

**CITY OF HANOVER
CITY COUNCIL MEETING
AUGUST 4, 2022**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, August 4, 2022, to order at 7:01 p.m. Present were Councilors Jim Zajicek, MaryAnn Hallstein, Thomas Dierberger, and Mike Amery. Also present were City Administrator Jennifer Nash, Accountant Jackie Heinz, Fire Chief Dave Malewicki, Wright County Sheriff's Deputy Corey Schaefer, Hanover Fire Department members Dave Pinor, Steve Vrieze, Bob Waldorf, Toby Heinz, Adam Lange, Brett Slaney, Taylor Andres, Tony Franzen, Clifford Rippel and Zach Cauoette.

Approval of Agenda:

Administrator Nash noted two proposed additions to the agenda under new business – an ordinance placing moratorium on THC product sales in City limits and a discussion of the 2023 preliminary budget for the fire department. **MOTION** by Hallstein to approve the agenda as amended, seconded by Amery. **Motion carried unanimously.**

Consent Agenda:

Dierberger mentioned he had a couple of questions on items in the claims list.

MOTION by Amery to approve the consent agenda for all items excluding claims, seconded by Hallstein.

- a. **Approve Minutes of July 19, 2022 City Council Work Session Meeting**
- b. **Resolution 08-04-22-72 – Approving Gambling Permit for Senior Services**

Motion carried unanimously.

Claims

Dierberger asked about a payment to Marco. Nash noted the payment was for the regular maintenance contract plus an overage amount for excess printing that occurs quarterly due to the printing of the City newsletter. Nash also noted the City can look into options in the future for printing to see if something else would be cost-effective. Dierberger also inquired about a payment to Wright County Finance in the amount of \$4,725. Accountant Heinz noted this payment is required for the 800 MHz radios the Fire Department utilizes.

MOTION by Dierberger to Approve Claims as Presented, seconded by Hallstein:

➤ Claims	\$ 111,158.51
➤ Payroll	\$ 11,000.79
➤ P/R taxes & Exp	\$ 4,304.56
➤ Other Claims	\$ <u>2,894.39</u>
➤ Total Claims	\$ <u>129,358.25</u>

Motion carried unanimously.

Presentation

Fire Department Member Pinning Ceremony – Jake Bjorneberg

Fire Chief Malewicki noted Jake Bjorneberg's completion of training to become a full member of the department. Bjorneberg has completed FFI, FFII, Hazmat Ops & EMR trainings. Bjorneberg introduced several members of his family and some neighbors who were in attendance to support him. He recited

an oath of office to serve as a firefighter, and his wife Kayla placed his pins on his uniform. Fire department members and the City Council congratulated Bjorneberg on his achievement in achieving full membership status in the department.

Citizen's Forum

None

Public Hearing

None

Unfinished Business

None

New Business

Resolution 08-04-22-73 – Approving Hennepin Co. Sheriff's Contract 2023-24

Nash introduced the draft contract provided by Hennepin County for law enforcement services for 2023 and 2024. The proposed contract is largely the same language as in previous years including 3 hours of services per day, and the proposed annual budget amounts would be \$95,594 for 2023 and \$97,981 for 2024.

Hallstein asked if there would be any possibility of reducing the hours down due to low call volume. Nash noted she could inquire with Hennepin staff. There was no one from the Hennepin Sheriff's office present for the meeting. Amery suggested staff look into whether options exist for providers of law enforcements services to the Hennepin County area such as Corcoran PD, Wright County covering across the border or another partnership of some kind with area communities. There isn't time to do this research and analysis prior to this renewal, but perhaps something could make sense prior to the next two-year renewal cycle.

Zajicek stated he is happy with the services being provided by Hennepin County Sheriff's Office. They are visible at opportune times of day and good locations, and they are very responsive when calls come into dispatch.

Kauffman inquired if the City of Rockford opted out of participating in a contract with Hennepin County. Nash stated she was not sure but could look into this question.

MOTION by Amery to approve Resolution 08-04-22-73 and direct staff to look into options prior to the next two-year contract renewal, seconded by Zajicek. **Motion carried unanimously.**

Fire Department Preliminary Budget Review

Nash noted timing of a Fire Board meeting coming up on August 16th where member communities should review the draft budget for the department for 2023 and projected cost sharing associated with that budget. She explained that the department has found need for staff support for office work and maintenance by City staff in recent years, and this year's draft preliminary budget reflects some of this work within the department's budget. Increased reporting requirements, call reporting and maintenance activities conducted by staff versus contracting with a repair shop are now reflected in the budget with 25% of an office worker FTE and 10% of a public works staff position. In further review with office

and fire staff, this could be refined to show slightly lower hours for office and higher hours for public works.

Zajicek noted staff who are performing these duties are being pulled away from other work, so this time should be accounted for and listed in job descriptions that are currently under review.

Hallstein noted the support from City staff is needed for the department and it makes sense to show these hours in the department's budget to more accurately reflect work performed.

Chief Malewicki noted public works has been completing maintenance work that the department used to have to send out to a repair shop. He also stated that he needs someone to assist with office work whether it is the existing setup with City staff or someone else.

Nash noted she would like to hear from Council whether there was consensus on the draft preliminary budget before sending it out to other member communities as part of the Fire Board agenda packet. Council consensus was to proceed with the draft budget as presented. No concerns were expressed.

Ordinance 2022-02 – Moratorium on Sale of THC Products

Amery explained that the Minnesota legislature passed new allowance for sale of food and beverages with THC in them without prior knowledge of many, including members who voted on the bill. The League of Minnesota Cities has provided information to cities about options available as they consider reaction to the new allowance from the State. Many cities have passed moratorium ordinances to give them time to review options. The draft ordinance brought to this meeting is based off of one recently passed in the City of St. Joseph, MN.

Nash noted moratorium ordinances are exempt from the usual 10-day notice requirement, so Council could act to approve at this meeting if they so chose. Staff will use the time the moratorium is in place to study the situation further and provide options for Council. The moratorium, if approved, would expire in one year.

Hallstein requested businesses be informed of the moratorium so that they are aware the sales are not authorized in Hanover.

MOTION by Amery to adopt Ordinance 2022-02 – Providing Moratorium on the Sale of Hemp Derived THC (Tetrahydrocannabinols) Food and Beverages in the City of Hanover, Minnesota; seconded by Dierberger.

Motion carried unanimously.

Reports

Amery

- Attended National Night Out events

Dierberger

- EDA Business Social invites are out for September 19th event at Big Bore

Hallstein

- Noted a concussion has caused her to miss a couple of meetings. On the mend now.
- Would like businesses to let the City know if they run into unnecessary hurdles or red tape.

Zajicek

- River Inn has submitted applications for an updated site plan and associated variances for review at the August Planning Commission meeting
- Thanked Fire Department staff members in attendance for their attendance at National Night Out events
- Asked staff to inquire with WSB engineers for examples of similar teardrop-shaped roundabout designs that could provide examples for proposed Highway 19 designs

J. Nash

- Hennepin County will be doing maintenance on the 19 bridge between August 11th and Labor Day.
- Staff will be working over the weekend for absentee voting for the Primary Election and for Harvest Festival.
- Filing is open for the two City Council positions on this year's ballot for Hanover. Filing closes on August 16th. The two incumbents are the only affidavits of filing received so far.

Adjournment

MOTION by Hallstein to adjourn at 8:01 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Jennifer Nash, City Administrator