

**AGENDA  
HANOVER CITY COUNCIL  
DECEMBER 18, 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 December 4, 2018 City Council Meeting (3)**
  - b. Approve Claims as Presented: (6)**

➤ Claims	\$ 76,554.20
➤ Payroll	\$ 9,350.64
➤ P/R taxes & Exp.	\$ 3,376.13
➤ Other Claims	<u>\$ 2,502.57</u>
➤ Total Claims	<u>\$ 91,783.54</u>
  - c. Res No 12-18-18-124 – Recognizing Jim Schendel Resignation from Fire Department (35)**
  - d. Res No 12-18-18-125 – Recognizing Wade Gammel Resignation from Fire Department (36)**
  - e. Res No 12-18-18-126 – Approving Temporary Liquor License (37)**
  - f. Res No 12-18-18-127 – Approving Purchase of Fire Department Protective Gear (38)**
  - g. Res No 12-18-18-128 – Approving Purchase of Fire Department Turnout Gear (49)**
- 4. Res No 12-18-18-129 – Approving Amendment to IUP for Gravel Mining (50)**
- 5. 2019 City Board Appointments**
- 6. Reports**
- 7. Adjournment**

**To:** Mayor Kauffman & Members of the Hanover City Council  
**From:** Brian Hagen, City Administrator  
**Date:** December 14, 2018  
**Re:** Review of December 18, 2018 City Council Work Session Agenda

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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 December 4, 2018 City Council Meeting (3)
  - b. Approve Claims as Presented: (6)

➤ Claims	\$ 76,554.20
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  - d. Res No 12-18-18-125 – Recognizing Wade Gammel Resignation from Fire Department (36)
  - e. Res No 12-18-18-126 – Approving Temporary Liquor License (37)
  - f. Res No 12-18-18-127 – Approving Purchase of Fire Department Protective Gear (38)
  - g. Res No 12-18-18-128 – Approving Purchase of Fire Department Turnout Gear (49)
4. Res No 12-18-18-129 – Approving Amendment to IUP for Gravel Mining (50)

*Enclosed is a memo from City Planner Nash outlining a request to amend an existing IUP that allows mining operations. The amendment would allow an extension on time to the IUP. The extension would allow for addition time for reclamation or a more in depth IUP renewal to allow mining operations under current regulations.*
5. 2019 City Board Appointments  
*Discussion will be held on applications received to fill vacant board positions.*
6. Reports
7. Adjournment

**CITY OF HANOVER  
CITY COUNCIL MEETING  
DECEMBER 4, 2018 – DRAFT MINUTES**

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

Mayor Chris Kauffman called the regular meeting of Tuesday, December 4, 2018 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Public Works Supervisor Jason Doboszanski, City Attorney Jay Squires, City Engineer Justin Messner and City Planner Cindy Nash. Other guests included Doug Voerding from the Journal Press, Grambart Family, and John Ganfield.

**Approval of Agenda:**

Hagen noted that there was discussion related to hanging Christmas Decorations since the last meeting. Hagen asked if Council desired to have a public discussion and provide direction to staff. Kauffman stated an item to discuss would be added as 7.f.

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

**Consent Agenda:**

Kauffman inquired in the Quit Claim DEED included a payment for the property. Hagen stated, no payment for the land would occur, but there would be costs associated with recording the DEED. Kauffman next requested that the personnel policy be amended to state that phone calls answered outside of normal working hours do not result in two hours minimum pay. Discussion ensued and consensus was to leave the policy as written because staff is not abusing the policy. Kauffman further requested that part time employee benefits be reviewed to determine if employees who work 25-30 hours are required to receive a pro-rata benefit amount.

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

**a. Approve Minutes of November 20, 2018 City Council Work Session Meeting**

**b. Approve Claims as Presented:**

➤ Claims	\$ 54,244.80
➤ Payroll	\$ 9,160.56
➤ P/R taxes & Exp	\$ 3,307.27
➤ Other Claims	<u>\$ 1,725.66</u>
➤ Total Claims	<u>\$ 68,438.29</u>

**c. Res No 12-04-18-117 – Designating 2019 Polling Place Location**

**d. Res No 12-04-18-118 – Approving Quit Claim DEED to the City of Hanover**

**e. Res No 12-04-18-119 – Approving Withdraw from WCAT Joint Powers Board**

**f. Res No 12-04-18-120 – Approving Amendments to the City Policy Manual**

**Motion carried unanimously.**

**Citizen’s Forum:**

None

**Public Hearings:**

**Truth in Taxation**

Hagen conducted the annual Truth in Taxation presentation to provide education to the residents on the City Budget and to offer an opportunity for public comment and questions. There were no public comments.

**Unfinished Business:**

None

**New Business:**

**Res No 12-04-18-121 – Adopting the 2019 Final Budget and Levy**

Hagen noted there have been no changes from the approved Preliminary Budget and Levy.

**MOTION** by Warpula to approve Res No 12-04-18-121, seconded by Hammerseng. **Motion carried unanimously.**

**Ordinance 2018-06 – Amending Zoning Ordinance Related to Home Occupations**

Nash reviewed to proposed Ordinance as it relates to Planning Commission’s review and recommendation. She further explained that some home businesses would continue to be allowed to operate without any special permitting. She further explained that properties that meet certain minimum regulations may be allowed to obtain an Interim Use Permit in order to operate a business from an accessory structure.

One adjustment was made to replace dwelling with Dwelling Unit in order to note that a definition for Dwelling Unit exists.

**MOTION** by Hallstein to approve Ordinance 2018-06 as amended, seconded by Hammerseng. **Motion carried unanimously.**

**Res No 12-04-18-122 – Adopting the City of Hanover 2018 Park Dedication Fee Study**

Nash outlined the park dedication fee study as it was reviewed by Park Board and their recommendation. The study identifies existing and future park amenities, including new park locations. The study further estimates costs and identifies a fee to be charge for new residential units as developments occur. The new fee would be set at \$3,272 per unit.

**MOTION** by Hammerseng to approve Res No 12-04-18-122, seconded by Zajicek. **Motion carried unanimously.**

**Ordinance 2018-05 – Adopting the 2019 Fee Schedule**

Hagen noted that adjustments were made based on the previous meeting’s direction. The last fee to set would be the water and sewer rates. Hagen stated that Albertville is not proposing an adjustment, whereas, St. Michael is proposing a 3% increase.

Council expressed that the City should conduct an in depth analysis of our infrastructure and fees charged as it relates to funding both operating and depreciation costs.

Council consensus was to increase water and sewer usage fees by 3%

**MOTION** by Hallstein to approve Ordinance 2018-05, seconded by Hammerseng. **Motion carried unanimously.**

**Res No 12-04-18-123 – Approving Contract for Employee Disability Insurance**

Hagen stated that along with a review of major medical benefit coverages and premium costs, he also reviewed the short and long term disability insurance coverage and premiums. Hagen proposed a change to the contract from Sunlife Financial to The Hartford. Hagen noted an estimated \$2,000 a year in savings. Hagen further noted that the changes to the major medical, dental, life, short term and long term contracts would provide an estimated \$11,000 annual savings.

**MOTION** by Warpula to approve Res No 12-04-18-123, seconded by Hallstein. **Motion carried unanimously.**

### **Christmas Decorations**

Hagen stated that Xcel is beginning to enforce a policy that will not allow cities to hang items from their distribution poles. Hanover currently hangs flags and Christmas decorations. Other cities may still be allowed to hang their decorations because they are not hung on poles with distribution lines.

**MOTION** by Kauffman directing staff to hang Christmas decorations for the 2018 season, seconded by Hammerseng.

### **Reports**

Nash

- Stated that Paxmar has submitted a complete application for the Hanover Cove development. The plat review will be brought to the December Planning Commission meeting for the public hearing. Nash further stated that the City Website's project page would be updated with the new information.

Hagen

- Stated he would be out of the office December 7<sup>th</sup> and 10<sup>th</sup>.
- Provided an update to Council that the Hanover Athletic Association has not been meeting the requirements of the Gambling Ordinance. Staff has requested additional reports from the organization but have not received them. Staff has further requested a review of their calculations as they have not submitted payment amounts that match what staff has calculated. Council directed Hagen to work with the City Attorney to determine options for better enforcement.

Doboszanski

- Stated Public Works plans to work early hours in order to get ice rinks flooded during colder hours. He further stated that he would remain mindful of overtime hours.

Messner

- Stated he continues to review adjustments of the Crow River Heights West Future Additions Preliminary Plat. Backes Companies has indication that a final plat would be submitted in spring of 2019 for the West 4<sup>th</sup> Addition phase.

### **Adjournment**

**MOTION** by Warpula to adjourn at 8:35 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

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Payments

Current Period: December 2018

Batch Name	12/18/18 PAY	Computer Dollar Amt	\$76,554.20	Posted	
Refer	2543 AT&T MOBILITY	Ck# 033953	12/18/2018		
Cash Payment	E 100-43000-321 Telephone	PW Cell Phones -	10/18/18 - 11/17/18		\$216.72
Invoice	X11252018	12/3/2018			
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b> \$216.72
Refer	2546 BANKWEST - ROCKFORD	Ck# 033954	12/18/2018		
Cash Payment	E 407-46500-812 Tax Increment Financing	T.I.F. Payment #9			\$5,645.82
Invoice		12/6/2018			
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b> \$5,645.82
Refer	2557 BEAUDRY OIL & PROPANE	Ck# 033955	12/18/2018		
Cash Payment	E 100-43000-212 Motor Fuels	Gasoline: Refill of 303.4 Gallons on	11/01/18		\$750.92
Invoice	871362	11/1/2018			
Transaction Date	12/11/2018	Due 0	Cash	10100	<b>Total</b> \$750.92
Refer	2554 BIFFS INC.	Ck# 002528E	12/18/2018		
Cash Payment	E 100-45200-580 Other Equipment	Eagleview Park Mini Biff Service	11/07/18 - 12/04/18		\$90.00
Invoice	W704473	12/5/2018			
Transaction Date	12/11/2018	Due 0	Cash	10100	<b>Total</b> \$90.00
Refer	2540 BURSCHVILLE CONSTRUCTION	Ck# 033956	12/18/2018		
Cash Payment	E 601-49410-310 Other Professional Servi	1028 Mallard Water Main Break: Vac Trailer			\$400.00
Invoice	4456	12/7/2018			
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b> \$400.00
Refer	2550 CARSON, CLELLAND & SCHREDE	Ck# 033957	12/18/2018		
Cash Payment	E 100-41610-304 Legal Fees	Legal Support / Work - November 2018			\$181.33
Invoice		11/27/2018			
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b> \$181.33
Refer	2538 CENTERPOINT ENERGY	Ck# 033958	12/18/2018		
Cash Payment	E 100-41940-383 Gas Utilities	PW Building Gas Utilities: 10/26/18 - 11/27/18			\$433.06
Invoice		11/29/2018			
Cash Payment	E 100-42280-383 Gas Utilities	Fire Station Gas Utilities: 10/26/18 - 11/27/18			\$494.39
Invoice		11/29/2018			
Cash Payment	E 100-41940-383 Gas Utilities	City Hall Gas Utilities: 10/26/18 - 11/27/18			\$215.70
Invoice		11/29/2018			
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b> \$1,143.15
Refer	2537 CENTRAL HYDRAULICS, INC.	Ck# 002533E	12/18/2018		
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Plow Truck: Female Swivel, Male Pipe, Hose, Male Boss O-Ring			\$105.40
Invoice	56756	12/12/2018			
Transaction Date	12/12/2018	Due 0	Cash	10100	<b>Total</b> \$105.40
Refer	2543 CENTURY LINK	Ck# 033959	12/18/2018		
Cash Payment	E 100-42280-321 Telephone	Fire Station Landline - 11/28/18 - 12/27/18			\$38.56
Invoice		11/28/2018			
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b> \$38.56

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Payments

Current Period: December 2018

Refer	2548 CITY OF ST. MICHAEL	Ck# 002527E 12/18/2018			
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fee - 9896 Jordan Avenue			\$4,712.00
Invoice					
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fee - 9908 Jordan Avenue			\$4,712.00
Invoice					
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b> \$9,424.00
Refer	2546 COLLABORATIVE PLANNING LLC	Ck# 002535E 12/18/2018			
Cash Payment	E 100-41910-310 Other Professional Servi	General Planning: November 2018			\$3,282.50
Invoice 2018-169	12/12/2018				
Cash Payment	G 818-20200 Accounts Payable	PAXMAR EAW: November 2018			\$75.75
Invoice 2018-170	12/12/2018			Project 208245	
Cash Payment	G 827-20200 Accounts Payable	Hanover Cove Preliminary Plat: November 2018			\$2,222.00
Invoice 2018-171	12/12/2018				
Cash Payment	G 825-20200 Accounts Payable	CRH Future West Preliminary Plat: November 2018			\$202.00
Invoice 2018-172	12/12/2018				
Cash Payment	G 818-20200 Accounts Payable	Fehn Companies: November 2018			\$959.50
Invoice 2018-173	12/12/2018			Project 208249	
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b> \$6,741.75
Refer	2540 COMCAST	Ck# 033960 12/18/2018			
Cash Payment	E 100-41940-321 Telephone	CH: Digital Voice & Internet - December 2018			\$221.19
Invoice	11/25/2018				
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b> \$221.19
Refer	2541 CORE & MAIN LP	Ck# 033961 12/18/2018			
Cash Payment	E 601-49410-310 Other Professional Servi	1028 Mallard Water Main Break: Union 3pt, Flr Service CPLG, Ball Curb FLRXFL, Ball Curb PJIPS, Commper Flare Tube, SS Insert, Soft K Copper Tube			\$710.65
Invoice J842322	11/27/2018				
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b> \$710.65
Refer	2533 COTTENS, INC.	Ck# 033962 12/18/2018			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Sweeper: New Battery, Was Under Warranty			\$4.00
Invoice 233-146518	11/1/2018				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Air Freshener			\$3.49
Invoice 233-146519	11/1/2018				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Plow Truck: Trailer Wire Connecton Adaptor			\$27.99
Invoice 233-148938	11/20/2018				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Kubota: Hydraulic Filter, Oil Filter, Fuel Filter, Air Filter			\$168.03
Invoice 233-149783	11/28/2018				
Transaction Date	12/12/2018	Due 0	Cash	10100	<b>Total</b> \$203.51
Refer	2556 CULLINAN,FRANK OR KATHY	Ck# 033963 12/18/2018			
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 12/09/18 Event			\$200.00
Invoice	12/10/2018				
Transaction Date	12/11/2018	Due 0	Cash	10100	<b>Total</b> \$200.00
Refer	2538 CUSTOM FIRE APPARATUS	Ck# 033964 12/18/2018			
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Engine 11: Marker Light, Light Housing			\$45.42
Invoice 0018612-IN	12/6/2018				

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Payments

Current Period: December 2018

Transaction Date	12/12/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$45.42</b>
Refer	2549 <u>FINKEN WATER SOLUTIONS</u>		<u>Ck# 033965 12/18/2018</u>			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE		Cook & Cold Rental Cooler 12/01/18 - 12/31/18			\$9.50
Invoice	1118870	12/1/2018				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE		Cook & Cold Rental Cooler 12/01/18 - 12/31/18			\$9.50
Invoice	1118871	12/1/2018				
Transaction Date	12/14/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$19.00</b>
Refer	2534 <u>GOPHER SIGN COMPANY</u>		<u>Ck# 033966 12/18/2018</u>			
Cash Payment	E 100-43000-226 Sign Repair Materials		One Way (Left Arrow) Qty 2, One Way (Right Arrow) Qty 2, Do Not Enter Qty 2, No Overnight Parking Qty 2			\$370.00
Invoice	104903	11/28/2018				
Transaction Date	12/12/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$370.00</b>
Refer	2545 <u>GUIDANCE POINT TECHNOLOGIE</u>		<u>Ck# 033967 12/18/2018</u>			
Cash Payment	E 100-41600-310 Other Professional Servi		12/04/18 On-Site Service: Public Works Phone Issue, Error 500 Voicemails			\$67.50
Invoice	12577	12/11/2018				
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$67.50</b>
Refer	2539 <u>HANOVER FIRE RELIEF ASSOCIAT</u>		<u>Ck# 033968 12/18/2018</u>			
Cash Payment	E 100-42290-125 Other Retirement Contrib		Fire Contract Contribution - 2nd Half 2018			\$6,005.50
Invoice		12/3/2018				
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$6,005.50</b>
Refer	2544 <u>HARDWARE HANK</u>		<u>Ck# 033969 12/18/2018</u>			
Cash Payment	E 100-43000-226 Sign Repair Materials		60 lb. Tube of Sand			\$6.74
Invoice	1520722	11/5/2018				
Cash Payment	E 100-43000-240 Small Tools and Minor E		10 x 20 Tarp, Bungee Cords, Oxy / Acetylene Lighter			\$58.27
Invoice	1520797	11/6/2018				
Cash Payment	E 100-43000-215 Shop Supplies		C Batteries			\$9.88
Invoice	1520797	11/6/2018				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Ground Non Polar Plug, 1.5" PVC MIP Plug			\$5.38
Invoice	1522658	11/16/2018				
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE		Hall Oven: Thermocouple 18" - Qty 2			\$17.98
Invoice	1523348	11/19/2018				
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE		40W Bulb			\$4.13
Invoice	1523372	11/19/2018				
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE		Indoor Extension Cord, Large Carabiner, Quick Link			\$7.53
Invoice	1525370	11/28/2018				
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$109.91</b>
Refer	2544 <u>HEIMAN FIRE EQUIPMENT</u>		<u>Ck# 033970 12/18/2018</u>			
Cash Payment	E 100-42220-260 Uniforms		5 Sets of Turn Out Gear			\$12,490.00
Invoice	0711220	11/2/2018				
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$12,490.00</b>
Refer	2545 <u>HENNEPIN COUNTY TREASURER</u>		<u>Ck# 033971 12/18/2018</u>			
Cash Payment	E 100-41550-310 Other Professional Servi		Truth in Taxation Notices - 2019			\$52.30
Invoice		11/30/2018				

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Payments

Current Period: December 2018

Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$52.30</b>
Refer	2547 JOINT POWERS WATER BOARD		Ck# 033972 12/18/2018			
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fee - 9896 Jordan Avenue				\$2,001.00
Invoice	12/6/2018					
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fee - 9908 Jordan Avenue				\$2,001.00
Invoice	12/6/2018					
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$4,002.00</b>
Refer	2548 JOINT POWERS WATER BOARD		Ck# 033973 12/18/2018			
Cash Payment	R 601-36100 Special Assessments	2017 Delq. Safe Water - Incorrectly Paid to City of Hanover in December Tax Settlement				\$6.35
Invoice	12/13/2018					
Cash Payment	R 601-36100 Special Assessments	2017 Delq. Supply Water - Incorrectly Paid to the City of Hanover on the December Tax Settlement				\$15.87
Invoice	12/13/2018					
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$22.22</b>
Refer	2535 KRIS ENGINEERING INC.		Ck# 033974 12/18/2018			
Cash Payment	E 100-43125-224 Street Maint Materials	Plow Truck Wing: 4' Edge, 4' Back Support, 4' Strap, Bolts, Nuts				\$1,106.64
Invoice 30936	12/10/2018					
Transaction Date	12/12/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$1,106.64</b>
Refer	2551 MENARDS - BUFFALO		Ck# 033975 12/18/2018			
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Baseboard Heater for Amy's Office				\$48.99
Invoice 86252	11/28/2018					
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$48.99</b>
Refer	2549 METRO WEST INSPECTION SERVI		Ck# 033976 12/18/2018			
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 106-18 @ 10155 3rd Street NE				\$33.25
Invoice 1790	12/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 65-18 @ 11331 Riverview Road				\$33.25
Invoice 1790	12/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 72-18 @ 11542 8th Street NE				\$64.25
Invoice 1790	12/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 79-18 @ 11590 Meadowbrook Avenue				\$17.50
Invoice 1790	12/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 83-18 @ 218 Jandel Avenue				\$396.35
Invoice 1790	12/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 84-18 @ 10071 Beebe Lake Road				\$33.25
Invoice 1790	12/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 94-18 @ 11024 Church Street				\$17.50
Invoice 1790	12/1/2018					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 99-18 @ 706 Kayla Lane				\$17.50
Invoice 1790	12/1/2018					
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$612.85</b>
Refer	2536 MID MINNESOTA CONCRETE		Ck# 033977 12/18/2018			
Cash Payment	E 100-43125-224 Street Maint Materials	Salt Shed: 2x2x4' Blocks - Qty 20				\$600.00
Invoice 15975	11/21/2018					
Transaction Date	12/12/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$600.00</b>
Refer	2542 MILLER TRUCKING & LANDSCAPE		Ck# 002534E 12/18/2018			

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Payments

Current Period: December 2018

<b>Cash Payment</b>	E 601-49410-310 Other Professional Servi	1028 Mallard Water Main Break: 3 yds. Pulverized Black Dirt				<b>\$39.00</b>
Invoice 132876	11/27/2018					
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$39.00</b>
Refer	<u>2537 MN PEIP</u>					
<b>Cash Payment</b>	G 100-21706 Medical/Dental Ins	Medical & Dental Premiums - December 2018				<b>\$3,737.22</b>
Invoice 765988	11/10/2018					
<b>Cash Payment</b>	G 100-21707 Life Ins	Life Insurance - December 2018				<b>\$55.72</b>
Invoice 765988	11/10/2018					
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$3,792.94</b>
Refer	<u>2539 MONTICELLO ANIMAL CONTROL</u>					
<b>Cash Payment</b>	E 100-42700-310 Other Professional Servi	11/10/18 Pick Up German Shephard by Bridge at County Road 19				<b>\$53.00</b>
Invoice 879	12/8/2018					
Transaction Date	12/12/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$53.00</b>
Refer	<u>2550 RUPP ANDERSON SQUIRES &amp; WA</u>					
<b>Cash Payment</b>	G 818-20200 Accounts Payable	Fehn Companies: October 2018				<b>\$72.00</b>
Invoice 8237	12/13/2018				Project 208249	
<b>Cash Payment</b>	E 100-41610-304 Legal Fees	Miscellaneous: October 2018				<b>\$1,224.00</b>
Invoice 8237	12/13/2018					
<b>Cash Payment</b>	E 100-41610-304 Legal Fees	Firefighter Compensation: October 2018				<b>\$936.00</b>
Invoice 8237	12/13/2018					
<b>Cash Payment</b>	E 100-41610-304 Legal Fees	Mileage, Online Legal Research, Photocopies: October 2018				<b>\$114.92</b>
Invoice 8237	12/13/2018					
Transaction Date	12/14/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$2,346.92</b>
Refer	<u>2552 STARRY ELECTRIC, INC.</u>					
<b>Cash Payment</b>	E 402-45200-310 Other Professional Servi	Install Cabinet Mounted 600 amp CT Cabinet, Refeed 3 Service Panels, Install Riser conduit and Overhead Conductors to Power Pole				<b>\$3,800.00</b>
Invoice 5264	11/29/2018					
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$3,800.00</b>
Refer	<u>2547 TRAFFIC CONTROL CORPORATIO</u>					
<b>Cash Payment</b>	E 100-43160-381 Electric Utilities	12" Red Ball x 2, 12" Green Ball x 3, 12" Amber Ball x 2, 12" Red Arrow x 2, 12" Green Arrow x 2, 12" Amber Arrow x 2				<b>\$420.25</b>
Invoice 110088	11/29/2018					
Transaction Date	12/13/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$420.25</b>
Refer	<u>2541 WRIGHT COUNTY AUDITOR-TREA</u>					
<b>Cash Payment</b>	E 100-42102-310 Other Professional Servi	WC Patrol Services - December 2018				<b>\$8,760.00</b>
Invoice December 18	11/28/2018					
<b>Cash Payment</b>	E 100-42102-310 Other Professional Servi	WC Patrol Fines - September 2018				<b>\$479.93</b>
Invoice						
<b>Cash Payment</b>	E 100-42102-310 Other Professional Servi	WC Patrol Fines - October 2018				<b>\$576.59</b>
Invoice						
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$9,816.52</b>
Refer	<u>2553 WRIGHT COUNTY AUDITOR-TREA</u>					

CITY OF HANOVER

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Payments

Current Period: December 2018

Cash Payment	E 100-41410-200 Office Supplies (GENER	2018 Primary - Programming & Ballots				\$728.90
Invoice Elect 18-2	12/6/2018					
Cash Payment	E 100-41410-200 Office Supplies (GENER	2018 General - Programming & Ballots				\$1,351.35
Invoice Elect 18-2	12/6/2018					
Cash Payment	E 100-41410-200 Office Supplies (GENER	AutoMARK Ink Cartridge				\$21.80
Invoice Elect 18-2	12/6/2018					
Cash Payment	E 100-41410-400 Repairs & Maint Cont (G	2018 Annual Equipment Maintenance				\$455.98
Invoice Elect 18-2	12/6/2018					
Transaction Date	12/7/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$2,558.03</b>
Refer	2551	WRIGHT COUNTY AUDITOR-TREA	Ck# 033985	12/18/2018		
Cash Payment	E 100-41550-310 Other Professional Servi	Truth in Taxation Notices - 2019				\$165.85
Invoice 2019 TNT	12/3/2018					
Transaction Date	12/14/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$165.85</b>
Refer	2542	WRIGHT COUNTY JOURNAL PRES	Ck# 033986	12/18/2018		
Cash Payment	E 100-41970-351 Legal Notices Publishing	PHN: Amendments to Zoning Ordinance Related to Home Occupations				\$23.96
Invoice	11/30/2018					
Cash Payment	G 818-20200 Accounts Payable	PHN: Amendment to Interim Use Permit - Fehn Companies				\$32.95
Invoice	11/30/2018			Project 208249		
Cash Payment	E 100-41970-351 Legal Notices Publishing	Ordinance 2018-04: Amending Chapter 9 Related to Individual Sewage Treatment Systems				\$16.47
Invoice	11/30/2018					
Transaction Date	12/6/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$73.38</b>
Refer	2555	XCEL ENERGY	Ck# 033987	12/18/2018		
Cash Payment	E 100-43160-381 Electric Utilities	Xcel Owned Street Lighting 11/03/18 - 12/02/18				\$874.76
Invoice						
Cash Payment	E 100-43160-381 Electric Utilities	City Owned Street Lighting 11/05/18 - 12/02/18				\$988.22
Invoice 617420460	12/3/2018					
Transaction Date	12/11/2018	Due 0	Cash	10100	<b>Total</b>	<b>\$1,862.98</b>

Fund Summary

	10100 Cash
827 HANOVER COVE PRELIMINARY PLAT	\$2,222.00
825 CROW RVR HTS FUT WEST PLAT/PUD	\$202.00
818 MISC ESCROWS FUND	\$1,140.20
602 SEWER ENTERPRISE FUND	\$9,424.00
601 WATER ENTERPRISE FUND	\$5,173.87
407 TIF REDEV DIST #1	\$5,645.82
402 PARKS CAPITAL PROJECTS	\$3,800.00
100 GENERAL FUND	\$48,946.31
	<u>\$76,554.20</u>

Pre-Written Check	\$76,554.20
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$76,554.20</b>

CITY OF HANOVER

12/14/18 9:37 AM

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\*Check Summary Register©

Cks 12/18/2018 - 12/18/2018

Name	Check Date	Check Amt	
<b>10100 Cash</b>			
Paid Chk# 002527E CITY OF ST. MICHAEL	12/18/2018	\$9,424.00	SAC Fee - 9896 Jordan Avenue
Paid Chk# 002528E BIFFS INC.	12/18/2018	\$90.00	Eagleview Park Mini Biff Servi
Paid Chk# 002533E CENTRAL HYDRAULICS, INC.	12/18/2018	\$105.40	Plow Truck: Female Swivel, Mal
Paid Chk# 002534E MILLER TRUCKING & LANDSCAP	12/18/2018	\$39.00	1028 Mallard Water Main Break:
Paid Chk# 002535E Collaborative Planning LLC	12/18/2018	\$6,741.75	General Planning: November 201
Paid Chk# 033953 AT&T MOBILITY	12/18/2018	\$216.72	PW Cell Phones - 10/18/18 - 11
Paid Chk# 033954 BANKWEST - ROCKFORD	12/18/2018	\$5,645.82	T.I.F. Payment #9
Paid Chk# 033955 BEAUDRY OIL & PROPANE	12/18/2018	\$750.92	Gasoline: Refill of 303.4 Gall
Paid Chk# 033956 BURSCHVILLE CONSTRUCTION	12/18/2018	\$400.00	1028 Mallard Water Main Break:
Paid Chk# 033957 CARSON, CLELLAND & SCHRED	12/18/2018	\$181.33	Legal Support / Work - Novembe
Paid Chk# 033958 CENTERPOINT ENERGY	12/18/2018	\$1,143.15	Fire Station Gas Utilities: 10
Paid Chk# 033959 CENTURY LINK	12/18/2018	\$38.56	Fire Station Landline - 11/28/
Paid Chk# 033960 COMCAST	12/18/2018	\$221.19	CH: Digital Voice & Internet -
Paid Chk# 033961 CORE & MAIN LP	12/18/2018	\$710.65	1028 Mallard Water Main Break:
Paid Chk# 033962 COTTENS, INC	12/18/2018	\$203.51	Sweeper: New Battery, Was Unde
Paid Chk# 033963 Cullinan, Frank or Kathy	12/18/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 033964 CUSTOM FIRE APPARATUS	12/18/2018	\$45.42	Engine 11: Marker Light, Light
Paid Chk# 033965 FINKEN WATER SOLUTIONS	12/18/2018	\$19.00	Cook & Cold Rental Cooler 12/0
Paid Chk# 033966 GOPHER SIGN COMPANY	12/18/2018	\$370.00	One Way (Left Arrow) Qty 2, On
Paid Chk# 033967 Guidance Point Technologies	12/18/2018	\$67.50	12/04/18 On-Site Service: Publ
Paid Chk# 033968 HANOVER FIRE RELIEF ASSOCI	12/18/2018	\$6,005.50	Fire Contract Contribution - 2
Paid Chk# 033969 HARDWARE HANK	12/18/2018	\$109.91	60 lb. Tube of Sand
Paid Chk# 033970 HEIMAN FIRE EQUIPMENT	12/18/2018	\$12,490.00	5 Sets of Turn Out Gear
Paid Chk# 033971 HENNEPIN COUNTY TREASURE	12/18/2018	\$52.30	Truth in Taxation Notices - 20
Paid Chk# 033972 JOINT POWERS WATER BOARD	12/18/2018	\$4,002.00	WAC Fee - 9908 Jordan Avenue
Paid Chk# 033973 JOINT POWERS WATER BOARD	12/18/2018	\$22.22	2017 Delq. Supply Water - Inco
Paid Chk# 033974 KRIS ENGINEERING INC.	12/18/2018	\$1,106.64	Plow Truck Wing: 4' Edge, 4' B
Paid Chk# 033975 MENARDS - BUFFALO	12/18/2018	\$48.99	Baseboard Heater for Amy's Off
Paid Chk# 033976 METRO WEST INSPECTION SER	12/18/2018	\$612.85	Pmt 84-18 @ 10071 Beebe Lake R
Paid Chk# 033977 MID MINNESOTA CONCRETE	12/18/2018	\$600.00	Salt Shed: 2x2x4' Blocks - Qty
Paid Chk# 033978 MN PEIP	12/18/2018	\$3,792.94	Medical & Dental Premiums - De
Paid Chk# 033979 MONTICELLO ANIMAL CONTROL	12/18/2018	\$53.00	11/10/18 Pick Up German Shepha
Paid Chk# 033980 Rupp Anderson Squires & Waldsp	12/18/2018	\$2,346.92	Miscellaneous: October 2018
Paid Chk# 033981 STARRY ELECTRIC, INC.	12/18/2018	\$3,800.00	Install Cabinet Mounted 600 am
Paid Chk# 033982 TRAFFIC CONTROL CORP.	12/18/2018	\$420.25	12" Red Ball x 2, 12" Green Ba
Paid Chk# 033983 WRIGHT COUNTY AUDITOR-TRE	12/18/2018	\$9,816.52	WC Patrol Fines - October 2018
Paid Chk# 033984 WRIGHT COUNTY AUDITOR-TRE	12/18/2018	\$2,558.03	2018 General - Programming & B
Paid Chk# 033985 WRIGHT COUNTY AUDITOR-TRE	12/18/2018	\$165.85	Truth in Taxation Notices - 20
Paid Chk# 033986 WRIGHT COUNTY JOURNAL PR	12/18/2018	\$73.38	Ordinance 2018-04: Amending Ch
Paid Chk# 033987 XCEL ENERGY	12/18/2018	\$1,862.98	Xcel Owned Street Lighting 11/
<b>Total Checks</b>		<b>\$76,554.20</b>	

FILTER: None



Carson, Clelland & Schreder

ATTORNEYS AT LAW
6300 SHINGLE CREEK PARKWAY STE 305
MINNEAPOLIS, MN 55430-2190
(763)-561-2800

November 27, 2018

CITY OF HANOVER
CITY ADMINISTRATOR
11250 5TH STREET NE
HANOVER, MN 55341

Professional Services

November 2018

Amount

Criminal

Table with 2 columns: Description and Amount. Includes entries for 11/12/2018, 11/13/2018, 11/26/2018, and Vehicle Forfeiture.

NOV 30 2018

Client Expense Charges :

	<u>Amount</u>
<u>Criminal Expenses:</u>	
Monthly support fee for October	14.45
SUBTOTAL:	[ 14.45]
<b>Total Client Expense Charges</b>	<b>\$14.45</b>
<b>Total amount of this bill</b>	<b>\$181.33</b>
<b>Previous balance</b>	<b>\$145.72</b>
11/21/2018 Payment - thank you	(\$145.72)
<b>Total payments and adjustments</b>	<b>(\$145.72)</b>
<b>Balance due</b>	<b>\$181.33</b>

I hereby declare under the penalties of perjury that the foregoing statement for legal services is just and correct and that no part thereof has been paid.

  
John J. Thames, City Attorney

E# 100 - 41610 - 304

City Attorney  
↳ Legal Fees

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# 2535

# INVOICE

**BILL TO**  
 City of Hanover  
 PO Box 278  
 Hanover, MN 55341

**INVOICE #** 2018-169  
**DATE** 12/12/2018

**PROJECT**  
 Hanover General

DATE	ACCOUNT SUMMARY	AMOUNT
11/01/2018	Balance Forward	\$3,105.75
	Payments and credits between 11/01/2018 and 12/12/2018	-3,105.75
	New charges (details below)	3,282.50
	Total Amount Due	\$3,282.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
	City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan Billable Time				
11/05/2018	Email to Justin re: maps.	CMN	0:15	101.00	25.25
11/06/2018	Email from Bryan, review maps, email to Bryan. Various emails, email with Brian.	CMN	0:30	101.00	50.50
11/07/2018	Phone conference with Brian. Emails re: map change.	CMN	0:15	101.00	25.25
11/08/2018	Update plan, draft memo, email to staff.	CMN	0:30	101.00	50.50
11/09/2018	Revise plan, draft resolution. Emails with Brian.	CMN	1:00	101.00	101.00
11/12/2018	Editing park dedication study.	CMN	1:30	101.00	151.50
11/15/2018	Editing.	CMN	0:45	101.00	75.75
11/19/2018	Editing park dedication study. Emails with Brian. Draft memo. Phone conference with Brian.	CMN	4:15	101.00	429.25
11/20/2018	Edit study, various emails. Emails	CMN	1:15	101.00	126.25

DATE	ACTIVITY	QTY	RATE	AMOUNT
	re: Comp Plan.			
	<b>Subtotal: Billable Time</b>			1,035.25
	<b>SUBTOTAL - City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan</b>			1,035.25
	<b>City of Hanover:Hanover General Planning:Hanover General Planning Billable Time</b>			
10/29/2018	Email to Gary Fehn. Phone conference with Brian re: Comp Plan, zoning ordinance, various. Emails re: home occupations, researching.	CMN	1:15 101.00	126.25
10/30/2018	Emails with Gary Fehn re: IUP renewal.	CMN	0:15 101.00	25.25
10/31/2018	Review two building permits, emails with Amy.	CMN	0:15 101.00	25.25
11/01/2018	Phone conference with Brian.	CMN	0:15 101.00	25.25
11/02/2018	Phone conference with Brian.	CMN	0:15 101.00	25.25
11/05/2018	Phone conference with realtor.	CMN	0:15 101.00	25.25
11/07/2018	Phone conference with Brian.	CMN	0:15 101.00	25.25
11/08/2018	Reviewing info for rural residential split in annexation area.	CMN	0:45 101.00	75.75
11/09/2018	Phone conference with Brian.	No Charge	0:15 0.00	0.00
11/09/2018	Phone conference with realtor re: land outside City. Emails re: commercial development.	CMN	0:45 101.00	75.75
11/12/2018	Review site plan, email to Justin.	CMN	0:30 101.00	50.50
11/13/2018	Draft public hearing notice for ordinance amendment, email to newspaper. Phone conference with Amy re: PC agenda.	CMN	0:15 101.00	25.25
11/14/2018	Emails re: Hanover Liquor. Review building permit. Attend meeting with developer. Phone conference with developer. Attend City Council meeting.	CMN	6:15 101.00	631.25
11/15/2018	Review as-built foundation plan.	CMN	0:15 101.00	25.25

DATE	ACTIVITY	QTY	RATE	AMOUNT	
11/16/2018	Update home occupation ordinance redline, draft ordinance for adoption, draft memo, email to Amy. Phone conference with Brian.	CMN	1:15	101.00	126.25
11/19/2018	Various emails, review agenda for Council. Phone conference with realtor, email to Wright County. Email from Wright County. Phone conference with Brian, draft email to realtor, various emails.	CMN	2:30	101.00	252.50
11/20/2018	Review building permit, email to Amy. Email re: commercial property.	CMN	0:15	101.00	25.25
11/26/2018	Emails with Brian, phone conference with Brian. Prepare for and attend PC meeting.	CMN	1:15	101.00	126.25
11/27/2018	Prepare home occupation ordinance for packet, email to Brian/Amy. Emails with Amy re: shed. Prepare for and attend Park Board meeting.	CMN	4:45	101.00	479.75
11/27/2018	Complete 360 review.	No Charge	0:30	0.00	0.00
11/29/2018	Update Park Ded Study, prepare memo, email to Brian.	CMN	0:45	101.00	75.75
	<b>Subtotal:</b>				2,247.25
	<b>SUBTOTAL - City of Hanover: Hanover General Planning: Hanover General Planning</b>				2,247.25

TOTAL OF NEW  
CHARGES  
BALANCE DUE

3,282.50

*gpl* **\$3,282.50**

E# 100-41910-310

Planning & Zoning  
↳ Other Prof. Svcs.

Collaborative Planning, LLC  
PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**  
City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2018-170  
**DATE** 12/12/2018

**PROJECT**  
EAW **PAXMAR**

DATE	ACCOUNT SUMMARY	AMOUNT
11/01/2018	Balance Forward	\$1,111.00
	Payments and credits between 11/01/2018 and 12/12/2018	-1,111.00
	New charges (details below)	75.75
	<b>Total Amount Due</b>	<b>\$75.75</b>

DATE	ACTIVITY	QTY	RATE	AMOUNT	
10/29/2018	Email to Brian re: resolution.	CMN	0:15	101.00	25.25
11/05/2018	Email to Brian.	CMN	0:15	101.00	25.25
11/21/2018	Email to Brian re: resolution.	CMN	0:15	101.00	25.25

TOTAL OF NEW CHARGES 75.75  
BALANCE DUE

*JP* **\$75.75**

*E# 818-20200*  
*Misc. Escrow*

*Project # 208245*

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# INVOICE

**BILL TO**  
 City of Hanover  
 PO Box 278  
 Hanover, MN 55341

**INVOICE #** 2018-171  
**DATE** 12/12/2018

**PROJECT**  
 Hanover Cove Prelim Plat

DATE	ACCOUNT SUMMARY	AMOUNT
11/01/2018	Balance Forward	\$555.50
	Payments and credits between 11/01/2018 and 12/12/2018	-555.50
	New charges (details below)	2,222.00
	Total Amount Due	\$2,222.00

DATE	ACTIVITY	QTY	RATE	AMOUNT	
10/29/2018	Review info from Jason, calculating density. Email to Justin. Phone conference with Justin. Phone conference with Brian. Update city webpage.	CMN	1:45	101.00	176.75
10/30/2018	Emails with Justin. Phone conference with Brian.	CMN	0:30	101.00	50.50
11/04/2018	Emails with Jason.	CMN	0:15	101.00	25.25
11/09/2018	Emails re: meeting and submittal requirements.	CMN	0:15	101.00	25.25
11/10/2018	Various emails.	CMN	0:15	101.00	25.25
11/13/2018	Various emails re: plan sets. Phone conference with Brian.	CMN	1:00	101.00	101.00
11/14/2018	Emails re: meeting. Phone conference with Brian. Meeting with Paxmar.	CMN	4:45	101.00	479.75
11/15/2018	Email re: submittal.	CMN	0:15	101.00	25.25
11/16/2018	Various emails, phone conference with Amy.	CMN	0:45	101.00	75.75
11/19/2018	Various emails.	CMN	0:15	101.00	25.25
11/20/2018	Pick up plans, site visit. Reviewing plans. Emails with Justin.	CMN	4:15	101.00	429.25
11/21/2018	Reviewing plans, email from Jason, email to Justin. Email to	CMN	1:30	101.00	151.50

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Jason. Email from Jason re: lot list.			
11/26/2018	Reviewing.	CMN	1:15 101.00	126.25
11/27/2018	Reviewing plans.	CMN	1:15 101.00	126.25
11/28/2018	Emails re: plat, reviewing plat.	CMN	1:30 101.00	151.50
11/29/2018	Reviewing, drafting comments.	CMN	2:15 101.00	227.25

TOTAL OF NEW CHARGES 2,222.00  
BALANCE DUE

*JH* **\$2,222.00**

G # 827-20200  
Hanover Cove Preliminary Plat

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# INVOICE

**BILL TO**  
 City of Hanover  
 PO Box 278  
 Hanover, MN 55341

**INVOICE #** 2018-172  
**DATE** 12/12/2018

**PROJECT**  
 CRH West Prelim Plat

DATE	ACCOUNT SUMMARY	AMOUNT
10/10/2018	Balance Forward	\$101.00
	Payments and credits between 10/10/2018 and 12/12/2018	-101.00
	New charges (details below)	202.00
	Total Amount Due	\$202.00

DATE	ACTIVITY	QTY	RATE	AMOUNT	
10/24/2018	Emails re: plat review.	CMN	0:15	101.00	25.25
10/29/2018	Email to Justin re: prelim plat comments. Phone conference with Justin. Phone conference with Brian.	CMN	0:30	101.00	50.50
10/30/2018	Phone conference with Todd. Email to Justin.	CMN	0:15	101.00	25.25
11/05/2018	Emails with Justin.	CMN	0:15	101.00	25.25
11/08/2018	Review email from Justin.	CMN	0:15	101.00	25.25
11/16/2018	Review engineering memo, review past comment memo. Review plans. Email to Todd.	CMN	0:30	101.00	50.50

TOTAL OF NEW CHARGES  
 BALANCE DUE

202.00

*JA* **\$202.00**

*G # 825-20200*  
*CRH Future West*  
*Preliminary Plat*

Collaborative Planning, LLC  
 PO Box 251  
 Medina, MN 55340  
 763-473-0569

# INVOICE

**BILL TO**  
 Mahler IUP  
 PO Box 278  
 Hanover, MN 55341

**INVOICE #** 2018-173  
**DATE** 12/12/2018

**PROJECT** *Fehn Companies*  
 Mahler IUP

DATE	ACTIVITY	QTY	RATE	AMOUNT
10/29/2018	Phone conference with Brian, email to Gary.	No Charge	0:30	0.00
10/30/2018	Emails with Gary Fehn re: IUP renewal. Phone conference with Brian. Phone conference with Brian. Reviewing existing IUP. Phone conference with Gary. Phone conference with Brian. Phone conference with Brian/Jay.	CMN	3:15	101.00
11/02/2018	Phone conference with Brian.	CMN	0:15	101.00
11/06/2018	Email from Gary, review draft application, email to Gary. Emails with Amy re: mailing list, etc.	CMN	0:30	101.00
11/07/2018	Email from Amy.	CMN	0:15	101.00
11/13/2018	Draft public hearing notice, email to newspaper.	CMN	0:15	101.00
11/16/2018	Draft memo, email to Amy.	CMN	0:30	101.00
11/26/2018	Review comments received. Phone call with Gary. Prepare for PC meeting. Attend PC meeting.	CMN	2:30	101.00
11/27/2018	Emails with Amy re: St. Michael pits.	CMN	0:15	101.00
11/28/2018	Drafting resolution.	CMN	1:00	101.00
11/30/2018	Reviewing easement. Emails with Gary. Emails with Amy, phone call with Amy.	CMN	0:45	101.00

*G # 818-20200*  
*Misc. Escrows*

BALANCE DUE

*JH*

**\$959.50**

*Project # 208249*



# Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800  
 Minneapolis, MN 55402  
 Office (612) 436-4300 Fax (612) 436-4340  
 www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 10/31/2018  
 Statement Date: 12/11/2018  
 Statement No. 8237

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
10/02/2018	JTS Review agenda materials and prepare for council meeting.	0.60	180.00	108.00
10/02/2018	JTS Review and analyze changes to fire department SOGs; Telephone conference with Brian regarding same.	0.60	180.00	108.00
10/02/2018	JTS Council meeting.	4.70	180.00	846.00
10/23/2018	JTS Review septic ordinance draft; review Hennepin County draft agreement; review MN Rules regarding jurisdictional transfer; e-mail Brian regarding same; review reply.	0.80	180.00	144.00
10/30/2018	JTS Telephone conference with Brian and Cindy regarding Mahler IUP issues.	0.30	180.00	54.00
10/30/2018	JTS Cindy Nash e-mails regarding Mahler IUP.	0.10	180.00	18.00
10/31/2018	JTS Brian e-mail regarding need for varied agreements; e-mail as associate regarding preparation of same.	0.10	180.00	18.00
Sub-total Fees:				\$1,296.00

4011(1)-0096: Firefighter Compensation Issues

		Hours	Rate	Amount
10/19/2018	JJK Office conference with Jay Squires to discuss legality of City not paying uncertified firefighter trainees and whether City must pay firefighters attending educational seminars and related events; Conduct legal research and analysis of the same issues; Draft interoffice legal memorandum regarding the same issues; Open new file.	2.00	180.00	360.00
10/23/2018	JJK Finish drafting, reviewing, and revising interoffice legal memorandum regarding legality of City not paying uncertified firefighter trainees and whether City must pay firefighters attending educational and training seminars and events; Draft interoffice electronic correspondence to Jay Squires regarding the same.	2.80	180.00	504.00
10/29/2018	JTS Review and revise memorandum regarding pay.	0.40	180.00	72.00

Sub-total Fees: \$936.00

**Rate Summary**

Jacob J. Kimmes	4.80 hours at \$180.00/hr	864.00
Jay T. Squires	7.60 hours at \$180.00/hr	1,368.00
<b>Total hours:</b>	<u>12.40</u>	<u>2,232.00</u>

**Expenses**

	Units	Price	Amount
10/02/2018 Mileage.	1.00	40.88	40.88
10/31/2018 Online Legal Research.	1.00	3.31	3.31
10/31/2018 Online Legal Research.	1.00	38.33	38.33
10/31/2018 Photocopies.	162.00	0.20	32.40
<b>Sub-total Expenses:</b>			<u>\$114.92</u>

Total Fees and Expenses: \$2,346.92  
Previous Balance: -  
**Total Now Due: \$2,346.92**

I declare under the penalties of law that this account is just and correct and that no part of it has been paid.

*Dacia A. Anderson*  
Accounts Manager

72.00 = Fehn Companies  
G # 818-20200  
Misc. Escrows

Project # 208249

1,224.00 = Miscellaneous  
+ 114.92 E# 100 - 41610 - 304  
City Attorney  
↳ Legal Fees

936.00 = FD Compensation  
E# 100 - 41610 - 304  
City Attorney  
↳ Legal Fees

## CITY OF HANOVER

12/14/18 10:08 AM

## Cash Balances

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December 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$613,916.05	\$180,488.80	\$84,976.19	\$709,428.66
107 FIRE DEPT DONATIONS FUND	\$23,868.31	\$0.00	\$0.00	\$23,868.31
201 EDA SPECIAL REVENUE FUND	\$91,869.68	\$5,643.00	\$0.00	\$97,512.68
205 EDA BUSINESS INCENTIVE FUND	\$128,302.64	\$0.00	\$0.00	\$128,302.64
311 2008A GO CIP REFUNDING BOND	\$83,254.41	\$0.00	\$0.00	\$83,254.41
312 2009A GO IMP REFUNDING BOND	\$10,669.32	\$0.00	\$0.00	\$10,669.32
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$449,042.66	\$0.00	\$0.00	\$449,042.66
315 2016A GO CIP BOND	\$90,717.02	\$0.00	\$0.00	\$90,717.02
401 GENERAL CAPITAL PROJECTS	\$1,233,116.32	\$822.20	\$0.00	\$1,233,938.52
402 PARKS CAPITAL PROJECTS	\$28,602.09	\$0.00	\$3,800.00	\$24,802.09
403 FIRE DEPT CAPITAL FUND	\$293,103.70	\$0.00	\$0.00	\$293,103.70
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	\$6,650.00	\$0.00	\$0.00	\$6,650.00
407 TIF REDEV DIST #1	\$13,404.48	\$0.00	\$5,645.82	\$7,758.66
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	\$126,326.61	\$0.00	\$0.00	\$126,326.61
418 STREET CAPITAL PROJ FUND	\$102,547.31	\$0.00	\$0.00	\$102,547.31
601 WATER ENTERPRISE FUND	\$903,178.21	\$0.00	\$5,173.87	\$898,004.34
602 SEWER ENTERPRISE FUND	\$313,747.11	\$0.00	\$41,262.41	\$272,484.70
603 STORM WATER ENTERPRISE FUND	\$120,033.19	\$259.64	\$168.00	\$120,124.83
611 WATER CAPITAL IMP FUND	\$168,120.38	\$0.00	\$0.00	\$168,120.38
612 SEWER CAPITAL IMP FUND	\$1,969,039.04	\$0.00	\$0.00	\$1,969,039.04
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	\$30,000.00	\$0.00	\$0.00	\$30,000.00
815 LANDSCAPE ESCROW FUND	\$28,000.00	\$0.00	\$0.00	\$28,000.00
817 INFRASTRUCTURE ESCROW FUND	\$11,000.00	\$0.00	\$0.00	\$11,000.00
818 MISC ESCROWS FUND	\$9,040.55	\$0.00	\$1,194.20	\$7,846.35
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	\$1,288.00	\$19,403.17
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	\$352.00	\$10,844.31
826 CROW RVR HTS 4TH ADD FINL PLAT	\$0.00	\$0.00	\$0.00	\$0.00
827 HANOVER COVE PRELIMINARY PLAT	\$54,825.00	\$0.00	\$2,805.00	\$52,020.00
900 INTEREST	\$9,474.08	\$0.00	\$0.00	\$9,474.08

Cash Balances

December 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
	\$7,157,546.85	\$187,213.64	\$146,665.49	\$7,198,095.00

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
TAXES	R 100-31000 Property Taxes - General	\$177,229.65	\$872,456.86	\$881,449.00	\$8,992.14	98.98%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$129,904.00	\$129,904.00	\$0.00	100.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$11,234.25	\$15,000.00	\$3,765.75	74.90%
Source Alt Code TAXES		\$177,229.65	\$1,013,595.11	\$1,026,353.00	\$12,757.89	98.76%
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	\$10,724.04	\$10,000.00	-\$724.04	107.24%
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	\$5,706.00	\$2,000.00	-\$3,706.00	285.30%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$48.25	\$75.00	\$26.75	64.33%
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	\$112,778.00	\$140,661.00	\$27,883.00	80.18%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$4,982.70	\$6,000.00	\$1,017.30	83.05%
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	\$144,662.99	\$164,136.00	\$19,473.01	88.14%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	-\$2,021.23	\$900.00	\$2,921.23	-224.58%
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	\$196.58	\$20,400.00	\$20,203.42	0.96%
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	\$1,790.00	\$400.00	-\$1,390.00	447.50%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$87,310.88	\$140,000.00	\$52,689.12	62.36%
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	\$44.00	\$50.00	\$6.00	88.00%
Source Alt Code LIC PERM		\$0.00	\$98,844.88	\$153,220.00	\$54,375.12	64.51%
INTGOVT	R 100-33400 State Grants and Aids	\$2,550.00	\$15,269.50	\$0.00	-\$15,269.50	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	\$659.47	\$0.00	-\$659.47	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		\$2,550.00	\$119,927.77	\$162,490.00	\$42,562.23	73.81%
FINES	R 100-35100 Court Fines	\$72.00	\$6,336.83	\$2,000.00	-\$4,336.83	316.84%
Source Alt Code FINES		\$72.00	\$6,336.83	\$2,000.00	-\$4,336.83	316.84%
<b>Fund 100 GENERAL FUND</b>		<b>\$179,851.65</b>	<b>\$1,383,564.16</b>	<b>\$1,528,599.00</b>	<b>\$145,034.84</b>	<b>90.51%</b>

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$179,851.65	\$1,383,564.16	\$1,528,599.00	\$145,034.84	90.51%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
<b>Dept 41110 Council</b>						
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	\$32.72	\$3,879.80	\$17,503.00	\$13,623.20	22.17%
<b>Dept 41110 Council</b>		<b>\$32.72</b>	<b>\$14,808.82</b>	<b>\$39,898.00</b>	<b>\$25,089.18</b>	<b>37.12%</b>
<b>Dept 41330 Boards and Commissions</b>						
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%
<b>Dept 41330 Boards and Commissions</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,600.00</b>	<b>\$4,600.00</b>	<b>0.00%</b>
<b>Dept 41400 City Administrator</b>						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,770.76	\$67,653.73	\$72,040.00	\$4,386.27	93.91%
CITYADM	E 100-41400-121 PERA	\$207.81	\$5,191.71	\$5,403.00	\$211.29	96.09%
CITYADM	E 100-41400-122 FICA	\$171.79	\$4,291.82	\$4,466.00	\$174.18	96.10%
CITYADM	E 100-41400-123 Medicare	\$40.18	\$1,003.81	\$1,045.00	\$41.19	96.06%
CITYADM	E 100-41400-134 Employer Paid Life	\$71.46	\$416.52	\$400.00	-\$16.52	104.13%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$325.11	\$7,993.96	\$8,400.00	\$406.04	95.17%
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%
<b>Dept 41400 City Administrator</b>		<b>\$3,587.11</b>	<b>\$87,804.31</b>	<b>\$93,754.00</b>	<b>\$5,949.69</b>	<b>93.65%</b>
<b>Dept 41410 Elections</b>						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$2,284.05	\$3,828.65	\$5,000.00	\$1,171.35	76.57%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$3,879.27	\$5,000.00	\$1,120.73	77.59%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$64.39	\$300.00	\$235.61	21.46%
ELECTION	E 100-41410-400 Repairs & Maint Cont (	\$455.98	\$455.98	\$1,500.00	\$1,044.02	30.40%
<b>Dept 41410 Elections</b>		<b>\$2,740.03</b>	<b>\$8,228.29</b>	<b>\$11,800.00</b>	<b>\$3,571.71</b>	<b>69.73%</b>
<b>Dept 41430 Clerical Staff</b>						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,758.41	\$43,068.92	\$45,718.00	\$2,649.08	94.21%
CLERICAL	E 100-41430-121 PERA	\$131.88	\$3,304.45	\$3,429.00	\$124.55	96.37%
CLERICAL	E 100-41430-122 FICA	\$108.74	\$2,731.38	\$2,835.00	\$103.62	96.34%
CLERICAL	E 100-41430-123 Medicare	\$25.43	\$638.86	\$663.00	\$24.14	96.36%
CLERICAL	E 100-41430-134 Employer Paid Life	\$4.25	\$1,389.04	\$1,600.00	\$210.96	86.82%
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	\$351.02	\$8,050.00	\$8,400.00	\$350.00	95.83%
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%
<b>Dept 41430 Clerical Staff</b>		<b>\$2,379.73</b>	<b>\$59,205.15</b>	<b>\$63,395.00</b>	<b>\$4,189.85</b>	<b>93.39%</b>
<b>Dept 41435 Staff Expenses</b>						
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%
<b>Dept 41435 Staff Expenses</b>		<b>\$0.00</b>	<b>\$1,146.27</b>	<b>\$2,800.00</b>	<b>\$1,653.73</b>	<b>40.94%</b>
<b>Dept 41530 Accounting</b>						
ACCTING	E 100-41530-101 Full-Time Employees R	\$2,040.00	\$49,825.47	\$53,040.00	\$3,214.53	93.94%
ACCTING	E 100-41530-121 PERA	\$153.00	\$3,825.00	\$3,978.00	\$153.00	96.15%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$126.48	\$3,147.48	\$3,288.00	\$140.52	95.73%
ACCTING	E 100-41530-123 Medicare	\$29.58	\$735.98	\$769.00	\$33.02	95.71%
ACCTING	E 100-41530-134 Employer Paid Life	\$5.74	\$955.93	\$1,100.00	\$144.07	86.90%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$333.08	\$8,033.08	\$8,400.00	\$366.92	95.63%
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		\$2,687.88	\$69,590.35	\$76,825.00	\$7,234.65	90.58%
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	\$218.15	\$20,610.15	\$20,000.00	-\$610.15	103.05%
Dept 41550 Assessing		\$218.15	\$20,610.15	\$20,000.00	-\$610.15	103.05%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	-\$280.00	\$2,507.25	\$3,500.00	\$992.75	71.64%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	-\$61.38	\$200.00	\$261.38	-30.69%
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	\$176.05	\$3,926.65	\$4,000.00	\$73.35	98.17%
PURCHASE	E 100-41570-322 Postage	-\$140.00	\$1,610.25	\$2,500.00	\$889.75	64.41%
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		-\$243.95	\$13,193.87	\$24,200.00	\$11,006.13	54.52%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$614.00	\$7,093.80	\$8,500.00	\$1,406.20	83.46%
Dept 41600 Computer		\$614.00	\$7,093.80	\$8,500.00	\$1,406.20	83.46%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$2,564.25	\$10,186.65	\$23,500.00	\$13,313.35	43.35%
Dept 41610 City Attorney		\$2,564.25	\$10,186.65	\$23,500.00	\$13,313.35	43.35%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$3,282.50	\$25,527.72	\$25,000.00	-\$527.72	102.11%
Dept 41910 Planning and Zoning		\$3,282.50	\$25,527.72	\$25,000.00	-\$527.72	102.11%
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	\$92.13	\$9,068.99	\$7,000.00	-\$2,068.99	129.56%
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	\$715.00	\$6,593.92	\$9,000.00	\$2,406.08	73.27%
GOVTBLDG	E 100-41940-321 Telephone	\$680.67	\$7,609.04	\$4,200.00	-\$3,409.04	181.17%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$262.00	\$300.00	\$38.00	87.33%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$939.82	\$11,827.74	\$14,000.00	\$2,172.26	84.48%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$648.76	\$7,974.98	\$8,000.00	\$25.02	99.69%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$241.16	\$2,883.82	\$3,500.00	\$616.18	82.39%
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	-\$217.15	\$7,941.77	\$500.00	-\$7,441.77	588.35%
Dept 41940 General Govt Buildings/Plant		\$3,100.39	\$65,943.41	\$55,750.00	-\$10,193.41	118.28%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$1,319.50	\$12,027.25	\$25,000.00	\$12,972.75	48.11%
Dept 41950 Engineer		\$1,319.50	\$12,027.25	\$25,000.00	\$12,972.75	48.11%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	December 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	\$40.43	\$242.61	\$2,000.00	\$1,757.39	12.13%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$165.95	\$500.00	\$334.05	33.19%
Dept 41970 Legal Publications		\$40.43	\$408.56	\$2,850.00	\$2,441.44	14.34%
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	\$9,816.52	\$109,696.10	\$105,120.00	-\$4,576.10	104.35%
Dept 42102 Wright County Sheriff		\$9,816.52	\$109,696.10	\$105,120.00	-\$4,576.10	104.35%
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	\$0.00	\$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		\$0.00	\$44,294.66	\$82,364.00	\$38,069.34	53.78%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$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	\$12,656.50	\$16,033.37	\$28,500.00	\$12,466.63	56.26%
FIREEQUIP	E 100-42220-580 Other Equipment	\$276.54	\$5,081.17	\$5,000.00	-\$81.17	101.62%
Dept 42220 Fire Dept Equipment		\$12,933.04	\$27,319.01	\$51,350.00	\$24,030.99	53.20%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$2,550.00	\$4,158.62	\$12,500.00	\$8,341.38	33.27%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$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		\$2,550.00	\$8,724.10	\$17,210.00	\$8,485.90	50.69%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$15.65	\$2,848.76	\$4,500.00	\$1,651.24	63.31%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$45.42	\$3,954.20	\$9,000.00	\$5,045.80	43.94%
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		\$61.07	\$18,116.44	\$23,305.00	\$5,188.56	77.74%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$318.78	\$598.12	\$1,650.00	\$1,051.88	36.25%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$60.98	\$9,717.36	\$7,500.00	-\$2,217.36	129.56%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$38.56	\$948.14	\$1,000.00	\$51.86	94.81%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$269.86	\$3,325.76	\$4,500.00	\$1,174.24	73.91%
FIREBLDG	E 100-42280-383 Gas Utilities	\$494.39	\$2,759.06	\$3,000.00	\$240.94	91.97%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$0.00	\$932.35	\$0.00	-\$932.35	0.00%
Dept 42280	Fire Stations and Bldgs	\$1,182.57	\$18,280.79	\$17,825.00	-\$455.79	102.56%
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	\$6,005.50	\$12,011.00	\$12,011.00	\$0.00	100.00%
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	\$6,005.50	\$57,281.04	\$57,511.00	\$229.96	99.60%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$612.85	\$36,094.21	\$50,000.00	\$13,905.79	72.19%
Dept 42401	Building Inspection Admin	\$612.85	\$36,094.21	\$50,000.00	\$13,905.79	72.19%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$53.00	\$918.00	\$500.00	-\$418.00	183.60%
Dept 42700	Animal Control	\$53.00	\$918.00	\$500.00	-\$418.00	183.60%
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	\$6,068.50	\$140,320.00	\$131,192.00	-\$9,128.00	106.96%
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	\$455.14	\$10,834.14	\$11,714.00	\$879.86	92.49%
PUBWRKS	E 100-43000-122 FICA	\$373.28	\$9,310.27	\$10,536.00	\$1,225.73	88.37%
PUBWRKS	E 100-43000-123 Medicare	\$87.30	\$2,177.46	\$2,464.00	\$286.54	88.37%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$34.89	\$2,178.68	\$2,100.00	-\$78.68	103.75%
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	\$1,328.83	\$30,275.23	\$30,000.00	-\$275.23	100.92%
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	\$750.92	\$10,606.01	\$7,000.00	-\$3,606.01	151.51%
PUBWRKS	E 100-43000-215 Shop Supplies	\$53.95	\$7,936.73	\$5,500.00	-\$2,436.73	144.30%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$986.16	\$14,696.50	\$9,000.00	-\$5,696.50	163.29%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$376.74	\$376.74	\$1,500.00	\$1,123.26	25.12%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$626.32	\$3,925.20	\$5,000.00	\$1,074.80	78.50%
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	\$1,250.00	\$5,455.00	\$17,000.00	\$11,545.00	32.09%
PUBWRKS	E 100-43000-321 Telephone	\$216.72	\$2,955.34	\$2,800.00	-\$155.34	105.55%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$118.00	\$200.00	\$82.00	59.00%
Dept 43000	Public Works (GENERAL)	\$12,608.75	\$265,159.26	\$257,496.00	-\$7,663.26	102.98%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$162.50	\$7,749.73	\$100,000.00	\$92,250.27	7.75%
Dept 43121	Paved Streets	\$162.50	\$7,749.73	\$100,000.00	\$92,250.27	7.75%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$720.00	\$6,504.50	\$15,000.00	\$8,495.50	43.36%
Dept 43122	Unpaved Streets	\$720.00	\$6,504.50	\$15,000.00	\$8,495.50	43.36%
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$5,619.83	\$12,244.31	\$15,000.00	\$2,755.69	81.63%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal	\$5,619.83	\$12,244.31	\$15,000.00	\$2,755.69	81.63%
Dept 43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$2,398.00	\$21,899.09	\$25,000.00	\$3,100.91	87.60%
Dept 43160	Street Lighting	\$2,398.00	\$21,899.09	\$25,000.00	\$3,100.91	87.60%
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	\$3,381.78	\$37,064.56	\$38,500.00	\$1,435.44	96.27%
Dept 43245	Recycling: Refuse	\$3,381.78	\$37,064.56	\$38,500.00	\$1,435.44	96.27%
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	\$1,898.82	\$2,000.00	\$101.18	94.94%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$158.23	\$5,323.26	\$5,000.00	-\$323.26	106.47%
PARKS	E 100-45200-225 Landscaping Materials	\$139.97	\$3,701.11	\$8,000.00	\$4,298.89	46.26%
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	\$164.30	\$1,723.07	\$2,200.00	\$476.93	78.32%
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	\$90.00	\$4,098.27	\$8,000.00	\$3,901.73	51.23%
Dept 45200	Parks (GENERAL)	\$552.50	\$26,073.69	\$35,700.00	\$9,626.31	73.04%
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	\$80,980.65	\$1,219,642.34	\$1,528,599.00	\$308,956.66	79.79%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$80,980.65	\$1,219,642.34	\$1,528,599.00	\$308,956.66	79.79%

**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 18<sup>th</sup> day of December, 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 12-18-18-124**

**A RESOLUTION RECOGNIZING THE RESIGNATION OF JIM SCENDEL FROM  
THE HANOVER FIRE DEPARTMENT**

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota hereby recognizes the resignation of Jim Schendel from the Hanover Fire Department on December 11, 2018.

**BE IT FURTHER RESOLVED**, that the City Council thanks Mr. Schendel for his dedication to the City.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 18<sup>th</sup> day of December, 2018.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**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 18<sup>th</sup> day of December, 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 12-18-18-125**

**A RESOLUTION RECOGNIZING THE RESIGNATION OF WADE GAMMELL FROM  
THE HANOVER FIRE DEPARTMENT**

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota hereby recognizes the resignation of Wade Gammell from the Hanover Fire Department on January 8, 2019.

**BE IT FURTHER RESOLVED**, that the City Council thanks Mr. Gammell for his dedication to the City.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 18<sup>th</sup> day of December, 2018.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**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 18<sup>th</sup> day of December, 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 12-18-18-126**

**A RESOLUTION APPROVING A TEMPORARY  
ON-SALE INTOXICATING LIQUOR LICENSE**

**WHEREAS**, the Hanover Crow River Lions Club has submitted an application for a one-day Temporary On-Sale Liquor License for the purpose of conducting alcohol sales at a fundraising event held at City Hall on February 9, 2019.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the Temporary On-Sale Liquor License to Hanover Crow River Lions Club for February 9, 2019 at 1125 5<sup>th</sup> St. NE.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 18<sup>th</sup> day of December, 2018.

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

**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 18<sup>th</sup> day of December, 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 12-18-18-127**

**A RESOLUTION APPROVING PURCHASE OF FIRE DEPARTMENT PROTECTIVE GEAR**

**WHEREAS**, the Fire Chief recommends purchasing new protective gear to be worn with turnout gear; and

**WHEREAS**, the gear is hoods to be worn in order to prevent dangerous particles from being inhaled.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of 30 hoods in the amount of \$2,550.00.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 18<sup>th</sup> day of December, 2018.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

Particulate Hood Quote

2 messages

lindakimber@clareys.com <lindakimber@clareys.com>  
To: hanoverfiremn@gmail.com

Tue, Nov 13, 2018 at 10:39 AM

Thank you for contacting us for a price on particulate hoods.

I am pleased to offer you the following pricing on the hoods we discussed on the phone.

- InnotexGray25 – List Price is \$142.20 – your special discounted price is \$92.50 (these are our bestselling hoods)
- Majestic Gore C6 – List Price is \$93.90 – your special discounted price is \$92.50 (unfortunately there is not much of a discount available on these hoods)

Please let us know if you have any questions or need further assistance.

PRICE MATCH TO JEFFERSON FIRE  
 YES 85.00

Sincerely,

LINDA KIMBER

507-289-6749

CELL: 507-250-4608

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A DIVISION OF ULTIMATE SAFETY CONCEPTS, INC.

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ROCHESTER, MN 55904

www.clareys.com

I would like OK TO  
 purchase 30 Hoods @ 85.00 per.  
 TOTAL EXPENDITURE - 2,550.00

I would also like OK  
 TO purchase TORN OUT GEAR  
 for the new member that  
 is FULLY TRAINED.  
 \$2,500.00



*\* get claims TO march*

**Quote PDF**

**Jefferson Fire & Safety, Inc**  
 7617 Donna Drive,  
 Middleton, WI 53562  
 1-800-697-3473  
 www.jeffersonfire.com



**QUOTE DETAILS**

**Quote #:**

**Date:**  
Nov 13th, 2018

**Sales Rep:**  
John Blake  
jblake@jeffersonfire.com

**CUSTOMER DETAILS**

**Hanover Fire Department**

**CUSTOMER ADDRESS**

**Billing Address:**  
369 Labeaux Ave.  
Hanover, MN 55341

**Shipping Address:**  
369 Labeaux Ave.  
Hanover, MN 55341

**PURCHASE ORDER**

**SHIPPING OPTION**

**SHIPPING INSTRUCTION**

Other

**NOTES**

INN Hood25-ML  
InnoTex Gray Hood 25 M/L

**ORDER DETAILS**

QTY.	U/M	ITEM #	DESCRIPTION	TAX	UNIT PRICE	TOTAL
30	Each	INN Hood25-ML	InnoTex Gray Hood 25 M/L	0	\$85	\$2550
<b>SUBTOTAL:</b>						<b>\$ 2,550.00</b>
<b>TAX:</b>						<b>\$ 0.00</b>
<b>TOTAL:</b>						<b>\$ 2,550.00</b>

# THE GORE® PARTICULATE HOOD YOUR BEST CHOICE FOR PROTECTION AND COMFORT AT AN AFFORDABLE PRICE

**GORE®**  
PARTICULATE HOOD

MANUFACTURED AND DISTRIBUTED BY

**MAJESTIC  
FIRE  
APPAREL**

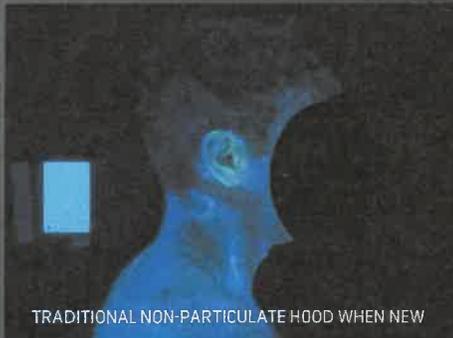
The GORE® Particulate Hood is the only hood<sup>1</sup> that

- blocks more potentially harmful particulates<sup>2</sup> than any other hood (99.9%),
- maintains its 99.9% particulate-blocking performance after 100 wash cycles,
- has an inspection opening that enables you to visually inspect the integrity of the entire barrier layer, and
- has proven its system-level reliability and durability with human FAST<sup>3</sup> testing on both new hoods and hoods washed 100 times.

**BETTER PARTICULATE-BLOCKING PERFORMANCE AFTER 100 WASH CYCLES THAN COMPETITIVE HOODS<sup>1</sup>, EVEN WHEN THEY ARE NEW**



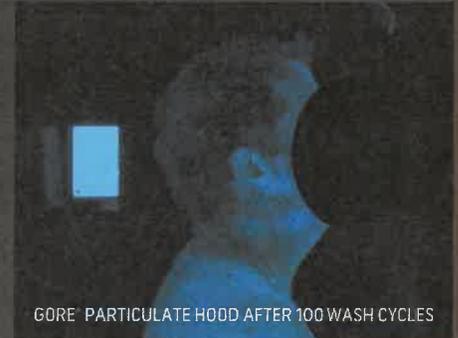
FAST RESULTS FOR HOODS PROPERLY DONNED – AREAS OF BRIGHT FLUORESCENCE INDICATE PARTICULATE INGRESS



TRADITIONAL NON-PARTICULATE HOOD WHEN NEW



GORE® PARTICULATE HOOD WHEN NEW



GORE® PARTICULATE HOOD AFTER 100 WASH CYCLES

**ASK THE COMPETITION**

FOR THE PARTICULATE-BLOCKING DATA AND FAST TEST RESULTS OF THEIR HOODS AFTER 100 WASH CYCLES.

## AIR PERMEABILITY IS A TWO-WAY STREET

Products with higher air permeability also allow more air and particles to travel inward, potentially decreasing protection against fireground contaminants. Instead, products with good breathability and a higher particle-blocking efficiency deliver a better balance of comfort and protection.

Gore has achieved 99.9% particulate blocking, while delivering comfort through high moisture vapor breathability.

**Contact your dealer to order your GORE® Particulate Hood today!**

GORE and designs are trademarks of W. L. Gore & Associates.  
© 2018 W. L. Gore & Associates, Inc.

Warning: No products, including garments and accessories, protect completely, even when new; their protective performance will decline with wear, tear, abrasion, and other damage associated with use. Gore makes no claims or warranties of any kind that the GORE® Particulate Hood prevents, reduces, or cures any health condition, including cancer. For more information visit [www.GOREHoods.com](http://www.GOREHoods.com)

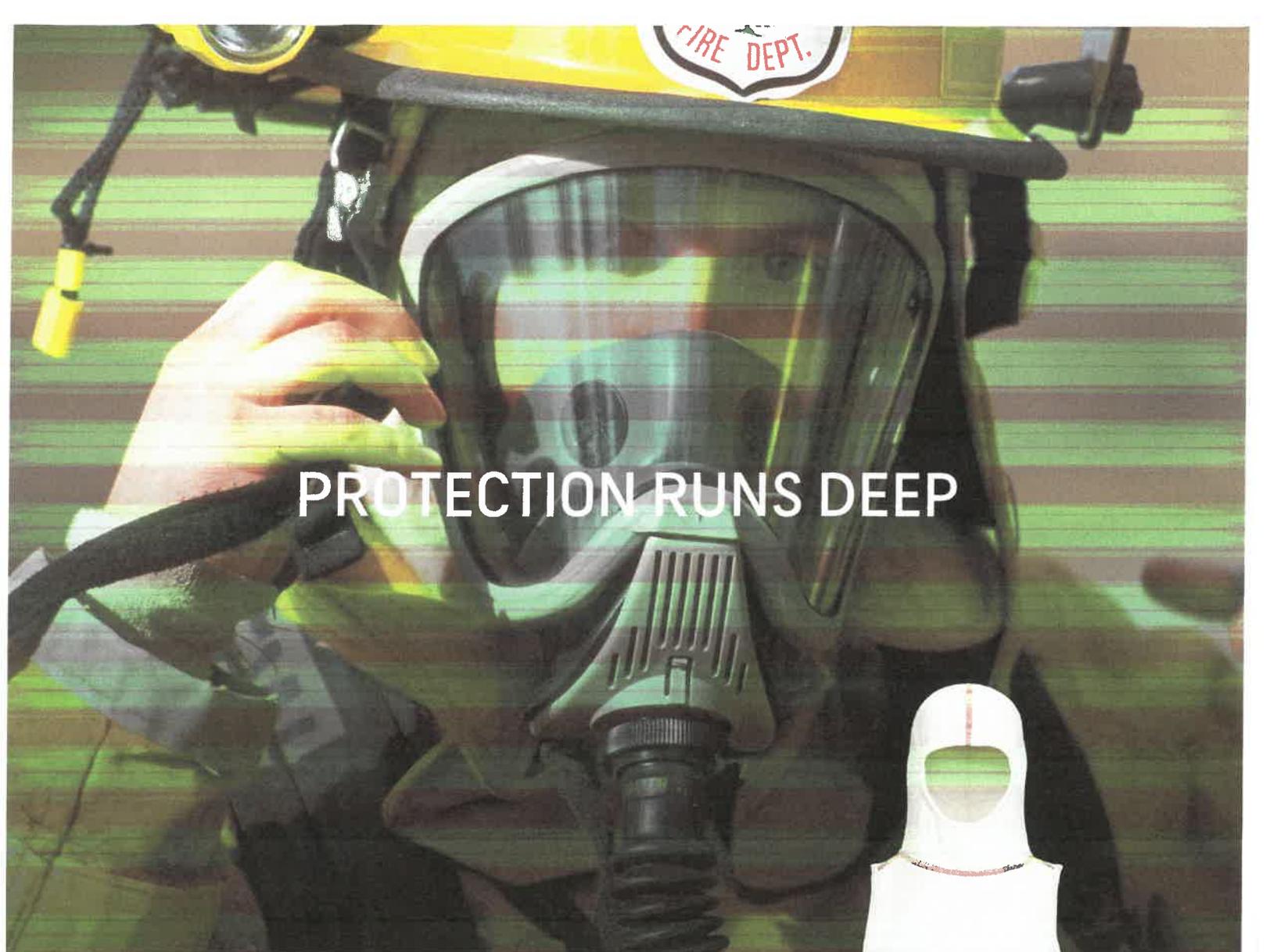
W. L. Gore & Associates  
800.431.GORE (4673)  
[GoreHoods.com](http://GoreHoods.com)



<sup>1</sup>Excludes hoods using moisture barriers <sup>2</sup>Particulates in the 0.1 to 1.0-micron range, per NFPA 1971, 2018 Edition <sup>3</sup>FAST is Fluorescent Aerosol Screening Test, which was performed at RTI International.







# PROTECTION RUNS DEEP



Your commitment to protecting people and property is woven deep into the fabric of who you are. The same is true with us — woven into every GORE® fabric is our commitment to keeping you safe.

For the certified protection you need, the comfort you want, and the durability you expect, choose the GORE® Particulate Hood — it's what your job demands and what your dedication deserves.

**GORE®**

PARTICULATE HOOD

MANUFACTURED AND DISTRIBUTED BY

**MAJESTIC  
FIRE  
APPAREL**

YOUR SAFETY. YOUR PERFORMANCE. OUR COMMITMENT.

# GORE®

## PARTICULATE HOOD

PROTECTION + COMFORT + DURABILITY...  
AT AN AFFORDABLE PRICE

### WHY A PARTICULATE HOOD?

As we learn more about the potentially harmful contaminants found at the fireground, the need for protection against those particulate hazards continues to grow. Wearing a particulate hood will give you the additional protection you need.

### WHY THE GORE® PARTICULATE HOOD?

#### Protection

The GORE® Particulate Hood provides excellent particulate blocking throughout the entire hood — not just in selected areas. In addition, this hood exceeds current NFPA 1971 requirements for thermal protection.

#### Comfort

The unique design of the GORE® Particulate Hood delivers a more comfortable, natural feel like you get when you wear a traditional hood.

#### Durability

As with all products from Gore, this long-lasting hood is exceptionally durable, retaining its level of particulate-blocking performance for at least 100 wash cycles.

The GORE® Particulate Hood combines the expertise of the industry leader in barrier technology with the skill of one of the most respected hood manufacturers, Majestic Fire Apparel.

Contact your Majestic Fire Apparel dealer to order your GORE® Particulate Hood today!

W. L. Gore & Associates  
Fire & Public Safety  
105 Vieve's Way  
Elkton, MD 21921

800.431.GORE (4673)

GoreParticulateHoods.com



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© 2017 W. L. Gore & Associates, Inc.

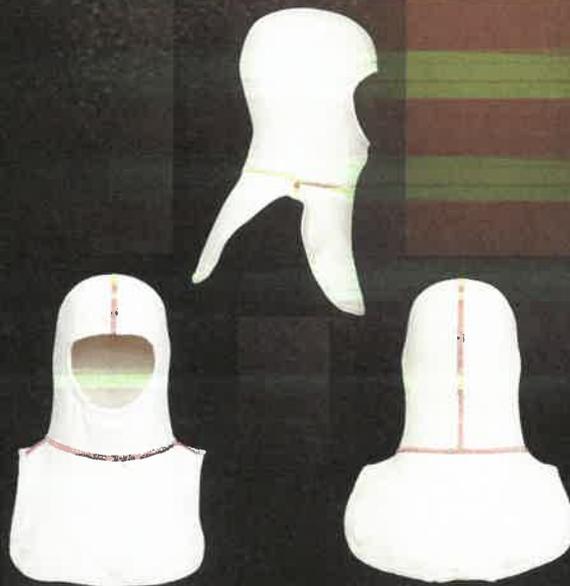
Warning: No products, including garments and accessories, protect completely, even when new; their protective performance will decline with wear, tear, abrasion, and other damage associated with use.

Comfortable, natural feel

Particulate-blocking  
throughout

Certified thermal  
protection

Durable performance



YOUR SAFETY. YOUR PERFORMANCE.  
OUR COMMITMENT.

# GORE®

PROTECTIVE FABRICS



## CANCER IS A GROWING CONCERN AS MORE AND MORE FIREFIGHTERS ARE DIAGNOSED WITH THIS DISEASE THAN EVER BEFORE.

A recent multi-year study by the CDC on cancer among U.S. firefighters (1) showed higher rates of certain types of cancer than among the general U.S. population. The study also provides evidence that these higher rates are directly related to occupational exposure.

In another study "(Daniels, 2014), a pooled cohort of 29,993 firefighters was followed over a span of nearly sixty years and it was found that overall, firefighters developed nine percent more cancers of all types, and were 14% more likely to die of cancer than age-matched controls in the general population." (2)

A crucial factor: "Fires generate toxic combustion products, some of which are known or suspected to cause cancer. Fire fighters may be exposed to these toxins as a consequence of their job duties." (3)

"These intermittent exposures can be intense, and short term exposures can be high for respirable particulate matter and for some carcinogens, notably benzene, benzo[a]pyrene, 1,3-butadiene, and formaldehyde." (4) But also "polycyclic aromatic hydrocarbons, formaldehyde, dioxins, polychlorinated biphenyls, vinyl chloride, acrolein, asbestos and heavy metals such as lead, arsenic, and cadmium." (2)

Another crucial factor is that when the body heats up skin absorption rates increase by 400% for every 5 degree increase in skin temperature. (5) This readily allows any toxic combustion products to enter the human body.

(1) CDC Study of Cancer among U.S. Fire Fighters 2016

(2) University of the Fraser Valley, FIREFIGHTERS AND CANCER: UNDERSTANDING RISK FACTOR IN AN ENVIRONMENT OF CHANGE 2015

(3) NIOSH Fire Fighter Cancer Study 2013

(4) WHO International Agency for Research on Cancer, Monograph Working Group Carcinogenicity of shift-work, painting, and fire-fighting 2007

(5) "Taking Action against Cancer in the Fire Service", Firefighter Cancer Support Network

# INNOTEX GRAY™

The INNOTEX GRAY™\* Hood 25 is a particulate blocking hood designed to address this very issue. It helps to dramatically reduce the risks of carcinogenic particulate contamination while maintaining air permeability.

Developed to meet the proposed requirements of NFPA 1971, 2018 edition, the particulate blocking layer blocks carcinogenic particulates 0.1  $\mu\text{m}$  to 1.0  $\mu\text{m}$  that are found in the combustion of structural fires by greater than 98%. Yet, that same layer also allows for air permeation, which is essential to reduce the risk of increased core temperature.

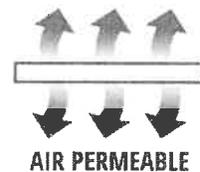
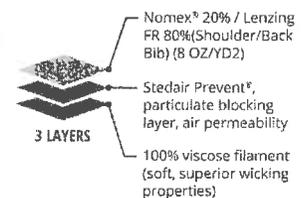
THE INNOTEX GRAY™ HOOD 25 USES THE SAME 3-LAYER APPROACH AS TURNOUT GEAR.

The exterior layer is a 20%/80% Nomex/Lenzing blend (8 oz/yd<sup>2</sup>), providing good, reliable performance.

The middle layer consists of a proprietary version of Stedair® PREVENT. This layer blocks carcinogenic particulates 0.1  $\mu\text{m}$  to 1.0  $\mu\text{m}$  (microns) by greater than 98%. NFPA 1971, 2018 edition will require a minimum of 90%. Unlike some barriers, it is air permeable, which means air freely passes through it, letting body heat dissipate and helping reduce the risk of increased core temperature. This layer also offers a 100% coverage throughout the entire hood.

The inner layer is a 100% FR viscose multi-filament liner. It gives a noticeably cool feeling when worn and has superior wicking abilities that spread out moisture to allow for quicker drying. The liner material is also less prone to piling than a standard Nomex/Lenzing material.

Layers 2 & 3 are laminated together, reducing the bulk of multiple layers and increasing comfort.



\*Patent Pending

# INNOTEX GRAY™

## TECHNICAL DATA

The INNOTEX GRAY™\* Hood 25 has a TPP of 29.7 (NFPA requirement is a minimum TPP of 20).

The INNOTEX GRAY™ Hood 25 has a THL of 380 (NFPA requirement is a minimum THL of 325).

The particulate blocking layer blocks particulates 0.1 µm to 1.0 µm (microns) by greater than 98%. (NFPA requirement is a minimum of 90%)

## FEATURES & BENEFITS

- Universal Size
- Flatlock stitch for maximum comfort
- 21" in length
- Full drape coverage around the shoulders
- 100% protection coverage throughout the hood
- Heavy ½" Elastic prevents stretching out when worn around the neck
- Air Permeable
- Tested for 100 washes
- Optimized comfort

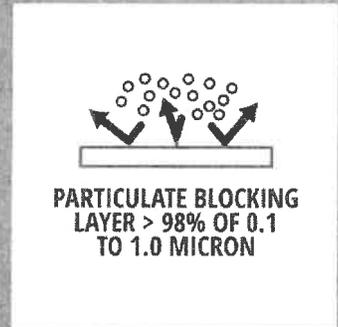
This same technology is also available in our INNOTEX GRAY™\* Interfaces.

INNOTEX®  
2397 Harts Ferry Rd., Ohatchee, Alabama  
USA 36271

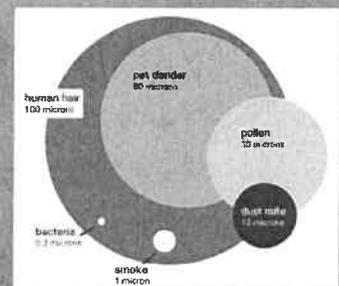
INNOTEX®  
275 Gouin, Richmond, Quebec  
Canada J0B 2H0

CUSTOMER SERVICE  
1 888 821 3121 (U.S. and Canada only)  
Tel.: 819 826-5971  
Fax: 819 826-5195

E-mail: [info@innotexprotection.com](mailto:info@innotexprotection.com)  
[www.innotexprotection.com](http://www.innotexprotection.com)



## HOW SMALL IS A MICRON?



\*Patent Pending

STEDAIR  
PREVENT

INNO  
TEX®

**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 18<sup>th</sup> day of December, 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 12-18-18-128**

**A RESOLUTION APPROVING PURCHASE OF FIRE DEPARTMENT TURNOUT GEAR**

**WHEREAS**, the Hanover Fire Department have a new member who recently came off probation; and

**WHEREAS**, the Fire Chief recommends purchasing new turnout gear for their use.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of three sets of turnout gear in an approximate amount of \$2,500.00.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 18<sup>th</sup> day of December, 2018.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

# Collaborative Planning, LLC

## Memorandum

**Date:** December 14, 2018  
**To:** Honorable Mayor and Council  
**From:** Cindy Nash, City Planner  
**RE:** Mahler IUP

---

The City has received an Interim Use Permit application for review and consideration for an amendment to the existing Interim Use Permit to extend the timeframe of the current IUP.

Fehn Companies is the applicant, and Ruha, LLP is the property owner.

### Overview of Request

The subject property currently has an IUP for mining (see attached). This IUP is set to expire on December 31, 2018. The requested extension is through August 31, 2019.

The existing IUP does not meet current standards for mining under the City's ordinance, particularly with regards to reclamation. Fehn Companies is willing to update the IUP to meet current standards, but will need time to prepare plans and submit a second amendment in order to do so. At this time, they are requesting a shorter-term time extension to provide them with the time to either prepare the full amendment, or to reclaim the site.

### Evaluation of Request

Staff recommended this two-step approach to permit modification to Fehn Companies so that the mine could remain in operation while the full permit modification application is prepared. Significant survey and engineering work will need to be completed by Fehn which could not be done yet in 2018.

### Recommendation

Staff recommends approval of this amendment to the Interim Use Permit subject to the following conditions:

1. The timeframe is extended to August 31, 2019.
2. Existing interim use permit conditions remain in place and an amendment to the IUP agreement is to be prepared by the City Attorney and executed by the operator and property owner. The operator or property owner may need to verify compliance of existing IUP conditions (access easement, etc.) with city staff.
3. Either a new Interim Use Permit/Agreement or an amendment to the existing Interim Use Permit/Agreement shall be drafted by the City Attorney and executed by the Property Owner.

**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 18<sup>th</sup> day of December, 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 12-18-18-129**

**A RESOLUTION APPROVING AN AMENDMENT TO THE INTERIM USE PERMIT ISSUED  
IN 2006 AND AMENDED IN 2011 FOR MINING OPERATIONS ON A 37+/- ACRE  
PROPERTY LOCATED AT THE NW QUARTER OF THE SW QUARTER OF SECTION 30,  
TOWNSHIP 120 RANGE 23 AND THE NE QUARTER OF THE SE QUARTER OF SECTION  
25, TOWNSHIP 120 RANGE 23, HANOVER, MNNESOTA 55341**

**WHEREAS**, Mahler Enterprises, LLC obtained an interim use permit in June 2006 and amended in October 2011 to allow mining operations on a 37+/- acre parcel located at the NW Quarter of the SW Quarter Section 30, Township 120 Range 23 and the NE Quarter of the SE Quarter of Section 25 Township 120 Range 23, Hanover Minnesota (the “Subject Property”); and

**WHEREAS**, Ruha, LLP is the current owner (“Property Owner”) of the Subject Property; and

**WHEREAS**, the amended 2011 Interim Use Permit was scheduled to expire on December 31, 2018; and

**WHEREAS**, due to lower than anticipated gravel sales over the past six years, it would take additional time to complete the mining operation; and

**WHEREAS**, the City of Hanover has adopted amended ordinances related to mining operations in 2018 and it is desirable to more completely update the interim use permit to be more consistent with those amended ordinances; and

**WHEREAS**, the property owner and mining operator (Fehn Companies, Inc) require time in 2019 to either complete reclamation of the Subject Property or apply for a new Interim Use Permit consistent with the City’s current ordinances and have submitted an application to amend the existing Interim Use Permit to grant an extension of time until August 31, 2019 to allow operations and/or reclamation on the site while completing the Interim Use Permit process; and

**WHEREAS**, at their meeting on November 26, 2018, the Planning Commission held a public hearing, reviewed and recommended approval of the amendment to the 2006 and 2011 Interim Use Permit requesting an extension of time until August 31, 2019; and

**WHEREAS**, the City Council reviewed the request for a time extension at its regular meeting on December 18, 2018 and concurred with the recommendation of the Planning Commission.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Hanover approves the amendment to the Interim Use Permit with the following conditions:

1. The Interim Use Permit is extended until August 31, 2019.
2. The other terms and conditions under the 2006 Interim Use Permit/Agreement as amended by the 2012 Interim Use Permit/Agreement are incorporated herein by reference and are not being modified under this amendment.
3. Execution of either a new Interim Use Permit/Agreement or an amendment to the existing Interim Use Permit/Agreement in a form prepared by and approved by the City Attorney.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 18<sup>th</sup> day of December, 2018.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator



Fire Department:

Fire Chief:	
Chief 2:	Toby Heinz
Captain 1	
Captain 2	Tony Wychgram
Captain 3	
Captain 4	Steve Vrieze
Lieutenant 3	
Lieutenant 4	

Fire Relief Association:

Ex-Officio:	Fire Chief
Ex-Officio:	Mayor
Ex-Officio:	City Administrator

Weed Inspectors:

Mayor (statutory)  
City Administrator (assistant)  
Public Works Supervisor (assistant)

Financial Advisors:

UBS Financial (Investments)  
Springsted (Bonds and Other)

Official Depositories:

BankWest, MidWestOne Bank, Financial Security Bank, First National Bank of Elk River, UBS Financial, Minnesota Municipal Money Market Fund

Official Newspaper:

Wright County Journal Press

Animal Control:

Monticello Impound

Official Radio Station:

WCCO-830 AM

*City Engineer, City Attorney, City Planner, City Assessor, Sheriff Services, and Building Inspection Services are all under contract with the City.*