

**CITY OF HANOVER
CITY COUNCIL MEETING
AUGUST 6, 2018 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Monday, August 6, 2018 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Accountant / Deputy Clerk Jackie Heinz, Public Works Supervisor Jason Doboszinski and City Attorney Jay Squires. Councilors Ken Warpula and Jim Zajicek were absent. Other guests included Doug Voerding from Wright County Journal Press, Members of the Hanover Fire Department, Tyler Koivisto of Hanover Dental, Mike Straub, David Boily of Roy C. Inc, and Nicole Clapp and Pierre Mros from the Foxtailers Snowmobile Club.

Approval of Agenda:

Hagen requested to add Resolution #08-06-18-84 – Donation from Foxtailers Snowmobile Club to the Consent Agenda as item j.

MOTION by Hammerseng to approve the agenda as amended, seconded by Hallstein. **Motion carried unanimously.**

Consent Agenda:

MOTION by Hallstein to approve the consent agenda, seconded by Hammerseng.

- a. Approve Minutes of July 17, 2018 City Council Work Session Meeting
- b. Approve Claims as Presented:

➤ Claims	\$ 602,291.13
➤ Payroll	\$ 9,821.64
➤ P/R taxes & Exp	\$ 3,473.49
➤ Other Claims	<u>\$ 2,371.16</u>
➤ Total Claims	<u>\$ 617,957.42</u>

- c. Res No 08-06-18-73 – Approving 2018 Solid Waste Hauler License
- d. Res No 08-06-18-74 – Approving 2018 Road Improvement Project Pay Voucher #2
- e. Res No 08-06-18-75 – Approving Public Works Facility Construction Final Pay Voucher
- f. Res No 08-06-18-76 – Approving Public Works Facility Building Lettering
- g. Res No 08-06-18-77 – Approving Fire Department Furnace/AC Replacement
- h. Res No 08-06-18-82 – Approving REMF Exempt Gambling Permit
- i. Res No 08-06-18-83 – Appointing Probationary Fire Department Member
- j. Res No 08-06-18-84 – Accepting Donation from Foxtailers Snowmobile Club

Motion carried unanimously.

Citizen's Forum:

Fire Department Pinning – Derek Bostrom

Fire Chief Dave Malewicki stated Derek Bostrom has successfully completed EMR, Firefighter I and Firefighter II courses, has completed his probationary period and will be a great asset for the Hanover Fire Department. He further thanked Bostrom's family for their support and then presented Bostrom with his Fire Department Badge.

David Boily of Roy C. Inc.

David Boily of Roy C. Inc. distributed pictures taken on August 6th of the west side of his property. Boily gave a brief history of the property and stated the water in the ditch should flow to the swamp, the foliage is getting taller and worse. Council directed staff to meet with the engineer to review options for the site.

Hagen stated the area is flat and takes on new water due to the Lamont extension. The water exits the intersection and flows north eventually going to the swamp and out to the Crow River. The goal of storm water is to have the water flow to the proper channels.

Kauffman inquired if the ditch holds water year-round. Boily stated the majority of the year there is water, but not now. Doboszenski stated water is flowing through the area, there is little rip rap and utility lines are exposed. The lines would need to be lengthened if redone. Boily stated the area is too wet to be mowed on a regular basis and suggested an underground pipe be installed.

Hallstein inquired if this would fall under an MS4 project. Hagen stated after talking with Justin, this would fall under storm water fees. There was an onsite meeting last fall with Justin and the area is working as it should.

Kauffman directed staff to discuss with Justin the City Engineer and give an update.

Public Hearings:

Revocation of Conditional Use Permit – 11103 River Road NE

MOTION by Hallstein to table Public Hearing, seconded by Hammerseng. Motion carried unanimously.

Unfinished Business:

Res No 08-06-18-78 – Revoking Conditional Use Permit for 11103 River Road NE

Hagen gave a brief history of the Conditional Use Permit for 11103 River Road NE and stated the owner is in full compliance as of today. Squires stated three options for council, first is to revoke the CUP, second is to not revoke the CUP, third is to table the CUP to show the owner can maintain staying in compliance.

Kauffman stated in the last 8 years this has been discussed regularly. Mike Straub stated all outdoor items have been removed and the site has complied for 2 years. Hammerseng stated being in compliance means all the time, not some of the time. Hallstein inquired what the obstacle is to remain in compliance. Straub stated no new items have been purchased, customers were dropping off cars overnight without notice only leaving a note for repairs and the building is not large enough to operate out of. Straub further stated it wasn't clear on what to have and not to have outside, the CUP has taken care of the gray areas.

Hallstein inquired if there is a plan moving forward. Straub stated they will dispose of items properly and has started renting a building located in the Industrial Park.

Hallstein inquired if there is a good relationship with Hagen. Straub stated only in the last couple of weeks, he can discuss items openly with him. Kauffman inquired if there were any gray areas, Straub stated no, he understands everything. Hallstein inquired if Straub is able to operate under the CUP, Straub stated yes.

Squires recommended tabling with no certain date. Updates can be given by staff, if taken off of table a 10-day notice needs to be given to Straub.

MOTION by Hallstein to table Res No 08-06-17-78, seconded by Hammerseng. Motion carried unanimously.

New Business:

Res No 08-06-18-79 – Approving EDA Matching Grant Incentive

Hagen stated the EDA has recommended approval of a matching grant request to Hanover Dental as applied for. The request is for \$5,491 in grant proceeds and an additional \$5,491 in loan proceeds.

MOTION by Hammerseng to approve Res. No. 08-06-18-79, seconded by Hallstein. **Motion carried unanimously.**

Res No 08-06-18-80 – Approving FRA Pension Increase

Hagen stated this is the annual review of pension which follows the audit. The FRA is currently at \$1,775 per year which is approximately 115% funded, the FRA is proposing an increase to \$1,875 per year which is approximately 110% funded. Hagen further stated the increase is in line and consistent with past practices.

MOTION by Hammerseng to approve Res. No. 08-06-18-80, seconded by Hallstein. **Motion carried unanimously.**

Crow River Cleanup Dumpster Cost

Hagen stated the event is organized by CROW. The event will be moved from Saturday September 15 to Saturday September 22 for the Boy Scouts to participate. Hagen further stated the cost has averaged approximately \$200.

MOTION by Hammerseng to approve Crow River Cleanup Dumpster Cost, seconded by Hallstein. **Motion carried unanimously.**

Res No 08-06-18-81 – Approving Bergan KDV Audit Services

Hagen stated Bergan KDV is the same firm that is currently being used. The cost of auditing the City's Financial Statements is increasing to \$22,000 per year, FRA remaining the same at \$6,250 per year. Prices are for a 3-year term.

MOTION by Hallstein to approve Res. No. 08-06-18-81, seconded by Hammerseng. **Motion carried unanimously.**

2019 Preliminary Budget – Draft #1

Hagen stated the goal is to have the tax rate remain flat or drop. Wright County has not provided any projections on 2019 tax capacity, and we will likely not have that number until after preliminary levy approval. In the revenues section building permits were lowered due to new construction slow down, LGA remained flat as well as other revenue sections. Hagen further stated in the expenses section employee pay remained consistent with previous year increases and election is down due to no election next year. Hagen further stated Fire Department are slightly increased due to changes in officer pay which will come later for approval. Hagen stated he is making no assumptions regarding Hanover Cove and building permit revenue.

Reports

Doboszinski

- Steel Prices have increased therefore Lano has stated they can't honor the \$2,000 price for a new Bobcat per year. Hammerseng asked for Doboszinski to get justification from Lano.

Hallstein

- EDA welcomed new member Tony Ross, possible Band Shell was discussed at the last EDA meeting

Hagen

- Primary Election takes place next Tuesday
- Pavement Project was final landscaped due to resident complaints, may need a touch along the parade route
- EDA will be going over their budget at the next meeting
- Could be moving the EDA meetings to a Thursday later in the month due gap between EDA meetings and Council meetings and providing a shorter waiting period for business incentive approvals. Also, new member Tony Ross' has a standing meeting that falls during the same time.

Heinz

- Thanked Council and Staff for their help and support during the Harvest Festival. Still had a great turnout despite the drizzle in the morning and little rain during the parade.

Kauffman

- Thanked everyone for a job well done on the Harvest Festival
- Put the old Public Works space on the mayor's site for input, most responded answer was a rental space.

Adjournment

MOTION by Hammerseng to adjourn at 8:31 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator