

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
SEPTEMBER 18, 2018 – OFFICIAL MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, August 21, 2018 to order at 6:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek, and MaryAnn Hallstein. Also present were City Administrator Brian Hagen and Public Works Supervisor Jason Doboszanski.

Approval of Agenda

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

Consent Agenda

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

a. **Approve Minutes of September 4, 2018 City Council Meeting**

b. **Approve Claims as Presented:**

➤ Claims	\$ 79,063.81
➤ Payroll	\$ 9,946.30
➤ P/R taxes & Exp.	\$ 3,527.25
➤ Other Claims	\$ <u>2,395.85</u>
➤ Total Claims	\$ <u>94,933.21</u>

c. **Res No 09-18-18-88 – Adopting 2019 Preliminary Budget & Levy**

d. **Res No 09-18-18-89 – Approving 2018 Pavement Improvement Project Pay Voucher #3**

Motion carried unanimously.

Cemetery Columbarium

Hagen indicated that a local concrete company is will to donate material and labor needed to install footings for a columbarium. Staff has found that a columbarium which could house approximately 48 niches or 96 cremations would cost approximately \$25,000. This amount would change based on design and other features installed around the structure. Before expending additional time on design and cost options, staff is seeking input from Council on whether the City would be interested in installing a columbarium in one of the City Cemeteries.

Council consensus was this was worth considering. They requested design options and what other cemeteries charge for a niche.

Street Sweeping Services

Hagen informed Council that the company who has provided sweeping services to the City for the past several years will be closing as the owner is retiring. The company is located in Hanover, and has indicated a willingness to sell one of their machines to the City for approximately \$6,000. Staff received estimates from different companies for future services and the cost would be approximately \$5,500 for the routine spring and fall sweepings. Staff anticipates higher costs based on case by case basis sweepings that typically occur throughout the year. I.e. parade route sweepings. Staff also estimates in house labor costs to be \$1,500 and routine broom replacements on the machine at about \$600-\$800.

Council consensus was to purchase the sweeper. Staff would finalize price and bring a resolution to purchase to the next meeting.

Skid Loader Replacement

Doboszinski explained the quote to replace the skid loader. The quote is up from previous years due to steel price increases and an adjustment to the machine's controls. The current machine has older style controls whereas the new machine would have modern controls utilizing a joystick versus foot pedals and levers. Staff who use the machine the most would prefer the newer style controls as they are more efficient with that style.

Kauffman felt that the City should stop the annual trade in plan and keep the machine for several years. Council asked the benefit of the trade in program and Doboszinski explained that annual maintenance cost alone is approximately \$1,500. Historically the city has paid an additional \$1,000 which provides the City with a new machine, full warranty, and confidence that there will not be any breakdowns.

Hammerseng suggested trading in the old machine to upgrade the controls and to delay considering the trade in program until next year. At that time the City can consider cost based on what steel or other material prices are at.

MOTION by Warpula to approve the trade in of the Bobcat Skid Loader, seconded by Hammerseng.
Motion carried unanimously.

Law Enforcement Coverage

Kauffman explained that the City worked with legislatures in the past to try to adjust laws on how sheriff coverage may occur. He felt there would be a benefit to Hanover and other cities in the same situation to be able to contract for coverage where counties may patrol the entire city. Council directed Hagen to reach out and find other cities in similar situations and to see if anyone has input on the matter. Council also desires to work with legislatures to see if there is an alternative solution to current restrictions.

November 6, 2018 Council Meeting Date Change

Hagen requested Council to change the first meeting in November due to that day being the General Election. Hagen noted that the Council will need to canvass election results from the General which requires a special meeting. Council suggested November 8th or November 14th, which ever date falls within the canvassing period.

Reports

Doboszinski

- Noted the downtown parking lot is under construction.
- Public Works is in winter transition mode to finish up some last projects and change over for the winter months.

Hagen

- Absentee Voting begins September 21st
- Provided an update on the Mahler Mining IUP. Staff will likely bring a short-term simple extension to Council for consideration while the permit renewal can be completed. The renewal would fall under the new regulations and therefore will require new plans and additional review period.

Warpula

- Requested no parking signs on Crow River Drive and Church St. Staff indicated that no parking signs already exist on Crow River Dr based on Council direction from two years ago.
- Requested the curb in front of Maverick Construction be painted yellow to restrict parking and reduce congestion of on street parking downtown. Staff indicated that once the parking lot is completed, a review of on street parking in downtown will be completed with some curbing being painted yellow.

Warpula left at this time for Fire Department training.

Hagen requested Council direction on the no parking signs for Church St. Council felt there was no need at this time to install signs.

Adjournment

MOTION by Hammerseng to adjourn at 7:03 p.m., seconded by Hallstein. **Motion carried unanimously. Warpula Absent.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator