

**CITY OF HANOVER
CITY COUNCIL MEETING
NOVEMBER 19, 2019 – OFFICIAL MINUTES**

Call to Order:

Mayor Chris Kauffman called the regular meeting of Tuesday, November 19, 2019 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, City Engineer Justin Messner and City Planner Cindy Nash. Guests included Doug Voerding of the Wright County Journal Press, Gary Fehn, Scott Dahlke and Joe Kaul.

Approval of Agenda:

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

Consent Agenda:

Hagen noted a typo to the claims amount and corrected it to \$131,842.46. The total claims listed on the agenda was correct.

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

a. Approve Minutes of November 4, 2019 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 131,842.46
➤ Payroll	\$ 9,531.32
➤ P/R taxes & Exp.	\$ 3,448.28
➤ Other Claims	<u>\$ 2,602.32</u>
➤ Total Claims	<u>\$ 147,424.38</u>

c. Res No 11-19-19-99 – Approving 2019 Chip Seal Project Final Pay Voucher

Motion carried unanimously.

Fehn Mining IUP Application – 15th St. NE Improvements

Nash outlined Fehn’s narrative for the IUP application to expand the current Mahler Mining operation. As part of ordinance requirements, the developer shall identify a 10-ton haul route at the shortest distance from the mine to a county road. In this scenario, Fehn identifies 15th St. NE as that route, however, 15th St. NE is currently considered a 5-ton road. Fehn identifies gravel tax and haul fees paid to Hanover as eligible funds for these improvements in the narrative.

Council discussed feedback received to date on the project and agree that a road improvement project is needed for 15th St. NE. Some members expressed support for Hanover contributing \$100,000 of the gravel tax and haul fees towards the road project, but felt St. Michael and Fehn should both provide funding as well.

Discussion continued on other improvements in the form of a separated trail and turn lanes at CSAH 19. Council directed WSB to complete a feasibility study for those improvements. Kauffman and Hagen would also meet with St. Michael to discuss funding.

Hanover Historical Society – Historic Bridge Lighting Donation

Kaul, from Hanover Historical Society, was present to provide an update on a project that has been discussed with the Hanover Park Board. The Historical Society has been working with a local resident to formulate a scope of work which in the end would install upgraded bridge lighting on the Historic Bridge. The lighting would be able to change colors when desired as well. The Hanover Park Board has expressed

support of the project contingent on receiving the State Preservation's Office approval that the project would not retract from the historical significance and limit future grant funding opportunities. Kaul stated he has received approval from the State but the letter provided was outdated. Council directed Kaul to receive an updated letter noting the approval for colored lighting to be installed.

Hanover Historical Society – Carriage Storage Request

Kaul requested permission to store the Historical Society's horse drawn carriage in the City Hall garage until future permanent storage is identified. Council agreed to the request but noted that should the City complete a remodel of the area, the carriage may no longer be allowed to be stored there just as it is with the Harvest Festival Float. Kaul noted he agreed and understood the terms.

Gambling Proceeds

Hagen noted that after the last meeting and a request to donate a portion of the City's Gambling Proceeds to the food shelf, discussion was brought back to identify whether the City would be interested to honor the request. After discussion, Council felt that the funds collected currently are best utilized on City events.

Res NO 11-19-19-100 – Approving Revised WSB Proposal 2020 Pavement Mgmt Services

Engineer Messner outlined the updated proposal. He noted that a change in cost estimate is related to the results of the road analysis conducted. The road current road condition would support a mill and overlay project which reduces the amount of road design and construction needs. Messner further noted that when future projects are coming, WSB would be able to complete a road analysis prior to submitting the engineering services proposal. This would give a far better estimate of costs expected.

MOTION by Hammerseng to approve Res No 11-19-19-100, seconded by Hallstein. **Motion carried unanimously.**

City Policies Cemetery Policy Review

Council reviewed the draft language for changes to the policy. They suggested in the event a niche is sold that just the plaque is returned to the owner versus the whole door. They preferred a uniform size for the niche plaque but were open to various designs. Lastly, they wanted better clarifying language on when a veteran marker is allowed.

2020 Fee Schedule – Draft 1

Council provided feedback to charge \$750 for resident Columbarium Niches and \$900 for non-resident. Council desired the park shelter rental to increase to a flat \$135 and for utility fees to increase 3%. Hagen noted an Ordinance adopting the 2020 Fee Schedule would come back to the December Worksession.

2020 Final Budget – Draft 1

Hagen noted there were no major changes from the preliminary budget adoption. He stated there would be a couple last minor changes, but the results would likely be a small decrease to the levy. Council directed a resolution to be brought back to the December 3rd meeting for adoption after the Truth in Taxation hearing.

Reports

Warpula noted the FRA Turkey Bingo is Friday November 22nd.

Hagen

- Inquired as to whether Council wanted to hang Christmas Lights again this year. Consensus was yes.

- Inquired as to whether Council wanted a third party to review audit documents as we did the last few years. Hagen noted the review was not for the purpose of assisting Heinz with the audit preparation, instead, it is a means to have a third party review the work for completeness to prevent written findings by the auditor. Council does not want a third party review.
- Hagen provided an update on a driveway on 3rd St. NE. Staff feels minimal worked is needed to remove sediment from the ditch near the driveway's culvert. This work would fall under MS4 requiriements.

Adjournment

MOTION by Hallstein to adjourn at 9:44 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator