

**AGENDA
HANOVER CITY COUNCIL
NOVEMBER 20, 2018**

**MAYOR
CHRIS KAUFFMAN**

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

- 1. Call to Order Regular City Council Work Session: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of November 14, 2018 Election Canvassing Board Meeting (3)**
 - b. Approve Minutes of November 14, 2018 City Council Meeting (4)**
 - c. Approve Claims as Presented: (7)**

➤ Claims	\$ 61,659.16
➤ Payroll	\$ 9,052.27
➤ P/R taxes & Exp.	\$ 3,246.43
➤ Other Claims	\$ 2,369.34
➤ Total Claims	<u>\$ 76,327.20</u>
 - d. Res No 11-20-18-115 – Approving 2018 Pavement Improvement Project Final Pay Voucher (22)**
- 4. Res No 11-20-18-116 – Approving Hanover Historical Society Snow Plowing Agreement (34)**
- 5. Review of Ordinance 2018-05 – Adopting 2019 Fee Schedule (38)**
- 6. EDA Recommendation of Dilapidated Structures (46)**
- 7. Reports**
- 8. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: November 16, 2018
Re: Review of November 20, 2018 City Council Work Session Agenda

1. Call to Order Regular City Council Work Session: 6:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent agenda.*
 - a. Approve Minutes of November 14, 2018 Election Canvassing Board Meeting (3)
 - b. Approve Minutes of November 14, 2018 City Council Meeting (4)
 - c. Approve Claims as Presented: (7)

➤ Claims	\$ 61,659.16
➤ Payroll	\$ 9,052.27
➤ P/R taxes & Exp.	\$ 3,246.43
➤ Other Claims	<u>\$ 2,369.34</u>
➤ Total Claims	<u>\$ 76,327.20</u>
 - d. Res No 11-20-18-115 – Approving 2018 Pavement Improvement Project Final Pay Voucher (22)
4. Res No 11-20-18-116 – Approving Hanover Historical Society Snow Plowing Agreement (34)
Enclosed is an agreement prepared by the City Attorney. This agreement provides snow plowing services to the Hanover Historical Society at their location in exchange for public parking for visitors to the City Cemetery on an adjacent parcel.
5. Review of Ordinance 2018-05 – Adopting 2019 Fee Schedule (38)
Discussion will be held on potential adjustments to the City's Fee Schedule. Final Adoption will come on December 4th, with fees being implemented in 2019.
6. EDA Recommendation of Dilapidated Structures (46)
Enclosed is a memo outlining two potential code section violations for two properties within the City. Attached to the memo are pictures of the houses located on the properties. Discussion on how the Council would like to proceed will continue from the previous meeting.
7. Reports
8. Adjournment

**CITY OF HANOVER
2018 ELECTION CANVASSING BOARD DRAFT MINUTES**

Call to Order

Mayor Kauffman called the 2018 Election Canvassing Board Meeting of Tuesday, November 14, 2018 to order at 7:00 p.m. Present were Chris Kauffman, Doug Hammerseng, Ken Warpula, and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Jackie Heinz, City Attorney Jay Squires, Public Works Supervisor Jason Doboszenski, City Planner Cindy Nash, and several guests.

Approval of Agenda

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

Res No 11-14-18-114 – Canvassing Results and Declaring Winners of 2018 Municipal Election

Hagen stated that the results were tallied for both absentee voting and in person voting on Election Day. These results are present in the abstract within the Resolution.

MOTION by Warpula to approve Res No 11-14-18-1114, seconded by Hammerseng. **Motion carried unanimously.**

Adjournment

MOTION by Warpula to adjourn at 7:01 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
CITY COUNCIL MEETING
NOVEMBER 14, 2018 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Wednesday, November 14, 2018 to order at 7:01 p.m. Present were Mayor Chris Kauffman, Councilors Ken Warpula, Doug Hammerseng and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Accountant / Deputy Clerk Jackie Heinz, Public Works Supervisor Jason Doboszinski, City Attorney Jay Squires and City Planner Cindy Nash. Other guests included Fire Chief Dave Malewicki, Toby Heinz, Derek Bostrom, Carl Olson, Brian Gronsberg, Dylan Freund, Doug Voerding from the Journal Press, Randy Whitcomb and Tom and Stephanie Gleason.

Approval of Agenda:

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

Consent Agenda:

Heinz added claims in the amount of \$11,250.00. New claims total would be \$395,664.31. Hammerseng asked for clarification on item c, Hagen explained the certified amount goes against next years tax payment of the delinquent property owner. Property owners have been notified via mail and phone, Veolia is willing to work on payments.

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

a. **Approve Minutes of October 16, 2018 City Council Work Session Meeting**

b. **Approve Claims as Presented:**

➤ Claims	\$ 356,142.52
➤ Payroll	\$ 17,332.87
➤ P/R taxes & Exp	\$ 6,327.93
➤ Other Claims	\$ <u>4,610.99</u>
➤ Total Claims	\$ <u>384,414.31</u>

c. **Res No 11-14-18-103 – Approving Delinquent Utility Assessment Certifications**

d. **Res No 11-14-18-104 – Approving Rental Dwelling Licenses**

e. **Res No 11-14-18-105 – Terminating SEH Inc. Contract**

f. **Res No 11-14-18-106 – Approving Wright County 2020-2021 Assessor Contract**

g. **Res No 11-14-18-107 – Approving EDA Business Social Appreciation Token Budget**

h. **Res No 11-14-18-108 – Approving Exempt Gambling Permit for RMEF**

i. **Res No 11-14-18-112 – Approving Hennepin County Pictometry Contract**

j. **Res No 11-14-18-113 – Accepting Donation from Hanover Lions Club**

Motion carried unanimously.

Citizen's Forum:

Present Tom Gleason and Randy Whitcomb with Appreciation Plaque

Hagen presented Tom Gleason with an appreciation plaque for serving 14 years on the Park Board, he also presented Randy Whitcomb with an appreciation plaque for serving 17 years on the EDA.

Fire Department Pinning – Dylan Freund

Fire Chief Dave Malewicki stated Dylan Freund has successfully completed one year of probation. Chief Malewicki further stated Freund will be a great asset for the Hanover Fire Department. Toby Heinz and Carl Olson then presented Freund with his Fire Department Badge and Pins.

Public Hearings:

None

Unfinished Business:

None

New Business:

Res. No. 11-14-18-109 – Approving EDA Matching Grant Incentive

Hagen stated the grant and loan are for pavement improvements to Roy C. Inc. Hagen further stated the project has already been completed, therefore the EDA reduced the amount of the grant portion to \$3,750 and left the zero-interest loan at \$7,500.

MOTION by Warpula to approve Res No 11-14-18-109, seconded by Hammerseng. **Motion carried unanimously.**

Res. No. 11-14-18-110 – Adopting the City of Hanover 2040 Comprehensive Plan

Nash stated the attached comprehensive plan has been worked on for the last year and a half. At the October Planning Commission meeting residents made comments and asked questions regarding impact to their property. Most inquiries came from residents on county road 123 on the Hennepin County side of Hanover. Hammerseng asked if there are any unresolved issues. Nash stated all comments and questions were discussed, residents now understand the future stated by the comprehensive plan doesn't dictate what property owners can do now. Kauffman asked Nash to explain goal #1. Nash stated the city should grow in a consciences manner and think logically about growth.

MOTION by Hammerseng to approve Res No 11-14-18-110, seconded by Hallstein. **Motion carried unanimously.**

2019 Final Budget – Draft 1

Warpula asked if there were any changes since the last preliminary budget. Hagen stated the full tax capacity was received from Wright County, the number was close to the estimation and is down to 45.28%. Hagen further stated there were no changes to revenue or expenditures, he will be working with the Fire Chief for expected capital purchases. Hammerseng inquired what the goal or optimum number is for the tax levy. Hagen stated the goal is to maintain or reduce, new construction and home values of increased and Hanover competes well with the surrounding communities.

Res. No. 11-14-18-111 – Approving Settlers Park Ballfield Lighting Change Order

Hagen stated Xcel did not want to expand service and is requiring a new box be installed to run the lights on the new ballfield and be fully functional. The city will be charged cost, all the lights have been tested and everything is in working condition.

MOTION by Hammerseng to approve Res No 11-14-18-111, seconded by Warpula. **Motion carried unanimously.**

January 1, 2019 City Council Meeting Date Change

MOTION by Hallstein to change the January 1, 2019 meeting date to January 3, 2019, seconded by Warpula. **Motion carried unanimously.**

EDA Recommendation on Dilapidated Structures

Hagen stated the EDA discussed low cost options to make the town better with regards to 2 homes located downtown, one on Church Street and another on Mill Pond which have boarded up windows, paint peeling, etc. Kauffman stated the flood plain may be an issue with the home on Mill Pond, inquired if the City has reached out to the land owners. Hagen stated no land owners have been contacted. Squires stated

the city can approach the issues in a voluntary manner, examples include asking to clean up the property and EDA incentives, or in an involuntary matter, examples include authority under code, hazardous building law and city order under state law. Hallstein stated the goal is to remove the homes, she inquired if there is a potential cost to the city if the property owners are forced to comply. Squires stated if the property is condemned it becomes the cities, the law allows the city to recover costs, but in the end they won't be paid. Hagen asked what the end goal is. Hammerseng stated if the city would like something done, what is it and why. Hallstein stated redevelopment, could help offset cost to the property owner through the City or EDA. Hallstein further inquired what kind of program this would fit under. Kauffman inquired the cost to tear down the home on River Road by Public Works. Doboszinski stated under \$10,000. Hammerseng inquired what the end goal is for the EDA and does this fall within the EDA guidelines. Hagen stated the Church Street property could fall under the EDA guidelines, but the Mill Pond property likely would not. Hallstein stated when attending the LMC conference other cities stated they have fix-up funds for residential properties. Hallstein inquired is the Mill Pond home stays if it violates any ordinances. Hagen stated staff has not dug that deep. Nash stated to look into ordinance 8.2. Hagen stated staff will bring back to council once more information is known.

Reports

Doboszinski

- Sweeping is complete, 12,600 lbs. of debris was taken off the streets.

Nash

- The Mahler pit IUP expires this year, Fehn Companies has filed for a temporary extension while future plans are figured out.

Warpula

- Poultry Social is taking place on Friday at 7:00 pm at City Hall.

Hagen

- Elections are done, there will be no recount for Hennepin County
- Xcel has begun enforcing no hanging of Christmas lights or flags on poles with distribution lines.
- Thanksgiving is next week, City Hall is closed on Thursday and Friday.

Kauffman

- Foxtailers will be putting out mats on the old bridge on Thursday.
- There was 76.6% voter participation in Hanover on Election day.

Adjournment

MOTION by Warpula to adjourn at 8:16 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

CITY OF HANOVER

11/16/18 10:02 AM

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Payments

Current Period: November 2018

Batch Name	11/20/18 PAY	Payment	Computer Dollar Amt	\$61,659.16	Posted
Refer	2546	AFLAC	Ck# 002507E	11/20/2018	
Cash Payment	G 100-21706	Medical/Dental Ins	Supplemental Insurance - November 2018 - Acct. #G1V17		\$249.99
Invoice	149245	11/9/2018			
Transaction Date	11/14/2018	Due 0	Cash	10100	Total \$249.99
Refer	2552	ALLINA HEALTH SYSTEM	Ck# 002508E	11/20/2018	
Cash Payment	E 100-42240-310	Other Professional Servi	Medical Directorship - 4th Quarter 2018		\$765.98
Invoice	110024577	10/31/2018			
Transaction Date	11/14/2018	Due 0	Cash	10100	Total \$765.98
Refer	2541	BIFFS INC.	Ck# 002506E	11/20/2018	
Cash Payment	E 100-45200-580	Other Equipment	Pheasant Run Park Mini Biff Service 10/10/18 - 10/22/18		\$44.11
Invoice	W701195	11/7/2018			
Cash Payment	E 100-45200-580	Other Equipment	Eagleview Park Mini Biff Service 10/10/18 - 11/06/18		\$90.00
Invoice	W701196	11/7/2018			
Cash Payment	E 100-45200-580	Other Equipment	Mallard Park Mini Biff Service 10/10/18 - 10/22/18		\$44.11
Invoice	W701197	11/7/2018			
Cash Payment	E 100-45200-580	Other Equipment	Cardinal Circle Park Mini Biff Service 10/10/18 - 10/22/18		\$44.11
Invoice	W701198	11/7/2018			
Cash Payment	E 100-45200-580	Other Equipment	Hanover Elementary School Mini Biff Service 10/10/18 - 10/29/18		\$121.43
Invoice	W701199	11/7/2018			
Transaction Date	11/14/2018	Due 0	Cash	10100	Total \$343.76
Refer	2553	CENTURY LINK	-		
Cash Payment	E 100-42280-321	Telephone	Fire Station Landline - 10/28/18 - 11/27/18		\$38.40
Invoice		10/28/2018			
Transaction Date	11/14/2018	Due 0	Cash	10100	Total \$38.40
Refer	2520	CITY OF ST. MICHAEL	Ck# 002514E	11/20/2018	
Cash Payment	E 602-49455-310	Other Professional Servi	SAC Fee - 9781 Jasmine Avenue		\$4,712.00
Invoice		11/16/2018			
Cash Payment	E 602-49455-310	Other Professional Servi	SAC Fee - 9871 Jordon Avenue		\$4,712.00
Invoice		11/16/2018			
Transaction Date	11/16/2018	Due 0	Cash	10100	Total \$9,424.00
Refer	2549	DRAKE CONSTRUCTION, INC.	-		
Cash Payment	G 811-20200	Accounts Payable	Erosion Control Escrow Release - 10119 Kaitlin		\$2,000.00
Invoice					
Cash Payment	G 815-20200	Accounts Payable	Landscaping Escrow Release - 10119 Kaitlin		\$2,000.00
Invoice					
Cash Payment	G 817-20200	Accounts Payable	Infrastructure Escrow Release - 10119 Kaitlin		\$1,000.00
Invoice					
Transaction Date	11/14/2018	Due 0	Cash	10100	Total \$5,000.00
Refer	2554	FINKEN WATER SOLUTIONS	-		

CITY OF HANOVER

Payments

Current Period: November 2018

Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	5 Gallons of Drinking Water			\$6.20
Invoice	57358TH	10/15/2018			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	40 lbs. of Solar Salt			\$9.25
Invoice	57358TH	10/15/2018			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	5 oz. Plastic Cups			\$3.50
Invoice	57358TH	10/15/2018			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Cook & Cold Rental Cooler 11/01/18 - 11/30/18			\$9.50
Invoice	1115047	11/1/2018			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Cook & Cold Rental Cooler 11/01/18 - 11/30/18			\$9.50
Invoice	1115048	11/1/2018			
Transaction Date	11/14/2018	Due 0	Cash	10100	Total \$37.95
Refer	2545 <i>GMH ASPHALT CORPORATION</i>				
Cash Payment	E 418-43121-310 Other Professional Servi	2018 River Road Pavement Project - Pay Voucher #4			\$4,273.25
Invoice	011186-00-4	11/1/2018			
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Work Orders 1-16 Pavement Project - Pay Voucher #4			\$527.18
Invoice	011186-00-4	11/1/2018			
Cash Payment	E 418-43121-310 Other Professional Servi	2018 River Road Pavement Project Retainage Release - Pay Voucher #4			\$6,574.13
Invoice	011186-00-4	11/1/2018			
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Pheasant Run Pavement Project Retainage Release - Pay Voucher #4			\$3,227.23
Invoice	011186-00-4	11/1/2018			
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Schendels Woodland Hills Pavement Project Retainage Release - Pay Voucher #4			\$4,119.85
Invoice	011186-00-4	11/1/2018			
Cash Payment	E 418-43121-310 Other Professional Servi	2018 Work Orders 1-16 Pavement Project Retainage Release - Pay Voucher #4			\$51.27
Invoice	011186-00-4	11/1/2018			
Transaction Date	11/14/2018	Due 0	Cash	10100	Total \$18,772.91
Refer	2519 <i>JOINT POWERS WATER BOARD</i>				
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fee - 9781 Jasmine Avenue			\$2,001.00
Invoice		11/16/2018			
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fee - 9871 Jordon Avenue			\$2,001.00
Invoice		11/16/2018			
Transaction Date	11/16/2018	Due 0	Cash	10100	Total \$4,002.00
Refer	2518 <i>JS STEWART COMPANIES, INC</i>				
Cash Payment	G 818-20200 Accounts Payable	Refund of Escrow Balance - JS Stewart - Site Plan			\$336.00
Invoice		11/16/2018		Project 208227	
Cash Payment	G 818-20200 Accounts Payable	Refund of Escrow Balance - JS Stewart - Grading Escrow			\$2,000.00
Invoice		11/16/2018		Project 208228	
Transaction Date	11/16/2018	Due 0	Cash	10100	Total \$2,336.00
Refer	2550 <i>LDK BUILDERS</i>				
Cash Payment	G 811-20200 Accounts Payable	Erosion Control Escrow Release - 10723 Settlers Lane North			\$2,000.00
Invoice					

CITY OF HANOVER

Payments

Current Period: November 2018

Cash Payment	G 815-20200 Accounts Payable	Landscaping Escrow Release - 10723 Settlers Lane North				\$2,000.00
Invoice						
Cash Payment	G 817-20200 Accounts Payable	Infrastructure Escrow Release - 10723 Settlers Lane North				\$1,000.00
Invoice						
Transaction Date	11/14/2018	Due 0	Cash	10100	Total	\$5,000.00
Refer	2543 MARTINEZ, DENISSE					
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 11/10/18 Event				\$200.00
Invoice						
Transaction Date	11/14/2018	Due 0	Cash	10100	Total	\$200.00
Refer	2548 MDM HOMES LLC					
Cash Payment	G 811-20200 Accounts Payable	Erosion Control Escrow Release - 10814 Settlers Lane				\$2,000.00
Invoice						
Cash Payment	G 815-20200 Accounts Payable	Landscaping Escrow Release - 10814 Settlers Lane				\$2,000.00
Invoice						
Cash Payment	G 817-20200 Accounts Payable	Infrastructure Escrow Release - 10814 Settlers Lane				\$1,000.00
Invoice						
Transaction Date	11/14/2018	Due 0	Cash	10100	Total	\$5,000.00
Refer	2515 MENARDS - BUFFALO					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Grass Rig: Antifreeze				\$14.88
Invoice 84714						
	11/8/2018					
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Kick Down Doorstop				\$12.99
Invoice 84714						
	11/8/2018					
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Baseboard Heater for Jackie's Office				\$48.99
Invoice 84737						
	11/8/2018					
Transaction Date	11/16/2018	Due 0	Cash	10100	Total	\$76.86
Refer	2544 MUNOZ, CYNTHIA					
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 11/11/18 Event				\$200.00
Invoice						
Transaction Date	11/14/2018	Due 0	Cash	10100	Total	\$200.00
Refer	2513 NEUTGENS, TIM					
Cash Payment	G 811-20200 Accounts Payable	Erosion Control Escrow Release - 11607 Erin Street NE				\$2,000.00
Invoice						
	11/14/2018					
Cash Payment	G 815-20200 Accounts Payable	Landscaping Escrow Release - 11607 Erin Street NE				\$2,000.00
Invoice						
	11/14/2018					
Cash Payment	G 817-20200 Accounts Payable	Infrastructure Escrow Release - 11607 Erin Street NE				\$1,000.00
Invoice						
	11/14/2018					
Transaction Date	11/15/2018	Due 0	Cash	10100	Total	\$5,000.00
Refer	2516 OMANN BROTHERS INC					
Cash Payment	E 100-43121-224 Street Maint Materials	Street Repair: AC Fines Mix, High Irons				\$82.70
Invoice 13578						
	10/30/2018					
Transaction Date	11/16/2018	Due 0	Cash	10100	Total	\$82.70

CITY OF HANOVER

Payments

Current Period: November 2018

Refer	2542 PLUNKETTS	-				
Cash Payment	E 100-41940-310 Other Professional Servi	General Pest Control				\$84.24
Invoice	6116786	11/7/2018				
Transaction Date	11/14/2018	Due 0	Cash	10100	Total	\$84.24
Refer	2547 PRICE CUSTOM HOMES	-				
Cash Payment	G 811-20200 Accounts Payable	Erosion Control Escrow Release - 11265 Lambert Court				\$2,000.00
Invoice						
Cash Payment	G 817-20200 Accounts Payable	Infrastructure Escrow Release - 11265 Lambert Court				\$1,000.00
Invoice						
Transaction Date	11/14/2018	Due 0	Cash	10100	Total	\$3,000.00
Refer	2517 RIVER INN	-				
Cash Payment	E 100-42220-580 Other Equipment	Ck# 002513E 11/20/2018 Hanvoer Fire Charge: Fire Prevention Lunch on 10/12/18				\$88.31
Invoice						
Transaction Date	11/16/2018	Due 0	Cash	10100	Total	\$88.31
Refer	2551 VERIZON	-				
Cash Payment	E 100-42280-321 Telephone	iPad Data Plan - 11/03/18 - 12/02/18				\$50.84
Invoice	9817641619	11/2/2018				
Transaction Date	11/14/2018	Due 0	Cash	10100	Total	\$50.84
Refer	2514 WRIGHT COUNTY JOURNAL PRES	-				
Cash Payment	G 100-15500 Prepaid Items	Annual Subscription - 2019				\$41.00
Invoice		11/15/2018				
Transaction Date	11/15/2018	Due 0	Cash	10100	Total	\$41.00
Refer	2540 XCEL ENERGY	-				
Cash Payment	E 100-43160-381 Electric Utilities	Xcel Owned Street Lighting 10/03/18 - 11/02/18				\$871.41
Invoice						
Cash Payment	E 100-43160-381 Electric Utilities	City Owned Street Lighting 10/03/18 - 11/02/18				\$992.81
Invoice	614148053	11/5/2018				
Transaction Date	11/14/2018	Due 0	Cash	10100	Total	\$1,864.22

Fund Summary

	10100 Cash
818 MISC ESCROWS FUND	\$2,336.00
817 INFRASTRUCTURE ESCROW FUND	\$5,000.00
815 LANDSCAPE ESCROW FUND	\$8,000.00
811 EROSION CONTROL ESCROW FUND	\$10,000.00
602 SEWER ENTERPRISE FUND	\$9,424.00
601 WATER ENTERPRISE FUND	\$4,002.00
418 STREET CAPITAL PROJ FUND	\$18,772.91
100 GENERAL FUND	\$4,124.25
	<hr/>
	\$61,659.16

Pre-Written Check	\$10,872.04
Checks to be Generated by the Computer	\$50,787.12
Total	<hr/> \$61,659.16

CITY OF HANOVER

11/16/18 10:07 AM

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*Check Summary Register©

Cks 11/20/2018 - 11/20/2018

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 002506E BIFFS INC.	11/20/2018	\$343.76	Pheasant Run Park Mini Biff Se
Paid Chk# 002507E AFLAC	11/20/2018	\$249.99	Supplemental Insurance - Novem
Paid Chk# 002508E ALLINA HEALTH SYSTEM	11/20/2018	\$765.98	Medical Directorship - 4th Qua
Paid Chk# 002513E RIVER INN	11/20/2018	\$88.31	Hanvoer Fire Charge: Fire Prev
Paid Chk# 002514E CITY OF ST. MICHAEL	11/20/2018	\$9,424.00	SAC Fee - 9781 Jasmine Avenue
Paid Chk# 033913 CENTURY LINK	11/20/2018	\$38.40	Fire Station Landline - 10/28/
Paid Chk# 033914 DRAKE CONSTRUCTION, INC.	11/20/2018	\$5,000.00	Erosion Control Escrow Release
Paid Chk# 033915 FINKEN WATER SOLUTIONS	11/20/2018	\$37.95	Cook & Cold Rental Cooler 11/0
Paid Chk# 033916 GMH ASPHALT CORPORATION	11/20/2018	\$18,772.91	2018 River Road Pavement Proje
Paid Chk# 033917 JOINT POWERS WATER BOARD	11/20/2018	\$4,002.00	WAC Fee - 9781 Jasmine Avenue
Paid Chk# 033918 JS STEWART COMPANIES, INC	11/20/2018	\$2,336.00	Refund of Escrow Balance - JS
Paid Chk# 033919 LDK BUILDERS	11/20/2018	\$5,000.00	Erosion Control Escrow Release
Paid Chk# 033920 MARTINEZ, DENISSE	11/20/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033921 MDM HOMES LLC	11/20/2018	\$5,000.00	Landscaping Escrow Release - 1
Paid Chk# 033922 MENARDS - BUFFALO	11/20/2018	\$76.86	Grass Rig: Antifreeze
Paid Chk# 033923 MUNOZ, CYNTHIA	11/20/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033924 NEUTGENS, TIM	11/20/2018	\$5,000.00	Infrastructure Escrow Release
Paid Chk# 033925 OMANN BROTHERS INC	11/20/2018	\$82.70	Street Repair: AC Fines Mix, H
Paid Chk# 033926 PLUNKETTS	11/20/2018	\$84.24	General Pest Control
Paid Chk# 033927 PRICE CUSTOM HOMES	11/20/2018	\$3,000.00	Erosion Control Escrow Release
Paid Chk# 033928 Verizon Wireless	11/20/2018	\$50.84	iPad Data Plan - 11/03/18 - 12
Paid Chk# 033929 WRIGHT COUNTY JOURNAL PR	11/20/2018	\$41.00	Annual Subscription - 2019
Paid Chk# 033930 XCEL ENERGY	11/20/2018	\$1,864.22	Xcel Owned Street Lighting 10/
	Total Checks	\$61,659.16	

FILTER: None

CITY OF HANOVER

Cash Balances

November 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$393,123.91	\$7,495.30	\$57,943.48	\$342,675.73
107 FIRE DEPT DONATIONS FUND	\$23,657.01	\$0.00	\$38.70	\$23,618.31
201 EDA SPECIAL REVENUE FUND	\$75,371.04	\$0.00	\$0.00	\$75,371.04
205 EDA BUSINESS INCENTIVE FUND	\$240,924.71	\$2,601.76	\$119,342.76	\$124,183.71
311 2008A GO CIP REFUNDING BOND	\$62,626.41	\$0.00	\$0.00	\$62,626.41
312 2009A GO IMP REFUNDING BOND	\$8,735.63	\$0.00	\$0.00	\$8,735.63
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$363,793.19	\$0.00	\$0.00	\$363,793.19
315 2016A GO CIP BOND	\$38,099.02	\$0.00	\$0.00	\$38,099.02
401 GENERAL CAPITAL PROJECTS	\$1,229,074.20	\$0.00	\$0.00	\$1,229,074.20
402 PARKS CAPITAL PROJECTS	\$53,902.09	\$0.00	\$37,800.00	\$16,102.09
403 FIRE DEPT CAPITAL FUND	\$263,103.70	\$0.00	\$0.00	\$263,103.70
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$2,740.00	\$0.00	\$0.00	\$2,740.00
406 GAMBLING PROCEEDS	\$5,174.00	\$1,476.00	\$1,476.00	\$5,174.00
407 TIF REDEV DIST #1	\$13,312.02	\$0.00	\$0.00	\$13,312.02
409 MAHLER PIT - 15TH ST IMP FUND	\$79,056.88	\$0.00	\$0.00	\$79,056.88
411 FACILITIES CAPITAL PROJ FUND	-\$514,537.06	\$0.00	\$0.00	-\$514,537.06
417 EQUIPMENT CAPITAL FUND	\$118,826.61	\$0.00	\$0.00	\$118,826.61
418 STREET CAPITAL PROJ FUND	\$44,880.22	\$0.00	\$18,772.91	\$26,107.31
601 WATER ENTERPRISE FUND	\$904,748.54	\$2,866.00	\$10,500.29	\$897,114.25
602 SEWER ENTERPRISE FUND	\$312,629.58	\$10,396.39	\$20,044.09	\$302,981.88
603 STORM WATER ENTERPRISE FUND	\$120,168.01	\$0.00	\$182.88	\$119,985.13
611 WATER CAPITAL IMP FUND	\$168,120.38	\$0.00	\$0.00	\$168,120.38
612 SEWER CAPITAL IMP FUND	\$1,951,836.36	\$0.00	\$0.00	\$1,951,836.36
613 STORM WATER CAPITAL IMP FUND	\$606,943.25	\$0.00	\$0.00	\$606,943.25
701 RIVER ROAD CEMETERY	\$35,981.74	\$0.00	\$0.00	\$35,981.74
804 SCHENDELS FIELD ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$36,000.00	\$2,000.00	\$12,000.00	\$26,000.00
815 LANDSCAPE ESCROW FUND	\$32,000.00	\$2,000.00	\$10,000.00	\$24,000.00
817 INFRASTRUCTURE ESCROW FUND	\$16,000.00	\$1,000.00	\$8,000.00	\$9,000.00
818 MISC ESCROWS FUND	\$10,922.55	\$2,000.00	\$5,447.00	\$7,475.55
820 BRIDGES TOWNHOMES ESC FUND	\$3,626.40	\$0.00	\$0.00	\$3,626.40
821 QUAIL PASS 2ND ADD ESCROW FD	\$0.00	\$0.00	\$0.00	\$0.00
823 CROW RVR HTS WEST 3RD / BACKES	\$20,691.17	\$0.00	\$0.00	\$20,691.17
824 CROW RVR HTS WEST 3RD PH2 EAW	\$0.00	\$0.00	\$0.00	\$0.00
825 CROW RVR HTS FUT WEST PLAT/PUD	\$11,196.31	\$0.00	\$0.00	\$11,196.31
826 CROW RVR HTS 4TH ADD FINL PLAT	\$0.00	\$0.00	\$0.00	\$0.00
827 HANOVER COVE PRELIMINARY PLAT	\$55,380.50	\$0.00	\$555.50	\$54,825.00
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00

Cash Balances

November 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
	\$6,788,108.37	\$31,835.45	\$302,103.61	\$6,517,840.21

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	November 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$506,298.61	\$881,449.00	\$375,150.39	57.44%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$64,952.00	\$129,904.00	\$64,952.00	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$11,234.25	\$15,000.00	\$3,765.75	74.90%
Source Alt Code TAXES		\$0.00	\$582,484.86	\$1,026,353.00	\$443,868.14	56.75%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$3,759.00	\$0.00	-\$3,759.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$10,149.04	\$10,000.00	-\$149.04	101.49%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$700.00	\$400.00	-\$300.00	175.00%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$5,406.00	\$2,000.00	-\$3,406.00	270.30%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$43.00	\$75.00	\$32.00	57.33%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$415.00	\$0.00	-\$415.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$96,748.90	\$140,661.00	\$43,912.10	68.78%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$4,944.70	\$6,000.00	\$1,055.30	82.41%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$2,050.00	\$3,000.00	\$950.00	68.33%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$3,500.00	\$2,000.00	-\$1,500.00	175.00%
Source Alt Code SERVICE		\$0.00	\$127,715.64	\$164,136.00	\$36,420.36	77.81%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	-\$2,024.23	\$900.00	\$2,924.23	-224.91%
MISC	R 100-36210 Interest Earnings	\$0.00	\$5,402.38	\$3,000.00	-\$2,402.38	180.08%
MISC	R 100-36215 Investment Income/Loss	\$0.00	-\$3,818.70	\$6,000.00	\$9,818.70	-63.65%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$375.00	\$2,000.00	\$1,625.00	18.75%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$259.13	\$0.00	-\$259.13	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	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	\$193.58	\$20,400.00	\$20,206.42	0.95%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$7,020.00	\$10,370.00	\$3,350.00	67.70%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$1,690.00	\$400.00	-\$1,290.00	422.50%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$75,867.47	\$140,000.00	\$64,132.53	54.19%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$100.00	\$100.00	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	\$1,180.00	\$800.00	-\$380.00	147.50%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$35.00	\$50.00	\$15.00	70.00%
Source Alt Code LIC PERM		\$0.00	\$87,292.47	\$153,220.00	\$65,927.53	56.97%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$12,719.50	\$0.00	-\$12,719.50	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$58,825.50	\$117,651.00	\$58,825.50	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	\$39,020.04	\$39,000.00	-\$20.04	100.05%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$5,983.76	\$5,500.00	-\$483.76	108.80%
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	\$116,718.30	\$162,490.00	\$45,771.70	71.83%
FINES	R 100-35100 Court Fines	\$0.00	\$5,176.31	\$2,000.00	-\$3,176.31	258.82%
Source Alt Code FINES		\$0.00	\$5,176.31	\$2,000.00	-\$3,176.31	258.82%
Fund 100 GENERAL FUND		\$0.00	\$919,581.16	\$1,528,599.00	\$609,017.84	60.16%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	November 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$0.00	\$919,581.16	\$1,528,599.00	\$609,017.84	60.16%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$5,535.00	\$13,000.00	\$7,465.00	42.58%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$343.17	\$806.00	\$462.83	42.58%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$80.26	\$189.00	\$108.74	42.47%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$345.00	\$400.00	\$55.00	86.25%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$3,914.21	\$7,500.00	\$3,585.79	52.19%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$711.38	\$500.00	-\$211.38	142.28%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$3,847.08	\$17,503.00	\$13,655.92	21.98%
Dept 41110 Council		\$0.00	\$14,776.10	\$39,898.00	\$25,121.90	37.03%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,600.00	\$4,600.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$5,541.52	\$62,112.21	\$72,040.00	\$9,927.79	86.22%
CITYADM	E 100-41400-121 PERA	\$415.62	\$4,776.09	\$5,403.00	\$626.91	88.40%
CITYADM	E 100-41400-122 FICA	\$343.58	\$3,948.24	\$4,466.00	\$517.76	88.41%
CITYADM	E 100-41400-123 Medicare	\$80.36	\$923.45	\$1,045.00	\$121.55	88.37%
CITYADM	E 100-41400-134 Employer Paid Life	\$31.26	\$345.06	\$400.00	\$54.94	86.27%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$691.38	\$7,605.38	\$8,400.00	\$794.62	90.54%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$1,161.04	\$1,500.00	\$338.96	77.40%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$91.72	\$500.00	\$408.28	18.34%
Dept 41400 City Administrator		\$7,103.72	\$80,963.19	\$93,754.00	\$12,790.81	86.36%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$173.36	\$1,544.60	\$5,000.00	\$3,455.40	30.89%
ELECTION	E 100-41410-310 Other Professional Serv	\$1,843.39	\$3,879.27	\$5,000.00	\$1,120.73	77.59%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$23.96	\$64.39	\$300.00	\$235.61	21.46%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Dept 41410 Elections		\$2,040.71	\$5,488.26	\$11,800.00	\$6,311.74	46.51%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$3,516.81	\$39,508.15	\$45,718.00	\$6,209.85	86.42%
CLERICAL	E 100-41430-121 PERA	\$263.76	\$3,037.39	\$3,429.00	\$391.61	88.58%
CLERICAL	E 100-41430-122 FICA	\$218.04	\$2,510.89	\$2,835.00	\$324.11	88.57%
CLERICAL	E 100-41430-123 Medicare	\$51.00	\$587.30	\$663.00	\$75.70	88.58%
CLERICAL	E 100-41430-134 Employer Paid Life	\$125.81	\$1,384.79	\$1,600.00	\$215.21	86.55%
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	\$698.78	\$7,698.98	\$8,400.00	\$701.02	91.65%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$22.50	\$250.00	\$227.50	9.00%
Dept 41430 Clerical Staff		\$4,874.20	\$54,750.00	\$63,395.00	\$8,645.00	86.36%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$200.00	\$300.00	\$100.00	66.67%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$240.00	\$500.00	\$260.00	48.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$706.27	\$2,000.00	\$1,293.73	35.31%
Dept 41435 Staff Expenses		\$0.00	\$1,146.27	\$2,800.00	\$1,653.73	40.94%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$4,080.00	\$45,745.47	\$53,040.00	\$7,294.53	86.25%
ACCTING	E 100-41530-121 PERA	\$306.00	\$3,519.00	\$3,978.00	\$459.00	88.46%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$251.64	\$2,894.52	\$3,288.00	\$393.48	88.03%
ACCTING	E 100-41530-123 Medicare	\$58.84	\$676.82	\$769.00	\$92.18	88.01%
ACCTING	E 100-41530-134 Employer Paid Life	\$86.59	\$950.19	\$1,100.00	\$149.81	86.38%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$700.00	\$7,700.00	\$8,400.00	\$700.00	91.67%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$210.00	\$1,000.00	\$790.00	21.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$41.66	\$250.00	\$208.34	16.66%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$2,815.75	\$5,000.00	\$2,184.25	56.32%
Dept 41530 Accounting		\$5,483.07	\$64,553.41	\$76,825.00	\$12,271.59	84.03%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$21,050.00	\$21,050.00	\$0.00	100.00%
Dept 41540 Auditing		\$0.00	\$21,050.00	\$21,050.00	\$0.00	100.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$20,392.00	\$20,000.00	-\$392.00	101.96%
Dept 41550 Assessing		\$0.00	\$20,392.00	\$20,000.00	-\$392.00	101.96%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$0.00	\$3,048.25	\$3,500.00	\$451.75	87.09%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	-\$64.38	\$200.00	\$264.38	-32.19%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$4,089.10	\$8,000.00	\$3,910.90	51.11%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$0.00	\$3,750.60	\$4,000.00	\$249.40	93.77%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$1,924.25	\$2,500.00	\$575.75	76.97%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$1,122.00	\$6,000.00	\$4,878.00	18.70%
Dept 41570 Purchasing		\$0.00	\$13,869.82	\$24,200.00	\$10,330.18	57.31%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$0.00	\$6,479.80	\$8,500.00	\$2,020.20	76.23%
Dept 41600 Computer		\$0.00	\$6,479.80	\$8,500.00	\$2,020.20	76.23%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$145.72	\$7,622.40	\$23,500.00	\$15,877.60	32.44%
Dept 41610 City Attorney		\$145.72	\$7,622.40	\$23,500.00	\$15,877.60	32.44%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$3,105.75	\$22,245.22	\$25,000.00	\$2,754.78	88.98%
Dept 41910 Planning and Zoning		\$3,105.75	\$22,245.22	\$25,000.00	\$2,754.78	88.98%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$61.98	\$8,976.86	\$7,000.00	-\$1,976.86	128.24%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$620.00	\$250.00	-\$370.00	248.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$84.24	\$5,878.92	\$9,000.00	\$3,121.08	65.32%
GOVTBLDG	E 100-41940-321 Telephone	\$0.00	\$6,928.37	\$4,200.00	-\$2,728.37	164.96%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$262.00	\$300.00	\$38.00	87.33%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$0.00	\$10,887.92	\$14,000.00	\$3,112.08	77.77%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$418.69	\$7,326.22	\$8,000.00	\$673.78	91.58%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$0.00	\$2,642.66	\$3,500.00	\$857.34	75.50%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$9,711.15	\$4,500.00	-\$5,211.15	215.80%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$1,450.00	\$2,500.00	\$1,050.00	58.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$8,158.92	\$500.00	-\$7,658.92	631.78%
Dept 41940 General Govt Buildings/Plant		\$564.91	\$62,843.02	\$55,750.00	-\$7,093.02	112.72%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$10,707.75	\$25,000.00	\$14,292.25	42.83%
Dept 41950 Engineer		\$0.00	\$10,707.75	\$25,000.00	\$14,292.25	42.83%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$11,061.75	\$9,500.00	-\$1,561.75	116.44%
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	\$13,521.98	\$22,000.00	\$8,478.02	61.46%
Dept 41960 Insurance		\$0.00	\$24,583.73	\$31,500.00	\$6,916.27	78.04%
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	\$0.00	\$50.00	\$50.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$22.46	\$202.18	\$2,000.00	\$1,797.82	10.11%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$165.95	\$500.00	\$334.05	33.19%
Dept 41970 Legal Publications		\$22.46	\$368.13	\$2,850.00	\$2,481.87	12.92%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$60,821.79	\$81,096.00	\$20,274.21	75.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$60,821.79	\$81,096.00	\$20,274.21	75.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,760.00	\$99,879.58	\$105,120.00	\$5,240.42	95.01%
Dept 42102 Wright County Sheriff		\$8,760.00	\$99,879.58	\$105,120.00	\$5,240.42	95.01%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$29,841.38	\$59,000.00	\$29,158.62	50.58%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$3,271.10	\$3,658.00	\$386.90	89.42%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$765.03	\$856.00	\$90.97	89.37%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$167.88	\$0.00	-\$167.88	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$5,023.45	\$8,500.00	\$3,476.55	59.10%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$350.00	\$350.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$624.00	\$2,497.00	\$4,000.00	\$1,503.00	62.43%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$725.00	\$1,000.00	\$275.00	72.50%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$2,003.82	\$5,000.00	\$2,996.18	40.08%
Dept 42210 Fire Dept Administration		\$624.00	\$44,294.66	\$82,364.00	\$38,069.34	53.78%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$968.50	\$4,790.04	\$15,500.00	\$10,709.96	30.90%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$1,077.52	\$1,500.00	\$422.48	71.83%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$336.91	\$850.00	\$513.09	39.64%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$3,376.87	\$28,500.00	\$25,123.13	11.85%
FIREEQUIP	E 100-42220-580 Other Equipment	\$88.31	\$4,804.63	\$5,000.00	\$195.37	96.09%
Dept 42220 Fire Dept Equipment		\$1,056.81	\$14,385.97	\$51,350.00	\$36,964.03	28.02%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$1,608.62	\$12,500.00	\$10,891.38	12.87%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$785.98	\$3,168.42	\$3,210.00	\$41.58	98.70%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,397.06	\$1,500.00	\$102.94	93.14%
Dept 42240 Fire Dept Training		\$785.98	\$6,174.10	\$17,210.00	\$11,035.90	35.88%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$0.00	\$2,513.53	\$4,500.00	\$1,986.47	55.86%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$1,329.55	\$3,908.78	\$9,000.00	\$5,091.22	43.43%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$168.97	\$2,000.00	\$1,831.03	8.45%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$11,144.51	\$7,805.00	-\$3,339.51	142.79%
Dept 42260 Fire Vehicles		\$1,329.55	\$17,735.79	\$23,305.00	\$5,569.21	76.10%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$279.34	\$1,650.00	\$1,370.66	16.93%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$381.95	\$9,656.38	\$7,500.00	-\$2,156.38	128.78%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$89.24	\$909.58	\$1,000.00	\$90.42	90.96%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$0.00	\$3,055.90	\$4,500.00	\$1,444.10	67.91%
FIREBLDG	E 100-42280-383 Gas Utilities	\$168.59	\$2,264.67	\$3,000.00	\$735.33	75.49%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$0.00	\$932.35	\$0.00	-\$932.35	0.00%
Dept 42280	Fire Stations and Bldgs	\$639.78	\$17,098.22	\$17,825.00	\$726.78	95.92%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$39,020.04	\$39,000.00	-\$20.04	100.05%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$6,005.50	\$12,011.00	\$6,005.50	50.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$6,250.00	\$6,500.00	\$250.00	96.15%
Dept 42290	Fire Relief Association	\$0.00	\$51,275.54	\$57,511.00	\$6,235.46	89.16%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$0.00	\$35,481.36	\$50,000.00	\$14,518.64	70.96%
Dept 42401	Building Inspection Admin	\$0.00	\$35,481.36	\$50,000.00	\$14,518.64	70.96%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$865.00	\$500.00	-\$365.00	173.00%
Dept 42700	Animal Control	\$0.00	\$865.00	\$500.00	-\$365.00	173.00%
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	\$10,541.82	\$128,612.10	\$131,192.00	\$2,579.90	98.03%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$700.84	\$2,000.00	\$1,299.16	35.04%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$11,510.00	\$13,740.00	\$2,230.00	83.77%
PUBWRKS	E 100-43000-121 PERA	\$790.64	\$9,956.05	\$11,714.00	\$1,757.95	84.99%
PUBWRKS	E 100-43000-122 FICA	\$623.20	\$8,587.35	\$10,536.00	\$1,948.65	81.50%
PUBWRKS	E 100-43000-123 Medicare	\$145.77	\$2,008.39	\$2,464.00	\$455.61	81.51%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$216.98	\$2,143.79	\$2,100.00	-\$43.79	102.09%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$7,057.74	\$250.00	-\$6,807.74	823.10%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$2,783.52	\$28,946.40	\$30,000.00	\$1,053.60	96.49%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$2,459.23	\$2,500.00	\$40.77	98.37%
PUBWRKS	E 100-43000-212 Motor Fuels	\$0.00	\$10,235.38	\$7,000.00	-\$3,235.38	146.22%
PUBWRKS	E 100-43000-215 Shop Supplies	\$28.75	\$7,882.78	\$5,500.00	-\$2,382.78	143.32%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$32.20	\$13,710.34	\$9,000.00	-\$4,710.34	152.34%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$12.57	\$3,298.88	\$5,000.00	\$1,701.12	65.98%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$2,266.15	\$3,000.00	\$733.85	75.54%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$4,205.00	\$17,000.00	\$12,795.00	24.74%
PUBWRKS	E 100-43000-321 Telephone	\$0.00	\$2,738.62	\$2,800.00	\$61.38	97.81%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$118.00	\$200.00	\$82.00	59.00%
Dept 43000	Public Works (GENERAL)	\$15,175.45	\$246,437.04	\$257,496.00	\$11,058.96	95.71%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$268.58	\$7,587.23	\$100,000.00	\$92,412.77	7.59%
Dept 43121	Paved Streets	\$268.58	\$7,587.23	\$100,000.00	\$92,412.77	7.59%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$5,784.50	\$15,000.00	\$9,215.50	38.56%
Dept 43122	Unpaved Streets	\$0.00	\$5,784.50	\$15,000.00	\$9,215.50	38.56%
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$6,624.48	\$15,000.00	\$8,375.52	44.16%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal	\$0.00	\$6,624.48	\$15,000.00	\$8,375.52	44.16%
Dept 43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$1,864.22	\$19,501.09	\$25,000.00	\$5,498.91	78.00%
Dept 43160	Street Lighting	\$1,864.22	\$19,501.09	\$25,000.00	\$5,498.91	78.00%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$3,448.47	\$0.00	-\$3,448.47	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$3,448.47	\$0.00	-\$3,448.47	0.00%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$0.00	\$33,682.78	\$38,500.00	\$4,817.22	87.49%
Dept 43245	Recycling: Refuse	\$0.00	\$33,682.78	\$38,500.00	\$4,817.22	87.49%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$6,191.86	\$8,700.00	\$2,508.14	71.17%
Dept 45186	Senior Center	\$0.00	\$6,191.86	\$8,700.00	\$2,508.14	71.17%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$1,823.86	\$2,000.00	\$176.14	91.19%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$0.00	\$5,165.03	\$5,000.00	-\$165.03	103.30%
PARKS	E 100-45200-225 Landscaping Materials	\$0.00	\$3,561.14	\$8,000.00	\$4,438.86	44.51%
PARKS	E 100-45200-310 Other Professional Serv	\$0.00	\$6,800.00	\$6,800.00	\$0.00	100.00%
PARKS	E 100-45200-381 Electric Utilities	\$0.00	\$1,558.77	\$2,200.00	\$641.23	70.85%
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	\$2,529.16	\$2,200.00	-\$329.16	114.96%
PARKS	E 100-45200-580 Other Equipment	\$343.76	\$4,008.27	\$8,000.00	\$3,991.73	50.10%
Dept 45200	Parks (GENERAL)	\$343.76	\$25,446.23	\$35,700.00	\$10,253.77	71.28%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$9,863.77	\$11,500.00	\$1,636.23	85.77%
Dept 45500	Libraries (GENERAL)	\$0.00	\$9,863.77	\$11,500.00	\$1,636.23	85.77%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	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	\$488.63	\$5,000.00	\$4,511.37	9.77%
Dept 49800	Transit (GENERAL)	\$0.00	\$488.63	\$5,000.00	\$4,511.37	9.77%
Fund 100	GENERAL FUND	\$54,188.67	\$1,124,907.19	\$1,528,599.00	\$403,691.81	73.59%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	November 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$54,188.67	\$1,124,907.19	\$1,528,599.00	\$403,691.81	73.59%

**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 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20th day of November, 2018.

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 11-20-18-115

**A RESOLUTION APPROVING
2018 PAVEMENT IMPROVEMENT PROJECT PAY VOUCHER #4 & FINAL**

WHEREAS, the City Engineer of the City of Hanover has reviewed quantities of materials submitted for payment of work completed by GMH Asphalt Corporation for work completed on the 2018 Pavement Improvement Project previously authorized by Council; and

WHEREAS, staff recommends to make payment as per attached Final Pay Request, in the amount of \$18,772.91.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves Pay Request #4 (Final), as per the attachment.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 20th day of November, 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



November 1, 2018

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

Re: 2018 Pavement Improvement Project – Pay Voucher No. 4 (Final)
City of Hanover, MN
City Project No. 2018-01
WSB Project No. R-011186-000

Dear Mr. Hagen:

Please find enclosed Construction Pay Voucher No. 4 (Final) for the above referenced project in the amount of \$18,772.91. The quantities completed to date have been reviewed and agreed upon by the contractor, and we hereby recommend that the City of Hanover approve the final Construction Pay Voucher for GMH Asphalt Corporation.

We have also enclosed the following required documents:

1. Satisfactory showing that the contractor has complied with the provisions of Minnesota Statutes 290.92 requiring withholding state income tax (IC134 forms).
2. Evidence in the form of an affidavit that all claims against the contractor by reasons of the contract have been fully paid or satisfactorily secured (lien waivers).
3. Consent of Surety to Final Payment certification from the contractor's surety.
4. Two-year maintenance bond **beginning from the date** on the final voucher.

Please include one executed copy with the payment to GMH Asphalt Corporation and return one executed copy to our office for our file. If you have any questions or comments regarding this voucher, please contact me at (651) 286-8465. Thank you.

Sincerely,

WSB & Associates, Inc.

Justin Messner, PE
Principal / Sr. Project Manager

Enclosures

cc: Jackie Heinz, City of Hanover

NOV 5 2018



CITY OF HANOVER

11250 5th Street NE
Hanover, MN 55341-0278

Project 011186-00 - HANO - 2018 PAVEMENT IMPROVEMENT PROJECT
Final Pay Voucher No. 4

Contractor: GMH Asphalt Corporation
9180 Laketown Road
Chaska, MN 55318

Contract No.
Vendor No.
For Period: 9/12/2018 - 10/22/2018
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$678,524.00
Contract Changes	\$34,620.11
Revised Contract	\$713,144.11

Work Certified To Date

Base Bid Items	\$668,133.94
Backsheet	\$0.00
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$35,290.54
Material On Hand	\$0.00
Total	\$703,424.48

Funds Encumbered

Original	\$678,524.00
Additional	N/A
Total	\$678,524.00

Invoice # 011186-00-4

	Work Certified This Pay Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Pay Voucher	Total Amount Paid To Date
011186-00	\$4,800.43	\$703,424.48	\$0.00	\$684,651.57	\$18,772.91	\$703,424.48
Percent Retained: 0.0000%						
Amount Paid This Final Pay Voucher					\$18,772.91	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By

City Engineer

10/22/2018

Date

Approved By GMH Asphalt Corporation

Contractor

10.22.2018

Date

E# 418-43121-310

Street Capital

↳ Other Prof. Svcs.

↳ Other Prof. Svcs.

011186-00 Payment Summary

No.	From Date	To Date	Work Certified Per Pay Voucher	Amount Retained Per Pay Voucher	Amount Paid Per Pay Voucher
1	05/01/2018	06/08/2018	\$325,710.68	\$16,285.53	\$309,425.15
2	06/09/2018	07/24/2018	\$351,618.48	(\$2,738.95)	\$354,357.43
3	07/25/2018	09/11/2018	\$21,294.89	\$425.90	\$20,868.99
4	09/12/2018	10/22/2018	\$4,800.43	(\$13,972.48)	\$18,772.91
Totals:			\$703,424.48	\$0.00	\$703,424.48

011186-00 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Pay Voucher	Total Amount Paid To Date
UNF	703,424.48	0.00	684,651.57	18,772.91	703,424.48
Totals:	\$703,424.48	\$0.00	\$684,651.57	\$18,772.91	\$703,424.48

011186-00 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Pay Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
UNF	Unfunded	18,772.91	713,144.11	678,524.00	703,424.48
Totals:		\$18,772.91	\$713,144.11	\$678,524.00	\$703,424.48

011186-00 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
ALTERNATE BID 1 - RIVER ROAD IMPROVEMENTS									
1	2021.501	MOBILIZATION	LS	\$6,673.00	1	0	\$0.00	1	\$6,673.00
2	2104.502	SALVAGE SIGN	EACH	\$26.38	14	0	\$0.00	2	\$52.76
3	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$2.50	660	0	\$0.00	506	\$1,265.00
4	2104.503	REMOVE PIPE CULVERTS	L F	\$8.45	52	0	\$0.00	52	\$439.40
5	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$5.00	275	0	\$0.00	517.8	\$2,589.00
6	2105.507	COMMON EXCAVATION	C Y	\$17.85	2034	0	\$0.00	2652	\$47,338.20
7	2105.507	SUBGRADE EXCAVATION	C Y	\$17.85	200	0	\$0.00	52	\$928.20
8	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$122.00	20	0	\$0.00	8	\$976.00
9	2211.501	RECLAIMED AGGREGATE BASE PLACED	C Y	\$5.00	2100	0	\$0.00	2609	\$13,045.00
10	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$31.30	515	0	\$0.00	52	\$1,627.60
11	2215.504	FULL DEPTH RECLAMATION	S Y	\$0.65	9350	0	\$0.00	9423	\$6,124.95
12	2221.507	SHOULDER BASE AGGREGATE (CV) CLASS 5	C Y	\$47.35	95	0	\$0.00	72	\$3,409.20
13	2331.601	BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$19.91	275	0	\$0.00	0	\$0.00
14	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.00	600	0	\$0.00	606	\$1,818.00
15	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2;C)	TON	\$62.07	1410	0	\$0.00	1358.98	\$84,351.89
16	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	\$56.31	2110	0	\$0.00	2043.99	\$115,097.08
17	2501.502	18" RC PIPE APRON	EACH	\$1,318.75	2	0	\$0.00	2	\$2,637.50

011186-00 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
18	2501.503	18" RC PIPE CULVERT CLASS V	L F	\$79.13	40	0	\$0.00	40	\$3,165.20
19	2504.602	ADJUST GATE VALVE	EACH	\$264.00	2	0	\$0.00	0	\$0.00
20	2540.601	MAILBOX (TEMPORARY)	L S	\$700.00	1	0	\$0.00	1	\$700.00
21	2563.601	TRAFFIC CONTROL	LS	\$2,426.00	1	0	\$0.00	1	\$2,426.00
22	2564.431	SIGN PANELS TYPE SPECIAL	EACH	\$211.00	8	0	\$0.00	0	\$0.00
23	2564.518	SIGN PANELS TYPE C	S F	\$42.20	93.83	0	\$0.00	0	\$0.00
24	2564.602	INSTALL SIGN	EACH	\$10.55	14	0	\$0.00	0	\$0.00
25	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$3.53	6740	0	\$0.00	6716	\$23,707.48
26	2573.530	STORM DRAIN INLET PROTECTION	EACH	\$159.57	8	0	\$0.00	16	\$2,553.12
27	2573.604	STABILIZED CONSTRUCTION ENTRANCE	EACH	\$500.00	7	0	\$0.00	0	\$0.00
28	2574.507	BOULEVARD TOPSOIL BORROW	C Y	\$35.00	190	97.75	\$3,421.25	223.75	\$7,831.25
29	2575.504	EROSION CONTROL BLANKETS CATEGORY 3	S Y	\$1.42	1690	600	\$852.00	619	\$878.98
30	2575.605	BLOWN COMPOST SEEDING	S Y	\$5.01	1690	0	\$0.00	0	\$0.00
31	2582.502	24" SOLID LINE EPOXY	L F	\$8.88	12	0	\$0.00	12	\$106.56
32	2582.502	4" DOUBLE SOLID LINE EPOXY	L F	\$0.84	3380	0	\$0.00	3566	\$2,995.44
33	2582.503	4" SOLID LINE EPOXY	L F	\$0.42	6900	0	\$0.00	6979	\$2,931.18
34	2582.518	CROSSWALK EPOXY	S F	\$4.22	72	0	\$0.00	144	\$607.68
Totals For Section ALTERNATE BID 1 - RIVER ROAD IMPROVEMENTS:							\$4,273.25		\$336,275.67
ALTERNATE BID 2 - PHEASANT RUN IMPROVEMENTS									
35	2021.501	MOBILIZATION	LS	\$3,350.00	1	0	\$0.00	1	\$3,350.00

011186-00 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
36	2104.502	SALVAGE SIGN	EACH	\$26.38	18	0	\$0.00	0	\$0.00
37	2104.503	REMOVE PIPE CULVERTS	L F	\$8.45	169	0	\$0.00	410	\$3,464.50
38	2105.507	COMMON EXCAVATION	C Y	\$10.50	185	0	\$0.00	126	\$1,323.00
39	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$122.00	10	0	\$0.00	0	\$0.00
40	2221.507	SHOULDER BASE AGGREGATE (CV) CLASS 2	C Y	\$47.35	185	0	\$0.00	0	\$0.00
41	2232.501	MILL BITUMINOUS SURFACE (EDGE)	S Y	\$0.85	12150	0	\$0.00	12480	\$10,608.00
42	2232.504	MILL BITUMINOUS SURFACE	S Y	\$0.62	8525	0	\$0.00	8635	\$5,353.70
43	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$2.50	2275	0	\$0.00	1980	\$4,950.00
44	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2;B)	TON	\$56.05	2690	0	\$0.00	2739.46	\$153,546.73
45	2501.502	15" RC PIPE APRON	EACH	\$1,002.25	2	0	\$0.00	12	\$12,027.00
46	2501.502	18" RC PIPE APRON	EACH	\$896.75	4	0	\$0.00	4	\$3,587.00
47	2501.503	15" RC PIPE CULVERT CLASS V	L F	\$47.50	40	0	\$0.00	236	\$11,210.00
48	2501.503	18" RC PIPE CULVERT CLASS V	L F	\$51.70	88	0	\$0.00	88	\$4,549.60
49	2504.602	ADJUST GATE VALVE	EACH	\$264.00	9	0	\$0.00	8	\$2,112.00
50	2506.602	ADJUST FRAME AND RING CASTING (SANITARY)	EACH	\$1,025.00	1	0	\$0.00	1	\$1,025.00
51	2540.601	MAILBOX (TEMPORARY)	L S	\$5,211.00	1	0	\$0.00	0	\$0.00
52	2563.601	TRAFFIC CONTROL	LS	\$158.25	1	0	\$0.00	1	\$158.25
53	2564.431	SIGN PANELS TYPE SPECIAL	EACH	\$211.00	13	0	\$0.00	0	\$0.00
54	2564.518	SIGN PANELS TYPE C	S F	\$42.20	81	0	\$0.00	0	\$0.00
55	2564.602	INSTALL SIGN	EACH	\$10.55	20	0	\$0.00	0	\$0.00

011186-00 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
56	2574.507	BOULEVARD TOPSOIL BORROW	C Y	\$35.00	15	0	\$0.00	87	\$3,045.00
57	2575.504	EROSION CONTROL BLANKETS CATEGORY 3	S Y	\$1.58	80	0	\$0.00	1966	\$3,106.28
58	2575.605	BLOWN COMPOST SEEDING	S Y	\$5.01	80	0	\$0.00	2258	\$11,312.58
Totals For Section ALTERNATE BID 2 - PHEASANT RUN IMPROVEMENTS:							\$0.00		\$234,728.64
ALTERNATE BID 3 - SCHEDELS WOODLAND HILLS IMPROVEMENTS									
59	2021.501	MOBILIZATION	LS	\$4,100.00	1	0	\$0.00	1	\$4,100.00
60	2104.502	SALVAGE SIGN	EACH	\$26.38	5	0	\$0.00	0	\$0.00
61	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$2.50	100	0	\$0.00	473	\$1,182.50
62	2104.503	REMOVE PIPE CULVERTS	L F	\$8.45	52	0	\$0.00	52	\$439.40
63	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$5.00	850	0	\$0.00	1052	\$5,260.00
64	2105.507	COMMON EXCAVATION	C Y	\$21.00	265	0	\$0.00	257	\$5,397.00
65	2105.507	SUBGRADE EXCAVATION	C Y	\$14.80	340	0	\$0.00	0	\$0.00
66	2105.507	SELECT GRANULAR BORROW (CV)	C Y	\$10.00	340	0	\$0.00	0	\$0.00
67	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$122.00	10	0	\$0.00	0	\$0.00
68	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$3.00	215	0	\$0.00	375.8	\$1,127.40
69	2221.507	SHOULDER BASE AGGREGATE (CV) CLASS 2	C Y	\$47.35	50	0	\$0.00	0	\$0.00
70	2232.501	MILL BITUMINOUS SURFACE (EDGE)	S Y	\$0.85	2375	0	\$0.00	2450	\$2,082.50
71	2232.504	MILL BITUMINOUS SURFACE	S Y	\$0.62	3460	0	\$0.00	3559	\$2,206.58
72	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$2.50	735	0	\$0.00	735	\$1,837.50

011186-00 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
73	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2;B)	TON	\$56.78	830	0	\$0.00	1101.26	\$62,529.54
74	2501.502	15" RC PIPE APRON	EACH	\$1,107.75	2	0	\$0.00	2	\$2,215.50
75	2501.503	15" RC PIPE CULVERT CLASS V	L F	\$73.85	40	0	\$0.00	40	\$2,954.00
76	2540.601	MAILBOX (TEMPORARY)	L S	\$1,405.00	1	0	\$0.00	1	\$1,405.00
77	2563.601	TRAFFIC CONTROL	LS	\$106.00	1	0	\$0.00	1	\$106.00
78	2564.431	SIGN PANELS TYPE SPECIAL	EACH	\$248.00	3	0	\$0.00	0	\$0.00
79	2564.518	SIGN PANELS TYPE C	S F	\$42.20	23.5	0	\$0.00	0	\$0.00
80	2564.602	INSTALL SIGN	EACH	\$10.55	5	0	\$0.00	0	\$0.00
81	2574.507	BOULEVARD TOPSOIL BORROW	C Y	\$35.00	10	0	\$0.00	0	\$0.00
82	2575.504	EROSION CONTROL BLANKETS CATEGORY 3	S Y	\$1.58	30	0	\$0.00	548	\$865.84
83	2575.605	BLOWN COMPOST SEEDING	S Y	\$5.01	30	0	\$0.00	607	\$3,041.07
84	2582.518	CROSSWALK EPOXY	S F	\$4.22	90	0	\$0.00	90	\$379.80
Totals For Section ALTERNATE BID 3 - SCHEDEL'S WOODLAND HILLS IMPROVEMENTS:							\$0.00		\$97,129.63
Work Order 1 - Salvage Landscaping									
85	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	LS	\$425.00	1	0	\$0.00	1	\$425.00
Totals For Work Order 1 - Salvage Landscaping:							\$0.00		\$425.00
Work Order 2 - Detail Milling									
86	2123.610	MILLING MACHINE	HOUR	\$430.00	11	0	\$0.00	11	\$4,730.00
Totals For Work Order 2 - Detail Milling:							\$0.00		\$4,730.00
Work Order 3 - Salvage Landscaping									
87	2104.601	SALVAGE AND REINSTALL LANDSCAPE	LS	\$85.00	1	0	\$0.00	1	\$85.00

011186-00 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
		STRUCTURES							
Totals For Work Order 3 - Salvage Landscaping:							\$0.00		\$85.00
Work Order 4 - Widen Radius' in Pheasant Run									
88	2123.610	SKID LOADER	HOUR	\$160.00	7.5	0	\$0.00	7.5	\$1,200.00
89	2123.502	EXCAVATOR MINI CAT 305	HOUR	\$185.00	5.75	0	\$0.00	5.75	\$1,063.75
90	2123.510	12 CU YD TRUCK	HOUR	\$95.00	7.5	0	\$0.00	7.5	\$712.50
Totals For Work Order 4 - Widen Radius' in Pheasant Run:							\$0.00		\$2,976.25
Work Order 5 - Patching									
91	2231.501	BITUMINOUS PATCHING MIXTURE	TON	\$160.00	17.19	0	\$0.00	17.19	\$2,750.40
Totals For Work Order 5 - Patching:							\$0.00		\$2,750.40
Work Order 6 - Patching									
92	2231.501	BITUMINOUS PATCHING MIXTURE	TON	\$160.00	35.37	0	\$0.00	35.37	\$5,659.20
Totals For Work Order 6 - Patching:							\$0.00		\$5,659.20
Work Order 7 - Patching									
93	2231.501	BITUMINOUS PATCHING MIXTURE	TON	\$160.00	54.98	0	\$0.00	54.98	\$8,796.80
Totals For Work Order 7 - Patching:							\$0.00		\$8,796.80
Work Order 8 - Patching									
94	2231.501	BITUMINOUS PATCHING MIXTURE (SPECIAL)	TON	\$23.00	199.92	0	\$0.00	199.92	\$4,598.16
Totals For Work Order 8 - Patching:							\$0.00		\$4,598.16
Work Order 9 - Landscaping									
95	2104.601	INSTALL LANDSCAPE MATERIALS	LS	\$935.00	1	0	\$0.00	1	\$935.00
Totals For Work Order 9 - Landscaping:							\$0.00		\$935.00
Work Order 10 - Gravel Driveway Repair									
96	2118.501	AGGREGATE SURFACING CLASS 5 (100% CRUSHED LIMESTONE)	TON	\$30.97	5.18	0	\$0.00	10.36	\$320.85
97	2123.510	12 CU YD TRUCK	HOUR	\$95.00	2	0	\$0.00	4	\$380.00
98	2123.610	SKID LOADER	HOUR	\$160.00	2	0	\$0.00	4	\$640.00

011186-00 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
Totals For Work Order 10 - Gravel Driveway Repair:							\$0.00		\$1,340.85
Work Order 11 - Furnish & Install Stop Sign									
99	2564.602	FURNISH SIGN PANEL (STOP SIGN)	EACH	\$574.30	1	0	\$0.00	1	\$574.30
Totals For Work Order 11 - Furnish & Install Stop Sign:							\$0.00		\$574.30
Work Order 12 - Hydroseeding									
100	2575.605	HYDROSEEDING	S Y	\$1.58	213	0	\$0.00	213	\$336.54
Totals For Work Order 12 - Hydroseeding:							\$0.00		\$336.54
Work Order 13 - TRM Mat and Rip Rap									
101	2575.504	TURF REINFORCEMENT MAT CATEGORY 1	S Y	\$1,445.86	1	0	\$0.00	1	\$1,445.86
Totals For Work Order 13 - TRM Mat and Rip Rap:							\$0.00		\$1,445.86
Work Order 14 - Reinstall Retaining Wall									
102	2411.603	INSTALL RETAINING WALL	LF	\$10.00	11	0	\$0.00	11	\$110.00
Totals For Work Order 14 - Reinstall Retaining Wall:							\$0.00		\$110.00
Work Order 15 - Invisible Fence Repair + Prime Contractor Markup									
103	2123.609	PRIME CONTRACTOR MARKUP (10%)	LS	\$17.93	1	1	\$17.93	1	\$17.93
104	2557.602	REPAIR DOG FENCE	EACH	\$179.25	1	1	\$179.25	1	\$179.25
Totals For Work Order 15 - Invisible Fence Repair + Prime Contractor Markup:							\$197.18		\$197.18
Work Order 16 - Pre-Warning Signs									
105	2550.502	TRAFFIC WARNING SIGN TYPE A	EACH	\$330.00	1	1	\$330.00	1	\$330.00
Totals For Work Order 16 - Pre-Warning Signs:							\$330.00		\$330.00
Project Totals:							\$4,800.43		\$703,424.48

011186-00 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
WO1	Work Order	7/23/2018	Salvage Landscaping	\$425.00	\$425.00
WO2	Work Order	7/23/2018	Detail Milling	\$4,730.00	\$4,730.00
WO3	Work Order	7/23/2018	Salvage Landscaping	\$85.00	\$85.00
WO4	Work Order	7/23/2018	Widen Radius' in Pheasant Run	\$2,976.25	\$2,976.25

011186-00 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
WO5	Work Order	7/23/2018	Patching	\$2,750.40	\$2,750.40
WO6	Work Order	7/23/2018	Patching	\$5,659.20	\$5,659.20
WO7	Work Order	7/23/2018	Patching	\$8,796.80	\$8,796.80
WO8	Work Order	7/23/2018	Patching	\$4,598.16	\$4,598.16
WO9	Work Order	7/23/2018	Landscaping	\$935.00	\$935.00
WO10	Work Order	7/23/2018	Gravel Driveway Repair	\$670.42	\$1,340.85
WO11	Work Order	7/23/2018	Furnish & Install Stop Sign	\$574.30	\$574.30
WO12	Work Order	9/11/2018	Hydroseeding	\$336.54	\$336.54
WO13	Work Order	9/11/2018	TRM Mat and Rip Rap	\$1,445.86	\$1,445.86
WO14	Work Order	9/11/2018	Reinstall Retaining Wall	\$110.00	\$110.00
WO15	Work Order	9/18/2018	Invisible Fence Repair + Prime Contractor Markup	\$197.18	\$197.18
WO16	Work Order	10/22/2018	Pre-Warning Signs	\$330.00	\$330.00
Contract Change Totals:				\$34,620.11	\$35,290.54

RETAINAGE :

River Road 7,943.61
 - 1,369.48

 6,574.13

Work Orders 51.27

Pheasant Run 3,808.90
 - 876.46
 + 294.79

 3,227.23

Schendels 4,533.02
 - 493.01
 + 79.84

 4,119.85

**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 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 20th day of November, 2018.

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 11-20-18-116

**A RESOLUTION APPROVING AGREEMENT WITH HANOVER HISTORICAL SOCIETY
FOR SNOW PLOWING SERVICES**

WHEREAS, the City Council supports a request from the Hanover Historical Society for the City to provide snow plowing services at 1010 River Rd NE; and

WHEREAS, in exchange for snow plowing services the public who visits the City owned cemetery on an adjacent parcel shall be able to utilize the Hanover Historical Society’s parking lot.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the attached agreement with the Hanover Historical Society.

BE IT FURTHER RESOLVED, that the City Council authorizes its Mayor and city Administrator to execute the agreement on behalf of the City.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 20th day of November, 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

SNOW PLOWING AGREEMENT

THIS AGREEMENT is entered into this ____ day of _____, 2018, by and between the City of Hanover (“City”) and the Hanover Historical Society (“Historical Society”).

WHEREAS, the Historical Society owns property located at 1010 River Rd. NE, Hanover, MN 55341 (the “Property”);

WHEREAS, the Property is directly adjacent to a City-owned cemetery (the “Cemetery”);

WHEREAS, the Property contains a parking lot that members of the public use to park when they visit the cemetery (the “Parking Lot”); and

WHEREAS, the parties wish to enter into an agreement whereby the City agrees to plow snow from the Parking Lot.

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this Agreement and other consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Snow Plow Services.** Following any snow accumulation for which the City will deploy its snow plow fleet to plow its streets, the City shall plow the snow from the Parking Lot. The City has sole discretion to determine when to deploy its snow plow fleet. Prior to October 1 of each calendar year, the Historical Society shall provide the City with a map of the Parking Lot showing what portion of the Parking Lot it wants plowed.
2. **No liability.** The City will not be liable for, and the Historical Society hereby releases the City from, any damage to the Property or Parking Lot caused while removing snow from the Parking Lot, including but not limited to any turf or grass damage caused by the City’s plows while removing snow.
3. **Use of the Parking Lot by the public.** As consideration for the City’s removal of snow from the Parking Lot, the Historical Society shall allow members of the public to park their vehicles at the Parking Lot while visiting the Cemetery. Additionally, the Historical Society agrees that City employees may park their vehicles at the Parking Lot while performing maintenance or other activities at the Cemetery.

4. **Sidewalks and steps.** The Historical Society shall be solely responsible for any and all shoveling of sidewalks and steps on the Property and in the Parking Lot. The City shall have no shoveling responsibilities.
5. **Term.** This Agreement shall be for three years from the date of execution. The Agreement shall thereafter automatically renew for one year renewal terms. The City shall have the right to terminate this Agreement at any point by providing written notice to the Historical Society.
6. **Indemnity.** Unless the liability for damage or loss is caused by the negligence or intentional misconduct of the City, its agents, or employees, the City shall be held harmless by the Historical Society from any liability for damages arising from any cause whatsoever to any person or property in or upon the Property, including the person and property of the Historical Society's officers, agents, servants, employees, contractors, customers, and tenants.
7. **Headings.** The headings used in this Agreement are for the convenience of the Parties only and shall not affect the interpretation thereof.
8. **Entire Agreement.** This Agreement contains the entire agreement of the Parties hereto and may not be amended, modified, released, or discharged in whole or in part except by an instrument in writing signed by the Parties hereto, or their respective successors or assigns. This Agreement supersedes and replaces all previous version and agreements between the Parties.
9. **Waiver.** No waiver of any default of any party hereunder shall be implied from an omission of any party to take any action on account of such default and no express waiver shall affect any default other than the default specified in that express waiver and then only for the time and to the extent therein stated.
10. **Governing Law.** This Agreement shall be governed by the laws of the State of Minnesota, and the Parties agree that this Agreement shall be enforceable exclusively in the applicable federal and/or state courts in Minnesota.

IN WITNESS WHEREOF, the parties hereto have caused this document to be executed as of the day and year first above written.

CITY OF HANOVER

Mayor

Date

City Administrator

Date

HANOVER HISTORICAL SOCIETY

Its: _____

Date

Its: _____

Date

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

ORDINANCE NO 2018-05

AN ORDINANCE ADOPTING THE 2019 CITY OF HANOVER FEE SCHEDULE

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. The City of Hanover Fee Schedule, as attached, is hereby adopted.

Section 2. This Ordinance shall be effective following its passage and publication. Publication may be made in summary form.

Adopted by the Hanover City Council this ____th day of December 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



City of Hanover 2019 Fee Schedule

CITY HALL RENTAL FEES: Complete payment is due 60 days prior to event.

Community Room: No Alcohol

	<u>Under 100 People</u>	<u>Over 100 People</u>
Damage Deposit	\$ 200.00	\$ 200.00
Rental Fee	\$ 125.00	\$ 150.00

Community Room: With Alcohol

	<u>Under 100 People</u>	<u>Over 100 People</u>
Damage Deposit	\$ 200.00	\$ 200.00
Rental Fee	\$ 300.00	\$ 350.00
Set Up Fee	\$ 100.00	\$ 100.00
Deputy Fee	Current Rate	Current Rate

**required if liquor & dance: Deputy on duty (4 hrs)*

**Deputy fee is determined by the Wright County Sheriff's Department and may be subject to change without notice.*

Civic & Non-Profit Organizations

Meet Occasionally with kitchen \$ 50.00 per meeting

Other Rental Options

Benefit/Fundraiser: No Liquor	\$ 100.00	
Benefit/Fundraiser: Liquor/Dance	\$ 125.00 + deputy fee	
Kitchen use only	\$ 50.00	
Funeral Receptions: No Alcohol	\$ 75.00	\$100
Conference Room Only: No Alcohol	\$ 25.00	

Organizations Exempt from Rental Fees

City of Hanover	Hanover Fire Department	Hanover Historical Society
Crow River Lions	Hanover Golden Age Club	Hanover Lions
Hanover Athletic Association	Hanover Harvest Festival	Hanover Youth Ball

? If having an event, have them pay for the special cleaning if hall is rented following day. ?

SETTLERS PARK SHELTER RENTAL FEES: Full payment is required at time of reservation.

Damage Deposit	\$ 100.00
Rental Fee	\$ 134.21 Includes Tax

**If same group is also renting City Hall, damage deposit for shelter is waived.*

2019 Fee Schedule

MISCELLANEOUS FEES:

Cemetery Lots

Resident	\$ 750.00
Non-Resident	\$ 1,000.00
Cremation Lot	\$ 650.00
Locating / Staking Fee	\$ 50.00 per trip

Other Administrative Fees

Copies of Public Information	\$ 0.25/0.50 (black & white/color)
Copies of Public Information (on CD)	\$ 5.00
Faxes	\$ 1.00 per page
Compost Site Replacement Key Fob	\$ 5.00
Return/NSF Checks	\$ 30.00
ACH Return Fee	\$ 10.00
Stop Payment Fee	\$ 25.00
Special Assessment Search	\$ 25.00 Per PID#
Administrative Citation of Code Offense	\$ 100.00 First Occurance
Administrative Citation Appeal Hearing to Officer	\$ 50.00 if violation is confirmed
Election Recount	\$ 1,000.00 escrow

(Discretionary - candidate responsible for actual costs)

Staff Billing Rates

Clerical	\$ 50.00 per hour
Accounting	\$ 65.00 per hour
Public Works	\$ 65.00 per hour
City Administrator	\$ 80.00 per hour
City Planner	current rate schedule
City Engineer	current rate schedule
City Attorney	current rate schedule
Special City Council/Board/Commission meeting	\$ 250.00 plus staff/consultant costs

2019 Fee Schedule

BUILDING PERMITS:

Building Permit Fees	1997 UBC Fee Schedule	
Plan Review Fee		plus 65% of 1997 UBC Fee Schedule
"Master Plan" Review Fee		plus 25% of 1997 UBC Fee Schedule
ISTS Site Review Fee	\$ 100.00	
Septic Permit Fee	\$ 175.00	
Re-inspection Fee (2nd Inspect)	\$ 50.00	related to escrow inspections
Minor Residential Maintenance (door, same opening window replacement, siding, roof)	\$ 95.00	plus current State surcharge
Minor Inside Residential Maintenance (bath fans, other venting, gas fittings)	\$ 50.00	plus current State surcharge
Residential Fireplace Permits		
Solid Fuel Burning & Masonry	1997 UBC Fee Schedule	
Gas Fired Mechanical	\$ 85.00	plus current State surcharge
Residential Furnace/AC/Softner	\$ 50.00	per unit plus current State surcharge
Residential Water Heater	\$ 50.00	plus current State surcharge
Irrigation System Permit	\$ 50.00	plus current State surcharge
Plumbing Permit		
Residential	\$ 50.00	base fee plus \$9.00 per fixture plus State surcharge
Commercial	1997 UBC Fee Schedule	
Mechanical Permit (Commercial)	1997 UBC Fee Schedule	
Fire Suppression System Permit	1997 UBC Fee Schedule	
Plan Review Fee		plus 65% of 1997 UBC Fee Schedule
Fire Alarm System Permit	1997 UBC Fee Schedule	
Plan Review Fee		plus 65% of 1997 UBC Fee Schedule
Sign Permit		
Permanent Signs	1997 UBC Fee Schedule	
Demolition Permit	\$ 100.00	residential
	\$ 200.00	commercial
Fence Permit		
Over 6'	1997 UBC Fee Schedule	
Under 6'	Administrative Permit	\$ 50.00
Residential Landscape Escrow	\$ 2,000.00	per unit
Residential Erosion Control Escrow	\$ 2,000.00	per unit
Residential Infrastructure Escrow	\$ 1,000.00	per unit
Non-Residential Landscape Escrow	Will handle on case by case basis	
Non-Residential Infrastructure Escrow	Will handle on case by case basis	
Non-Residential Erosion Control Escrow	Will handle on case by case basis	
Escrow Inspection Fee	\$ 50.00	per re-inspection required after initial request
<i>*All full-size plan sheets submitted for new construction must be provided both in paper and electronically. Failure to provide an electronic version will result in a \$50 increase to the permit fee for scanning.</i>		

2019 Fee Schedule

DEVELOPMENT FEES AND CONNECTION CHARGES:

Sanitary Sewer Trunk Fee	\$ 2,270.00	per unit
Water Trunk Fee	\$ 903.00	per unit
Storm Sewer Trunk Fee	\$ 0.08	per square foot
Park Dedication Fee	\$ 2,786.00	per unit
Storm Warning Siren Fee	\$ 68.63	per acre
Connection Permit Charges:		
Sewer Permit Fee	\$ 125.00	
Sewer Connection Fee (SAC)	\$ 5,212.00	per SAC unit
Water Permit Fee	\$ 125.00	
Water Connection Fee (WAC)	\$ 2,241.00	per WAC unit
Water Meter Fee	\$ 500.00	need to check if prices are going up
<u>Utility Rates</u>	Need to clarify and update per Joint Powers Water Board	
Water Distribution Rates (City Portion)	\$ 1.41	base fee per month
	\$ 1.01	Per 1,000 gallons
Sewer Rates	\$ 30.85	minimum per month (up to 7,000 gallons)
	\$ 6.13	per 1,000 gallons over 7,000 gallons
Storm Water Utility Rate	\$ 102.00	per REF per year, capped at 2 acres

Examples of Storm Water Fee on Various Parcels:

Neighborhood Residential	\$ 34.00	Per lot
Rural Residential	\$ 34.00	Per lot
Commercial/Downtown commercial	\$ 173.40	Per acre
Industrial	\$ 193.80	Per acre
Public/Institutional	\$ 102.00	Per acre
Parks/Open Space	\$ 30.60	Per acre
Agricultural	\$ 30.60	Per acre

Late Fee	Per Joint Powers Fee Schedule
Water Shut-off/Turn-on Fee	\$35.00

2019 Fee Schedule

ECONOMIC DEVELOPMENT:

Tax Increment Financing Fee Schedule

Pre-Application	No fee
Final Application	\$12,000 with funds placed in an escrow and any portion remaining following payment for a fiscal advisor, legal and economic development consulting, remainder to be returned to applicant.
Annual Fee	Depending on size of the district, the City will generally retain up to 10% of the annual tax increment for administration of the TIF district. This includes annual reports to the county, school district, official newspaper and State Auditor's Office.

Note: TIF application fees generally range from \$5,000 to \$12,000 in cities. Fees cover the fiscal analysis, creation of the district, filing of the TIF plan with the State, and legal fees for preparation of the Development Agreement.

Tax Abatement Fee Schedule

Pre-Application	No fee
Final Application	\$6,500 with funds placed in an escrow and any portion remaining following payment for fiscal advisor, legal and economic development consulting; remainder to be returned to applicant.

FEES FOR EMERGENCY PROTECTION FIRE SERVICES:

Fire Department False Alarm Fee	\$150	third false alarm within 12 mos (Jan - Dec)
Additional False Alarms Add-On Fee	\$100	added to each fee after third during same 12 mos Ex: 3rd false alarm - \$150, 4th - \$250, 5th - \$350, etc.
Engine	Up to 4 Personnel	\$ 275.00 per hour
Ladder/Aerial	Up to 4 Personnel	\$ 275.00 per hour
Water Tender	Up to 2 Personnel	\$ 200.00 per hour
Heavy Rescue/Rescue/Ambulance	Up to 2 Personnel	\$ 185.00 per hour
Command Vehicle/Utility Truck/Grass Truck	Up to 2 Personnel	\$ 85.00 per hour
ATV/UTV with Water Tank	Up to 2 Personnel	\$ 50.00 per hour
Extra Personnel		\$ 15.00 per hour
County Special Response Unit		\$ 500.00 per hour
County Fire Investigation Team		\$ 300.00 per hour

2019 Fee Schedule

PLANNING AND ZONING:

	Base	Escrow	
Annexation	\$ 300.00	\$ 3,000.00	
Appeals	\$ 250.00	\$ 500.00	
Comprehensive Plan Amendment	\$ 300.00	\$ 500.00	
Flood Use Permit	\$ 300.00	\$ 500.00	
Ordinance Amendment (text or map)	\$ 300.00	\$ 500.00	
PUD Concept Plan	\$ 300.00	\$ 1,000.00	
PUD General Plan	\$ 300.00	\$ 2,000.00	
PUD Final Plan	\$ 300.00	\$ 1,000.00	
Administrative Lot Split/Consolidation	\$ 300.00	\$ 500.00	
<i>*Fee & escrow for administrative lot split/consolidation does not include park dedication fees or other development fees. See Subdivision Ordinance for more details.</i>			
Site Plan Review	\$ 300.00	\$ 750.00	
Administrative Site Plan Amendment	\$ 100.00	\$ -	No consultant time?
Sketch Plan Review	\$ 250.00	\$ 500.00	
Conditional Use Permit	\$ 300.00	\$ 2,000.00	
Interim Use Permit	\$ 300.00	\$ 2,000.00	
Variance	\$ 300.00	\$ 1,000.00	
Concept Plan Review	\$ 300.00	\$ 1,500.00	
Preliminary Plat - Residential			
(up to 50 lots)	\$ 400.00	\$ 15,000.00	
(51-100 lots)	\$ 400.00	\$ 15,000.00	plus \$250/lot > 50
(101-200 lots)	\$ 400.00	\$ 27,500.00	plus \$200/lot > 100
(over 200 lots)	\$ 400.00	\$ 47,500.00	plus \$150/lot > 200
Preliminary Plat - Commercial/Industrial			
(0-10 acres)	\$ 400.00	\$ 10,000.00	
(11-20 acres)	\$ 400.00	\$ 15,000.00	
(21-40 acres)	\$ 400.00	\$ 20,000.00	
(40 + acres)	\$ 400.00	\$ 25,000.00	
Final Plat	\$ 300.00	\$ 3,000.00	
Vacation	\$ 300.00	\$ 500.00	
Administrative Permit	\$ 50.00	\$ 100.00	
Environmental Review	\$ 300.00	\$ 10,000.00	(EAW,EIS,AUAR)
Wetland Mitigation	\$ 300.00	\$ 2,000.00	

A 10% Administration Fee will be charged at the time of development agreement for subdivisions.

- 1) Posted escrows shall be used to cover City expenses associated with the review of applications, including staff and consulting staff (Attorney, Engineer, Planner, and/or Others).
- 2) Actual costs not fully paid or reimbursed from the base fee shall be paid or reimbursed from the escrow deposit.
- 3) All escrows shown above represent funds sufficient for a typical review of an application. City staff, after reviewing the application, may require a higher escrow based on the complexity of an application. Staff will provide a justification for the higher escrow requirement to the applicant.
- 4) Failure to pay an outstanding escrow may result in the City certifying the outstanding escrow to the County Auditor for collection through the property tax or the City placing a lien in the amount of the outstanding escrow on the property.
- 5) It shall be the responsibility of the applicant to contact the City, in writing, to request the return of any unused portion of the escrow deposit.
- 6) Applicants for Special Meetings are responsible for consulting staff fees associated with meeting attendance.
- 7) All full-size sheets submitted must be provided both in paper and electronically. Failure to provide an electronic version will result in a \$50.00 charge to the escrow for scanning.

2019 Fee Schedule

OTHER PERMITS/LICENSES:

Cat or Dog Impound Fees	As billed by Animal Shelter
Solid Waste Haulers License	\$ 250.00 (6 licenses available)
Recycling Haulers License	\$ - (1 license available)
Utility Permit	\$ 100.00 Fee + \$75 per bore hole
Small Site Stormwater Permit	\$ 50.00
Large Site Stormwater Permit	\$ 200.00 Base + Erosion Control Escrow
Grading Permit (no building permit)	Will handle on case by case basis
Erosion Control Plan Security	Will handle on case by case basis
Street Sweeping	\$ 100.00 per hour
Rental Housing License (2 year) Multi-Unit	\$ 75.00 plus inspection fees
Charitable Gambling Premises Permit	\$ 100.00
Excluded or Exempt Gambling Permits	\$ 100.00
Peddler , Solicitor, Transient Merchant License	\$ 50.00 per application
Tattooing/Body Piercing Permit	\$ 250.00 per year
Pawn Broker License	\$ 5,000.00 per year + Investigation fee
Adult Use/Sexually Oriented Business License	\$ 12,000.00 per year + investigation fee

Liquor Licenses

Intoxicating Liquor Off-Sale License	\$ 100.00
Intoxicating Liquor On-Sale License	\$ 3,100.00
Intoxicating Liquor Sunday License	\$ 200.00
Intoxicating Liquor Temporary License	\$ 50.00 plus any state fees
3.2% Malt Liquor Off-Sale License	\$ 110.00
3.2% Malt Liquor On-Sale License	\$ 35.00
3.2% Malt Liquor Temporary License	\$ 25.00
Wine License On-Sale	\$ 1,550.00
Investigation Fee	\$ 300.00
Surety Bond	\$ 3,000.00
Duplicate License	\$ 10.00



To: Mayor Kauffman & Members of the Hanover City Council

From: Brian Hagen, City Administrator

Re: EDA Recommendation of Dilapidated Structures

Date: November 16, 2018

On November 8, 2018, the Hanover Economic Development Authority passed a motion recommending the City Council consider action against properties with dilapidated structures in the downtown area. The properties are located at 119 Mill Pond Trail and 11218 Church St. NE. The intent of the recommendation is to allow for well maintained properties within the commercial district to provide a clean downtown atmosphere. Additionally, there is a desire that a well-maintained downtown would offer additional interest to future development in Hanover.

On November 14, 2018, the City Council discussed the Hanover EDA's recommendation. Council ultimately requested specific Ordinance Section violations to assist with the discussion. After review of the Hanover City Code and Zoning Ordinances, I have found the following section(s) to be pertinent to code violations for the two properties in question:

SEC. 8.20, subp. B.7., in summary, states that anyone who is intentionally maintaining or permitting the existence of any structure or part of any structure which due to any cause is no longer habitable as a dwelling or is no longer useful for any other purpose for which it may have been intended may be ordered to abate the nuisance, charged with a misdemeanor, or both.

SEC. 8.20, subp. B.8., in summary, states that anyone who is not maintaining all exterior elements of a residential dwelling may be ordered to abate the nuisance, charged with a misdemeanor, or both.

Attached to this memo are pictures taken of the two properties in question.

119 Mill Pond Trail



11218 Church St NE

