

**CITY OF HANOVER
CITY COUNCIL MEETING
JULY 31, 2017 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Monday, July 31, 2017 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Accountant / Deputy Clerk Jackie Heinz, City Attorney Jay Squires, Public Works Supervisor Jason Doboszanski. Guests included Clark Lee, Thomas Jones, Fire Chief Dave Malewicky, Fired Department members Tony Wychgram, Dave Pinor, Brett Slaney, Doug Voerding from Journal Press and other residents. Absent was Councilor Hammerseng.

Approval of Agenda:

Zajicek requested to move item 7a Clark Lee to Citizens Forum. Hagen requested to add an approval of a Quit Claim Deed for Outlot A as item 7c.

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

Consent Agenda:

Hagen added Customized Fire Rescue Training Invoice for \$2,175.00 to Other Claims.

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

Consent Agenda Items:

- a. **Approve Minutes of June 18, 2017 City Council Meeting**
- b. **Approve Minutes of June 24, 2017 Joint City Council/Planning Commission Meeting**
- c. **Approve Claims as Presented:**
 - **Claims** \$ 86,628.64
 - **Payroll** \$ 7,948.40
 - **P/R taxes & Exp** \$ 3,212.52
 - **Other Claims** \$ 3,666.05
 - **Total Claims** \$ 101,455.61

- d. **Res No 07-31-17-79 – Approving Sale of Equipment**

Motion carried unanimously.

Citizen's Forum:

Res No 07-31-17-80 – Ratification of FRA Pension Increase

Hagen explained the Fire Department is requesting a pension increase from \$1,575 to 1,775 per year of service which would put the Fire Department at 110% funded. Squires stated the Fire Relief Association has the authority to increase their pension without City Council approval. Should the Council ratify the pension amount, the City would then be obligated to deposit money into the FRA pension fund, should they fall below 100% funded in any given year based on the annual amount ratified by the Council.

MOTION by Hallstein to approve Res No 07-31-17-80, seconded by Zajicek. **Motion carried with Kauffman, Zajicek and Hallstein voting in favor. Warpula abstained due to membership in the Hanover FRA.**

Brian Colvin & Ingrid Fiskness

Brian and Ingrid are requesting to have their wedding on the Historic Bridge on the evening of Saturday October 7th, 2017. They're estimating 30 people in attendance with chairs and the ceremony taking less than one hour. Hagen clarified there is a max load weight limit for the bridge to keep into consideration. The City also does not close the trail/bridge down for private events.

Thomas Jones

Jones is a resident of Hanover and lives next to 520 Kadler Avenue. He thinks 500 and 520 Kadler are problem lots. Jones has made an offer to the Sibleys to purchase the lot. Jones states there has been miscommunication from the real estate agent; they are listing pictures of a home on 520 Kadler which Jones feels does not meet City Ordinances. Jones is concerned about the verbiage being used by the real estate agent stating the City sees no problem with the house.

Hagen stated the ordinances have been gone through and discussed with the agent. Squires stated the City cannot tell the agent what they can or can't say in the listing. Hagen is telling the agent what we can.

Zajicek asked if neighbors are approaching possible buyers while looking at the lot. Clark Lee stated he has not but is being accused. He is aware it is illegal and an obstruction.

Clark Lee

Lee distributed a hand out to the council showing pictures of the listing for 520 Kadler on realtor.com. Lee stated there are problems with the lots and variances are needed. Lee continued to describe each page in the handout. He stated the ad shows a freestanding townhouse and the model doesn't meet the garage minimum square footage per City code.

Lee has filed a formal written complaint with the MN Department of Commerce against the listing agent and broker. He is asking that staff change their standard answer of bring a survey and plans. Lee also asked that staff look at ordinance 2016-07 regarding building orientation for clarification.

Zajicek inquired if the lot is buildable, can the house be adjusted to make it work.

Public Hearings:

None

Unfinished Business:**Res No 07-31-17-81 – Approving Hire of Maintenance Worker**

Hagen explained this is a resolution to hire Carl Olson as a maintenance worker. The resolution outlines details as requested by Olson during the interview process of being paid at the top of the range and receive three weeks of vacation per year in recognition of his previous public works experience..

Kauffman suggested starting Olson with 2 weeks of vacation.

Hallstein inquired how vacation time is set up for new hires. Hagen stated new hires begin to accrue vacation at the sixth month anniversary of employment, then again on yearly anniversaries. New hires are still allowed to take time off but would be unpaid, with prior approval. Zajicek stated Olson's value is high with his previous experience.

MOTION by Zajicek to approve Res No 07-31-17-81, with the amendment of 2 weeks' vacation, seconded by Hallstein. **Motion carried unanimously.**

2018 Preliminary Budget – Draft 2

Hagen explained the changes to the budget include LGA increased in the revenue portion. While on the expenditures portion public works wages and taxes were adjusted for a third worker. Election supplies were increased for the purpose of purchasing new equipment.

Fire Chief Dave Malewicki talked about the changes to the Fire Department portion of the budget. Wages were adjusted for hourly pay with an extra 20 calls added for increase in volume. Uniforms expense was increased to

begin implementing a second set of gear for each firefighter. Total increase overall is approximately \$37,000. Hagen stated part of the capital improvement plan includes a new engine purchase in the next 4-5 years.

Hagen stated he is waiting on the Wright County tax capacity amount in order to complete the tax rate calculation.

New Business:

Catch Basin Repair Quote

Doboszinski stated the catch basin by River Inn by the mailboxes has begun to fall away. They would cut 10' on each side as well as a portion of the road to complete the repair. Funds would come from the storm water fees.

MOTION by Warpula to approve Catch Basin Repair Quote, not to exceed total of 13,500, seconded by Zajicek. **Motion carried unanimously.**

Res No 07-31-17-82 – Approving 2017 Chip Seal Project

Hagen explained the location of the proposed chip seal project, stating the engineer provided the quantities on the quote. Warpula stated the cost of the project seems high for the area of work being completed.

Voerding stated the City of Montrose recently had Pearson Brothers complete a similar project which was about 43,000 square yards and cost around \$43,000 or roughly \$1.03 / sq yd.

Kauffman stated to table the project and get a copy of the quote from the City of Montrose for comparison.

MOTION by Warpula to table Res No 07-31-17-82, seconded by Zajicek. **Motion carried unanimously.**

Res No 07-31-17-83 – Quit Claim Deed for Outlot A in Spruce Tree Terrace

Hagen explained Outlot A was to be deeded to the City at completion of the development phase. That transfer of ownership did not happen for some reason. The current owner looks to transfer ownership.

MOTION by Hallstein to approve Res No 07-31-17-83, seconded by Zajicek. **Motion carried unanimously.**

Reports

Doboszinski

- Tree trimming on Division is complete, the stop sign is owned by the county and won't be moved
- Trimmed Willows on 123 and found the City sign
- Rocks put around Hostas along walking path by City Hall
- Harvest Festival Prep

Zajicek

- Ball Field grass is looking yellow. Doboszinski stated he was working to determine the cause and correct the issue.

Hagen

- Working with Backes Companies to finish up Crow River Heights West Third Addit. So they can close on the property. They will close first on the platted land and contract for deed on the rest.
- EDA is close to closing on the River Road Property, Possibly August 7th

Heinz

- Invited everyone to attend the Harvest Festival taking place on Saturday

Kauffman

- Requested information on where the Boy Scout would like the Hanover sign located in Three Rivers Park. Kauffman would reach out to the Park Commissioner for our area.

Adjournment

MOTION by Warpula to adjourn at 8:44 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator