

**AGENDA  
HANOVER CITY COUNCIL  
JULY 19, 2016**

**MAYOR  
CHRIS KAUFFMAN**

**COUNCIL  
JOHN VAJDA  
DOUGLAS HAMMERSENG  
KEN WARPULA  
JIM ZAJICEK**

- 1. Call to Order: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
  - a. Approve Minutes of July 5, 2016 City Council Meeting (pg. 3)**
  - b. Approve Minutes of July 11, 2016 City Council Meeting (pg. cc)**
  - c. Approve Claims as Presented: (pg. 8)**

➤ Claims	<b>\$ 109,281.88</b>
➤ Payroll	<b>\$ 13,170.45</b>
➤ P/R taxes & Exp	<b>\$ 4,060.32</b>
➤ Other Claims	<b>\$ <u>4,437.00</u></b>
➤ Total Claims	<b>\$ <u>130,949.65</u></b>
  - d. Res No 07-19-16-81 – Approving Purchase of Chainsaw**
- 4. Joel Cornell – Letter of Interest PID 108-046-001060**
- 5. Dave Malewicki – Hanover Fire Department**
- 6. Res No 07-05-16-80 – Terminating Ordinance 2016-03**
- 7. Res No 07-19-16-82 – Approving EDA Matching Grant Award to RJM Self Storage**
- 8. Res No 07-19-16-83 – Approving Hennepin County Assessor’s Agreement (pg. 39)**
- 9. Animal Control Contract**
- 10. Historic Bridge Bollards**
- 11. Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to Develop an Offer for the Sale of Real Property Owned by the City, identified as PID 108-046-001060**
- 12. Temporary Lease of PID 108-046-001060 to Northern States Power Company**
- 13. Reports**
- 14. Adjournment**

**To:** Mayor Kauffman & Members of the Hanover City Council  
**From:** Brian Hagen, City Administrator  
**Date:** July 15, 2016  
**Re:** Review of July 19, 2016 City Council Agenda

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1. Call to Order: 6:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent packet.*
  - a. Approve Minutes of July 5, 2016 City Council Meeting (pg. 3)
  - b. Approve Minutes of July 11, 2016 City Council Meeting (pg. cc)
  - c. Approve Claims as Presented: (pg. 8)

➤ Claims	\$ 109,281.88
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➤ Total Claims	<u>\$ 130,949.65</u>
  - d. Res No 07-19-16-81 – Approving Purchase of Chainsaw
4. Joel Cornell – Letter of Interest PID 108-046-001060  
*Mr. Cornell would like to present a letter of interest to the City. This interest is to purchase the approximate 2 acre City owned Industrial Park parcel.*
5. Fire Chief Dave Malewicki – Hanover Fire Department  
*Chief Malewicki would like to discuss items of the Fire Department with Council. Items include an update of how the fire department is doing as well as equipment purchase proposals.*
6. Res No 07-05-19-80 – Terminating Ordinance 2016-03  
*This resolution was tabled from the previous meeting. Staff is seeking approval or denial of the resolution at this meeting.*

**7. Res No 07-19-16-82 – Approving EDA Matching Grant Award to RJM Self Storage**

*See enclosed resolution.*

**8. Res No 07-19-16-83 – Approving Hennepin County Assessor’s Agreement**

*See enclosed resolution. 2016 costs were \$6,800.*

**9. Animal Control Contract**

*Historically we have held a contract with Monticello for animal control services. The major benefit of this contract is the ability to have their staff transport animals, especially if one is vicious. In the past the City was invoiced in the event the owner never claimed the animal. This updated contract is requesting an annual fee based on the City’s fee schedule, plus invoicing in the event the owner does not claim the animal. Staff’s question is do we want to continue this contract or enter into a different one. Other shelters may not offer transporting services. See enclosed contract.*

**10. Historic Bridge Bollards**

*See enclosed pictures. Staff is seeking direction from Council on what bollards they prefer.*

**11. Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to Develop an Offer for the Sale of Real Property Owned by the City, identified as PID 108-046-001060**

*Further discussion will be held.*

**12. Temporary Lease of PID 108-046-001060 to Northern States Power Company**

*NSP is requesting a temporary lease to store equipment and materials while they repair the power lines near Hanover. See enclosed proposed lease.*

**13. Reports of Mayor and Council Members, Staff, Boards, and Committees**

**14. Adjournment**

**CITY OF HANOVER  
CITY COUNCIL MEETING  
JULY 5, 2016 – DRAFT MINUTES**

**Call to Order/Pledge of Allegiance:**

Mayor Chris Kauffman called the regular meeting of Tuesday, July 5, 2016 to order at 7:05 p.m. Present were Mayor Chris Kauffman, Doug Hammerseng, and Jim Zajicek. Also present were City Administrator Brian Hagen, and Accountant/Deputy Clerk Elizabeth Lindrud. Several guests were present.

**Approval of Agenda:**

Kauffman suggested a shortened meeting due to the power outage from the storm. Hagen stated there was nothing pressing on the agenda other than approving claims. He further stated Council could continue the remaining items until the July 19<sup>th</sup> work session or call a special meeting as earlier as July, 11, 2016.

**MOTION** by Zajicek to amend the agenda to continue all items but the consent agenda to a special meeting on July 11, 2016 at 7:00 p.m. at City Hall, seconded by Hammerseng. **Motion carried unanimously.**

**Consent Agenda Items:**

**a. Approve Minutes of June 21, 2016 City Council Work Session Meeting**

**b. Approve Minutes of June 27, 2016 Special City Council Meeting**

**c. Approve Claims as Presented:**

➤ Claims	\$ 197,947.63
➤ Payroll	\$ 7,910.23
➤ P/R taxes & Exp	\$ 3,161.09
➤ Other Claims	<u>\$ 2,541.44</u>
➤ Total Claims	<u>\$ 211,560.39</u>

**d. Res No 07-05-16-77 – Approving 125<sup>th</sup> Anniversary Tent Rental**

**Motion carried unanimously.**

**Adjournment**

**MOTION** by Zajicek to adjourn at 7:11 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

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

ATTEST:

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

**CITY OF HANOVER  
SPECIAL MEETING OF COUNCIL  
JULY 11, 2016 – DRAFT MINUTES**

**Call to Order:**

Mayor Kauffman called the special council meeting of Monday, July 11, 2016, to order at 7:02 p.m. Present were Chris Kauffman, John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud. Guests present were Wright County Sheriff, Michael Kehn, Chris Kehn, Stephanie and Tom Gleason, Missy Wanke, Don and Lois Mahler, Tim Bienias, Clark Lee, Colleen Williams, Linda Eckard, Jim Hautala, Trudy Hunter, Sandy Braun, Karen Kaul, The Sogans, the Kuglers, The O'Briens, Vonnie Waters, Sara Williams, Chuck Wilson, Jared Torkeleson, Matt and Jen Amenrud, Claudia Pingree, Teresa and Tony Harrer, Jaci Donlan, Jenny Larkin, Mat Boie, Brenda and Bryan Arthur, Mary Coons, Brian Benson, Torrney Marshall, Dave Thomson, Jen Dismang, Dean Kuitunen, Amy Sefton, Derek Rosso, Michele Snyder, Tom Leimer, Cathi Gabrielson, Janet McDaniel, Karl Kiputh, Michelle Armstrong, Anne Jungwirth, Corey Hickmann, Cassandra Vajda, Jamie Franen, Dana Arrigo, Mary Bergeron, and several other residents.

**Approval of Agenda**

Hagen stated that Mike Fadden was not able to make the meeting for the photo accepting the CenterPoint Grant. Kauffman added the proposal from WSB for a still 3D rendering of the Settlers Park ballfield redesign under New Business item 6.f.

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

**Citizen's Forum**

**Res No 07-05-16-78 – Accepting Donation from Hanover Lions, Lion Fountain Costs**

**MOTION** by Hammerseng to accept Res No 07-05-16-78, seconded by Warpula. **Motion carried unanimously.**

**Res No 07-05-16-79 – Accepting Donation from Hanover Lions, 2016 Cleanup Day**

**MOTION** by Warpula to accept Res No 07-05-16-79, seconded by Hammerseng. **Motion carried unanimously.**

**Clark Lee:**

Clark Lee recommended to Council that the Moratorium on Single Family Home Permits not be lifted. He stated that per the Planning Commission presentation, surrounding community's standards due vary, however they do have standards in place. Lee further stated that Planning Commission may have been under the impression that a decision had to be made in one meeting, not the six months allowed by the Moratorium. He also stated that two builders appeared before Planning Commission because they were unable to build their homes and this should not be a reason to lift the Moratorium.

**Michael Kehn**

Michael Kehn stated he is the President of the Hanover Historical Society and he would like to try and save the trees. He stated that the Mayor wrote an editorial in the Crow River News with

disparaging remarks and that these were also echoed by Dee Zajicek on the Save the Trees petition. He further stated the difference between the Settlers Park trees and the trees removed for the Historical Bridge are that the bridge timbers did not come from a city park.

### **Sarah Williams**

Sarah Williams stated that she has lived in Hanover for 11 years because the residents value history, preservation and the environment. She further stated they take pride in how the City looks. The trees will have a cost associated with their removal, the loss of the aesthetic value they provide. She explained that the community wants to give input in how the parks are created, Loretto and Delano have beautiful ballfields and asks that Council ask for community input.

### **Marty Waters**

Marty Waters stated he is a former coach, former Mayor, and former Park Board member. He stated that the decisions around the ballfield are shortsighted. The trees have value and the city has the space. He further stated this is a clandestine effort, the decision was made very swiftly without public input. The votes in favor of the ballfield from Park Board and Council were from members who live on Prairie Lane. There are 1,000 signatures on the petition to save the trees. Waters also thanked the Hanover Fire Department and City Staff for their assistance during the storm last week.

### **Stephanie Gleason**

Stephanie Gleason stated that elected officials are the residents voice. The residents have never been more united, 1,000 people signed the petition, most of whom are Hanover residents. She stated the City sent out a survey and 71% stated the ballfields meet the community's needs. In the 2007 survey residents wanted trails, basketball courts, and tennis courts. She stated this clearly indicates a large ballfield is not an improvement the community wants. She stated that one 16U team is around 26 children who are not all Hanover residents. She inquired about the other groups that use the park, the 164 girl scouts, the elementary school, the preschool, and the church groups. Gleason also stated there is a safety risk having stray balls near the playground and asked if the city has enough insurance to cover any injuries. This plan will remove two fields and is currently safe, since younger kids do not hit foul balls far enough to reach the playground.

### **Missy Wanke**

Missy Wanke stated that this land is ours and if someone would ask for our land, she would hope Council would not give it away. She inquired as to why Hanover would provide land to an outside entity.

### **Colleen Williams**

Colleen Williams stated it is very disheartening that Council is taking money and other concerns over the residents' concerns. She has five pages of heartfelt comments and requested that Council look at other options. The Park Board survey stated that 71% of respondents were happy with the community's ballfields and that 230 residents took the time to fill out the survey. She further stated that it would be horrible to cut down trees older than the city itself and with more time and creative thinking they could find a better place.

### **Tom Gleason**

Tom Gleason stated that he is on the Park Board and was the liaison to the Hanover Athletic Association since January of 2016. He stated he was excited when Hanover Youth Ball came to present to Park Board since the ballfields have been being discussed since 2009. He was for the ballfield at first, but since hearing the feedback from residents he has changed his mind and would like Council to look at other options. Gleason gave a brief recap of the history of the Settlers Park Ballfield redesign. He stated that a Hanover Athletic Association member did come up with an alternative plan in June that would cost less money and not require the oak trees to be removed. The Hanover Athletic Association has tabled the plan until they hear what Council decides on the current redesign plan.

### **Chad Kugler**

Chad Kugler read a prepared statement from the Hanover Youth Ball Organization. He stated that over the past few years Hanover Youth Ball has been in communication with the City and Hanover Athletic Association. Hanover Youth Ball has been growing and the program does not cut players. Hanover is a great place to grow up and realizes that the opposition is not to the kids or Hanover Youth Ball. He stated that Hanover Youth Ball is 100% focused on children, their program has become better organized and better advertised and are in need of more fields. The field is not just for the 16U team, but can be used for all ages up to 16U. The City and Hanover Athletic Association approved the Settlers Park Ballfield and Hanover Youth Ball also received a grant from the MN Twins to improve the T-ball fields at Hanover Elementary School. Hanover Youth Ball is grateful for the City's careful considerations and Hanover Athletic Association's support helps keep costs and fees low. The fields are used from snow melt until snow fall. He stated that all options have been reviewed and nothing is currently available. Hanover Youth Ball did not want to wreck a park, the fencing would have green vines, trees would be added and eventually lights. He thanked everyone for their support and understanding and that everyone in the Hanover Youth Ball organization is a volunteer. Kugler stated that many people have said the trees are Hanover's future, but Hanover Youth Ball feels that the children are Hanover's future.

### **Trudy Hunter**

Trudy Hunter stated that this is not about trees, but listening to one another. She requested more information on the \$1.00 lease of the fields to Hanover Athletic Association and what the timeline is for the ballfields. She further inquired if residents can have more detail without having to sit at a council meeting. She stated that her children are in T-ball and residents do not have to choose sides.

### **Dana Arrigo**

Dana Arrigo stated that she is new to Hanover and works for Edina Realty and tells her coworkers that she lives in Mayberry. She attended Caroling at the Bridge and said it reminded her of a Norman Rockwell painting. In her career she has watched Maple Grove and Plymouth develop. She stated Maple Grove had a plan and Plymouth did not. She hopes that Hanover has a vision, it is a historical place. Her children are in Youth Ball, but she chooses to go to Corcoran because Hanover does not have a good program. She stated that Crystal has a baseball

field that was funded by the MN Twins and has not heard people ask to live there because of that baseball field. She said that she is disappointed that ballfield is not on the agenda.

### **Karen Kaul**

Karen Kaul stated that she loves Hanover and has respect for everyone in the room. She stated that everyone needs to drop the politics and mean comments and move forward. Both her children were in Hanover Youth Ball and Tom Therrien has a wonderful vision, but she does not want to trade a beautiful reality for a vision. Right now the entire community can use the park, the argument for Hanover Youth Ball is that it is an awesome program, but the argument against is the environment. She stated the Emerald Ash Borer is in Plymouth, there is also the safety argument, the giving up the public land to an organization argument, and for her the spiritual argument. She stated Hanover had a huge storm and she lost a 20-year-old apple tree, but the oak trees were still standing and for 150 years, God has kept them safe.

### **Vonnie Waters**

Vonnie Waters stated that there have been lots of sincere thoughts from people and this issue is tearing the community apart, but it could help bring it together. She stated with the Park Board asking Council to reconsider, she asked that Council take that to heart. With the storm and the Emerald Ash Borer, how many trees will Hanover lose. She requested that Council listen and it is not trees versus baseball, but what is right for our community.

### **Tim Bienias**

Tim Bienias stated he grew up within a five-mile radius of Hanover and is for the trees and for Youth Ball and has two children in Youth Ball. He stated that currently all the T-ball fields are in use, so why eliminate fields. He also understands parents not wanting to drive to Montrose for home games and practice, however he has friends with children in Elk River traveling soccer and they drive to Moorhead for games. He did not want to diminish the value of the \$17,000 MN Twins Grant, but stated that the City could come up with that amount if they had too. He stated it is more important to get it right than to be right.

### **Abby Peterson**

Hagen read a letter sent by Abby Peterson, who was not able to attend the meeting. Peterson stated that she has been a Hanover resident for 14 years and she and her husband, Dave, co-chaired the first Hanover Harvest Festival. She has also served as an election judge and on the Park Board, her husband was active in the EDA until his death. Peterson also has volunteered at the city offices helping with filing and was one of the chairs that created the Community Garden. She stated that she feels the city is one of the best run cities of similar size. Peterson went on to recap some of the comments made at the last Park Board meeting. She also stated that she has talked to some of the people who signed the petition and they did not realize there is not an alternative site for the ballfield or that city funds were not being used for the expansion. In addition, she stated that some said they felt pressured into signing the petition. Peterson is strongly in support of the ballfield expansion and feels the residents of the community should know the facts and not just opinions.

## **Joe Kaul**

Hagen read a letter sent by Joe Kaul, who was not able to attend the meeting. Kaul stated he is in the unique situation of understanding the perspectives of both sides of the ballfield argument due to his past involvement as a Hanover Youth Ball board member and current position as Treasurer for the Hanover Historical Society. Kaul stated his core issue is the concept of deeding away prime parkland to a private non-profit organization for their own uses. He would like Council to keep in mind that the City is under no obligation to help out the Hanover Athletic Association or the Hanover Youth Ball with their space or field requirements. He asks "Would the HAA and HYP organizations be interested in the same deal if we re-developed the Cardinal Circle park field for use by 16U Youth Ball players?". Kaul explains that his understanding of the pending agreement with Hanover Athletic Association, their funding would not be transferred to the City until the project is completed to their satisfaction and control over the property has been transferred to their organization. The Hanover Athletic Association would also need to seek approval for the expenditure from the State Gambling Board before the funds can be expended. Kaul's concern is that this agreement leaves open the possibility that the project will be completed, the oak trees removed and the City will have to pick up the costs and the Hanover Athletic Association will still be able to use the field, as it is public land. Kaul also refers to the petitions, between both online and written there are 1,100 signatures, most of which are Hanover residents. He stated there is another petition in support of the ballfield project that was created by a Maple Grove resident who is the Commissioner for the MN Amateur Softball Association that has 124 signatures, 44 are Hanover residents. Kaul points out that there are many interests from outside of Hanover pushing for the ballfield redesign. Kaul would like Council to take a step back and think through the situation their decisions related to this project have created in Hanover.

Kauffman stated that he would like to correct some of the misinformation that he has heard. First, the Hanover Athletic Association would be leasing the ballfield from the City, which reduces the City's liability, because Hanover Athletic Association would take that on. Second, the City is not deeding the land and once the leasing agreement is approved the funds for the field renovation would transfer at that time.

At 8:24 Mayor Kauffman called for a recess as residents were leaving after Citizen's Forum.

At 8:39 Mayor Kauffman called the meeting back to order.

## **Unfinished Business**

### **Res No 07-05-16-80 – Terminating Ordinance 2016-03**

Hagen explained that Planning Commission held a meeting at the end of June in regards to the Single Family Dwelling Moratorium and the conversation revolved around how the homes looked. Planning Commission does not want smaller home designs in Hanover, but design guidelines were more of a factor. He stated that was the main reason Planning Commission passed a motion recommending Council terminate the moratorium and give further direction to Planning Commission and staff on setting the guidelines.

Hammerseng stated that how the home looked was discussed more than size. He stated that Dan Bowman showed Planning Commission one of his model homes and how designs are changing. The homes have a smaller footprint, but more square footage because builders are adding space

above garages. He further explained that Planning Commission will be meeting on Thursday to further define guidelines and maybe Council should lift the moratorium after hearing more on Thursday. Clark Lee stated that the City needs some standards in place, a combination of foundation size and livable square footage above grade.

Hagen stated that he does not think the moratorium is needed and does not feel smaller homes have been built in recent years. He did state that there is a risk of a smaller home being built and that Planning Commission can discuss guidelines for the next development. Hagen further explained that all the ordinances should be reviewed to make Hanover more appealing to developers.

**MOTION** by Hammerseng to table Res No 07-05-16-80 until July 19, 2016, seconded by Vajda. **Motion carried unanimously.**

### **Public Hearings**

#### **Adoption of an Amendment to Ordinance 2016-03 – Moratorium on Single Family Dwelling Building Permits**

Hagen explained that direction was given to hold a public hearing to discuss an amendment to Ordinance 2016-03 to adjust the minimum size requirements for single family homes.

Kauffman opened the public hearing at 9:05 p.m.

Clark Lee recommended that Council not change the ordinance, but that there does need to be a combination of foundation size and livable square footage.

Dan Bowman explained that if a corporate builder were to come in for a new development they would will have PUD, so even with the new standards it would be a new ballgame.

Kauffman closed the public hearing at 9:08 p.m.

### **New Business**

#### **Ordinance 2016-04 – Amending Ordinance 2016-03 Relating to Moratorium on Building Permits for Single Family Dwellings**

**MOTION** by Vajda to deny amending Ordinance 2016-04, seconded by Hammerseng. **Motion carried unanimously.**

#### **Res No 07-05-16-70 – Approving EDA Low Interest Loan Program**

Hagen explained that the EDA discussed business incentive programs. The plan for the changes is to offer a larger amount of incentives to potential new businesses and expansions. The EDA increased the loan amount to a maximum of \$100,000. The EDA cash balance has been growing, the Special Revenue Fund currently has \$114,718.66 and the Business Incentive Fund has \$236,818.91. Both Vajda and Warpula as sitting EDA members support the changes.

**MOTION** by Vajda to accept Res No 07-05-16-70, seconded by Warpula. **Motion carried unanimously.**

#### **Res No 07-05-16-71 – Approving EDA Matching Grant Program**

Hagen explained the EDA changed the structure of the financing. 50% must be private funding, 25% through EDA grant, and 25% through a 0% interest loan. Maximum EDA contribution

could be \$15,000. The EDA also added security improvements as an eligible expense, this is due to recent break-ins to the Industrial Park.

**MOTION** by Vajda to accept Res No 07-05-16-71, seconded by Warpula. **Motion carried unanimously.**

### **Res No 07-05-16-72 – Approving EDA Rent Reimbursement Program**

Hagen stated there were no changes made to the amount, the maximum will remain \$2,400 up to \$800 per month. The landlord and tenant may not be related and they must show proof of payment before reimbursement.

**MOTION** by Vajda to accept Res No 07-05-16-72, seconded by Zajicek. **Motion carried unanimously.**

### **August 2, 2016 Council Meeting Time Change**

Hagen stated that Night to Unite is August 2 and requested the best time to hold the meeting. Council gave direction to hold the meeting August 2, 2016 at 5:00 p.m.

**MOTION** by Vajda to hold the August 2, 2016 at 5:00 p.m., seconded by Warpula. **Motion carried unanimously.**

### **3D ballfield rendering from WSB**

Hagen explained that WSB put together a proposal to create a still 3D rendering of the Settlers Park Ballfield redesign for \$3,250. The design would show two views, one from home plate looking in the direction of trees and the second, a bird's eye view. Council felt this proposal would provide everyone with a better vision of the proposed project.

**MOTION** by Vajda to approve the proposal not exceed \$3,250, seconded by Zajicek. **Motion carried unanimously.**

### **Reports**

#### **Vogel:**

- Will continue working on clearing up storm damage through the end of this week. Clean up is going faster now, they are using a truck to haul away the branches instead of the wood chipper.

#### **Vajda:**

- Stated that he has been on Council for seven and a half years and has loved being part of the City and Council and loves that residents have a voice and would like to apologize for getting over heated. He also stated that Council does take comments and concerns seriously.

#### **Zajicek**

- Stated that the Park Board meeting was quite challenging. He stated he just wants the facts and truth out to residents and inquired if the topic could be put on the ballot for November. Hagen stated he can check if it would be allowed. Kauffman cautioned against giving up all decisions by putting items on the ballot.

#### **Hammerseng**

- Stated that the Planning Commission meeting focused mostly on the moratorium, but they did also talk about Rhino Auto. Planning Commission and staff are working on how to limit the number of cars. Rhino Auto did withdraw its fence permit, there is no room for a fence or outside storage behind the building.

#### **Lindrud**

- Stated that the Zoomobile will be at Settlers Park Thursday, July 14<sup>th</sup> at 7:00 p.m.

- Thanked the Fire Department for providing information on social media after the storm last week. City Hall was without power and staff was able to update the City's facebook page with information from the Hanover Fire Department using staff's cell phones.

**Hagen**

- July 26 and 27<sup>th</sup> will be the public accuracy testing.
- August 2 through the 16<sup>th</sup> is the filing period for council seats
- August 6<sup>th</sup> City Hall will be open for absentee voting.
- The Planning Commission will be considering an ordinance opting out of a statute requiring cities to allow temporary housing for living quarters to care for family members in need.

**Adjournment:**

**MOTION** by Vajda to adjourn at 9:55 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

CITY OF HANOVER

07/14/16 3:32 PM

Page 1

Payments

Current Period: July 2016

Batch Name	07/19/16 PAY	Payment	Computer Dollar Amt	\$109,281.88	Posted
Refer	1659	<u>ADVANCED DISPOSAL SERVICES</u>	Ck# 031954	7/19/2016	
Cash Payment	E 100-41940-384	Refuse/Garbage Dispos	Standard Trash - June		\$214.36
Invoice	G20001603250	6/30/2016			
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b> \$214.36
Refer	1659	<u>ARMOUR, BETH</u>	Ck# 031955	7/19/2016	
Cash Payment	E 100-48205-810	Refunds & Reimburseme	Damage Deposit Hall Rental - 7/02/16		\$200.00
Invoice		7/5/2016			
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$200.00
Refer	1670	<u>BENZINGER HOMES</u>	Ck# 031956	7/19/2016	
Cash Payment	E 815-48200-810	Refunds & Reimburseme	Landscape - 1359 Oakwood Lane		\$2,000.00
Invoice		7/14/2016			
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b> \$2,000.00
Refer	1678	<u>BROCK WHITE</u>	Ck# 031957	7/19/2016	
Cash Payment	E 100-43121-224	Street Maint Materials	Craco Melter - 2 weeks		\$2,400.00
Invoice	12679524-00	6/27/2016			
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b> \$2,400.00
Refer	1676	<u>BUFF N GLO</u>	Ck# 031958	7/19/2016	
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	Public Works Truck		\$34.12
Invoice		6/30/2016			
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	Public Works Truck		\$35.73
Invoice		6/30/2016			
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b> \$69.85
Refer	1661	<u>CARDMEMBER SRVC (CENTRAL B</u>	Ck# 031959	7/19/2016	
Cash Payment	E 100-42240-208	Training and Instruction	Food - Rockford Coverage		\$97.24
Invoice					
Cash Payment	E 100-42260-323	Radio Units	Active 911 Device Purchase (30)		\$352.50
Invoice					
Cash Payment	E 100-41570-205	Bank Fees	Late Fee & Interest		\$39.12
Invoice					
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$488.86
Refer	1665	<u>CARSON, CLELLAND &amp; SCHREDE</u>	Ck# 031960	7/19/2016	
Cash Payment	E 100-41610-304	Legal Fees	Legal Support/Work - June 2016		\$67.86
Invoice		6/30/2016			
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$67.86
Refer	1667	<u>CENTERPOINT ENERGY</u>	Ck# 031961	7/19/2016	
Cash Payment	E 100-41940-383	Gas Utilities	City Hall - 5/25/16 - 06/27/16		\$57.99
Invoice		6/27/2016			
Cash Payment	E 100-42280-383	Gas Utilities	Fire Department - 5/25/16 - 06/27/16		\$20.29
Invoice		6/27/2016			
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$78.28
Refer	1658	<u>CITY OF ST. MICHAEL</u>	Ck# 001649E	7/19/2016	
Cash Payment	E 100-45500-437	Other Miscellaneous	Library Bond Payment #2 - 2016		\$3,500.00
Invoice	07012016-5	7/1/2016			

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Payments

Current Period: July 2016

Cash Payment	E 602-43252-310 Other Professional Servi	Lift Station Flows - 2nd Quarter 2016				\$27,607.05
Invoice	07012016-4	7/1/2016				
Cash Payment	E 100-43000-310 Other Professional Servi	Compost & Brush Facility Partnership - 2nd Quarter 2016				\$1,250.00
Invoice	07012016-4	7/1/2016				
Cash Payment	E 100-45500-437 Other Miscellaneous	Library Operations - 2nd Quarter 2016				\$857.03
Invoice	07012016-4	7/1/2016				
Cash Payment	E 100-45186-437 Other Miscellaneous	Senior Center Operations - 2nd Quarter 2016				\$1,945.91
Invoice	07012016-4	7/1/2016				
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b>	\$35,159.99
Refer	1660 CLASSIC CLEANING COMPANY, LL	Ck# 031962	7/19/2016			
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning City Hall - July 2016				\$325.00
Invoice	23909	7/8/2016				
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning Fire Hall - July 2016				\$155.00
Invoice	23910	7/8/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b>	\$480.00
Refer	1664 COLLABORATIVE PLANNING LLC	Ck# 001658E	7/19/2016			
Cash Payment	E 100-41910-310 Other Professional Servi	General Planning				\$710.50
Invoice	2016-058	7/12/2016				
Cash Payment	G 818-20200 Accounts Payable	Greenhouse - Site Plan			Project 208217	\$73.50
Invoice	2016-058	7/12/2016				
Cash Payment	G 818-20200 Accounts Payable	Rhino Auto CUP Amendment			Project 208221	\$49.00
Invoice	2016-059	7/12/2016				
Transaction Date	7/13/2016	Due 0	Cash	10100	<b>Total</b>	\$833.00
Refer	1675 COTTENS, INC.	Ck# 031963	7/19/2016			
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Oil (2)				\$24.48
Invoice	233-28029	6/20/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b>	\$24.48
Refer	1665 DEPT OF EMPLOYMENT & ECON	Ck# 031964	7/19/2016			
Cash Payment	E 100-43000-142 Unemployment Benefit P	Unemployment Benefit - 2nd Quarter 2016 R. Heins				\$3.71
Invoice		7/8/2016				
Transaction Date	7/13/2016	Due 0	Cash	10100	<b>Total</b>	\$3.71
Refer	1671 DRAKE CONSTRUCTION, INC.	Ck# 031965	7/19/2016			
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 11574 11th St				\$1,500.00
Invoice		7/14/2016				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 11574 11th St				\$750.00
Invoice		7/14/2016				
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 11574 11th St				\$1,000.00
Invoice		7/14/2016				
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b>	\$3,250.00
Refer	1680 EXCEL LEGAL COURIER	Ck# 031966	7/19/2016			
Cash Payment	E 100-41570-322 Postage	Courier - Greenhouse Closing Documents			Project 208204	\$41.00
Invoice	28183	7/5/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b>	\$41.00
Refer	1661 GUIDANCE POINT TECHNOLOGIE	Ck# 031967	7/19/2016			

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Current Period: July 2016

Cash Payment	E 100-41570-207 Computer Supplies	Computer - Liz			\$1,207.99
Invoice 9798	7/7/2016				
Cash Payment	E 100-41600-310 Other Professional Servi	Computer Set-up - Liz			\$575.00
Invoice 9798	7/7/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b> \$1,782.99
Refer	1660 HAGEN, BRIAN		Ck# 031968	7/19/2016	
Cash Payment	E 100-41435-331 Travel Expenses	Mileage - Hennepin County Public Works			\$12.42
Invoice	7/1/2016				
Cash Payment	E 100-41435-331 Travel Expenses	Mileage - Wright County Offices			\$13.50
Invoice	7/1/2016				
Cash Payment	E 100-41435-331 Travel Expenses	Mileage - Plymouth City Hall			\$17.82
Invoice	7/1/2016				
Cash Payment	E 100-41435-331 Travel Expenses	Howard Lake City Hall			\$27.00
Invoice	7/1/2016				
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$70.74
Refer	1673 HANOVER HARVEST FESTIVAL		Ck# 031969	7/19/2016	
Cash Payment	E 201-41330-437 Other Miscellaneous	Donation from EDA			\$1,500.00
Invoice	7/14/2016				
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b> \$1,500.00
Refer	1666 HARDWARE HANK		Ck# 031970	7/19/2016	
Cash Payment	E 100-43121-224 Street Maint Materials	Mix Sand Topping RTU 60lb			\$53.91
Invoice 1325955	6/13/2016				
Cash Payment	E 100-43121-224 Street Maint Materials	Cap Drain PVC Sol WEND 4IN			\$5.38
Invoice 1325955	6/13/2016				
Cash Payment	E 100-43121-224 Street Maint Materials	Primer Purple 4oz			\$5.39
Invoice 1325955	6/13/2016				
Cash Payment	E 100-43121-224 Street Maint Materials	Cement Multi-Purpose 4oz			\$4.49
Invoice 1325955	6/13/2016				
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$69.17
Refer	1669 HEINS, DENICE		Ck# 001650E	7/19/2016	
Cash Payment	E 100-41940-520 Buildings and Structures	Storage - August 2016			\$120.00
Invoice	7/6/2016				
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$120.00
Refer	1663 JEREMY GIBBS LAWN SERVICE		Ck# 031971	7/19/2016	
Cash Payment	E 100-43000-310 Other Professional Servi	Lawn Mowing - 10026 4th St (6/06/16)			\$425.00
Invoice 6-2016	6/30/2016				
Cash Payment	E 100-43000-310 Other Professional Servi	Lawn Mowing - 11265 Lambert Ct (6/16)			\$85.00
Invoice 6-2016	6/30/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b> \$510.00
Refer	1668 JIM LEUER CONSTRUCTION		Ck# 031972	7/19/2016	
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 591 Kayla			\$1,500.00
Invoice	7/14/2016				
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b> \$1,500.00
Refer	1672 KAUL DESIGN GROUP, LLC		Ck# 001651E	7/19/2016	
Cash Payment	E 201-41330-437 Other Miscellaneous	Priority Maintenance Package - July 2016			\$200.00
Invoice 16-105	7/5/2016				

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Current Period: July 2016

Transaction Date	7/7/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$200.00</b>
Refer	1677 LANO EQUIPMENT - LORETTO		Ck# 031973 7/19/2016			
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	BPA - Kit, Coupler, Female			\$69.98
Invoice	03-374835	6/24/2016				
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	BPA - Coupler, FF Female			\$29.39
Invoice	03-374835	6/24/2016				
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	BPA - Kit, Coupler, Female			-\$69.98
Invoice	03-375697	6/24/2016				
Cash Payment	E 100-43000-220	Repair/Maint Supply (GE	BPA - Kit, Coupler, Female			\$84.85
Invoice	03-0375697	6/24/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$114.24</b>
Refer	1669 LITE CONSTRUCTION, INC.		Ck# 031974 7/19/2016			
Cash Payment	E 815-48200-810	Refunds & Reimburseme	Landscape - 10717 Settlers Ln N			\$1,500.00
Invoice		7/14/2016				
Cash Payment	E 811-48200-810	Refunds & Reimburseme	Erosion - 10717 Settlers Ln N			\$750.00
Invoice		7/14/2016				
Cash Payment	E 817-48200-810	Refunds & Reimburseme	Infrastructure - 10717 Settlers Ln N			\$1,000.00
Invoice		7/14/2016				
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$3,250.00</b>
Refer	1666 LOFFLER COMPANIES, INC.		Ck# 031975 7/19/2016			
Cash Payment	E 100-41570-220	Repair/Maint Supply (GE	Contract Overage - 6/17/16 - 7/16/16			\$747.89
Invoice	2276113	7/8/2016				
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$747.89</b>
Refer	1663 LS BLACK CONSTRUCTORS, INC		Ck# 031976 7/19/2016			
Cash Payment	E 404-46323-310	Other Professional Servi	Historical Bridge Rehabilitation			\$16,716.55
Invoice	6 & Final	5/25/2016				
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$16,716.55</b>
Refer	1674 MENARDS-BUFFALO		Ck# 031977 7/19/2016			
Cash Payment	E 100-45200-220	Repair/Maint Supply (GE	3G Stanley Tank Spayer			\$29.95
Invoice	17510	7/5/2016				
Cash Payment	E 100-45200-220	Repair/Maint Supply (GE	2G RL Pro Tank Sprayer			\$29.97
Invoice	17510	7/5/2016				
Cash Payment	E 100-45200-220	Repair/Maint Supply (GE	27' Flathook Padded Tdown			\$15.98
Invoice	17510	7/5/2016				
Cash Payment	E 100-45200-220	Repair/Maint Supply (GE	GearDrive SS 3/4" 50'			\$104.79
Invoice	17510	7/5/2016				
Cash Payment	E 100-45200-220	Repair/Maint Supply (GE	Pest Spray (2)			\$43.99
Invoice	17510	7/5/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$224.88</b>
Refer	1679 METRO WEST INSPECTION SERVI		Ck# 031978 7/19/2016			
Cash Payment	E 100-42401-310	Other Professional Servi	10651 108th Ave N			\$1,486.76
Invoice		7/8/2016				
Cash Payment	E 100-42401-310	Other Professional Servi	1035 Emerald St			\$935.86
Invoice		7/8/2016				
Cash Payment	E 100-42401-310	Other Professional Servi	565 Kayla Ln			\$1,275.99
Invoice		7/8/2016				

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Current Period: July 2016

Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1030 Emerald St				\$1,302.59
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	804 Meander Rd				\$17.50
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1040 Emerald St				\$1,120.59
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1359 Oakwood Ln				\$1,551.11
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	11561 Erin St				\$1,140.50
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	10489 Kallard Ln NE				\$185.52
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1048 Mallard St NE				\$128.93
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1256 Kalen Ln NE				\$33.25
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	11939 9th St NE				\$33.25
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1050 Mallard St NE				\$120.84
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1035 Ladyslipper Ln NE				\$48.08
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	1465 Irvine Dr				\$17.50
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	527 Kayla Ln				\$17.50
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	813 Kayla Ln				\$88.50
		7/8/2016				
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	847 Kayla Ln				\$17.50
		7/8/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$9,521.77</b>
Refer	1667 NOVAK-FLECK, INC		Ck# 031979 7/19/2016			
Cash Payment Invoice	E 815-48200-810 Refunds & Reimburseme	Landscape - 11606 8th St				\$1,500.00
		7/14/2019				
Cash Payment Invoice	E 815-48200-810 Refunds & Reimburseme	Landscape - 10677 Jonquil				\$1,500.00
		7/14/2019				
Cash Payment Invoice	E 811-48200-810 Refunds & Reimburseme	Erosion - 10677 Jonquil				\$2,250.00
		7/14/2019				
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$5,250.00</b>
Refer	1672 PAUL EMMERICH CONSTRUCTION		Ck# 031980 7/19/2016			
Cash Payment Invoice	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 1048 Mallard St				\$1,000.00
		7/14/2016				
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$1,000.00</b>
Refer	1673 RAFAEL ALEJOS RUIZ		Ck# 031981 7/19/2016			
Cash Payment Invoice	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Hall Rental - 7/8-7/10/16				\$200.00
		7/11/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b>	<b>\$200.00</b>
Refer	1662 RUPP ANDERSON SQUIRES & WA		Ck# 031982 7/19/2016			

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Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous			\$2,226.78
Invoice 4413	6/27/2016				
Cash Payment	E 100-41610-304 Legal Fees	City Council and Board/Commission Meetings			\$300.00
Invoice 4413	6/27/2016				
Cash Payment	E 100-41610-304 Legal Fees	Purchase Agreement (5 acre lot)			\$280.50
Invoice 4413	6/27/2016	Project 208218			
Cash Payment	E 100-41610-304 Legal Fees	CUP Application - Firehouse Auto			\$313.50
Invoice 4413	6/27/2016				
Cash Payment	E 100-41610-304 Legal Fees	Volunteer Firefighter Issue			\$545.90
Invoice 4413	6/27/2016				
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$3,666.68
Refer	1670 SCHULTES GREENHOUSE		Ck# 031983	7/19/2016	
Cash Payment	E 100-45200-225 Landscaping Materials	Flowers for Garden/Pots			\$351.44
Invoice 3521	5/27/2016				
Transaction Date	7/7/2016	Due 0	Cash	10100	<b>Total</b> \$351.44
Refer	1671 VEOLIA WATER NORTH AMERICA		Ck# 031984	7/19/2016	
Cash Payment	E 602-43252-310 Other Professional Servi	Sewer Services - August 2016			\$3,983.20
Invoice 00059225	7/15/2016				
Cash Payment	E 601-43252-310 Other Professional Servi	Water Services - August 2016			\$2,884.38
Invoice 00059225	7/15/2016				
Transaction Date	7/7/2016	Due 0	Cash	10100	<b>Total</b> \$6,867.58
Refer	1664 WRIGHT COUNTY AUDITOR-TREA		Ck# 031985	7/19/2016	
Cash Payment	E 100-42102-310 Other Professional Servi	WC Patrol Services - July 2016			\$8,174.00
Invoice	6/30/2016				
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$8,174.00
Refer	1662 XCEL ENERGY		Ck# 031986	7/19/2016	
Cash Payment	E 100-43160-381 Electric Utilities	City Lights - 06/03/16 - 07/02/16			\$1,986.96
Invoice 507542800	7/5/2016				
Transaction Date	7/11/2016	Due 0	Cash	10100	<b>Total</b> \$1,986.96
Refer	1668 ZEP SALES & SERVICE		Ck# 031987	7/19/2016	
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Harvest Festival - 40x60 Black Bag 2.0ML (2)			\$119.90
Invoice 9002324458	6/30/2016	Project HHF16			
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Harvest Festival - Shipping			\$25.90
Invoice 9002324458	6/30/2016	Project HHF16			
Transaction Date	7/5/2016	Due 0	Cash	10100	<b>Total</b> \$145.80

Payments

Current Period: July 2016

Fund Summary

	10100 Cash
818 MISC ESCROWS FUND	\$122.50
817 INFRASTRUCTURE ESCROW FUND	\$3,000.00
815 LANDSCAPE ESCROW FUND	\$9,500.00
811 EROSION CONTROL ESCROW FUND	\$3,750.00
602 SEWER ENTERPRISE FUND	\$31,590.25
601 WATER ENTERPRISE FUND	\$2,884.38
404 HISTORICAL CAPITAL PROJ FUND	\$16,716.55
201 EDA SPECIAL REVENUE FUND	\$1,700.00
100 GENERAL FUND	\$40,018.20
	<hr/>
	\$109,281.88

Pre-Written Check	\$109,281.88
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$109,281.88

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Payments

Current Period: July 2016

Batch Name	07/19/16PAY2					
	Payment	Computer Dollar Amt	\$3,000.00	<b>Posted</b>		
Refer	1674 <i>RJM SELF STORAGE</i>			<u>Ck# 031988 7/19/2016</u>		
Cash Payment	E 205-49300-318 EDA BIF: Matching Gran	EDA Grant				\$1,500.00
Invoice	7/14/2016					
Cash Payment	E 205-49300-319 EDA BIF: EDA Loan	EDA Loan				\$1,500.00
Invoice	7/14/2016					
Transaction Date	7/14/2016	Due 0	Cash	10100	<b>Total</b>	<u>\$3,000.00</u>

Fund Summary

	10100 Cash	
205 EDA BUSINESS INCENTIVE FUND	<u>\$3,000.00</u>	
	\$3,000.00	

Pre-Written Check	\$3,000.00
Checks to be Generated by the Computer	<u>\$0.00</u>
Total	\$3,000.00

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Cks 7/19/2016 - 7/19/2016

			Check Amt	Invoice	Comment
<b>10100 Cash</b>					
Paid Chk#	001649E	7/19/2016	<b>CITY OF ST. MICHAEL</b>		
E	602-43252-310	Other Professional Services	\$27,607.05	07012016-4	Lift Station Flows - 2nd Quarter 2016
E	100-43000-310	Other Professional Services	\$1,250.00	07012016-4	Compost & Brush Facility Partnership - 2nd Quarter 2016
E	100-45500-437	Other Miscellaneous	\$857.03	07012016-4	Library Operations - 2nd Quarter 2016
E	100-45186-437	Other Miscellaneous	\$1,945.91	07012016-4	Senior Center Operations - 2nd Quarter 2016
E	100-45500-437	Other Miscellaneous	\$3,500.00	07012016-5	Library Bond Payment #2 - 2016
	<b>Total</b>	<b>CITY OF ST. MICHAEL</b>	\$35,159.99		
Paid Chk#	001650E	7/19/2016	<b>HEINS, DENICE</b>		
E	100-41940-520	Buildings and Structures	\$120.00		Storage - August 2016
	<b>Total</b>	<b>HEINS, DENICE</b>	\$120.00		
Paid Chk#	001651E	7/19/2016	<b>KAUL DESIGN GROUP, LLC</b>		
E	201-41330-437	Other Miscellaneous	\$200.00	16-105	Priority Maintenance Package - July 2016
	<b>Total</b>	<b>KAUL DESIGN GROUP, LLC</b>	\$200.00		
Paid Chk#	001658E	7/19/2016	<b>COLLABORATIVE PLANNING LLC</b>		
G	818-20200	Accounts Payable	\$73.50	2016-058	Greenhouse - Site Plan
E	100-41910-310	Other Professional Services	\$710.50	2016-058	General Planning
G	818-20200	Accounts Payable	\$49.00	2016-059	Rhino Auto CUP Amendment
	<b>Total</b>	<b>COLLABORATIVE PLANNING LLC</b>	\$833.00		
Paid Chk#	031954	7/19/2016	<b>ADVANCED DISPOSAL SERVICES</b>		
E	100-41940-384	Refuse/Garbage Disposal	\$214.36	G2000160325	Standard Trash - June
	<b>Total</b>	<b>ADVANCED DISPOSAL SERVICES</b>	\$214.36		
Paid Chk#	031955	7/19/2016	<b>ARMOUR, BETH</b>		
E	100-48205-810	Refunds & Reimbursements	\$200.00		Damage Deposit Hall Rental - 7/02/16
	<b>Total</b>	<b>ARMOUR, BETH</b>	\$200.00		
Paid Chk#	031956	7/19/2016	<b>BENZINGER HOMES</b>		
E	815-48200-810	Refunds & Reimbursements	\$2,000.00		Landscape - 1359 Oakwood Lane
	<b>Total</b>	<b>BENZINGER HOMES</b>	\$2,000.00		
Paid Chk#	031957	7/19/2016	<b>BROCK WHITE</b>		
E	100-43121-224	Street Maint Materials	\$2,400.00	12679524-00	Craco Melter - 2 weeks
	<b>Total</b>	<b>BROCK WHITE</b>	\$2,400.00		
Paid Chk#	031958	7/19/2016	<b>BUFF N GLO</b>		
E	100-43000-220	Repair/Maint Supply (GENERAL)	\$35.73		Public Works Truck
E	100-43000-220	Repair/Maint Supply (GENERAL)	\$34.12		Public Works Truck
	<b>Total</b>	<b>BUFF N GLO</b>	\$69.85		
Paid Chk#	031959	7/19/2016	<b>CARDMEMBER SRVC (CENTRAL BK)</b>		
E	100-42260-323	Radio Units	\$352.50		Active 911 Device Purchase (30)
E	100-42240-208	Training and Instruction	\$97.24		Food - Rockford Coverage
E	100-41570-205	Bank Fees	\$39.12		Late Fee & Interest

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**\*Check Detail Register©**

Cks 7/19/2016 - 7/19/2016

			Check Amt	Invoice	Comment
<b>Total</b>		<b>CARDMEMBER SRVC (CENTRAL BK)</b>	\$488.86		
Paid Chk#	031960	7/19/2016	<b>CARSON, CLELLAND &amp; SCHREDER</b>		
E	100-41610-304	Legal Fees	\$67.86		Legal Support/Work - June 2016
<b>Total</b>		<b>CARSON, CLELLAND &amp; SCHREDER</b>	\$67.86		
Paid Chk#	031961	7/19/2016	<b>CENTERPOINT ENERGY</b>		
E	100-41940-383	Gas Utilities	\$57.99		City Hall - 5/25/16 - 06/27/16
E	100-42280-383	Gas Utilities	\$20.29		Fire Department - 5/25/16 - 06/27/16
<b>Total</b>		<b>CENTERPOINT ENERGY</b>	\$78.28		
Paid Chk#	031962	7/19/2016	<b>CLASSIC CLEANING COMPANY, LLC</b>		
E	100-41940-310	Other Professional Services	\$325.00	23909	Monthly Cleaning City Hall - July 2016
E	100-41940-310	Other Professional Services	\$155.00	23910	Monthly Cleaning Fire Hall - July 2016
<b>Total</b>		<b>CLASSIC CLEANING COMPANY, LLC</b>	\$480.00		
Paid Chk#	031963	7/19/2016	<b>COTTENS, INC.</b>		
E	100-45200-220	Repair/Maint Supply (GENERAL)	\$24.48	233-28029	Oil (2)
<b>Total</b>		<b>COTTENS, INC.</b>	\$24.48		
Paid Chk#	031964	7/19/2016	<b>DEPT OF EMPLOYMENT &amp; ECON DEVE</b>		
E	100-43000-142	Unemployment Benefit Payments	\$3.71		Unemployment Benefit - 2nd Quarter 2016 R. Heins
<b>Total</b>		<b>DEPT OF EMPLOYMENT &amp; ECON DEVE</b>	\$3.71		
Paid Chk#	031965	7/19/2016	<b>DRAKE CONSTRUCTION, INC.</b>		
E	811-48200-810	Refunds & Reimbursements	\$750.00		Erosion - 11574 11th St
E	815-48200-810	Refunds & Reimbursements	\$1,500.00		Landscape - 11574 11th St
E	817-48200-810	Refunds & Reimbursements	\$1,000.00		Infrastructure - 11574 11th St
<b>Total</b>		<b>DRAKE CONSTRUCTION, INC.</b>	\$3,250.00		
Paid Chk#	031966	7/19/2016	<b>EXCEL LEGAL COURIER</b>		
E	100-41570-322	Postage	\$41.00	28183	Courier - Greenhouse Closing Documents
<b>Total</b>		<b>EXCEL LEGAL COURIER</b>	\$41.00		
Paid Chk#	031967	7/19/2016	<b>GUIDANCE POINT TECHNOLOGIES</b>		
E	100-41600-310	Other Professional Services	\$575.00	9798	Computer Set-up - Liz
E	100-41570-207	Computer Supplies	\$1,207.99	9798	Computer - Liz
<b>Total</b>		<b>GUIDANCE POINT TECHNOLOGIES</b>	\$1,782.99		
Paid Chk#	031968	7/19/2016	<b>HAGEN, BRIAN</b>		
E	100-41435-331	Travel Expenses	\$27.00		Howard Lake City Hall
E	100-41435-331	Travel Expenses	\$17.82		Mileage - Plymouth City Hall
E	100-41435-331	Travel Expenses	\$13.50		Mileage - Wright County Offices
E	100-41435-331	Travel Expenses	\$12.42		Mileage - Hennepin County Public Works
<b>Total</b>		<b>HAGEN, BRIAN</b>	\$70.74		
Paid Chk#	031969	7/19/2016	<b>HANOVER HARVEST FESTIVAL</b>		
E	201-41330-437	Other Miscellaneous	\$1,500.00		Donation from EDA

CITY OF HANOVER

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			Check Amt	Invoice	Comment
<b>Total</b>	<b>HANOVER HARVEST FESTIVAL</b>		\$1,500.00		
Paid Chk#	031970	7/19/2016	<b>HARDWARE HANK</b>		
E 100-43121-224	Street Maint Materials		\$53.91	1325955	Mix Sand Topping RTU 60lb
E 100-43121-224	Street Maint Materials		\$5.38	1325955	Cap Drain PVC Sol WEND 4IN
E 100-43121-224	Street Maint Materials		\$5.39	1325955	Primer Purple 4oz
E 100-43121-224	Street Maint Materials		\$4.49	1325955	Cement Multi-Purpose 4oz
	<b>Total HARDWARE HANK</b>		\$69.17		
Paid Chk#	031971	7/19/2016	<b>JEREMY GIBBS LAWN SERVICE</b>		
E 100-43000-310	Other Professional Services		\$425.00	6-2016	Lawn Mowing - 10026 4th St (6/06/16)
E 100-43000-310	Other Professional Services		\$85.00	6-2016	Lawn Mowing - 11265 Lambert Ct (6/16)
	<b>Total JEREMY GIBBS LAWN SERVICE</b>		\$510.00		
Paid Chk#	031972	7/19/2016	<b>JIM LEUER CONSTRUCTION</b>		
E 815-48200-810	Refunds & Reimbursements		\$1,500.00		Landscape - 591 Kayla
	<b>Total JIM LEUER CONSTRUCTION</b>		\$1,500.00		
Paid Chk#	031973	7/19/2016	<b>LANO EQUIPMENT - LORETTO</b>		
E 100-43000-220	Repair/Maint Supply (GENERAL)		\$84.85	03-0375697	BPA - Kit, Coupler, Female
E 100-43000-220	Repair/Maint Supply (GENERAL)		\$29.39	03-374835	BPA - Coupler, FF Female
E 100-43000-220	Repair/Maint Supply (GENERAL)		\$69.98	03-374835	BPA - Kit, Coupler, Female
E 100-43000-220	Repair/Maint Supply (GENERAL)		(\$69.98)	03-375697	BPA - Kit, Coupler, Female
	<b>Total LANO EQUIPMENT - LORETTO</b>		\$114.24		
Paid Chk#	031974	7/19/2016	<b>LITE CONSTRUCTION, INC.</b>		
E 817-48200-810	Refunds & Reimbursements		\$1,000.00		Infrastructure - 10717 Settlers Ln N
E 811-48200-810	Refunds & Reimbursements		\$750.00		Erosion - 10717 Settlers Ln N
E 815-48200-810	Refunds & Reimbursements		\$1,500.00		Landscape - 10717 Settlers Ln N
	<b>Total LITE CONSTRUCTION, INC.</b>		\$3,250.00		
Paid Chk#	031975	7/19/2016	<b>LOFFLER COMPANIES, INC.</b>		
E 100-41570-220	Repair/Maint Supply (GENERAL)		\$747.89	2276113	Contract Overage - 6/17/16 - 7/16/16
	<b>Total LOFFLER COMPANIES, INC.</b>		\$747.89		
Paid Chk#	031976	7/19/2016	<b>LS BLACK CONSTRUCTORS, INC</b>		
E 404-46323-310	Other Professional Services		\$16,716.55	6 & Final	Historical Bridge Rehabilitation
	<b>Total LS BLACK CONSTRUCTORS, INC</b>		\$16,716.55		
Paid Chk#	031977	7/19/2016	<b>MENARDS-BUFFALO</b>		
E 100-45200-220	Repair/Maint Supply (GENERAL)		\$15.98	17510	27' Flathook Padded Tdown
E 100-45200-220	Repair/Maint Supply (GENERAL)		\$29.97	17510	2G RL Pro Tank Sprayer
E 100-45200-220	Repair/Maint Supply (GENERAL)		\$104.79	17510	GearDrive SS 3/4" 50'
E 100-45200-220	Repair/Maint Supply (GENERAL)		\$43.99	17510	Pest Spray (2)
E 100-45200-220	Repair/Maint Supply (GENERAL)		\$29.95	17510	3G Stanley Tank Spayer
	<b>Total MENARDS-BUFFALO</b>		\$224.68		
Paid Chk#	031978	7/19/2016	<b>METRO WEST INSPECTION SERVICES</b>		
E 100-42401-310	Other Professional Services		\$33.25		1256 Kalen Ln NE

CITY OF HANOVER

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			Check Amt	Invoice	Comment
E 100-42401-310	Other Professional Services		\$128.93		1048 Mallard St NE
E 100-42401-310	Other Professional Services		\$88.50		813 Kayla Ln
E 100-42401-310	Other Professional Services		\$17.50		527 Kayla Ln
E 100-42401-310	Other Professional Services		\$17.50		1465 Irvine Dr
E 100-42401-310	Other Professional Services		\$48.08		1035 Ladyslipper Ln NE
E 100-42401-310	Other Professional Services		\$17.50		847 Kayla Ln
E 100-42401-310	Other Professional Services		\$33.25		11939 9th St NE
E 100-42401-310	Other Professional Services		\$1,486.76		10651 108th Ave N
E 100-42401-310	Other Professional Services		\$1,551.11		1359 Oakwood Ln
E 100-42401-310	Other Professional Services		\$935.86		1035 Emerald St
E 100-42401-310	Other Professional Services		\$1,140.50		11561 Erin St
E 100-42401-310	Other Professional Services		\$1,275.99		565 Kayla Ln
E 100-42401-310	Other Professional Services		\$1,302.59		1030 Emerald St
E 100-42401-310	Other Professional Services		\$17.50		804 Meander Rd
E 100-42401-310	Other Professional Services		\$1,120.59		1040 Emerald St
E 100-42401-310	Other Professional Services		\$120.84		1050 Mallard St NE
E 100-42401-310	Other Professional Services		\$185.52		10489 Kallard Ln NE
<b>otal METRO WEST INSPECTION SERVICES</b>			<b>\$9,521.77</b>		
<hr/>					
Paid Chk#	031979	7/19/2016	<b>NOVAK-FLECK, INC</b>		
E 811-48200-810	Refunds & Reimbursements		\$2,250.00		Erosion - 10677 Jonquil
E 815-48200-810	Refunds & Reimbursements		\$1,500.00		Landscape - 10677 Jonquil
E 815-48200-810	Refunds & Reimbursements		\$1,500.00		Landscape - 11606 8th St
<b>Total NOVAK-FLECK, INC</b>			<b>\$5,250.00</b>		
<hr/>					
Paid Chk#	031980	7/19/2016	<b>PAUL EMMERICH CONSTRUCTION</b>		
E 817-48200-810	Refunds & Reimbursements		\$1,000.00		Infrastructure - 1048 Mallard St
<b>Total PAUL EMMERICH CONSTRUCTION</b>			<b>\$1,000.00</b>		
<hr/>					
Paid Chk#	031981	7/19/2016	<b>RAFAEL ALEJOS RUIZ</b>		
E 100-48205-810	Refunds & Reimbursements		\$200.00		Damage Deposit Hall Rental - 7/8-7/10/16
<b>Total RAFAEL ALEJOS RUIZ</b>			<b>\$200.00</b>		
<hr/>					
Paid Chk#	031982	7/19/2016	<b>RUPP ANDERSON SQUIRES &amp; WALDSP</b>		
E 100-41610-304	Legal Fees		\$300.00	4413	City Council and Board/Commission Meetings
E 100-41610-304	Legal Fees		\$280.50	4413	Purchase Agreement (5 acre lot)
E 100-41610-304	Legal Fees		\$313.50	4413	CUP Application - Firehouse Auto
E 100-41610-304	Legal Fees		\$545.90	4413	Volunteer Firefighter Issue
E 100-41610-304	Legal Fees		\$2,226.78	4413	Miscellaneous
<b>otal RUPP ANDERSON SQUIRES &amp; WALDSP</b>			<b>\$3,666.68</b>		
<hr/>					
Paid Chk#	031983	7/19/2016	<b>SCHULTES GREENHOUSE</b>		
E 100-45200-225	Landscaping Materials		\$351.44	3521	Flowers for Garden/Pots
<b>Total SCHULTES GREENHOUSE</b>			<b>\$351.44</b>		
<hr/>					
Paid Chk#	031984	7/19/2016	<b>VEOLIA WATER NORTH AMERICA</b>		
E 601-43252-310	Other Professional Services		\$2,884.38	00059225	Water Services - August 2016
E 602-43252-310	Other Professional Services		\$3,983.20	00059225	Sewer Services - August 2016

CITY OF HANOVER

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		Check Amt	Invoice	Comment
<b>Total VEOLIA WATER NORTH AMERICA</b>		\$6,867.58		
Paid Chk#	031985	7/19/2016	<b>WRIGHT COUNTY AUDITOR-TREASURE</b>	
E 100-42102-310	Other Professional Services	\$8,174.00		WC Patrol Services - July 2016
<b>Total WRIGHT COUNTY AUDITOR-TREASURE</b>		\$8,174.00		
Paid Chk#	031986	7/19/2016	<b>XCEL ENERGY</b>	
E 100-43160-381	Electric Utilities	\$1,986.96	507542800	City Lights - 06/03/16 - 07/02/16
<b>Total XCEL ENERGY</b>		\$1,986.96		
Paid Chk#	031987	7/19/2016	<b>ZEP SALES &amp; SERVICE</b>	
E 100-41940-220	Repair/Maint Supply (GENERAL)	\$25.90	9002324458	Harvest Festival - Shipping
E 100-41940-220	Repair/Maint Supply (GENERAL)	\$119.90	9002324458	Harvest Festival - 40x60 Black Bag 2.0ML (2)
<b>Total ZEP SALES &amp; SERVICE</b>		\$145.80		
<b>10100 Cash</b>		\$109,281.88		

Fund Summary

<b>10100 Cash</b>	
100 GENERAL FUND	\$40,018.20
201 EDA SPECIAL REVENUE FUND	\$1,700.00
404 HISTORICAL CAPITAL PROJ FUND	\$16,716.55
601 WATER ENTERPRISE FUND	\$2,884.38
602 SEWER ENTERPRISE FUND	\$31,590.25
811 EROSION CONTROL ESCROW FUND	\$3,750.00
815 LANDSCAPE ESCROW FUND	\$9,500.00
817 INFRASTRUCTURE ESCROW FUND	\$3,000.00
818 MISC ESCROWS FUND	\$122.50
	<u>\$109,281.88</u>

CITY OF HANOVER

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July 2016

Name	Check Date	Check Amt	
<b>10100 Cash</b>			
Paid Chk# 031988 RJM SELF STORAGE	7/19/2016	<u>\$3,000.00</u>	EDA Grant
	<b>Total Checks</b>	\$3,000.00	

FILTER: None



Carson, Clelland & Schreder

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

June 30, 2016

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

Professional Services

Amount

Criminal

6/23/2016 Review Bernard decision 16.25
6/27/2016 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 37.50

SUBTOTAL: [ 53.75]

For professional services rendered \$53.75

Client Expense Charges :

Criminal Expenses:

Monthly support fee 14.11

SUBTOTAL: [ 14.11]

Total Client Expense Charges \$14.11

Handwritten red text: 100-41610-304-67.86 and initials

Total amount of this bill \$67.86

Previous balance \$81.62

6/17/2016 Payment - thank you (\$81.62)

Total payments and adjustments (\$81.62)

JUL 5 2016

**Balance due**

Amount

\$67.86

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

#1058

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

July 12, 2016

City of Hanover  
PO Box 278  
Hanover, MN 55341

Reference to: City of Hanover -- General Planning  
Invoice # 2016-058

Date	Task	Hours	Amount
4/27/2016	Emails with Justin re: Comp Plan.	0.25	24.50
4/28/2016	Various with John Edison	0.25	24.50
5/2/2016	Review home occupation with Amy, review council packet.	0.75	73.50
5/3/2016	Various with Justin re: Comp Plan. Various with John re: non conforming use.	0.25	24.50
5/4/2016	Phone conference with John, phone conference with potential purchaser of land. Various re: Comp Plan. Phone conference with Amy re: 2011 standards.	2.5	245.00
5/5/2016	Review CUP withdrawal letter	0.25	24.50
5/6/2016	Various re: greenhouse site plan, phone conference with Brian.	0.75	73.50
5/11/2016	Various re: multifamily housing.	0.25	24.50
5/12/2016	Review packet.	0.25	24.50
5/13/2016	Various re: floodplain ordinance, reviewing requirements and maps. Various re: greenhouse plans.	2.5	245.00
			8 \$784.00

Additional Charges	100-41910-310 - 710.50	\$0.00
Total Amount of this Invoice	818-20200 - 73.50	\$784.00
Previous Balance		\$637.00
Payments Received	784.00 gjb	\$637.00
Balance Due		\$784.00

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

July 12, 2016

City of Hanover  
PO Box 278  
Hanover, MN 55341

Reference to: City of Hanover -- Rhino Auto  
Invoice # 2016-059

Date	Task	Hours	Amount
5/5/2016	Emails and phone calls with Dave re: site plan.	0.5	49.00
		<hr/>	
		0.5	\$49.00

Additional Charges	\$0.00
Total Amount of this Invoice	\$49.00
Previous Balance	\$49.00
Payments Received	\$49.00
Balance Due	\$49.00

818-20200 - 49.00 



# 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: 5/31/2016  
Statement Date: 6/27/2016  
Statement No. 4413

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

4011(1)-0001: Miscellaneous	2,226.78
4011(1)-0004: City Council and Board/Commission Meetings	300.00
4011(1)-0078: Purchase Agreement (5 Acre Lot)	280.50
4011(1)-0083: CUP Application - <i>firehouse auto</i>	313.50
4011(1)-0084: Volunteer Firefighter Issue	545.90

Total Fees and Expenses:	\$3,666.68
Previous Balance:	-
<b>Total Now Due:</b>	<b>\$3,666.68</b>

*EB*

*100 - 41610 - 304*

JUN 30 2016



# 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: 5/31/2016  
Statement Date: 6/27/2016  
Statement No. 4413

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount	
05/03/2016	JPE	Continue review and analysis of issues related to conditional use permit application.	0.30	165.00	49.50
05/03/2016	ZJC	Office conference with John Edison regarding question relating to conditional use permits and discontinued nonconforming uses; Legal research regarding the same.	2.10	165.00	346.50
05/03/2016	JTS	Prepare for meeting; Review agenda; E-mail Brian.	1.00	175.00	175.00
05/04/2016	ZJC	Complete legal research on termination or revocation of conditional use permits; Office conferences with John Edison regarding the same; Telephone conference with Cindy Nash regarding the same.	2.80	165.00	462.00
05/04/2016	JPE	Review case law regarding whether use permitted by CUP can become a nonconforming use; Review and analyze issues related to potentially discontinued use permitted by special use permit; Draft e-mail to Cindy Nash regarding same.	1.20	165.00	198.00
05/05/2016	JTS	Draft language regarding moratorium notice; Review statute and cases.	1.00	175.00	175.00
05/05/2016	JTS	Draft moratorium ordinance; Draft moratorium resolution.	1.60	175.00	280.00
05/09/2016	ZJC	Office conference with John Edison regarding questions relating to revoking discontinued CUPs; Further legal research regarding the same.	0.30	165.00	49.50
05/12/2016	JTS	Forward moratorium documents to Brian; Review workshop agenda materials.	0.20	175.00	35.00
05/17/2016	JTS	Brian e-mail regarding effective date of moratorium; Reply.	0.20	175.00	35.00
05/18/2016	JPE	Legal research regarding CUP and nonconformity issue.	0.80	165.00	132.00
05/19/2016	JPE	Prepare for and participate in telephone conference with Cindy Nash regarding auto repair shop SUP issues; Draft e-mail to Cindy Nash regarding case law related to intersection between nonconformities and conditional use permits.	0.70	165.00	115.50
05/19/2016	JTS	Review agenda packet for May 23 meeting; E-mail Brian regarding order of action; Brian reply; Reply.	0.40	175.00	70.00
05/31/2016	JTS	Brian e-mail regarding moratorium questions; Reply.	0.20	175.00	35.00



# 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

Sub-total Fees: \$2,158.00

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

05/03/2016 JTS Council meeting.

Hours	Rate	Amount
7.00	175.00	300.00

Sub-total Fees: \$300.00

## 4011(1)-0078: Purchase Agreement (5 Acre Lot)

05/11/2016 JPE Telephone conference with Brian Hagen regarding Council position on negotiations; Revise purchase agreement and accompanying exhibits; E-mail correspondence with Brian Hagen regarding same.

Hours	Rate	Amount
1.40	165.00	231.00

05/17/2016 JPE Telephone conference with Brian Hagen regarding partially executed purchase agreement and next steps regarding same.

0.10	165.00	16.50
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05/25/2016 JPE Receive and review e-mail from Brian Hagen regarding next steps following execution of purchase agreement; Telephone conference with Brian Hagen regarding same.

0.20	165.00	33.00
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Sub-total Fees: \$280.50

## 4011(1)-0083: CUP Application

05/16/2016 ZJC Legal research regarding implied condition in conditional use permits.

Hours	Rate	Amount
0.80	165.00	132.00

05/17/2016 ZJC Complete legal research regarding including provision in zoning ordinance for revoking unused conditional use permits.

1.10	165.00	181.50
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Sub-total Fees: \$313.50

## 4011(1)-0084: Volunteer Firefighter Issue

05/26/2016 ZJC Office conference with Jay Squires regarding volunteer firefighter issue; E-mail Brian Hagen regarding employee handbook; Legal research regarding disciplining or terminating employees for crimes committed.

Hours	Rate	Amount
1.40	165.00	231.00

05/27/2016 ZJC Legal research regarding stays of adjudication and criminal convictions in Minnesota.

0.60	165.00	99.00
------	--------	-------

05/31/2016 ZJC	Legal research regarding test for relationship between criminal conviction and public employment.	1.10	165.00	181.50
			Sub-total Fees:	\$511.50

**Rate Summary**

John P. Edison	4.70 hours at \$165.00/hr	775.50
Zachary J. Cronen	10.20 hours at \$165.00/hr	1,683.00
Jay T. Squires	11.60 hours at \$175.00/hr	1,105.00
Total hours:	26.50	3,563.50

**Expenses**

	Units	Price	Amount
05/03/2016 Mileage.	1.00	51.30	51.30
05/31/2016 Photocopies.	85.00	0.20	17.00
05/31/2016 Photocopies.	86.00	0.20	17.20
05/31/2016 Photocopies.	86.00	0.20	17.20
05/31/2016 Long Distance Charges.	1.00	0.48	0.48

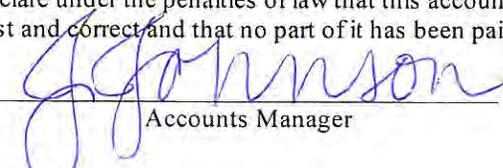
Sub-total Expenses: \$103.18

Total Fees and Expenses: \$3,666.68

Previous Balance: -

**Total Now Due: \$3,666.68**

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

  
 Accounts Manager

CITY OF HANOVER

Cash Balances

July 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$789,237.91	\$306,432.26	\$106,766.46	\$988,903.71
107 FIRE DEPT DONATIONS FUND	\$27,923.56	\$0.00	\$0.00	\$27,923.56
201 EDA SPECIAL REVENUE FUND	\$115,875.13	\$6,712.29	\$2,175.44	\$120,411.98
205 EDA BUSINESS INCENTIVE FUND	\$238,375.32	\$184.30	\$3,000.00	\$235,559.62
311 2008A GO CIP REFUNDING BOND	\$52,996.39	\$0.00	\$4,270.00	\$48,726.39
312 2009A GO IMP REFUNDING BOND	\$33,781.83	\$0.00	\$2,726.00	\$31,055.83
313 2010 GO EQUIPMENT CERTIFICATES	-\$2,783.59	\$0.00	\$0.00	-\$2,783.59
314 2011A GO IMP CROSSOVER REF BD	\$484,711.49	\$0.00	\$0.00	\$484,711.49
401 GENERAL CAPITAL PROJECTS	\$984,106.38	\$1,344.72	\$0.00	\$985,451.10
402 PARKS CAPITAL PROJECTS	\$227,811.00	\$0.00	\$0.00	\$227,811.00
403 FIRE DEPT CAPITAL FUND	\$178,552.83	\$0.00	\$0.00	\$178,552.83
404 HISTORICAL CAPITAL PROJ FUND	-\$27,429.55	\$0.00	\$16,716.55	-\$44,146.10
407 TIF REDEV DIST #1	\$9,171.78	\$0.00	\$0.00	\$9,171.78
411 FACILITIES CAPITAL PROJ FUND	\$53,613.72	\$0.00	\$0.00	\$53,613.72
417 EQUIPMENT CAPITAL FUND	\$108,484.54	\$0.00	\$0.00	\$108,484.54
418 STREET CAPITAL PROJ FUND	\$769,554.30	\$0.00	\$0.00	\$769,554.30
601 WATER ENTERPRISE FUND	\$797,453.20	\$18,053.00	\$16,891.38	\$798,614.82
602 SEWER ENTERPRISE FUND	\$375,915.67	\$41,821.00	\$165,184.75	\$252,551.92
603 STORM WATER ENTERPRISE FUND	\$162,103.92	\$5.84	\$250.00	\$161,859.76
611 WATER CAPITAL IMP FUND	\$411,815.81	\$0.00	\$0.00	\$411,815.81
612 SEWER CAPITAL IMP FUND	\$1,782,494.22	\$0.00	\$0.00	\$1,782,494.22
613 STORM WATER CAPITAL IMP FUND	\$557,337.32	\$0.00	\$0.00	\$557,337.32
804 SCHENDELS FIELD ESC FUND	\$148,253.21	\$0.00	\$0.00	\$148,253.21
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$52,500.00	\$0.00	\$7,750.00	\$44,750.00
815 LANDSCAPE ESCROW FUND	\$61,500.00	\$0.00	\$11,500.00	\$50,000.00
817 INFRASTRUCTURE ESCROW FUND	\$30,000.00	\$0.00	\$5,000.00	\$25,000.00
818 MISC ESCROWS FUND	\$6,233.15	\$0.00	\$122.50	\$6,110.65
820 BRIDGES TOWNHOMES ESC FUND	\$3,600.13	\$0.00	\$0.00	\$3,600.13
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,935.61	\$0.00	\$0.00	\$11,935.61
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$8,431,648.78	\$374,553.41	\$342,353.08	\$8,463,849.11

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$192,303.34	\$435,357.82	\$771,014.33	\$335,656.51	56.47%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$56,419.00	\$112,838.38	\$56,419.38	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,446.35	\$12,000.00	\$8,553.65	28.72%
Source Alt Code TAXES		\$192,303.34	\$495,223.17	\$895,852.71	\$400,629.54	55.28%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$2,908.59	\$8,000.00	\$5,091.41	36.36%
SERVICE	R 100-34107 Assessment Search Fees	\$25.00	\$175.00	\$400.00	\$225.00	43.75%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$500.00	\$2,000.00	\$1,500.00	25.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$90.75	\$50.00	-\$40.75	181.50%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$24,828.74	\$104,284.82	\$79,456.08	23.81%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,784.20	\$6,000.00	\$4,215.80	29.74%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$1,635.90	\$3,000.00	\$1,364.10	54.53%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$2,350.00	\$2,000.00	-\$350.00	117.50%
Source Alt Code SERVICE		\$25.00	\$34,273.18	\$125,734.82	\$91,461.64	27.26%
MISC	R 100-36100 Special Assessments	\$0.00	\$1,414.14	\$0.00	-\$1,414.14	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$98,570.00	\$98,570.49	\$0.00	-\$98,570.49	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$3,182.74	\$1,000.00	-\$2,182.74	318.27%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$6,195.40	\$6,000.00	-\$195.40	103.26%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$5,400.00	\$0.00	-\$5,400.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$6,558.00	\$8,000.00	\$1,442.00	81.98%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$4.49	\$0.00	-\$4.49	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$1,702.00	\$0.00	-\$1,702.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$19,200.00	\$0.00	-\$19,200.00	0.00%
Source Alt Code MISC		\$98,570.00	\$142,227.26	\$21,000.00	-\$121,227.26	677.27%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$10,370.00	\$10,300.00	-\$70.00	100.68%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$57.00	\$100.00	\$43.00	57.00%
LIC PERM	R 100-32210 Building Permits	\$15,255.54	\$127,092.11	\$100,000.00	-\$27,092.11	127.09%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$60.00	\$100.00	\$40.00	60.00%
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	\$795.00	\$150.00	-\$645.00	530.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$20.00	\$50.00	\$30.00	40.00%
Source Alt Code LIC PERM		\$15,255.54	\$139,644.11	\$112,200.00	-\$27,444.11	124.46%
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	\$107,496.00	\$107,496.00	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	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
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	\$2,000.00	\$149,335.00	\$147,335.00	1.34%
FINES	R 100-35100 Court Fines	\$0.00	\$1,571.13	\$1,500.00	-\$71.13	104.74%
Source Alt Code FINES		\$0.00	\$1,571.13	\$1,500.00	-\$71.13	104.74%
Fund 100 GENERAL FUND		\$306,153.88	\$814,938.85	\$1,305,622.53	\$490,683.68	62.42%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$306,153.88	\$814,938.85	\$1,305,622.53	\$490,683.68	62.42%

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

Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$5,605.00	\$5,605.00	\$12,000.00	\$6,395.00	46.71%
COUNCIL	E 100-41110-122 FICA	\$347.51	\$347.51	\$744.00	\$396.49	46.71%
COUNCIL	E 100-41110-123 Medicare	\$81.28	\$81.28	\$174.00	\$92.72	46.71%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$450.00	\$450.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$6,452.06	\$7,000.00	\$547.94	92.17%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$673.06	\$25,202.92	\$24,529.86	2.67%
Dept 41110 Council		\$6,033.79	\$13,158.91	\$46,570.92	\$33,412.01	28.26%
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	\$150.00	\$150.00	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	\$4,250.00	\$4,250.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$5,175.00	\$35,014.55	\$67,275.00	\$32,260.45	52.05%
CITYADM	E 100-41400-121 PERA	\$388.12	\$2,714.22	\$5,045.63	\$2,331.41	53.79%
CITYADM	E 100-41400-122 FICA	\$320.86	\$2,243.85	\$4,171.05	\$1,927.20	53.80%
CITYADM	E 100-41400-123 Medicare	\$75.04	\$524.77	\$975.49	\$450.72	53.80%
CITYADM	E 100-41400-134 Employer Paid Life	\$30.67	\$214.69	\$384.00	\$169.31	55.91%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$697.46	\$4,882.22	\$8,400.00	\$3,517.78	58.12%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$410.00	\$1,500.00	\$1,090.00	27.33%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$210.51	\$500.00	\$289.49	42.10%
Dept 41400 City Administrator		\$6,687.15	\$46,214.81	\$88,251.17	\$42,036.36	52.37%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
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	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$0.00	\$1,014.40	\$8,300.00	\$7,285.60	12.22%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$3,235.20	\$21,906.08	\$42,059.16	\$20,153.08	52.08%
CLERICAL	E 100-41430-121 PERA	\$242.64	\$1,697.85	\$3,154.44	\$1,456.59	53.82%
CLERICAL	E 100-41430-122 FICA	\$200.58	\$1,403.53	\$2,607.67	\$1,204.14	53.82%
CLERICAL	E 100-41430-123 Medicare	\$46.92	\$328.31	\$609.86	\$281.55	53.83%
CLERICAL	E 100-41430-134 Employer Paid Life	\$116.12	\$728.78	\$1,080.00	\$351.22	67.48%
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	\$700.00	\$4,900.00	\$8,400.00	\$3,500.00	58.33%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$255.00	\$500.00	\$245.00	51.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$17.50	\$250.00	\$232.50	7.00%
Dept 41430 Clerical Staff		\$4,541.46	\$31,237.05	\$58,661.13	\$27,424.08	53.25%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$1,000.00	\$850.00	15.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$70.74	\$172.80	\$2,000.00	\$1,827.20	8.64%
Dept 41435 Staff Expenses		\$70.74	\$322.80	\$3,300.00	\$2,977.20	9.78%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$3,916.80	\$26,507.28	\$50,918.40	\$24,411.12	52.06%
ACCTING	E 100-41530-121 PERA	\$293.76	\$2,055.17	\$3,818.88	\$1,763.71	53.82%

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

Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$225.28	\$1,576.01	\$3,156.94	\$1,580.93	49.92%
ACCTING	E 100-41530-123 Medicare	\$52.69	\$368.60	\$738.32	\$369.72	49.92%
ACCTING	E 100-41530-134 Employer Paid Life	\$81.70	\$571.90	\$504.00	-\$67.90	113.47%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$900.00	\$6,300.00	\$10,800.00	\$4,500.00	58.33%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$410.00	\$1,000.00	\$590.00	41.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$77.48	\$500.00	\$422.52	15.50%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$2,456.80	\$3,000.00	\$543.20	81.89%
Dept 41530 Accounting		\$5,470.23	\$40,323.24	\$74,436.54	\$34,113.30	54.17%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41540 Auditing		\$0.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$17,669.25	\$18,000.00	\$330.75	98.16%
Dept 41550 Assessing		\$0.00	\$17,669.25	\$18,000.00	\$330.75	98.16%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$326.09	\$1,685.42	\$4,000.00	\$2,314.58	42.14%
PURCHASE	E 100-41570-205 Bank Fees	\$39.12	\$62.12	\$100.00	\$37.88	62.12%
PURCHASE	E 100-41570-207 Computer Supplies	\$1,207.99	\$4,512.87	\$3,500.00	-\$1,012.87	128.94%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$747.89	\$2,443.46	\$5,800.00	\$3,356.54	42.13%
PURCHASE	E 100-41570-322 Postage	\$42.36	\$1,553.74	\$1,500.00	-\$53.74	103.58%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$2,363.45	\$10,257.61	\$18,900.00	\$8,642.39	54.27%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$738.00	\$1,856.73	\$4,000.00	\$2,143.27	46.42%
Dept 41600 Computer		\$738.00	\$1,856.73	\$4,000.00	\$2,143.27	46.42%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$3,890.54	\$13,706.16	\$21,786.56	\$8,080.40	62.91%
Dept 41610 City Attorney		\$3,890.54	\$13,706.16	\$21,786.56	\$8,080.40	62.91%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$710.50	\$4,026.00	\$17,000.00	\$12,974.00	23.68%
Dept 41910 Planning and Zoning		\$710.50	\$4,026.00	\$17,000.00	\$12,974.00	23.68%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$154.44	\$5,000.00	\$4,845.56	3.09%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$929.14	\$1,919.89	\$10,000.00	\$8,080.11	19.20%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$300.00	\$50.00	83.33%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$480.00	\$3,620.24	\$8,400.00	\$4,779.76	43.10%
GOVTBLDG	E 100-41940-321 Telephone	\$259.28	\$1,821.84	\$3,500.00	\$1,678.16	52.05%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$449.84	\$3,504.52	\$9,000.00	\$5,495.48	38.94%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$57.99	\$1,828.89	\$5,000.00	\$3,171.11	36.58%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$214.36	\$1,265.98	\$2,400.00	\$1,134.02	52.75%
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	\$354.00	\$1,395.60	\$5,000.00	\$3,604.40	27.91%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$226.16	\$1,000.00	\$773.84	22.62%
Dept 41940 General Govt Buildings/Plant		\$2,744.61	\$16,201.15	\$52,850.00	\$36,648.85	30.65%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$21,607.25	\$25,000.00	\$3,392.75	86.43%
Dept 41950 Engineer		\$0.00	\$21,607.25	\$25,000.00	\$3,392.75	86.43%

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

Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$4,600.27	\$8,384.37	\$9,317.50	\$933.13	89.99%
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	\$21,496.79	\$24,740.10	\$3,243.31	86.89%
Dept 41960 Insurance		\$4,600.27	\$29,881.16	\$34,057.60	\$4,176.44	87.74%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$273.78	\$250.00	-\$23.78	109.51%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$39.00	\$250.00	\$211.00	15.60%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$87.07	\$784.97	\$2,000.00	\$1,215.03	39.25%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$87.07	\$1,097.75	\$3,000.00	\$1,902.25	36.59%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$17,851.24	\$71,404.96	\$53,553.72	25.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$17,851.24	\$71,404.96	\$53,553.72	25.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,174.00	\$57,634.62	\$98,088.00	\$40,453.38	58.76%
Dept 42102 Wright County Sheriff		\$8,174.00	\$57,634.62	\$98,088.00	\$40,453.38	58.76%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$4,769.93	\$7,820.42	\$10,000.00	\$2,179.58	78.20%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$2,074.00	\$4,000.00	\$1,926.00	51.85%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$355.00	\$950.00	\$595.00	37.37%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$2,491.37	\$6,119.40	\$3,628.03	40.71%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$4,769.93	\$12,740.79	\$58,253.40	\$45,512.61	21.87%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$1,188.91	\$15,500.00	\$14,311.09	7.67%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$77.54	\$850.00	\$772.46	9.12%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$604.26	\$4,500.00	\$3,895.74	13.43%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$762.50	\$5,000.00	\$4,237.50	15.25%
Dept 42220 Fire Dept Equipment		\$0.00	\$2,633.21	\$27,350.00	\$24,716.79	9.63%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$97.24	\$1,127.88	\$7,500.00	\$6,372.12	15.04%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$750.75	\$3,000.00	\$2,249.25	25.03%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,511.23	\$1,500.00	-\$11.23	100.75%
Dept 42240 Fire Dept Training		\$97.24	\$3,389.86	\$12,000.00	\$8,610.14	28.25%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$0.00	\$1,064.64	\$5,000.00	\$3,935.36	21.29%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$6,865.71	\$9,000.00	\$2,134.29	76.29%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$53.57	\$2,000.00	\$1,946.43	2.68%
FIREVEH	E 100-42260-323 Radio Units	\$352.50	\$3,172.50	\$7,465.00	\$4,292.50	42.50%
Dept 42260 Fire Vehicles		\$352.50	\$11,156.42	\$23,465.00	\$12,308.58	47.54%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$132.27	\$1,650.00	\$1,517.73	8.02%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$1,023.10	\$3,500.00	\$2,476.90	29.23%

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

Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$183.08	\$800.00	\$616.92	22.89%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$245.49	\$1,421.91	\$5,000.00	\$3,578.09	28.44%
FIREBLDG	E 100-42280-383 Gas Utilities	\$20.29	\$1,333.38	\$3,000.00	\$1,666.62	44.45%
Dept 42280	Fire Stations and Bldgs	\$265.78	\$4,093.74	\$14,125.00	\$10,031.26	28.98%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,133.58	\$11,133.58	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$6,100.00	\$6,100.00	\$6,500.00	\$400.00	93.85%
Dept 42290	Fire Relief Association	\$6,100.00	\$8,100.00	\$53,633.58	\$45,533.58	15.10%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$9,521.77	\$32,362.36	\$35,000.00	\$2,637.64	92.46%
Dept 42401	Building Inspection Admin	\$9,521.77	\$32,362.36	\$35,000.00	\$2,637.64	92.46%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42700	Animal Control	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 42800	Cemetery	\$0.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$8,201.60	\$55,482.34	\$106,604.16	\$51,121.82	52.05%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$497.38	\$1,000.00	\$502.62	49.74%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$1,680.00	\$6,220.71	\$15,000.00	\$8,779.29	41.47%
PUBWRKS	E 100-43000-121 PERA	\$615.12	\$4,337.58	\$7,995.31	\$3,657.73	54.25%
PUBWRKS	E 100-43000-122 FICA	\$612.66	\$3,950.66	\$6,609.46	\$2,658.80	59.77%
PUBWRKS	E 100-43000-123 Medicare	\$143.30	\$924.04	\$1,545.76	\$621.72	59.78%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$155.16	\$1,086.12	\$1,584.00	\$497.88	68.57%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$3.71	\$27.50	\$500.00	\$472.50	5.50%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,600.00	\$11,200.00	\$19,200.00	\$8,000.00	58.33%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,379.30	\$1,500.00	\$120.70	91.95%
PUBWRKS	E 100-43000-212 Motor Fuels	\$0.00	\$2,316.11	\$7,000.00	\$4,683.89	33.09%
PUBWRKS	E 100-43000-215 Shop Supplies	\$201.97	\$1,610.41	\$2,500.00	\$889.59	64.42%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$235.09	\$2,417.73	\$6,000.00	\$3,582.27	40.30%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$170.70	\$1,500.00	\$1,329.30	11.38%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$0.00	\$423.76	\$5,000.00	\$4,576.24	8.48%
PUBWRKS	E 100-43000-260 Uniforms	\$94.96	\$156.91	\$2,000.00	\$1,843.09	7.85%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$2,517.50	\$3,533.75	\$16,000.00	\$12,466.25	22.09%
PUBWRKS	E 100-43000-321 Telephone	\$138.36	\$1,000.33	\$2,000.00	\$999.67	50.02%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000	Public Works (GENERAL)	\$16,199.43	\$96,855.33	\$203,738.69	\$106,883.36	47.54%
Dept 43100	Hwys, Streets, & Roads					
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43100	Hwys, Streets, & Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$2,483.55	\$22,958.54	\$50,000.00	\$27,041.46	45.92%
PAVSTRTS	E 100-43121-226 Sign Repair Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121	Paved Streets	\$2,483.55	\$22,958.54	\$50,000.00	\$27,041.46	45.92%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$2,144.10	\$5,453.08	\$10,000.00	\$4,546.92	54.53%

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

Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43122	Unpaved Streets	\$2,144.10	\$5,453.08	\$10,000.00	\$4,546.92	54.53%
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHGTG E 100-43160-381 Electric Utilities	\$2,097.94	\$12,777.67	\$27,000.00	\$14,222.33	47.32%
Dept 43160	Street Lighting	\$2,097.94	\$12,777.67	\$27,000.00	\$14,222.33	47.32%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$3,133.23	\$18,855.90	\$35,000.00	\$16,144.10	53.87%
Dept 43245	Recycling: Refuse	\$3,133.23	\$18,855.90	\$35,000.00	\$16,144.10	53.87%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$1,945.91	\$3,124.65	\$8,000.00	\$4,875.35	39.06%
Dept 45186	Senior Center	\$1,945.91	\$3,124.65	\$8,000.00	\$4,875.35	39.06%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$0.00	\$648.67	\$3,000.00	\$2,351.33	21.62%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$185.87	\$1,909.22	\$6,000.00	\$4,090.78	31.82%
	PARKS E 100-45200-225 Landscaping Materials	\$351.44	\$649.88	\$7,000.00	\$6,350.12	9.28%
	PARKS E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$6,800.00	\$6,800.00	0.00%
	PARKS E 100-45200-381 Electric Utilities	\$175.23	\$1,051.48	\$2,000.00	\$948.52	52.57%
	PARKS E 100-45200-400 Repairs & Maint Cont (	\$760.19	\$1,126.60	\$3,000.00	\$1,873.40	37.55%
	PARKS E 100-45200-440 Programs	\$325.00	\$2,216.47	\$1,000.00	-\$1,216.47	221.65%
	PARKS E 100-45200-580 Other Equipment	\$380.00	\$5,375.74	\$7,000.00	\$1,624.26	76.80%
Dept 45200	Parks (GENERAL)	\$2,177.73	\$12,978.06	\$35,800.00	\$22,821.94	36.25%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$4,357.03	\$8,714.06	\$10,500.00	\$1,785.94	82.99%
Dept 45500	Libraries (GENERAL)	\$4,357.03	\$8,714.06	\$10,500.00	\$1,785.94	82.99%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$1,200.00	\$8,749.25	\$9,000.00	\$250.75	97.21%
Dept 48205	Damage Deposit Refunds	\$1,200.00	\$8,749.25	\$9,000.00	\$250.75	97.21%
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	\$250.00	\$1,000.00	\$750.00	25.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$250.00	\$1,000.00	\$750.00	25.00%
Fund 100	GENERAL FUND	\$102,957.95	\$621,592.12	\$1,309,122.55	\$687,530.43	47.48%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$102,957.95	\$621,592.12	\$1,309,122.55	\$687,530.43	47.48%

**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 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 19<sup>th</sup> day of July, 2016.

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 07-19-16-81**

**A RESOLUTION APPROVING PURCHASE OF CHAINSAW**

**WHEREAS**, the City recently experienced severe weather; and

**WHEREAS**, crews experience the need for a larger chainsaw to assist with storm cleanup; and

**WHEREAS**, attached is a quote with details of the chainsaw.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of a chainsaw and extra chains in the amount of \$1,056.10.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19<sup>th</sup> day of July, 2016.

APPROVED BY:

\_\_\_\_\_  
John Vajda, Vice Mayor

ATTEST:

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

# Q U O T A T I O N

A-1 OUTDOOR POWER, INC.  
 7630 Commerce Street  
 www.a1outdoorpower.com  
 Corcoran, MN 55340 USA  
 Phone #: (763)420-2748  
 Fax #: (763)420-2448

PHONE #: (763)497-3777  
 CELL #: (763)477-2596  
 ALT. #:  
 P.O.#: SCOTT  
 TERMS: Net 30  
 SALES TYPE: Quote

DATE: 7/15/2016  
 ORDER #: 1139438  
 CUSTOMER #: 16936  
 CP: Tony M  
 LOCATION: 1  
 STATUS: Active

**BILL TO 16936**

CITY OF HANOVER  
 11250 5TH ST NE  
 HANOVER, MN 55341

**SHIP TO**

CITY OF HANOVER  
 11250 5TH ST NE  
 HANOVER, MN 55341

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
STI	MS461 25	MS 461 25 33RSC8830	1	\$999.95	\$817.75	\$817.75
STI	3681 005 0084	33RD3 84E CHAIN LOOP	1	\$87.49	\$66.55	\$66.55
STI	3623 005 0084	33RS 84E CHAIN LOOP	-1	\$35.99	\$27.85	(\$27.85)
A1	100	SET-UP & SERVICED - SWAP RS CHAIN TO CARBIDE	1	\$0.00	\$0.00	\$0.00
STI	3681 005 0084	33RD3 84E CHAIN LOOP	3	\$87.49	\$66.55	\$199.65
A1	130	NON PROFIT BID \$'S	1	\$0.00	\$0.00	\$0.00

SPECIAL NON-PROFIT BID PRICING APPLIED.

THANK YOU, TONY !!

Quotes valid for 30 days.                      THANK YOU FOR YOUR BUSINESS !!!

VISIT OUR WEBSITE [www.a1outdoorpower.com](http://www.a1outdoorpower.com) FOR CURRENT HOURS, LINKS, USED & NON-CURRENT EQUIPMENT SPECIALS

PARTS LOOK UP

I AGREE TO THIS TRANSACTION x\_\_\_\_\_

SUBTOTAL:	<b>\$1,056.10</b>
TAX:	<b>\$0.00</b>
ORDER TOTAL:	<b><u>\$1,056.10</u></b>

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

# STAFF REPORT

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**To:** Council Members  
Planning Commission Members  
Cindy Nash, Planner  
Brian Hagen, City Administrator

**From:** Amy L. Biren, Administrative Assistant  
Staff Liaison to Planning Commission

**Date:** July 15, 2016

**Re:** Review of Planning Commission Workshop  
July 14, 2016

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The Planning Commission's Workshop focus was on minimum size requirements for single family dwellings. Prior to the meeting, members had reviewed materials from the May 23rd and July 27th meetings. Michelle Armstrong presented additional materials showing the market of two story homes in Hanover, St. Michael, Albertville, and Otsego. She also spoke to current market trends of how foundation sizes are smaller, but above grade finished square footage has increased. Discussion continued with concerns expressed about smaller house sizes and how national builders view housing design standard restrictions. Planner Cindy Nash explained that the minimums set by the Planning Commission will apply to new developments. She explained because there has been a long absence of developments in the City, developers are often leery of a PUD, which would allow variances from the ordinances, but does not guarantee granting of one.

The members decided that the focus needs to be on the potential developments and that the few lots left in current developments need to be dealt with on a case by case basis. The goal was to decide on what was best for Hanover and what was attractive to developers. At the last meeting, the members preferred elements of design standards from the City of Albertville. This became the next starting point for discussion.

Areas from the City of Albertville's standards that interested the members the most included the minimum floor area of homes based on number of bedrooms and the minimum width and length of the house. Nash cautioned that if minimums were set based on number of bedrooms, a one bedroom minimum would need to be added and that these minimums would also apply to townhomes and apartments. Definitions would also need to be redefined in order to include these. Dependent on how a development is platted, having a minimum length may raise issues in fitting the house on the lot. Members agreed that minimum width should be retained.

Doug Hammerseng asked the six guests why they were attending the workshop. Answers included learning about the ordinances and possible changes, and four of the guests were worried about what was going to be built on the lot near them. The owners of the lot were also present and have attended many of the meetings in order to understand what they will be able to do on the lot. The lot has had a wetland delineation and has been surveyed. They are waiting to go ahead with architectural plans until the moratorium is resolved.

The direction given to staff was to create a draft ordinance based on minimum above grade finished square footage between 1000 and 1100 feet for single family dwellings. Definitions applicable to this would also be redefined. Above grade applies to the area above the ground and would not include basements or the garage. As the deadline for a Public Hearing has passed, the Planning Commission would only look at the draft ordinance at the July 25th meeting and have the Public Hearing and vote at the August meeting. After the August meeting it would be sent to Council for the first meeting in September.

The Planning Commission still endorses their recommendation from the June 27th meeting to terminate the moratorium with direction for the Commission and staff to create an ordinance regarding minimum size requirements.

**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 July, 2016.

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 07-05-16-80**

**A RESOLUTION TERMINATING THE MORATORIUM IN THE  
CITY OF HANOVER'S OFFICAL CONTROLS RELATING TO  
THE CONSTRUCTION OF SINGLE FAMILY DWELLINGS.**

**WHEREAS**, the City Council adopted a Moratorium on May 23, 2016 on the construction of certain single family dwellings; and

**WHEREAS**, the Planning Commission has recommended that the Council terminate the moratorium; and

**WHEREAS**, the City Council believes it would be in the public interest to lift the moratorium.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves as follows:

1. The Moratorium on the construction of certain single family dwellings inspected by Ordinance No. 2016-03 on May 23, 2016 is hereby terminated.
2. City staff are directed to take all action necessary to effect the intent of this resolution.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5<sup>th</sup> day of July, 2016

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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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 Vice Mayor John Vajda at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 19<sup>th</sup> day of July, 2016.

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 07-19-16-82**

**A RESOLUTION APPROVING AWARD OF EDA MATCHING GRANT FUNDS TO  
RJM SELF STORAGE**

**WHEREAS**, RJM Self Storage submitted an application to the Hanover EDA for the Matching Grant Program; and

**WHEREAS**, the request meets the qualifications of security improvements; and

**WHEREAS**, the request is for \$1,500 grant funding and \$1,500 loan funding.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the EDA Matching Grant Program application from RJM Self Storage as follows:

- \$1,500 loan funding at start of project, to be financed over 12 months
- \$1,500 grant funding to be issued at completion of project

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19<sup>th</sup> day of July, 2016.

APPROVED BY:

\_\_\_\_\_  
John Vajda, Vice Mayor

ATTEST:

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

City of Hanover  
Economic Development  
Authority



11250 5<sup>th</sup> St NE  
Hanover, Minnesota 55341  
763-497-3777  
cityhall@ci.hanover.mn.us

### HANOVER MATCHING GRANT PROGRAM APPLICATION

Business Name: RQM Self Storage Time in Operation: \_\_\_ yrs. \_\_\_ mos.

Description of Business: Self storage rental units. were built in 1993. We purchased the property + business in July 2015

Description of Improvements: Security Cameras

Total Project Costs: \$6000

*\*Please include an itemized list of estimated costs you will incur.*

Amount Requested:  
Grant Portion: \$1500

*\*Please reference the program guidelines for details.*

Loan Portion: \$1500

Applicant Signature: Jeffery W Muehring

Date: 7/12/16

Email: rjm.selfstorage@gmail.com

Phone: 763-402-3226

Property Owner Signature: Jeffery W Muehring

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

Email: swm4364@msn.com

Phone: 612-875-6927

**Office**



1 **ClearView 16 Channel 1080P 8 Port PoE NVR** \$1,260.00



1 **D-Link 8 Port PoE Gigabit Switch** \$179.99



1 **Panamax MR4000 Power Conditioner** \$199.95

**Office Total:** \$1,639.94

**Camera locations**



10 **ClearView 2.0 Megapixel 2.7~12mm with 90ft IR HD-AVS Dome Camera** \$1,999.90

**Camera locations Total:** \$1,999.90

**Project Subtotal:** \$3,639.84

1 Additional Camera 200.00  
Misc small parts + cables 375.00  
Sales Tax 319.00  
Labor + Setup 1500.00  
Project Total 6033.84

**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 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 19<sup>th</sup> day of July, 2016.

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 \_\_\_\_\_.

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**RESOLUTION NO 07-19-16-83**

**A RESOLUTION APPROVING ASSESSOR AGREEMENT WITH HENNEPIN COUNTY**

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the attached agreement with Hennepin County related to property assessment duties.

**BE IT FURTHER RESOLVED**, that the City Council authorizes its' Vice Mayor and City Administrator to sign the agreement.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19<sup>th</sup> day of July, 2016.

APPROVED BY:

\_\_\_\_\_  
John Vajda, Vice Mayor

ATTEST:

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

**AGREEMENT**

THIS AGREEMENT, Made and entered into by and between the COUNTY OF HENNEPIN, a political subdivision of the State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF HANOVER, a political subdivision of the State of Minnesota, hereinafter referred to as "CITY";

WHEREAS, said CITY lies partially within the COUNTY OF HENNEPIN and constitutes a separate assessment district; and

WHEREAS, under such circumstances, the provisions of Minnesota Statutes, Section 273.072 and Minnesota Statutes, Section 471.59 permit the County Assessor to provide for the assessment of property; and

WHEREAS, said CITY desires the COUNTY to perform certain assessments on behalf of said CITY; and

WHEREAS, the COUNTY is willing to cooperate with said CITY by completing the assessment in a proper manner;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

1. The COUNTY shall perform the 2017, 2018, 2019, and 2020 property assessment for the CITY OF HANOVER in accordance with property assessment procedures and practices established and observed by the COUNTY, the validity and reasonableness of which are hereby acknowledged and approved by the CITY. Any such practices and procedures may be changed from time to time, by the COUNTY in its sole judgment, when good and efficient assessment procedures so require. The property assessment by the COUNTY shall be composed of those assessment services

which are set forth in Exhibit A, attached hereto and made a part hereof by this reference, provided that the time frames set forth therein shall be considered to be approximate only.

2. All information, records, data, reports, etc. necessary to allow the COUNTY to carry out its herein responsibilities shall be furnished to the COUNTY without charge by the CITY, and the CITY agrees to cooperate in good faith with the COUNTY in carrying out the work under this Agreement.

3. The CITY agrees to furnish, without charge, secured office space needed by the COUNTY at appropriate places in the CITY's offices. The keys thereto shall be provided to the COUNTY. Such office space shall be sufficient in size to accommodate reasonably one (1) appraiser and any furniture placed therein. The office space shall be available for the COUNTY's use at any and all times during typical business hours, and during all such hours the COUNTY shall be provided with levels of heat, air conditioning and ventilation as are appropriate for the seasons.

4. The CITY also agrees to provide appropriate desk and office furniture as necessary, clerical and secretarial support necessary and reasonable for the carrying out of the work herein, necessary office supplies and equipment, copying machines and fax machines and their respective supplies, and telephone and internet service to the COUNTY, all without charge to the COUNTY.

5. It shall be the responsibility of the CITY to have available at the CITY's offices a person who has the knowledge and skill to be able to answer routine questions pertaining to homesteads and property assessment matters and to receive, evaluate and organize homestead applications. The CITY shall store all homestead applications and homestead data in secure storage meeting the requirements set by the COUNTY.

It shall also be the responsibility of the CITY to promptly refer any homestead application which needs investigation to the COUNTY.

6. In accordance with Hennepin County Affirmative Action Policy and the County Commissioners' policies against discrimination, no person shall be excluded 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, ex-offender status or national origin; and no person who is protected by applicable Federal or State laws, rules and regulations against discrimination shall be otherwise subjected to discrimination.

7. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of joint venturers or co-partners between the parties hereto or as constituting the CITY as the agent, representative or employee of the COUNTY for any purpose or in any manner whatsoever. Any and all personnel of CITY or other persons, while engaged in the performance of any activity under this Agreement, shall have no contractual relationship with the COUNTY and shall not be considered employees of the COUNTY and any and all claims that may or might arise under the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the CITY, its officers, agents, CITY or employees shall in no way be the responsibility of the COUNTY, and CITY shall defend, indemnify and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any and all such claims regardless of any determination of any pertinent tribunal,

agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the COUNTY, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Re-employment Compensation, disability, severance pay and retirement benefits.

8. CITY agrees that it will defend, indemnify and hold the COUNTY, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the CITY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The CITY's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

9. COUNTY agrees that it will defend, indemnify and hold the CITY, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the COUNTY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The COUNTY's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

10. The COUNTY shall endeavor to perform all services called for herein in an efficient manner. The sole and exclusive remedy for any breach of this Agreement by the COUNTY and for COUNTY's liability of any kind whatsoever, including but not limited to liability arising out of, resulting from or in any manner related to contract, tort, warranty, statute or otherwise, shall be limited to correcting diligently any deficiency in said services as is reasonably possible under the pertinent circumstances.

11. Neither party hereto shall be deemed to be in default of any provision of this Agreement, or for delay or failure in performance, resulting from causes beyond the reasonable control of such party, which causes shall include, but are not limited to, acts of God, labor disputes, acts of civil or military authority, fire, civil disturbance, changes in laws, ordinances or regulations which materially affect the provisions hereof, or any other causes beyond the parties' reasonable control.

12. This Agreement shall commence on August 1, 2016, and shall terminate on July 31, 2020. Either party may initiate an extension of this Agreement for a term of four (4) years by giving the other written notice of its intent to so extend prior to March 1, 2020. If the party who receives said notice of intent to extend gives written notice to the other party of its desire not to extend prior to, April 15, 2020 this Agreement shall terminate on July 31, 2020.

Nothing herein shall preclude the parties, prior to the end of this Agreement, from agreeing to extend this contract for a term of four (4) years. Any extended term hereof shall be on the same terms and conditions set forth herein and shall commence on August 1, 2020. Either party may terminate this Agreement for "just cause" as determined by the Commissioner of Revenue after hearing for such a determination is held by the Commissioner of Revenue and which has been attended by representatives of COUNTY and CITY or which said

representatives had a reasonable opportunity to attend, provided that after such determination, any party desiring to cancel this Agreement may do so by giving the other party no less than 120 days' written notice. If the CITY should cancel this Agreement, as above provided, before the completion of the then current property assessment by the COUNTY, the CITY agrees to defend and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any liability that might ensue as a result of the non-completion of a property tax assessment.

For the purpose of this Agreement, the term "just cause" shall mean the failure of any party hereto reasonably to perform a material responsibility arising hereunder.

13.A. In consideration of said assessment services, the CITY agrees to pay the COUNTY the sum of Seven Thousand Dollars (\$7,000) for each assessment, provided that any payment for the current year's assessment may be increased or decreased by that amount which exceeds or is less than the COUNTY's estimated cost of appraising new construction and new parcels for the current year's assessment. The amount of any increase or decrease shall be specified in the billing for the current year's assessment.

13.B. Regarding each assessment, in addition to being subject to adjustment in the above manner, said assessment cost of \$7,000 may also be increased by the COUNTY if:

- (1) The COUNTY determines that any cost to the COUNTY in carrying out any aspect of this Agreement has increased, including but not limited to the following types of costs: **new construction and new parcel appraisals, mileage, postage, supplies, labor (including fringe benefits) and other types of costs, whether similar or dissimilar; and/or**
- 2) The COUNTY reasonably determines that other costs should be included in the costs of assessment work.

If the COUNTY desires to increase the assessment cost pursuant to this paragraph 13(B), it shall give written notice thereof by June 15 of any year and such increase shall apply to the assessment for the calendar year next following the current calendar year. Any such notification shall specifically set forth the amount of any new construction and new parcel appraisal charges. Notwithstanding any provisions herein to the contrary, if any such increase, exclusive of any charge for the estimated costs of new construction and new parcel appraisals, exceeds seven and one half percent (7.5%) of the amount charged for the assessment for the then current calendar year, exclusive of any charge for the estimated costs of new construction and new parcel appraisals, the CITY may cancel this Agreement by giving to the COUNTY written notice thereof, provided that said cancellation notice must be received by the COUNTY not later than July 24 of the then current calendar year and said cancellation shall be effective no earlier than five (5) days after the receipt of said notice by the COUNTY and not later than July 31 of said next calendar year. Supportive records of the cost increase will be open to inspection by the CITY at such times as are mutually agreed upon by the COUNTY and CITY.

Failure of the COUNTY to give the CITY a price-change notice by June 15 shall not preclude the COUNTY from giving CITY such notice after said date but prior to September 1 of any year, provided that if such price increase exceeds said ten (10%) - all as above set forth - the CITY may cancel this Agreement if the COUNTY receives notice thereof not later than thirty-nine (39) days from the date of receipt by the CITY of any said late price-change notice, provided further that any such cancellation shall be effective not earlier than five (5) days after COUNTY's receipt of said cancellation notice and not later than forty-six (46) days after the CITY's receipt of any said price-increase notice.

Payment for each assessment shall be made in the following manner:

Any bill from the COUNTY for the current year's assessment which is received by the CITY before August 18 of the current year shall be due on September 7 of said year, provided that the City may elect to pay said bill before said date. Any bill received by the city after August 18 shall be due no later than twenty-one (21) days after the CITY's receipt thereof.

The COUNTY may bill the CITY after the aforesaid dates and in each such case, the CITY shall pay such bill within thirty (30) days after receipt thereof.

14. Any notice or demand, which may or must be given or made by a party hereto, under the terms of this Agreement or any statute or ordinance, shall be in writing and shall be sent registered or certified mail to the other party addressed as follows:

TO CITY: Mayor, City of Hanover  
PO Box 278  
Hanover, MN 55341

TO COUNTY: Hennepin County Administrator  
2300A Government Center  
Minneapolis, MN 55487

copies to: County Assessor  
Hennepin County  
2103A Government Center  
Minneapolis, MN 55487

copies to: Assistant County Assessor  
Hennepin County  
2103A Government Center  
Minneapolis, MN 55487

Any party may designate a different addressee or address at any time by giving written notice thereof as above provided. Any notice, if mailed, properly addressed, postage prepaid, registered or certified mail, shall be deemed dispatched on the registered date or that stamped on the certified mail receipt and shall be deemed received within the second business day thereafter or when it is actually received, whichever is sooner. Any notice delivered by hand shall be deemed received upon actual delivery.

15. It is expressly understood that the obligations of the CITY under Paragraphs 7, 8, 12, and 13 hereof and the obligations of the CITY which, by their sense and context, are intended to survive the performance thereof by the CITY, shall so survive the completion of performance, termination or cancellation of this Agreement.

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IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized officers and delivered on its behalf, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

COUNTY OF HENNEPIN  
STATE OF MINNESOTA

Reviewed by County  
Attorney's Office:

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

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

And: \_\_\_\_\_  
Assistant/Deputy/County Administrator

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

CITY OF HANOVER

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

Its \_\_\_\_\_

And: \_\_\_\_\_

Its \_\_\_\_\_

City organized under:

\_\_\_\_\_ Statutory \_\_\_\_\_ Option A \_\_\_\_\_ Option B \_\_\_\_\_ Charter

**EXHIBIT A**  
**CITY OF HANOVER**

During the contract term, the County shall:

1. Physically inspect and revalue 20% of the real property, as required by law.
2. Physically inspect and value all new construction, additions and renovation.
3. Adjust estimated market values on those properties not physically inspected as deemed necessary per sales ratio analysis.
4. Prepare the initial assessment roll.
5. Print and mail valuation notices.
6. Respond to taxpayers regarding assessment or appraisal problems or inquiries.
7. Conduct valuation reviews prior to Board of Review or Open Book Meetings, as determined by the City – approximate dates: March through May 15.
8. Attend Board of Review or conduct Open Book Meeting. Prepare all necessary review appraisals. Approximate dates: April 1 – May 31.
9. Maintain an updated property file – current values, classification data and characteristic data.
10. Prepare divisions and combinations as required.
11. Administer the abatement process pursuant to Minn. Stat. §375.192.
12. Prepare appraisals; defend and/or negotiate all Tax Court cases.
13. Provide all computer hardware and software applications necessary to complete contracted services.
14. Process all homestead and special program applications.



PHONE: 763-295-2711 FAX: 763-295-4404

505 Walnut Street | Suite 1 | Monticello, MN 55362

January 27, 2016

FEB 01 2016

City of Hanover  
PO Box 28  
Hanover, MN 55376

To Whom it May Concern:

Please see *REVISED* agreement for Animal Control services provided by the City of Monticello. Please review and sign if you plan on continued access to this service. We will return to you an executed document. Also attached is the fee schedule adopted for 2016.

If you have any questions, please contact me at [Jennifer.schreiber@ci.monticello.mn.us](mailto:Jennifer.schreiber@ci.monticello.mn.us) or 763-271-3204.

Sincerely,

Jennifer Schreiber  
City Clerk  
City of Monticello

## Agreement of Understanding

On this \_\_\_\_\_ day of \_\_\_\_\_, 2016, the City of Monticello, Minnesota, hereinafter referred to as the City, and the City of Hanover, hereinafter referred to as the client, so hereby agree as follows:

1. The city, upon reasonable request from the client, shall open the Animal Impound Facility for the delivery and intake of stray, unwanted, or loose animals in the custody of the client. The client shall provide the City with all pertinent information known about animals delivered including, but not limited to, attacks on humans, ownership, veterinary medical history, disposition and any information known by the client that affects the public health and safety.
2. The City shall provide shelter, care, and feeding for the animals while impounded.
3. The client shall pay to the City an annual fee and a fee per day for impoundment set by the City's annual fee schedule. State statute requires the holding of strays for 5 business days. Saturday and Sunday are not considered a business day.
4. The City shall, upon completion of the required impoundment duration, deliver the animal to a qualified professional for humane disposal (euthanasia), or adopt the animal through the Humane Society, or private adoption.
5. The client shall reimburse the City a fee per the City's annual fee schedule for any type of disposal of an animal, including euthanasia, private adoption, or Humane Society adoption.
6. The City shall prepare and issue monthly an itemized state of charges showing dates, length of impoundment, disposal, and when possible, the name of the owner of the animal.
7. The City shall hold the client harmless for any damage to the impound facility caused by any animal property delivered to the facility.
8. The City shall hold the client harmless for any injury to and/or damage to the possessions of the City Animal Control Officer while the animal is impounded or otherwise under the responsibility of the City.
9. The City shall hold the client harmless against all claims of maltreatment, negligence, and/or wrongful death of any animal while the animal is impounded or otherwise under the responsibility of the City.
10. Either party, upon 30-day written notice to the other party, may discontinue this agreement.

This agreement is hereby adopted and entered into the \_\_\_\_\_ of \_\_\_\_\_, 2016.

\_\_\_\_\_  
City of Monticello  
City Administrator

\_\_\_\_\_  
City of Hanover

TITLE 20 - CHAPTER I

2016 FEE SCHEDULE - CITY OF MONTICELLO

Fee Schedule Rates supercede amounts shown in city ordinances or policies which are dated prior to the fee schedule.

**ANIMAL CONTROL**

Boarding Fee:	\$16/per day + tax	
Boarding Access Fee	\$250 per entity	
Dog License		
Altered Pet	\$15 - 2 years	
Unaltered Pet	\$20 - 2 years	
Altered Pet	\$8.00 - 1 year	
Unaltered Pet	\$10 - 1 year	
Late Fee	\$5	
Replacement Tag	\$2+ tax	
Euthanization/Disposal Fee	\$40 per animal + tax	\$40
Fine: Running at Large: First offense	<u>Licensed</u>	<u>Unlicensed</u>
Second offense	\$25	\$35
Third offense	\$35	\$45
If impounded	\$50	\$60
	Add boarding fee (plus tax)	
Permit for Keeping Fowl on Premises	\$50	
Annual renewal for current permit	\$25	

**CEMETERY**

Administrative Fee	\$75	
Cremation Disinterment	\$100	
Flat Marker setting with 4" concrete border	\$175	
Frost Charge (excavations December through March)	\$100	
Grave Excavation Fee:		
Weekday	\$400	
Weekend	\$450	
Infant Grave Excavation - Weekday	\$100	
Infant Grave Excavation - Weekend	\$125	
Cremation Grave Excavation - Weekday	\$80	
Cremation Grave Excavation - Weekend	\$105	
Grave Purchasing Fee:	<u>Resident</u>	<u>Non-Resident</u>
Full Grave (4'x12') Flush Marker Area	\$950	\$1,150
Full Grave (4'x12') Raised Marker Area	\$1,050	\$1,250
Infant Grave (2'x6')	\$300	\$325
Cremation Grave (4'x4')	\$525	\$625
Grave Staking Fee (monument or excavation)	\$55	
Grave Transfer Fee.	\$15	
Memorial Plaque (Bronze) Stone:	Cost + \$10 + sales tax	
Opening and closing of Niche	\$55	
Perpetual Care Fee		
New Grave Sales	Included in grave price (Maint. not taxable - Plant Care taxable)	
Grave Sold Pre-1960	\$100	
Plant stand	\$35 (includes tax)	





**TEMPORARY STORAGE LEASE**

THIS AGREEMENT, Made this \_\_\_\_\_ day of \_\_\_\_\_, 2016, between **The City of Hanover**, hereinafter called "Lessor", and NORTHERN STATES POWER COMPANY, a Minnesota Corporation, hereinafter called "NSP";

**WITNESSETH:**

That Lessor, for the consideration of **Three thousand three hundred twenty-five Dollars (\$3325.00)**, the receipt and sufficiency whereof is hereby acknowledged, does hereby lease unto NSP, its employees, assigns and contractors, and NSP does hereby accept from Lessor that certain Real Estate within the County of Wright, State of Minnesota, described as follows:

**Lot 6, Block 1, Hanover Industrial Park 5<sup>th</sup> Addition (PID 108046001060). Storage site lease area as shown on attached Exhibit A.**

This site will be used for the storage of wire, insulators, vehicles and all other supplies, equipment and material pertinent to the construction of electrical transmission lines and the location of temporary office and storage trailers.

The initial term of this Agreement shall be for 3 1/2 months beginning **July 18, 2016**, and ending **October 31, 2016**, with NSP having the option to extend the Lease period an additional 1 month, on a month-to-month rental basis, at **\$950/month**. NSP shall accept the leased premises in the condition "as is" and upon the termination hereof surrender the premises in substantially the same condition in which it was at the beginning of NSP's occupancy thereof.

NSP agrees to restore all damages to landscaping, roads and driveways, fences, livestock, crops, fields and other Lessee property caused by the exercise of the lease rights granted herein. Claims on account of such damages may be referred to NSP's office at: 414 Nicollet Mall, GO-6A Minneapolis, MN 55401 att: Chris Rogers, Siting and Land Rights Department.

NSP agrees to assume all liability and to indemnify or compensate Lessor for any injury or damage to persons or property occasioned by or arising in connection with the use of said premises by NSP, and said NSP further agrees to defend, indemnify and save harmless Lessor against all actions, claims, damages or demands which may be brought or made against Lessor by reason of anything done by NSP in the exercise or purported exercise of the right and privilege hereby granted.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed as of the day and year first above written.

**LESSOR**

By \_\_\_\_\_

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

City of Hanover  
11250 5<sup>th</sup> Street NE  
Hanover, MN 55341

**NORTHERN STATES POWER COMPANY**

By \_\_\_\_\_

**Pamela Jo Rasmussen**  
Senior Manager, Siting & Land Rights  
Xcel Energy Services Inc.  
an Authorized Agent for Northern States  
Power Company, a Minnesota corporation

Line 0978/0985  
Storm damage  
2016.0413  
CCR

EXHIBIT A  
LEASE AREA

