

**CITY OF HANOVER
JOINT CITY COUNCIL & PARK BOARD MEETING
OCTOBER 22, 2019 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the special joint meeting between the City Council and Park Board of Tuesday, October 22, 2019, to order at 7:14 pm. Present were Mayor Chris Kauffman, Councilors Ken Warpula, Doug Hammerseng, Jim Zajicek and MaryAnn Hallstein. Park Board members Mat Boie, Jeff Grupp, Dani Vetrano, Scott Jamison and Leslie Murphy. Also present were City Administrator Brian Hagen and Accountant / Deputy Clerk Jackie Heinz. No guests were present.

Approval of Agenda:

Hagen requested to add employee update as item 3b.

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

New Business:

Park Amenity Priorities

Hagen stated the purpose of the meeting is to identify amenities to current parks and future parks. Park Dedication Fees are collected and deposited into a restricted fund, a priority list needs to be set to help with the process.

Boie stated the top amenity priorities per park and the cost:

Settlers Park

- Bandshell \$200,000
- Update Restrooms and Kitchen in Shelter \$100,000

Cardinal Circle Park

- Multi-Purpose Sport Court \$40,000
- Restroom Facilities \$20,000

Mallards Landing Park

- Tot Lot \$20,000

Pheasant Run Park

- Tot Lot \$20,000

EagleView Park

- Nature Based Walking Path \$30,000

BridgeView Park

- N/A

Total Amount of \$430,000

Grupp stated the riverfront property by the Historic Bridge is estimated at \$1 million to purchase, he feels it is more important to improve and update what we have, there is more opportunity to make the existing better. Hagen stated Park Dedication Fees can only be used for park improvements, not to maintain or replace existing park structures.

Grupp inquired about asking the Hanover Lions for a donation to help with the shelter upgrade. Hagen stated the Hanover Lions asked roughly a year ago about doing upgrades to the shelter but no progress has come of it.

Hammerseng inquired if Park Dedication Fees were required to be used on certain park areas based on where the money came in from. Hagen stated no, used throughout the entire community. Kauffman stated the list needs to be prioritized and financially work as well. Jamison stated the priorities should be those with the best return for the community.

Discussion continued around pricing of the priorities, addition of Cardinal Circle warming house, use of 10% gambling proceeds, possible future Park Dedication Fee amounts, 2 acres of City owned property adjacent to Settlers Park, future land acquisition and setting funds aside for those acquisitions.

Council and Park Board consensus to get hard costs on the top amenity priorities listed and then prioritize the list.

Employee Update

Hagen stated an employee has been taking unpaid time off. Hagen further stated the employee gave a verbal resignation last Wednesday wanting to adjust the current policy to include a furlough. Hagen stated a furlough doesn't function well from an operating standpoint. Hagen further stated the employee gave a written resignation on Friday with a last day of October 29, 2019, the employee rescinded his resignation this morning and is able to do so as council hasn't approved his resignation. Hagen inquired if Council would like to consider an employee furlough policy.

Warpula asked how many days off for the furlough, Hagen stated 2 additional weeks of furlough beyond vacation time, the time would be required to taken in groups of a certain number of days with advance notice. Zajicek inquired how vacation is accrued, Hagen stated vacation is accrued up front. Hagen further stated the current system is not broken, there are 5 of 6 employees operating within the current limits. Kauffman inquired how much unpaid time off the employee has received, Hagen stated roughly 7 weeks since start of employment and 2 1/3 weeks in 2019. Zajicek inquired if this affects overtime, Hagen stated projects are still getting done but could be more efficient. Zajicek inquired if the City is legally bound to any standards, Hagen stated only to what the City policy states, the employee has used all of their vacation time for the year in 2 months and isn't always accruing comp time. Hallstein inquired if the City would find someone with a similar skill set, Hagen stated the plan is to keep the application period open until November 1st, if the employee decides to stay we will notify applicants who have already applied. Hammerseng stated if 2 weeks hasn't been adequate previously it won't be in the future.

Council consensus of no desire to discuss an employee furlough option.

Adjournment

MOTION by Warpula to adjourn at 8:44 pm, seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator