

## Hamburg City Council Meeting September 14, 2010

Mayor Malz called the Hamburg City Council meeting to order at 7:00 p.m. Councilmember Steve Trebesch, Councilmember John Barnes, Councilmember Brian Cumiskey, Councilmember Larry Mueller, City Clerk Jeremy Gruenhagen, Deputy Clerk Sue Block, Maintenance Worker Dennis Byerly, and Fire Chief Brad Droege were in attendance.

### Agenda Review (Added Items) and Adoption

- Added – Estimate from Vos Construction, Inc.
- Added – Estimate from K and K Services, LLC.
- Added – Updated Delinquency List
- Added – Commercial Building Rehabilitation Loan Program
- Added – Updated Claims List
- *Councilmember Mueller moved to adopt the agenda with the five additions, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.*

### Review Claims List for August 2010

- Check #14610, 14611, and 14612 were voided due to a printing error.
- Check #14622 to City Clerk Gruenhagen was mostly for mileage to and from Election training, the purchase of a new fax machine, and QuickBooks 2010.
- Check #14632 (Robb's Electric) grant money was received to install the automatic opener for the Handicap door at the Hamburg Community Center. The Grant money covered the electrical billing from Robb's Electric to wire door.
- Check #14617 (Econo Foods) \$126 of the total amount was reimbursed by the H.I.P. Group for National Night Out.

### Approve Minutes for August 24, 2010

There was one correction to the August 24<sup>th</sup> minutes and that was to change:

- **City Shop Driveway/Sidewalk Update**  
There were additional costs to the project of about \$930. *This was for a 6 x 6 area of new sidewalk, 6 x 9 cemented area that was tore out and replaced were the old Fire Department sign had been, and an additional 24 feet of curb.*
  - *Correction: was for a 6' deep and 6' area of new sidewalk,*
- *Councilmember Barnes moved to adopt the August 24, 2010 with the noted change, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

### Old City Business

- Item #3 – Projector Screen and Projector, and Sound System
  - City Clerk Gruenhagen did speak with Tom Simmons (NYA) however NYA Council has not been addressed on this issue.
- Item #5 – Closing Pond gates this coming Saturday will be Councilmember Cumiskey.
- Item #6 – City Clerk Gruenhagen will contact Shawn (To The Home) about correcting the electric wiring for his equipment at the Cities Water Tower.
- Item #7 – Set Up Play Ground Equipment
  - It will be brought up at the Fire Department meeting if anyone would like to volunteer to help set up the equipment at the Hall Park Area.

## Fire Department Report

### US Fish & Wildlife Grant/DNR Grant/FEMA Grant

- No new updates.

## **Hamburg City Council Meeting September 14, 2010**

### **Emergency Response Equipment Grant Program**

- A grant application was submitted to AgStar for \$2,310. If the grant is received the money would be used for purchasing seven (7) Voicemeters.

### **Support of AFG Grant (Aid to Firefighters Grant)**

- Letters and emails were sent to Senator Klobuchar, Senator Franken, and Representative Kline requesting their support for the Aid to Firefighters Grant application for the Fire Paging project
  - Representative Kline's office responded back stating his office has already sent a letter of support.

### **Hamburg Fire Department Officers – Selection vs. Election**

- City Clerk Gruenhagen will follow up on this with the League of Minnesota Cities.

### **New Paging System**

- No new information however there will be a Chief's meeting in October and more information should be obtained at that time.

### **Training Grant**

- This item will stay on the agenda as a reminder to send in for reimbursement until the money is used up.

### **Accident Service Call on March 23, 2010**

- The Hamburg Fire Department finally received partial payment (\$350 instead of the set rate of \$450) from NEP Logistics for the accident service call on March 23, 2010.

### **NFPA Lighting on Trucks**

- The Fire Department will be checking into the cost of putting Chevron lights on the back of the Rescue Truck and Tanker.

### **Truck Replacement Fund**

- Fire Chief Droege would like to have money set aside in the budget for truck replacement.

### **Relief Association**

- Fire Chief Droege wanted to request a raise for the Fire Relief Association however the Council felt his request should have been presented before the Preliminary Budget Meeting. As of this meeting it's too late in the Budget process to ask for a raise now.

### **Fiber Optic Line**

- Only one fiber optic line is scheduled to be brought into the City offices. Councilmember Mueller suggested having two fiber optic lines, one for the City Office and one for the Fire Department. By having two lines the Fire Department and Ambulance would have a backup line incase one line is down during an emergency.

### **Old Rescue Truck**

- The old HD Rescue Truck is listed in the Fire Fighters Magazine for \$17,500.

## **Dennis' Report (Public Works & Utilities)**

### **Mock OSHA Inspection – July 14<sup>th</sup>, 2010**

- All items listed have been completed.

### **Community Hall Ramp Canopy Repairs (Estimates)**

- Council discussed the estimates received to repair the Community Hall Ramp Canopy. The City Council agreed to dismiss the estimates and agreed to have Maintenance Worker Byerly contact the three contractors who submitted estimates on what they would charge per hour instead of by completed project.

### **Water Tower Stand Pipe Repair**

- This has been completed.

## **Hamburg City Council Meeting September 14, 2010**

### **Water Well Usage/Water Consumption for 2010**

- Water consumption for un-metered water has gone up from last month (31.72% to 41.37%).
- Council discussed what could be causing the continued increase.
  - Council agreed to continue monitoring the situation.

### **Project List**

- #4 – Make water shut off key for 420 Maria.
  - Take off list, this has been completed.
- #7 – Purchase new Shop Vac.
  - Maintenance Worker Byerly commented that he is getting by with the one he has.
  - Council decided to have this removed from the Project List.
- #8 – Purchase scaffolding at Menards for it is on sale.
  - Councilmember Mueller informed Maintenance Worker Dennis Byerly that scaffolding was on sale. Maintenance Worker Byerly will check into purchasing and using the Menards Rebates received from the Ceiling Tiles purchase.
- #9 – Fix Ladies Bathroom Door at the Community Center.
  - This can be taken off the list, this was fixed by Councilmember Cummiskey.
- #11 – Contact Chaska Recycling for price on recycling light bulbs.
  - Maintenance Worker Byerly has called several times but no one has answered.
  - Council discussed various ways to get rid of bulbs. No final decision was made.
- #14 – Locate where the drain pipes exit the City Shop.
  - Assignment date was August 24, 2010 however this project has not been started.

### **CCP Industries – Estimate for Shop Towels**

- Representatives for CCP Industries gave Maintenance Worker Byerly an estimate on cleaning supplies. They indicated that they would be cheaper than G&K.
  - Council discussed and decided not to change suppliers at this time. Council did ask Maintenance Worker Byerly to check into various companies about their pricing.

## **Deputy Clerk Report**

### **Delinquent Utility Bills**

- Diana Payne (350 Louisa St) – Home is in foreclosure – no information on who to contact.
- Chris Tordsen (618 Kim Ave) – Home is in foreclosure – MN Abstract & Title Co. requested assessment & utility search.
- Nick Nordin (419 Railroad St) – Utility bill will be paid in full at time of closing.
- Wm. Minnihan (421 Henrietta Ave) – Delinquent Letter Sent – Scheduled water shut off for 9-20-10.
- Emily Siebold (625 Kim Ave) - Delinquent Letter Sent – Scheduled water shut off for 9-20-10.
- Brian Cummiskey (724 Park Ave) - Delinquent Letter Sent – Scheduled water shut off for 9-20-10.
- Fay Buckentin (153 Jacob St) – Per residents request name was changed on water/sewer utility billing and payment agreement was sent.

## **City Clerk/Treasurer Report**

### **I/I Abatement Program (Sanitary Sewer/Storm Water Improvements)**

- Easements - There are four (4) Easements remaining to be signed.
  - Brian Cummiskey - 724 Park Avenue
  - David Klugherz & Becky Hammers - 613 David Avenue
    - Mr. Klugherz stated he would sign.

## Hamburg City Council Meeting September 14, 2010

- Schoeppner/Alling - 619 Park Avenue
- William Panning - 631 Kim Avenue
- Mackenthun Estate - 631 Park Avenue
  - City Engineer working on a temporary easement but easement may not be required.
- Councilmember Barnes thanked Councilmember Mueller for all the work he has put into this project.
- Pre-Construction Pictures
  - Doug Parrott (City Engineer) has asked to go along the proposed sewer lines and take pictures at a cost of no more than \$3,200.
  - Council discussed and decided to ask Doug Parrott if there would be a cheaper way to record what items/foilage is in the path of the lines. Council agreed to only proceed if/when the project is a go.
- Funding for Sanitary Sewer/Storm Water Improvements
  - Once the City knows for sure the project will be started Council will have to decide how the assessment cost will be figured. The funding options will have to be figured out as soon as possible for this is a high priority.
  - The City's 2011 Intended Use Plan (IUP) requested \$1,253,178 as the estimated project cost. Some components included in the estimate were determined by the MPCA as not eligible. Therefore the PFA will use the City's estimated sanitary sewer project cost of \$371,731 for the 2011 Intended Use Plan for funding through PFA.
- Council is considering eliminating the easements needed for Mark Kleman, EFN Investments (613 Park Avenue), and the Mackenthun properties by rerouting the storm sewer line to Brad Street.

### **Variance Request for 775 Park Avenue**

- Adoption of Ordinance Number 138 will eliminate the need to grant a variance for 775 Park Avenue.

### **Adopt Ordinance Number 138**

- *Councilmember Cummiskey moved to adopt Ordinance Number 138, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

### **Tax Forfeiture Sale**

- The property located at 470 Brad Street will be sold on a Tax Forfeiture Land Sale on September 23, 2010.
  - Minimum bid is \$2,500. City assessments are \$12,000, excluding any back taxes.

### **Commercial Building Rehabilitation Loan Program – NYA/Cologne/Hamburg**

- This is a Small Cities Grant application for commercial rehabilitation funds. The maximum loan amount is \$40,000 per property. Property owners are required to contribute at least 30% of the total project cost.
- The city of Norwood/Young America will be the administrator and grantee for the project.
- *Councilmember Mueller moved to apply with Norwood/YA and Cologne for the 2010 Small Cities Grant and to approve the Cooperative Agreement with Norwood/YA and Cologne, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

### **Carver County Open Fiber Initiative (Broadband Grant)**

- Carver County will receive nearly \$6 million in federal stimulus funds to expand its fiber optic ring project to provide high-speed Internet connectivity to 86 community partners throughout the county.
- Council discussed again having two connections from the main line. One lateral for the City office and one for the Fire Department.
- City Clerk Gruenhagen will check if this is a possibility.

### **Set Proposed Property Tax Levy for 2011**

- Council held a Budget Meeting on August 31, 2010. As a worse case scenario, the Council agreed to eliminate LGA funds from the 2011 Budget and propose a 3.3% property tax levy increase.

## Hamburg City Council Meeting September 14, 2010

- *Councilmember Cummiskey moved to set the proposed Levy Certification for 2011 at \$416,601 (3.3% Increase from 2010 Levy), seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

### Set Public Comment Meeting for Final 2011 Budget

- *Councilmember Barnes moved to set the Public Comment Meeting for the Final 2011 Budget on December 7, 2010 at 7:00 p.m., seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

### Approve 2011 Preliminary Budget

- *Councilmember Cummiskey moved to approve the 2011 Preliminary Budget, second by Councilmember Mueller, and motion unanimously carried. All Council members were present.*

## City Council Reports

### Councilmember Mueller (Sewer & Water)

- Councilmember Mueller questioned the incident at 160 Jacob Street (Fatal Accident) listed on the Sheriff's report. He commented that since the accident occurred in Young America Township shouldn't the Township be charged for the Service Call and not the City of Hamburg?
  - Council discussed and decided to bring this up at the next contract meeting with the Sheriff's Department.

### Councilmember Cummiskey

- Councilmember Cummiskey asked if Xcel Energy had been contacted about the leaning pole behind the Hall.
  - City Clerk Gruenhagen responded that he is meeting with Michelle Swanson (Xcel Energy) tomorrow and will report on this at that time.
  - Councilmember Mueller requested City Clerk Gruenhagen to also ask if there would be any cost saving, for the City of Hamburg, to run the generator at the Water Treatment Plant during peak electrical hours.

### Councilmember Trebesch

- Councilmember Trebesch questioned if there is any information on possible rebates for switching over to the new T-3 bulbs.
  - City Clerk Gruenhagen responded that he had asked Maintenance Worker Byerly to follow up on this but has not received any feedback from him.
  - City Clerk Gruenhagen commented that he also asked Maintenance Worker Byerly to check into the cost of redoing the electrical panel in the Hall basement and lighting for the Hall. Again he has not heard back from Maintenance Worker Byerly.

**Councilmember Barnes (Parks)** had no additional questions or comments.

**Mayor Malz** had no additional questions or comments.

## Approve Claims List for September 2010

### Claims List September 2010

- *Councilmember Mueller moved to approve the September Claims List from claim number 14602 through 14639 plus the five (5) ACH payment, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

**Hamburg City Council Meeting  
September 14, 2010**

*Councilmember Mueller moved to recess the City Council meeting at 8:56 p.m., Councilmember Barnes seconded and motion unanimously carried. All Council members were present.*

*Councilmember Barnes moved to close the City Council meeting at 8:57 p.m. for the purpose of land acquisition discussion for purchase of private property for the storm water pond, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

*Councilmember Barnes moved to close the Closed Meeting at 9:05 p.m., seconded by Councilmember Mueller and motion carried. All Council members were present.*

*Councilmember Barnes moved to reopen the City Council meeting at 9:06 p.m., seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

*Councilmember Barnes moved to adjourn the Hamburg City Council meeting at 9:06 p.m., seconded by Councilmember Trebesch motion unanimously carried. All Council members were present.*

Submitted by:

Sue Block  
Deputy Clerk