

**AGENDA
HANOVER CITY COUNCIL
SEPTEMBER 17, 2019**

**MAYOR
CHRIS KAUFFMAN**

**COUNCIL
DOUGLAS HAMMERSENG
KEN WARPULA
JIM ZAJICEK
MARYANN HALLSTEIN**

- 1. Call to Order Regular City Council Work Session: 7:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of September 3, 2019 City Council Meeting (3)**
 - b. Approve Claims as Presented: (6)**

➤ Claims	\$ 126,064.10
➤ Payroll	\$ 10,327.23
➤ P/R taxes & Exp.	\$ 3,728.90
➤ Other Claims	\$ <u>2,602.32</u>
➤ Total Claims	\$ <u>142,722.55</u>
 - c. Res No 09-17-19-76 – Adopting 2020 Preliminary Budget and Levy (47)**
- 4. Three Rivers Park District – Commissioner Beard Introduction & Crow Hassan Master Plan**
- 5. Memorial Bench**
- 6. Res No 09-17-19-77 – Approving Negative Declaration for Mahler Aggregate Mine EAW (65)**
- 7. Reports**
- 8. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: September 12, 2019
Re: Review of September 17, 2019 City Council Work Session Agenda

1. Call to Order: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
 - a. Approve Minutes of September 3, 2019 City Council Meeting (3)
 - b. Approve Claims as Presented: (6)

➤ Claims	\$ 126,064.10
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➤ Total Claims	\$ <u>142,722.55</u>
 - c. Res No 09-17-19-76 – Adopting 2020 Preliminary Budget and Levy (47)
4. **Three Rivers Park District – Commissioner Beard Introduction & Crow Hassan Master Plan**
Commissioner Beard will be present to introduce herself. A staff person will also be present to discuss the proposed Crow Hassan Park Master Plan. The public comment period will be closing in the coming weeks, upon review public comments the plan may see some revisions. Upon a completion of the final plan, Three Rivers Park District will be seeking a Resolution of Support of the plan. This will be an opportunity for the City Council to ask questions and provide feedback to the plan.
5. **Memorial Bench**
A group of individuals will be present to discuss with Council their desire to donate a memorial bench in memory of Missy Wanke. The group will discuss potential location and seek Council support.
6. **Res No 09-17-19-77 – Approving Negative Declaration for Mahler Aggregate Mine EAW (65)**
Enclosed is a memo outlining the resolution finding a negative declaration on the Mahler Mine expansion EAW. Also included are findings of facts and response statements to the public comments received. City Planner Nash will be present to discuss further.
7. Reports
8. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
SEPTEMBER 3, 2019 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, September 3, 2019, to order at 7:00 pm. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Public Works Supervisor Jason Doboszenki and Accountant / Deputy Clerk Jackie Heinz. Guests included Dave Malewicki, Tony Wychgram, Adam Lange, Brian Gronsberg, Dave Pinor, Ben Scherer, George Diaz and Gary Fehn.

Approval of Agenda:

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

Consent Agenda:

Hallstein inquired about the WSB invoice included in claims, specifically the charges for pavement updates. Council consensus to not pay the WSB invoice and request an explanation regarding the pavement update charges.

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

- a. **Approve Minutes of August 20, 2019 City Council Work Session Meeting**
- b. **Approve Minutes of August 28, 2019 Special City Council Meeting**
- c. **Approve Claims as Presented:**

➤ Claims	\$ 42,203.51
➤ Payroll	\$ 10,317.61
➤ P/R taxes & Exp	\$ 3,725.06
➤ Other Claims	\$ <u>2,602.31</u>
➤ Total Claims	\$ <u>58,848.49</u>

- d. **09-03-19-74 – Approving Liquor License**

Motion carried unanimously.

Citizen’s Forum:

None

Public Hearings:

None

Unfinished Business:

Res No 09-05-19-73 – Ratifying FRA Pension Increase

Councilor Warpula abstained from discussion due to conflict of interest.

Hagen stated the e-mail received from City Attorney Jay Squires was forwarded with the same message as previously stated, if an amount was owed, it would be owed in July when calculated. Hammerseng stated the fund must remain at a certain percentage, if the percentage falls below 100% money would be paid in by the City assuming all members retired at the same time. Hagen stated when the report is calculated in July, if the bottom dollar amount indicates the fund is show, then the City would pay in. Hagen further stated the report assumes everyone would retire on the same day and also covers if a member

retired 5 years ago and isn't old enough to collect as well as a member who isn't fully vested. Kauffman inquired if the FRA knows what amount the fund is at and stated the FRA decides regardless of the City decision. Kauffman stated to not choose the bottom or the peak levels but rather set a guaranteed amount. Discussion continued regarding a cushion amount, FRA goal percentage, investment types, the market and non-vested members.

Hammerseng stated for example, if the market crashes, the City would pay \$50k to bring the fund back to 100%, the next year market is good, now there is an extra \$50k in the fund. The formula forces a non-realistic situation. Pinor stated large increases were not liked by the council, so the FRA plays it safe with small increases. Hallstein asked the FRA for amounts at difference percentages and different scenarios to help understand the difference in amounts. Discussion continued regarding percentages and scenarios to make the City pay in, recalculating the formula and setting up a separate fund to pull funds from. **MOTION** by Hallstein to table Res No 09-05-19-73 to a future meeting for better clarification, seconded by Kauffman.

Aye: Kauffman, Hammerseng, Zajicek, Hallstein.
Abstained: Warpula

New Business:

Res No 09-03-19-75 – Approving Amendment to IUP for Mahler Mine

Hagen stated this resolution is an extension of the current IUP, it was extended one year ago to get the new application approved and now is needing to extend again. Hagen further stated the new application is close to being submitted, the Planning Commission held a public hearing and approved the extension. **MOTION** by Hallstein to approve Res No 09-03-19-75, seconded by Hammerseng. **Motion carried unanimously.**

Community Hall Maintenance

Hagen stated the hall floors will get stripped and waxed at the end of October, maintenance of the walls has been lax and there has been talk of removing the display cases on the wall. Warpula inquired what staff recommended. Hagen stated staff has observed the display cases and clock wall being covered up during events. Hagen further stated the cases in the hallway could be utilized for displaying items as 2/3 of the hall display cases are not touched and contain historical trophies. Hagen stated the Historical Society updates their cases on a regular basis and there is sufficient space in the hallway cases. Hammerseng inquired if there is any obligation written or verbal with the Historical Society. Hagen stated nothing written. Hammerseng inquired if the organizations knew of the possible changes, Hagen stated no. Hallstein inquired about a plan to notify the organizations and begin work. Hagen stated each organization could rearrange items to the hallway display cases or box up and store by a certain date in October. Warpula stated to offer the display cases to the Historical Society for use in their building.

Council consensus to paint the walls in the hall and remove the display cases in the hall and donate to the Hanover Historical Society.

November 5, 2019 Council Meeting Date Change

Hagen stated the Buffalo School District will be holding an election at City Hall on November 5, 2019 and a new date needs to be determined to hold the meeting.

Council consensus to reschedule the meeting to Monday, November 4, 2019.

Reports

Doboszanski

- Waiting on paint to restripe the Hall parking lot, Handicap stalls will be widened per new standards.
- Hammerseng inquired on the chip seal project, Doboszanski stated the project went well, staff did curb and asphalt repairs on Lynwood prior to the project starting.
- Kauffman inquired about staining the Mallard Gazebo, Doboszanski stated the gazebo is made of cedar which is not stained.

Hagen

- The Crow organization which has organized the river clean up in the past has disbanded, a new organization has taken over and are asking for the City to pay for the dumpster as in years past. Cost of dumpster is roughly \$200.00 and areas cleaned up are the tube, around both bridges and at Riverside Park. Council consensus to pay for the dumpster.
- Explained the Bechtold lot split where Kevin Luedemann has built on County Road 20 is not a Hanover address according to the US Postal Service, but rather a Buffalo address. Thinking on a larger scale with future homes being built, should we push the Hanover Post Office to deliver. USPS recommended a Hanover address with a Buffalo zip code, or a zip code change can be requested. Hammerseng inquired if this affects taxes or the census, Hagen stated no. Council consensus to have a Hanover address with a Buffalo zip code.

Adjournment

MOTION by Warpula to adjourn at 8:11 pm, seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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Payments

Current Period: September 2019

Batch Name	09/17/19 PAY		Computer Dollar Amt	\$126,064.10	Posted
Payment					
Refer	2869 <i>BIFFS INC.</i>		<u>Ck# 002762E 9/17/2019</u>		
Cash Payment	E 100-45200-580 Other Equipment		Pheasant Run Park Mini Biff Service 08/14/19 - 09/10/19		\$99.00
Invoice W734321	9/11/2019				
Cash Payment	E 100-45200-580 Other Equipment		EagleView Park Mini Biff Service 08/14/19 - 09/10/19		\$99.00
Invoice W734322	9/11/2019				
Cash Payment	E 100-45200-580 Other Equipment		Mallard Park Mini Biff Service 08/14/19 - 09/10/19		\$99.00
Invoice W734323	9/11/2019				
Cash Payment	E 100-45200-580 Other Equipment		Cardinal Circle Park Mini Biff Service 08/14/19 - 09/10/19		\$99.00
Invoice W734324	9/11/2019				
Transaction Date	9/12/2019	Due 0	Cash	10100	Total \$396.00
Refer	2833 <i>C. OLSON CONCRETE, INC.</i>		-		
Cash Payment	E 401-42800-310 Other Professional Servi		Columbarium: 3 Footings and 1,047 Sq. Ft. of Color Concrete		\$15,215.00
Invoice 2261	9/9/2019				
Transaction Date	9/10/2019	Due 0	Cash	10100	Total \$15,215.00
Refer	2843 <i>CARSON, CLELLAND & SCHREDE</i>		-		
Cash Payment	E 100-41610-304 Legal Fees		Legal Support / Work - August 2019		\$18.75
Invoice	8/29/2019				
Transaction Date	9/10/2019	Due 0	Cash	10100	Total \$18.75
Refer	2866 <i>CEMSTONE</i>		-		
Cash Payment	E 100-43121-224 Street Maint Materials		Lynwood Avenue: Curbing		\$623.50
Invoice C2079651	8/14/2019				
Cash Payment	E 100-43121-224 Street Maint Materials		Lynwood Avenue: Curbing		\$1,027.50
Invoice C2080549	8/15/2019				
Transaction Date	9/12/2019	Due 0	Cash	10100	Total \$1,651.00
Refer	2851 <i>CENTERPOINT ENERGY</i>		-		
Cash Payment	E 100-43000-383 Gas Utilities		PW Building Gas Utilities: 07/30/19 - 08/28/19		\$51.01
Invoice	8/30/2019				
Cash Payment	E 100-42280-383 Gas Utilities		Fire Station Gas Utilities: 07/30/19 - 08/28/19		\$19.16
Invoice	8/30/2019				
Cash Payment	E 100-41940-383 Gas Utilities		City Hall Gas Utilities: 07/30/19 - 08/28/19		\$32.94
Invoice	8/30/2019				
Transaction Date	9/11/2019	Due 0	Cash	10100	Total \$103.11
Refer	2857 <i>CENTURY LINK</i>		-		
Cash Payment	E 100-42280-321 Telephone		Fire Station Landline - 8/28/19 - 9/27/19		\$40.49
Invoice	8/28/2019				
Transaction Date	9/12/2019	Due 0	Cash	10100	Total \$40.49
Refer	2836 <i>CITY OF ST. MICHAEL</i>		<u>Ck# 002759E 9/17/2019</u>		
Cash Payment	E 602-49455-310 Other Professional Servi		SAC Fees - 9837 Jasmine Avenue		\$5,045.00
Invoice					

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Payments

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Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$5,045.00
Refer	2853 <u>CITY OF ST. MICHAEL</u>					
Cash Payment	E 602-43252-310 Other Professional Servi		Life Station Flows - 3rd Quarter 2019			\$31,493.64
Invoice	09102019-5 9/10/2019					
Cash Payment	E 100-43000-310 Other Professional Servi		Compost & Brush Facility Partnership - 3rd Quarter 2019			\$1,250.00
Invoice	09102019-5 9/10/2019					
Cash Payment	E 100-45500-437 Other Miscellaneous		Library Operations - 3rd Quarter 2019			\$1,099.82
Invoice	09102019-5 9/10/2019					
Cash Payment	E 100-45186-437 Other Miscellaneous		Senior Center Operations - 3rd Quarter 2019			\$2,174.51
Invoice	09102019-5 9/10/2019					
Transaction Date	9/11/2019	Due 0	Cash	10100	Total	\$36,017.97
Refer	2868 <u>CLASSIC CLEANING COMPANY, LL</u>					
Cash Payment	E 100-41940-310 Other Professional Servi		City Hall Monthly Cleaning - September 2019 (75.00 Service Credit)			\$275.00
Invoice	28716 9/8/2019					
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$275.00
Refer	2834 <u>COLLABORATIVE PLANNING LLC</u>					
Cash Payment	E 100-41910-310 Other Professional Servi		General Planning: August 2019			\$2,008.50
Invoice	2019-151 9/9/2019					
Cash Payment	E 818-41910-310 Other Professional Servi		David & AuriAnna Mooers - Variance: August 2019			\$257.50
Invoice	2019-152 9/9/2019		Project 208259			
Cash Payment	E 818-41910-310 Other Professional Servi		CRHW 4th Addition - Final Plat: August 2019			\$1,158.75
Invoice	2019-153 9/9/2019		Project 208257			
Cash Payment	E 818-41910-310 Other Professional Servi		Fehn Companies - EAW: August 2019			\$875.50
Invoice	2019-154 9/9/2019		Project 208262			
Cash Payment	E 818-41910-310 Other Professional Servi		Fehn Companies - 2019 Mining IUP Expansion: August 2019			\$875.50
Invoice	2019-155 9/9/2019		Project 208263			
Cash Payment	E 818-41910-310 Other Professional Servi		JW Family Holdings / River Town Villas - Final Plat: August 2019			\$257.50
Invoice	2019-156 9/9/2019		Project 208258			
Cash Payment	E 823-41910-310 Other Professional Servi		CRHW 3rd Addition - Developers Agreement: August 2019			\$128.75
Invoice	2019-157 9/9/2019					
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$5,562.00
Refer	2847 <u>COMCAST</u>					
Cash Payment	E 100-41940-321 Telephone		CH: Digital Voice & Internet - September 2019			\$149.80
Invoice	8/25/2019					
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$149.80
Refer	2861 <u>COTTENS, INC.</u>					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Chevy 1 Ton: Fog Light Bulbs, Back Up Light Bulb, StopLight Bulb, Lamp			\$31.55
Invoice	183806 8/6/2019					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Grass 11: Flasher Turn Signal			\$4.29
Invoice	184043 8/7/2019					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Chevy 1 Ton: Battery, FHP Powerated Belt			\$162.98
Invoice	184323 8/9/2019					

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Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Sweeper: FHP Powerated Belts				\$45.98
Invoice 185856	8/20/2019					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Sweeper: Strobe Lamp				\$69.99
Invoice 185854	8/20/2019					
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$314.79
Refer	2844 GONZALEZ, WENDY					
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Hall Damage Deposit Release - 8/31/19 Event				\$200.00
Invoice	9/3/2019					
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$200.00
Refer	2838 GRAMBART, JOEL					
Cash Payment	E 818-48200-810 Refunds & Reimburseme	Release of Escrow Balance - Joel Grambart - Shed Variance				\$778.11
Invoice	9/3/2019			Project 208256		
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$778.11
Refer	2862 HARDWARE HANK					
Cash Payment	E 100-43000-215 Shop Supplies	Brush Chip White Bristle 1", Brush Chip White Bristle 1/2", Black Acrylic Latex Paint				\$9.78
Invoice 1578719	8/2/2019					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Fire Station: Furnace Filter				\$26.99
Invoice 1579885	8/8/2019					
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$36.77
Refer	2837 JOINT POWERS WATER BOARD					
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fees - 9837 Jasmine Avenue				\$2,001.00
Invoice						
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$2,001.00
Refer	2863 LANO EQUIPMENT - LORETTO					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Bobcat: Outer Air Filter, Inner Air Filter, Cab Air Filter				\$162.13
Invoice 03-700415	9/6/2019					
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$162.13
Refer	2848 LEAGUE OF MINNESOTA CITIES					
Cash Payment	E 100-41110-306 Dues & Subscriptions	C. Kauffman: MN Mayors Association Dues 9/1/19 - 12/31/19				\$10.00
Invoice						
Cash Payment	G 100-15500 Prepaid Items	C. Kauffman: MN Mayors Association Dues 1/1/20 - 8/31/20				\$20.00
Invoice						
Cash Payment	E 100-41110-306 Dues & Subscriptions	LMC Membership Dues 9/1/19 - 12/31/19				\$1,295.32
Invoice 298311						
Cash Payment	G 100-15500 Prepaid Items	LMC Membership Dues 1/1/20 - 8/31/20				\$2,590.68
Invoice 298311						
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$3,916.00
Refer	2850 LEAGUE OF MN CITIES INS. TRUS					
Cash Payment	E 100-42210-150 Worker s Comp (GENER	Work Comp Firefighters Audit Adj. 05/31/18 - 05/31/19				-\$16.11
Invoice	9/4/2019					

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Cash Payment	E 100-41960-150 Worker s Comp (GENER	Work Comp Clerical / Office Audit Adj. 05/31/18 - 05/31/19				\$49.06
Invoice		9/4/2019				
Cash Payment	E 100-41960-150 Worker s Comp (GENER	Work Comp Public Works Audit Adj. 05/31/18 - 05/31/19				\$190.40
Invoice		9/4/2019				
Cash Payment	E 100-41960-150 Worker s Comp (GENER	Work Comp Municipal Employees Audit Adj. 05/31/18 - 05/31/19				\$14.65
Invoice		9/4/2019				
Transaction Date	9/11/2019	Due 0	Cash	10100	Total	\$238.00
Refer	2840 LITE CONSTRUCTION, INC.		-			
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion Control Escrow Release - 10633 106th Avenue North				\$2,000.00
Invoice		9/3/2019				
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscaping Escrow Release - 10633 106th Avenue North				\$2,000.00
Invoice		9/3/2019				
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$4,000.00
Refer	2859 MASTER REPAIR, INC.		-			
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	City Hall: Refrigerator Repair - Evaporator Drain Hose Trapped, Not Letting Water Flow Out to Drain Pan				\$162.00
Invoice 50931		8/21/2019				
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$162.00
Refer	2870 MENARDS - BUFFALO		-			
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Lions Shelter: Primer for Interior Roof				\$316.00
Invoice 06770		9/10/2019				
Cash Payment	E 100-43000-215 Shop Supplies	Paper Towels, Toilet Paper, Coveralls				\$118.54
Invoice 06770		9/10/2019				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Lions Shelter: Paint, Primer, Masks, Strainer for Interior Roof				\$669.83
Invoice 06364		9/3/2019				
Cash Payment	E 100-43000-240 Small Tools and Minor E	Work Platform				\$19.98
Invoice 06364		9/3/2019				
Cash Payment	E 100-43000-215 Shop Supplies	Earplugs, Mineral Spirits				\$33.98
Invoice 06364		9/3/2019				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Harvest Festival: Sealant for Spools				\$152.00
Invoice 06770		9/10/2019				
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$1,310.33
Refer	2858 MFSCB		-			
Cash Payment	E 100-42210-306 Dues & Subscriptions	Recertification for C. Olson: Fire Inspector I				\$25.00
Invoice						
Cash Payment	E 100-42210-306 Dues & Subscriptions	Recertification for B. Scherer: Fire Fighter II				\$25.00
Invoice						
Cash Payment	E 100-42210-306 Dues & Subscriptions	Recertification for R. Young: Fire I				\$25.00
Invoice						
Cash Payment	E 100-42210-306 Dues & Subscriptions	Recertification for B. Kottke: Local Hazard Zone Management				\$25.00
Invoice						

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Current Period: September 2019

Cash Payment	E 100-42210-306 Dues & Subscriptions	Recertification for J. Ray: Fire Fighter II				\$25.00
Invoice						
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$125.00
Refer	2865 MILBANK WINWATER WORKS					
Cash Payment	E 601-43252-227 Utility Maint Supplies	Qty 24 - C-Style Meter Setter				\$2,188.16
Invoice 160054-01 8/5/2019						
Cash Payment	E 601-43252-227 Utility Maint Supplies	Qty 24 - 1" Watts 25AUB PRV FIPXFIP				\$4,470.72
Invoice 160054-03 8/12/2019						
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$6,658.88
Refer	2854 MN PEIP					
Cash Payment	G 100-21707 Life Ins	Life Insurance - October 2019				\$55.72
Invoice 879999 9/10/2019						
Cash Payment	G 100-21706 Medical/Dental Ins	Medical & Dental Premiums - October 2019				\$3,737.22
Invoice 879999 9/10/2019						
Transaction Date	9/11/2019	Due 0	Cash	10100	Total	\$3,792.94
Refer	2845 MNGFOA					
Cash Payment	E 100-41530-208 Training and Instruction	2019 MNGFOA Conference in Alexandria - J. Heinz				\$235.00
Invoice 11971 9/3/2019						
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$235.00
Refer	2867 OMANN BROTHERS INC					
Cash Payment	E 100-43121-224 Street Maint Materials	Lynwood Avenue: Asphalt				\$571.21
Invoice 14105 8/22/2019						
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$571.21
Refer	2839 PTM DOCUMENT SYSTEMS					
Cash Payment	E 100-41570-200 Office Supplies (GENER	W-2 (100) and 1099 (25) 2019 Year End Documents				\$118.76
Invoice 0071809 8/29/2019						
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$118.76
Refer	2860 SHERWIN-WILLIAMS					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Paint Sprayer: Rac 5 Tip				\$30.89
Invoice 1701-5 9/9/2019						
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$30.89
Refer	2846 THE HARTFORD					
Cash Payment	G 100-21707 Life Ins	STD & LTD - September 2019				\$201.27
Invoice 726764322590						
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$201.27
Refer	2835 VEOLIA WATER NORTH AMERICA					
Cash Payment	E 602-43252-310 Other Professional Servi	Sewer Services - October 2019				\$4,898.25
Invoice 90208970 9/15/2019						
Cash Payment	E 601-43252-310 Other Professional Servi	Water Services - October 2019				\$3,585.83
Invoice 90208970 9/15/2019						
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$8,484.08
Refer	2856 VERIZON					
Cash Payment	E 100-42280-321 Telephone	iPad Data Plan - 08/03/19 - 09/02/19				\$50.84
Invoice 9837287804 9/2/2019						

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Current Period: September 2019

Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$50.84
Refer	2842 WRIGHT COUNTY AUDITOR-TREA					-
Cash Payment	E 100-42102-310 Other Professional Servi		WC Patrol Services - September 2019			\$9,064.17
Invoice	September19	8/30/2019				
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$9,064.17
Refer	2852 WRIGHT COUNTY AUDITOR-TREA					-
Cash Payment	E 100-41410-400 Repairs & Maint Cont (G		2019 Annual Maintenance - DS200 - Qty 2			\$400.00
Invoice	Elect 19-3	9/4/2019				
Transaction Date	9/11/2019	Due 0	Cash	10100	Total	\$400.00
Refer	2841 WRIGHT COUNTY JOURNAL PRES					-
Cash Payment	E 818-41970-351 Legal Notices Publishing		PHN: Fehn Companies IUP Mining Extension			\$33.83
Invoice		8/31/2019		Project 208249		
Cash Payment	E 818-41970-351 Legal Notices Publishing		Notice of Availability: Fehn Companies EAW			\$29.21
Invoice		8/31/2019		Project 208262		
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$63.04
Refer	2855 WSB & ASSOCIATES, INC.					Ck# 002761E 9/17/2019
Cash Payment	E 823-41950-310 Other Professional Servi		CRHW 3rd Addition - Phase 2 Construction -			\$1,437.50
Invoice	R010287-27-081	8/23/2019		Construction Observation: July 2019		
Cash Payment	E 818-41950-310 Other Professional Servi		CRHW 4th Addition - Phase 1 Plan Review -			\$198.00
Invoice	R012259-6-0819	8/23/2019		Plan Review: July 2019		
Invoice				Project 208257		
Cash Payment	E 818-41950-310 Other Professional Servi		Fehn Companies - EAW: July 2019			\$146.00
Invoice	R013265-7-0819	8/23/2019		Project 208262		
Cash Payment	E 100-41950-303 Engineering Fees		General Engineering: July 2019			\$10,987.25
Invoice	R013265-7-0819	8/23/2019				
Cash Payment	E 818-41950-310 Other Professional Servi		Ben & Kristal Sneen / RiverSide Acres -			\$33.25
Invoice	R013265-7-0819	8/23/2019		Annexation: July 2019		
Invoice				Project 208252		
Cash Payment	E 818-41950-310 Other Professional Servi		Fehn Companies - Expansion: July 2019			\$33.25
Invoice	R013265-7-0819	8/23/2019		Project 208263		
Cash Payment	E 603-41950-310 Other Professional Servi		2019 MS4 Services: July 2019			\$115.00
Invoice	R013432-6-0819	8/23/2019				
Cash Payment	E 818-41950-310 Other Professional Servi		JW Family Holdings / River Town Villas -			\$238.00
Invoice	R013676-5-0819	8/23/2019		Preliminary Plat: July 2019		
Invoice				Project 208255		
Cash Payment	E 100-43121-224 Street Maint Materials		2019 Chip Seal Project - Phase 1 Design -			\$66.00
Invoice	R013735-3-0819	8/23/2019		Design: July 2019		
Invoice				Project 208255		
Cash Payment	E 100-43121-224 Street Maint Materials		2019 Chip Seal Project - Phase 1 Design -			\$257.00
Invoice	R013735-3-0819	8/23/2019		Specifications & Bidding: July 2019		
Invoice				Project 208255		
Cash Payment	E 100-43121-224 Street Maint Materials		2019 Chip Seal Project - Phase 2 Construction -			\$92.00
Invoice	R013735-3-0819	8/23/2019		Project Management: July 2019		
Invoice				Project 208255		
Cash Payment	E 818-41950-310 Other Professional Servi		Fehn Companies - Expansion: July 2019			\$2,633.50
Invoice	R014135-3-0819	8/23/2019		Project 208263		
Transaction Date	9/11/2019	Due 0	Cash	10100	Total	\$16,236.75
Refer	2849 XCEL ENERGY					-

CITY OF HANOVER

09/12/19 2:35 PM

Page 7

Payments

Current Period: September 2019

Cash Payment	E 100-43160-381 Electric Utilities	Xcel Owned Street Lighting 08/03/19 - 09/02/19				\$830.21
Invoice						
Cash Payment	E 100-43160-381 Electric Utilities	City Owned Street Lighting 08/05/19 - 09/02/19				\$1,168.96
Invoice 652152131	9/3/2019					
Transaction Date	9/10/2019	Due 0	Cash	10100	Total	\$1,999.17
Refer	2864 ZEP SALES & SERVICE					
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Toilet Paper, 43x60 Black Bags, Sani Wipes				\$438.85
Invoice 9004534271	8/30/2019					
Transaction Date	9/12/2019	Due 0	Cash	10100	Total	\$438.85

Fund Summary

	10100 Cash
823 CROW RVR HTS WEST 3RD / BACKES	\$1,566.25
818 MISC ESCROWS FUND	\$7,547.90
815 LANDSCAPE ESCROW FUND	\$2,000.00
811 EROSION CONTROL ESCROW FUND	\$2,000.00
603 STORM WATER ENTERPRISE FUND	\$115.00
602 SEWER ENTERPRISE FUND	\$41,436.89
601 WATER ENTERPRISE FUND	\$12,245.71
401 GENERAL CAPITAL PROJECTS	\$15,215.00
100 GENERAL FUND	\$43,937.35
	<u>\$126,064.10</u>

Pre-Written Check	\$63,257.72
Checks to be Generated by the Computer	\$62,806.38
Total	<u>\$126,064.10</u>

CITY OF HANOVER

09/12/19 2:40 PM

Page 1

*Check Summary Register©

Cks 9/17/2019 - 9/17/2019

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 002758E Collaborative Planning LLC	9/17/2019	\$5,562.00	General Planning: August 2019
Paid Chk# 002759E CITY OF ST. MICHAEL	9/17/2019	\$5,045.00	SAC Fees - 9837 Jasmine Avenue
Paid Chk# 002760E CITY OF ST. MICHAEL	9/17/2019	\$36,017.97	Life Station Flows - 3rd Quart
Paid Chk# 002761E WSB & ASSOCIATES, INC.	9/17/2019	\$16,236.75	CRHW 3rd Addition - Phase 2 Co
Paid Chk# 002762E BIFFS INC.	9/17/2019	\$396.00	Pheasant Run Park Mini Biff Se
Paid Chk# 034514 C. OLSON CONCRETE, INC.	9/17/2019	\$15,215.00	Columbarium: 3 Footings and 1,
Paid Chk# 034515 CARSON, CLELLAND & SCHRED	9/17/2019	\$18.75	Legal Support / Work - August
Paid Chk# 034516 CEMSTONE PRODUCTS COMPA	9/17/2019	\$1,651.00	Lynwood Avenue: Curbing
Paid Chk# 034517 CENTERPOINT ENERGY	9/17/2019	\$103.11	City Hall Gas Utilities: 07/30
Paid Chk# 034518 CENTURY LINK	9/17/2019	\$40.49	Fire Station Landline - 8/28/1
Paid Chk# 034519 CLASSIC CLEANING COMPANY	9/17/2019	\$275.00	City Hall Monthly Cleaning - S
Paid Chk# 034520 COMCAST	9/17/2019	\$149.80	CH: Digital Voice & Internet -
Paid Chk# 034521 COTTENS, INC	9/17/2019	\$314.79	Sweeper: FHP Powered Belts
Paid Chk# 034522 GONZALEZ, WENDY	9/17/2019	\$200.00	Hall Damage Deposit Release -
Paid Chk# 034523 GRAMBART, JOEL	9/17/2019	\$778.11	Release of Escrow Balance - Jo
Paid Chk# 034524 HARDWARE HANK	9/17/2019	\$36.77	Fire Station: Furnace Filter
Paid Chk# 034525 JOINT POWERS WATER BOARD	9/17/2019	\$2,001.00	WAC Fees - 9837 Jasmine Avenue
Paid Chk# 034526 LANO EQUIPMENT - LORETTO	9/17/2019	\$162.13	Bobcat: Outer Air Filter, Inne
Paid Chk# 034527 LEAGUE OF MINNESOTA CITIES	9/17/2019	\$3,916.00	C. Kauffman: MN Mayors Associa
Paid Chk# 034528 LEAGUE OF MN CITIES INS. TRU	9/17/2019	\$238.00	Work Comp Municipal Employees
Paid Chk# 034529 LITE CONSTRUCTION, INC.	9/17/2019	\$4,000.00	Erosion Control Escrow Release
Paid Chk# 034530 MASTER REPAIR, INC.	9/17/2019	\$162.00	City Hall: Refrigerator Repair
Paid Chk# 034531 MENARDS - BUFFALO	9/17/2019	\$1,310.33	Earplugs, Mineral Spirits
Paid Chk# 034532 MFSCB	9/17/2019	\$125.00	Recertification for B. Scherer
Paid Chk# 034533 MILBANK WINWATER WORKS	9/17/2019	\$6,658.88	Qty 24 - 1" Watts 25AUB PRV FI
Paid Chk# 034534 MN PEIP	9/17/2019	\$3,792.94	Life Insurance - October 2019
Paid Chk# 034535 MNGFOA	9/17/2019	\$235.00	2019 MNGFOA Conference in Alex
Paid Chk# 034536 OMANN BROTHERS INC	9/17/2019	\$571.21	Lynwood Avenue: Asphalt
Paid Chk# 034537 PTM DOCUMENT SYSTEMS	9/17/2019	\$118.76	W-2 (100) and 1099 (25) 2019 Y
Paid Chk# 034538 SHERWIN-WILLIAMS	9/17/2019	\$30.89	Paint Sprayer: Rac 5 Tip
Paid Chk# 034539 The Hartford	9/17/2019	\$201.27	STD & LTD - September 2019
Paid Chk# 034540 Veolia Water North America	9/17/2019	\$8,484.08	Water Services - October 2019
Paid Chk# 034541 Verizon Wireless	9/17/2019	\$50.84	iPad Data Plan - 08/03/19 - 09
Paid Chk# 034542 WRIGHT COUNTY AUDITOR-TRE	9/17/2019	\$9,064.17	WC Patrol Services - September
Paid Chk# 034543 WRIGHT COUNTY AUDITOR-TRE	9/17/2019	\$400.00	2019 Annual Maintenance - DS20
Paid Chk# 034544 WRIGHT COUNTY JOURNAL PR	9/17/2019	\$63.04	Notice of Availability: Fehn C
Paid Chk# 034545 XCEL ENERGY	9/17/2019	\$1,999.17	Xcel Owned Street Lighting 08/
Paid Chk# 034546 Acuity Specialty Products, Inc	9/17/2019	\$438.85	Toilet Paper, 43x60 Black Bags
Total Checks		\$126,064.10	

FILTER: None



Carson, Clelland
& Schreder

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

August 29, 2019

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

E # 100-41610-304
City Attorney
↳ Legal Fees

Professional Services

Amount

Criminal

8/26/2019	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	12.50
	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	6.25
SUBTOTAL:		[18.75]
For professional services rendered		\$18.75
Previous balance		\$67.41
8/23/2019	Payment - thank you	(\$67.41)
Total payments and adjustments		(\$67.41)
Balance due		\$18.75

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

SEP 04 2019

2758

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

INVOICE

BILL TO

City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE # 2019-151

DATE 09/09/2019

PROJECT

General Planning

DATE	ACCOUNT SUMMARY	AMOUNT
08/06/2019	Balance Forward	\$4,120.00
	Payments and credits between 08/06/2019 and 09/09/2019	-4,120.00
	New charges (details below)	2,008.50
	Total Amount Due	\$2,008.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
	City of Hanover:Hanover General Planning:Hanover General Planning Billable Time				
08/01/2019	Emails re: building permits.	CMN	0:15	103.00	25.75
08/02/2019	Review building permit, email with Amy.	CMN	0:15	103.00	25.75
08/05/2019	Emails re: building permits, Plug.	CMN	0:15	103.00	25.75
08/06/2019	Meeting with developer on Duinick pit.	CMN	3:30	103.00	360.50
08/07/2019	Phone conference with Brian re: sign permit. Emails with Amy. Emails re: building permits. Phone conference with Amy, create step by step for Ladyslipper Lane property.	CMN	1:15	103.00	128.75
08/08/2019	Review building permit. Phone conference with Amy re: various. Email to developer with info requested. Editing zoning ordinance.	CMN	3:30	103.00	360.50
08/09/2019	Review two building permits, email with Amy. Editing Zoning	CMN	3:45	103.00	386.25

DATE	ACTIVITY	QTY	RATE	AMOUNT	
	Ordinance.				
08/14/2019	Review as-built. Emails re: pool, garage. Emails re: PC packet.	CMN	0:45	103.00	77.25
08/15/2019	Emails re: Anderson property. Review building permits.	CMN	0:15	103.00	25.75
08/16/2019	Review building permits. Review council packet.	CMN	0:15	103.00	25.75
08/21/2019	Phone conference with realtor. Phone conference with Brian re: development sites, zoning ordinance. Email re: wetland delineation.	CMN	1:00	103.00	103.00
08/22/2019	Editing ordinances.	CMN	2:00	103.00	206.00
08/23/2019	Conference with Jackie re: escrows, email from Jackie. Email from developer.	CMN	0:15	103.00	25.75
08/26/2019	Prepare info on tomahawk parcel, email to developer. Prepare info for developer, various emails.	CMN	1:30	103.00	154.50
08/27/2019	Emails re: Anderson property.	CMN	0:15	103.00	25.75
08/29/2019	Emails with developer re: Anderson property. Review Council packet.	CMN	0:30	103.00	51.50
	Subtotal:				2,008.50
	SUBTOTAL - City of Hanover: Hanover General Planning: Hanover General Planning				2,008.50

TOTAL OF NEW CHARGES
BALANCE DUE

2,008.50

\$2,008.50

E# 100-41910-310

Planning & Zoning

↳ Other Prof. Svcs.

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

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2019-152
DATE 09/09/2019

PROJECT
 500 Kadler David & AuriAnna Mooers

DATE	ACCOUNT SUMMARY	AMOUNT
08/06/2019	Balance Forward	\$231.75
	Payments and credits between 08/06/2019 and 09/09/2019	-231.75
	New charges (details below)	257.50
	Total Amount Due	\$257.50

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/09/2019	Various re: culvert. CMN	0:15	103.00	25.75
08/20/2019	Email to staff. Email from Amy. Phone conference with Amy. Email from Amy, review survey. CMN	0:30	103.00	51.50
08/21/2019	Emails with Nick. Prepare comment email, email to AuriAnna and Chris. CMN	0:30	103.00	51.50
08/22/2019	Email from Nick. Phone conference with Chris. CMN	0:15	103.00	25.75
08/23/2019	Emails re: revised drawing. CMN	0:15	103.00	25.75
08/26/2019	Phone conference with Nick. Phone conference with Brian. CMN	0:15	103.00	25.75
08/27/2019	Phone conference with Nick. CMN	0:15	103.00	25.75
08/29/2019	Review revised drawing. Emails with Nick. Email to Jay. Email to Amy/Brian. CMN	0:15	103.00	25.75

E# 818-41910-310

Misc. Escrows

↳ Planning & Zoning
 ↳ Other Prof. Srvs.

TOTAL OF NEW CHARGES
 BALANCE DUE

257.50

\$257.50

Project # 208259

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

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2019-153
DATE 09/09/2019

PROJECT

Crow River Heights West 4th *Final Plat*

DATE	ACCOUNT SUMMARY	AMOUNT
08/06/2019	Balance Forward	\$2,549.25
	Payments and credits between 08/06/2019 and 09/09/2019	-2,549.25
	New charges (details below)	1,158.75
	Total Amount Due	\$1,158.75

DATE	ACTIVITY	QTY	RATE	AMOUNT	
08/01/2019	Prepare resolution, draft memo, prepare for Council packet, email to Brian/Amy. Prepare DA resolution, edit DA, draft memo, prepare for Council packet, emails to Paul, email to Jay, email to Brian/Amy.	CMN	2:15	103.00	231.75
08/02/2019	Emails re: encroachments. Emails re: grading start.	CMN	0:15	103.00	25.75
08/05/2019	Various emails re: final plat. Update letter of instruction. Prepare items for signature. Phone conference with Brian.	CMN	1:00	103.00	103.00
08/07/2019	Phone conference with Brian. Various emails, update letter of instruction.	CMN	2:15	103.00	231.75
08/07/2019	Deliver plat to Land Title.	No Charge	1:00	0.00	0.00
08/08/2019	Emails re: LOI. Info to Jackie re: closing. Emails re: wire.	CMN	0:45	103.00	77.25
08/09/2019	Reviewing LOC, various emails.	CMN	0:30	103.00	51.50
08/09/2019	Emails re: LOC. Review.	CMN	0:15	103.00	25.75
08/12/2019	Email to Jay.	CMN	0:15	103.00	25.75
08/13/2019	Emails with Jay re: LOC.	CMN	0:15	103.00	25.75
08/19/2019	Various emails re: LOC.	CMN	0:15	103.00	25.75

DATE	ACTIVITY	QTY	RATE	AMOUNT	
08/20/2019	Phone conference with Buck. Emails with Roy, John, Kurt. Phone conference with Brian. Various emails.	CMN	1:00	103.00	103.00
08/21/2019	Phone conference with Brian. Various emails. Phone conference with Buck.	CMN	0:45	103.00	77.25
08/22/2019	Various emails.	CMN	0:45	103.00	77.25
08/23/2019	Emails re: LOC.	CMN	0:15	103.00	25.75
08/25/2019	Emails with Roy, review LOC.	CMN	0:15	103.00	25.75
08/27/2019	Emails re: wire, fee breakdown.	CMN	0:15	103.00	25.75

TOTAL OF NEW
CHARGES
BALANCE DUE

1,158.75

\$1,158.75

E# 818-41910-310

Misc. Escrows

Project # 208257

↳ Planning & Zoning

↳ Other Prof. Svcs.

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

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2019-154
DATE 09/09/2019

PROJECT
 Mailer EAW

Fenn Companies

DATE	ACCOUNT SUMMARY	AMOUNT
08/06/2019	Balance Forward	\$1,158.75
	Payments and credits between 08/06/2019 and 09/09/2019	-1,158.75
	New charges (details below)	875.50
	Total Amount Due	\$875.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
08/02/2019	Email to Nick, phone conference with Nick. Review EAW changes. Emails re: EAW distribution.	CMN	1:45	103.00	180.25
08/05/2019	Emails re: distribution of EAW.	CMN	0:15	103.00	25.75
08/06/2019	Emails re: EAW publication.	CMN	0:15	103.00	25.75
08/07/2019	Email to Marc.	CMN	0:15	103.00	25.75
08/08/2019	Prepare public hearing notice, email to newspaper. Draft memo, email to Amy. Update City website.	CMN	1:30	103.00	154.50
08/09/2019	Prepare public mailer. email to Amy.	CMN	0:45	103.00	77.25
08/12/2019	Emails re: EAW notice.	CMN	0:15	103.00	25.75
08/20/2019	Phone conference with Amy. Review comment letters, email to Scott/Rob.	CMN	0:30	103.00	51.50
08/26/2019	Review comment emails. Email with Amy, review EAW, email to Amy. Prepare for and attend PC meeting.	CMN	3:00	103.00	309.00

E* 818-41910-310

Misc. Escrows

↳ Planning & Zoning
 ↳ Other Prof. Svcs.

TOTAL OF NEW CHARGES

875.50

Project # 208262

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

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2019-155
DATE 09/09/2019

PROJECT

Mahler IUP

Fenn Companies - Expansion

DATE	ACCOUNT SUMMARY	AMOUNT
08/06/2019	Balance Forward	\$1,442.00
	Payments and credits between 08/06/2019 and 09/09/2019	-1,442.00
	New charges (details below)	875.50
	Total Amount Due	\$875.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
08/01/2019	Email re: extension.	CMN	0:15	103.00	25.75
08/02/2019	Phone conference with Brian.	CMN	0:15	103.00	25.75
08/05/2019	Phone conference with Amy, emails to Amy.	CMN	0:15	103.00	25.75
08/08/2019	Prepare public hearing notice, email to newspaper. Draft memo, email to Amy for PC packet.	CMN	0:45	103.00	77.25
08/09/2019	Email from Scott. Email to Scott.	CMN	0:15	103.00	25.75
08/20/2019	Email from Scott. Emails re: meeting.	CMN	0:15	103.00	25.75
08/21/2019	Various emails.	CMN	0:15	103.00	25.75
08/23/2019	Prepare for and attend meeting on Mahler mine/IUP.	CMN	4:45	103.00	489.25
08/26/2019	Email from Ruter.	CMN	0:15	103.00	25.75
08/29/2019	Prepare resolution, prepare memo. Email to Brian. Review file info, emails to Scott re: various. Phone conference with Brian.	CMN	1:15	103.00	128.75

E# 818-41910-310

Misc. Escrows

↳ Planning & Zoning
 ↳ Other Prof. Svcs.

TOTAL OF NEW CHARGES
 BALANCE DUE 875.50

\$875.50

Project # 208263

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

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2019-156
DATE 09/09/2019

PROJECT
 River Town Villas

Final Plat - JW Family Holdings

DATE	ACCOUNT SUMMARY	AMOUNT
08/06/2019	Balance Forward	\$334.75
	Payments and credits between 08/06/2019 and 09/09/2019	-334.75
	New charges (details below)	257.50
	Total Amount Due	\$257.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
08/20/2019	Emails with Josh.	CMN	0:30	103.00	51.50
08/26/2019	Emails with Josh.	CMN	0:15	103.00	25.75
08/27/2019	Emails re: DA and engineers estimate. Review proposed DA changes, email to Josh. Phone conference with Nick.	CMN	0:30	103.00	51.50
08/28/2019	Emails and calls with Nick. Emails with Josh.	CMN	0:15	103.00	25.75
08/29/2019	Edit DA, emails with Josh, emails with Nick. Email to Jay re: DA and grading plan.	CMN	0:45	103.00	77.25
08/30/2019	Emails re: final plat.	CMN	0:15	103.00	25.75

TOTAL OF NEW CHARGES
 BALANCE DUE

257.50

\$257.50

E # 818-41910-310

Misc. Escrows

↳ Planning & Zoning
↳ Other Prof. Svcs.

Project # 208258

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

INVOICE

BILL TO
 Crow River Heights West 3rd
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2019-157
DATE 09/09/2019

PROJECT

Crow River Heights West 3rd

Developers Agreement

DATE	ACCOUNT SUMMARY	AMOUNT
08/06/2019	Balance Forward	\$128.75
	Payments and credits between 08/06/2019 and 09/09/2019	-128.75
	New charges (details below)	128.75
	Total Amount Due	\$128.75

DATE	ACTIVITY	QTY	RATE	AMOUNT	
08/01/2019	Emails with Paul/Buck. Draft memo, draft resolution, prepare council packet, email to Brian/Amy.	CMN	0:45	103.00	77.25
08/07/2019	Various emails.	CMN	0:15	103.00	25.75
08/21/2019	Email re: LOC. Phone conference with Brian. Phone conference with Buck.	CMN	0:15	103.00	25.75

TOTAL OF NEW CHARGES 128.75
 BALANCE DUE

\$128.75

E # 823-41910-310
CRHW 3rd Addition
↳ Planning & Zoning
↳ Other Prof. Svcs.

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55418

2761



2761

August 23, 2019

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

Re: July 2019 Invoices

Dear Mr. Hagen:

Enclosed please find a list of the current invoices for professional engineering services during the month of July for the City of Hanover.

If you have any questions, please contact me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

Justin Messner
Principal

Enclosures

nf



Project Budget Tracking

For the period 7/1/2019 - 7/31/2019

Project Name	WSB Project #	Project Manager	Current Invoice	Fee Type	JTD Billed	Comments	Client Invoice Reviewer
HANO - 2019 Chip Seal Project	R-013735-000	Preisler, Nicholas	\$ 415.00	Hourly	\$ 3,118.50		Hagen, Brian
HANO - 2019 General Engineering Services	R-013285-000	Preisler, Nicholas	\$ 11,199.75	Hourly	\$ 20,702.25		Hagen, Brian
HANO - 2019 MS4 Services	R-013432-000	Johnson, Paul	\$ 115.00	Hourly	\$ 2,630.50		Hagen, Brian
HANO - Crow River Heights West 4th Addition	R-012259-000	Preisler, Nicholas	\$ 198.00	Hourly	\$ 4,757.25		Hagen, Brian
HANO - Mahler Mining Pit Expansion	R-014135-000	Preisler, Nicholas	\$ 2,633.50	Hourly	\$ 3,876.75		Hagen, Brian
HANO - River Town Villas	R-013676-000	Preisler, Nicholas	\$ 238.00	Hourly	\$ 7,417.00		Hagen, Brian
HANO - Crow River Heights West 3rd Addition	R-016287-000	Preisler, Nicholas	\$ 1,437.50	Hourly	\$ 75,600.75		Hagen, Brian
Final Totals			\$ 16,236.75				

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

August 23, 2019
 Project/Invoice: R-010287-000 - 27 - 0819
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

Crow River Heights West 3rd Addition
Professional Services from July 1, 2019 to July 31, 2019

Phase 002 Construction
 Construction Observation

		Hours	Rate	Amount
Johnson, Paul	7/3/2019	2.50	115.00	287.50
Erosion Control				
Johnson, Paul	7/10/2019	1.50	115.00	172.50
Erosion Control				
Johnson, Paul	7/11/2019	1.00	115.00	115.00
Erosion Control				
Johnson, Paul	7/16/2019	1.50	115.00	172.50
Erosion Control				
Johnson, Paul	7/17/2019	1.00	115.00	115.00
Erosion Control				
Johnson, Paul	7/25/2019	1.50	115.00	172.50
Erosion Control				
Johnson, Paul	7/26/2019	1.00	115.00	115.00
Erosion Control				
Johnson, Paul	7/29/2019	1.50	115.00	172.50
Erosion Control				
Johnson, Paul	7/30/2019	1.00	115.00	115.00
Erosion Control				

Totals 12.50 1,437.50
Total Labor 1,437.50

Total this Task \$1,437.50

Total this Phase \$1,437.50

Total this Invoice \$1,437.50

E# 823-41950-310
 CRHW 3rd Addition
 ↳ Engineer
 ↳ Other Prof. Svcs.

Outstanding Invoices

Invoice Number	Date	Balance
26	7/31/2019	3,478.00
Total		3,478.00

Total Now Due \$4,915.50

Project	R-010287-000	HANO- Crow River Heights West 3rd Additi	Invoice	27
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Billings to Date

	Current	Prior	Total
Labor	1,437.50	74,163.25	75,600.75
Totals	1,437.50	74,163.25	75,600.75

701 XENIA AVENUE S
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 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

August 23, 2019
 Project/Invoice: R-012259-000-6 - 0819
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

Crow River Heights West 4th Addition *Final Plat*
Professional Services from July 1, 2019 to July 31, 2019

Phase 001 Plan Review
 Plan Review

		Hours	Rate	Amount
Preisler, Nicholas	7/1/2019	.75	132.00	99.00
Revised plan review coordination				
Preisler, Nicholas	7/22/2019	.75	132.00	99.00
Encroachments onto development				
Totals		1.50		198.00
Total Labor				198.00
Total this Task				\$198.00
Total this Phase				\$198.00

Billing Limits	Current	Prior	To-Date
Total Billings	198.00	4,559.25	4,757.25
Limit			60,000.00
Remaining			55,242.75
Total this Invoice			\$198.00

Outstanding Invoices			
Invoice Number	Date	Balance	
5	7/31/2019	1,500.75	
Total		1,500.75	
Total Now Due			\$1,698.75

E# 818-41950-310

Misc. Escrow

↳ Engineer

↳ Other Prof. Svcs.

Project # 208257

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

August 23, 2019
 Project/Invoice: R-013265-000 - 7 - 0819
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

2019 General Engineering Services
Professional Services from July 1, 2019 to July 31, 2019

Phase 001 General Engineering Services
 Project Management

		Hours	Rate	Amount
Blanchette, Andrea	7/9/2019	5.00	116.00	580.00
Hanover Pavement Management Inspections				
Blanchette, Andrea	7/10/2019	5.00	116.00	580.00
Hanover Pavement Management Inspections				
Blanchette, Andrea	7/11/2019	8.00	116.00	928.00
Hanover Pavement Management Inspections and Report Updates				
Blanchette, Andrea	7/12/2019	8.00	116.00	928.00
Hanover Report and Edits				
Blanchette, Andrea	7/19/2019	1.00	116.00	116.00
Pavement Management Map Edits with Nick Preisler				
Blanchette, Andrea	7/22/2019	1.00	116.00	116.00
Map Changes/Edits for Nick				
Krause, Bailey	7/15/2019	.75	95.00	71.25
Typical roadway sections & plans				
Krause, Bailey	7/16/2019	7.00	95.00	665.00
Typical roadway sections & plans				
Krause, Bailey	7/17/2019	5.00	95.00	475.00
Typical roadway sections & plans				
Krause, Bailey	7/18/2019	1.00	95.00	95.00
Typical roadway sections & plans				
Messner, Justin	7/15/2019	2.00	166.00	332.00
Streetscapes figures				
Messner, Justin	7/25/2019	.50	166.00	83.00
Big Bore Plan Review				
Messner, Justin	7/29/2019	1.00	166.00	166.00
Pavement Report Update Review & Coordination				
Preisler, Nicholas	7/2/2019	.25	132.00	33.00
565 Kadler Ave deck review				
Preisler, Nicholas	7/3/2019	1.25	132.00	165.00
9884 Jordan Ave engineering review				
Preisler, Nicholas	7/12/2019	2.25	132.00	297.00
Streetscape details				
Preisler, Nicholas	7/12/2019	2.00	132.00	264.00
Updated Pavement Management Report				

Project	R-013265-000	HANO - 2019 General Engineering Services	Invoice	7
Preisler, Nicholas	7/15/2019	1.50	132.00	198.00
Pavement Managemet Report update				
Preisler, Nicholas	7/15/2019	1.75	132.00	231.00
Streetscape designs				
Preisler, Nicholas	7/16/2019	1.00	132.00	132.00
9837 Jasmine Ave - builder request to flip house on lot				
Preisler, Nicholas	7/17/2019	.50	132.00	66.00
9776 Jasmine Ave - foundation as-built review				
Preisler, Nicholas	7/17/2019	.50	132.00	66.00
9860 Jordan Ave - foundation as-built review				
Preisler, Nicholas	7/17/2019	1.25	132.00	165.00
9884 Jordan Ave - engineering review				
Preisler, Nicholas	7/17/2019	.25	132.00	33.00
1326 Rolling Oaks deck permit - engineering review				
Preisler, Nicholas	7/17/2019	.75	132.00	99.00
River Rd Striping Review				
Preisler, Nicholas	7/17/2019	1.25	132.00	165.00
Streetscape designs				
Preisler, Nicholas	7/18/2019	2.75	132.00	363.00
Pavement Managemet Report update				
Preisler, Nicholas	7/18/2019	2.00	132.00	264.00
Streetscape designs				
Preisler, Nicholas	7/19/2019	3.25	132.00	429.00
Pavement Managemet Report update				
Preisler, Nicholas	7/22/2019	2.00	132.00	264.00
Pavement management report update				
Preisler, Nicholas	7/23/2019	1.25	132.00	165.00
Pavement Management Report - CIP funding plan				
Preisler, Nicholas	7/24/2019	.50	132.00	66.00
Pavement Management Report - CIP funding plan				
Preisler, Nicholas	7/29/2019	.50	132.00	66.00
9835 Jordan Ave: foundation as-built review				
Preisler, Nicholas	7/30/2019	.50	132.00	66.00
Estimated costs for 15th St reconstruction				
Ruzicka, Kayla	7/18/2019	4.00	78.00	312.00
Streetscape typical sections				
Totals		76.50		9,044.25
Total Labor				9,044.25
			Total this Task	\$9,044.25

Property Owner Meetings *Fehn Companies - EAW*

		Hours	Rate	Amount
Alms, William	7/16/2019	.50	146.00	73.00
Mahler Pit EAW				
Alms, William	7/17/2019	.50	146.00	73.00
Mahler Pit EAW				
Totals		1.00		146.00
Total Labor				146.00

146.00

E# 818-41950-310

Project # 208262

Misc. Escrow

↳ Engineer

↳ Other Prof. Sres.

Total this Task \$146.00

Staff Meetings

		Hours	Rate	Amount	
Messner, Justin	7/1/2019	3.50	166.00	581.00	
Meeting to review CIP and Street Layout Figures					
Preisler, Nicholas	7/1/2019	1.75	132.00	231.00	
Street CIP meeting					
Preisler, Nicholas	7/3/2019	2.25	132.00	297.00	
River Rd re-striping meeting with Jason					
Totals		7.50		1,109.00	
Total Labor					1,109.00
				Total this Task	\$1,109.00

Council Meetings

Unit Billing

Council Mtg and/or Planning Commission

	2.0 Meetings @ 40.00	80.00	
Total Units		80.00	80.00
			Total this Task \$80.00

GIS Mapping

		Hours	Rate	Amount	
Gazdik, Stephen	7/11/2019	1.00	116.00	116.00	
data mining, database creation, imported to ArcGIS online for use in collector - Hanover Pavement Management					
Gazdik, Stephen	7/12/2019	4.50	116.00	522.00	
Inspected OCI map completed for Andrea - Hanover Pavement Management					
Gazdik, Stephen	7/19/2019	1.00	116.00	116.00	
Hanover Pavement Management - Updated OCI map for Andrea per revision request					
Pittman, Bryan	7/10/2019	.50	133.00	66.50	
Annexation Agreement Maps					
Totals		7.00		820.50	
Total Labor					820.50
				Total this Task	\$820.50

*1/2 to Rockford
and 1/2 to
St. Michael*

Total this Phase \$11,199.75

Total this Invoice \$11,199.75

Outstanding Invoices

Invoice Number	Date	Balance
6	7/31/2019	3,026.00
Total		3,026.00

Total Now Due \$14,225.75

Billings to Date

	Current	Prior	Total
Labor	11,119.75	9,382.50	20,502.25
Units	80.00	120.00	200.00
Totals	11,199.75	9,502.50	20,702.25

10,987.25 General

E # 100 - 41950 - 303

Engineer

↳ Engineering Fees

33.25 = Ben & Kristal Sneen / Riverside Acres - Annexation

E # 818 - 41950 - 310

Misc. Escrows

Project # 208252

↳ Engineer

↳ Other Prof. Svcs.

33.25 = Fehn Companies - Expansion

E # 818 - 41950 - 310

Misc. Escrows

Project # 208263

↳ Engineer

↳ Other Prof. Svcs.

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

August 23, 2019
 Project/Invoice: R-013432-000 - 6-0819
 Reviewed by: Justin Messner
 Project Manager: Paul Johnson

2019 MS4 Services

Professional Services from July 1, 2019 to July 31, 2019

Phase 001 2019 MS4 Services
 SWPPP

		Hours	Rate	Amount
Johnson, Paul	7/22/2019	1.00	115.00	115.00
Quarterly Check-in				
Totals		1.00		115.00
Total Labor				115.00
			Total this Task	\$115.00
			Total this Phase	\$115.00
			Total this Invoice	\$115.00

Outstanding Invoices

Invoice Number	Date	Balance
5	7/31/2019	399.00
Total		399.00

Total Now Due \$514.00

Billings to Date

	Current	Prior	Total
Labor	115.00	2,515.50	2,630.50
Totals	115.00	2,515.50	2,630.50

E# 603-41950-310
 Storm Water Enterprise Fund
 ↳ Engineer
 ↳ Other Prof. Sves.

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

August 23, 2019
 Project/Invoice: R-013676-000 - 5 - 0819
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

River Town Villas
Professional Services from July 1, 2019 to July 31, 2019

Phase	001	Preliminary Plat			
Plan Review					
			Hours	Rate	Amount
Keller, Kris	7/16/2019		1.25	124.00	155.00
Revised Plan Review					
Messner, Justin	7/1/2019		.50	166.00	83.00
Project Management					
Totals			1.75		238.00
Total Labor					238.00
				Total this Task	\$238.00
				Total this Phase	\$238.00
				Total this Invoice	\$238.00

Outstanding Invoices

Invoice Number	Date	Balance
4	7/31/2019	1,879.00
Total		1,879.00

Total Now Due \$2,117.00

Billings to Date

	Current	Prior	Total
Labor	238.00	7,179.00	7,417.00
Totals	238.00	7,179.00	7,417.00

E # 818- 41950 - 310

Misc. Escrows

↳ Engineer

↳ Other Prof. Svs.

Project # 208255

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

August 23, 2019
 Project/Invoice: R-013735-000 - 3 - 0819
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

2019 Chip Seal Project

Professional Services from July 1, 2019 to July 31, 2019

Phase	001	Design				
Design						
			Hours	Rate	Amount	
	Preisler, Nicholas	7/3/2019	.50	132.00	66.00	
	Bidder questions					
	Totals		.50		66.00	
	Total Labor					66.00
				Total this Task		\$66.00

Specifications & Bidding

			Hours	Rate	Amount	
	Pederson, Karla	7/10/2019	1.00	92.00	92.00	
	Bid Tabulations, summary and Letter of Recommendation					
	Preisler, Nicholas	7/29/2019	.50	132.00	66.00	
	Notice of Award					
	Preisler, Nicholas	7/30/2019	.75	132.00	99.00	
	Additional chip sealing: 5th St NE					
	Totals		2.25		257.00	
	Total Labor					257.00
				Total this Task		\$257.00
				Total this Phase		\$323.00

Phase	002	Construction				
Project Management						
			Hours	Rate	Amount	
	Pederson, Karla	7/30/2019	1.00	92.00	92.00	
	Contract					
	Totals		1.00		92.00	
	Total Labor					92.00
				Total this Task		\$92.00

Project	R-013735-000	HANO - 2019 Chip Seal Project	Invoice	3
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Total this Phase **\$92.00**

Billing Limits	Current	Prior	To-Date
Total Billings	415.00	2,703.50	3,118.50
Limit			4,390.00
Remaining			1,271.50

Total this Invoice **\$415.00**

Outstanding Invoices

Invoice Number	Date	Balance
2	7/31/2019	1,783.00
Total		1,783.00

Total Now Due **\$2,198.00**

E# 100-43121-224

Paved Streets

↳ Street Maint. Materials

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Brian Hagen
 11250 5th Street NE
 Hanover, MN 55341

August 23, 2019
 Project/Invoice: R-014135-000 - 3 - 0819
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

Mahler Mining Pit Expansion
Professional Services from July 1, 2019 to July 31, 2019

Phase 001 Mahler Mining Pit Expansion
 Plan Review

		Hours	Rate	Amount
Fallon, Kendra	7/17/2019	1.25	109.00	136.25
EAW Review				
Fallon, Kendra	7/23/2019	.75	109.00	81.75
EAW Comments				
Fallon, Kendra	7/24/2019	.50	109.00	54.50
Mahler Pit Expansion EAW Comments				
Messner, Justin	7/22/2019	1.00	166.00	166.00
EAW Review				
Messner, Justin	7/24/2019	1.00	166.00	166.00
EAW Review				
Messner, Justin	7/29/2019	3.50	166.00	581.00
Mahler IUP Meeting				
Messner, Justin	7/30/2019	3.00	166.00	498.00
15th Street Discussion				
Rickart, Charles	7/15/2019	2.50	185.00	462.50
EAW Traffic Review				
Seifert, Kyle	7/9/2019	5.00	78.00	390.00
Mahler and Riverside Location maps/updates				
Seifert, Kyle	7/11/2019	1.25	78.00	97.50
Edits for Cindy				
Totals		19.75		2,633.50
Total Labor				2,633.50

Total this Task \$2,633.50

Total this Phase \$2,633.50

Total this Invoice \$2,633.50

E # 818-41950-310

Project # 208263

Misc. Escrow

↳ Engineer

↳ Other Prof. Sves.

Billings to Date

	Current	Prior	Total
Labor	2,633.50	1,243.25	3,876.75
Totals	2,633.50	1,243.25	3,876.75

CITY OF HANOVER

Cash Balances

September 2019

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$722,126.17	\$120,079.38	\$209,888.29	\$632,317.26
107 FIRE DEPT DONATIONS FUND	\$22,512.97	\$0.00	\$0.00	\$22,512.97
201 EDA SPECIAL REVENUE FUND	\$120,654.63	\$5,980.00	\$7,475.00	\$119,159.63
205 EDA BUSINESS INCENTIVE FUND	\$55,573.58	\$0.00	\$0.00	\$55,573.58
311 2008A GO CIP REFUNDING BOND	\$64,148.56	\$0.00	\$0.00	\$64,148.56
312 2009A GO IMP REFUNDING BOND	\$13,521.23	\$0.00	\$0.00	\$13,521.23
314 2011A GO IMP CROSSOVER REF BD	\$559,070.38	\$0.00	\$0.00	\$559,070.38
315 2016A GO CIP BOND	\$46,606.74	\$0.00	\$0.00	\$46,606.74
401 GENERAL CAPITAL PROJECTS	\$734,439.44	\$0.00	\$15,215.00	\$719,224.44
402 PARKS CAPITAL PROJECTS	\$80,238.41	\$0.00	\$0.00	\$80,238.41
403 FIRE DEPT CAPITAL FUND	\$256,313.99	\$0.00	\$0.00	\$256,313.99
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$117,260.00	\$0.00	\$0.00	\$117,260.00
406 GAMBLING PROCEEDS	\$12,791.66	\$0.00	\$0.00	\$12,791.66
407 TIF REDEV DIST #1	\$11,130.86	\$0.00	\$0.00	\$11,130.86
409 MAHLER PIT - 15TH ST IMP FUND	\$94,832.55	\$0.00	\$0.00	\$94,832.55
411 FACILITIES CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
417 EQUIPMENT CAPITAL FUND	\$139,579.00	\$0.00	\$0.00	\$139,579.00
418 STREET CAPITAL PROJ FUND	\$190,192.25	\$0.00	\$0.00	\$190,192.25
601 WATER ENTERPRISE FUND	\$948,222.88	\$0.00	\$12,245.71	\$935,977.17
602 SEWER ENTERPRISE FUND	\$340,647.82	\$0.00	\$41,436.89	\$299,210.93
603 STORM WATER ENTERPRISE FUND	\$159,391.26	\$115.00	\$230.00	\$159,276.26
611 WATER CAPITAL IMP FUND	\$215,438.00	\$0.00	\$0.00	\$215,438.00
612 SEWER CAPITAL IMP FUND	\$2,100,820.34	\$0.00	\$0.00	\$2,100,820.34
613 STORM WATER CAPITAL IMP FUND	\$680,728.60	\$0.00	\$0.00	\$680,728.60
701 RIVER ROAD CEMETERY	\$35,981.74	\$0.00	\$0.00	\$35,981.74
811 EROSION CONTROL ESCROW FUND	\$46,123.53	\$16,000.00	\$22,000.00	\$40,123.53
815 LANDSCAPE ESCROW FUND	\$46,000.00	\$16,000.00	\$22,000.00	\$40,000.00
817 INFRASTRUCTURE ESCROW FUND	\$20,000.00	\$8,000.00	\$10,000.00	\$18,000.00
818 MISC ESCROWS FUND	\$14,263.01	\$8,842.00	\$17,779.90	\$5,325.11
820 BRIDGES TOWNHOMES ESC FUND	\$3,719.44	\$0.00	\$0.00	\$3,719.44
823 CROW RVR HTS WEST 3RD / BACKES	\$7,531.01	\$1,437.50	\$3,003.75	\$5,964.76
825 CROW RVR HTS FUT WEST PLAT/PUD	\$7,069.56	\$0.00	\$0.00	\$7,069.56
826 CROW RVR HTS 4TH ADD FINL PLAT	\$0.00	\$0.00	\$0.00	\$0.00
827 HANOVER COVE PRELIMINARY PLAT	\$30,128.31	\$0.00	\$0.00	\$30,128.31
828 CROW RVR HTS 4TH DEVEL AGRMT	\$105,000.00	\$0.00	\$0.00	\$105,000.00
900 INTEREST	\$17,917.92	\$0.00	\$0.00	\$17,917.92
	\$8,019,975.84	\$176,453.88	\$361,274.54	\$7,835,155.18

Revenue Budget Report - General Fund

Source Alt Code	Account Descr	September 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$553,428.66	\$1,019,659.00	\$466,230.34	54.28%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$50,789.00	\$101,578.00	\$50,789.00	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$7,275.51	\$15,000.00	\$7,724.49	48.50%
Source Alt Code TAXES		\$0.00	\$611,493.17	\$1,136,237.00	\$524,743.83	53.82%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$5,335.31	\$0.00	-\$5,335.31	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$9,075.00	\$10,000.00	\$925.00	90.75%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$475.00	\$600.00	\$125.00	79.17%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$4,300.00	\$3,000.00	-\$1,300.00	143.33%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$3.00	\$50.00	\$47.00	6.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$620.00	\$0.00	-\$620.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$68,107.31	\$110,755.00	\$42,647.69	61.49%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$3,588.40	\$6,000.00	\$2,411.60	59.81%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$1,529.40	\$2,500.00	\$970.60	61.18%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$4,650.00	\$2,000.00	-\$2,650.00	232.50%
Source Alt Code SERVICE		\$0.00	\$97,683.42	\$134,905.00	\$37,221.58	72.41%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$448.92	\$100.00	-\$348.92	448.92%
MISC	R 100-36210 Interest Earnings	\$0.00	\$4,249.34	\$0.00	-\$4,249.34	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$5,575.34	\$0.00	-\$5,575.34	0.00%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$1,150.00	\$400.00	-\$750.00	287.50%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$7,950.00	\$0.00	-\$7,950.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$19.56	\$0.00	-\$19.56	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$391.85	\$0.00	-\$391.85	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	\$19,785.01	\$4,500.00	-\$15,285.01	439.67%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$3,620.00	\$10,370.00	\$6,750.00	34.91%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$675.00	\$1,000.00	\$325.00	67.50%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$77,743.44	\$100,000.00	\$22,256.56	77.74%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,500.00	\$1,500.00	\$0.00	100.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$25.00	\$50.00	\$25.00	50.00%
Source Alt Code LIC PERM		\$0.00	\$83,563.44	\$112,920.00	\$29,356.56	74.00%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$3,215.00	\$0.00	-\$3,215.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$59,125.00	\$118,253.00	\$59,128.00	50.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$169.50	\$339.00	\$169.50	50.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
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	\$62,509.50	\$163,092.00	\$100,582.50	38.33%
FINES	R 100-35100 Court Fines	\$0.00	\$1,820.47	\$3,000.00	\$1,179.53	60.68%
Source Alt Code FINES		\$0.00	\$1,820.47	\$3,000.00	\$1,179.53	60.68%
Fund 100 GENERAL FUND		\$0.00	\$876,855.01	\$1,554,654.00	\$677,798.99	56.40%

CITY OF HANOVER
Revenue Budget Report - General Fund

Source Alt Code	Account Descr	September 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
		\$0.00	\$876,855.01	\$1,554,654.00	\$677,798.99	56.40%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$7,015.00	\$13,000.00	\$5,985.00	53.96%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$434.93	\$806.00	\$371.07	53.96%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$101.72	\$189.00	\$87.28	53.82%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$1,300.00	\$1,000.00	-\$300.00	130.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$1,305.32	\$7,007.91	\$7,500.00	\$492.09	93.44%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$1,488.56	\$1,000.00	-\$488.56	148.86%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$441.02	\$20,000.00	\$19,558.98	2.21%
Dept 41110 Council		\$1,305.32	\$17,789.14	\$43,495.00	\$25,705.86	40.90%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$150.00	\$0.00	-\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$150.00	\$5,000.00	\$4,850.00	3.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,881.60	\$49,890.56	\$75,642.00	\$25,751.44	65.96%
CITYADM	E 100-41400-121 PERA	\$216.12	\$3,885.37	\$5,673.00	\$1,787.63	68.49%
CITYADM	E 100-41400-122 FICA	\$178.38	\$3,207.16	\$4,690.00	\$1,482.84	68.38%
CITYADM	E 100-41400-123 Medicare	\$41.72	\$750.09	\$1,097.00	\$346.91	68.38%
CITYADM	E 100-41400-134 Employer Paid Life	\$29.62	\$440.00	\$385.00	-\$55.00	114.29%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$350.00	\$5,950.00	\$8,400.00	\$2,450.00	70.83%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$1,195.00	\$1,500.00	\$305.00	79.67%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$135.00	\$250.00	\$115.00	54.00%
Dept 41400 City Administrator		\$3,697.44	\$65,453.18	\$97,637.00	\$32,183.82	67.04%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	-\$1,651.40	\$100.00	\$1,751.40	651.40%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$400.00	\$1,601.60	\$2,000.00	\$398.40	80.08%
Dept 41410 Elections		\$400.00	-\$49.80	\$2,100.00	\$2,149.80	-2.37%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,828.80	\$31,708.99	\$48,004.00	\$16,295.01	66.05%
CLERICAL	E 100-41430-121 PERA	\$137.16	\$2,469.29	\$3,600.00	\$1,130.71	68.59%
CLERICAL	E 100-41430-122 FICA	\$113.10	\$2,036.57	\$2,976.00	\$939.43	68.43%
CLERICAL	E 100-41430-123 Medicare	\$26.45	\$476.25	\$696.00	\$219.75	68.43%
CLERICAL	E 100-41430-134 Employer Paid Life	\$19.98	\$299.32	\$1,540.00	\$1,240.68	19.44%
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	\$350.00	\$5,950.00	\$8,400.00	\$2,450.00	70.83%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$180.00	\$500.00	\$320.00	36.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$45.00	\$100.00	\$55.00	45.00%
Dept 41430 Clerical Staff		\$2,475.49	\$43,165.42	\$65,816.00	\$22,650.58	65.59%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$245.57	\$300.00	\$54.43	81.86%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$500.00	\$350.00	30.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$1,052.83	\$2,000.00	\$947.17	52.64%
Dept 41435 Staff Expenses		\$0.00	\$1,448.40	\$2,800.00	\$1,351.60	51.73%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$2,121.60	\$36,730.40	\$55,692.00	\$18,961.60	65.95%
ACCTING	E 100-41530-121 PERA	\$159.12	\$2,860.49	\$4,177.00	\$1,316.51	68.41%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$131.54	\$2,364.68	\$3,453.00	\$1,088.32	68.48%
ACCTING	E 100-41530-123 Medicare	\$30.76	\$552.98	\$808.00	\$255.02	68.44%
ACCTING	E 100-41530-134 Employer Paid Life	\$23.09	\$345.71	\$1,060.00	\$714.29	32.61%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$335.16	\$5,697.80	\$8,398.00	\$2,700.20	67.85%
ACCTING	E 100-41530-208 Training and Instructio	\$235.00	\$285.00	\$1,000.00	\$715.00	28.50%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$50.04	\$250.00	\$199.96	20.02%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$3,137.90	\$2,500.00	-\$637.90	125.52%
Dept 41530 Accounting		\$3,036.27	\$52,025.00	\$77,338.00	\$25,313.00	67.27%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$22,150.00	\$22,000.00	-\$150.00	100.68%
Dept 41540 Auditing		\$0.00	\$22,150.00	\$22,000.00	-\$150.00	100.68%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$7,800.00	\$21,036.60	\$21,000.00	-\$36.60	100.17%
Dept 41550 Assessing		\$7,800.00	\$21,036.60	\$21,000.00	-\$36.60	100.17%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$118.76	\$779.47	\$3,500.00	\$2,720.53	22.27%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$71.00	\$200.00	\$129.00	35.50%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$6,463.41	\$6,000.00	-\$463.41	107.72%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$176.05	\$3,917.28	\$4,000.00	\$82.72	97.93%
PURCHASE	E 100-41570-322 Postage	\$75.00	\$1,221.62	\$2,500.00	\$1,278.38	48.86%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
Dept 41570 Purchasing		\$369.81	\$12,452.78	\$19,200.00	\$6,747.22	64.86%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$125.11	\$4,242.65	\$5,000.00	\$757.35	84.85%
Dept 41600 Computer		\$125.11	\$4,242.65	\$5,000.00	\$757.35	84.85%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$631.35	\$6,234.86	\$23,500.00	\$17,265.14	26.53%
Dept 41610 City Attorney		\$631.35	\$6,234.86	\$23,500.00	\$17,265.14	26.53%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$2,008.50	\$19,415.50	\$25,000.00	\$5,584.50	77.66%
Dept 41910 Planning and Zoning		\$2,008.50	\$19,415.50	\$25,000.00	\$5,584.50	77.66%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$637.88	\$4,558.25	\$7,000.00	\$2,441.75	65.12%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$525.00	\$525.00	\$0.00	100.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$852.72	\$4,248.93	\$7,500.00	\$3,251.07	56.65%
GOVTBLDG	E 100-41940-321 Telephone	\$344.56	\$3,198.71	\$6,400.00	\$3,201.29	49.98%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$25.06	\$500.00	\$474.94	5.01%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$1,674.25	\$6,437.23	\$9,600.00	\$3,162.77	67.05%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$32.94	\$2,605.65	\$5,000.00	\$2,394.35	52.11%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$252.06	\$2,383.24	\$3,500.00	\$1,116.76	68.09%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$4,742.54	\$2,000.00	-\$2,742.54	237.13%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$3,794.41	\$28,724.61	\$48,025.00	\$19,300.39	59.81%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$10,987.25	\$18,726.25	\$20,000.00	\$1,273.75	93.63%
Dept 41950 Engineer		\$10,987.25	\$18,726.25	\$20,000.00	\$1,273.75	93.63%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$254.11	\$13,129.83	\$18,000.00	\$4,870.17	72.94%
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	\$23,659.82	\$25,000.00	\$1,340.18	94.64%
Dept 41960 Insurance		\$254.11	\$36,789.65	\$43,000.00	\$6,210.35	85.56%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$119.00	\$100.00	-\$19.00	119.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$199.52	\$1,000.00	\$800.48	19.95%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$52.65	\$250.00	\$197.35	21.06%
Dept 41970 Legal Publications		\$0.00	\$371.17	\$1,650.00	\$1,278.83	22.50%
Dept 42000 Public Safety (GENERAL)						
PUBSAFTY	E 100-42000-437 Other Miscellaneous	\$0.00	\$20.00	\$0.00	-\$20.00	0.00%
Dept 42000 Public Safety (GENERAL)		\$0.00	\$20.00	\$0.00	-\$20.00	0.00%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$41,358.00	\$82,716.00	\$41,358.00	50.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$41,358.00	\$82,716.00	\$41,358.00	50.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$9,064.17	\$82,137.46	\$108,770.00	\$26,632.54	75.51%
Dept 42102 Wright County Sheriff		\$9,064.17	\$82,137.46	\$108,770.00	\$26,632.54	75.51%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$23,100.54	\$61,000.00	\$37,899.46	37.87%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$3,634.73	\$3,782.00	\$147.27	96.11%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$850.10	\$885.00	\$34.90	96.06%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	-\$16.11	\$8,543.37	\$9,000.00	\$456.63	94.93%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$75.00	\$845.59	\$350.00	-\$495.59	241.60%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$125.00	\$917.00	\$1,500.00	\$583.00	61.13%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$3,548.16	\$5,000.00	\$1,451.84	70.96%
Dept 42210 Fire Dept Administration		\$183.89	\$41,439.49	\$85,817.00	\$44,377.51	48.29%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$52.59	\$1,079.87	\$15,500.00	\$14,420.13	6.97%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$105.84	\$1,331.00	\$1,500.00	\$169.00	88.73%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$3,097.51	\$28,500.00	\$25,402.49	10.87%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$3,798.89	\$5,000.00	\$1,201.11	75.98%
Dept 42220 Fire Dept Equipment		\$158.43	\$9,307.27	\$51,500.00	\$42,192.73	18.07%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$15.96	\$5,091.72	\$12,500.00	\$7,408.28	40.73%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$804.28	\$2,412.84	\$3,210.00	\$797.16	75.17%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$293.64	\$1,500.00	\$1,206.36	19.58%
Dept 42240 Fire Dept Training		\$820.24	\$7,798.20	\$17,210.00	\$9,411.80	45.31%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$0.00	\$1,273.45	\$4,500.00	\$3,226.55	28.30%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$36.12	\$695.96	\$9,000.00	\$8,304.04	7.73%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$5,795.30	\$7,805.00	\$2,009.70	74.25%
Dept 42260 Fire Vehicles		\$36.12	\$7,764.71	\$22,305.00	\$14,540.29	34.81%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$70.64	\$1,650.00	\$1,579.36	4.28%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$26.99	\$1,742.60	\$7,500.00	\$5,757.40	23.23%
FIREBLDG	E 100-42280-321 Telephone	\$91.33	\$751.60	\$1,000.00	\$248.40	75.16%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$403.91	\$2,226.56	\$4,500.00	\$2,273.44	49.48%
FIREBLDG	E 100-42280-383 Gas Utilities	\$19.16	\$2,102.83	\$3,000.00	\$897.17	70.09%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42280 Fire Stations and Bldgs		\$541.39	\$6,894.23	\$17,650.00	\$10,755.77	39.06%
Dept 42290 Fire Relief Association						
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$5,801.00	\$11,602.00	\$5,801.00	50.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$6,250.00	\$6,250.00	\$0.00	100.00%
Dept 42290 Fire Relief Association		\$0.00	\$12,051.00	\$56,852.00	\$44,801.00	21.20%
Dept 42401 Building Inspection Admin						
INSPADMN	E 100-42401-310 Other Professional Serv	\$1,158.33	\$23,356.51	\$50,000.00	\$26,643.49	46.71%
Dept 42401 Building Inspection Admin		\$1,158.33	\$23,356.51	\$50,000.00	\$26,643.49	46.71%
Dept 42700 Animal Control						
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$457.00	\$1,000.00	\$543.00	45.70%
Dept 42700 Animal Control		\$0.00	\$457.00	\$1,000.00	\$543.00	45.70%
Dept 42800 Cemetery						
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42800 Cemetery		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000 Public Works (GENERAL)						
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$6,268.02	\$104,025.78	\$138,997.00	\$34,971.22	74.84%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$1,063.56	\$2,000.00	\$936.44	53.18%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$1,000.00	\$10,266.08	\$14,580.00	\$4,313.92	70.41%
PUBWRKS	E 100-43000-121 PERA	\$470.10	\$8,227.95	\$12,300.00	\$4,072.05	66.89%
PUBWRKS	E 100-43000-122 FICA	\$435.57	\$7,197.86	\$11,072.00	\$3,874.14	65.01%
PUBWRKS	E 100-43000-123 Medicare	\$101.86	\$1,683.36	\$2,589.00	\$905.64	65.02%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$67.87	\$997.73	\$2,535.00	\$1,537.27	39.36%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,350.00	\$22,554.64	\$32,400.00	\$9,845.36	69.61%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$2,003.39	\$2,500.00	\$496.61	80.14%
PUBWRKS	E 100-43000-212 Motor Fuels	\$972.75	\$8,764.93	\$7,000.00	-\$1,764.93	125.21%
PUBWRKS	E 100-43000-215 Shop Supplies	\$416.56	\$2,069.18	\$7,500.00	\$5,430.82	27.59%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$1,748.03	\$4,694.65	\$12,000.00	\$7,305.35	39.12%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$273.73	\$1,500.00	\$1,226.27	18.25%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$19.98	\$3,206.04	\$5,000.00	\$1,793.96	64.12%
PUBWRKS	E 100-43000-260 Uniforms	\$483.06	\$1,438.48	\$3,000.00	\$1,561.52	47.95%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$1,250.00	\$4,533.30	\$10,000.00	\$5,466.70	45.33%
PUBWRKS	E 100-43000-321 Telephone	\$493.35	\$4,187.96	\$4,200.00	\$12.04	99.71%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$19.50	\$200.00	\$180.50	9.75%
PUBWRKS	E 100-43000-381 Electric Utilities	\$483.72	\$2,779.76	\$6,000.00	\$3,220.24	46.33%
PUBWRKS	E 100-43000-383 Gas Utilities	\$51.01	\$3,730.62	\$5,000.00	\$1,269.38	74.61%
Dept 43000 Public Works (GENERAL)		\$15,611.88	\$193,718.50	\$280,373.00	\$86,654.50	69.09%
Dept 43121 Paved Streets						
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$5,501.54	\$31,734.58	\$100,000.00	\$68,265.42	31.73%
Dept 43121 Paved Streets		\$5,501.54	\$31,734.58	\$100,000.00	\$68,265.42	31.73%
Dept 43122 Unpaved Streets						

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$3,909.00	\$5,838.00	\$15,000.00	\$9,162.00	38.92%
Dept 43122	Unpaved Streets	\$3,909.00	\$5,838.00	\$15,000.00	\$9,162.00	38.92%
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$4,572.86	\$20,000.00	\$15,427.14	22.86%
Dept 43125	Ice & Snow Removal	\$0.00	\$4,572.86	\$20,000.00	\$15,427.14	22.86%
Dept 43160	Street Lighting					
STLGHGTG	E 100-43160-381 Electric Utilities	\$2,106.73	\$16,527.48	\$25,000.00	\$8,472.52	66.11%
Dept 43160	Street Lighting	\$2,106.73	\$16,527.48	\$25,000.00	\$8,472.52	66.11%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$2,674.82	\$1,000.00	-\$1,674.82	267.48%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$2,674.82	\$1,000.00	-\$1,674.82	267.48%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$3,478.40	\$27,689.60	\$40,000.00	\$12,310.40	69.22%
Dept 43245	Recycling: Refuse	\$3,478.40	\$27,689.60	\$40,000.00	\$12,310.40	69.22%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$2,174.51	\$6,523.53	\$8,700.00	\$2,176.47	74.98%
Dept 45186	Senior Center	\$2,174.51	\$6,523.53	\$8,700.00	\$2,176.47	74.98%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$1,135.51	\$2,000.00	\$864.49	56.78%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$1,137.83	\$6,055.58	\$5,000.00	-\$1,055.58	121.11%
PARKS	E 100-45200-225 Landscaping Materials	\$0.00	\$3,392.07	\$8,000.00	\$4,607.93	42.40%
PARKS	E 100-45200-310 Other Professional Serv	\$0.00	\$7,000.00	\$7,000.00	\$0.00	100.00%
PARKS	E 100-45200-381 Electric Utilities	\$38.85	\$1,149.91	\$2,200.00	\$1,050.09	52.27%
PARKS	E 100-45200-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PARKS	E 100-45200-440 Programs	\$0.00	\$864.52	\$3,000.00	\$2,135.48	28.82%
PARKS	E 100-45200-580 Other Equipment	\$907.00	\$5,090.21	\$8,000.00	\$2,909.79	63.63%
Dept 45200	Parks (GENERAL)	\$2,083.68	\$24,687.80	\$36,700.00	\$12,012.20	67.27%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$1,099.82	\$10,299.46	\$11,500.00	\$1,200.54	89.56%
Dept 45500	Libraries (GENERAL)	\$1,099.82	\$10,299.46	\$11,500.00	\$1,200.54	89.56%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$400.00	\$7,850.00	\$0.00	-\$7,850.00	0.00%
Dept 48205	Damage Deposit Refunds	\$400.00	\$7,850.00	\$0.00	-\$7,850.00	0.00%
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	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 100	GENERAL FUND	\$85,213.19	\$914,825.91	\$1,554,654.00	\$639,828.09	58.84%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
		\$85,213.19	\$914,825.91	\$1,554,654.00	\$639,828.09	58.84%

**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 Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 17th day of September, 2019.

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 09-17-19-76

A RESOLUTION APPROVING 2020 PRELIMINARY BUDGET & LEVY

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota hereby adopts the 2020 Preliminary Budget as follows:

- City of Hanover General Fund Budget
 - General Government \$ 548,705
 - Public Safety \$ 490,903
 - Public Works \$ 465,325
 - Culture and Recreation \$ 57,100
 - Transfers Out \$ 0
 - Transit \$ 0
 - **Total** **\$ 1,562,032**

- Hanover EDA Budget \$ 49,000

BE IT FURTHER RESOLVED, that the City Council hereby levies the following sums of money, collectible 2020, upon the taxable property in the City of Hanover as follows:

- City of Hanover Levy \$ 1,789,774
- Hanover EDA Levy \$ 49,000

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 17th day of September, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

PRELIMINARY LEVY CERTIFIED

**STATE of MINNESOTA
COUNTY of WRIGHT
CITY OF HANOVER**

Return by: September ____, 2019
City Taxes Voted

To the Auditor of Wright County: I hereby certify that the Council for the City of Hanover, Counties of Wright and Hennepin, Minnesota, did at a meeting on September ____, 2019 levy the following amount to be raised by taxation for the City of Hanover for the payable year 2020.

2019 Final

2020 Preliminary

2019 Budget Requirement	2019 LGA	2019 Other Resources	2019 Tax Levy	# Fund	2020 Budget Requirement	2020 LGA	2020 Other Resources	2020 Certified Levy
1,303,321	118,253	165,409	1,019,659	5 Rev	1,311,055	124,773	167,909	1,018,373
251,334	39,000	110,755	101,578	7 Fire Prot.	250,977	39,000	107,573	104,404
303,303		21,042	282,260	19 Debt Services	307,246		18,952	288,293
274,806		31,297	243,509	26 Capital Improv.	410,000		31,297	378,703
2,132,763	157,253	328,504	1,647,006	Total	2,279,278	163,773	325,731	1,789,774

Dated this ____th day of September, 2019.

Brian Hagen, City Administrator

PRELIMINARY LEVY CERTIFIED

Bond Register/Debt Levy Supplement

Bond Issues	Original Principal	Date Issued	Paid by Levy Dollars (Y/N)	Debt Levy per Issued Bond for Pay 2020	Reductions to Levied Amount	Certified Debt Levy 2020
GO Wastewater Treatment Note - Mn PFA	\$1,909,275	1999	N	\$0.00	\$0.00	\$0.00
GO Improvement Plan Refunding	\$660,000	2008	Y	\$43,638.00	\$0.00	\$43,638.00
GO Improvement Crossover Refunding	\$1,225,000	2011	Y	\$136,145.74	\$0.00	\$136,145.74
GO Bond Capital Improvement	\$1,535,000	2016	Y	\$108,509.63	\$0.00	\$108,509.63
Total	\$3,420,000			\$288,293	\$0.00	\$288,293.37

I hereby certify that the above schedule of bond levies to be spread on payable 2020 tax rolls agrees with your records and is true and correct. Copies of any resolutions which increase or reduce these levies are attached.

Dated this ___th day of September, 2019.

Brian Hagen, City Administrator

Capital Improvement Fund Levy Revenue

Fund No.	Account Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Budget	% Change	Comments
401	General	100,000								
402	Parks				25,000	25,000	25,000	25,000		
403	Fire Department	20,000	24,000	30,000	104,151	60,000	101,045	60,000		approx. 50% pd by contract entities
404	Historical Projects	10,000								
407	TIF Redev. Dist #1									
408	8th St. Project									
411	Facilities	30,000			-					
417	Equipment	32,500	55,000	65,000	52,348	15,000	20,000	50,000		
418	Street Project	100,000	190,000	215,000	310,000	152,880	169,806	275,000		
Total Revenue		292,500	269,000	310,000	491,499	252,880	315,851	410,000	83%	

PRELIMINARY LEVY CERTIFIED

**STATE of MINNESOTA
COUNTY of WRIGHT
HANOVER EDA**

Return by: September 30, 2019
District Taxes Voted

To the Auditor of Wright County: I hereby certify that the Hanover City Council, on behalf of the **Board for the Hanover EDA**, Counties of Wright and Hennepin, Minnesota, did at a meeting on September _____, 2019 levy the following amount to be raised by taxation for the City of Hanover for the payable year 2020.

2019 Preliminary

2019 Final

2019 Budget Requirement	2019 LGA	2019 Other Resources	2019 Tax Levy	# Fund	2019 Budget Requirement	2019 LGA	2019 Other Resources	2019 Certified Levy
49,000			49,000	5 Administration	49,000			49,000
49,000	0	0	49,000	Total	49,000	0	0	49,000

Dated this _____th day of September, 2019.

Brian Hagen, City Administrator

**Preliminary Levy Certification
2020 General Operating Revenue Budget**

Account	Description	Category	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	05-31-19 Actual	% of Budget	2020 Budget	% Change	Comments
100-31000	Property Taxes - City	TAXES	940,618	1,026,640	783,871	842,144	884,973	1,019,659	-		1,018,373		
100-31020	Property Taxes - Fire Dept	TAXES	99,864	95,624	112,838	111,200	129,904	101,578	-		104,404		
100-31800	Franchise Fees	TAXES	12,194	13,150	14,500	15,759	15,057	15,000	3,637		15,000		
Total Taxes			1,052,676	1,135,414	911,209	969,103	1,029,934	1,136,237	3,637	0%	1,137,777	0%	
100-32110	Alcoholic Beverages	LIC PERM	10,370	10,370	10,420	10,420	7070	10,370	3,620		6,870		5 Liquor License Renewals
100-32180	Other Bus. Lic. & Permits	LIC PERM	700	362	482	2,870	1790	1,000	400		1,000		Utility Permits/Solicitors License
100-32210	Building Permits	LIC PERM	154,881	139,675	180,198	82,122	87711	100,000	35,078		100,000		
100-32240	Animal Licenses	LIC PERM	120	260	200	100	0	0	0		0		
100-32260	Solid Waste Hauler Licenses	LIC PERM	1,000	500	1,500	1,500	1500	1,500	1,500		1,500		
100-32270	Rental Dwelling Licenses	LIC PERM	1,050	-	1,215	90	1180	0	0		1,000		
100-32280	Other Non-Bus. Lic. & Permits	LIC PERM	37	45	55	66	47	50	0		50		Burn Permits
Total Lic Perm			168,158	151,212	194,070	97,168	99,298	112,920	40,598	36%	110,420	-2%	
100-33400	State Grants and Aid	INTGOVT	2,915	38,757	-	30,772	27,989	-	1,500		-		
100-33401	Local Gov't Aid (LGA)	INTGOVT	100,494	105,859	107,496	108,169	117,651	118,253	-		124,773		actual amount
100-33410	MV Credit	INTGOVT	1,297	1,866	1,697	1,583	1,319	-	-		1,000		
100-33420	PERA Aid	INTGOVT	339	339	339	339	339	339	-		339		
100-33422	State Fire Aid	INTGOVT	36,371	42,219	39,121	37,428	39,020	39,000	-		39,000		estimate
100-33426	State Police Aid	INTGOVT	5,265	5,566	5,729	5,911	5,984	5,500	-		5,500		estimate
100-33610	County Grants/Aid for Roads	INTGOVT	14,488	13,342	-	-	-	-	-		-		
Total Intgovt			161,169	207,947	154,382	184,202	192,302	163,092	1,500	1%	170,612	5%	
100-34000	Charges for Service	SERVICE	16,643	-	-	-	3,759	-	5,154		5,000		Cleanup Day
100-34101	City Hall Rentals	SERVICE	6,700	8,915	8,315	10,698	12,699	10,000	6,075		11,000		
100-34107	Assessment Searches	SERVICE	350	475	400	750	775	600	325		600		
100-34108	Administrative Fees	SERVICE	2,710	2,447	2,433	3,300	5,756	3,000	3,900		3,000		
100-34109	Copies/Faxes	SERVICE	83	15	127	35	48	50	-		50		
100-34206	Other Public Safety Charges	SERVICE	-	-	-	250	415	620	-		-		Fire Emergency Services Fees
100-34207	Fire Protection	SERVICE	105,899	107,464	104,785	114,825	141,161	110,755	33,379		107,573		reflects only operating portion
100-34403	Recycling Rev/Reimb	SERVICE	26	6,902	6,372	6,928	6,149	6,000	1,135		6,000		Grants from the Counties
100-34780	Park Shelter Rental Fees	SERVICE	3,013	2,805	2,687	2,220	2,050	2,500	1,279		2,500		
100-34940	Cemetery Revenues	SERVICE	2,950	1,950	3,700	6,050	3,500	2,000	3,450		-		Move this to Cemtery Cap. Fund
Total Service			138,374	130,973	128,819	145,057	176,312	135,525	49,543	37%	130,723	-4%	
100-35100	Court Fines	FINES	315	2,643	2,254	5,167	6,725	3,000	1,055		3,000		
Total Fines			315	2,643	2,254	5,167	6,725	3,000	1,055	35%	3,000	0%	
100-36100	Special Assessments	MISC	54	429	2,013	856	-	-	-		-		Lawn Mowing assessed
100-36200	Misc Revenues	MISC	2,592	13,012	10,454	1,733	2,748	100	330		100		Compost Card Replacements
100-36210	Interest Earnings	MISC	(528)	36,318	16,286	19,127	11,113	-	2,063		-		
100-36215	Investment Income/Loss	MISC	7,518	(100)	(1,872)	(2,872)	(2,235)	-	3,428		-		
100-36218	Grants	MISC	-	6,280	-	-	-	-	-		-		
100-36230	Contributions & Donations	MISC	2,075	8,597	6,000	2,425	375	400	250		400		HAA no longer due to 10% req.
100-36235	Insurance Dividends	MISC	5,123	11,500	12,801	3,109	1,429	4,000	-		-		
100-36250	Damage Deposits	MISC	7,441	6,501	100	-	-	-	5,750		9,000		
100-36260	Refunds or Reimbursements	MISC	-	-	4	181	419	-	20		-		

100-36291	Sale of Vehicles/Equipment	MISC	100	-	1,702	773	-	-	-	-	-	
100-39101	Sales of General Fixed Assets	MISC			120,917	-	-	-	-	-	-	
100-39203	Transfers from Other Funds	MISC	-	-	19,200	-	-	-	-	-	-	
Total Misc			24,375	82,538	187,606	25,334	13,849	4,500	11,841	263%	9,500	111%
Total Revenue			1,545,068	1,710,727	1,578,339	1,426,030	1,518,420	1,555,274	108,175	7%	1,562,032	0.43%

**Preliminary Levy Certification
2020 General Operating Expenditure Budget**

Account	Description	Category	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	05-31-19 Actual	% of Budget	2020 Budget	% Change	Dollar Change	Comments
General Government														
100-41110-111	Committe Wages	COUNCIL	9,359	9,881	10,692	11,967	10,500	13,000	-		13,000		0	
100-41110-122	FICA	COUNCIL	572	632	658	740	623	806	-		806		0	
100-41110-123	Medicare	COUNCIL	134	143	154	173	146	189	-		189		(1)	
100-41110-208	Training & Instruction	COUNCIL	-	365	-	575	345	1,000	850		1,000		0	
100-41110-306	Dues & Subscriptions	COUNCIL	2,912	6,488	7,856	6,507	7,079	7,500	5,703		7,500		0	
100-41110-331	Travel Expenses	COUNCIL	160	76	-	138	752	1,000	382		1,000		0	
100-41110-437	Discretionary Miscellaneous	COUNCIL	5,701	3,128	11,287	6,035	3,880	20,000	197		20,000		0	
	Total Council		18,888	20,766	30,646	26,136	23,324	43,495	7,131	16%	43,495	0%	(1)	
100-41330-111	Committe Wages	BRDS & COMM	2,820	2,820	3,270	4,380	3,000	5,000	-		5,000		0	
100-41330-208	Training & Instruction	BRDS & COMM	-	-	-	-	-	-	-		500		500	
100-41330-331	Travel Expenses	BRDS & COMM	18	21	-	-	-	-	-		200		200	
	Total Brds & Comm		2,838	2,936	3,270	4,380	3,000	5,000	-	-	5,700	14%	700	
100-41400-101	Full-Time Wages	CITY ADMIN	63,612	75,707	67,580	69,612	72,339	75,642	29,719		78,668		3,026	
100-41400-121	PERA	CITY ADMIN	4,553	5,870	5,043	5,217	5,400	5,673	2,373		5,900		227	
100-41400-122	FICA	CITY ADMIN	3,894	4,852	4,169	4,313	4,464	4,690	1,959		4,877		187	
100-41400-123	Medicare	CITY ADMIN	911	1,135	975	1,009	1,044	1,097	458		1,141		44	
100-41400-134	Employer Paid Life	CITY ADMIN	1,073	414	368	380	520	385	233		674		289	estimate: Life + LTD/STD
100-41400-151	Health Insurance Premium	CITY ADMIN	5,676	5,237	8,372	8,401	8,319	8,400	3,500		12,000		3,600	monthly allotment, possible family coverage
100-41400-208	Training & Instruction	CITY ADMIN	561	1,310	410	681	1,304	1,500	1,195		1,500		0	
100-41400-306	Dues & Subscriptions	CITY ADMIN	445	256	267	254	145	250	68		200		(50)	
	Total City Admin		82,640	98,574	87,184	89,866	93,534	97,637	39,504	40%	104,960	8%	7,323	
	Part-Time Wages	ELECTION									13,500		13,500	Temp for AB Voting/Elect. Day
	FICA	ELECTION									837		837	
	Medicare	ELECTION									196		196	
100-41410-200	Office Supplies	ELECTION	3,005	-	1,631	64	4,085	100	(1,651)		5,000		4,900	Supplies and voting booth upgrades
100-41410-310	Other Professional Services	ELECTION	5,317	79	4,016	-	3,879	-	-		5,000		5,000	Judge Wages 3 Elections (PNP fees reimbursed)
100-41410-351	Legal Notices Publishing	ELECTION	279	-	174	-	64	-	-		200		200	
100-41410-400	Repairs & Maintenance Cont	ELECTION	-	-	1,014	1,652	1,658	2,000	1,202		1,200		(800)	WC Equipment Maint.
	Total Election		8,601	79	6,835	1,716	9,686	2,100	(450)	-21%	25,933	1135%	23,833	
100-41430-101	Full-Time Wages	CLERICAL	80,994	53,307	42,267	43,842	46,042	48,004	18,890		49,926		1,922	
100-41430-121	PERA	CLERICAL	5,711	3,798	3,154	3,285	3,436	3,600	1,508		3,744		144	
100-41430-122	FICA	CLERICAL	5,607	3,715	2,607	2,716	2,840	2,976	1,244		3,095		119	
100-41430-123	Medicare	CLERICAL	1,311	869	610	635	664	696	291		724		28	
100-41430-134	Employer Paid Life	CLERICAL	(3,996)	1,581	1,309	1,402	1,495	1,540	159		456		(1,084)	estimate: Life + LTD/STD
100-41430-151	Health Insurance Premium	CLERICAL	10,443	7,844	8,400	8,401	8,400	8,400	3,500		8,400		0	monthly allotment
100-41430-208	Training & Instruction	CLERICAL	-	-	255	-	-	500	250		500		0	
100-41430-306	Dues & Subscriptions	CLERICAL	-	-	-	18	23	100	45		100		0	
	Total Clerical		115,462	74,280	58,602	60,298	62,900	65,816	25,887	39%	66,946	2%	1,130	
100-41435-260	Uniforms	STAFF EXP	224	-	-	-	200	300	103		300		0	
100-41435-310	Other Professional Services	STAFF EXP	578	787	1,157	373	240	500	150		500		0	
100-41435-331	Travel Expenses	STAFF EXP	561	1,277	589	750	953	2,000	1,053		2,000		0	
	Total Staff Exp		2,620	3,290	1,746	1,124	1,393	2,800	1,306	47%	2,800	0%	-	
100-41530-101	Full-Time Wages	ACCNT	-	24,895	51,158	51,257	53,275	55,692	21,879		57,920		2,228	
100-41530-121	PERA	ACCNT	-	1,800	3,818	3,491	3,978	4,177	1,747		4,344		167	
100-41530-122	FICA	ACCNT	-	1,446	2,941	3,096	3,274	3,453	1,444		3,591		138	
100-41530-123	Medicare	ACCNT	-	338	688	724	766	808	338		840		32	
100-41530-134	Employer Paid Life	ACCNT	-	348	980	820	1,035	1,060	184		527		(533)	estimate: Life + LTD/STD
100-41530-151	Health Insurance Premium	ACCNT	-	3,322	10,800	8,500	8,366	8,400	3,352		8,400		0	monthly allotment
100-41530-208	Training & Instruction	ACCNT	-	-	690	285	210	1,000	-		1,000		0	
100-41530-306	Dues & Subscriptions	ACCNT	-	-	235	123	89	250	50		250		0	
100-41530-310	Other Professional Services	ACCNT	-	35,468	2,457	6,211	3,251	2,500	3,138		3,200		700	Audit Review by AEM, continue on?
	Total Accnt		-	68,471	73,767	74,507	74,243	77,340	32,131	42%	80,071	4%	2,731	

100-41540-301	Auditing & Accounting	AUDITING	27,812	23,400	29,243	24,065	21,050	22,000	17,650		22,000	0	Audit Costs
	Total Auditing & Accounting		27,812	23,400	29,243	24,065	21,050	22,000	17,650	80%	22,000	0%	-
100-41550-310	Other Professional Services	ASSESSING	17,328	17,772	17,828	18,942	20,610	21,000	9		23,000	2,000	
	Total Assesing		17,328	17,772	17,828	18,942	20,610	21,000	9	0%	23,000	10%	2,000
100-41570-200	Office Supplies	PURCHASING	1,128	3,146	3,077	2,581	2,681	3,500	946		3,500	0	
100-41570-205	Bank Fees	PURCHASING	74	49	187	387	(15)	200	37		200	0	
100-41570-207	Computer Supplies	PURCHASING	4,284	3,092	5,876	11,453	5,256	6,000	4,345		8,000	2,000	
100-41570-220	Repair/Maintenance Supply	PURCHASING	1,939	2,367	3,670	2,751	3,927	4,000	2,045		4,000	0	
100-41570-322	Postage	PURCHASING	951	2,463	2,840	2,267	1,867	2,500	1,159		2,500	0	
100-41570-570	Office Equipment/Furniture	PURCHASING	120	210	-	9,611	1,122	3,000	-		3,000	0	
	Total Purchasing		8,496	11,326	15,650	29,049	14,838	19,200	8,532	44%	21,200	10%	2,000
100-41600-310	Other Professional Services	COMPUTER		-	2,542	4,616	7,446	5,000	2,855		6,000	1,000	
	Total Computer		4,693	3,693	2,542	4,616	7,446	5,000	2,855	57%	6,000	20%	1,000
100-41610-304	Legal Fees	ATTORNEY	20,536	18,947	25,247	21,223	12,540	23,500	1,503		20,000	(3,500)	
	Total Attorney		20,536	18,947	25,247	21,223	12,540	23,500	1,503	6%	20,000	-15%	(3,500)
100-41910-310	Other Professional Services	PLANNING & ZONING	26,511	19,945	24,771	25,492	27,194	25,000	7,596		20,000	(5,000)	
	Total Planning & Zoning		26,511	19,945	24,771	25,492	27,194	25,000	7,596	30%	20,000	-20%	(5,000)
100-41940-210	Operating Supplies	BLDG & GRNDS	2,494	617	1,567	1,080	-	2,000	-		3,000	1,000	cleaning supplies, garbage bags, etc.
100-41940-220	Repair/Maintenance Supply	BLDG & GRNDS	(3,187)	9,461	10,286	7,361	9,192	7,000	2,684		6,000	(1,000)	
100-41940-306	Dues & Subscriptions	BLDG & GRNDS	250	250	250	250	620	525	525		550	25	Liquor License, Drug Tests, Fuel Card
100-41940-310	Other Professional Services	BLDG & GRNDS	6,998	6,016	7,208	7,214	7,244	7,500	2,103		7,500	0	cleaning contract and pest control
100-41940-321	Telephone	BLDG & GRNDS	4,476	3,282	3,139	4,204	7,918	6,400	1,893		6,400	0	Comcast
100-41940-325	Taxes	BLDG & GRNDS	258	220	214	349	262	500	25		400	(100)	sales and use tax
100-41940-381	Electric Utilities	BLDG & GRNDS	8,927	14,122	8,917	8,793	14,332	9,600	2,275		9,000	(600)	City Hall
100-41940-383	Gas Utilities	BLDG & GRNDS	6,698	3,642	3,047	5,100	9,401	5,000	2,320		5,000	0	City Hall
100-41940-384	Refuse/Garbage Disposal	BLDG & GRNDS	(502)	2,540	2,552	2,937	2,884	3,500	1,264		3,000	(500)	City Hall, PW, FD
100-41940-415	Other Equipment Rental	BLDG & GRNDS	-	121	-	-	-	-	-		-	0	
100-41940-520	Buildings & Structures	BLDG & GRNDS	5,591	5,346	3,402	2,112	9,831	4,000	-		4,000	0	
100-41940-560	Furniture & Fixtures	BLDG & GRNDS	535	1,961	242	2,069	1,450	2,000	776		2,000	0	
100-41940-580	Other Equipment	BLDG & GRNDS	308	1,263	226	-	7,942	-	-		-	0	
	Total Bldg & Grnds		32,848	48,842	41,048	41,468	71,076	48,025	13,866	29%	46,850	-2%	(1,175)
100-41950-303	Engineering Fee	ENGINEERING	19,613	23,493	25,659	16,135	14,179	20,000	2,974		10,000	(10,000)	No Comp. Plan
	Total Engineering		19,613	23,493	25,659	16,135	14,179	20,000	2,974	15%	10,000	-50%	(10,000)
100-41960-150	Workers Comp Premium	INSURANCE	845	259	8,543	9,376	14,254	18,000	5,245		13,000	(5,000)	entire City less Fire Department estimate
100-41960-361	General Liability Insurance	INSURANCE	24,476	24,785	19,245	21,536	21,498	25,000	9,659		25,000	0	entire City less Fire Department estimate
	Total Insur		27,982	25,045	27,788	30,912	35,753	43,000	14,903	35%	38,000	-12%	(5,000)
100-41970-341	Employment	LEGAL PUB	235	435	274	362	-	300	-		300	0	
100-41970-343	Other Advertising	LEGAL PUB	38	-	39	104	40	100	119		200	100	WC Journal Subscription
100-41970-351	Legal Notices Publishing	LEGAL PUB	1,621	768	1,814	337	274	1,000	100		2,000	1,000	Election Year
100-41970-354	Recording Fees	LEGAL PUB	441	-	-	53	166	250	53		250	0	
	Total Legal Pub		2,336	1,203	2,127	856	480	1,650	271	16%	2,750	67%	1,100
100-48205-810	Refunds & Reimbursements	DAMAGE DEPOSIT	7,554	11,079	3,416	-	-	-	3,300		9,000	9,000	Need to move back to gen. op.
	Total Damage Deposit		7,554	11,079	3,416	-	-	-	3,300	#DIV/0!	9,000	#DIV/0!	9,000
	Total General Gov't		426,758	473,140	477,369	470,784	493,245	522,563	178,968	34%	548,705	5%	26,142
Public Safety													
100-42000-437	Other Misc	PUBSAFTY							20		100	100	Transient/Peddlers Background Checks
	Total Other Misc		-	-	-	-	-	-	20	#DIV/0!	100	#DIV/0!	100
100-42101-310	Other Professional Services	HC SHERIFF	75,078	69,333	71,405	78,731	81,096	82,716	20,679		84,368	1,652	contract price
	Total HC Sheriff		75,078	69,333	71,405	78,731	81,096	82,716	20,679	25%	84,368	2%	1,652
100-42102-310	Other Professional Services	WC SHERIFF	83,726	95,900	99,168	105,708	110,171	108,770	45,881		114,558	5,788	contract price
	Total WC Sheriff		83,726	95,900	99,168	105,708	110,171	108,770	45,881	42%	114,558	5%	5,788
100-42210-103	Part-Time Wages	FIRE ADMIN	28,116	27,804	31,640	47,144	65,365	61,000	(2,524)		70,600	9,600	
100-42210-122	FICA	FIRE ADMIN	1,743	1,714	1,943	1,483	3,271	3,782	2,046		4,377	595	
100-42210-123	Medicare	FIRE ADMIN	408	401	454	347	765	885	488		1,024	139	
100-42210-142	Unemployment Benefits	FIRE ADMIN	-	22	-	275	168	300	-		300	0	
100-42210-150	Workers Comp Premium	FIRE ADMIN	6,679	7,137	7,947	8,225	8,398	9,000	3,360		9,000	0	estimate

100-42210-200	Office Supplies	FIRE ADMIN	167	131	241	560	-	350	629	350	0		
100-42210-305	Medical/Physical Fees	FIRE ADMIN	1,260	4,735	4,567	2,644	2,497	4,000	-	4,000	0		
100-42210-306	Dues & Subscriptions	FIRE ADMIN	562	572	605	1,889	989	1,500	610	1,000	(500)		
100-42210-361	General Liability Insurance	FIRE ADMIN	5,869	2,370	4,743	5,248	3,973	5,000	1,431	5,000	0	estimate	
	Total Fire Admin		45,975	45,125	52,140	67,816	85,426	85,817	6,039	7%	95,651	11%	9,834
100-42220-221	Equipment Parts	FIRE EQUIP	6,025	1,056	2,791	6,579	4,850	15,500	624	11,500	(4,000)		
100-42220-228	Medical Supplies	FIRE EQUIP	-	782	370	-	1,170	1,500	708	1,500	0		
100-42220-240	Small Tools/Equipment	FIRE EQUIP	132	-	537	-	397	1,000	-	1,000	0		
100-42220-260	Uniforms	FIRE EQUIP	780	10,864	7,559	12,699	16,285	28,500	2,567	28,500	0		
100-42220-580	Other Equipment	FIRE EQUIP	2,056	856	1,081	730	5,081	5,000	3,277	5,000	0		
	Total Fire Equip		8,993	13,557	12,338	20,009	27,783	51,500	7,176	14%	47,500	-8%	(4,000)
100-42240-208	Training & Instruction	FIRE TRG	7,517	8,869	4,162	6,078	4,869	12,500	1,223	7,500	(5,000)		
100-42240-310	Other Professional Services	FIRE TRG	-	-	2,939	3,055	3,168	3,210	1,609	3,380	170	Contracted Renewal Cost	
100-42240-331	Travel Expenses	FIRE TRG	852	792	2,137	3,754	1,397	1,500	294	1,500	0		
	Total Fire Trg		8,369	9,661	9,238	12,886	9,434	17,210	3,125	18%	12,380	-28%	(4,830)
100-42260-212	Motor Fuels	FIRE VEHICLE	3,780	3,146	2,362	2,302	3,164	4,500	696	3,000	(1,500)		
100-42260-220	Repair/Maintenance Supply	FIRE VEHICLE	14,342	7,855	11,402	9,144	3,954	9,000	335	9,000	0		
100-42260-240	Small Tools/Equipment	FIRE VEHICLE	1,860	198	322	25	169	1,000	-	1,000	0		
100-42260-323	Radio Units	FIRE VEHICLE	2,661	5,035	8,481	3,439	11,145	7,805	1,625	7,800	(5)		
	Total Fire Vehicle		22,643	16,235	22,567	14,911	18,432	22,305	2,656	12%	20,800	-7%	(1,505)
100-42280-215	Shop Supplies	FIRE BLDG	741	189	416	177	617	1,650	71	800	(850)		
100-42280-220	Repair/Maintenance Supply	FIRE BLDG	522	14,969	2,827	1,364	9,717	7,500	585	7,500	0		
100-42280-321	Telephone	FIRE BLDG	430	351	371	1,857	1,050	1,000	400	1,000	0		
100-42280-325	Taxes	FIRE BLDG	-	-	-	-	-	-	-	-	0		
100-42280-381	Electric Utilities	FIRE BLDG	3,722	3,636	3,861	3,859	4,178	4,500	1,059	4,500	0		
100-42280-383	Gas Utilities	FIRE BLDG	3,673	2,855	1,935	2,298	3,369	3,000	1,927	3,500	500		
100-42280-520	Buildings & Structures	FIRE BLDG	-	-	-	-	932	-	-	-	0		
	Total Fire Bldg		9,088	21,999	9,410	9,555	19,864	17,650	4,042	23%	17,300	-2%	(350)
100-42290-124	State Aid Pensions	FRA	37,871	42,415	38,746	37,428	39,020	39,000	-	39,000	0	pass through fund	
100-42290-125	Other Retirement Contributions	FRA	-	-	11,134	11,134	12,011	11,602	-	12,096	494	31% of two year's prior state aid amount	
100-42290-301	Auditing & Accounting	FRA	5,800	6,580	6,100	6,200	6,250	6,250	-	6,250	0	billed hourly, this is estimated amount	
	Total FRA		43,671	48,995	55,980	54,762	57,281	56,852	-	0%	57,346	1%	494
100-42401-310	Other Professional Services	BLDG INSP	32,860	53,391	54,669	39,212	38,238	50,000	13,255	40,000	(10,000)		
	Total Bldg Insp		32,860	53,391	54,669	39,212	38,238	50,000	13,255	27%	40,000	-20%	(10,000)
100-42700-310	Other Professional Services	ANIMAL CTRL	180	185	250	577	1,070	1,000	457	1,000	0		
	Total Animal Ctrl		180	185	250	577	1,070	1,000	457	46%	1,000	0%	-
100-42800-310	Other Professional Services	CEMETERY	-	50	2,174	-	-	-	-	-	0		
	Total Cemetery		-	50	2,174	-	-	-	-	#DIV/0!	-	#DIV/0!	-
	Total Public Safety		330,584	374,432	389,338	404,167	448,795	493,820	103,310	21%	490,903	-1%	(2,917)

Public Works

100-43000-101	Full-Time Wages - Reg	PUBLIC WORKS	74,389	98,608	107,097	111,190	150,035	138,997	62,005	146,116	7,119	3 FTE - with \$25k paid from Storm H2O
100-43000-102	Full-Time Wages - OT	PUBLIC WORKS	1,340	604	1,386	526	701	2,000	1,064	2,000	0	
100-43000-103	Part-Time Wages	PUBLIC WORKS	14,370	5,170	13,080	11,292	11,811	14,580	3,354	28,360	13,780	2 Summer help and 1 temp. snow plow driver
100-43000-121	PERA	PUBLIC WORKS	5,168	7,730	8,095	8,059	11,248	12,300	5,045	12,834	534	
100-43000-122	FICA	PUBLIC WORKS	5,688	6,637	7,482	7,411	9,649	11,072	4,241	11,775	703	
100-43000-123	Medicare	PUBLIC WORKS	1,274	1,552	1,750	1,733	2,257	2,589	992	2,892	303	
100-43000-134	Employer Paid Life	PUBLIC WORKS	1,107	1,729	1,862	1,374	2,390	2,535	531	1,548	(987)	estimate: Life + LTD/STD
100-43000-142	Unemployment Benefits	PUBLIC WORKS	369	264	28	1,865	7,058	-	-	-	0	
100-43000-151	Health Insurance Premiums	PUBLIC WORKS	10,892	15,616	19,200	20,701	31,625	32,400	13,279	32,400	0	2 family & 1 single
100-43000-208	Training & Instruction	PUBLIC WORKS	225	997	1,379	166	2,456	2,500	1,989	3,500	1,000	
100-43000-212	Motor Fuels	PUBLIC WORKS	8,790	-	5,218	5,085	11,874	7,000	5,485	10,000	3,000	
100-43000-215	Shop Supplies	PUBLIC WORKS	3,569	-	2,658	3,524	7,989	7,500	1,120	7,500	0	
100-43000-220	Repair/Maintenance Supply	PUBLIC WORKS	8,726	378	11,725	7,134	15,044	12,000	2,188	12,000	0	
100-43000-226	Sign Repair Materials	PUBLIC WORKS	-	-	1,252	943	377	1,500	274	1,500	0	
100-43000-240	Small Tools/Equipment	PUBLIC WORKS	4,432	-	2,576	6,505	3,925	5,000	2,617	10,000	5,000	Budgeting \$5K for 1 Bobcat/Excav. attachment
100-43000-260	Uniforms	PUBLIC WORKS	1,974	-	1,316	2,225	2,266	3,000	340	3,000	0	

100-43000-310	Other Professional Services	PUBLIC WORKS	5,174	-	18,696	13,075	5,455	10,000	1,438	7,500	(2,500)	Compost contract & fire system monitoring	
100-43000-321	Telephone	PUBLIC WORKS	555	1,929	1,880	2,820	3,185	4,200	2,168	4,200	0	Cell Phones, Comcast Internet/Phones	
100-43000-325	Taxes	PUBLIC WORKS	119		120	38	118	200	20	200	0		
100-43000-381	Electric Utilities	PUBLIC WORKS						6,000	1,258	4,000	(2,000)		
100-43000-383	Gas Utilities	PUBLIC WORKS						5,000	3,418	7,000	2,000		
	Buildings & Structures	PUBLIC WORKS								2,000		New line item for new facility	
	Total Public Works		155,840	152,107	206,800	205,666	279,465	280,373	112,824	40%	308,325	10%	27,952
100-43121-224	Street Maintenance Materials	PAVED STREETS	13,661	71,522	32,250	16,992	7,750	100,000	6,375	50,000	(50,000)	Removed chip seal funding	
	Total Paved Streets		14,625	75,755	32,250	16,992	7,750	100,000	6,375	6%	50,000	-50%	(50,000)
100-43122-224	Street Maintenance Materials	UNPAVED STREETS	7,094	10,403	11,179	12,639	6,505	15,000	-	15,000	0		
	Total Unpaved Streets		7,094	10,403	11,179	12,639	6,505	15,000	-	0%	15,000	0%	-
100-43125-224	Street Maintenance Materials	SNOW/ICE	11,926	15,000	9,453	19,171	15,988	20,000	4,573	20,000	0		
	Total Snow/Ice		11,926	15,000	9,453	19,171	15,988	20,000	4,573	23%	20,000	0%	-
100-43160-381	Electric Utilities	STREET LIGHTS	25,125	19,475	26,424	23,876	24,046	25,000	8,676	25,000	0		
	Total Street Lights		25,125	19,475	26,424	23,876	24,046	25,000	8,676	35%	25,000	0%	-
100-43240-384	Refuse/Garbage Disposal	CITY CLEAN UP	887	1,784	2,073	-	3,448	1,000	167	3,000	2,000	offset by disposal revenue	
	Total City Clean Up		887	1,784	2,073	-	3,448	1,000	167	17%	3,000	200%	2,000
100-43245-384	Refuse/Garbage Disposal	RECYCLING	33,931	36,112	37,745	38,298	40,446	40,000	13,811	44,000	4,000	residential recycling service addt. houses	
	Total Recycling		33,931	36,112	37,745	38,298	40,446	40,000	13,811	35%	44,000	10%	4,000
	Total Public Works		249,428	341,883	325,925	316,643	377,647	481,373	146,426	30%	465,325	-3%	(16,048)

Culture & Recreation

100-45186-437	Senior Center Contribution	SENIOR CENTER	7,654	5,330	7,016	7,905	8,140	8,700		9,100	400	provided by St. Michael	
	Total Senior Center Contribution		7,654	5,330	7,016	7,905	8,140	8,700	-	0%	9,100	5%	400
100-45200-212	Motor Fuels	PARKS	1,958	-	1,478	1,214	1,933	2,000	47	2,000	0	lawn mower fuel	
100-45200-220	Repair/Maintenance Supply	PARKS	4,477	4,513	4,599	3,428	5,642	5,000	-	6,000	1,000	mower repairs, park maintenance equipment	
100-45200-225	Landscaping Materials	PARKS	1,788	2,625	4,356	4,638	3,701	8,000	1,086	8,000	0	wood chips, seed, soil, fertilizer, etc.	
100-45200-310	Other Professional Services	PARKS		-	6,280	6,500	6,800	7,000	7,000	7,200	200	FYCC Costs	
100-45200-381	Electric Utilities	PARKS	1,932	2,054	2,265	2,981	2,071	2,200	570	2,200	0		
100-45200-400	Repairs & Maintenance Contract	PARKS	4,469	2,249	1,939	112	-	1,500	-	-	(1,500)		
100-45200-440	Programs	PARKS	4,992	9,041	2,216	1,945	2,529	3,000	449	3,000	0	city hosted events	
100-45200-580	Other Equipment	PARKS	2,711	7,190	7,606	4,070	4,188	8,000	2,446	8,000	0	Porta Potty Cleaning, replace old Biff's	
	Total Parks		22,610	27,852	30,739	24,887	26,865	36,700	11,599	32%	36,400	-1%	(300)
100-45500-437	Contribution & Operation	ROY SIMMS LIBRARY	7,000	5,250	10,428	11,240	10,638	11,500	4,600	11,600	100	\$7K bond plus \$4,600 operation	
	Total Roy Simms Library		7,000	5,250	10,428	11,240	10,638	11,500	4,600	40%	11,600	1%	100
	Total Culture & Rec		37,264	38,432	48,183	44,032	45,643	56,900	16,198	28%	57,100	0%	200

Transfers Out

100-49360-700	Transfer Out	GENERAL CAPITAL	100,000		250,000			-	-	-	0	eliminated as an operating expense	
100-49360-700	Transfer Out	PARKS CAPITAL	-		148,570			-	-	-	0	eliminated as an operating expense	
100-49360-700	Transfer Out	FIRE DEPT CAPITAL	20,000	52,300	31,000	74,151	45,814	-	-	-	0	eliminated as an operating expense	
100-49360-700	Transfer Out	HISTORICAL FUND	10,000					-	-	-	0	eliminated as an operating expense	
100-49360-700	Transfer Out	CITY HALL FUND	30,000		74,093			-	-	-	0	eliminated as an operating expense	
100-49360-700	Transfer Out	EQUIPMENT FUND	32,500	55,000				-	-	-	0	eliminated as an operating expense	
100-49360-700	Transfer Out	STREET CAPITAL	100,000	369,000		150,000		-	-	-	0	eliminated as an operating expense	
	Total Transfers Out		292,500	476,300	503,663	224,151	45,814	-	-	#DIV/0!	-	#DIV/0!	-

Transit

100-49800-310	Other Professional Services	TRANSIT	1,107		250	187	489	-	-	-	0		
	Total Transit		1,107	-	250	187	489	-	-	#DIV/0!	-	#DIV/0!	-
	Total Fund Expend.		1,337,641	1,704,187	1,744,728	1,459,964	1,411,633	1,554,656	444,903	29%	1,562,032	0%	7,376
	Total Revenue Over Expenditures		373,087	(125,848)	(318,698)	58,456	106,787	618	(336,728)	-54487%	(0)	-100%	(7,376)

Fire Department Cost for Services Calculation

2020 Estimated Market Values	HC	WC	TOTAL	
City of Corcoran	\$211,203,200		\$211,203,200	24.57%
City of Greenfield	\$147,305,100		\$147,305,100	17.14%
City of Hanover	\$90,181,600	\$301,191,200	\$391,372,800	45.54%
Rockford Township		\$109,568,400	\$109,568,400	12.75%
	<hr/>	<hr/>	<hr/>	<hr/>
	\$448,689,900	\$410,759,600	\$859,449,500	100.00%

Total Calls by Year	2014	2015	2016	2017	2018	Total	Average	
City of Corcoran	34	34	50	43	44	205	41	22.88%
City of Greenfield	12	12	42	24	19	109	21.8	12.17%
City of Hanover	73	73	103	82	138	469	93.8	52.34%
Rockford Township	28	28	22	13	22	113	22.6	12.61%
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	147	147	217	162	223	896	179.2	100.00%

2020 Budget: 310,976.90 Total Budgeted Expenditures (General Fund, Bonds, Capital Transfer)
 (39,000.00) State FRA Pension Contribution
\$271,976.90 Amount to be allocated

Payment from City is based on dividing the budget in half and then determining costs based on Market Value and Total Calls.

	MV %	MV Pymt.	CH %	CH Pymt.	Payment
City of Corcoran	24.57%	33,418.13	22.88%	31,113.43	64,531.56
City of Greenfield	17.14%	23,307.70	12.17%	16,543.24	39,850.94
City of Hanover	45.54%	61,925.90	52.34%	71,181.45	133,107.35
Rockford Township	12.75%	17,336.72	12.61%	17,150.33	34,487.05
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	100.00%	135,988.45	100.00%	135,988.45	271,976.90
		135,988.45		135,988.45	

2019 Payment Per City:		2020 Payment Per City:	% Change
City of Corcoran	\$65,306.31	City of Corcoran	\$64,531.56 -1%
City of Greenfield	\$40,631.65	City of Greenfield	\$39,850.94 -2%
City of Hanover	\$130,281.27	City of Hanover	\$133,107.35 2%
Rockford Township	\$36,114.27	Rockford Township	\$34,487.05 -5%
	<hr/>		<hr/>
	\$272,333.50		\$271,976.90

City of Hanover
Debt Services

2008A GO CIP Refunding Bond Fund

Acct No.	Account Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Budget	% Change
<u>Revenue Accounts</u>									
311-31000	PROPERTY TAXES-CITY	40,934	39,770	38,604	42,688	41,256	39,821	43,638	
311-33410	MV CREDIT								
311-36210	INTEREST EARNINGS	50	400	344	688	827	0	600	
311-36215	INVESTMENT INCOME/LOSS	413	(92)	289	(284)	35	0	0	
311-39100	BOND PROCEEDS								
311-39200	TRANSFERS IN								
	Total Revenue	41,397	40,079	39,238	43,092	42,119	39,821	44,238	10%
<u>Expenditure Accounts</u>									
311-47000-601	DS: PRINCIPAL	70,000	25,000	30,000	30,000	30,000	35,000	35,000	
311-47000-611	DS: INTEREST	11,030	9,448	8,338	7,320	6,210	4,973	3,607	
311-47000-620	DS: FISCAL AGENT FEES	495	495	425	495	495	495	495	
	Total Expenditures	81,525	34,943	38,763	37,815	36,705	40,468	39,102	-2%
	Total Revenue Over Expenditures	(40,128)	5,136	475	5,277	5,414	(646)	5,136	-112%

*Last payment made in 2022

**City of Hanover
Debt Services**

2011 GO Improvement Crossover Refunding Bond Fund

Acct No.	Account Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Budget	% Change
<u>Revenue Accounts</u>									
314-31000	PROPERTY TAXES-CITY	74,174	110,246	125,400	124,490	134,080	132,803	136,146	
314-33410	MV CREDIT								
314-36100	SPECIAL ASSESSMENTS	93,196	71,146	62,387	43,450	41,318		35,000	
314-36210	INTEREST EARNINGS	417	3,965	5,559	5,717	7,474		6,000	
314-36215	INVESTMENT INCOME/LOSS	4,553	(299)	(270)	(2,168)	(2,777)		(2,000)	
314-39100	BOND PROCEEDS								
314-39200	TRANSFERS IN								
Revenue Accounts		172,341	185,058	193,076	171,489	180,096	132,803	175,146	-11%
<u>Expenditure Accounts</u>									
314-47000-601	DS: PRINCIPAL	125,000	125,000	140,000	140,000	150,000	150,000	155,000	
314-47000-611	DS: INTEREST	25,775	23,275	20,775	17,975	15,175	12,025	8,275	
314-47000-620	DS: FISCAL AGENT FEES	495	495	495	495	495	495	495	
	BALANCING (Fund 309 residuals)								
Total Expenditures		151,270	148,770	161,270	158,470	165,670	162,520	163,770	-2%
Total Revenue Over Expenditures		21,071	36,288	31,806	13,019	14,426	(29,717)	11,376	-59%

*Last payment made in 2021

City of Hanover
Debt Services

2016 GO Public Works Building Bond

Acct No.	Account Description	2014 Actual	2015 Actual	2016 Budget	2017 Actual	2018 Actual	2019 Budget	2020 Budget	% Change
<u>Revenue Accounts</u>									
315-31000	PROPERTY TAXES-CITY				110,036	105,236	109,636	108,510	
315-36210	INTEREST EARNINGS				358	581		450	
315-36215	INVESTMENT INCOME/LOSS				(175)	115		0	
315-39100	BOND PROCEEDS								
315-39200	TRANSFERS IN								
Revenue Accounts		-	-	\$ -	\$ 110,219	\$ 105,932	\$ 109,636	\$ 108,960	#DIV/0!
<u>Expenditure Accounts</u>									
315-47000-601	DS: PRINCIPAL				0	60,000	60,000	65,000	
315-47000-611	DS: INTEREST				24,249	40,630	39,820	38,879	
315-47000-620	DS: FISCAL AGENT FEES					0	495	495	
Total Expenditures		\$ -	\$ -	\$ -	\$ 24,249	\$ 100,630	\$ 100,315	\$ 104,374	#DIV/0!
Total Revenue Over Expenditures		-	-	\$ -	\$ 85,970	\$ 5,302	\$ 9,321	\$ 4,586	#DIV/0!

Debt Services

Minnesota PFA Loan

Acct No.	Account Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Budget	% Change
<i>Expenditure Accounts</i>									
602-47000-601	PRINCIPAL			95,000	98,000	100,000	102,000	95,000	
602-47000-611	INTEREST		12,463	11,221	9,046	6,801	4,511	2,176	
Total Expenditures			12,463	106,221	107,046	106,801	106,511	97,176	1%

**last payment made in 2020*

Total Debt Services Expenditures	196,176	306,254	327,580	409,806	409,814	404,421	25%
Total Debt Services Tax Revenues	150,016	164,004	277,214	280,572	282,260	288,293	2%
Total Debt Services Non-Tax Revenues	75,120	68,309	47,587	47,575	0	40,050	-100%
Total Debt Expenditures Paid by Levy	183,713	200,033	220,534	303,005	303,303	307,246	38%
				principal		347,000	
				Interest/Agent		62,814	

Preliminary Levy Certification	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Capacity	3,282,608	3,076,226	2,808,041	2,547,684	2,367,113	2,385,758	2,644,071	2,850,350	3,002,592	3,347,361	3,637,226	3,887,226
Levy	1,277,851	1,277,851	1,270,270	1,268,303	1,268,286	1,268,280	1,308,954	1,410,972	1,486,286	1,544,804	1,647,006	1,789,774
Rate	38.93%	41.54%	45.24%	49.78%	53.58%	53.16%	49.51%	49.50%	49.50%	46.15%	45.28%	46.04%

Tax Capacity:	
HC	904,506
WC	<u>2,745,519</u>
	3,650,025



Collaborative Planning, LLC

Memorandum

Date: September 12, 2019
To: Honorable Mayor and Council
From: Cindy Nash, City Planner
RE: Mahler Aggregate Mine EAW – Negative Declaration

An Environmental Assessment Worksheet (EAW) is a process that lays out basic facts about a project to determine if an Environmental Impact Statement (EIS) is required for the proposed project. It consists of a form that provides information needed to determine if the project will have the potential for significant environmental impacts. In addition to the legal purpose of the EAW, it also provides permit information, informs the public about the project, and helps identify ways to protect the environment.

A copy of the EAW is available on the City website. Public comment was accepted through September 11, 2019. The Planning Commission provided an opportunity to receive public comment at their meeting on August 25, 2019.

After a review of the comments, a Record of Decision and Findings of Fact was prepared for the Council's consideration. This includes an analysis and response to the comments received on the EAW. The City Council must make a determination on whether an Environmental Impact Statement (EIS) will be required for this project. If one will not be required, a negative declaration on the need for an EIS is made which then completes the environmental review for this project. If a positive declaration is made, then an EIS would need to be prepared.

Staff Recommendation

Based on the EAW document, the factors to consider under Minnesota Rules, the comments received, and the ability to address known environmental impacts through existing permitting procedures, staff is recommending that the Council issue a negative declaration on the need for an Environmental Impact Statement.

Documents:

1. Mahler Aggregate Mine EAW
2. Record of Decision and Findings of Fact
3. Response to Comments
4. Resolution issuing a negative declaration

**RECORD OF DECISION
AND
FINDINGS OF FACT**

MAHLER AGGREGATE MINE EAW

RGU: City of Hanover

September 17, 2019

I. Final Action

The City of Hanover concluded the following on September 17, 2019:

1. The Environmental Assessment Worksheet, this “Record of Decision and Findings of Fact” document, and related documentation for Mahler Aggregate Mine were prepared in compliance with the procedures of the Minnesota Environmental Policy Act and Minn. Rules, Parts 4410.1000 to 4410.1700.
2. The Environmental Assessment Worksheet, this “Findings of Fact and Record of Decision” document, and related documentation for the project have satisfactorily addressed all of the issues for which existing information could have been reasonably obtained.
3. The project does not have the potential for significant environmental effects based upon the above findings and the evaluation of the following four criteria (per Minn. Rules, Parts 4410.1700 Subp. 7):
 - Type, extent, and reversibility of environmental effects.
 - Cumulative effects of related or anticipated future projects.
 - Extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority.
 - Extent to which environmental effects can be anticipated and controlled as a result of other environmental studies undertaken by public agencies or the project proposer, or of environmental reviews previously prepared on similar projects.
4. The finding by the City that the EAW is adequate and no EIS is required provides no endorsement, approval or right to develop the proposal by the City and cannot be relied upon as an indication of such approval. This finding allows the proposer to have applications considered in the City’s land development process, and for the City in this process, informed by the record of the EAW, to consider proposals for development.

Consequently, the City makes a Negative Declaration and does not require the development of an Environmental Impact Statement for the project.

II. Background

Pursuant to Minnesota Rule 4410.4500, the City of Hanover has prepared an Environmental Assessment Worksheet (EAW) for the proposed Mahler Aggregate Mine development. The Record of Decision addresses the State of Minnesota environmental review requirements as established in Minnesota Rules 4410.1700. Fehn Companies,

Inc. is the project proposer, and the City of Hanover is the Responsible Governmental Unit (RGU).

III. Findings of Fact and Conclusions

As to the need for an Environmental Impact Statement (EIS) on this project and based on the record in this matter, including the EAW which is incorporated herein by reference, the City of Hanover makes the followings Findings of Fact and Conclusions:

A. Project Description

The Mahler Aggregate Mine will expand an existing gravel mine from 25 acres up to 155 acres. The 184.9-acre project area is located in City of Hanover, Wright County, Minnesota. The 130-acre mining expansion area is mostly cropland that has been under intensive agricultural use for decades. Areas of natural vegetation may also be affected. The eastern part of the project area includes the Crow River, natural vegetation, wetlands, and steep slopes, floodplain, and a shoreland overlay district. A 345-kV overhead transmission line runs diagonally northwest-southeast through the site. The project is located in an area of known aggregate resources and most surface soils are sandy loams. The project area has 48 feet of topographic relief, with slopes that range from less than 1% to 34%. The highest elevation is 926 feet above mean sea level (msl), located in the northwestern part of the site. The lowest elevation, at 878 feet, is at edge of the Crow River. With few exceptions, the site generally drains toward the Crow River.

The project is located in Section 30, T120N, R23W , and Section 25, T120N, R24W. The project area is bordered on the north by 15th Street NE, a separate aggregate mining operation, and the City of St. Michael. The project is bordered on the east by the Crow River and Crow-Hassan Park Reserve; on the south by Riverside County Park and agricultural land; and on the west by single-family residential, rural residential, and River Road NE/Lander Avenue NE.

Expansion of the existing aggregate mine will start in the fall of 2019 and be phased over 15 to 20 years, depending on the demand for aggregate and market conditions. All phases of mining combined will ultimately cover up to 155 acres. Each of five phases will cover about 25 to 40 acres. The number of phases will be determined by the demand earthen materials and the pace of mining. Mining will generally be phased from the existing mine to the west and then to the south. Stormwater systems will be constructed at the start of each phase. Stormwater basins will periodically maintained or reclaimed and moved to new locations as mining advances through the site.

Approximately 130 additional acres of the site will be excavated for gravel extraction. Mining is expected to eventually remove approximately 4 million cubic yards of aggregate material over the 15- to 20-year project lifespan. Mining

will remove sand and gravel to a depth of about 20 feet, leaving the reclaimed mined surface at least 10 feet above the groundwater level. Stormwater ponds, infiltration basins, and wash ponds may be located lower, but will be at least 3 feet above corresponding groundwater levels. Slopes at edges of mined areas will be as steep as 3:1, but these slopes will be flattened to at least 5:1 slopes during reclamation.

Aggregate mining will be conducted using front-end loader extraction, screening, crushing, washing, and stockpiling. The primary access will be from the northwest corner of the site. Aggregate mining equipment will be portable and will be moved across the site while mining is occurring. The aggregate mine will include a portable concrete recycling plant, a portable screening and crushing operation, and an aggregate wash plant. Concrete recycling will occur intermittently, about twice per year during the construction season and is not expected to exceed 50,000 cubic yards of recycled material per year. Portable crushing machinery will be positioned at relatively low elevations in the gravel pit to maximize the vertical distance and buffer from neighboring land uses.

The washing operation will use excavated ponds that will typically be filled with 3 to 4 feet of water pumped from an onsite well. Water will be allowed to infiltrate back into the native soils after washing operations are completed. The wash plant will include three ponds: an initial pond to catch fine native soil materials and two secondary ponds for water quality treatment and infiltration.

The project is expected to convert about 119.5 acres of cropland, 13.8 acres of grassland-shrubland mix, 0.5 acre of woodland, and up to 0.5 acre of wetland to reclaimed aggregate mine, temporary grassland, and stormwater basins. The mined area will be planted to temporary grassland as part of reclamation. Best Management Practices (BMPs) will be implemented to protect water quality and reduce the potential for soil erosion and sedimentation.

Vehicles will access the mine from 15th Street NE, and will access 15th Street from River Road NE/Lander Avenue NE. Traffic generated by the project include passenger vehicles and trucks hauling earthen material. Haul routes will follow county and state roadways that are collectors and arterials as much as possible. The Traffic Study concluded that area intersections operate at acceptable Levels of Service under existing and proposed (year 2020) conditions. The project is expected to have minimal impact on the area roadway network.

Measures to reduce effects on adjoining properties will include setbacks from property lines and creation of topsoil berms to deflect noise and provide a visual barrier. Mining activity will be setback 200 feet from property lines that adjoin residential uses and 100 feet from property lines with agricultural uses. Mining activity will be setback 30 feet from high voltage transmission line towers.

Topsoil will be separated during mining and used to construct berms up to 10 feet high along property lines. Topsoil stockpiles and berms will be seeded and stabilized to prevent erosion. Boulders and other oversized aggregate materials that are not crushed will be stockpiled and utilized as reclamation features or disposed of in the pit during the reclamation process.

There are no permanent structures existing in the project area and none are proposed or planned in the area in association with mining activity. The nearest noise receptors are the residential lots located west of the site. Measures to reduce noise and increase screening from neighbors include limiting work hours, setbacks from residential property lines, 10-foot high topsoil berms along property lines, and placement of the portable crusher at lower elevations. These measures will provide help mitigate effects of noise and dust.

Hours of mining operation will be limited to between 7:00am and 7:00pm, Monday through Friday. Mining will not be conducted in the shoreland overlay district or the floodplain of the Crow River, but the project may include stormwater features and future trails in the floodplain. A future trail along the Crow River is expected to be connected to a trail to the north in St. Michael.

The project area includes one 2.24-acre parcel of land (PID 114-800-302400) that was located in the City of St. Michael until recently. The Cities of Hanover and St. Michael approved a joint resolution to concurrently detach this parcel from St. Michael and annex it into Hanover. This concurrent detachment and annexation was approved by the Minnesota Office of Administrative Hearings on July 26, 2019, so the parcel is now part of the City of Hanover rather than St. Michael. The parcel contains agricultural field, has a wooded boundary, is located in floodplain, and could be used for stormwater treatment and a future trail connection.

Each phase of mining will be reclaimed with relatively gradual slopes consistent with City of Hanover requirements. These slopes will be suitable for future land uses such as temporary grassland or new single-family residential development. Reclaimed areas will be regraded to make slopes more gradual and to balance earthwork for future land uses.

B. Project History

- The project was subject to a mandatory EAW per Minnesota Rule 4410.4300, Subpart 12B.
- The EAW was distributed to the EQB and to the EQB mailing list on August 5, 2019.

- Public notices containing information about the availability of the EAW for public review was provided to the Wright County Journal for publication in the August 15, 2019 edition.
- Hard copies of the EAW were provided for public review at Hanover City Hall, the Environmental Conservation Library, and Great River Regional Library. An electronic copy was provided on the City of Hanover’s website.
- A notice was published in August 12, 2019 EQB Monitor. The public comment period ended September 11, 2019. Comments were received from the State Archaeologist, State Historic Preservation Office, the Minnesota Pollution Control Agency, and the Department of Natural Resources. Copies of these comment letters are hereby incorporated for reference and included in the document titled “Response to Comments”.
- The public had an opportunity to provide verbal comments at the Hanover Planning Commission meeting on August 25, 2019. No comments were received.
- Written public comments were received related to items that will be addressed in the future during review of an application for an Interim Use Permit.

C. Criteria for Determining the Potential for Significant Environmental Effects

In deciding whether a project has the potential for significant environmental effects and whether an Environmental Impact Statement (EIS) is needed, the Minnesota Environmental Quality Board rules (4410.1700 Subparts 6 and 7) require the RGU to compare the impacts that may be reasonably expected to occur from the project with the four criteria by which potential impacts must be evaluated. With respect to each of these factors, the City of Hanover finds the following:

1. **Type, extent and reversibility of environmental effects (Minnesota Rule 4410.1700 Subpart 7A):**

- a. The type of environmental impacts and mitigation efforts anticipated as part of this project are documented in the EAW.

While there are environmental impacts, they are subject to existing permitting procedures that will incorporate mitigation methods into the permit requirements.

- b. The extent and reversibility of environmental impacts for the proposed project are consistent with those of a typical aggregate mine.

Impacts will be minimized to the extent practical, with mitigation provided for those impacts which cannot be avoided to resources such as traffic, storm water runoff, etc.

2. Cumulative potential effects (Minnesota Rule 4410.1700 Subpart 7B):

There are no reasonably foreseeable future projects to create cumulative impacts, with the exception of increased traffic on CR 19 from background growth in the entire area which was modeled in the traffic impact study.

3. Extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority (Minnesota Rule 4410.1700 Subpart 7C):

a. The following permits or approvals will be required for this project.

<u>Unit of government</u>	<u>Type of application</u>	<u>Status</u>
City of Hanover	Mining Interim Use Permit	To be applied for
City of Hanover	Grading Permit	To be applied for
City of Hanover	Stormwater Management and Erosion Control Approval	To be applied for
Wright SWCD	Wetland No-Loss Determination Or Replacement Plan Approval	To be applied for if needed
DNR	Water Appropriation Permit	To be applied for if Needed
MPCA	NPDES/SDS General Permit	To be applied for
MPCA	Air Emissions Permit	To be applied for if Needed
U. S. Army Corps of Engineers	No-Loss Determination or Nationwide Permit	To be applied for if needed

b. The City of Hanover finds that the potential impacts identified as part of the proposed Mahler Aggregate Mine project can be addressed through the regulatory agencies as part of the permitting process. As a result, additional analysis of these impacts is not required.

4. Extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project proposer (Minnesota Rule 4410.1700 Subpart 7D):

The City finds:

1. The proposed project is reasonably similar to other aggregate mining projects in the area.
2. In consideration of the results of this EAW and permitting processes for similar projects, the City anticipates the environmental effects of the project can be adequately anticipated and mitigated.

D. Conclusions

The Mahler Aggregate Mine EAW and comments have generated information adequate to determine that the proposed project does not have the potential for significant environmental effects. Identified effects can be addressed through permitting and the project will comply with all city, county, state and federal review agency requirements.

Based on the criteria established in Minnesota Rule 4410.1700, the project does not have the potential for significant environmental effects. Therefore, an Environmental Impact Statement is not required for the Mahler Aggregate Mine project.

IV. Substantive Agency Comments Received and Responses to these Comments

The City received written comments during the public comment period from the following agencies:

Minnesota State Archaeologist, August 14, 2019
Minnesota State Historic Preservation Office, August 30, 2019
Minnesota Pollution Control Agency, September 9, 2019
Minnesota Department of Natural Resources, September 11, 2019

Responses to comments are contained within a separate document entitled Response to Comments, which is incorporated herein by reference. Responses are confined mostly to substantive issues addressing the accuracy and completeness of the material contained in the EAW, and potential impacts that may warrant further investigation. Recommendations and statements not relating to these issues have been duly noted for the record, but are not necessarily addressed in the responses.

V. Comments from the Public

The public was provided the opportunity to comment both in writing and verbally at the Planning Commission meeting held on August 25, 2019. Comments received from the public were primarily related to questions appropriate for the Interim Use Permit review process rather than related to the accuracy and completeness of the material contained in the EAW. These comments will be addressed with the IUP.

Response to Comments

Mahler Aggregate Mine
Environmental Assessment Worksheet



September 2019

RGU

City of Hanover

11250 5th Street NE

Hanover, MN 55341

Cindy Nash, City Planner

Phone: (763) 497-3777

cnash@collaborative-planning.com

www.hanovermn.org

PROPOSER

Fehn Companies, Inc.

5050 Barthel Industrial Drive

Albertville, MN 55301

Gary Fehn, President

Phone: (763) 497-2428

gfehn@fehncompanies.com

CITY OF HANOVER
Response to Comments
Mahler Aggregate Mine
Environmental Assessment Worksheet

September 2019

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APPENDICES

- A. Written Comments Submitted to the City of Hanover

INTRODUCTION

Mahler Aggregate Mine is a proposed 130-acre expansion of an existing 25-acre aggregate mine located on 184.9 acres of land in the City of Hanover. The operation will include sand and gravel mining, a wash plant, concrete recycling, and stormwater management. Expansion of the existing aggregate mine will start in the fall of 2019 and be phased over 15 to 20 years, depending on the demand for aggregate and market conditions. All phases of mining combined will ultimately cover up to 155 acres.

An Environmental Assessment Worksheet (EAW) was prepared pursuant to Minnesota Rules Part 4410.4300, Subp. 36.A. (Land use conversion, including golf courses). The EAW and the respective comments have been reviewed in accordance with Minnesota Rules 4410.1700 to determine if the project has potential for significant environmental effects. This document includes responses to comments received by City of Hanover (City), the Findings of Fact supporting the decision, and the Record of Decision indicating an Environmental Impact Statement (EIS) is not necessary for this project.

EAW Notification, Distribution, and Comment Period

In accordance with Minnesota Rules 4410.1500, the EAW was completed and distributed to persons and agencies on the official Environmental Quality Board (EQB) distribution list. The notification was published in the EQB Monitor on August 12, 2019, initiating the 30-day public comment period. A public notice was submitted for publication in the Wright County Journal Press and a public hearing was held at the City of Hanover on August 26, 2019. The comment period ended on September 11, 2019.

COMMENTS RECEIVED

The City received written comment letters from three agencies:

1. Minnesota Office of the State Archaeologist (OSA),
2. Minnesota State Historic Preservation Office (SHPO), and
3. Minnesota Pollution Control Agency (MPCA), and
4. Minnesota Department of Natural Resources (MDNR).

None of the comments recommended preparation of an EIS. The City of Hanover did not receive comments on the EAW from residents or individual members of the public.

RESPONSE TO COMMENTS

This document includes summaries of comments followed by responses. It responds to comments individually. Comment letters are included in **Appendix A**. Responses to comments are generally confined to substantive issues that “address the accuracy and completeness of the material contained in the EAW, potential impacts that may warrant further investigation before the project is commenced, and the need for an EIS on the proposed project.” (MN Rules 4410.1600).

Minnesota Office of the State Archaeologist

Phase I Archaeological Survey

There are no previously recorded archaeological sites within or immediately adjacent to the proposed aggregate mine. We concur that no further archaeological work is recommended for this project. If human remains are uncovered during the course of construction or mining activities, all work should cease and this office should be notified.

Response

Thank you for the comment. The comment has been noted and shared with the project proponent.

Minnesota State Historic Preservation Office

Phase I Archaeological Survey

Based on our review of the project information, including the Phase I archaeological survey, we conclude that there are no properties listed in the National or State Registers of Historic Places and no known or suspected archaeological properties in the area that will be affected by this project.

Response

Thank you for the comment. The comment has been noted and shared with the project proponent.

Minnesota Pollution Control Agency

Water Resources

If wetland impacts become necessary, the best management practices (BMPs) to minimize impacts should also include: silt curtains, construction during no/low- winter conditions, and coffer or check dams. These additional BMPs will reduce total suspended solids from entering the Crow River water column.

Response

Thank you for the comment. The comment has been noted and shared with the project proponent. As noted in the EAW, if wetland impacts become necessary, they will be avoided and minimized by implementing sedimentation and water quality protection BMPs to reduce and eliminate secondary wetland impacts over time.

Noise

The MPCA does not have any concerns regarding noise from this project, assuming the developer installs the full 10-foot berm along the western edge of the proposed expansion area, and that equipment is used below ground level, as indicated. Note that the noise area classification (NAC) 1 standards apply at the residential property boundaries, not at the houses/structures. Further mitigation may be needed if any unpredicted exceedances of the state noise standards occur at the residences. Mine operators should be willing to work with residents, if needed, to identify strategies.

If land uses around the mining area change in the next 15-20 years - including the development of residential areas along the southern proposed property boundary - the operators should revisit mitigation needs in those respective areas.

Response

Thank you for the comment. The comment has been noted and shared with the project proponent.

If land use changes adjacent to or within the property boundary are proposed while mining is occurring on this site, land use decisions will be made in accordance with Minnesota Rules 7030.0030 or other environmental regulations that may be in effect at that time.

Minnesota Department of Natural Resources Comments

Land Use

The EAW states that stormwater management features will be created within the floodway. Any manipulation of the floodway through excavation or fill need to be modeled to show no rise to flood stage. The EAW lacks any description of how this will be accounted for; the response to comment/record of decision should discuss this matter.

Response

Thank you for the comment. The comment has been noted and shared with the project proponent. The EAW stated that the project will not involve mining in the floodplain, floodplain impact, and effects on flood conveyance. Construction in the floodplain will be limited to stormwater features and future trails. Construction of stormwater features within the floodplain will be achieved by excavation only. There will be no fill or berming associated with the construction of stormwater features. There will be no material stockpiled within the floodplain. Therefore, the project is not expected to increase the flood stage or result in floodplain fill.

Fish and Wildlife

We appreciate the efforts that will be employed to minimize impacts to the state-listed Blanding's turtle. We recommend that any seed mix used for the berms or temporary grassland areas be comprised of native species and include a diverse mix of blooming species that can benefit pollinators and other wildlife. This could provide habitat for wildlife, help stabilize soil, and create a visual buffer for the project. The Board of Soil and Water Resources website has helpful information on this topic and local seed companies can assist in developing an appropriate pollinator seed mix for the area.

Response

Thank you for the comment. The comment has been noted and shared with the project proponent. Consideration will be given to use of native pollinator seed mixes will be to stabilize mined areas when they are converted to temporary grassland. It should be noted, however, that temporary grasslands will likely be converted to new residential use in the future and that temporary grassland is not intended to be permanent.

Appendix A
Written Comments Submitted to the City of Hanover

Response to Comments
Mahler Aggregate Mine EAW

August 14, 2019

Cindy Nash, City Planner
City of Hanover
11250 5th St NE
Hanover, MN 55341

RE: Mahler Aggregate Mine, EAW

Dear Ms. Nash:

The Office of the State Archaeologist appreciates being given the opportunity to comment on the above listed project. Review of our records indicates that there are no previously recorded archaeological sites within or immediately adjacent to the proposed aggregate mine. We concur with the results contained in the letter report prepared by Nienow Cultural Consultants, LLC regarding the 2019 phase I archaeological survey for Mahler Aggregate Mine, stating that no further archaeological work is recommended for this project. However, a negative survey does not preclude the possibility of unrecorded archaeological remains or burials within the project area. If human remains are uncovered during the course of construction or mining activities, all work should cease and this office should be notified, in addition to local law enforcement.

Please contact me if you have any questions or concerns.

Sincerely,



Jennifer Tworzyanski
Assistant to the State Archaeologist
Kellogg Center
328 West Kellogg Blvd
St Paul, MN 55102
651.201.2265
jennifer.tworzyanski@state.mn.us

AUG 19 2019

August 30, 2019

Ms. Cindy Nash
City of Hanover
11250 5th St NE
Hanover, MN 55341

RE: EAW - Mahler Aggregate Mine Expansion
T120 R23 S30; T120 R24 S25
Hanover, Wright County
SHPO Number: 2019-2317

Dear Ms. Nash:

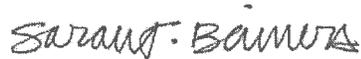
Thank you for consulting with our office during the preparation of an Environmental Assessment Worksheet for the above-referenced project.

Based on our review of the project information, including the Phase I archaeological survey, we conclude that there are no properties listed in the National or State Registers of Historic Places and no known or suspected archaeological properties in the area that will be affected by this project.

Please note that this comment letter does not address the requirements of Section 106 of the National Historic Preservation Act of 1966 and 36 CFR § 800. If this project is considered for federal financial assistance, or requires a federal permit or license, then review and consultation with our office will need to be initiated by the lead federal agency. Be advised that comments and recommendations provided by our office for this state-level review may differ from findings and determinations made by the federal agency as part of review and consultation under Section 106.

Please contact our Environmental Review Program at (651) 201-3285 if you have any questions regarding our review of this project.

Sincerely,



Sarah J. Beimers
Environmental Review Program Manager

SEP 04 2019

September 9, 2019

Cindy Nash
City Planner
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: Mahler Aggregate Mine Environmental Assessment Worksheet

Dear Cindy Nash:

Thank you for the opportunity to review and comment on the Environmental Assessment Worksheet (EAW) for the Mahler Aggregate Mine project (Project) in the city of Hanover, Wright County, Minnesota. The Project consists of a 130-acre expansion of an existing aggregate mine. Regarding matters for which the Minnesota Pollution Control Agency (MPCA) has regulatory responsibility or other interests, the MPCA staff has the following comments for your consideration.

Water Resources (Item 11)

Please note that if wetland impacts become necessary, the best management practices (BMPs) to minimize impacts should also include: silt curtains, construction during no/low – winter conditions, and coffer or check dams. These additional BMPs will reduce total suspended solids from entering the Crow River water column. For further information about wetlands, please contact Bill Wilde at 651-757-2825 or William.wilde@state.mn.us.

Noise (Item 17)

- At this time, the MPCA does not have any concerns regarding noise from this project, assuming the developer installs the full 10 foot berm along the western edge of the proposed expansion area, and that equipment is used below ground level, as indicated. Note that the noise area classification (NAC) 1 standards apply at the residential property boundaries, not at the houses/structures.
- Further mitigation may be needed if any unpredicted exceedances of the state noise standards occur at the residences. Mine operators should be willing to work with residents, if needed, to identify strategies.
- If land uses around the mining area change in the next 15-20 years – including the development of residential areas along the southern proposed property boundary – the operators should revisit mitigation needs in those respective areas. For noise related questions, please contact Fawkes Steinwand at 651-757-2327 or Fawkes.Steinwand@state.mn.us.

Cindy Nash
Page 2
September 9, 2019

We appreciate the opportunity to review this Project. Please provide your specific responses to our comments and notice of decision on the need for an Environmental Impact Statement. Please be aware that this letter does not constitute approval by the MPCA of any or all elements of the Project for the purpose of pending or future permit action(s) by the MPCA. Ultimately, it is the responsibility of the Project proposer to secure any required permits and to comply with any requisite permit conditions. If you have any questions concerning our review of this EAW, please contact me by email at Karen.kromar@state.mn.us or by telephone at 651-757-2508.

Sincerely,



Karen Kromar
Project Manager
Environmental Review Unit
Resource Management and Assistance Division

KK:bt

cc: Dan Card, MPCA, St. Paul
Bill Wilde, MPCA, St. Paul
Fawkes Steinwand, MPCA, St. Paul
Suzanne Hanson, MPCA, Duluth

September 11, 2019

Cindy Nash
City Planner
11250 5th Street NE
Hanover, MN 55341

RE: Mahler Aggregate Mine

Dear Cindy Nash,

The Minnesota Department of Natural Resources (DNR) has reviewed the Environmental Assessment Worksheet (EAW) for the Mahler Aggregate Mine. Regarding matters for which the DNR has regulatory responsibility or other interests, we offer the following comments for your consideration.

Item 9. Land use: Page 7 (and related Figures) state that stormwater management features will be created within the floodway. Any manipulation of the floodway through excavation or fill need to be modeled to show no rise to flood stage. The EAW lacks any description of how this will be accounted for; the response to comment/record of decision should discuss this matter. Please contact DNR Area Hydrologist James Bedell (james.bedell@state.mn.us) with any questions.

Item 13. Fish, wildlife, plant communities, and sensitive ecological features: We appreciate the efforts that will be employed to minimize impacts to the state-listed Blanding's turtle.

We recommend that any seed mix used for the berms or temporary grassland areas be comprised of native species and include a diverse mix of blooming species that can benefit pollinators and other wildlife. This can not only provide habitat for wildlife, but help stabilize soil, and create a visual buffer for the project. The Board of Soil and Water Resources website has helpful information on this topic and local seed companies can assist in developing an appropriate pollinator seed mix for the area.

On behalf of the DNR, thank you for consideration of these comments.

Sincerely,

/s/Rebecca Horton
Region Environmental Assessment Ecologist

CC: James Bedell, Area Hydrologist

**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 Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 17th day of September 2019.

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 09-17-19-77

A RESOLUTION FINDING THAT THE PROPOSED MAHLER AGGREGATE MINE DOES NOT HAVE POTENTIAL FOR SIGNIFICANT ENVIRONMENTAL IMPACTS

WHEREAS, Fehn Companies, Inc. (“Developer”) is the contract purchaser of the real property described in the Mahler Aggregate Mine Environmental Assessment Worksheet and is proposing a residential development of said property; and

WHEREAS, the project required preparation of a mandatory Environmental Assessment Worksheet (EAW) pursuant to Minnesota Rules 4410.4300, Subpart 12b; and

WHEREAS, the EAW was ordered by the City of Hanover City Council on April 16, 2019; and

WHEREAS, the EAW was published in the Environmental Quality Board (EQB) Monitor on August 10, 2019; and

WHEREAS, comments regarding the EAW were received during the 30-day comment period ending on September 11, 2019 and all comments received have been considered; and

WHEREAS, the EAW and the comments received during the comment period indicated the lack of potential for significant environmental effects resulting from the proposed project; and

WHEREAS, the EAW, in conjunction with comment responses and identified permitting and mitigation, will address environmental effects caused as a result of the project; and

WHEREAS, the City Council is required to base its decision on the need for an Environmental Impact Statement (EIS) and the proposed scope of an EIS on the information gathered during the EAW process and on the comments received on the EAW. Pursuant to Minnesota Rules 4410.1700, in deciding whether a project has the potential for significant environmental effects, the following factors shall be considered:

- a. Type, extent and reversibility of environmental effects.
- b. Cumulative potential effects of related or anticipated future projects.

- c. The extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority.
- d. The extent to which environmental effects can be anticipated and controlled as a result of other environmental studies undertaken by public agencies or the project proposer, or of EISs previously prepared on similar projects.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Hanover now makes the following determinations:

1. The City Council makes a negative declaration on the need for an Environmental Impact Statement for the proposed project. Based on the foregoing information, the proposed Mahler Aggregate Mine does not have potential for significant environmental effects and that preparation of an Environmental Impact Statement is not to be required based on a review of the submitted EAW and comments received.
2. None of the potential environmental effects identified in the EAW are deemed to be significant or to materially adversely affect the environment, particularly in light of the mitigative measures proposed or integrated into the project, the studies which have been undertaken, the Response to Comments incorporated herein, and the extent to which they are subject to ongoing regulatory authority through the zoning and subdivision ordinance requirements, a development agreement, the conditions attached to permits and plans, and public and private improvements which are either in place or will be constructed.
3. This document, all matters set forth above and incorporated herein, together with the EAW and the Findings of Fact and Record of Decision, shall constitute the Record of Decision.

Council members voting in favor:

Opposed or abstained:

Adopted by the City Council this 17th day of September, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator