

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
JULY 18, 2017 – OFFICIAL MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, July 18, 2017, 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 and Public Works Supervisor Jason Doboszenski. Other guests included Christie Singleton of CenterPoint Energy, Carol Dixon of Zion Methodist Church, Joe Kaul of Hanover Historical Society, and Doug Voerding of the Wright County Journal Press.

Approval of Agenda

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

Motion carried unanimously.

Consent Agenda

Hagen added a claim for \$250.48 to reflect payment for the newsletter mailing. New claims total would be \$101,136.34

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

Motion carried unanimously.

a. Approve Minutes of July 10, 2017 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 55,659.59
➤ Payroll	\$ 35,359.42
➤ P/R taxes & Exp	\$ 8,257.35
➤ Other Claims	<u>\$ 1,859.98</u>
➤ Total Claims	<u>\$ 101,136.34</u>

Motion carried unanimously.

Presentation of CenterPoint Energy Grant Award

Ms. Singleton presented a \$500 check to the City Council as recipients of a grant to be used towards emergency street signs.

Hanover Zion United Methodist Church Cemetery

Discussion continued on the closing of the Zion Methodist Church. There was support from the Hanover Historical Society at the previous meeting for the City to obtain ownership of the entire property and then allow the Hanover Historical Society to be a leasee of the building for the purpose of long term storage and a small museum.

Kaul, on behalf of the Historical Society, encouraged the City to be a financial partner with the Hanover Historical Society. Kaul noted that a similar partnership exists in Rockford, and encourage Hanover to do the same. Kaul stated the Historical Society ideally would be able to fund annual operations. However, a plan is not in place at this time.

Council expressed concerned about taking ownership of an aging structure, particularly if there was to be one sole benefitting organization. Further concern revolved around that actual historical significance and whether the structure would be required to become ADA compliant.

Hanover Harvest Festival Requests

Hagen presented two requests on behalf of the Hanover Harvest Festival. First is to turn 5th St. NE into a one way during the Saturday event. Council consensus agreed with the request. Second, Hagen stated that Chief Malewicki is beginning to require payment for the onsite Fire Department team during Fireworks Displays. Harvest Festival is requesting a waiver of payment. Council stated their fees are waived for everything else, waiver of the fireworks display would be included.

Gambling Reporting Requirements

Hagen stated that it was suggested we review the gambling reporting requirements. The ordinance requires 50 % of profits be donated back to the Hanover trade area. The trade area is defined by our Fire Department Service Area. Additionally, reports submitted to the State, are also to be submitted to City Hall for review to ensure compliance with the ordinance requirements. Hagen stated that he has not seen these reports in his time with the City.

Council stated to send a friendly letter reminding the organizations who partake in charitable gambling of Hanover's regulations.

Public Works Third Position

Hagen and Doboszinski presented a task list by season for public works duties. Doboszinski expanded on the duties to provide more detailed information on what is involved with the task, and how long tasks take.

Discussion continued on regarding a second applicant from when the position was advertised in the spring. The second applicant is well qualified for the position, and has worked in public works for several years already. The applicant is looking to work closer to home. The applicant did state in the interview that they would desire to be paid at the top of our wage range given their current pay is well above what our range goes to.

After further discussion, Council directed Hagen to contact the applicant to gauge continued interest. They further directed Hagen to bring a resolution for hire to the next meeting if the applicant is still interested.

2018 Preliminary Budget – Draft 1

Hagen outlined the larger changes to the budget. He further stated that the fire department budget is a copy and paste forward from last year because the Chief is still reviewing the budget for recommended changes. Hagen further explained that tax capacity information has not been provided by the county either. When looking at the budget changes, Hagen anticipates a flat or reduced tax rate depending on how the tax capacity is adjusted from the prior year.

Reports

Hallstein

- Inquired about the location about the stop sign at Division St. and Co. Rd. 20. The sign is set back off of the intersection making it difficult to see approaching vehicles. Doboszinski would trim trees back, and inquire Wright County to move the sign to a different location.

Hammerseng

- Expressed concerned about the Beebe Lake Trail crossing on Co. Rd. 34, stating there is no markings painted on the highway and minimal signage identifying the location. Hagen stated staff would look into who would be responsible for adding markings.

Warpula

- Thanked Public Works staff for their ability and desire to complete task. He noted staff assisting in repairs to some fire trucks.

Doboszinski

- Recently repaired washouts along the Co. Rd. 19 trail heading towards St. Michael. Staff dug out a swale and installed fabric and rip rap to prevent future erosion. Also repaired large washout near the historic bridge.

Kauffman

- Informed the rest of Council of the FRA's intent to request an increase in pension to \$1,775 per year of service. Their fund is currently above 120% funded. The increase would drop them to approximately 109% funded, their target percentage each year.

Adjournment

MOTION by Hammerseng to adjourn at 8:04 p.m., seconded by Warpula. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator