

**CITY OF HANOVER  
CITY COUNCIL MEETING  
AUGUST 20, 2019 – OFFICIAL MINUTES**

**Call to Order:**

Vice Mayor Ken Warpula called the regular meeting of Tuesday, August 20, 2019 to order at 7:00 p.m. Present were Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Administrator Brian Hagen and Public Works Supervisor Jason Doboszinski. Guests included Jon Brand. Mayor Chris Kauffman was absent.

**Approval of Agenda:**

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

**Consent Agenda:**

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

**a. Approve Minutes of August 5, 2019 City Council Meeting**

**b. Approve Claims as Presented:**

➤ Claims	\$ 89,056.06
➤ Payroll	\$ 10,281.64
➤ P/R taxes & Exp.	\$ 3,710.04
➤ Other Claims	<u>\$ 2,593.39</u>
➤ Total Claims	<u>\$ 105,641.13</u>

**Motion carried unanimously.**

**Jon Brand – Summit Project Proposal**

Mr. Brand presented his proposal to complete his Summit Project. The project would be to construct a drop box for tattered American Flags and place the box in City Hall. Brand showed Council a sketch of the box and noted that long term flag disposal would likely be conducted by a local Boy Scout group.

Council supported the project. Hagen noted that once the box is complete, Brand could present it to the City Council at a meeting. Hagen further noted a write up would be placed in the City newsletter crediting Mr. Brand for the project.

**2020 Census – Complete Count Committee**

Hagen explained the purpose of a Complete Count Committee (CCC). Hagen further noted that several other neighboring cities are foregoing creating a committee, stating they feel that the City can share information regarding the importance of the census and encouraging residents to respond.

Council consensus was to forego a CCC, but submit a letter of effort to the US Census Bureau outlining what the City intends to do to encourage responses.

**Work Hours Review**

Hagen noted the adjusted work hours provided a new level of service as City Hall received visitors between 7:30-8:00 am. Further, staff did not receive any complaints from people stating they could not make it to City Hall during the adjusted hours. Hagen recommended leaving the hours as they have been for the summer to create consistency throughout the year. Zajicek expressed he feels hours should be expanded beyond what they are now as it is difficult for people to commute home in time. Hagen reiterated that when City Hall was open until 5:30 pm on Tuesdays there were rare instances when visitors came in.

Hagen further reiterated that if someone is having that much difficulty making City Hall hours, they likely would call or email stating the fact. In this case, staff would accommodate after hours' time as generally there is one-night meeting a month that staff attends. Doboszinski also noted the hours have been beneficial for Public Works to complete longer projects throughout the day, or get prep work completed earlier in the morning.

Consensus of Council was to continue the adjusted hours and re-evaluate towards the end of the year.

### **Reports**

Hallstein suggested a special budget workshop. The meeting was tentatively planned for August 28, 2019.

Zajicek requested a no jake braking sign be installed on CSAH 19. Doboszinski noted the sign that was there was stolen, but would get a replacement up.

### **Adjournment**

**MOTION** by Hammerseng to adjourn at 7:41 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

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Ken Warpula, Vice Mayor

ATTEST:

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Brian Hagen, City Administrator