b>Total this Task</b>			<b>\$336.00</b>
<b>Total this Phase</b>			<b>\$392.00</b>

Billing Limits

	Current	Prior	To-Date
Total Billings	392.00	2,606.00	2,998.00
Limit			7,700.00
Remaining			4,702.00

Total this invoice 8/1 **\$392.00**

Outstanding Invoices

Invoice Number	Date	Balance
6	4/26/2018	672.00
<b>Total</b>		<b>672.00</b>

Total Now Due **\$1,064.00**

Comments:

E# 603-41910-310  
Storm Water Ent. Fund  
↳ Planning & Zoning  
↳ Other Prof. Svcs.





701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

City of Hanover  
 Attn: Brian Hagen  
 11250 5th Street NE  
 Hanover, MN 55341

May 24, 2018  
 Project No: R-011186-000  
 Invoice No: 6

Inv # 11186-6-0518

**2018 Pavement Improvement Project**  
**Professional Services from April 1, 2018 to April 30, 2018**

Phase	002	Design			
Project Management					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Pederson, Karla		4/3/2018	1.50	90.00	135.00
addendums 2 and 3					
Pederson, Karla		4/4/2018	1.00	90.00	90.00
Bidders List					
Pederson, Karla		4/5/2018	1.00	90.00	90.00
Work on Bid Tabs					
Pederson, Karla		4/6/2018	.50	90.00	45.00
Work on Bid Tabs					
Pederson, Karla		4/8/2018	2.00	90.00	180.00
Bid Tabs, Bid Summary and LOR					
Pederson, Karla		4/10/2018	.50	90.00	45.00
Mail bids to City					
Preisler, Nicholas		4/17/2018	1.75	120.00	210.00
Prepare for public info meeting					
Totals			8.25		795.00
<b>Total Labor</b>					<b>795.00</b>
				<b>Total this Task</b>	<b>\$795.00</b>

Design

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Beckius, Gregory		4/3/2018	.25	86.00	21.50
NPDES - SWPPP updates based on design change.					
Totals			.25		21.50
<b>Total Labor</b>					<b>21.50</b>
				<b>Total this Task</b>	<b>\$21.50</b>

Meetings

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Perkey, Benjamin		4/5/2018	1.00	105.00	105.00
Bid Opening					
Preisler, Nicholas		4/17/2018	1.75	120.00	210.00

Project	R-011186-000	HANO - 2018 Pavement Improvement Project	Invoice	6
---------	--------------	--	---------	---

Public info meeting				
Totals	2.75		315.00	
<b>Total Labor</b>				<b>315.00</b>
		<b>Total this Task</b>		<b>\$315.00</b>
		<b>Total this Phase</b>		<b>\$1,131.50</b>

Phase 003 Construction  
Project Management

	Hours	Rate	Amount	
Messner, Justin	4/5/2018	3.00	163.00	489.00
Bid Opening				
Pederson, Karla	4/24/2018	1.00	90.00	90.00
Contract. Move to Construction stage. Print IRA				
Totals	4.00			579.00
<b>Total Labor</b>				<b>579.00</b>
		<b>Total this Task</b>		<b>\$579.00</b>
		<b>Total this Phase</b>		<b>\$579.00</b>

Billing Limits	Current	Prior	To-Date
Total Billings	1,710.50	54,498.25	56,208.75
Limit			94,600.00
Remaining			38,391.25
		<b>Total this Invoice</b>	<b>\$1,710.50</b>

Comments: E# 418-43121-310  
Street Capital  
↳ Paved Streets  
↳ Other Prof. Svcs.

Approved by: *Justin Messner*

Reviewed by: Andrew Brotzler  
Project Manager: Justin Messner



City of Hanover  
Attn: Brian Hagen  
11250 5th Street NE  
Hanover, MN 55341

May 24, 2018  
Project No: R-011288-000  
Invoice No: 4

**2018 General Engineering Services**  
**Professional Services from April 1, 2018 to April 30, 2018**

*Inv # 11288-4-0518*

Phase 001 General Engineering Services  
Project Management

		Hours	Rate	Amount
Havranek, Anthony	4/5/2018	1.00	130.00	130.00
Review Comp Water Resouce Plan and submit grant request for MS4 projects				
Havranek, Anthony	4/12/2018	.50	130.00	65.00
Review Comp Water Resouce Plan and submit grant request for MS4 projects				
Johnson, Paul	4/24/2018	1.00	112.00	112.00
Erosion Control				
Johnson, Paul	4/25/2018	1.00	112.00	112.00
Erosion Control				
Messner, Justin	4/17/2018	.25	163.00	40.75
10721 Settler Lane Plan Review				
Messner, Justin	4/23/2018	.50	163.00	81.50
10533 Sewer Access Review				
Messner, Justin	4/24/2018	1.00	163.00	163.00
10533 Sewer Access Review & Letter				
Messner, Justin	4/24/2018	.25	163.00	40.75
880 Mallard Garage Review				
Totals		5.50		745.00
<b>Total Labor</b>				<b>745.00</b>
<b>Total this Task</b>				<b>\$745.00</b>

Staff Meetings

		Hours	Rate	Amount
Messner, Justin	4/12/2018	3.00	163.00	489.00
Wright County Long Range Transportation Planning meeting				
Totals		3.00		489.00
<b>Total Labor</b>				<b>489.00</b>
<b>Total this Task</b>				<b>\$489.00</b>

Council Meetings

**Field Services Billing**

Council Mtg and/or Planning Commission

2.0 Meetings @ 40.00 80.00  
**80.00 80.00**

**Total Field Services**

**Total this Task \$80.00**

**Total this Phase \$1,314.00**

**Total this Invoice \$1,314.00**

**Billings to Date**

	Current	Prior	Total
Labor	1,234.00	2,372.00	3,606.00
Field Services	80.00	80.00	160.00
<b>Totals</b>	<b>1,314.00</b>	<b>2,452.00</b>	<b>3,766.00</b>

Comments: \_\_\_\_\_

Approved by: Walter Jung

Reviewed by: Andrew Brotzler  
 Project Manager: Justin Messner

E# 100-41910-310  
 Planning + Zoning  
 ↳ Other Prof. Svcs.



701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

City of Hanover  
Attn: Brian Hagen  
11250 5th Street NE  
Hanover, MN 55341

May 24, 2018  
Project No: R-011692-000  
Invoice No: 2

Inv # 11692-2-0518

**Hanover Dental Plan Review**

**Professional Services from April 1, 2018 to April 30, 2018**

Phase 001 Hanover Dental Plan Review  
Project Management

	Hours	Rate	Amount
Messner, Justin Hanover Dental SAC/WAC	4/3/2018 2.00	163.00	326.00
Totals	2.00		326.00
<b>Total Labor</b>			<b>326.00</b>
<b>Total this Task</b>			<b>\$326.00</b>
<b>Total this Phase</b>			<b>\$326.00</b>
<b>Total this Invoice</b>			<b>\$326.00</b>

**Billings to Date**

	Current	Prior	Total
Labor	326.00	1,481.25	1,807.25
<b>Totals</b>	<b>326.00</b>	<b>1,481.25</b>	<b>1,807.25</b>

Comments:

Approved by:

*Nalle Jany*

Reviewed by: Andrew Brotzler  
Project Manager: Justin Messner

G # 818-20200  
Misc. Escrows  
↳ AIP

Project # 208244



City of Hanover  
Attn: Brian Hagen  
11250 5th Street NE  
Hanover, MN 55341

May 24, 2018  
Project No: R-011753-000  
Invoice No: 2

Inv# 11753-2-0518

Downtown Parking Lot

**Professional Services from April 1, 2018 to April 30, 2018**

Phase 001 Final Design  
Office Survey

		Hours	Rate	Amount
Honga, Jeremy	4/24/2018	2.00	104.00	208.00
bdry topo				
Honga, Jeremy	4/25/2018	3.00	104.00	312.00
bdry topo				
Honga, Jeremy	4/27/2018	2.00	104.00	208.00
bdry topo				
Totals		7.00		728.00
<b>Total Labor</b>				<b>728.00</b>
			<b>Total this Task</b>	<b>\$728.00</b>

Survey 2-Person Crew  
**Field Services Billing**

2-Person Survey Crew				
4/19/2018	8.0 Hours @ 185.00		1,480.00	
4/26/2018	4.0 Hours @ 185.00		740.00	
<b>Total Field Services</b>			<b>2,220.00</b>	<b>2,220.00</b>
			<b>Total this Task</b>	<b>\$2,220.00</b>

E# 201-41330-310  
EDA Spc. Revenue Fund  
↳ Boards & Commissions  
↳ Other Prof. Svcs.

**Total this Phase** \$2,948.00  
**Total this Invoice** \$2,948.00

**Billings to Date**

	Current	Prior	Total
Labor	728.00	147.00	875.00
Field Services	2,220.00	0.00	2,220.00
<b>Totals</b>	<b>2,948.00</b>	<b>147.00</b>	<b>3,095.00</b>

Comments: \_\_\_\_\_

Approved by: Wally Jang

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Project	R-011753-000	HANO - Downtown Parking Lot	Invoice	2
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Reviewed by: Andrew Brotzler  
Project Manager: Justin Messner



701 Xenia Avenue South, Suite 300 | Minneapolis, MN 55416 | (763) 541-4800

City of Hanover  
Attn: Brian Hagen  
11250 5th Street NE  
Hanover, MN 55341

May 24, 2018  
Project No: R-011855-000  
Invoice No: 2

*Future West - Preliminary Plat*

*Inv # 11855-2-0518*

**Crow River Heights West 4th Addition  
Professional Services from April 1, 2018 to April 30, 2018**

Phase 001 Plan Review  
Project Management

		Hours	Rate	Amount
Harrington, Jean	4/26/2018	.50	97.00	48.50
Project Planning and Scheduling				
Totals		.50		48.50
<b>Total Labor</b>				<b>48.50</b>
<b>Total this Task</b>				<b>\$48.50</b>

Plan Review

		Hours	Rate	Amount
Alms, William	4/25/2018	.50	128.00	64.00
Plan Review				
Fallon, Kendra	4/27/2018	2.00	91.00	182.00
Plan Review				
Fallon, Kendra	4/30/2018	4.00	91.00	364.00
Plan Review				
Totals		6.50		610.00
<b>Total Labor</b>				<b>610.00</b>
<b>Total this Task</b>				<b>\$610.00</b>
<b>Total this Phase</b>				<b>\$658.50</b>

**Total this Invoice** \$658.50

*G# 825-20200  
CRH Future West PUD  
↳ A/P*

Billings to Date

	Current	Prior	Total
Labor	658.50	896.50	1,555.00
<b>Totals</b>	<b>658.50</b>	<b>896.50</b>	<b>1,555.00</b>

Comments: \_\_\_\_\_

Approved by: \_\_\_\_\_

*Nalle Jang*

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Project	R-011855-000	HANO - Crow River Heights West 4th Addit	Invoice	2
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Reviewed by: Andrew Brotzler  
Project Manager: Justin Messner

CITY OF HANOVER

Cash Balances

June 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$279,739.57	\$13.16	\$61,356.75	\$218,395.98
107 FIRE DEPT DONATIONS FUND	\$21,019.28	\$0.00	\$0.00	\$21,019.28
201 EDA SPECIAL REVENUE FUND	\$59,593.07	\$0.00	\$3,588.00	\$56,005.07
205 EDA BUSINESS INCENTIVE FUND	\$249,068.36	\$0.00	\$0.00	\$249,068.36
311 2008A GO CIP REFUNDING BOND	\$45,006.28	\$0.00	\$0.00	\$45,006.28
312 2009A GO IMP REFUNDING BOND	\$5,242.50	\$0.00	\$0.00	\$5,242.50
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$428,550.03	\$0.00	\$0.00	\$428,550.03
315 2016A GO CIP BOND	\$5,422.25	\$0.00	\$0.00	\$5,422.25
401 GENERAL CAPITAL PROJECTS	\$1,343,879.87	\$0.00	\$0.00	\$1,343,879.87
402 PARKS CAPITAL PROJECTS	\$112,902.02	\$0.00	\$572.52	\$112,329.50
403 FIRE DEPT CAPITAL FUND	\$238,011.97	\$0.00	\$0.00	\$238,011.97
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$2,740.00	\$0.00	\$0.00	\$2,740.00
407 TIF REDEV DIST #1	\$7,068.92	\$0.00	\$0.00	\$7,068.92
409 MAHLER PIT - 15TH ST IMP FUND	\$10,230.12	\$0.00	\$0.00	\$10,230.12
411 FACILITIES CAPITAL PROJ FUND	-\$437,975.51	\$0.00	\$0.00	-\$437,975.51
417 EQUIPMENT CAPITAL FUND	\$114,335.90	\$0.00	\$0.00	\$114,335.90
418 STREET CAPITAL PROJ FUND	\$690,714.76	\$0.00	\$1,710.50	\$689,004.26
601 WATER ENTERPRISE FUND	\$867,874.49	\$0.00	\$0.00	\$867,874.49
602 SEWER ENTERPRISE FUND	\$414,601.93	\$0.00	\$0.00	\$414,601.93
603 STORM WATER ENTERPRISE FUND	\$121,651.68	\$0.00	\$672.81	\$120,978.87
611 WATER CAPITAL IMP FUND	\$137,857.92	\$0.00	\$0.00	\$137,857.92
612 SEWER CAPITAL IMP FUND	\$1,850,168.31	\$0.00	\$0.00	\$1,850,168.31
613 STORM WATER CAPITAL IMP FUND	\$552,929.07	\$0.00	\$0.00	\$552,929.07
701 RIVER ROAD CEMETERY	\$35,981.74	\$0.00	\$0.00	\$35,981.74
804 SCHENDELS FIELD ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$40,000.00	\$0.00	\$0.00	\$40,000.00
815 LANDSCAPE ESCROW FUND	\$36,000.00	\$0.00	\$0.00	\$36,000.00
817 INFRASTRUCTURE ESCROW FUND	\$22,000.00	\$0.00	\$0.00	\$22,000.00
818 MISC ESCROWS FUND	\$13,560.86	\$0.00	\$2,359.50	\$11,201.36
820 BRIDGES TOWNHOMES ESC FUND	\$3,606.78	\$0.00	\$0.00	\$3,606.78
821 QUAIL PASS 2ND ADD ESCROW FD	\$0.00	\$0.00	\$0.00	\$0.00
823 CROW RVR HTS WEST 3RD / BACKES	\$148,318.92	\$0.00	\$1,120.00	\$147,198.92
824 CROW RVR HTS WEST 3RD PH2 EAW	\$8,954.13	\$0.00	\$1,489.75	\$7,464.38
825 CROW RVR HTS FUT WEST PLAT/PUD	\$40,331.25	\$0.00	\$1,239.25	\$39,092.00
826 CROW RVR HTS 4TH ADD FINL PLAT	\$3,000.00	\$0.00	\$0.00	\$3,000.00
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00

Cash Balances

June 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
	\$7,472,386.47	\$13.16	\$74,109.08	\$7,398,290.55

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	June 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$881,449.00	\$881,449.00	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$129,904.00	\$129,904.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,738.97	\$15,000.00	\$11,261.03	24.93%
Source Alt Code TAXES		\$0.00	\$3,738.97	\$1,026,353.00	\$1,022,614.03	0.36%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$3,759.00	\$0.00	-\$3,759.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$4,525.00	\$10,000.00	\$5,475.00	45.25%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$375.00	\$400.00	\$25.00	93.75%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$3,550.00	\$2,000.00	-\$1,550.00	177.50%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$16.00	\$75.00	\$59.00	21.33%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$300.00	\$0.00	-\$300.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$41,947.60	\$140,661.00	\$98,713.40	29.82%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,111.60	\$6,000.00	\$4,888.40	18.53%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$1,250.00	\$3,000.00	\$1,750.00	41.67%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,500.00	\$2,000.00	\$500.00	75.00%
Source Alt Code SERVICE		\$0.00	\$58,334.20	\$164,136.00	\$105,801.80	35.54%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$337.53	\$900.00	\$562.47	37.50%
MISC	R 100-36210 Interest Earnings	\$0.00	\$1,509.11	\$3,000.00	\$1,490.89	50.30%
MISC	R 100-36215 Investment Income/Loss	\$0.00	-\$2,574.41	\$6,000.00	\$8,574.41	-42.91%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$375.00	\$2,000.00	\$1,625.00	18.75%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$29.38	\$0.00	-\$29.38	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	-\$323.39	\$20,400.00	\$20,723.39	-1.59%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$7,020.00	\$10,370.00	\$3,350.00	67.70%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$1,140.00	\$400.00	-\$740.00	285.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$37,776.53	\$140,000.00	\$102,223.47	26.98%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,250.00	\$1,500.00	\$250.00	83.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$800.00	\$800.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$1.00	\$50.00	\$49.00	2.00%
Source Alt Code LIC PERM		\$0.00	\$47,187.53	\$153,220.00	\$106,032.47	30.80%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$117,651.00	\$117,651.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$162,490.00	\$162,490.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$1,888.47	\$2,000.00	\$111.53	94.42%
Source Alt Code FINES		\$0.00	\$1,888.47	\$2,000.00	\$111.53	94.42%
<b>Fund 100 GENERAL FUND</b>		\$0.00	\$110,825.78	\$1,528,599.00	\$1,417,773.22	7.25%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	June 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$0.00	\$110,825.78	\$1,528,599.00	\$1,417,773.22	7.25%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	June 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
<b>Dept 41110 Council</b>						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$806.00	\$806.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$189.00	\$189.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$300.00	\$400.00	\$100.00	75.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$2,653.85	\$7,500.00	\$4,846.15	35.38%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$588.55	\$1,113.55	\$17,503.00	\$16,389.45	6.36%
<b>Dept 41110 Council</b>		<b>\$588.55</b>	<b>\$4,067.40</b>	<b>\$39,898.00</b>	<b>\$35,830.60</b>	<b>10.19%</b>
<b>Dept 41330 Boards and Commissions</b>						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
<b>Dept 41330 Boards and Commissions</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,600.00</b>	<b>\$4,600.00</b>	<b>0.00%</b>
<b>Dept 41400 City Administrator</b>						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,770.76	\$28,863.09	\$72,040.00	\$43,176.91	40.07%
CITYADM	E 100-41400-121 PERA	\$207.81	\$2,282.37	\$5,403.00	\$3,120.63	42.24%
CITYADM	E 100-41400-122 FICA	\$171.79	\$1,886.76	\$4,466.00	\$2,579.24	42.25%
CITYADM	E 100-41400-123 Medicare	\$40.18	\$441.29	\$1,045.00	\$603.71	42.23%
CITYADM	E 100-41400-134 Employer Paid Life	\$15.69	\$172.59	\$400.00	\$227.41	43.15%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$345.70	\$3,802.70	\$8,400.00	\$4,597.30	45.27%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$1,161.04	\$1,500.00	\$338.96	77.40%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$91.72	\$500.00	\$408.28	18.34%
<b>Dept 41400 City Administrator</b>		<b>\$3,551.93</b>	<b>\$38,701.56</b>	<b>\$93,754.00</b>	<b>\$55,052.44</b>	<b>41.28%</b>
<b>Dept 41410 Elections</b>						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$32.42	\$32.42	\$5,000.00	\$4,967.58	0.65%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
<b>Dept 41410 Elections</b>		<b>\$32.42</b>	<b>\$32.42</b>	<b>\$11,800.00</b>	<b>\$11,767.58</b>	<b>0.27%</b>
<b>Dept 41430 Clerical Staff</b>						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,758.40	\$18,390.84	\$45,718.00	\$27,327.16	40.23%
CLERICAL	E 100-41430-121 PERA	\$131.88	\$1,453.60	\$3,429.00	\$1,975.40	42.39%
CLERICAL	E 100-41430-122 FICA	\$109.02	\$1,201.63	\$2,835.00	\$1,633.37	42.39%
CLERICAL	E 100-41430-123 Medicare	\$25.50	\$281.06	\$663.00	\$381.94	42.39%
CLERICAL	E 100-41430-134 Employer Paid Life	\$62.95	\$692.43	\$1,600.00	\$907.57	43.28%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$350.01	\$3,850.11	\$8,400.00	\$4,549.89	45.83%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$22.50	\$250.00	\$227.50	9.00%
<b>Dept 41430 Clerical Staff</b>		<b>\$2,437.76</b>	<b>\$25,892.17</b>	<b>\$63,395.00</b>	<b>\$37,502.83</b>	<b>40.84%</b>
<b>Dept 41435 Staff Expenses</b>						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$200.00	\$300.00	\$100.00	66.67%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$240.00	\$500.00	\$260.00	48.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$338.52	\$383.43	\$2,000.00	\$1,616.57	19.17%
<b>Dept 41435 Staff Expenses</b>		<b>\$338.52</b>	<b>\$823.43</b>	<b>\$2,800.00</b>	<b>\$1,976.57</b>	<b>29.41%</b>
<b>Dept 41530 Accounting</b>						
ACCTING	E 100-41530-101 Full-Time Employees R	\$2,040.00	\$21,265.47	\$53,040.00	\$31,774.53	40.09%
ACCTING	E 100-41530-121 PERA	\$153.00	\$1,683.00	\$3,978.00	\$2,295.00	42.31%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	June 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$125.82	\$1,384.02	\$3,288.00	\$1,903.98	42.09%
ACCTING	E 100-41530-123 Medicare	\$29.42	\$323.62	\$769.00	\$445.38	42.08%
ACCTING	E 100-41530-134 Employer Paid Life	\$43.18	\$474.98	\$1,100.00	\$625.02	43.18%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$350.00	\$3,850.00	\$8,400.00	\$4,550.00	45.83%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$41.66	\$250.00	\$208.34	16.66%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 41530 Accounting		\$2,741.42	\$29,022.75	\$76,825.00	\$47,802.25	37.78%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$3,400.00	\$21,050.00	\$21,050.00	\$0.00	100.00%
Dept 41540 Auditing		\$3,400.00	\$21,050.00	\$21,050.00	\$0.00	100.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$12,755.50	\$12,766.50	\$20,000.00	\$7,233.50	63.83%
Dept 41550 Assessing		\$12,755.50	\$12,766.50	\$20,000.00	\$7,233.50	63.83%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$218.33	\$1,918.03	\$3,500.00	\$1,581.97	54.80%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	-\$103.87	\$200.00	\$303.87	-51.94%
PURCHASE	E 100-41570-207 Computer Supplies	\$1,590.00	\$3,731.63	\$8,000.00	\$4,268.37	46.65%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$176.05	\$1,896.48	\$4,000.00	\$2,103.52	47.41%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$415.85	\$2,500.00	\$2,084.15	16.63%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$1,122.00	\$6,000.00	\$4,878.00	18.70%
Dept 41570 Purchasing		\$1,984.38	\$8,980.12	\$24,200.00	\$15,219.88	37.11%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$104.00	\$5,689.80	\$8,500.00	\$2,810.20	66.94%
Dept 41600 Computer		\$104.00	\$5,689.80	\$8,500.00	\$2,810.20	66.94%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$659.99	\$5,323.16	\$23,500.00	\$18,176.84	22.65%
Dept 41610 City Attorney		\$659.99	\$5,323.16	\$23,500.00	\$18,176.84	22.65%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$2,627.00	\$7,993.00	\$25,000.00	\$17,007.00	31.97%
Dept 41910 Planning and Zoning		\$2,627.00	\$7,993.00	\$25,000.00	\$17,007.00	31.97%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$455.82	\$1,500.22	\$7,000.00	\$5,499.78	21.43%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$620.00	\$250.00	-\$370.00	248.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$46.90	\$3,089.96	\$9,000.00	\$5,910.04	34.33%
GOVTBLDG	E 100-41940-321 Telephone	\$449.11	\$3,297.29	\$4,200.00	\$902.71	78.51%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$262.00	\$300.00	\$38.00	87.33%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$1,274.05	\$5,243.27	\$14,000.00	\$8,756.73	37.45%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$6,310.15	\$8,000.00	\$1,689.85	78.88%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$240.58	\$1,402.16	\$3,500.00	\$2,097.84	40.06%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$471.15	\$4,500.00	\$4,028.85	10.47%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$1,450.00	\$1,450.00	\$2,500.00	\$1,050.00	58.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$3,916.46	\$23,646.20	\$55,750.00	\$32,103.80	42.41%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41950 Engineer		\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	June 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$0.00	\$9,500.00	\$9,500.00	0.00%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
Dept 41960 Insurance		\$0.00	\$0.00	\$31,500.00	\$31,500.00	0.00%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$140.78	\$2,000.00	\$1,859.22	7.04%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$165.95	\$500.00	\$334.05	33.19%
Dept 41970 Legal Publications		\$0.00	\$306.73	\$2,850.00	\$2,543.27	10.76%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$20,273.93	\$81,096.00	\$60,822.07	25.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$20,273.93	\$81,096.00	\$60,822.07	25.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$43,800.00	\$105,120.00	\$61,320.00	41.67%
Dept 42102 Wright County Sheriff		\$0.00	\$43,800.00	\$105,120.00	\$61,320.00	41.67%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	-\$1,628.62	\$59,000.00	\$60,628.62	-2.76%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$1,319.96	\$3,658.00	\$2,338.04	36.08%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$308.69	\$856.00	\$547.31	36.06%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$167.88	\$0.00	-\$167.88	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$0.00	\$8,500.00	\$8,500.00	0.00%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$350.00	\$350.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$624.00	\$1,199.00	\$4,000.00	\$2,801.00	29.98%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$100.00	\$1,000.00	\$900.00	10.00%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42210 Fire Dept Administration		\$624.00	\$1,466.91	\$82,364.00	\$80,897.09	1.78%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$3,363.03	\$15,500.00	\$12,136.97	21.70%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$252.86	\$841.83	\$1,500.00	\$658.17	56.12%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$205.00	\$239.07	\$850.00	\$610.93	28.13%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$1,690.92	\$28,500.00	\$26,809.08	5.93%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$332.63	\$5,000.00	\$4,667.37	6.65%
Dept 42220 Fire Dept Equipment		\$457.86	\$6,467.48	\$51,350.00	\$44,882.52	12.59%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$974.00	\$12,500.00	\$11,526.00	7.79%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$765.98	\$1,585.46	\$3,210.00	\$1,624.54	49.39%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,397.06	\$1,500.00	\$102.94	93.14%
Dept 42240 Fire Dept Training		\$765.98	\$3,956.52	\$17,210.00	\$13,253.48	22.99%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$469.40	\$1,338.48	\$4,500.00	\$3,161.52	29.74%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$888.77	\$9,000.00	\$8,111.23	9.88%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$147.04	\$2,000.00	\$1,852.96	7.35%
FIREVEH	E 100-42260-323 Radio Units	\$365.80	\$3,673.05	\$7,805.00	\$4,131.95	47.06%
Dept 42260 Fire Vehicles		\$835.20	\$6,047.34	\$23,305.00	\$17,257.66	25.95%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$113.31	\$1,650.00	\$1,536.69	6.87%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$1,813.42	\$7,500.00	\$5,686.58	24.18%

**CITY OF HANOVER**  
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Dept Abbrev	Account Descr	June 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$50.84	\$375.09	\$1,000.00	\$624.91	37.51%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$257.19	\$1,180.53	\$4,500.00	\$3,319.47	26.23%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$1,978.01	\$3,000.00	\$1,021.99	65.93%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$0.00	\$932.35	\$0.00	-\$932.35	0.00%
Dept 42280	Fire Stations and Bldgs	\$308.03	\$6,392.71	\$17,825.00	\$11,432.29	35.86%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$12,011.00	\$12,011.00	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,500.00	\$6,500.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$0.00	\$57,511.00	\$57,511.00	0.00%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$0.00	\$17,934.67	\$50,000.00	\$32,065.33	35.87%
Dept 42401	Building Inspection Admin	\$0.00	\$17,934.67	\$50,000.00	\$32,065.33	35.87%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$205.00	\$455.00	\$500.00	\$45.00	91.00%
Dept 42700	Animal Control	\$205.00	\$455.00	\$500.00	\$45.00	91.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$5,775.80	\$61,186.34	\$131,192.00	\$70,005.66	46.64%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$583.44	\$2,000.00	\$1,416.56	29.17%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$1,420.00	\$3,460.00	\$13,740.00	\$10,280.00	25.18%
PUBWRKS	E 100-43000-121 PERA	\$433.18	\$4,890.30	\$11,714.00	\$6,823.70	41.75%
PUBWRKS	E 100-43000-122 FICA	\$431.11	\$4,064.20	\$10,536.00	\$6,471.80	38.57%
PUBWRKS	E 100-43000-123 Medicare	\$100.83	\$950.52	\$2,464.00	\$1,513.48	38.58%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$102.44	\$1,016.77	\$2,100.00	\$1,083.23	48.42%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$5,200.44	\$250.00	-\$4,950.44	080.18%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,361.42	\$14,071.31	\$30,000.00	\$15,928.69	46.90%
PUBWRKS	E 100-43000-208 Training and Instructio	\$338.99	\$2,162.99	\$2,500.00	\$337.01	86.52%
PUBWRKS	E 100-43000-212 Motor Fuels	\$729.23	\$6,739.87	\$7,000.00	\$260.13	96.28%
PUBWRKS	E 100-43000-215 Shop Supplies	\$35.33	\$5,706.09	\$5,500.00	-\$206.09	103.75%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$144.50	\$6,458.64	\$9,000.00	\$2,541.36	71.76%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$107.95	\$1,071.53	\$5,000.00	\$3,928.47	21.43%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$584.76	\$3,000.00	\$2,415.24	19.49%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$1,250.00	\$17,000.00	\$15,750.00	7.35%
PUBWRKS	E 100-43000-321 Telephone	\$328.57	\$1,543.63	\$2,800.00	\$1,256.37	55.13%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$118.00	\$200.00	\$82.00	59.00%
Dept 43000	Public Works (GENERAL)	\$11,309.35	\$121,058.83	\$257,496.00	\$136,437.17	47.01%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$1,789.38	\$1,789.38	\$100,000.00	\$98,210.62	1.79%
Dept 43121	Paved Streets	\$1,789.38	\$1,789.38	\$100,000.00	\$98,210.62	1.79%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43122	Unpaved Streets	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$6,624.48	\$15,000.00	\$8,375.52	44.16%

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Dept Abbrev	Account Descr	June 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal	\$0.00	\$6,624.48	\$15,000.00	\$8,375.52	44.16%
Dept 43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$103.09	\$7,805.31	\$25,000.00	\$17,194.69	31.22%
Dept 43160	Street Lighting	\$103.09	\$7,805.31	\$25,000.00	\$17,194.69	31.22%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$282.00	\$282.00	\$0.00	-\$282.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$282.00	\$282.00	\$0.00	-\$282.00	0.00%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$3,366.08	\$16,817.84	\$38,500.00	\$21,682.16	43.68%
Dept 43245	Recycling: Refuse	\$3,366.08	\$16,817.84	\$38,500.00	\$21,682.16	43.68%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$1,887.00	\$8,700.00	\$6,813.00	21.69%
Dept 45186	Senior Center	\$0.00	\$1,887.00	\$8,700.00	\$6,813.00	21.69%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$42.94	\$42.94	\$2,000.00	\$1,957.06	2.15%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$1,129.46	\$1,190.51	\$5,000.00	\$3,809.49	23.81%
PARKS	E 100-45200-225 Landscaping Materials	\$0.00	\$111.24	\$8,000.00	\$7,888.76	1.39%
PARKS	E 100-45200-310 Other Professional Serv	\$0.00	\$6,800.00	\$6,800.00	\$0.00	100.00%
PARKS	E 100-45200-381 Electric Utilities	\$309.40	\$875.59	\$2,200.00	\$1,324.41	39.80%
PARKS	E 100-45200-400 Repairs & Maint Cont (	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PARKS	E 100-45200-440 Programs	\$325.00	\$2,467.31	\$2,200.00	-\$267.31	112.15%
PARKS	E 100-45200-580 Other Equipment	\$408.75	\$408.75	\$8,000.00	\$7,591.25	5.11%
Dept 45200	Parks (GENERAL)	\$2,215.55	\$11,896.34	\$35,700.00	\$23,803.66	33.32%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$4,188.19	\$11,500.00	\$7,311.81	36.42%
Dept 45500	Libraries (GENERAL)	\$0.00	\$4,188.19	\$11,500.00	\$7,311.81	36.42%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$488.63	\$488.63	\$5,000.00	\$4,511.37	9.77%
Dept 49800	Transit (GENERAL)	\$488.63	\$488.63	\$5,000.00	\$4,511.37	9.77%
Fund 100	GENERAL FUND	\$57,888.08	\$463,927.80	\$1,528,599.00	\$1,064,671.20	30.35%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$57,888.08	\$463,927.80	\$1,528,599.00	\$1,064,671.20	30.35%

**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5<sup>th</sup> day of June, 2018.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.



**RESOLUTION NO 06-05-18-53**

**A RESOLUTION APPOINTING 2018 ELECTION JUDGES**

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby appoints the following individuals as Head Election Judges for the 2018 Primary and General Elections at a rate of \$12.00 per hour.

**Abby Peterson**

**Dee Ruter**

**BE IT FURTHER RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby appoints the following individuals as Election Judges for the 2018 Primary and General Elections at a rate of \$10.00 per hour.

**Deb Redpath  
Sara Biren  
Karyn Shaw**

**Lynnette Nordberg  
Kathleen Robinson  
Marion Marshall**

**Anne Saba  
Duncan Ryhorchuck**

**BE IT FURTHER RESOLVED**, that the City Clerk is authorized to appoint additional or replacement Election Judges as needed, including designating City Staff as judges.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED BY:

ATTEST:

\_\_\_\_\_  
Chris Kauffman, Mayor

\_\_\_\_\_  
Brian Hagen, City Administrator

**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5<sup>th</sup> day of June, 2018.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

.....

**RESOLUTION NO 06-05-18-54**

**A RESOLUTION APPROVING EXEMPT GAMBLING PERMIT FOR  
ROCKY MOUNTAIN ELK FOUNDATION**

**WHEREAS**, the Rocky Mountain Elk Foundation has submitted an application for an Exempt Gambling Permit for the purpose of conducting a raffle on July 28, 2018; and

**WHEREAS**, this is the organization’s second permit application for 2018; and

**WHEREAS**, the Council has reviewed the application and approves the request.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the second of six allowed events for the Rocky Mountain Elk Foundation in 2018 to be conducted on July 28, 2018 located at 10940 4<sup>th</sup> St. NE.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5<sup>th</sup> day of June, 2018.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

.....

**RESOLUTION NO 06-05-18-55**

**A RESOLUTION APPROVING LEASE AGREEMENT FOR  
WRIGHT COUNTY ELECTION EQUIPMENT**

**WHEREAS**, Wright County intends to purchased upgraded election equipment beginning for the 2018 elections; and

**WHEREAS**, Wright County has provided the attached lease agreement stating the County will purchase the equipment and lease it back to the cities, townships, and school districts; and

**WHEREAS**, the lease agreement removes the requirement for the cities, townships, and school districts to own their own equipment, therefore reducing the financial burden on local entities.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the attached Wright County Election Equipment Lease Agreement.

**BE IT FURTHER RESOLVED**, that the City Council authorizes its City Administrator to execute the lease agreement.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator



**Robert J. Hiivala,**  
**Auditor/Treasurer**

10 2nd St. NW, Room 230  
Buffalo, MN 55313

Ph: (763) 682-7578  
Fax: (763) 682-7873

[www.co.wright.mn.us](http://www.co.wright.mn.us)

May 17, 2018

Brian Hagen  
11250 5th St NE, Box 278  
Hanover, MN 55341

**RE: Standardization of Election Equipment**

Mr. Brian Hagen,

There is nothing more fundamental about the work we do as civil servants than to provide for and administer a fair and efficient election for our constituents. To that end, my office, along with the Wright County Board of Commissioners, recently adopted resolution 18-23 which provides for the acquisition and standardization of election equipment over the next two election cycles. Wright County is prepared to expend a significant amount of resources in updating and maintaining our election systems in Wright County.

Starting with the 2018 State Primary Election all precincts in Wright County will be using electronic poll pads to register and check-in voters. By the 2020 State Primary election, all precincts will be using the new DS200 optical scanner. Wright County is providing and securing the funding for all this equipment. As part of this effort we are asking each municipality and township enter into the enclosed Election Equipment Lease Agreement. The only cost to the municipality by entering into this agreement with the County is a \$200.00 annual maintenance fee for each DS200 and Assisted Voting Machine (e.g. AutoMark). All other expenses, including the maintenance fees for the poll pads, are being covered by Wright County. Wright County is hopeful that, with legislative approval, we can deploy new technology in the future to replace our aging AutoMark systems. When that happens Wright County will again be providing the funds to replace this equipment.

Resolution 18-23 also provides a method for Wright County to purchase additional election equipment for your municipality in the event you decide to create a new precinct. This resolution provides a timeline for notification to our office and a timeline to finalize the creation of new precincts. This timeline allows Wright County to budget for any additional equipment while also following the deadlines mandated under Minn. Stat. § 204B.14 Subd. 4. Please note that if your municipality would like Wright County to purchase new election

**MAY 18 2018**

equipment, the newly created precinct needs to meet the population guidelines established by the Minnesota Secretary of State and as stated in the enclosed resolution.

Please review the enclosed agreement. If this meets your municipalities' approval please execute the same and return it to our office. We are hoping to have this process completed by July 1<sup>st</sup>. As always if you have any questions or concerns please feel free to email or call.

Sincerely,

A handwritten signature in black ink that reads "Robert J. Hiivala". The signature is written in a cursive style with a large, stylized initial "R".

Robert J. Hiivala  
Wright County Auditor/Treasurer  
RJH/js

Enclosures: Resolution 18-23

**WRIGHT COUNTY/HANOVER CITY  
ELECTION EQUIPMENT LEASE AGREEMENT**

THIS AGREEMENT, made by and between the COUNTY OF WRIGHT and the HANOVER CITY both political subdivisions of the State of Minnesota, hereinafter referred to as the "County" and the "Municipality" respectively. For purposes of this Agreement, the address of the County is 10 2<sup>nd</sup> Street N.W., Suite 230, Buffalo, Minnesota 55313 and the address of the Municipality is 11250 5th Street NE, Hanover, MN 55341.

**WITNESSETH**

WHEREAS, the Wright County Board of Commissioners in Resolution Number 18-23 authorized the purchase of election equipment (hereinafter "Election Equipment") for a countywide digital scan voting system, election hardware and services; and

WHEREAS, the Wright County Board of Commissioners in Resolution Number 18-23 authorized the purchase of Assisted Voting Technology equipment (hereinafter "AVT Equipment") for a countywide optical scan voting system, election hardware and services; and

WHEREAS, the County pursuant to Minn. Stat. § 471.85 may transfer property to the Municipality for its use; and

WHEREAS, the County desires to lease Election Equipment to Hanover City for use in all elections.

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the County and the Municipality agree as follows:

Section 1

**SCOPE OF AGREEMENT**

- 1.1 Starting with the 2020 State Primary Election, the County hereby leases to the Municipality at the cost identified below and subject to the terms and conditions of this Agreement, and the Municipality hereby agrees to lease from the County Election Equipment identified as: 3 DS200 Digital Scan Precinct Count Unit(s), and 3 DS200 Plastic Ballot Box(es) for polling places contained within the Municipality.
- 1.2 During the term of this Agreement and subject to the terms herein, County hereby provides to Municipality and grants Municipality a limited, revocable, non-exclusive, royalty-free license to use 3 KNOWiNK Poll Pad Hardware and Software units, a sufficient number of Verizon Hotspot(s) Solutions and wireless access point(s) (the "KNOWiNK Poll Pad") exclusively for official election use.

Unless County otherwise agrees in writing, said license is restricted to access and use of the Election Equipment by Municipality's employees, contracted personnel and duly authorized election officials performing election duties and responsibilities on behalf of Municipality.

- 1.3 The County hereby leases to the Municipality at the cost identified below and subject to the terms and conditions of this Agreement, and the Municipality hereby agrees to lease from the County Election Equipment identified as: 3 KNOWiNK Poll Pad Systems (including a iPad WiFi 32 gb, Charger, Printer, Transport Case, Stand, Stylus, and Wireless Hotspot solution) for polling places contained within the Municipality.
- 1.4 Subject to the terms and conditions of this Agreement, the parties may agree by written addendum executed by all the parties to increase or decrease the County Election Equipment included within the scope of this agreement. Wright County hereby delegates authority to execute such an addendum to the County Auditor/Treasurer. The Municipality hereby delegates authority to execute such an addendum to its City Administrator/Clerk.

## Section 2

### OWNERSHIP

- 2.1 The Municipality acknowledges that the County owns the Election Equipment and that the Municipality is authorized to use said Election Equipment for official election related purposes. Use of the Election Equipment for any other purpose is strictly prohibited absent express written consent of the County Auditor/Treasurer.
- 2.2 The Municipality acknowledges and agrees that the Election Equipment may contain proprietary and trade secret information that is owned by Election Systems and Software (ES&S) or KNOWiNK, LLC and is protected under federal copyright law or other laws, rules, regulations and decisions. The Municipality shall protect and maintain the proprietary and trade secret status of the Election and AVT Equipment.

## Section 3

### HANDLING OF EQUIPMENT AND INDEMNIFICATION

- 3.1 The Municipality shall be responsible for the Election Equipment while it is in the Municipality's custody. The Municipality, either through insurance or a self-insurance program, shall be responsible for all costs, fees, damages and expenses including but not limited to personal injury, storage, damage, repair and/or replacement of the Election Equipment while it's in the Municipality's custody and this contract is in effect, consistent with the Municipality's defense and indemnity obligations contained in Section 7.6 herein.

- 3.2 The Municipality shall be responsible for the transporting of the Election Equipment from and to the County. Upon termination of this Agreement, the Municipality shall forthwith deliver the Election Equipment to the County or its designee, complete and in good order and working condition. The Municipality shall be responsible for all costs, including but not limited to shipping, related to the repair or replacement of lost, stolen, destroyed or damaged Election Equipment.
- 3.3 Municipality shall secure, safeguard and control the Election Equipment, including but not limited to system authentication and passwords, in the same manner that Municipality secures, safeguards and controls its own critical or confidential equipment, systems, software, data, passwords or other information. While the Election Equipment is in Municipality's possession, custody and/or control, Municipality shall exercise best efforts to (i) use and handle the Election Equipment in a manner that avoids damage or harm to the Election Equipment; (ii) use and handle the Election Equipment in accordance with County direction and any third-party specification; and (iii) safeguard and secure the Election Equipment from theft, loss or other damage.

#### Section 4

##### TERM, TERMINATION

- 4.1 The Municipality and the County agree that this Agreement is in effect commencing upon signature by the County. The Municipality and County agree that this Agreement will terminate when the Municipality and County mutually agree that the equipment will no longer be used for the Municipality's elections, unless terminated sooner by either party with cause upon seven (7) calendar days' written notice to the other.

#### Section 5

##### MAINTENANCE

- 5.1 **Maintenance Agreement (DS200 and AutoMark)** The County has entered into a Maintenance Agreement with Election Systems & Software for the maintenance of the DS200 and AutoMark. Starting in 2019, the Municipality agrees that it will reimburse the County two hundred dollars (\$200.00) for maintenance and license fees associated with the each DS200 and each AutoMark leased to, or owned by the Municipality. The Municipality agrees to reimburse the County within 60 days of invoice. The Municipality and the County agree to renegotiate this reimbursement fee in the event the maintenance and license fees increase by more than 25%.

- 5.2 The Municipality agrees not to make any repairs, changes, modifications or alterations to the Election Equipment that are not authorized by Wright County and said vendors.
- 5.3 After reasonable notice, the County shall have the right to enter into and upon the premises where the Election Equipment is located for the purposes of inspecting the same or observing its use, except that on an election day the County is not required to provide any reasonable notice. On an annual basis, during the term of this Agreement, the Municipality shall comply with the County's request for verification of Election Equipment inventory.
- 5.4 The Municipality agrees to provide notice to Election Systems & Software of any defects or malfunctions with the DS200 Election Equipment within twenty-four (24) hours. The Municipality also agrees to provide notice to KNOWiNK, LLC of any defects or malfunctions with the KNOWiNK Poll Pad within twenty-four (24) hours. The Municipality also agrees to provide the County with notice of such malfunctions or defects and Election Systems & Software's/KNOWiNK's response within a reasonable time. The county agrees to track via a log all such equipment malfunctions.

## Section 6

### PROGRAMMING AND ACCUMULATION

- 6.1 **Programming.** The County will be responsible for programming the DS200 Digital Scan Election Equipment and the KNOWiNK Poll Pads at no charge to jurisdictions for all races in all elections.
- 6.2 **Voter Registration Updates.** The County has invested a significant amount of resources in equipment that allows the KNOWiNK Poll Pads to electronically transmit and receive live voter registration updates via wireless technology from each polling place to a central location and for those updates to be linked to the Statewide Voter Registration System. There is also a significant operational cost associated with this transmission and update process. The Municipality agrees to assist the County and the County's vendor in setting up and maintaining this transmission and update system. The parties agree Wright County is assuming all costs for this service and the licensing and maintenance of the KNOWiNK poll pads.

## Section 7

### OTHER TERMS AND CONDITIONS

- 7.1 **No Waiver.** No delay or omission by either party hereto to exercise any right or power occurring upon any noncompliance or default by the other party with respect to any of the terms of this Agreement shall impair any such right or power or be construed to be a waiver thereof unless the same is consented to in writing. A waiver by either of the parties hereto of any of the covenants, conditions, or

agreements to be observed by the other shall not be construed to be a waiver of any succeeding breach thereof or of any covenant, condition, or agreement herein contained. All remedies provided for in this Agreement shall be cumulative and in addition to, and not in lieu of, any other remedies available to either party at law, in equity, or otherwise.

7.2 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

7.3 **Entire Agreement.** It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties hereto.

7.4 **No Assignment.** Neither party shall assign, sublet or transfer this Agreement, either in whole or in part, without the prior written consent of the other party, and any attempt to do so shall be void and of no force and effect.

7.5 **DISCLAIMER, LIABILITY AND LIMITATION OF LIABILITY**

COUNTY, BY AND THROUGH ITS DULY AUTHORIZED VENDOR, IS PROVIDING THE ELECTION EQUIPMENT ON AN AS-IS BASIS WITH NO SUPPORT WHATSOEVER. OTHER THAN AS STATED IN THIS AGREEMENT, THERE IS NO WARRANTY OF MERCHANTABILITY, NO WARRANTY OF FITNESS FOR PARTICULAR USE, NO WARRANTY OF NON-INFRINGEMENT, NO WARRANTY REGARDING THE USE OF THE INFORMATION OR THE RESULTS THEREOF AND NO OTHER WARRANTY OF ANY KIND, EXPRESS OR IMPLIED.

THE MUNICIPALITY ACKNOWLEDGES AND AGREES THAT COUNTY DOES NOT OWN OR CONTROL THE DATA SOURCE/SYSTEM NECESSARY FOR OPERATION OF THE ELECTION EQUIPMENT. WITHOUT LIMITING THE FOREGOING, COUNTY DOES NOT WARRANT THE PERFORMANCE OF THE ELECTION EQUIPMENT OR RELATED COMMUNICATIONS OR CONNECTIONS TO ANY DATA SOURCE/SYSTEM, THAT THE DATA SOURCE/SYSTEM WILL BE UNINTERRUPTED OR ERROR FREE, THAT THE DATA IS ACCURATE, COMPLETE AND CURRENT OR THAT DATA DEFECTS WILL BE CORRECTED, OR THAT THE DATA SOURCE/SYSTEM IS FREE OF HARMFUL CODE.

IN NO EVENT SHALL COUNTY BE LIABLE FOR ACTUAL, DIRECT, INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL DAMAGES OR LOSS OF PROFIT, LOSS OF BUSINESS OR ANY OTHER FINANCIAL LOSS OR ANY OTHER DAMAGES EVEN IF COUNTY HAS BEEN ADVISED OF THE

POSSIBILITY OF SUCH DAMAGE. COUNTY'S SOLE LIABILITY AND THE MUNICIPALITY'S SOLE AND EXCLUSIVE REMEDY FOR ANY DAMAGES RELATED TO THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO LIABILITY FOR ELECTION EQUIPMENT NONPERFORMANCE, ERRORS OR OMISSIONS, SHALL BE LIMITED TO RESTORING OR CORRECTING THE ELECTION EQUIPMENT TO THE EXTENT AND DEGREE COUNTY IS CAPABLE OF PERFORMING THE SAME AND AS IS REASONABLY POSSIBLE UNDER THE PERTINENT CIRCUMSTANCES.

7.6 The County and the Municipality agree each will be responsible for their own acts and omissions under this Agreement and the results thereof and shall to the extent authorized by law defend, indemnify and hold harmless the other party for such acts. Each party shall not be responsible for the acts, errors or omissions of the other party under the Agreement and the results thereof. The parties' respective liabilities shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable law. This paragraph shall not be construed to bar legal remedies one party may have for the other party's failure to fulfill its obligations under this Agreement. Nothing in this Agreement constitutes a waiver by the Municipality or County of any statutory or common law defenses, immunities, or limits on liability. The statutory limits of liability for the parties may not be added together or stacked to increase the maximum amount of liability for either or both parties.

7.7 **Notice.** Any notice or demand shall be in writing and shall be sent registered or certified mail to the other party addressed as follows:

To the Municipality: Hanover City  
11250 5th Street NE  
Hanover, MN 55341

To the County: Robert Hiivala  
Wright County Auditor/Treasurer  
10 2<sup>nd</sup> Street N.W., Suite 230  
Buffalo, MN 55313

7.8 **Audit Provision.** Both parties agree that either party, the State Auditor, the Minnesota Secretary of State, or any of their duly authorized representatives at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the other party and involve transactions relating to this Agreement. Such materials shall be maintained and such access and rights shall be in force and effect during the period of the contract and for six (6) years after its termination or cancellation.

- 7.9 **Data Practices.** The parties, their officers, agents, owners, partners, employees, volunteers and subcontractors shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA) and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, which may include the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- 7.9 **Whereas Clauses.** The matters set forth in the “Whereas” clauses on page one of this Agreement are incorporated into and made a part hereof by this reference.
- 7.10 **Survival of Provisions.** It is expressly understood and agreed that the obligations and warranties of the Municipality and County hereof shall survive the completion of performance and termination or cancellation of this Agreement.
- 7.11 **Authority.** The person or persons executing this Lease Agreement on behalf of the Municipality and County represent that they are duly authorized to execute this Lease Agreement on behalf of the Municipality and the County and represent and warrant that this Lease Agreement is a legal, valid and binding obligation and is enforceable in accordance with its terms.

**THE REMAINDER OF THIS PAGE IS BLANK.**

**APPROVAL**

COUNTY OF WRIGHT  
STATE OF MINNESOTA

By: \_\_\_\_\_  
County Coordinator

Date: \_\_\_\_\_

CONTRACTOR  
CONTRACTOR warrants that the person who executed this Agreement is authorized to do so on behalf of CONTRACTOR as required by applicable articles, bylaws, resolutions or ordinances\*.

HANOVER CITY

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Title: \_\_\_\_\_

Date: \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS  
WRIGHT COUNTY, MINNESOTA

Date March 20, 2018  
Motion by Commissioner Borrell

Resolution No. 18-23  
Seconded by Commissioner Vetsch

**RESOLUTION**

**RESOLUTION CREATING A PROCESS FOR THE ACQUISITION AND STANDARDIZATION OF  
ELECTION VOTING EQUIPMENT IN THE COUNTY OF WRIGHT**

(See Attached)

	YES
HUSOM	<u>X</u>
VETSCH	<u>X</u>
DALEIDEN	<u>X</u>
POTTER	<u>X</u>
BORRELL	<u>X</u>

	NO
HUSOM	<u>                    </u>
VETSCH	<u>                    </u>
DALEIDEN	<u>                    </u>
POTTER	<u>                    </u>
BORRELL	<u>                    </u>

STATE OF MINNESOTA)

ss.

County of Wright        )

I, Lee Kelly, duly appointed and qualified County Coordinator of the County of Wright, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Wright County, Minnesota, at their session held on the 20th day of March, 2018, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Buffalo, Minnesota, this 20<sup>th</sup> day of March 2018.

  
\_\_\_\_\_  
Lee Kelly, County Coordinator

**RESOLUTION CREATING A PROCESS FOR THE ACQUISITION AND STANDARDIZATION OF  
ELECTION VOTING EQUIPMENT IN THE COUNTY OF WRIGHT**

WHEREAS, the Wright County Board of Commissioners desires to create a program to provide funds to replace older voting equipment, to assist in the efficient administration of elections, and to provide all municipalities in Wright County with up to date and modern voting equipment;

WHEREAS, the County of Wright historically has left it to individual municipalities to acquire and maintain all election equipment;

WHEREAS, the County of Wright now desires to establish a program in which the County of Wright assumes the financial burden of acquiring and updating all election equipment, to provide for uniformity in all elections, and to improve efficiencies in the voting experience;

WHEREAS, voting is a fundamental right and all citizens residing in the County of Wright are entitled to have access to the modern voting equipment regardless of the jurisdiction in which they reside;

WHEREAS, the Minnesota Secretary of State recommends that voting precincts contain no more than 2,000 to 3,000 registered voters;

WHEREAS, the Wright County Auditor/Treasurer and the Wright County Board of Commissioners desire for all precincts in the County of Wright to be efficient, to quickly move voters through the polling place with minimal delay, to reduce wait times at the polling place and to have less than 2,000 registered voters;

NOW THEREFORE BE IT RESOLVED, the County of Wright, in phases and after entering in agreements with each municipality, will provide election voting equipment for all existing precincts starting with the 2018 State of Minnesota primary election;

BE IT FURTHER RESOLVED, the County of Wright affirms the declaration of the Wright County Auditor/Treasurer acting in his capacity as the Election Administrator, that all precincts in the County of Wright starting with the 2018 State of Minnesota primary election shall utilize electronic poll pads and that all precincts in the County of Wright starting with the 2020 State of Minnesota primary election shall utilize the DS200 tabulator;

BE IT FURTHER RESOLVED, the County of Wright in 2018 will provide all existing precincts in the County of Wright with a sufficient number of electronic poll pads to effectively and efficiently administer elections;

BE IT FURTHER RESOLVED, the County of Wright prior to the 2020 State of Minnesota primary election will provide a DS200 to all existing precincts;

BE IT FURTHER RESOLVED, the County of Wright, after entering into an agreement with the municipality, will acquire at its own expense a DS200, Assisted Voting Technology equipment, and a sufficient number of electronic poll pads to be used in any newly created precinct which, at its inception, has less than 2,000 registered voters;

**BE IT FURTHER RESOLVED**, any municipality which desires to have the County of Wright supply its voting equipment for newly created precinct, must notify the Wright County Auditor/Treasurer of its intent to create a new precinct by June 1<sup>st</sup> of every odd year and finalize the process for creating a new precinct by October 31<sup>st</sup> of every odd year;

**BE IT FURTHER RESOLVED**, the County of Wright will not supply the voting equipment for a newly created precinct that is located in the same building as an existing precinct unless the new precinct is being created due to restrictions caused by redistricting after the decennial census, or the municipality certifies it has exhausted all other options for the designation of polling place at another location meeting the requirements of Minn. Stat. § 204B.16.

**BE IT FURTHER RESOLVED**, any municipality which desires to have the County of Wright supply its voting equipment shall agree to create a new precinct in the event the number of registered voters in the newly created precinct exceeds 3,000.

**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5<sup>th</sup> day of June, 2018.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.



**RESOLUTION NO 06-05-18-56**

**A RESOLUTION APPROVING THE  
2019-2020 HENNEPIN COUNTY LAW ENFORCEMENT AGREEMENT**

**WHEREAS**, the City of Hanover contracts for services with Hennepin County Sheriff’s Department to provide public safety services in the City of Hanover; and

**WHEREAS**, Hennepin County Sheriff’s Office has submitted a new draft contract for the 2019-2020 calendar years as attached.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the attached law enforcement services agreement for the 2019-2020 calendar years.

**BE IT FURTHER RESOLVED**, that the City Council authorizes its Mayor and City Administrator to execute the agreement on behalf of the City of Hanover.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**LAW ENFORCEMENT SERVICES AGREEMENT**

This Agreement is between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, (the "COUNTY") A-2300 Government Center, Minneapolis, Minnesota 55487, on behalf of the Hennepin County Sheriff's Office, 350 S Fifth Street, Room 6, Minneapolis, Minnesota 55414, ("SHERIFF") and The City of Hanover, 11250 Fifth Street NE, Hanover, Minnesota 55341 ("CITY").

WITNESSETH:

WHEREAS, the CITY and COUNTY are both corporate bodies politic under the Laws of the State of Minnesota; and

WHEREAS, both the COUNTY through the SHERIFF and the CITY desire to enter into an agreement for the provision of law enforcement and traffic law enforcement services by the SHERIFF to the CITY; and

WHEREAS, this Agreement is authorized and provided for by Minnesota Statute §436.05;

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the COUNTY through the SHERIFF and the CITY agree as follows:

1. TERM AND COST OF THE AGREEMENT

The term of this agreement shall be for the period commencing January 1, 2019 and terminating December 31, 2020 unless terminated sooner pursuant to the provisions herein.

Subject to the detailed descriptions of services in Attachment A, the CITY shall pay the COUNTY a quarterly payment in the amount of Twenty Thousand, Six Hundred Seventy Nine Dollars (\$20,679/quarter) for services provided in 2019. For services provided in 2020, the quarterly payment will be Twenty One Thousand, Ninety Two Dollars (\$21,092/quarter). CITY's payments are subject to the following:

- (i) Should the parties otherwise agree that, for any reason, SHERIFF will provide services for fewer than three (3) hours per day on average, CITY's quarterly payment shall not be reduced accordingly.
- (ii) Should the parties otherwise agree that SHERIFF will provide services for more than three (3) hours per day on average, CITY shall pay the COUNTY an hourly rate of Seventy Five Dollars and Fifty Four Cents (\$75.54/hour) for any hours in excess of three (3) hours per day on average for services provided in 2019. For services provided in 2020, the hourly rate will be Seventy Seven Dollars and Five Cents (\$77.05/hour).

(iii) In the event CITY requests SHERIFF to perform other services not herein described, as set forth pursuant to Attachment A, CITY shall pay the COUNTY an hourly amount of Seventy Five Dollars and Fifty Four Cents (\$75.54/hour) for additional services performed in 2019, and Seventy Seven Dollars and Five Cents (\$77.05/hour) for additional services performed in 2020.

The cost of these services is based on the SHERIFF's average direct hourly cost of salary, benefits and equipment of the SHERIFF's employees assigned to perform said services under this agreement. The total amount of this agreement shall not exceed Eighty Two Thousand, Seven Hundred Sixteen Dollars (\$82,716/annual) for services provided in 2019, and Eighty Four Thousand, Three Hundred Seventy dollars (\$84,370/annual) for services provided in 2020.

2. SERVICES TO BE PROVIDED

The SHERIFF agrees to provide general law and traffic law enforcement services within the corporate limits of the CITY as more fully described in Attachment A, attached and incorporated by this reference.

3. PAYMENT FOR SERVICES

The CITY shall make payment for services to the SHERIFF upon presentation of an invoice from the SHERIFF following the end of each quarter (March 31, June 30, September 30, and December 31). Payment shall be made within twenty (20) days from receipt of the invoice.

4. PROFESSIONAL CREDENTIALS

INTENTIONALLY OMITTED

5. INDEPENDENT CITY

The parties agree that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting either party as an agent, representative, or employee of the other for any purposes or in any manner whatsoever. Each party is to be, and shall remain an independent contractor with respect to all services performed under this Agreement. Each party represents that it has, or will secure at its own expense, all personnel required to execute, administer, perform and review this agreement. Any and all personnel of the parties or other persons hired by the parties and engaged in the performance of this agreement shall have no contractual relationship with the other party and shall not be considered employees of the other party. Any and all claims that might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons, arising out of employment or alleged employment, including, without limitation, claims of discrimination against the other party, its officers, agents, contractors, or employees shall in no way be the

responsibility of the other party. The parties do hereby agree to indemnify and hold harmless the other party, its officers, agents, contractors and employees from any and all such claims irrespective of the determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the other party, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, workers' compensation, re-employment insurance, disability, severance pay, and retirement benefits.

6. NON-DISCRIMINATION AND AFFIRMATIVE ACTION

In accordance with Hennepin County's policies against discrimination, the CITY, COUNTY and SHERIFF agree that no person shall be excluded any person from full employment rights, or participation in, or the benefits of, any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, or national origin; and no person who is protected by applicable Federal or State laws against discrimination shall be otherwise subjected to discrimination.

7. INDEMNIFICATION AND INSURANCE

- A. Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law, and shall not be responsible for the acts of the other party and the results thereof. The COUNTY's and the CITY's liability is governed by Minnesota Statutes, Chapter 466 and Minnesota Statute §471.59(1a). Under no circumstances shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The statutory limits of liability for some or all of the parties may not be added together or stacked to increase the maximum amount of liability for any party.
- B. The COUNTY and CITY each warrant that they are able to comply with the foregoing indemnity requirement through an insurance or self-insurance program.
- C. All insurance or self-insurance policies shall be open to inspection by either party and copies of policies or a notice of self-insurance shall be available to either party upon written request. All parties warrant that any policies obtained and maintained under this clause for proof of responsibility shall not be cancelled or materially changed without 30 days prior notice thereof to the COUNTY through the SHERIFF and the CITY.

8. DATA PRACTICES

Each party and its officers, agents, owners, partners, employees, volunteers and subcontractors agree to abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, the Health Insurance Portability and Accountability Act and implementing regulations, if applicable, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, and as any of the same may be amended. The CITY agrees to defend, indemnify and hold harmless the COUNTY and SHERIFF, its officials, officers, agents,

employees, and volunteers from any claims resulting from the CITY's officers', agents', owners', partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of such protected data. The COUNTY agrees to defend, indemnify and hold harmless the CITY, its officials, officers, agents, employees, and volunteers from any claims resulting from the COUNTY or SHERIFF, its officers', agents', owners', partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of such protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

9. RECORDS – AVAILABILITY/ACCESS

Minnesota Statutes §16C.05, subd. 5 is applicable, and that the CITY agrees the COUNTY, the State Auditor, the Legislative Auditor or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of CITY and involve transactions relating to this Agreement. CITY shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its termination or cancellation.

10. SUCCESSORS, SUBCONTRACTING AND ASSIGNMENTS

A. CITY binds itself, its partners, successors, assigns and legal representatives to the COUNTY for all covenants, agreements and obligations contained in the contract documents.

11. MERGER AND MODIFICATION

A. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.

B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties.

12. DEFAULT AND CANCELLATION

A. Notwithstanding any provision of this Agreement to the contrary, CITY shall remain liable to the COUNTY for damages sustained by the COUNTY by virtue of any breach of this Agreement by CITY. Following notice from the COUNTY of the claimed breach and damage, CITY and the COUNTY shall attempt to resolve the dispute in good faith.

- B. The above remedies shall be in addition to any other right or remedy available to the COUNTY under this Agreement, law, statute, rule, and/or equity.
- C. The COUNTY's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
- D. This Agreement may be canceled with or without cause by either party upon thirty (30) day written notice.
- E. Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement include but are not limited to: SERVICES TO BE PROVIDED (as to ownership of property); INDEPENDENT CITY; INDEMNIFICATION AND INSURANCE; DATA PRACTICES; RECORDS-AVAILABILITY/ACCESS; DEFAULT AND CANCELLATION; PROMOTIONAL LITERATURE; and MINNESOTA LAW GOVERNS.

13. CONTRACT ADMINISTRATION

In order to coordinate the services of CITY with the activities of the Hennepin County Sheriff's Office so as to accomplish the purposes of this Agreement, Major Jeffrey Storms, 612-596-9870, or successor (Contract Administrator), shall manage this Agreement on behalf of the COUNTY and serve as liaison between the COUNTY and CITY.

Chris Kauffman, Mayor, City of Hanover, 11250 Fifth Street NE, Hanover, Minnesota 55341 shall manage the agreement on behalf of the CITY. CITY may replace such person but shall immediately give written notice to the COUNTY of the name, phone number and fax number (if available) of such substitute person and of any other subsequent substitute person.

14. COMPLIANCE AND NON-DEBARMENT CERTIFICATION

- A. CITY shall comply with all applicable federal, state and local statutes, regulations, rules and ordinances currently in force or later enacted.
- B. If the source or partial source of funds for payment of services under this Agreement is federal, state or other grant monies, CITY shall comply with all applicable conditions of the specific referenced or attached grant.
- C. CITY certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of debarment or suspension proceedings.

15. PAPER RECYCLING

The COUNTY encourages CITY to develop and implement an office paper and newsprint recycling program.

16. NOTICES

Any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to the COUNTY shall be sent to the County Administrator with a copy to the originating SHERIFF at the address given in the opening paragraph of the Agreement. Notice to CITY shall be sent to the address stated in the opening paragraph of the Agreement or to the address stated in CITY's Form W-9 provided to the COUNTY.

17. CONFLICT OF INTEREST

CITY affirms that to the best of CITY's knowledge, CITY's involvement in this Agreement does not result in a conflict of interest with any party or entity which may be affected by the terms of this Agreement. CITY agrees that, should any conflict or potential conflict of interest become known to CITY, CITY will immediately notify the COUNTY of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and will advise the COUNTY whether CITY will or will not resign from the other engagement or representation.

18. PROMOTIONAL LITERATURE

CITY agrees that the terms "Hennepin County" or any derivative shall not be utilized in any promotional literature, advertisements of any type or form or client lists without the express prior written consent of the COUNTY and SHERIFF.

19. MINNESOTA LAWS GOVERN

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

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**COUNTY BOARD AUTHORIZATION**

Reviewed by the County  
Attorney's Office

\_\_\_\_\_

Date: \_\_\_\_\_

**COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

By: \_\_\_\_\_  
Chair of Its County Board

ATTEST: \_\_\_\_\_  
Deputy/Clerk of County Board

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Assistant/Deputy/County Administrator  
Department Director of \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Jeffrey Storms  
Chief Deputy  
Hennepin County Sheriff's Office

**CITY OF HANOVER**

CITY warrants that the person who executed this Agreement is authorized to do so on behalf of CITY as required by applicable articles, bylaws, resolutions or ordinances.

By: \_\_\_\_\_  
Its Mayor

Date: \_\_\_\_\_

And: \_\_\_\_\_  
Its City Clerk/Administrator

Date: \_\_\_\_\_

## ATTACHMENT A

1. Unless otherwise provided herein, such services shall encompass only those duties and functions which are within the jurisdiction of and customarily rendered by the SHERIFF as established by and in conformance with the Laws of the State of Minnesota which may include but are not limited to enforcement, investigation, emergency response, duties authorized by law, proactive patrol, response to calls for public safety services, crime prevention, investigation of criminal activity, assistance with local and state prosecutions, and other duties agreed to between the Parties from time to time.
2. To the extent that the SHERIFF provides general law enforcement and traffic enforcement services within the CITY, such services shall include and consist of enforcement of the criminal and vehicular traffic statutory provisions of the State of Minnesota and all laws directly related thereto as well as regulatory ordinances adopted by the governing body of the CITY which are applicable hereto. The CITY will provide the SHERIFF with a sufficient number of complete and current copies of regulatory ordinances applicable hereto as well as those which are amendatory thereto prior to their effective dates.
3. Unless otherwise so provided herein, the agreed-upon level of service for the rendition of services compensable hereunder shall average three (3) hours per day, commencing January 1, 2019. The selection of the actual dates and hours for the performance of services compensable hereunder shall be subject to the discretion of the SHERIFF.
4. In the event that the SHERIFF, at the request of the CITY, performs other services not herein described or which exceed the agreed level of service provided herein, such services shall be billed in addition to the amount and method of payment provided heretofore. The CITY agrees to pay the direct cost of such services it has so requested. The parties hereby acknowledge and agree that, as long as said additional services are within the scope of duties SHERIFF is authorized to perform, the additional services shall be a non-material modification to this Agreement not requiring an amendment so long as the additional services do not alter the character of the service contemplated herein.
5. The SHERIFF shall provide such enforcement services referenced herein from existing headquarters and facilities, and facilities that the COUNTY may hereafter establish. In the event that the parties of this Agreement concur as to the necessity of maintaining a facility within the city which would not normally be established by the COUNTY or the SHERIFF, the CITY shall provide at its sole expense all necessary space, furnishings, utilities and other equipment and services directly incidental to the existence and operation of the facility. It is further understood that in the event that such facility is established by the CITY and maintained within the corporate limits of the CITY, such facility may be utilized by the SHERIFF in connection with the performance of his duties and functions beyond the corporate limits of the CITY, provided, however, that the performance of such duties and functions shall not be at any additional cost to the CITY.

6. Notwithstanding any other provision of this Agreement, the CITY shall at its sole expense supply any special stationary, supplies, notices or forms which are to be issued in the name of the CITY in connection with the rendition of the services provided herein.
7. The rendition of the enforcement services provided herein, the performance standards, the discipline of the SHERIFF's personnel as well as other matters incidental to the performance of such services including the right to control assigned personnel shall remain within the exclusive authority of the SHERIFF.
8. For the purpose of performing services provided herein, the SHERIFF shall furnish all necessary human resources, supervision, equipment, communications facilities and dispatching services as well as all supplies necessary to maintain the agreed-upon level of service to be rendered herein unless otherwise provided herein.

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**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5<sup>th</sup> day of June, 2018.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

.....

**RESOLUTION NO 06-05-18-57**

**A RESOLUTION APPROVING WRIGHT COUNTY LIQUOR LICENSE RENEWALS**

**WHEREAS**, the following establishments have provided all necessary application materials and paid applicable fees prior to forwarding said application to the State of Minnesota for approval:

- |                                 |                                   |
|---------------------------------|-----------------------------------|
| 1. River Inn Bar & Grill        | Off Sale, On Sale, Sunday On Sale |
| 2. Chops Bar & Grill            | Off Sale, On Sale, Sunday On Sale |
| 3. Hanover Wine and Spirits     | Off Sale                          |
| 4. Hanover Lions Club           | 3.2% Malt Liquor On Sale          |
| 5. Hanover Athletic Association | 3.2% Malt Liquor On Sale          |

**WHEREAS**, the Wright County Sherriff has reviewed and supports the renewals.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the liquor licenses described above for a period of one year beginning July 1, 2018.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

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The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.



**RESOLUTION NO 06-05-18-58**

**A RESOLUTION APPROVING A TEMPORARY  
ON-SALE INTOXICATING LIQUOR LICENSE**

**WHEREAS**, the Hanover Lions Club has submitted an application for a one day Temporary On-Sale Liquor License for the purpose of selling craft beer at the Hanover Harvest Festival on August 4, 2018.

**WHEREAS**, the Wright County Sherriff has reviewed and supports the application.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the Temporary On-Sale Liquor License to Hanover Lions Club for August 4, 2018 for the purpose of selling craft beer at the annual Hanover Harvest Festival.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

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The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.



**RESOLUTION NO 06-05-18-59**

**A RESOLUTION APPROVING SIGN REPLACEMENTS**

**WHEREAS**, there are two monument signs within the City of Hanover that have sign faces advertising the City of Hanover; and

**WHEREAS**, the Hanover EDA passed a motion recommending the EDA fund the sign replacement located at BankWest; and

**WHEREAS**, the City Council wishes to fund the sign replacement located at Hanover Elementary School; and

**WHEREAS**, the new sign faces would be updated to reflect aspects of the current City Logo.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the attached quote in the amount of \$4,165.00 and the attached sign design.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

OVER 80 YEARS



DESIGN CONSULTING • FABRICATING • MAINTENANCE • SERVICE • INSTALLATION

May 23, 2018

City of Hanover  
11250 5<sup>th</sup> Street NE  
Hanover, MN 55341  
Attn: Brian Hagen

RE: New sign faces

Dear Mr. Hagen:

Per your request we propose to change the sign faces in both the elementary school and Bankwest sign.

Elementary school- Field verify, fabricate and install (2) two new sign faces decorated as per drawing in pylon sign \$2,125.00

Bankwest- Field verify, fabricate and install (2) two new sign faces in lower sign cabinet. Include clear, protective acrylic lens in front of each new sign panel. \$2,040.00

Total \$4,165.00

Please review and contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Clark", is written over a light blue horizontal line.

Chris Clark

# LEROY SIGNS

6325 WELCOME AVE, N.  
MINNEAPOLIS, MN 55429  
Phone: 763-535-0080  
www.leroy signs.com

## Customer

City of Hanover

## Location

Hanover, MN

## Description

freestanding signage

## Sales Person

Chris Clark

## Date

05-22-2018

## Scale

Scale: 3/8"=1'

## File / Rev

Hanover\_FS\_V2B.ai

PRIMARY ELECTRICAL POWER TO SIGN  
TO BE BY OTHERS. ALL POWER TO BE  
120 VOLT UNLESS OTHERWISE STATED



ELECTRICAL TO USE  
U.L. LISTED COMPONENTS  
AND SHALL MEET ALL  
N.E.C. STANDARDS



SIGN MUST BE GROUNDED IN COMPLIANCE WITH  
ARTICLE 600 OF THE NATIONAL ELECTRIC CODE

## IMPORTANT NOTICE:

This is a proprietary design of Leroy Signs, Inc., designed specifically for this project. It is illegal and unethical to distribute to any other entity for copy or use. This design cannot be used without the written consent of Leroy Signs, Inc.



- Sunflower 3630-25
- Dark Brown 3630-50

NEW POLYCARBONATE SIGN FACES



NEW POLYCARBONATE SIGN FACES

- Sunflower 3630-25
- Dark Brown 3630-50

# LEROY

**SIGNS**

6325 WELCOME AVE, N.  
MINNEAPOLIS, MN 55429  
Phone: 763-535-0080  
www.leroysigns.com

**Customer**

City of Hanover

**Location**

Hanover, MN

**Description**

freestanding signage

**Sales Person**

Chris Clark

**Date**

05-22-2018

**Scale**

Scale: 3/8"=1'

**File / Rev**

Hanover\_MS\_V1B.ai

PRIMARY ELECTRICAL POWER TO SIGN TO BE BY OTHERS. ALL POWER TO BE 120 VOLT UNLESS OTHERWISE STATED



ELECTRICAL TO USE U.L. LISTED COMPONENTS AND SHALL MEET ALL N.E.C. STANDARDS



SIGN MUST BE GROUNDED IN COMPLIANCE WITH ARTICLE 600 OF THE NATIONAL ELECTRIC CODE

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**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

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The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.



**RESOLUTION NO 06-05-18-60**

**A RESOLUTION APPROVING EXEMPT GAMBLING PERMIT FOR  
HANOVER HARVEST FESTIVAL**

**WHEREAS**, the Hanover Harvest Festival has submitted an application for an Exempt Gambling Permit for the purpose of conducting a raffle in conjunction with the Hanover Harvest Festival; and

**WHEREAS**, this is the organization’s first permit application for 2018; and

**WHEREAS**, the Council has reviewed the application and approves the request.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the first of six allowed events for the Hanover Harvest Festival in 2018 to be conducted in conjunction with August 4, 2018 event located at 11250 5<sup>th</sup> St. NE.

**BE IT FURTHER RESOLVED THAT**, the City Council waives the \$100 permit fee payable to the City, due to the public nature of the event by celebrating the City.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

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The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

.....

**RESOLUTION NO 06-05-18-61**

**A RESOLUTION APPROVING EXCLUDED BINGO PERMIT FOR  
SENIOR COMMUNITY SERVICES**

**WHEREAS**, Senior Community Services has submitted an application for an Excluded Bingo Permit for the purpose of conducting a bingo in conjunction with the Hanover Harvest Festival; and

**WHEREAS**, this is the organization’s first permit application for 2018; and

**WHEREAS**, the Council has reviewed the application and approves the request.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the first of six allowed events for the Crow River Senior Center, Senior Community Services, in 2018 to be conducted in conjunction with August 4, 2018 event located at 11250 5<sup>th</sup> St. NE.

**BE IT FURTHER RESOLVED THAT**, the City Council waives the \$100 permit fee payable to the City, due to the public nature of the event by celebrating the City and the Crow River Senior Center serving the community of Hanover.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

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The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_ and seconded by \_\_\_\_.

.....

**RESOLUTION NO 06-05-18-62**

**A RESOLUTION APPROVING A SITE PLAN FOR THE  
PUBLIC DOWNTOWN PARKING LOT**

**WHEREAS**, the Hanover EDA and the City of Hanover wish to construct a public parking location in downtown Hanover; and

**WHEREAS**, the attached site plan would allow the construction of a public parking lot located at 11234 River Road NE; and

**WHEREAS**, the Planning Commission reviewed the plans at its meeting on May 23, 2018. The Planning Commission recommended approval of the request; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the attached site plan for a public parking lot located at 11234 River Road NE.

**BE IT FURTHER RESOLVED**, that the City Council authorizes staff to obtain quotes for the project to complete the phases Public Works Staff is unable to complete.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

# DOWNTOWN PARKING LOT IMPROVEMENTS

## CITY OF HANOVER, MINNESOTA

### GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

### PLAN SET INDEX

SHEET NO.	DESCRIPTION
G0.01	TITLE SHEET
C0.01	DETAILS
C3.01	REMOVALS
C6.01	SITE PLAN & CONSTRUCTION

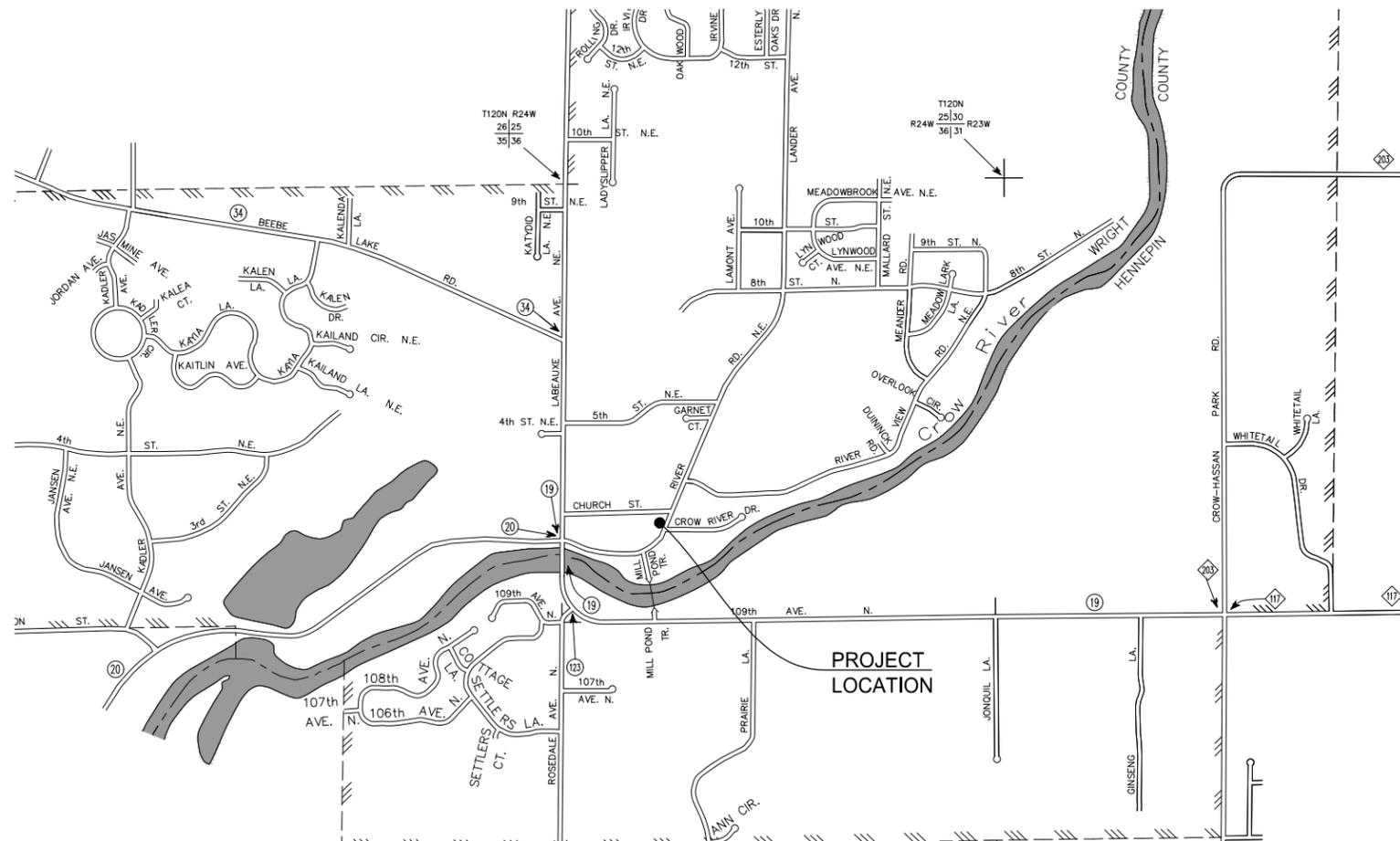
### EXISTING PLAN SYMBOLS

PROPERTY LINES/RIGHT-OF-WAY	
UTILITY EASEMENT	
TREE LINE	
SIGN	
DECIDUOUS TREE	
SHRUB	
CONIFEROUS TREE	

### EXISTING UTILITY SYMBOLS

FIBER OPTIC CABLE	
UNDERGROUND TELEPHONE	
GAS LINE	
UNDERGROUND CABLE	
CABLE TV	
OVERHEAD COMMUNICATIONS LINE	
UNDERGROUND POWER	
OVERHEAD POWER	
UNDERGROUND ELECTRIC	
OVERHEAD TELEPHONE	
WATER MAIN	
SANITARY SEWER	
STORM SEWER	
CATV VAULT	
POWER POLE	
ELECTRIC BOX	
CATCH BASIN	
STORM APRON	
STORM SEWER MANHOLE	
GATE VALVE	
HYDRANT	
SANITARY SEWER MANHOLE	

CONSTRUCTION PLAN FOR SURFACE AND STORM SEWER IMPROVEMENTS  
 LOCATED ON 11234 RIVER ROAD NE



PROJECT LOCATION MAP



THIS PLAN SET CONTAINS 4 SHEETS

THIS PLAN SET HAS BEEN PREPARED FOR:

CITY OF HANOVER  
 11250 5TH STREET NE  
 HANOVER, MN 55341  
 (763) 497-3777

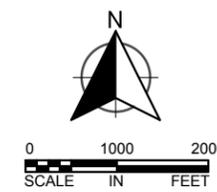
ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

JUSTIN G. MESSNER, PE

DATE: 5/11/18 LICENSE NUMBER: 45857



PLAN REVISIONS		
DATE	SHEET NO.	APPROVED BY

### UTILITY INFORMATION

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

GOPHER ONE CALL TICKET NUMBER: 181215865

### EXCAVATION NOTICE SYSTEM

A CALL TO GOPHER STATE ONE (651-454-0002) IS REQUIRED A MINIMUM OF 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION.



PROJECT LOCATION  
 COUNTY: WRIGHT

SECT 36, TWP 120N, RNG 24W

WSB PROJ. NO. 011753-000

SHEET  
 G0.01



WSB PROJECT NO.: 011753-000

SCALE: AS SHOWN DESIGN BY: DJE  
PLAN BY: DJE CHECK BY: JGM

NO.	DATE	DESCRIPTION

HEREBY CERTIFY THAT THIS PLAN SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

**DRAFT**

JUSTIN G. MESSNER, PE  
LIC. NO.: 46857  
DATE: 5/11/18

PARKING LOT IMPROVEMENTS FOR THE CITY OF HANOVER, MINNESOTA

DETAILS

SHEET 09.01

**PLAN**

**SECTION A-A**

Center structure to back of curb. Curb inlet frame and curb box Neenah No. R-3067V with vane grate. Concrete collar poured during curb and gutter installation. Concrete adjusting rings and mortar per MNDOT specs. 2 - 2" rings minimum, 5 - 2" rings maximum. Grout. Place 2 beads of Ramnek, or equal, between bottom slab and barrel section. Voids & doghouses filled with concrete brick or block only.

Flow line shall be min. 0.7" below top of curb. Maintain space for full pavement selection. Concrete collar shall encase rings and be a minimum of 1" above casting. Non-shrinking grout (utility underground spec mix or approved equal).

6" precast or 8" poured base.

NOTES:  
1. REINFORCING TO CONSIST OF #4 BARS @ 8" O.C., 4' MINIMUM LENGTH, EACH SIDE OF CASTING.  
2. GROUT BOTTOM TO DRAIN TO CENTER.  
3. PIPE CUT-OUTS TO BE LOCATED WHERE REQUIRED.  
4. INLET PROTECTION TO BE INSTALLED IN CATCH BASIN AND MAINTAINED AS DIRECTED BY THE ENGINEER.  
5. MORTAR SHALL MEET ASTM C270 AND ASTM C387 AND MNDOT SPECIFICATION 2506.2B

**Title: Standard Catch Basin**  
Date: 03-18 Plate No. STO - 01  
Revised:

CONCRETE COLLAR TO ENCASE CASTING AND RINGS. USE CONCRETE CURB MIX FOR COLLAR.

FINISH GRADE

NOTE: REINFORCING TO CONSIST OF #4 BARS EMBEDDED IN CONCRETE COLLAR AND CURB. EXTEND 10' BEYOND EACH SIDE OF CASTING.

**Title: Concrete Encasement for Catch Basin Castings**  
Date: 01-16 Plate No. STO - 06  
Revised:

GROUND WATER LEVEL SHALL BE LOWERED A MINIMUM OF 2" BELOW TRENCH BOTTOM.

NOTES:  
1. SELECTED MATERIAL (MNDOT SPEC 2451.3D) (INCIDENTAL)  
2. GRANULAR PIPE BEDDING MATERIAL (MNDOT SPEC 3149.2F) (INCIDENTAL)  
3. 1 1/2" CLEAR AGGREGATE BEDDING. TO BE USED ONLY IN AREAS AS DIRECTED BY ENGINEER. (NO PAYMENT WILL BE MADE WITHOUT PRIOR APPROVAL FROM THE ENGINEER)

**Title: RCP Pipe Bedding Detail**  
Date: 01-16 Plate No. STO - 07  
Revised:

GROUT BOTTOM OF MANHOLE TO 1/2" DIAMETER AT PIPE AND SLOPE GROUT 2" TOWARD INVERT.

NEENAH R-1642 FRAME AND TYPE B LID WITH 2 CONCEALED PICK HOLES. CONCRETE ADJUSTING RING AND MORTAR PER MNDOT 2 - 2" RINGS, MINIMUM. 5 - 2" RINGS, MAXIMUM. STANDARD OFFSET CONE SECTION.

ECCENTRIC REDUCERS TO BE USED FOR 60" & 72" BARRELS.

USE R-2 TYPE CONFINED O-RING GASKET JOINTS FOR ALL MANHOLE JOINTS.

GROUTING BETWEEN PIPE AND MANHOLE BARREL SHALL BE WITH NON-SHRINKING CEMENT.

VOIDS FILLED WITH CONCRETE BRICK OR BLOCK ONLY.

6" PRECAST OR 8" POURED BASE.

NOTES:  
1. MANHOLE STEPS SHALL BE CAST ALUMINUM OR MA INDUSTRY WITH VINYL COATING OR APPROVED EQUIVALENT AND SHALL BE LOCATED ON THE DOWN STREAM SIDE OF THE MANHOLE.  
2. STEPS SHALL BE PLACED SO THAT THE OFFSET VERTICAL PORTION OF THE CONE IS FACING DOWN STREAM.  
3. MANHOLE COVER SHALL BE CAST WITH THE WORDS "STORM SEWER".  
4. THE INITIAL AND FINAL RAISING OF CASTINGS SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.  
5. MAXIMUM DEPTH FROM TOP OF CASTING TO FIRST STEP SHALL NOT BE MORE THAN 16".  
6. STEPS SHALL ALIGN WITH THE OPENING TO PROVIDE ACCESS TO THE MANHOLE.  
7. MORTAR SHALL MEET ASTM C270 AND ASTM C387 AND MNDOT SPECIFICATION 2506.2B

**Title: Storm Sewer Junction Manhole**  
Date: 03-18 Plate No. STO - 08  
Revised:

24"x36" SLAB OPENING FOR NEENAH R3067V (ON CONTINUOUS GRADES) OR R3067VB (AT LOW POINTS) OR EQUAL.

CONCRETE GROUT (TYP)

6" PRECAST REINFORCED CONCRETE MANHOLE SLAB WITH #4 BARS AT 5" O.C. EACH WAY AND 2-#4 BARS AT ALL SIDES OF OPENING.

USE R-2 TYPE CONFINED O-RING GASKET JOINTS FOR ALL MANHOLE JOINTS.

HOLE FOR 4" PVC DRAIN TILE CONNECTION.

PLACE 2 BEADS OF RAMNEK, OR EQUAL, BETWEEN BOTTOM SLAB AND BARREL SECTION.

ADJUSTING RINGS MIN. 1 - 2" RINGS, MINIMUM. 5 - 2" RINGS, MAXIMUM. MAX. HORIZONTAL OFFSET = 0.25"

GROUTING BETWEEN PIPE AND MANHOLE BARREL SHALL BE WITH NON-SHRINKING CEMENT.

VOIDS FILLED WITH CONCRETE BRICK OR BLOCK ONLY.

6" PRECAST OR 8" POURED BASE.

NOTES:  
1. MANHOLE STEPS SHALL BE CAST ALUMINUM OR MA INDUSTRY WITH VINYL COATING OR APPROVED EQUIVALENT AND SHALL BE LOCATED ON THE DOWN STREAM SIDE OF THE MANHOLE.  
2. STEPS SHALL BE PLACED SO THAT THE OFFSET VERTICAL PORTION OF THE CONE IS FACING DOWN STREAM.  
3. MANHOLE COVER SHALL BE CAST WITH THE WORDS "STORM SEWER".  
4. THE INITIAL AND FINAL RAISING OF CASTINGS SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.  
5. MAXIMUM DEPTH FROM TOP OF CASTING TO FIRST STEP SHALL NOT BE MORE THAN 16".  
6. STEPS SHALL ALIGN WITH THE OPENING TO PROVIDE ACCESS TO THE MANHOLE.  
7. TOP BARREL SECTION BELOW TOP SLAB TO HAVE FLAT TOP EDGE SEALED WITH 2 BEADS OF RAMNEK OR EQUAL.

**Title: Catch Basin Manhole Type II**  
Date: 01-16 Plate No. STO - 10  
Revised:

Distance to  $\epsilon$  variable

13 1/2" 6" 3"r 1/2"r 7"

12" B612 18" B618 24" B624

11 1/2" 12 1/2" S512 18 1/2" S518 24 1/2" S524 30 1/2" S530 36 1/2" S536

12 3/4" 4" 9"r 3"r 1/2"r 7"

11 1/2" 12 1/2" S512 18 1/2" S518 24 1/2" S524 30 1/2" S530 36 1/2" S536

9 1/2" 5" 1" slope 3/4" per ft 1/2"r 7"

STANDARD SECTION THROUGH DRIVEWAY

MnDOT B612  
MnDOT B618  
MnDOT B624

MnDOT S512  
MnDOT S518  
MnDOT S524  
MnDOT S530  
MnDOT S536

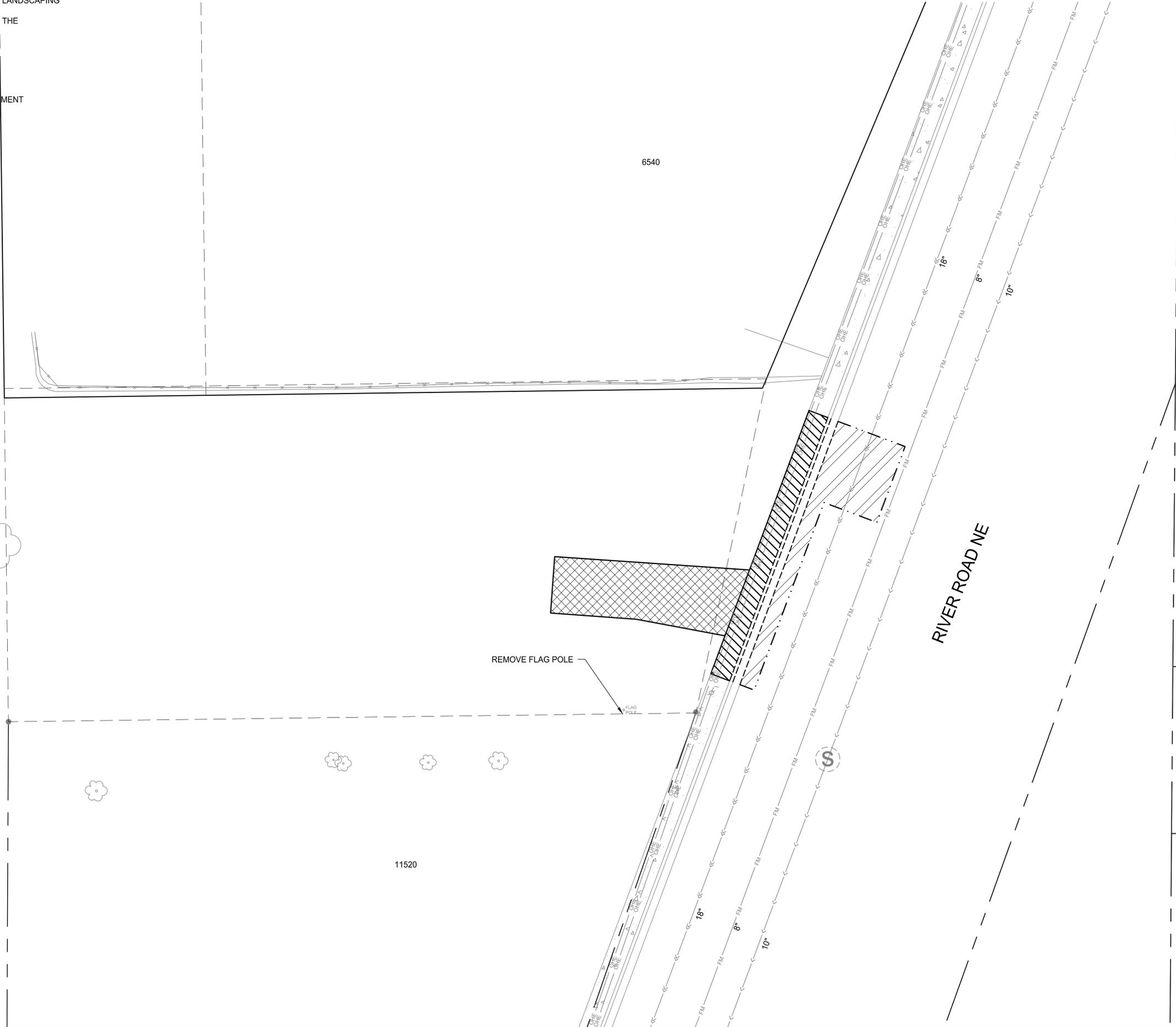
**Title: Curb & Gutter**  
Date: 01-16 Plate No. STR - 03  
Revised:

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# DOWNTOWN PARKING LOT

- NOTES:**
- CONTRACTOR TO PROTECT EXISTING TREES AND LANDSCAPING (INCIDENTAL).
  - ALL REMOVALS WILL BE MARKED IN THE FIELD BY THE ENGINEER.

- LEGEND:**
-  REMOVE BITUMINOUS PAVEMENT
  -  REMOVE CONCRETE DRIVEWAY PAVEMENT
  -  REMOVE CONCRETE WALK
  -  REMOVE CURB & GUTTER
  -  SAWCUT BITUMINOUS PAVEMENT



WSB PROJECT NO.:  
011753-000

SCALE: AS SHOWN  
DESIGN BY: DJE  
PLAN BY: DJE  
CHECK BY: JGM

REVISIONS	
NO.	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

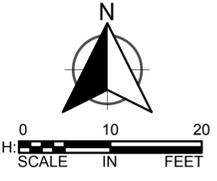
**DRAFT**  
JUSTIN G. MESSNER, PE  
DATE: 5/11/18 LIC. NO.: 45657

PARKING LOT  
IMPROVEMENTS  
FOR THE CITY OF  
HANOVER, MINNESOTA

REMOVALS

SHEET  
C3.01

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**CITY OF HANOVER  
COUNTIES OF WRIGHT AND HENNEPIN  
STATE OF MINNESOTA**

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5<sup>th</sup> day of June, 2018.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

.....

**RESOLUTION NO 06-05-18-63**

**A RESOLUTION APPROVING THE PURCHASE OF A PLATE COMPACTOR**

**WHEREAS**, Public Works is requesting approval of the purchase of a plate compactor to assist with the repair and maintenance of concrete and asphalt; and

**WHEREAS**, attached is a quote to purchase a plat compactor in the amount of \$1,695.00.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of a plate compactor in the amount of \$1,695.00.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of June, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator



3021 W 133rd St • Shakopee, MN 55379 • 952-445-6310  
 6140 Hwy 10 NW • Anoka, MN 55303 • 763-323-1720  
 23580 Hwy 55 • Loretto, MN 55357 • 763-479-8200  
 www.lanoequip.com • www.lanoeq.com • www.lanogardengear.com

# QUOTE

Quote: 02-101538  
 Date: 6/1/2018

PO: JASON  
 CustId: CITYHANOVER

Cust Email: finance@ci.hanover.mn.us  
 Phone: (763) 497-3777  
 Salesperson: DanO  
 User: DanO

Bill To:

CITY OF HANOVER  
 JACKIE HEINZ  
 11250 5TH STREET NE  
 HANOVER, MN 55341

Ship To:

CITY OF HANOVER

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
168606 / NEW	UN	WACKER WA-WP1550AW Yr: 2018  S/N: 10798899 COM - WACKER VIBRATORY PLATE,4-STROKE,HONDA,19",WA	1.0000		\$1,695.00		\$1,695.00
<b>Total:</b>							<b>\$1,695.00</b>

Totals		<b>Sub Total:</b>	<b>\$1,695.00</b>
		<b>Total Tax:</b>	<b>\$0.00</b>
		<b>Invoice Total:</b>	<b>\$1,695.00</b>

**Balance Due On This Invoice: \$1,695.00**

Signature: \_\_\_\_\_

Quote is Valid for 30 days, programs and discounts subject to change without notice