

**AGENDA
HANOVER CITY COUNCIL
JULY 17, 2018**

**MAYOR
CHRIS KAUFFMAN**

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

- 1. Call to Order Regular City Council Work Session: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of July 3, 2018 City Council Meeting (3)**
 - b. Approve Claims as Presented: (5)**

➤ Claims	\$ 64,416.18
➤ Payroll	\$ 43,543.75
➤ P/R taxes & Exp.	\$ 9,243.67
➤ Other Claims	\$ <u>2,909.57</u>
➤ Total Claims	\$ <u>120,113.17</u>
- 4. Discuss Options for Septic System Regulation**
- 5. 11103 River Rd NE CUP Violation (42)**
- 6. City Hall Renovation**
- 7. Reports**
- 8. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: July 11, 2018
Re: Review of July 17, 2018 City Council Work Session Agenda

1. Call to Order Regular City Council Work Session: 6:00 p.m.

2. Approval of Agenda

3. Consent Agenda Items: *See enclosed consent agenda.*

a. Approve Minutes of July 3, 2018 City Council Meeting (3)

b. Approve Claims as Presented: (5)

➤ Claims	\$ 64,416.18
➤ Payroll	\$ 43,543.75
➤ P/R taxes & Exp.	\$ 9,243.67
➤ Other Claims	\$ 2,909.57
➤ Total Claims	<u>\$ 120,113.17</u>

This payroll includes normal Staff wages, first half City Council wages, and first half Fire Department wages.

4. Discussion Options for Septic System Regulation

Discussion will be held regarding transferring control of private septic system regulations to Hennepin and Wright counties for respective properties located in Hanover. Both counties have indicated they would take the control on. The transfer would likely be set for the first of the year for planning purposes. By transferring control, the county would then be responsible for issuing permits, reviewing plans, and enforcing applicable regulations.

5. 11103 River Rd NE CUP Violation (42)

Enclosed is a memo outlining the status of the CUP violation. The owner was sent a letter on June 7th identifying violations. The owner was given 30 days to comply, per City Ordinance, but failed to come into full compliance. Staff is seeking direction on how Council would like to proceed.

6. City Hall Renovation

This is a continued discussion point. A tour of the old area connected to City Hall would be beneficial to see the area in an empty state.

7. Reports

8. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
JULY 3, 2018 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Vice Mayor Doug Hammerseng called the regular meeting of Tuesday, July 3, 2018 to order at 6:00 p.m. Present were Councilors Ken Warpula, Doug Hammerseng, Jim Zajicek and MaryAnn Hallstein. Also present was City Administrator Brian Hagen. Mayor Chris Kauffman was absent.

Approval of Agenda:

Hagen requested to add a consideration to purchase fire hose as item 7.b.

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

Consent Agenda:

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

- a. **Approve Minutes of June 19, 2018 City Council Work Session Meeting**
- b. **Approve Minutes of June 26, 2018 Joint City Council and Park Board Meeting**
- c. **Approve Claims as Presented:**
 - **Claims** **\$ 479,441.87**
 - **Payroll** **\$ 10,116.18**
 - **P/R taxes & Exp** **\$ 3,596.18**
 - **Other Claims** **\$ 1,760.70**
 - **Total Claims** **\$ 494,913.93**
- d. **Res No 07-03-18-70 – Appointing 2018 Road Improvement Project Pay Voucher #1**
- e. **Res No 07-03-18-71 – Appointing Hanover EDA Vacancy**

Motion carried unanimously.

Citizen’s Forum:

None

Public Hearings:

None

Unfinished Business:

None

New Business:

Res No 07-03-18-72 – Awarding Bid for the Downtown Parking Lot Construction

MOTION by Warpula to approve Res. No. 07-03-18-72, seconded by Zajicek. **Motion carried unanimously.**

Fire Hose Purchase

Hagen stated that the Fire Department conducted hose testing and found several leaks in hose that is past repair. The Fire Department quoted three companies with the low amount coming from Fire Safety USA in the amount of \$9,150. Warpula noted that currently one truck has zero hose on it after the testing. This amount would purchase enough hose to supply one truck as needed. Hammerseng suggested looking at the state bid contract for a fourth quote.

MOTION by Hallstein to approve up to \$9,150 for new fire hose, seconded by Warpula. **Motion carried unanimously.**

Reports

Hallstein and Warpula attended the annual LMC Conference and encouraged other members to attend if they are able to in the future.

Hammerseng noted that the Park Board’s Concert in the Park was another great event with good attendance given the excessive heat that night.

Hallstein shared a public she received regarding temporary cul-de-sacs. The resident noted that ordinances require signage at the end of cul-de-sacs noting if it will someday be a through street. Hagen stated we can discuss installing signage at a future meeting if Council would like to incur the costs.

Hallstein inquired if staff was able to determine if the City owned industrial lot has a DEED restriction on it from being converted to park land. Hagen stated that the answer would be found and discussed at a comprehensive plan meeting prior to final adoption of the plan.

Adjournment

MOTION by Warpula to adjourn at 6:10 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

Doug Hammerseng, Vice Mayor

ATTEST:

Brian Hagen, City Administrator

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Payments

Current Period: July 2018

Batch Name	07/17/18 PAY	Payment	Computer Dollar Amt	\$64,416.18	Posted
Refer	2408 AT&T MOBILITY		Ck# 033621	7/17/2018	
Cash Payment	E 100-43000-321 Telephone		PW Cell Phones - 05/18/18 - 06/17/18		\$325.29
Invoice	X06252018				
Transaction Date	7/11/2018	Due 0	Cash	10100	Total \$325.29
Refer	2455 BEAUDRY OIL & PROPANE		Ck# 033622	7/17/2018	
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		114 Gallons of 15W40 Oil - Initial Fill		\$1,054.50
Invoice	379125	6/14/2018			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		55 Gallons of 50/50 Blend Antifreeze - Initial Fill		\$552.75
Invoice	379125	6/14/2018			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		55 Gallons of Windshield Washer Fluid - Initial Fill		\$98.45
Invoice	379125	6/14/2018			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Delivery Fee		\$6.00
Invoice	379125	6/14/2018			
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$1,711.70
Refer	2448 BERGANKDV		Ck# 033623	7/17/2018	
Cash Payment	E 100-42290-301 Auditing and Acctg Servi		FRA Audit - Year Ended 12/31/17 & Preparation of Form FIRE & Form SC for the MN OSA		\$6,250.00
Invoice	1003997	6/29/2018			
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$6,250.00
Refer	2442 BLUE TARP FINANCIAL		Ck# 002392E	7/17/2018	
Cash Payment	E 100-43000-215 Shop Supplies		4.5" Flap Disks, 7" Flap Disks, 7" 24 Grit Fiber Blades, 7" 50 Grit Disks, 2 Gallon Gas Can, 2 Wheel Chocks, Argon/CO2 Gas #4		\$161.89
Invoice	15995	6/27/2018			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		2000 lb. Square Tube Trailer Jack		\$52.99
Invoice	15995	6/27/2018			
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$214.88
Refer	2434 BROCK WHITE		Ck# 033624	7/17/2018	
Cash Payment	E 100-43121-224 Street Maint Materials		Plexi Melt 515 Roadsaver Sealant for Crackfilling (Qty 4200 lbs)		\$2,204.40
Invoice	12911767-00	6/28/2018			
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$2,204.40
Refer	2433 BURSCHVILLE CONSTRUCTION		Ck# 033625	7/17/2018	
Cash Payment	E 100-43122-224 Street Maint Materials		Road Grading on 5/15/18		\$600.00
Invoice	4389	6/25/2018			
Cash Payment	E 100-43122-224 Street Maint Materials		Road Grading on 6/12/18		\$812.50
Invoice	4389	6/25/2018			
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$1,412.50
Refer	2404 CARDMEMBER SRVC (CENTRAL B		Ck# 033626	7/17/2018	
Cash Payment	E 100-41570-205 Bank Fees		Paypal Transaction Fee - Global Risk Purchase		\$1.49
Invoice		6/26/2018			
Transaction Date	7/11/2018	Due 0	Cash	10100	Total \$1.49
Refer	2447 CARSON, CLELLAND & SCHREDE		Ck# 033627	7/17/2018	

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Payments

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Cash Payment	E 100-41610-304 Legal Fees	Legal Support / Work - June 2018			\$23.83
Invoice	6/28/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$23.83
Refer	2443 CENTERPOINT ENERGY	Ck# 033628 7/17/2018			
Cash Payment	E 100-41940-383 Gas Utilities	City Hall Gas Utilities: 05/24/18 - 06/26/18			\$61.25
Invoice	6/28/2018				
Cash Payment	E 100-42280-383 Gas Utilities	Fire Station Gas Utilities; 05/24/18 - 06/26/18			\$23.32
Invoice	6/28/2018				
Cash Payment	E 100-41940-383 Gas Utilities	PW Bldg. Gas Utilities; 05/24/18 - 06/26/18			\$52.27
Invoice	6/28/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$136.84
Refer	2407 CENTURY LINK	Ck# 033629 7/17/2018			
Cash Payment	E 100-42280-321 Telephone	Fire Station Landline - 06/28/18 - 07/27/18			\$38.20
Invoice	6/28/2018				
Transaction Date	7/11/2018	Due 0	Cash	10100	Total \$38.20
Refer	2446 CLASSIC CLEANING COMPANY, LL	Ck# 033630 7/17/2018			
Cash Payment	E 100-41940-310 Other Professional Servi	City Hall Monthly Cleaning - May 2018			\$325.00
Invoice 26611	6/28/2018				
Cash Payment	E 100-41940-310 Other Professional Servi	Hall Special Cleaning: 5/19/18			\$65.00
Invoice 26611	6/28/2018				
Cash Payment	E 100-41940-310 Other Professional Servi	Fire Department Monthly Cleaning - Half of May 2018			\$77.50
Invoice 26612	6/28/2018				
Cash Payment	E 100-41940-310 Other Professional Servi	City Hall Monthly Cleaning - June 2018			\$325.00
Invoice 26744	6/28/2018				
Cash Payment	E 100-41940-310 Other Professional Servi	Hall Special Cleaning: 6/24/18			\$65.00
Invoice 26744	6/28/2018				
Cash Payment	E 100-41940-310 Other Professional Servi	Shelter Special Cleaning: 6/9, 6/10 & 6/16/18			\$135.00
Invoice 26744	6/28/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$992.50
Refer	2445 COMCAST	Ck# 033631 7/17/2018			
Cash Payment	E 100-41940-321 Telephone	CH: Digital Voice & Internet - July 2018			\$228.19
Invoice	6/25/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$228.19
Refer	2439 COTTENS, INC.	Ck# 033632 7/17/2018			
Cash Payment	E 100-43000-215 Shop Supplies	2 Cycle TC-W3			\$24.49
Invoice 233-129598	6/27/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$24.49
Refer	2450 CUMMINGS PROPERTIES, LLC	Ck# 033633 7/17/2018			
Cash Payment	G 818-20200 Accounts Payable	Refund of Escrow Balance - Cummings Properties - Lot Line Adjustment			\$392.00
Invoice	7/2/2018			Project 208241	
Transaction Date	7/9/2018	Due 0	Cash	10100	Total \$392.00
Refer	2402 DEPT OF EMPLOYMENT & ECON	Ck# 033634 7/17/2018			
Cash Payment	E 100-43000-142 Unemployment Benefit P	Unemployment Benefits 2nd Qtr. 2018 - S. Vogel			\$1,857.30
Invoice	7/10/2018				

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Payments

Current Period: July 2018

Transaction Date	7/11/2018	Due 0	Cash	10100	Total	\$1,857.30
Refer	2432 <u>ESS BROTHERS AND SONS INC.</u>		<u>Ck# 002390E 7/17/2018</u>			
Cash Payment	E 100-43121-224 Street Maint Materials		2 Water Valve Covers			\$30.00
Invoice	YY3365	6/14/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$30.00
Refer	2406 <u>FINKEN WATER SOLUTIONS</u>		<u>Ck# 033635 7/17/2018</u>			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE		10 Gallons of Drinking Water			\$12.40
Invoice	5104192	6/25/2018				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE		40 lbs. of Solar Salt			\$24.75
Invoice	5104192	6/25/2018				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE		Cook & Cold Rental Cooler 07/01/18 - 07/31/18			\$9.50
Invoice	1099511	7/1/2018				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE		Cook & Cold Rental Cooler 07/01/18 - 07/31/18			\$9.50
Invoice	1099513	7/1/2018				
Transaction Date	7/11/2018	Due 0	Cash	10100	Total	\$56.15
Refer	2438 <u>FRICKE & SONS SOD, INC.</u>		<u>Ck# 033636 7/17/2018</u>			
Cash Payment	E 402-45200-310 Other Professional Servi		75 Yards of Sod for New Ballfield			\$150.00
Invoice	20491	6/7/2018		Project 208231		
Cash Payment	E 100-45200-225 Landscaping Materials		75 Yards of Sod for Settlers Park			\$150.00
Invoice	22849	6/13/2018				
Cash Payment	E 100-45200-225 Landscaping Materials		1 Pallet Credit			-\$15.00
Invoice	22868	6/8/2018				
Cash Payment	E 100-45200-225 Landscaping Materials		75 Yards of Sod + 1 Pallet for Settlers Park			\$165.00
Invoice	22878	6/7/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$450.00
Refer	2457 <u>HAGEN, BRIAN</u>		<u>Ck# 002396E 7/17/2018</u>			
Cash Payment	E 100-41410-310 Other Professional Servi		Mileage - Wright County Elections on 6/26/18			\$12.96
Invoice						
Cash Payment	E 100-41410-310 Other Professional Servi		Mileage - Wright County Elections on 6/28/18			\$12.96
Invoice						
Cash Payment	E 100-41435-331 Travel Expenses		Mileage - TIF Training at Wescott Library in Eagan			\$43.74
Invoice						
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$69.66
Refer	2437 <u>HARDWARE HANK</u>		<u>Ck# 033637 7/17/2018</u>			
Cash Payment	E 100-43000-215 Shop Supplies		Remover Rust Dissolver, Misc. Housewares			\$10.78
Invoice	1488642	6/11/2018				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE		Sprinkler Sled Pulse 2 Wheel			\$22.49
Invoice	1489743	6/15/2018				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE		Glav. Coupling, Hose Adapter			\$8.98
Invoice	1490889	6/20/2018				
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE		3 Pack Magnetic Vent Covers			\$5.39
Invoice	1491329	6/22/2018				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Hose Couplings			\$13.20
Invoice	1491331	6/22/2018				
Cash Payment	E 100-43000-215 Shop Supplies		2 Cycle Oil			\$8.09
Invoice	1492554	6/27/2018				

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Payments

Current Period: July 2018

Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$68.93
Refer	2451 HENNEPIN CTY PROPERTY TAX		Ck# 033638 7/17/2018			
Cash Payment	E 100-41550-310 Other Professional Servi		Hennepin County Special Assessment Levy #17024 Annual Fee - 2 Assessments at \$1.50 Per			\$3.00
Invoice	0618-67	6/29/2018				
Cash Payment	E 100-41550-310 Other Professional Servi		Hennepin County Special Assessment Levy #19859 Annual Fee - 9 Assessments at \$2.50 Per			\$22.50
Invoice	0618-67	6/29/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$25.50
Refer	2436 LAMM, RACHEL		Ck# 033639 7/17/2018			
Cash Payment	G 100-22000 Deposits		Hall Damage Deposit Release - 7/07/18 Event			\$200.00
Invoice		7/9/2017				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$200.00
Refer	2449 LANGE, BEN		Ck# 033640 7/17/2018			
Cash Payment	G 818-20200 Accounts Payable		Refund of Escrow Balance - Ben Lange - Shed Variance			\$436.92
Invoice		7/2/2018		Project 208230		
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$436.92
Refer	2440 MILLER TRUCKING & LANDSCAPE		Ck# 002391E 7/17/2018			
Cash Payment	E 100-45200-225 Landscaping Materials		Settlers Park: 6 Yards of Pulverized Black Dirt			\$78.00
Invoice	130388	6/1/2018				
Cash Payment	E 100-45200-225 Landscaping Materials		Settlers Park: 6 Yards of Pulverized Black Dirt			\$78.00
Invoice	130504	6/7/2018				
Cash Payment	E 100-45200-225 Landscaping Materials		8 Yards of Pulverized Black Dirt			\$104.00
Invoice	130765	6/21/2018				
Cash Payment	E 402-45200-310 Other Professional Servi		New Ballfield: 5.75 Yards of Ag Lime			\$218.04
Invoice	130462	6/5/2018		Project 208231		
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$478.04
Refer	2403 MN DEPT OF LABOR AND INDUST		Ck# 002402E 7/17/2018			
Cash Payment	E 100-42401-310 Other Professional Servi		Surcharge Fees - 2nd Qtr. 2018 - Confirmation #JUNE0530852018			\$848.74
Invoice		7/10/2018				
Transaction Date	7/11/2018	Due 0	Cash	10100	Total	\$848.74
Refer	2444 MTI DISTRIBUTING		Ck# 002393E 7/17/2018			
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE		Mowers: Oil Filters, Air Filters, Blade Pack, Spin On Filter			\$307.22
Invoice	1175183-00	7/2/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$307.22
Refer	2453 NORTHERN SALT INCORPORATE		Ck# 002394E 7/17/2018			
Cash Payment	E 100-43122-224 Street Maint Materials		Calcium Chloride - 6/25/18 Application - 3,300 Gallons @ \$0.92			\$3,036.00
Invoice	12670	6/25/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$3,036.00
Refer	2405 PLONSKA, NICK		Ck# 033641 7/17/2018			

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Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Antique Fire Truck: Carburetor, Fuel, Fabrication and Labor				\$265.00
Invoice	7/1/2018					
Transaction Date	7/11/2018	Due 0	Cash	10100	Total	\$265.00
Refer	<u>2452 RDO EQUIPMENT CO.</u>				<u>Ck# 033642 7/17/2018</u>	
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Wood Chipper: Hydraulic Tank, Gasket, Strainer				\$424.49
Invoice P37552	7/5/2018					
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$424.49
Refer	<u>2454 RIVER INN</u>				<u>Ck# 002395E 7/17/2018</u>	
Cash Payment	E 100-45200-440 Programs	Dinner for The White Sidewalls for Concert in the Park on 6/28/18				\$41.85
Invoice	6/29/2018					
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$41.85
Refer	<u>2435 VEOLIA WATER NORTH AMERICA</u>				<u>Ck# 033643 7/17/2018</u>	
Cash Payment	E 602-43252-310 Other Professional Servi	Sewer Services - August 2018				\$4,248.50
Invoice 90154649	7/15/2018					
Cash Payment	E 601-43252-310 Other Professional Servi	Water Services - August 2018				\$3,076.50
Invoice 90154649	7/15/2018					
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$7,325.00
Refer	<u>2441 WRIGHT COUNTY AUDITOR-TREA</u>				<u>Ck# 033644 7/17/2018</u>	
Cash Payment	E 100-42102-310 Other Professional Servi	WC Patrol Services - July 2018				\$8,760.00
Invoice July18	6/29/2018					
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$8,760.00
Refer	<u>2409 WSB & ASSOCIATES, INC.</u>				<u>Ck# 002403E 7/17/2018</u>	
Cash Payment	G 823-20200 Accounts Payable	CRHW 3rd Addition - Phase 1 Plan Review - Project Management: May 2018				\$490.00
Invoice 010287-13-0718	7/6/2018					
Cash Payment	G 823-20200 Accounts Payable	CRHW 3rd Addition - Phase 2 Construction - Construction Observation: May 2018				\$1,232.00
Invoice 010287-13-0718	7/6/2018					
Cash Payment	E 603-41910-310 Other Professional Servi	MS4 Services - Phase 1 - Project Management: May 2018				\$448.00
Invoice 011009-8-0718	7/6/2018					
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 2 Design - Drawings & Layout: May 2018				\$560.00
Invoice 011186-7-0718	7/6/2018					
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 2 Design - Permit Applications: May 2018				\$86.00
Invoice 011186-7-0718	7/6/2018					
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 2 Design - License & Permits: May 2018				\$400.00
Invoice 011186-7-0718	7/6/2018					
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 3 Construction - Project Management: May 2018				\$2,218.50
Invoice 011186-7-0718	7/6/2018					
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 3 Construction - Construction Inspection: May 2018				\$8,840.00
Invoice 011186-7-0718	7/6/2018					

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Payments

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Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase 3 Construction - Survey 2 Person Crew: May 2018				\$2,035.00
Invoice	011186-7-0718	7/6/2018				
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase CMT - Project Management: May 2018				\$581.25
Invoice	011186-7-0718	7/6/2018				
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase CMT - Soils Field Testing: May 2018				\$980.00
Invoice	011186-7-0718	7/6/2018				
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase CMT - Bituminous Field Testing: May 2018				\$901.25
Invoice	011186-7-0718	7/6/2018				
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pavement Improvement Project - Phase CMT - Field Services Billing: May 2018				\$675.00
Invoice	011186-7-0718	7/6/2018				
Cash Payment	E 100-41910-310 Other Professional Servi	General Engineering Services: May 2018				\$808.75
Invoice	011288-5-0718	7/6/2018				
Cash Payment	E 201-41330-310 Other Professional Servi	Downtown Parking Lot: May 2018				\$2,303.00
Invoice	011753-3-0718	7/6/2018				
Cash Payment	G 825-20200 Accounts Payable	CRHW Future Additions - Phase 1 Plan Review - Project Management: May 2018				\$407.50
Invoice	011855-3-0718	7/6/2018				
Cash Payment	G 825-20200 Accounts Payable	CRHW Future Additions - Phase 1 Plan Review - Plan Review: May 2018				\$778.50
Invoice	011855-3-0718	7/6/2018				
Cash Payment	G 826-20200 Accounts Payable	CRHW 4th Addition - Phase 1 Plan Review - Plan Review: May 2018				\$227.00
Invoice	012259-7-0718	7/6/2018				
Transaction Date	7/11/2018	Due 0	Cash	10100	Total	\$23,971.75
Refer	2456 XCEL ENERGY					
Cash Payment	E 100-43160-381 Electric Utilities	City Owned Street Lighting 06/04/18 - 07/02/18				\$973.49
Invoice						
Cash Payment	E 100-43160-381 Electric Utilities	Xcel Owned Street Lighting 06/03/18 - 07/02/18				\$833.83
Invoice	598201994	7/3/2018				
Transaction Date	7/9/2018	Due 0	Cash	10100	Total	\$1,807.32

Payments

Current Period: July 2018

Fund Summary

	10100 Cash
826 CROW RVR HTS 4TH ADD FINL PLAT	\$227.00
825 CROW RVR HTS FUT WEST PLAT/PUD	\$1,186.00
823 CROW RVR HTS WEST 3RD / BACKES	\$1,722.00
818 MISC ESCROWS FUND	\$828.92
603 STORM WATER ENTERPRISE FUND	\$448.00
602 SEWER ENTERPRISE FUND	\$4,248.50
601 WATER ENTERPRISE FUND	\$3,076.50
418 STREET CAPITAL PROJ FUND	\$17,277.00
402 PARKS CAPITAL PROJECTS	\$368.04
201 EDA SPECIAL REVENUE FUND	\$2,303.00
100 GENERAL FUND	\$32,731.22
	<hr/>
	\$64,416.18

Pre-Written Check	\$64,416.18
Checks to be Generated by the Computer	\$0.00
Total	<hr/> \$64,416.18

CITY OF HANOVER

07/11/18 3:07 PM

Page 1

*Check Summary Register©

Cks 7/17/2018 - 7/17/2018

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 002390E	ESS BROTHERS AND SONS INC.	7/17/2018	\$30.00 2 Water Valve Covers
Paid Chk# 002391E	MILLER TRUCKING & LANDSCAP	7/17/2018	\$478.04 Settlers Park: 6 Yards of Pulv
Paid Chk# 002392E	BLUE TARP FINANCIAL	7/17/2018	\$214.88 4.5" Flap Disks, 7" Flap Disks
Paid Chk# 002393E	MTI DISTRIBUTING	7/17/2018	\$307.22 Mowers: Oil Filters, Air Filte
Paid Chk# 002394E	NORTHERN SALT INCORPORAT	7/17/2018	\$3,036.00 Calcium Chloride - 6/25/18 App
Paid Chk# 002395E	RIVER INN	7/17/2018	\$41.85 Dinner for The White Sidewalls
Paid Chk# 002396E	Hagen, Brian	7/17/2018	\$69.66 Mileage - Wright County Electi
Paid Chk# 002402E	MN DEPT OF LABOR AND INDUS	7/17/2018	\$848.74 Surcharge Fees - 2nd Qtr. 2018
Paid Chk# 002403E	WSB & ASSOCIATES, INC.	7/17/2018	\$23,971.75 CRHW 3rd Addition - Phase 1 Pl
Paid Chk# 033621	AT&T MOBILITY	7/17/2018	\$325.29 PW Cell Phones - 05/18/18 - 06
Paid Chk# 033622	BEAUDRY OIL & PROPANE	7/17/2018	\$1,711.70 55 Gallons of Windshield Washe
Paid Chk# 033623	BERGAN KDV	7/17/2018	\$6,250.00 FRA Audit - Year Ended 12/31/1
Paid Chk# 033624	BROCK WHITE COMPANY LLC	7/17/2018	\$2,204.40 Plexi Melt 515 Roadsaver Seala
Paid Chk# 033625	BURSHVILLE CONSTRUCTION	7/17/2018	\$1,412.50 Road Grading on 6/12/18
Paid Chk# 033626	CARDMEMBER SERVICE	7/17/2018	\$1.49 Paypal Transaction Fee - Globa
Paid Chk# 033627	CARSON, CLELLAND & SCHRED	7/17/2018	\$23.83 Legal Support / Work - June 20
Paid Chk# 033628	CENTERPOINT ENERGY	7/17/2018	\$136.84 City Hall Gas Utilities: 05/24
Paid Chk# 033629	CENTURY LINK	7/17/2018	\$38.20 Fire Station Landline - 06/28/
Paid Chk# 033630	CLASSIC CLEANING COMPANY	7/17/2018	\$992.50 Hall Special Cleaning: 5/19/18
Paid Chk# 033631	COMCAST	7/17/2018	\$228.19 CH: Digital Voice & Internet -
Paid Chk# 033632	COTTENS, INC	7/17/2018	\$24.49 2 Cycle TC-W3
Paid Chk# 033633	CUMMINGS PROPERTIES, LLC	7/17/2018	\$392.00 Refund of Escrow Balance - Cum
Paid Chk# 033634	DEPT OF EMPLOYMENT & ECON	7/17/2018	\$1,857.30 Unemployment Benefits 2nd Qtr.
Paid Chk# 033635	FINKEN WATER SOLUTIONS	7/17/2018	\$56.15 40 lbs. of Solar Salt
Paid Chk# 033636	FRICKE & SONS SOD, INC.	7/17/2018	\$450.00 75 Yards of Sod for Settlers P
Paid Chk# 033637	HARDWARE HANK	7/17/2018	\$68.93 Sprinkler Sled Pulse 2 Wheel
Paid Chk# 033638	HENNEPIN CTY PROPERTY TAX	7/17/2018	\$25.50 Hennepin County Special Assess
Paid Chk# 033639	LAMM, RACHEL	7/17/2018	\$200.00 Hall Damage Deposit Release -
Paid Chk# 033640	LANGE, BEN	7/17/2018	\$436.92 Refund of Escrow Balance - Ben
Paid Chk# 033641	PLONSKE, NICK	7/17/2018	\$265.00 Antique Fire Truck: Carburetor
Paid Chk# 033642	RDO EQUIPMENT CO.	7/17/2018	\$424.49 Wood Chipper: Hydraulic Tank,
Paid Chk# 033643	Veolia Water North America	7/17/2018	\$7,325.00 Sewer Services - August 2018
Paid Chk# 033644	WRIGHT COUNTY AUDITOR-TRE	7/17/2018	\$8,760.00 WC Patrol Services - July 2018
Paid Chk# 033645	XCEL ENERGY	7/17/2018	\$1,807.32 Xcel Owned Street Lighting 06/
Total Checks			\$64,416.18

FILTER: None



**Carson, Clelland
& Schreder**

ATTORNEYS AT LAW
6300 SHINGLE CREEK PARKWAY STE 305
MINNEAPOLIS, MN 55430-2190
(763)-561-2800

June 28, 2018

CITY OF HANOVER
CITY ADMINISTRATOR
11250 5TH STREET NE
HANOVER, MN 55341

Professional Services

	<u>Amount</u>
<u>Criminal</u>	
6/26/2018 Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	9.38
SUBTOTAL:	[9.38]
For professional services rendered	9.38
Client Expense Charges :	
<u>Criminal Expenses:</u>	
Monthly support fee <i>For May</i>	14.45
SUBTOTAL:	[14.45]
Total Client Expense Charges	14.45
Total amount of this bill	<i>gh</i> \$23.83
Previous balance	\$58.83
6/22/2018 Payment - thank you	(\$58.83)
Total payments and adjustments	(\$58.83)

JUL 2 2018

Balance due

Amount

\$23.83

I hereby declare under the penalties of perjury that the foregoing statement for legal services is just and correct and that no part thereof has been paid.



John J. Thames, City Attorney

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



2403

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

July 6, 2018

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

Re: May 2018 Invoices

Dear Mr. Hagen:

Enclosed please find a list of the current invoices for professional engineering services during the month of May 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 blue ink that reads "Justin Messner".

Justin Messner
Principal

Enclosures

nf



Project Budget Tracking

For the period 5/1/2018 - 5/31/2018

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	\$ 808.75	Hourly	\$ 4,574.75		Hagen, Brian
HANO - 2018 MS4 Services	R-011009-000	Hildebrand, Jennifer	\$ 448.00	Hourly	\$ 3,446.00		Hagen, Brian
HANO - 2018 Pavement Improvement Project	R-011186-000	Messner, Justin	\$ 17,277.00	Hourly	\$ 73,485.75		Hagen, Brian
HANO - Crow River Heights Future Additions	R-011855-000	Messner, Justin	\$ 1,186.00	Hourly	\$ 2,741.00		Hagen, Brian
HANO - Crow River Heights West 4th Addition	R-012259-000	Messner, Justin	\$ 227.00	Hourly	\$ 227.00		Hagen, Brian
HANO - Downtown Parking Lot	R-011753-000	Messner, Justin	\$ 2,303.00	Hourly	\$ 5,398.00		Hagen, Brian
HANO - Crow River Heights West 3rd Addition	R-010287-000	Messner, Justin	\$ 1,722.00	Hourly	\$ 57,000.25		Hagen, Brian
Final Totals			\$ 23,971.75				





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

July 6, 2018
 Project No:
 Invoice No:

R-010287-000 - 13-~~0118~~
 13
 0718

Crow River Heights West 3rd Addition
Professional Services from May 1, 2018 to May 31, 2018

Phase 001 Plan Review
 Project Management

		Hours	Rate	Amount	
Kruger, Kevin	5/7/2018	5.00	98.00	490.00	
Mandril testing sanitary and finishing up punchlist items.					
Totals		5.00		490.00	
Total Labor					490.00
				Total this Task	\$490.00
				Total this Phase	\$490.00

Phase 002 Construction
 Construction Observation

		Hours	Rate	Amount	
Johnson, Paul	5/1/2018	1.50	112.00	168.00	
Erosion Control					
Johnson, Paul	5/2/2018	1.00	112.00	112.00	
Erosion Control					
Johnson, Paul	5/8/2018	1.50	112.00	168.00	
Erosion Control					
Johnson, Paul	5/9/2018	1.00	112.00	112.00	
Erosion Control					
Johnson, Paul	5/15/2018	1.00	112.00	112.00	
Erosion Control					
Johnson, Paul	5/16/2018	1.00	112.00	112.00	
Erosion Control					
Johnson, Paul	5/22/2018	1.00	112.00	112.00	
Erosion Control					
Johnson, Paul	5/23/2018	1.00	112.00	112.00	
Erosion Control					
Johnson, Paul	5/31/2018	2.00	112.00	224.00	
Erosion Control					
Totals		11.00		1,232.00	
Total Labor					1,232.00
				Total this Task	\$1,232.00

Project	R-010287-000	HANO- Crow River Heights West 3rd Additi	Invoice	13
			Total this Phase	\$1,232.00
			Total this Invoice	\$1,722.00

JH

Billings to Date

	Current	Prior	Total
Labor	1,722.00	55,278.25	57,000.25
Totals	1,722.00	55,278.25	57,000.25

Comments: _____

Approved by: *Nalle Jang*

Reviewed by: Andrew Brotzler
 Project Manager: Justin Messner

G# 823-20200
CRHW 3rd Add.
↳ AIP



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

July 6, 2018
Project No: R-011009-000 - 8 - ~~0718~~
Invoice No: 8
0718

2018 MS4 Services

Professional Services from May 1, 2018 to May 31, 2018

Phase 001 2018 MS4 Services
Project Management

		Hours	Rate	Amount
Johnson, Paul	5/24/2018	4.00	112.00	448.00
MS4 Training/Pond site visit				
Totals		4.00		448.00
Total Labor				448.00
Total this Task				\$448.00
Total this Phase				\$448.00

Billing Limits	Current	Prior	To-Date
Total Billings	448.00	2,998.00	3,446.00
Limit			7,700.00
Remaining			4,254.00

Total this Invoice \$448.00

Comments:

Approved by:

Nalle Jang

Reviewed by: Justin Messner
Project Manager: Jennifer Hildebrand

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



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

July 6, 2018
 Project No: R-011186-000 -7-0718
 Invoice No: 7

2018 Pavement Improvement Project
Professional Services from May 1, 2018 to May 31, 2018

Phase 002 Design
 Drawings & Layouts

			Hours	Rate	Amount	
Perkey, Benjamin	5/17/2018		3.00	105.00	315.00	
Additional Culverts added to plans						
Perkey, Benjamin	5/18/2018		.50	105.00	52.50	
Additional Culverts added to plans						
Phillippi, Michael	5/17/2018		2.50	77.00	192.50	
created detour map, new assessment map and created address list spreadsheet for Ben						
Totals			6.00		560.00	
Total Labor						560.00
					Total this Task	\$560.00

Permit Applications

			Hours	Rate	Amount	
Beckius, Gregory	5/16/2018		1.00	86.00	86.00	
NPDES - Permit application.						
Totals			1.00		86.00	
Total Labor						86.00

Reimbursable Expenses

License & Permits						
5/31/2018	MN Pollution Control Agency	NPDES Construction General Permit			400.00	
Total Reimbursables					400.00	400.00
					Total this Task	\$486.00
					Total this Phase	\$1,046.00

Phase 003 Construction
 Project Management

			Hours	Rate	Amount	
Foster, Elizabeth	5/17/2018		3.50	80.00	280.00	
Newsletter formatting and review, mailing						
Foster, Elizabeth	5/24/2018		.25	80.00	20.00	

Project	R-011186-000	HANO - 2018 Pavement Improvement Project	Invoice	7
Returning contracts to contractor				
Messner, Justin	5/15/2018	3.00	163.00	489.00
Preconstruction Meeting				
Pederson, Karla	5/10/2018	.50	90.00	45.00
Send contract to City				
Pederson, Karla	5/31/2018	2.00	90.00	180.00
Return bid bonds.				
Perkey, Benjamin	5/17/2018	5.00	105.00	525.00
writing newsletter, new figure, creating mailing				
Perkey, Benjamin	5/21/2018	3.50	105.00	367.50
Field meeting, staking culverts, showing R. Rustan the project extents				
Rustan, Ryan	5/18/2018	3.00	104.00	312.00
Plan Review				
Totals		20.75		2,218.50
Total Labor				2,218.50
			Total this Task	\$2,218.50

Construction Inspection

		Hours	Rate	Amount
Rustan, Ryan	5/21/2018	10.00	104.00	1,040.00
Met with contractor. Bio-Roll was placed. Survey Crew was out.				
Rustan, Ryan	5/22/2018	11.50	104.00	1,196.00
Construction Inspection				
Rustan, Ryan	5/23/2018	12.00	104.00	1,248.00
Construction Inspection				
Rustan, Ryan	5/24/2018	12.00	104.00	1,248.00
Construction Inspection				
Rustan, Ryan	5/25/2018	8.00	104.00	832.00
Construction Inspection				
Rustan, Ryan	5/29/2018	9.00	104.00	936.00
Construction Inspection				
Rustan, Ryan	5/30/2018	8.00	104.00	832.00
Construction Inspection				
Rustan, Ryan	5/31/2018	14.50	104.00	1,508.00
Construction Inspection				
Totals		85.00		8,840.00
Total Labor				8,840.00
			Total this Task	\$8,840.00

Survey 2-Person Crew

Field Services Billing

2-Person Survey Crew

5/21/2018	11.0 Hours @ 185.00	2,035.00	
Total Field Services		2,035.00	2,035.00
			Total this Task
			\$2,035.00
			Total this Phase
			\$13,093.50

Phase	CMT	Construction Materials Testing	
Project Management			
Field Services Billing			
Project Administration			
5/16/2018		0.5 Hours @ 65.00	32.50
Project Assistant			
5/15/2018		3.0 Hours @ 85.00	255.00
5/17/2018		0.25 Hours @ 85.00	21.25
5/22/2018		0.25 Hours @ 85.00	21.25
5/24/2018		0.25 Hours @ 85.00	21.25
5/25/2018		0.25 Hours @ 85.00	21.25
5/29/2018		0.25 Hours @ 85.00	21.25
5/30/2018		0.75 Hours @ 85.00	63.75
5/31/2018		0.75 Hours @ 85.00	63.75
Project Manager			
5/18/2018		0.5 Hours @ 120.00	60.00
Total Field Services			581.25
			581.25
			581.25
Total this Task			\$581.25

Soils Field Testing			
Field Services Billing			
CMT Engineering Technician II			
5/24/2018		3.5 Hours @ 70.00	245.00
5/25/2018		0.5 Hours @ 70.00	35.00
5/29/2018		4.0 Hours @ 70.00	280.00
Dynamic Cone Penetrometer-MnDOT Modified			
5/25/2018		3.0 Tests @ 40.00	120.00
5/29/2018		4.0 Tests @ 40.00	160.00
Trip Charge \$70			
5/24/2018		1.0 Trip @ 70.00	70.00
5/29/2018		1.0 Trip @ 70.00	70.00
Total Field Services			980.00
			980.00
			980.00
Total this Task			\$980.00

Bituminous Field Testing			
Field Services Billing			
CMT Engineering Technician I			
5/22/2018		1.75 Hours @ 55.00	96.25
CMT Engineering Technician III			
5/30/2018		3.0 Hours @ 85.00	255.00
5/31/2018		4.0 Hours @ 85.00	340.00
Trip Charge \$70			
5/22/2018		1.0 Trip @ 70.00	70.00
5/30/2018		1.0 Trip @ 70.00	70.00
5/31/2018		1.0 Trip @ 70.00	70.00
Total Field Services			901.25
			901.25
			901.25
Total this Task			\$901.25

Materials Lab Testing

Project	R-011186-000	HANO - 2018 Pavement Improvement Project	Invoice	7
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Field Services Billing

MnDOT Gyrotory Mis Properties

5/31/2018 Work Order: 18-0703 1.0 Test @ 525.00 525.00

Sieve Analysis w/#200 (ASTM C136/C117)

5/23/2018 Work Order: 18-0530 1.0 Test @ 150.00 150.00

Total Field Services 675.00 675.00

Total this Task \$675.00

Total this Phase \$3,137.50

Billing Limits

	Current	Prior	To-Date
Total Billings	17,277.00	56,208.75	73,485.75
Limit			94,600.00
Remaining			21,114.25

Total this Invoice \$17,277.00

Comments: _____

Approved by: _____

Nalle Jung

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

E# 418-43121-310

Street Capital

↳ Paved Streets

↳ Other Prof. Svcs.

VISA Charge Form

AMOUNT \$ 400.00 DATE CHARGED 5/16/18

VENDOR NAME Minnesota Pollution Control Agency

DESCRIPTION OF EXPENDITURE Payment for NPDES Construction General

Permit application

REQUESTED BY Greg Beckius

PROJECT NO. 11186-00 PHASE NO./TASK NO. 002 / 060

APPROVED BY Ben Perkey

INVOICE CLIENT?



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

July 6, 2018
 Project No: R-011288-000-5-0718
 Invoice No: 5

2018 General Engineering Services
Professional Services from May 1, 2018 to May 31, 2018

Phase 001 General Engineering Services
 Project Management

		Hours	Rate	Amount	
Messner, Justin	5/18/2018	.25	163.00	40.75	
10633 106th Ave Permit Review					
Totals		.25		40.75	
Total Labor					40.75
					Total this Task
					\$40.75

Council Meetings
Field Services Billing

Council Mtg and/or Planning Commission

			1.0 Meeting @ 40.00	40.00	
Total Field Services				40.00	40.00
					Total this Task
					\$40.00

Environmental Compliance Inspections

		Hours	Rate	Amount	
Johnson, Paul	5/8/2018	.50	112.00	56.00	
Erosion Control Bridges at Hanover					
Johnson, Paul	5/9/2018	1.00	112.00	112.00	
Erosion Control Bridges at Hanover					
Johnson, Paul	5/15/2018	.50	112.00	56.00	
Erosion Control Bridges at Hanover					
Johnson, Paul	5/16/2018	1.00	112.00	112.00	
Erosion Control Bridges at Hanover					
Johnson, Paul	5/22/2018	1.00	112.00	112.00	
Erosion Control Bridges at Hanover					
Johnson, Paul	5/23/2018	1.00	112.00	112.00	
Erosion Control Bridges at Hanover					
Johnson, Paul	5/31/2018	1.50	112.00	168.00	
Erosion Control Bridges at Hanover					
Totals		6.50		728.00	
Total Labor					728.00
					Total this Task
					\$728.00

Project	R-011288-000	HANO - 2018 General Engineering Services	Invoice	5
			Total this Phase	\$808.75
			Total this Invoice	\$808.75

Billings to Date

	Current	Prior	Total
Labor	768.75	3,606.00	4,374.75
Field Services	40.00	160.00	200.00
Totals	808.75	3,766.00	4,574.75

JH

Comments: _____

Approved by: *Nalle 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

July 6, 2018
 Project No: R-011753-000-3-0718
 Invoice No: 3

Downtown Parking Lot
Professional Services from May 1, 2018 to May 31, 2018

Phase	001	Final Design			
Plans			Hours	Rate	Amount
Ekdom, Dane		5/1/2018	2.50	98.00	245.00
Plans/design					
Ekdom, Dane		5/3/2018	4.00	98.00	392.00
Plans/design					
Ekdom, Dane		5/4/2018	1.50	98.00	147.00
Plans/design					
Ekdom, Dane		5/7/2018	6.50	98.00	637.00
Plans and design					
Ekdom, Dane		5/8/2018	3.00	98.00	294.00
Plans and design					
Ekdom, Dane		5/9/2018	1.00	98.00	98.00
Plans and design					
Ekdom, Dane		5/11/2018	4.00	98.00	392.00
Plans and design					
Ekdom, Dane		5/14/2018	1.00	98.00	98.00
Plan redlines.					
Totals			23.50		2,303.00
Total Labor					2,303.00
				Total this Task	\$2,303.00
				Total this Phase	\$2,303.00
				Total this Invoice	\$2,303.00

Billings to Date

	Current	Prior	Total
Labor	2,303.00	875.00	3,178.00
Field Services	0.00	2,220.00	2,220.00
Totals	2,303.00	3,095.00	5,398.00

E# 201-41330-310
 EDA Spc. Rev. Fund
 ↳ Bds. & Comm.
 ↳ Other Prof. Svcs.

Comments:

Approved by: Nate Jang

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



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

July 6, 2018
Project No: R-011855-000-3-0718
Invoice No: 3

**Crow River Heights Future Additions
Professional Services from May 1, 2018 to May 31, 2018**

Phase 001 Plan Review
Project Management

	Hours	Rate	Amount
Messner, Justin 5/31/2018 Future Additions - Grading Agreement	1.00	163.00	163.00
Messner, Justin 5/31/2018 Future Additions - Preliminary Plat Revisions Review & Correspondance	1.50	163.00	244.50
Totals	2.50		407.50
Total Labor			407.50
Total this Task			\$407.50

Plan Review

	Hours	Rate	Amount
Alms, William 5/1/2018 Future addition preliminary plat review	.50	128.00	64.00
Alms, William 5/17/2018 Loucks Comments	.50	128.00	64.00
Alms, William 5/21/2018 Future addition preliminary plat review	.50	128.00	64.00
Fallon, Kendra 5/2/2018 Future addition preliminary plat review	1.50	91.00	136.50
Keller, Kris 5/3/2018 Future addition preliminary plat review	3.75	120.00	450.00
Totals	6.75		778.50
Total Labor			778.50
Total this Task			\$778.50

Total this Phase \$1,186.00

Total this Invoice \$1,186.00

Billings to Date

	Current	Prior	Total
Labor	1,186.00	1,555.00	2,741.00
Totals	1,186.00	1,555.00	2,741.00

G# 825-20200
CRHW Future West

Comments:

L7A/P

Approved by: Walter Jung

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

July 6, 2018
Project No: R-012259-000-1-0718
Invoice No: 1

Crow River Heights West 4th Addition
Professional Services from May 1, 2018 to May 31, 2018

Phase 001 Plan Review
Plan Review

		Hours	Rate	Amount	
Alms, William	5/31/2018	.50	128.00	64.00	
4th Addition Plan Review					
Messner, Justin	5/30/2018	1.00	163.00	163.00	
4th Addition Plan Review					
Totals		1.50		227.00	
Total Labor					227.00
			Total this Task		\$227.00
			Total this Phase		\$227.00

Billing Limits	Current	Prior	To-Date
Total Billings	227.00	0.00	227.00
Limit			60,000.00
Remaining			59,773.00
		Total this Invoice	\$227.00

Comments: _____

Approved by: Walee Jany

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

G # 826-20200

→
CRHW 4th Add.
↳ A/P

CITY OF HANOVER

Cash Balances

July 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$471,240.44	\$225,170.76	\$93,578.57	\$602,832.63
107 FIRE DEPT DONATIONS FUND	\$21,399.28	\$0.00	\$0.00	\$21,399.28
201 EDA SPECIAL REVENUE FUND	\$75,415.32	\$7,147.20	\$4,493.00	\$78,069.52
205 EDA BUSINESS INCENTIVE FUND	\$249,886.19	\$0.00	\$0.00	\$249,886.19
311 2008A GO CIP REFUNDING BOND	\$65,634.28	\$0.00	\$3,322.50	\$62,311.78
312 2009A GO IMP REFUNDING BOND	\$8,708.69	\$0.00	\$0.00	\$8,708.69
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$518,698.91	\$0.00	\$0.00	\$518,698.91
315 2016A GO CIP BOND	\$58,040.25	\$0.00	\$20,112.50	\$37,927.75
401 GENERAL CAPITAL PROJECTS	\$1,348,922.63	\$822.20	\$0.00	\$1,349,744.83
402 PARKS CAPITAL PROJECTS	\$124,554.89	\$0.00	\$368.04	\$124,186.85
403 FIRE DEPT CAPITAL FUND	\$271,211.97	\$0.00	\$0.00	\$271,211.97
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	\$13,249.59	\$0.00	\$0.00	\$13,249.59
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	\$121,835.90	\$0.00	\$0.00	\$121,835.90
418 STREET CAPITAL PROJ FUND	\$765,444.26	\$0.00	\$326,702.15	\$438,742.11
601 WATER ENTERPRISE FUND	\$860,863.44	\$0.00	\$3,076.50	\$857,786.94
602 SEWER ENTERPRISE FUND	\$414,028.76	\$0.00	\$108,024.15	\$306,004.61
603 STORM WATER ENTERPRISE FUND	\$125,045.84	\$269.74	\$448.00	\$124,867.58
611 WATER CAPITAL IMP FUND	\$167,256.14	\$0.00	\$0.00	\$167,256.14
612 SEWER CAPITAL IMP FUND	\$1,941,413.38	\$0.00	\$0.00	\$1,941,413.38
613 STORM WATER CAPITAL IMP FUND	\$603,737.07	\$0.00	\$0.00	\$603,737.07
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	\$38,000.00	\$0.00	\$0.00	\$38,000.00
815 LANDSCAPE ESCROW FUND	\$34,000.00	\$0.00	\$0.00	\$34,000.00
817 INFRASTRUCTURE ESCROW FUND	\$21,000.00	\$0.00	\$0.00	\$21,000.00
818 MISC ESCROWS FUND	\$11,820.61	\$0.00	\$2,440.98	\$9,379.63
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	\$200.29	\$0.00	\$1,722.00	-\$1,521.71
824 CROW RVR HTS WEST 3RD PH2 EAW	\$6,530.13	\$0.00	\$0.00	\$6,530.13
825 CROW RVR HTS FUT WEST PLAT/PUD	\$36,022.06	\$0.00	\$1,186.00	\$34,836.06
826 CROW RVR HTS 4TH ADD FINL PLAT	\$2,924.25	\$0.00	\$227.00	\$2,697.25
900 INTEREST	\$15,303.48	\$0.00	\$0.00	\$15,303.48

Cash Balances

July 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
	\$8,006,971.18	\$233,409.90	\$565,701.39	\$7,674,679.69

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	July 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$225,146.93	\$506,298.61	\$881,449.00	\$375,150.39	57.44%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$64,952.00	\$129,904.00	\$64,952.00	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,738.97	\$15,000.00	\$11,261.03	24.93%
Source Alt Code TAXES		\$225,146.93	\$574,989.58	\$1,026,353.00	\$451,363.42	56.02%
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	\$5,474.04	\$10,000.00	\$4,525.96	54.74%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$450.00	\$400.00	-\$50.00	112.50%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$3,600.00	\$2,000.00	-\$1,600.00	180.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$29.00	\$75.00	\$46.00	38.67%
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	\$52,337.01	\$140,661.00	\$88,323.99	37.21%
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	\$1,675.00	\$3,000.00	\$1,325.00	55.83%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,500.00	\$2,000.00	\$500.00	75.00%
Source Alt Code SERVICE		\$0.00	\$70,235.65	\$164,136.00	\$93,900.35	42.79%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$352.53	\$900.00	\$547.47	39.17%
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	\$60.53	\$0.00	-\$60.53	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	-\$277.24	\$20,400.00	\$20,677.24	-1.36%
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	\$1,415.00	\$400.00	-\$1,015.00	353.75%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$39,767.92	\$140,000.00	\$100,232.08	28.41%
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	\$130.00	\$800.00	\$670.00	16.25%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$14.00	\$50.00	\$36.00	28.00%
Source Alt Code LIC PERM		\$0.00	\$49,596.92	\$153,220.00	\$103,623.08	32.37%
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	\$3,167.57	\$2,000.00	-\$1,167.57	158.38%
Source Alt Code FINES		\$0.00	\$3,167.57	\$2,000.00	-\$1,167.57	158.38%
Fund 100 GENERAL FUND		\$225,146.93	\$697,712.48	\$1,528,599.00	\$830,886.52	45.64%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	July 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$225,146.93	\$697,712.48	\$1,528,599.00	\$830,886.52	45.64%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$5,535.00	\$5,535.00	\$13,000.00	\$7,465.00	42.58%
COUNCIL	E 100-41110-122 FICA	\$343.17	\$343.17	\$806.00	\$462.83	42.58%
COUNCIL	E 100-41110-123 Medicare	\$80.26	\$80.26	\$189.00	\$108.74	42.47%
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	\$711.38	\$711.38	\$500.00	-\$211.38	142.28%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$2,300.00	\$3,413.55	\$17,503.00	\$14,089.45	19.50%
Dept 41110 Council		\$8,969.81	\$13,037.21	\$39,898.00	\$26,860.79	32.68%
Dept 41330 Boards and Commissions						
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%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,600.00	\$4,600.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,770.76	\$37,175.37	\$72,040.00	\$34,864.63	51.60%
CITYADM	E 100-41400-121 PERA	\$207.81	\$2,905.80	\$5,403.00	\$2,497.20	53.78%
CITYADM	E 100-41400-122 FICA	\$171.79	\$2,402.13	\$4,466.00	\$2,063.87	53.79%
CITYADM	E 100-41400-123 Medicare	\$40.18	\$561.83	\$1,045.00	\$483.17	53.76%
CITYADM	E 100-41400-134 Employer Paid Life	\$15.69	\$203.97	\$400.00	\$196.03	50.99%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$345.70	\$4,494.10	\$8,400.00	\$3,905.90	53.50%
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%
Dept 41400 City Administrator		\$3,551.93	\$48,995.96	\$93,754.00	\$44,758.04	52.26%
Dept 41410 Elections						
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	\$25.92	\$58.34	\$5,000.00	\$4,941.66	1.17%
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%
Dept 41410 Elections		\$25.92	\$58.34	\$11,800.00	\$11,741.66	0.49%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,758.40	\$23,666.04	\$45,718.00	\$22,051.96	51.77%
CLERICAL	E 100-41430-121 PERA	\$131.88	\$1,849.24	\$3,429.00	\$1,579.76	53.93%
CLERICAL	E 100-41430-122 FICA	\$109.02	\$1,528.69	\$2,835.00	\$1,306.31	53.92%
CLERICAL	E 100-41430-123 Medicare	\$25.50	\$357.56	\$663.00	\$305.44	53.93%
CLERICAL	E 100-41430-134 Employer Paid Life	\$62.95	\$818.33	\$1,600.00	\$781.67	51.15%
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	\$4,550.13	\$8,400.00	\$3,849.87	54.17%
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%
Dept 41430 Clerical Staff		\$2,437.76	\$32,792.49	\$63,395.00	\$30,602.51	51.73%
Dept 41435 Staff Expenses						
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	\$43.74	\$427.17	\$2,000.00	\$1,572.83	21.36%
Dept 41435 Staff Expenses		\$43.74	\$867.17	\$2,800.00	\$1,932.83	30.97%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$2,040.00	\$27,385.47	\$53,040.00	\$25,654.53	51.63%
ACCTING	E 100-41530-121 PERA	\$153.00	\$2,142.00	\$3,978.00	\$1,836.00	53.85%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$125.82	\$1,762.14	\$3,288.00	\$1,525.86	53.59%
ACCTING	E 100-41530-123 Medicare	\$29.42	\$412.04	\$769.00	\$356.96	53.58%
ACCTING	E 100-41530-134 Employer Paid Life	\$43.18	\$561.34	\$1,100.00	\$538.66	51.03%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$350.00	\$4,550.00	\$8,400.00	\$3,850.00	54.17%
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	\$2,815.75	\$5,000.00	\$2,184.25	56.32%
Dept 41530 Accounting		\$2,741.42	\$39,670.40	\$76,825.00	\$37,154.60	51.64%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$21,050.00	\$21,050.00	\$0.00	100.00%
Dept 41540 Auditing		\$0.00	\$21,050.00	\$21,050.00	\$0.00	100.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$25.50	\$12,792.00	\$20,000.00	\$7,208.00	63.96%
Dept 41550 Assessing		\$25.50	\$12,792.00	\$20,000.00	\$7,208.00	63.96%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$208.85	\$2,126.88	\$3,500.00	\$1,373.12	60.77%
PURCHASE	E 100-41570-205 Bank Fees	\$1.49	-\$96.38	\$200.00	\$296.38	-48.19%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$3,731.63	\$8,000.00	\$4,268.37	46.65%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$226.41	\$2,122.89	\$4,000.00	\$1,877.11	53.07%
PURCHASE	E 100-41570-322 Postage	\$261.70	\$677.55	\$2,500.00	\$1,822.45	27.10%
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		\$698.45	\$9,684.57	\$24,200.00	\$14,515.43	40.02%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$104.00	\$5,793.80	\$8,500.00	\$2,706.20	68.16%
Dept 41600 Computer		\$104.00	\$5,793.80	\$8,500.00	\$2,706.20	68.16%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$23.83	\$5,495.82	\$23,500.00	\$18,004.18	23.39%
Dept 41610 City Attorney		\$23.83	\$5,495.82	\$23,500.00	\$18,004.18	23.39%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$808.75	\$11,781.25	\$25,000.00	\$13,218.75	47.13%
Dept 41910 Planning and Zoning		\$808.75	\$11,781.25	\$25,000.00	\$13,218.75	47.13%
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	\$2,134.64	\$3,640.41	\$7,000.00	\$3,359.59	52.01%
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	\$1,039.40	\$4,129.36	\$9,000.00	\$4,870.64	45.88%
GOVTBLDG	E 100-41940-321 Telephone	\$686.10	\$4,204.58	\$4,200.00	-\$4.58	100.11%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$262.00	\$300.00	\$38.00	87.33%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$1,016.69	\$6,259.96	\$14,000.00	\$7,740.04	44.71%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$113.52	\$6,565.52	\$8,000.00	\$1,434.48	82.07%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$275.72	\$1,677.88	\$3,500.00	\$1,822.12	47.94%
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	\$0.00	\$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		\$5,266.07	\$29,280.86	\$55,750.00	\$26,469.14	52.52%
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	July 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	\$7,867.02	\$9,500.00	\$1,632.98	82.81%
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	\$13,521.98	\$22,000.00	\$8,478.02	61.46%
Dept 41960 Insurance		\$0.00	\$21,389.00	\$31,500.00	\$10,111.00	67.90%
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	\$8,760.00	\$63,126.44	\$105,120.00	\$41,993.56	60.05%
Dept 42102 Wright County Sheriff		\$8,760.00	\$63,126.44	\$105,120.00	\$41,993.56	60.05%
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	\$5,040.18	\$8,500.00	\$3,459.82	59.30%
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	\$0.00	\$1,249.00	\$4,000.00	\$2,751.00	31.23%
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	\$2,003.82	\$5,000.00	\$2,996.18	40.08%
Dept 42210 Fire Dept Administration		\$0.00	\$8,560.91	\$82,364.00	\$73,803.09	10.39%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$458.51	\$3,821.54	\$15,500.00	\$11,678.46	24.66%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$841.83	\$1,500.00	\$658.17	56.12%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$239.07	\$850.00	\$610.93	28.13%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$3,055.92	\$28,500.00	\$25,444.08	10.72%
FIREEQUIP	E 100-42220-580 Other Equipment	\$2,799.95	\$4,716.32	\$5,000.00	\$283.68	94.33%
Dept 42220 Fire Dept Equipment		\$3,258.46	\$12,674.68	\$51,350.00	\$38,675.32	24.68%
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	\$0.00	\$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		\$0.00	\$3,956.52	\$17,210.00	\$13,253.48	22.99%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$109.29	\$1,476.54	\$4,500.00	\$3,023.46	32.81%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$265.00	\$1,157.73	\$9,000.00	\$7,842.27	12.86%
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	\$6,709.88	\$10,382.93	\$7,805.00	-\$2,577.93	133.03%
Dept 42260 Fire Vehicles		\$7,084.17	\$13,164.24	\$23,305.00	\$10,140.76	56.49%
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	\$56.15	\$1,888.57	\$7,500.00	\$5,611.43	25.18%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$38.20	\$502.33	\$1,000.00	\$497.67	50.23%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$285.53	\$1,466.06	\$4,500.00	\$3,033.94	32.58%
FIREBLDG	E 100-42280-383 Gas Utilities	\$23.32	\$2,027.99	\$3,000.00	\$972.01	67.60%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$0.00	\$932.35	\$0.00	-\$932.35	0.00%
Dept 42280	Fire Stations and Bldgs	\$403.20	\$6,930.61	\$17,825.00	\$10,894.39	38.88%
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	\$6,250.00	\$6,250.00	\$6,500.00	\$250.00	96.15%
Dept 42290	Fire Relief Association	\$6,250.00	\$6,250.00	\$57,511.00	\$51,261.00	10.87%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$2,591.66	\$21,735.73	\$50,000.00	\$28,264.27	43.47%
Dept 42401	Building Inspection Admin	\$2,591.66	\$21,735.73	\$50,000.00	\$28,264.27	43.47%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$304.00	\$865.00	\$500.00	-\$365.00	173.00%
Dept 42700	Animal Control	\$304.00	\$865.00	\$500.00	-\$365.00	173.00%
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	\$6,007.20	\$79,063.57	\$131,192.00	\$52,128.43	60.27%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$34.32	\$617.76	\$2,000.00	\$1,382.24	30.89%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$920.00	\$6,220.00	\$13,740.00	\$7,520.00	45.27%
PUBWRKS	E 100-43000-121 PERA	\$453.11	\$6,233.66	\$11,714.00	\$5,480.34	53.22%
PUBWRKS	E 100-43000-122 FICA	\$416.16	\$5,315.18	\$10,536.00	\$5,220.82	50.45%
PUBWRKS	E 100-43000-123 Medicare	\$97.34	\$1,243.09	\$2,464.00	\$1,220.91	50.45%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$106.21	\$1,226.01	\$2,100.00	\$873.99	58.38%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$1,857.30	\$7,057.74	\$250.00	-\$6,807.74	823.10%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,408.24	\$16,852.25	\$30,000.00	\$13,147.75	56.17%
PUBWRKS	E 100-43000-208 Training and Instructio	\$206.24	\$2,369.23	\$2,500.00	\$130.77	94.77%
PUBWRKS	E 100-43000-212 Motor Fuels	\$1,668.67	\$8,140.19	\$7,000.00	-\$1,140.19	116.29%
PUBWRKS	E 100-43000-215 Shop Supplies	\$514.40	\$6,306.93	\$5,500.00	-\$806.93	114.67%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$3,475.85	\$10,329.93	\$9,000.00	-\$1,329.93	114.78%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$530.76	\$530.76	\$1,500.00	\$969.24	35.38%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$0.00	\$1,276.44	\$5,000.00	\$3,723.56	25.53%
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	\$1,250.00	\$2,500.00	\$17,000.00	\$14,500.00	14.71%
PUBWRKS	E 100-43000-321 Telephone	\$325.29	\$1,868.92	\$2,800.00	\$931.08	66.75%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$118.00	\$200.00	\$82.00	59.00%
Dept 43000	Public Works (GENERAL)	\$19,271.09	\$157,854.42	\$257,496.00	\$99,641.58	61.30%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$2,751.47	\$4,563.34	\$100,000.00	\$95,436.66	4.56%
Dept 43121	Paved Streets	\$2,751.47	\$4,563.34	\$100,000.00	\$95,436.66	4.56%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$4,448.50	\$4,448.50	\$15,000.00	\$10,551.50	29.66%
Dept 43122	Unpaved Streets	\$4,448.50	\$4,448.50	\$15,000.00	\$10,551.50	29.66%
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%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 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	\$1,914.26	\$11,538.44	\$25,000.00	\$13,461.56	46.15%
Dept 43160	Street Lighting	\$1,914.26	\$11,538.44	\$25,000.00	\$13,461.56	46.15%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$28.93	\$1,963.93	\$0.00	-\$1,963.93	0.00%
Dept 43240	Waste (refuse) Disposal	\$28.93	\$1,963.93	\$0.00	-\$1,963.93	0.00%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$3,369.22	\$20,187.06	\$38,500.00	\$18,312.94	52.43%
Dept 43245	Recycling: Refuse	\$3,369.22	\$20,187.06	\$38,500.00	\$18,312.94	52.43%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$2,152.43	\$4,039.43	\$8,700.00	\$4,660.57	46.43%
Dept 45186	Senior Center	\$2,152.43	\$4,039.43	\$8,700.00	\$4,660.57	46.43%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$297.63	\$2,000.00	\$1,702.37	14.88%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$657.69	\$1,914.94	\$5,000.00	\$3,085.06	38.30%
PARKS	E 100-45200-225 Landscaping Materials	\$916.49	\$1,147.67	\$8,000.00	\$6,852.33	14.35%
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	\$132.87	\$1,008.46	\$2,200.00	\$1,191.54	45.84%
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	\$41.85	\$2,509.16	\$2,200.00	-\$309.16	114.05%
PARKS	E 100-45200-580 Other Equipment	\$545.00	\$953.75	\$8,000.00	\$7,046.25	11.92%
Dept 45200	Parks (GENERAL)	\$2,293.90	\$14,631.61	\$35,700.00	\$21,068.39	40.98%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$4,587.79	\$8,775.98	\$11,500.00	\$2,724.02	76.31%
Dept 45500	Libraries (GENERAL)	\$4,587.79	\$8,775.98	\$11,500.00	\$2,724.02	76.31%
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	\$0.00	\$488.63	\$5,000.00	\$4,511.37	9.77%
Dept 49800	Transit (GENERAL)	\$0.00	\$488.63	\$5,000.00	\$4,511.37	9.77%
Fund 100	GENERAL FUND	\$94,166.26	\$645,649.48	\$1,528,599.00	\$882,949.52	42.24%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$94,166.26	\$645,649.48	\$1,528,599.00	\$882,949.52	42.24%



To: Mayor Kauffman & Members of the Hanover City Council

From: Brian Hagen, City Administrator

Re: 11103 River Rd NE CUP Violation

Date: July 10, 2018

On June 7, 2018, I sent Michael Straub, European Auto, a letter regarding violations of his Conditional Use Permit at the address above. The letter identified specific violations, a date in which the violations shall be corrected by, as well as potential actions the City may take should the violations not be corrected. I have attached the letter for your reference.

On July 10, 2018, I visited the site to conduct a follow up inspection as stated in my June 7th letter. Included with this memo are pictures from the visit. I found a total of six vehicles on site, a flat bed truck, and outdoor storage of vehicle parts. The CUP allows for six vehicles to be store outside that are substantially intact. The vehicles visible from the public right of way meet this requirement. However, there were three vehicles parked behind the building in a location not approved by the permit. The flatbed truck is allowed as approved by the permit. The outdoor storage is not allowed by the permit. Items included, but not limited to, tires, rims, bumpers, hoods, doors, and barrels. Additionally, the site has not received any of the parking improvements identified on the site plan dated May 16, 2016 as approved in the CUP.

I am seeking direction from Council on scheduling a Public Hearing to consider the revocation of the Conditional Use Permit as approved by Res No 08-02-16-94 for this property. Should Council direct a Public Hearing and consider a revocation of such CUP, the hearing would be set for the City Council meeting scheduled for Monday, August 6, 2018 at 7 p.m. or shortly thereafter. At that time, staff would present a resolution to Council for consideration to revoke the CUP effective immediately. The owner would then be expected to cease and desist. Should the applicant fail to cease and desist, the City could then take further legal actions.

PHOTOS TAKEN JULY 10, 2018





June 7, 2018

Michael Straub
2330 Chalet Dr NE
Columbia Heights, MN 55421

Re: Conditional Use Permit Violation

Mr. Straub,

On August 2, 2016, the Hanover City Council approved Resolution 08-02-16-94, a Conditional Use Permit (CUP) for your property located at 11103 River Rd NE. I have enclosed a copy for your convenience. The CUP outlines special conditions in which you may operate your business.

In the months following this approval, you took steps to conform to the CUP by removing the vehicles stored outdoors. However, you have never come into full compliance.

On June 7, 2018, I drove by your property for the purpose of taking the attached photo. This photo was taken from the public right-of-way. In this photo, you will note that you are in violation of conditions identified as numbers 3, 4, 5, 6, and 10 in the approving resolution.

According to Hanover Ordinance Chapter 10, Section 10.11, Subsection D, Number 8, you have 30 days to correct all violations of your conditional use permit. Please correct these violations by July 6, 2018. After such date, I will visit your property to conduct an inspection, according to condition number 14 in the approving resolution, to determine compliance. If these violations are not corrected by such time, the City will have the right to proceed in revoking your conditional use permit.

Should you have any questions, please call me at 763-496-5025.

Respectfully,

Brian Hagen,
City Administrator

Cc: City Council, Planning Commission, City Attorney, City Planner

COPY

**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 Vice Mayor John Vajda at 5:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 2nd day of August, 2016.

The following Council Members were present: Vajda, Hammerseng, Warpula, Zajicek

The following Council Members were absent: Kauffman

A motion to adopt the following resolution was made by Hammerseng and seconded by Warpula.

.....
RESOLUTION NO 08-02-16-94

**A RESOLUTION APPROVING AN AMENDMENT TO A CONDITIONAL USE PERMIT
FOR THE SALES AND WAREHOUSING OF AUTOMOTIVE PARTS**

WHEREAS Michael Straub (“Applicant”) owns property located at 11103 River Road N.E; and

WHEREAS, the Subject Property is zoned B-1, Downtown River Business District; and

WHEREAS, the applicant submitted an application to amend an existing Special Use Permit to operate a Warehouse/Retail Sales operation which was approved on April 16, 1991 as Resolution No. 07-91-04; and

WHEREAS the public hearing was properly noticed and scheduled for the March 28, 2016 Planning Commission meeting; and

WHEREAS the application was reviewed by the Planning Commission at meetings on March 28, June 27 and July 25, 2016 and recommended approval of the request; and

WHEREAS the City Council reviewed the request in regards to this property at a meeting on August 2, 2016; and

WHEREAS the City Council concurred with the recommendation of the Planning Commission.

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby approve the Conditional Use Permit for this property subject to the following conditions:

1. This Conditional Use Permit repeals and replaces Resolution #07-91-04 and any and all other prior approvals pertaining to the Subject Property.
2. The only use permitted for the Subject Property is the sales and warehousing of new, used and rebuilt automotive parts, and the associated deconstruction of used automobiles for processing into used auto parts. No other use of the property is

permitted except those as permitted in the Hanover Zoning Ordinance as amended from time to time.

3. The property shall operate in conformance with the Site Plan prepared by Otto Associates dated May 16, 2016 attached hereto as Exhibit "A" except that the "Proposed Fenced Storage Area" is not permitted.
4. No outside storage is permitted. The area shown on the Site Plan as "Proposed Fenced Storage Area" is not allowed.
5. Up to six vehicles that are substantially intact (not more than one body component such as a door or hood missing) but awaiting processing may be parked outside the building. All of said vehicles shall be stored in the location shown as "Proposed Gravel" and must be parked in an orderly fashion and not stacked. This area must be a maintained gravel surface. No vehicles that have been partially dismantled or any automotive components may be stored outside the building.
6. A forklift and a flatbed and trailer are the only other items that may be stored outside the building.
7. Operating hours are allowed between the hours of 7:00 a.m. and 7:00 p.m., Monday through Friday, and 7:00 a.m. and 6:00 p.m. Saturday.
8. The use shall maintain compliance with all noise and nuisance related ordinances of the City Code, as may be amended from time to time.
9. The use and site shall be in compliance with any Federal, State or County law or regulation that is applicable and any related permits shall be obtained and documented to the City.
10. The site (exterior) must be free of items contributing to blighting conditions including, but not limited to, dilapidated machinery, equipment and tools, used tires, automotive parts, and other similar items.
11. The property shall remain in substantial conformance with all performance standards contained within the City Zoning Ordinance and City Code.
12. The use must be in compliance with all applicable noise regulations.
13. The use must be in compliance with all other federal, state and local regulations, as may be amended from time to time.

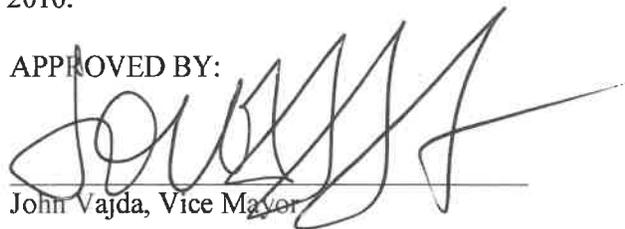
14. The owner shall, upon reasonable advance notice, provide City staff and/or its agents with access to the property for inspection for compliance with this Conditional Use Permit and other relevant codes.
15. A lapse of one year during which the premises are not used for the purposes provided for in this permit shall cause the permit to expire and be of no further consequence.

Council members voting in favor: Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained:

Adopted by the city Council this 2nd day of August, 2016.

APPROVED BY:



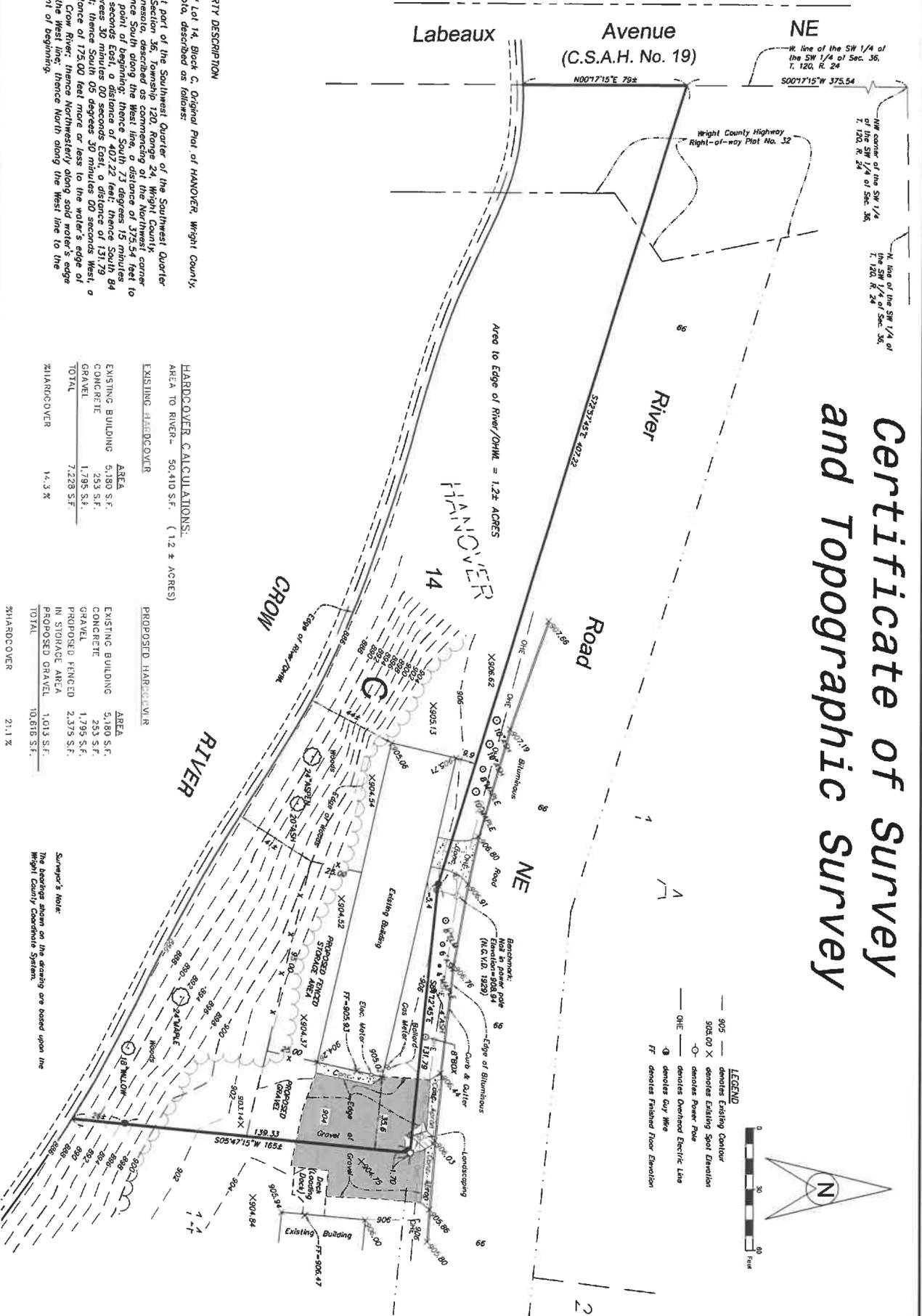
John Vajda, Vice Mayor

ATTEST:



Brian Hagen, City Administrator

Certificate of Survey and Topographic Survey



PROPERTY DESCRIPTION
Part of Lot 14, Block C, Original Plat of HANOVER, Wright County, Minnesota, described as follows:

That part of the Southwest Quarter of the Southwest Quarter of Section 36, Township 120, Range 24, which does not contain thence South along the West line, a distance of 375.54 feet to the point of beginning; thence South 73 degrees 15 minutes 00 seconds East, a distance of 407.22 feet; thence South 84 degrees 30 minutes 00 seconds East, a distance of 131.79 feet; thence South 00 degrees 30 minutes 00 seconds West, a distance of 175.00 feet more or less to the water's edge of the Crow River; thence Northwesterly along said water's edge to the West line; thence North along the West line to the point of beginning.

HARDCOVER CALCULATIONS:
AREA TO RIVER - 50,410 S.F. (1.12 * ACRES)

EXISTING HARDCOVER	
AREA	EXISTING HARDCOVER
EXISTING BUILDING	5,180 S.F.
CONCRETE	253 S.F.
GRAVEL	1,795 S.F.
TOTAL	7,228 S.F.
%HARDCOVER	14.3 %

PROPOSED HARDCOVER	
AREA	PROPOSED HARDCOVER
EXISTING BUILDING	5,180 S.F.
CONCRETE	253 S.F.
GRAVEL	1,795 S.F.
PROPOSED PAVED	2,375 S.F.
PROPOSED GRAVEL	1,013 S.F.
TOTAL	10,616 S.F.
%HARDCOVER	21.1 %

Surveyor's Note:
The bearings shown on the drawing are based upon the Wright County Coordinate System.

Certificate of Survey and Topographic Survey on part of the SW 1/4 of the SW 1/4 of Section 36, Township 120, Range 24, Wright County, Minnesota.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40092 Date: 5-23-16

Requested By:
PHILLIPS Architects & Contractors, Ltd.

Date: 5-16-16
Drawn By: T.J.B.
Scale: 1"=30'
Checked By: P.E.O.



www.ttosociates.com
9 West Division Street
Burnsville, MN 55313
(763) 962-4727
Fax: (763) 962-3522

denotes iron monument found
set and marked by license #40092
Project No. 16-0249

