

**CITY OF HANOVER
CITY COUNCIL MEETING
NOVEMBER 8, 2017 – OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Wednesday, November 8, 2017 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Accountant / Deputy Clerk Jackie Heinz, City Attorney Jay Squires and Public Works Supervisor Jason Doboszanski. Guests included Wright County Sheriff.

Approval of Agenda:

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

Consent Agenda:

Hammerseng stated the title for Resolution 11-08-17-112 is incorrect.

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

1. Consent Agenda Items:

- a. **Approve Minutes of October 17, 2017 City Council Meeting**
- b. **Approve Minutes of October 23, 2017 Joint City Council/Planning Commission Meeting**
- c. **Approve Claims as Presented:**
 - **Claims** \$ 745,790.92
 - **Payroll** \$ 8,276.29
 - **P/R taxes & Exp** \$ 3,229.50
 - **Other Claims** \$ 2,320.77
 - **Total Claims** \$ 759,617.48
- d. **Res No 11-08-17-106 – Designating City of Hanover Building Official**
- e. **Res No 11-08-17-107 – Approving Purchase of Fire Department Laptop**
- f. **Res No 11-08-17-108 – Certifying Assessments of Delinquent Utilities**
- g. **Res No 11-08-17-109 – Designating 2018 Election Polling Place**
- h. **Res No 11-08-17-110 – Approving Public Works Facility Construction Pay Voucher #2**
- i. **Res No 11-08-17-111 – Approving Donation of Unused Equipment to FYCC**
- j. **Res No 11-08-17-112 – Approving Release of Escrow Funds for Schendels Field Development**

Motion carried unanimously.

Citizen's Forum:

None

Public Hearings:

None

Unfinished Business:

None

New Business:

8th St. Industrial Park Road Surface Material

Hagen explained a prospective business is interested in purchasing the parcel to store road signs. Our ordinance supports the outdoor storage if screened. The parcel would require the roadway be improved according to local regulations. Justin supports a gravel road versus an asphalt road, but staff is seeking council direction on the road surface material they want to enforce.

Kauffman asked if we maintain the road. Doboszinski stated Jim Schendel puts gravel down and grades, we apply dust control.

Kauffman asked if the road could continue to be a private drive within the right of way. Squires recommended an agreement stating the prospective business could use the right of way, be responsible for maintenance and also indemnify the City.

City Hall Roof Repair

Doboszinski stated the contractor was impressed with the condition of the roof for the age of it. The contractor recommended to repair the roof, not replace. Hammerseng stated the cost seems minimal. Warpula asked if we could do the repairs ourselves, Doboszinski stated it's difficult to find the holes to be repaired.

MOTION by Hallstein to approve City Hall Roof Repair completed by Central Roofing for \$4,100.00, seconded by Hammerseng. **Motion carried unanimously.**

Res. No. 11-08-17-113 Phone System Upgrade

Hagen explained the current phone system is aged, we are no longer able to purchase new phones but rather purchase previously used equipment. Hagen met with the City's IT consultant and discussed various options. The proposal we received is in the middle of the range. Included in the proposal is bringing an internet line to the new Public Works building and all new phones. We would still need 2 analog lines at the Public Works building for the sprinklers, 1 analog line at City Hall for faxes and 1 analog line at the Fire Station for calls.

Kauffman inquired why there is fiber to the Fire Station, Hagen stated for internet as well as City Hall's off site back up.

Kauffman suggested asking surrounding communities what service they have, there are cities which receive Comcast for free. Hagen stated the Comcast bill should be reduced by entering into a contract and bundling service, and increase for updated services creating a wash between the two. Kauffman suggested looking into Comcast phones to get voice over IP.

MOTION by Kauffman to table Res. No 11-08-17-113, seconded by Warpula. **Motion carried unanimously.**

2018 Final Budget – Draft 1

Hagen stated no changes have been made since the adoption of the preliminary levy. Hagen requested Council review the budget and present suggested changes or questions. Hagen would also review the budget and finalize any estimates that exist as well as consider where budget lines are at for the 2017 year for comparison.

Kauffman noted that some of the 2017 budget line items are over budget. Hagen stated that some items did go over, but overall the City's budget is sitting healthy for 2017. Hagen noted a budget amendment would be presented prior to the annual audit to ensure we operated within our means.

Reports

Doboszinski

- Removed the trees and awnings from the EDA owned house. Waiting on the asbestos results.
- Concrete is complete in Settlers Park.

Heinz

- Helped with the School Board election on Tuesday.

- At the October Park Board meeting, Marc Mattice from the Wright County Parks attended regarding Riverside Park. Ideas for the park were discussed. Mattice suggested writing a letter from the Hanover Park Board addressed to the Wright County Park Board with suggestions for improvements to the park.

Hagen

- Crow River Heights addition has dug the first house, concerns of extra fill and too much material on site, there will be an amendment to the grading plan for the entire addition. The engineer will prepare a new plan which takes driveway slope into effect.
- River Inn is no longer interested in purchasing the EDA owned house, Jodi withdrew her offer, back to demoing.

Hallstein

- Will be attending Land Use training.

Kauffman

- Hennepin County Assessors are predicting a double-digit increase in values next year.
- Met with Wayne Elam and Harris Duininck regarding the Duininck pit.

Adjournment

MOTION by Hammerseng to adjourn at 7:52 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator