

## **Hamburg City Council Meeting September 28, 2010**

Mayor Malz called the Hamburg City Council meeting to order at 7:00 p.m. Councilmember Steve Trebesch, Councilmember John Barnes, Councilmember Brian Cummiskey, Councilmember Larry Mueller, City Clerk Jeremy Gruenhagen, Deputy Clerk Sue Block, Maintenance Worker Dennis Byerly, and Fire Chief Brad Droege were in attendance. Also in attendance was Richard Kroells (Lions Club), Richard Odoms (150 Jacob St.), Joe Hubler and John Hubler (411 Maria Ave).

### **Miscellaneous Business**

- Richard Kroells representing the Hamburg Lions Club asked Council if they had any objection to the Lions Club upgrading the inside of the Park Band Shelter. There would be no cost to the city.
  - Council discussed and had no objections to the Lion's project.

### **Agenda Review (Added Items) and Adoption**

- Added – Letter from Melchert, Hubert, & Sjodin
- Added – Updated Claims List
- Added – Drawing of proposed location for installation of the new Hall Park play equipment.
- ***Councilmember Mueller moved to adopt the agenda with the three additions, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.***

### **Review Claims List for August 2010**

- Check #14637 was voided due to data entry error. Check #14638 was issued to replace check #14637 for the correct amount of \$2,193.59.
- Council discussed issuing a check to Henning's in the amount of their bid price for the Storm Sewer work at the City Shop.
  - Council decided to issue Henning's a check for the amount of their bid price (\$6,222.00) without receiving an invoice. Henning's are known for not sending out invoices requesting payment for a project they have completed.

### **Approve Minutes for September 14, 2010**

- ***Councilmember Mueller moved to adopt the September 14, 2010 City Council Meeting minutes, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

### **Old City Business**

- Item #3 – Projector Screen and Projector, and Sound System
  - City Clerk Gruenhagen and Fire Chief Droege met with Ken Kunkel (EPA Audio Visual, Inc.) at the Community Center to discuss purchasing a projector screen and projector. Also discussed the placement of the equipment.
  - Mr. Kunkel is putting together an estimate for a ceiling mounted electric projector and a projector screen that will come down in front of the east wall cabinet casing. The estimate would also include 4 ceiling speakers.
    - Proposed estimate should not exceed \$5,000.
  - No bids are needed because EPA Audio Visual is under the state bid contract.
  - Mr. Kunkel was also sent a request for information on purchasing a sound system.
- Item #5 – Council decided to open the pond gates (brush pile) one more time this fall.
  - A decision will be made at the October 12<sup>th</sup> Council meeting on who will close the gates on Saturday October 16<sup>th</sup>.
- Item #6 – City Clerk Gruenhagen did contact Shawn Sprengeler (To The Home Internet) about correcting the electric wiring for his equipment at the Cities Water Tower.
  - City Clerk Gruenhagen requested Maintenance Worker Byerly to ask Chuck Allison (Rob's Electric) if the wiring going into the pump house should be on a separate breaker. Also ask if conduit is sufficient or does an outlet need to be run to the outside. Clerk Gruenhagen asked

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Dennis to find out what is required by code to have an electrical feed to Mr. Sprengeler's internet equipment.

- Council decided the cost to have the electrical done would be at Mr. Sprengeler's expense.

### Fire Department Report

#### FEMA Grant

- Grant application should be coming out in November or December.

#### US Fish & Wildlife Grant

- Received Grant in the amount of \$1,250.

#### DNR Grant

- Received Grant in the amount of \$450.

#### New Paging System

- No new information.

#### Defibrillator Recall

- Two of the Fire Departments defibrillators are on a recall list and will be replaced with two new defibrillators.

#### Fire Prevention Week (October 3-9)

- The Hamburg Fire Department was invited to the Commissioners meeting in recognition of Fire Prevention Week.

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

- No new information.
- An election nomination committee was organized last night during the Fire Department meeting.

#### Pension Increase for Reporting Year 2010

- Members of the Fire Department decided not to request a Pension increase for this year.

#### Convention – October 21, 2010

- Fire Chief Droege, Adam Glander, Jared Mackenthun, and Brenda Droege will be attending the Fire Chiefs Convention in Rochester, MN on October 21-23, 2010.
- Members attending will submit receipts for reimbursement of expenses after attending the Conference.

#### New Applicants

- Fire Chief Droege received two new applications to be members of the Hamburg Fire Department.

#### Record Flooding

- Chief Droege commented on the record flooding in the area. The Hamburg Fire Department may be needed to back up other Fire Departments if more roads are closed and the other Departments are unable to reach any fires or emergencies due to flooding.

#### Video Taping/Pictures for the I&I Project

- S.E.H suggested taking pictures/video taping the area where the new sanitary sewer and storm water lines will be installed at a cost of \$3,200. Chief Droege suggested asking Brenda Droege to do the video taping instead of S.E.H. Brenda does all the video taping for Wm. Mueller & Sons and the cost would be far less than what S.E.H. suggested.
  - Council will consider Fire Chief Droege's suggestion.

#### Easements for Sanitary Sewer/Storm Water

- Fire Chief Droege commented on the urgency of obtaining the remaining easements for the I&I project.

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### Hamburg Lions Club – Temporary On-Sale Liquor License

- *Councilmember Cummiskey moved to grant the Hamburg Lions Club a Temporary On-Sale Liquor License for their annual Poultry Party on November 19, 2010, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.*

### Sewer/Water Connection Fees – Wac & Sac

- John and Joe Hubler (411 Maria Avenue) asked Council if the City WAC & SAC charges could be negotiated. Currently the City charges \$3,500 per utility hookup, for water and sewer.
- The City Council and John and Joe Hubler discussed the issue.
  - The Hublers suggested paying \$1,500 each for the WAC & SAC charges.
- City Clerk Gruenhagen will get Ann Perry's (Planning Consultant) opinion on possibility of reducing WAC & SAC charges and how to defer payments over a number of years.

## Dennis' Report (Public Works & Utilities)

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

- Two more exit lights have been purchased for the Hall.

### Storage of HFD Apparatus (WTP)

- Maintenance Worker Byerly asked Council if there is any where else the HFD Apparatus could be stored instead of in the Water Treatment Plant.
- Council discussed and Mayor Malz volunteered to look at the City Shop area to see if the shop area could be rearranged so the apparatus could stay in the Shop but removed from the electrical box area.

### Water Well Usage/Water Consumption for 2010

- Council continued to discuss possible reasons for the difference between water pumped and water billed. Council's main determination of the difference is that there is one or more leaks and the possibility the last batch of water meters that were purchased are defective.

### Community Hall Ramp Canopy Repairs (Estimates)

- Council discussed the two estimates that were received to repair the Community Hall Ramp Canopy.
  - Vos Construction, Inc. - \$60 per hour (153 estimated hrs) - \$16,000
  - Dan Oelfke Const, LLC - \$7,421
- Council also discussed a previous bid from K&K Construction which was \$40 per hour per person.
- Council discussed the estimates and decided to hire K&K Construction.
- *Mayor Malz moved to hire K&K Construction at \$40 per hour per person to remove and replace all damaged metal from Canopy, cut or remove all fasteners between Hall and ramp and Hall and Canopy, pull posts and supports back to proper position, repair damaged structural supports on ramp to proper height, raise north end landing at top of ramp to proper height, North end of top landing to be sheeted from top to hand rail with plywood, Fix or replace flashing on Canopy over west double doors, if the cost difference for new roof verses repairing the roof is within \$250 then a new roof shall be installed, and canapé is not to be tied into the Hall building. Councilmember Barnes seconded and the motion unanimously carried. All Council members were present.*

### Hall Back Steps

- Council instructed Maintenance Worker Byerly to fix the back steps leading out from the Hall kitchen.

### Project List

- #7 – Purchase scaffolding has been completed
- #9 – Find out price and places to take light bulbs for recycling.

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- Maintenance Worker Byerly had been giving the schedule and pricing for the Carver County Recycling Center.
- #11 – Check Heater Chimneys at Fire Station (Leaking)
  - Metro Air will be out tomorrow to fix the problem
- #14, #15, and #16 – Maintenance Worker Byerly has called but no information received.
- #12 – Locate drain pipes under shop floor.
  - When Jeff Dale (MN Rural Water) comes out he will be asked to try and locate the drain pipes.
- Fall – Spray for dandelions in Park – Maintenance Worker Byerly asked Council if they wanted to hire someone to spray for dandelions.
  - Council briefly discussed and decided to have Maintenance Worker Byerly do the spraying. The City does have a sprayer that could be used thus saving the City money.

### **Electrical Panel by Grinder Station**

- The electrical panel is tipping over and Maintenance Worker Byerly commented that it has been that way for a long time. Council suggested trying to fix the panel.

### **Curb Stop – 420 Jacob Street**

- Council requested the curb stop by 420 Jacob Street be cut down to road height before winter.

### **Rural Water Seminar at Cologne**

- Council suggested Maintenance Worker Byerly attends the Rural Water Seminar at Cologne on October 13, 2010.

### **City Office & Community Center Floors**

- Council discussed the issue with the deterioration of the City Office and Community Center floors.
  - Mayor Malz will contact Adam Glander to look at them and ask him what he would recommend replacing them with.

## **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.

## **City Clerk/Treasurer Report**

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

- Easements - There are still four (4) Easements remaining to be signed:
  - Brian Cumiskey - 724 Park Avenue
    - In negotiations.
  - David Klugherz - 613 David Ave
    - Mr. Klugherz stated they would sign a temporary easement.
  - Schoeppner/Alling - 619 Park Avenue
    - Have stated they would sign the easement.
  - William Panning - 631 Kim Avenue
    - Mayor Malz will be talking to them.
  - Mackenthun Estate - 631 Park Avenue
    - Mayor Malz will be talking to them.

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- Eminent Domain
  - City Attorney Mac Willemsen had advised the City that if Council wanted to use Eminent Domain it would cost about \$4,000 to \$5,000 just to start the process. Then there would be the following fees:
    - Fees for the easement/land – negotiation of fair market value.
    - If no agreement is reached then it is sent to another committee/court hearing which would then add more cost to the process.
  - Council continued to discuss what should be done to obtain the remaining easements.
- Pre-Construction Pictures.
  - Councilmember Mueller and City Clerk Gruenhagen volunteered to go along with Brenda Droege to take pictures and document the route where the water/sewer lines will be going.
    - Council discussed and decided not to have Maintenance Worker Byerly go with when the filming is done. This would eliminate the need to pay out overtime.
  - Council discussed and decided to ask Doug Parrott (S.E.H.) to go with for a few hours so the correct documentation is obtained.
- Council discussed the memo from Doug Parrott requesting information on what Council sees happening on the project in the upcoming weeks/month. Mr. Parrott is reviewing workload needs for his office employees.
  - City Clerk Gruenhagen will speak with Mr. Parrott on what the City plans are.

### **2010 Budget Items**

- This information will be kept on the agenda for Council discussion.

### **Small Cities Grant (Residential)**

- There are two (2) openings for Hamburg residents to apply for the Grant. Program ends when the grant money is exhausted, no specific end date.
- Commercial Grant is just being started and it may take 2 or 3 years before any grant funds are received.

### **Tax Forfeiture Sale (470 Brad Street)**

- There were no bids for the land at 470 Brad Street at the County Land Auction Sale on September 23.

### **Carver County Attorney Jim Keeler & Commissioner Jim Ische**

- Both will be attending the October 12, 2010 City Council meeting.

### **Melchert – Hubert – Sjodin**

- A letter was received from Melcher-Hubert-Sjodin asking if the City of Hamburg would like to retain the contents of a file referencing legal work done by Paul Melchert in relation to Annexations done in 1971.
  - Due to space limitations the file will be destroyed unless Council would like the contents of the file.
  - Council discussed and decided to pick up the file contents instead of letting it be destroyed.

## City Council Reports

### **Councilmember Mueller (Sewer & Water)**

- Councilmember Mueller had checked the sink hole by Steve Trebesche's property on Railroad Street and concluded that the sink hole was not due to a water leak.

**Councilmember Cummiskey** had nothing further to report.

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### **Councilmember Trebesch**

- Councilmember Trebesch mentioned that there was oil on the road after Waste Management picked up his garbage container.
  - Council discussed and stated that WM is supposed to clean up any oil that comes from their trucks.

### **Councilmember Barnes (Parks)**

- Councilmember Barnes and Councilmember Cummiskey presented Council with plans on where the Hall playground equipment would best fit in the area east of the City Hall.
  - Council discussed and did comment that they did like the layout however the plan should be ran by Fire Chief Droege.
    - Fire Chief Droege had previously mentioned that in an emergency the planned out area could be used as a helicopter landing site.
- Councilmember Barnes also suggested placing a sign between the two existing brick structures indicating that this area is a park.
  - Council agreed and decided to come up with some ideas on what to name the park and present them at the next Council meeting.

Mayor Malz had nothing further to report.

### **Approve Claims List for September 2010**

#### **Claims List September 2010**

- *Councilmember Cummiskey moved to approve the September Claims List from claim number 14637 through 14649 plus the one (1) ACH payment, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

*Councilmember Trebesch moved to recess the City Council meeting at 8:58 p.m., Councilmember Mueller seconded and motion unanimously carried. All Council members were present.*

*Councilmember Trebesch moved to open the closed City Council meeting at 8:58 p.m. for the purpose of land acquisition discussion for purchase of private property for the storm water pond, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

*Councilmember Trebesch moved to close the Closed Meeting at 9:28 p.m., seconded by Councilmember Barnes and motion carried. All Council members were present.*

*Councilmember Trebesch moved to reopen the City Council meeting at 9:28 p.m., seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.*

#### **Special Meeting – I/I Abatement Program & Park Equipment**

- Council discussed holding a Special Meeting on October 5, 2010 to meet with City Engineer Doug Parrott to discuss minimum amount of land need for the storm water improvements, other I/I related issues and to the placement of park equipment at the Community Hall.
- *Councilmember Cummiskey moved to hold a Special Meeting on Tuesday, October 5, 2010, at 7:30 p.m. for the purpose of meeting with Doug Parrott (S.E.H.) to discuss issues relating to the I/I Abatement Program and to discuss Park Equipment Placement, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

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*Councilmember Barnes moved to adjourn the Hamburg City Council meeting at 9:30 p.m., seconded by Councilmember Trebesch motion unanimously carried. All Council members were present.*

Submitted by:

Sue Block  
Deputy Clerk