

**CITY OF HANOVER  
CITY COUNCIL MEETING  
NOVEMBER 20, 2018 – OFFICIAL MINUTES**

**Call to Order/Pledge of Allegiance:**

Mayor Chris Kauffman called the regular meeting of Tuesday, November 20, 2018 to order at 6:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, and MaryAnn Hallstein. Also present was City Administrator Brian Hagen. Councilor Jim Zajicek was absent.

**Approval of Agenda:**

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

**Consent Agenda:**

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

**a. Approve Minutes of November 14, 2018 Election Canvassing Board Meeting**

**b. Approve Minutes of November 14, 2018 City Council Meeting**

**c. Approve Claims as Presented:**

➤ 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**

**Motion carried unanimously.**

**Res No 11-20-18-116 – Approving Hanover Historical Society Snow Plowing Agreement**

Hagen presented the snow plowing agreement which would allow the city to plow snow from the Historical Society’s parking lot in exchange for public parking ability for cemetery visitors on River Rd NE.

**MOTION** by Warpula to approve Res No 11-20-18-116, seconded by Hallstein. **Motion carried unanimously.**

**Review of Ordinance 2018-05 – Adopting 2019 Fee Schedule**

Hagen reviewed the proposed changes and questions on the draft fee schedule. Council gave direction for changes to hall rental prices as well as other fees as needed. Council directed Hagen to inquire on Albertville and St. Michael plans for utility rate increases.

**EDA Recommendation of Dilapidated Structures**

Council further discussed vacant properties located on Mill Pond Trail and Church St. NE. Consensus was that the City would like to see the property owners clean the lots up, but recognize the property owners likely do not have current plans to complete the work. For Church St. NE, Hagen was directed to contact the property owner to discuss plans to market the site for redevelopment to commercial use or restoration of the home. For Mill Pond Trail, Hagen and Hammerseng will make plans to meet with the property owner to discuss future use of the site and how the City recognizes a potential park location in that area of town.

No enforcement action was directed at this time.

## Reports

Hagen

- Inquired to how Council would like to work through the Fire Department Officer interviews. Hammerseng and Hallstein offered to conduct the interviews and then bring back a review of the candidates for Council consideration. The Council requested input on interview questions from Chief Malewicki as well as an opportunity to review the candidates with the Fire Chief. Hagen noted he would work with applicants to find best interview times and begin coordinating the scheduling.
- Hagen noted that Hammerseng is planning to travel in the beginning of 2019 so if anyone is planning to be absent from a meeting to share it as soon as possible. This is key to coordinating any meeting date changes due to lack of quorums.

Hallstein

- Noted she attended the LMC Webinar on how cities can account for the snowbird population during the 2020 Census.

## Adjournment

**MOTION** by Hammerseng to adjourn at 7:35 p.m., seconded by Warpula. **Motion carried unanimously.**

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator