CITY OF HAMBURG
NOTICE OF HAMBURG CITY COUNCIL MEETING
TUESDAY, NOVEMBER 24, 2026
6:30 P.M.

NOTICE IS HEREBY GIVEN that the City of Hamburg City Council will hold an additional City Council Meeting for November. The meeting of the Hamburg City Council will be held on **Tuesday, November 24, 2026, at 6:30 p.m.,** at the Hamburg Community Center, 181 Broadway Avenue, Hamburg, MN.

If you have any questions, please contact City Hall at (952) 467-3232 for further information.

POSTED BY THE HAMBURG CITY CLERK
NOVEMBER 19, 2026
Jeremy Gruenhagen, City Clerk/Treasurer

HAMBURG CITY COUNCIL AGENDA
NOVEMBER 24, 2026

1. **Call City Council Meeting to Order at 6:30 PM**
   - **Pledge of Allegiance**

2. **Public Comment** *(Individuals may address the City Council about any non-agenda item(s) of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council may not take official action on these items and may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*

3. **Agenda Review (Added Items) and Adoption**

4. **Consent Agenda** *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*
   - **Approve Payment of Added November Claims ($)**
   - **Approve minutes for September 17, 2026 & October 13, 2026**
   - **Approve Time-Off Request (Jeremy Gruenhagen)**

5. **Old/New City Business**
   - **Office Hours for Holidays**
   - **2027 Final Budget/2027 Final Property Tax Levy**
     - **Health Insurance Rates/Cost Analysis**
     - **Budget Items for 2026/2027**
     - **2027 City Fee Schedule**
     - **Hold Budget Workshop – December 1, 2026**

6. **City Council Reports**
   - **Councilmember Mitch Polzin (Streets)**
   - **Councilmember Eric Poppler (Parks)**
   - **Councilmember Jessica Weber (Buildings)**
   - **Councilmember Tim Tracy (Water/Sewer)**
   - **Mayor Chris Lund**

7. **Recess City Council Meeting**

8. **Move to Closed Meeting(s) for the purpose of Employee Evaluation(s) [Unless any employee requests an Open Meeting for his/her evaluation. Any Open Meeting for Employee Evaluation(s) shall be held prior to any Closed Meeting for Employee Evaluation(s)]**
   - **Steve Frensko**
   - **Jenni Droege**
   - **Jason Buckentin**
   - **Jeremy Gruenhagen**

HAMBURG CITY COUNCIL AGENDA
NOVEMBER 24, 2026

9. **Move to Close Closed Meeting for Employee Evaluation**

10. **Move to Reopen the City Council Meeting**

11. **Employee Wages/Health Insurance Coverage for 2027**
    - **Steve Frensko**
    - **Jenni Droege**
    - **Jason Buckentin**
    - **Jeremy Gruenhagen**

12. **Adjourn City Council Meeting**

HAMBURG CITY COUNCIL AGENDA
NOVEMBER 24, 2026

COMMUNITY HALL & PARK ACTIVITIES

DECEMBER

4 – Hall Rental
5 – Hamburg Lions Lunch w/ Santa
12 – Central Trap Team Bingo (Hall)

JANUARY

1 – Hall Rental
16 – Ducks Unlimited Bingo
17 – Hamburg Lions Club Pancake Brunch
23 – Wedding Reception
30 – Green Isle Sportmens Club Banquet

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

DECEMBER

4 – Hamburg Lions Xmas Party
5 – Community Center Rental
7 – Mayors In - 4:00 to 6:00 PM
7 – HFD Training
7 – Hamburg Lions Club
8 – Hamburg City Council Meeting – 6:30 PM
8 – Young America Township Meeting
12 – Community Center Rental
15 – Hamburg Lions Club
19 – Community Center Rental
24/24 – Christmas Holiday (City Offices Closed)
25 – Community Center Rental
28 – Hamburg Fire Dept (Relief Assoc.) Meeting

JANUARY

1 – New Year's Day – City Office Closed
4 – HFD Training
4 – Hamburg Lions Board Meeting – 7:00 PM
4 – Mayors In Time
12 – Hamburg City Council Meeting – 7:00 PM
12 – YA Township Meeting – 7:30 PM
18 – Hamburg Lions Club
18 – MLK Jr. Day – City Offices Closed
25 – Hamburg Fire Dept (Relief Assoc.) Meeting

Hamburg
EST. 1883

HAMBURG CITY COUNCIL BUDGET MEETING
SEPTEMBER 17, 2026

Mayor Chris Lund called the Hamburg City Council Budget Workshop Meeting to order at 5:30 PM. Those in attendance were Councilmembers Jessica Weber, Tim Tracy, Mitch Polzin, and Eric Poppler; City Clerk Jeremy Gruenhagen; and Deputy Clerk Jenni Droege. Also in attendance was the Maintenance/Public Works Superintendent Jason Buckentin.

City Clerk Jeremy Gruenhagen discussed several wish-list budget items included in the 2027 Budget. The 2 current lawnmowers were discussed, and whether we replace the 2010 now while it still has trade-in value. It is currently estimated at $1,500 to $2,500 if we sold it outright. A new lawnmower is estimated at $15,000.

Also included in the 2027 budget: $10,000 for a plow, $3,000 for lumber, the patching budget increases from $2,500 to $4,500 based on up-coming projects, $10,000 for replacement pavement around buildings, $20,000 for a new HFD grass truck, cost to be shared with the townships, A new aerator/fountain for the duck pond so it can be a year round attraction, Removal of 5 Ash trees per year and planting of 5 new trees (non-ash), Bathroom remodel, Street Fund Maintenance for 2027, Rip Rap Project, and future Street improvements. Currently, the city is in need of purchasing 2 new defibrillators, and they are estimated at $4,400.00 for both the Community Center and Hall.

Clerk Gruenhagen mentioned that we will include seal coating in the 2028 budget; he also spoke about making a storage area in the big Lions Shed at Bi-Centennial Park and getting rid of the two-story shed, due to the condition of the foundation/flooring.

Councilmember Mitch Polzin mentioned that once the grass rig is purchased, we should look into AC for the hall. It is estimated at $30,000 for three mini-splits. Mayor Chris Lund mentioned the possibility of a future walking path at the Bi-Centennial Park. He commented that many citizens have approached him about this.

The Proposed Budget/Levy will be set at the September 22, 2026 Council Meeting.

Adjourn City Council Budget Workshop Meeting

MOTION: Councilmember Jessica Weber moved to close the Budget Workshop Meeting at 6:18 PM. Seconded by Councilmember Tim Tracey. Motion was approved by all present.

Amended/Approved on November 12, 2026

Jeremy Gruenhagen
City Clerk/Treasurer

HAMBURG CITY COUNCIL MEETING
OCTOBER 13, 2026

Mayor Chris Lund called the Hamburg City Council Meeting to Order at 6:30 PM. In attendance were Councilmembers Jessica Weber, Eric Poppler, Tim Tracy, Mitch Polzin, and City Clerk Jeremy Gruenhagen. Others in attendance were Steven Siewert, HFD Chief, and Jason Buckentin, Public Works.

Public Comment – No Public comments.

Agenda Review and Adoption
MOTION: Councilmember Eric Poppler moved to approve the agenda as written. Seconded by Councilmember Mitch Polzin. Motion was approved by all present.

Consent Agenda

- **Approve Payment of Deleted March 2026 Claim ($83.25)**
- **Approve Payment of October 2026 Claims ($20,680.65)**
- **Approve Time-Off Request (Jeremy Gruenhagen)**
- **Approve Time-Off Requests (Jason Buckentin)**
- **Approve Application for Exempt Permit (Lawful Gambling)**
  - **Central Raiders Trap Team – December 12, 2026**
- **Approve Cash Flow Statements for July & August 2026**

MOTION: Councilmember Eric Poppler moved to approve the Consent Agenda as written. Seconded by Councilmember Mitch Polzin. Motion was approved by all present.

Hamburg Fire Department

- **Approve Michaela Allen to HFD Rescue Reserve (Pending BC) -** Chief Siewert stated that Michaela is currently an EMT/Dispatcher, works for Ridgeview, and works nights, so she is available during the day. He feels that this is a great arrangement, as Hamburg currently needs help during the day/typical work hours. Chief Siewert mentioned that she will be hired for the Reserves based on the feedback from the background checks and approval from council. The background checks were sent 10/14/2026.
  - **MOTION: Councilmember Tim Tracy made a motion to approve Michaela Allen to HFD Rescue Reserve pending the background check results. Seconded by Councilmember Jessica Weber. Motion was approved by all present.**
- **HFD Officer Selections -** Chief 1, 3, and Captain 2 are all up for selection. The applications are due the second Monday of November. The Chief mentioned that if there are multiple applications for all or any of the positions, an officer review board will review/decisions made.
- **PERA Pension Benefit Level for 2027 -** The funding breakdown that Councilmember Tracy asked for has been attached to the agenda packet. He stated that he is comfortable with setting the benefit level at $2,800 and also

asked when they have to make a decision. Chief Siewert and Clerk Gruenhagen reiterated that the decision needs to be made by December.

- **Purchasing Policy – Bid Requirements.** The Chief asked if Clerk Gruenhagen was able to clarify the bid policy. The Clerk mentioned that he was able to clarify and that bids under $25,000 do not need 2 or more quotes. The Clerk asked Council and the Chief what they would like to set that amount at where 2 quotes are needed. The Chief mentioned that he would like to see that cap between $8,000 and $10,000. The Council, Clerk Gruenhagen, and Chief Siewert agree that there needs to be specific verbiage along with this approval. The Clerk will do a bit more research, and this will be addressed at the next meeting. The Chief also mentioned that the new shed has been ordered and should be delivered shortly.

Old City Business/New City Business

- **Carver County Attorney Mark Metz**
  - Prosecution Contracts/Public Nuisances (Citywide)
  - Level 3 Predatory Offender
- **Public Data Requests (City Attorney)** Clerk Gruenhagen mentioned a lengthy data request that the City of Hamburg recently received. Not only did he point out that he has day-to-day responsibilities, but Clerk Gruenhagen mentioned that this request will be worked on when he/others are able. This has been discussed in the past by council, but he is also looking for a motion to allow Jeremy to confer with the city attorney on data requests to not open the City to possible litigation from this requester. This person has made multiple requests/accusations. Many Council Members commented that they want to know how much money has been spent on data requests for this individual and others. Clerk Gruenhagen also mentioned that he is not comfortable allowing this individual in the city offices and that the viewing of information will be in a dedicated room at the City Attorney's office.
  - **MOTION: Councilmember Mitch Polzin made a motion to allow Clerk Gruenhagen to work with the City Attorney on any data requests and that the viewing of said data will be done at the City Attorney's office. Seconded by Councilmember Eric Poppler. Motion was approved by all present.**
- **Estimates for Park Bathroom Repairs.** Clerk Gruenhagen mentioned that although we received 2 estimates, the adjuster wanted them broken down in a specific way. When we received those updated estimates, prices had gone up. Ultimately, additional estimates were requested from 2 additional companies. Service Restoration came in the lowest at $34,478.91
  - **MOTION: Councilmember Jessica Weber made a motion to approve the estimate/clean-up/remodel on the Bi-Centennial Park Men's bathroom for $34,478.91 with Service Restoration. Seconded by Councilmember Tim Tracy. The motion was approved by all present.**

HAMBURG CITY COUNCIL MEETING
OCTOBER 13, 2026

- **Estimates for Upgrading Park Camera System.** Two estimates were provided for the video equipment upgrades. Much of the City's current equipment is outdated. In the hopes of preventing further issues in the Park, we are looking to add cameras that provide better image quality and faster processing equipment.
    - **MOTION: Councilmember Mitch Polzin made a motion to approve the camera estimate with Security and Sound Co. for $6,198.00 at the Bicentennial Park. Seconded by Councilmember Jessica Weber. The motion was approved by all present.**
- **Small Communities Planning Program –** Work Group Meeting Date-Clerk Gruenhagen mentioned that he will post this information asking for volunteers. He also mentioned that this could be done at the Nov.10 council meeting with council. Council mentioned November 12th as a possibility. It was suggested that the council meeting be moved from November 10th to 12th @ 6:30 PM. Jeremy did ask for dates from council that will work; he also stated that he will see if they are open to meeting on November 12th.
- **Move November 10th City Council Meeting (Canvass Board Meeting)**
    - **MOTION: Councilmember Mitch Polzin made a motion to approve moving the City Council meeting from November 10th to 12th at 6:30 PM. The meeting would begin with the Canvass Board Meeting followed by the regular City Council meeting. Seconded by Councilmember Jessica Weber. The motion was approved by all present.**

City Council Reports

- Councilmember Eric Poppler (Parks) had nothing further to report.
- Councilmember Jessica Weber (Buildings) had nothing further to report.
- Councilmember Tim Tracy (Water/Sewer) had nothing further to report.
- Councilmember Mitch Polzin (Streets) had nothing further to report.
- Mayor Chris Lund: City Newsletter should drop next week. Mayor Lund will have the Mayor's "In-Time" November 2nd, 4-6 PM. Please stop in with any questions.

Adjourn City Council Meeting

Meeting adjourned at 7:56 PM.

MOTION: Councilmember Jessica Weber moved to adjourn the City Council meeting at 7:56 PM. Seconded by Councilmember Tim Tracy. Motion was approved by all present.

Amended/Approved on November 12, 2026

Jeremy Gruenhagen
City Clerk/Treasurer

CITY OF HAMBURG
TIME-OFF REQUEST FORM

Today's Date: November 20, 2026

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: December 3rd (off 3:15)
December 7, 14, 17 (off 3:30)
December 23, 28, 29

How many **Vacation** hours will be used? 33.5

How many **Compensation** hours will be used? 0

Is there a **Holiday** during your time off? Yes

Will there be any time off **without pay**? No

Will there be any scheduled **Sick Leave** used? No

Are you requesting more then three consecutive days off? Yes

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: 11-24-2026

Was vacation request approved? _____

- If no, reason request was denied: _____

_____

Jeremy Gruenhagen 11-20-26

Employee Signature Date

_____

City Clerk/Treasurer Date

_____

Mayor Date

Hamburg
Est. 1883

"The City of Hamburg is an Equal Opportunity Employer and Provider."

CITY OF HAMBURG
HOLIDAY OFFICE HOURS

NOVEMBER 23: 8:00 AM TO 3:30

NOVEMBER 24: 8:00 AM TO 3:15

NOVEMBER 25: 7:30 AM TO 11:30 AM

NOVEMBER 30: 8:00 AM TO 3:00 PM

DECEMBER 3: 8:00 AM TO 3:15 PM

DECEMBER 7: 8:00 AM TO 3:30 PM

DECEMBER 14: 8:00 AM TO 3:30 PM

DECEMBER 17: 8:00 AM TO 3:30 PM

DECEMBER 23: 7:30 AM TO 11:30 AM

DECEMBER 24: CITY OFFICES CLOSED

DECEMBER 25: CITY OFFICES CLOSED

JANUARY 1: CITY OFFICES CLOSED

After Hours: Call 952-467-3232 and Leave a Message.
In Case of an Emergency: Call 952-290-3541.

HAPPY HOLIDAYS!

CITY OF HAMBURG

City Fee Schedule for 2027

Schedule A

Mayor	Chris Lund
Acting Mayor	Tim Tracy
Council Member	Mitch Polzin
Council Member	Eric Poppler
Council Member	Jessica Weber
Official Newspaper - Publications	Patriot
Bank & Depository - Utility Billing Collection Site	Security Bank and Trust
Building Inspector	MNSPECT
Emergency Manager	Fire Chief 2
City Engineer	Brody Bratsch

Community Hall Rates

Hall Upstairs - 9:00 AM Access (Day Before Rental if not Rented)	City Resident	$1,000.00	
Hall Reservation 2 Days Before Rental Date (4:00 PM Access)	City Resident	$1,100.00	
Hall Reservation 2 Days Before Rental Date (9:00 AM Access)	City Resident	$1,200.00	
Hall Upstairs - 9:00 AM Access (Day Before Rental if not Rented)	Non-Resident Rate	$1,250.00	
Hall Reservation 2 Days Before Rental Date (4:00 PM Access)	Non-Resident Rate	$1,350.00	
Hall Reservation 2 Days Before Rental Date (9:00 AM Access)	Non-Resident Rate	$1,450.00	
Hall Rental Fee (Upstairs) for Local Businesses (9:00 AM Access)		$425.00	
Hall Rental Fee (Upstairs) for Benefits/Banquets		$425.00	
Hall Rental Fee (Upstairs) for Local Clubs		$0.00	*
Hall Damage Deposit		$450.00	
Down Payments on Hall Rental		$300.00	
Damage Deposit for Renting Tables (Wooden Tables Only)		$10/Table	
Damage Deposit for Chairs		$1/Chair	
Pop (Price Per Two Liter Bottle)		$4.00	$4.00 *
Cups (Per Cup)		$0.10	

(* Denotes City Approved Club Rates - HFDRA, Lions Club, Baseball Club, and HHFC)

Community Center Rates

Community Center (Fire Hall) Rent	($200 Damage Deposit)	$175.00
Community Center Rental Fee for Local Businesses	($200 Damage Deposit)	$125.00

Park Shelter Rentals

Park Shelters & Lions Shelter	($100 Damage Deposit)	$250.00
Park Shelter Rental Fee for Local Businesses	($100 Damage Deposit)	$150.00

Water, Sewer, & Storm Water Rates

Water Hauled Out (Load)	Mileage = $5/Mile	$20/1,000 gallons
Metered Water (Base Fee)		$25.91/Month
Metered Water (Per Thousand Gallons)		$11.91
Water Capital Improvement Fee		$10/Month
Sanitary Sewer (Base Fee) Per Unit		$15.00/Month
Sanitary Sewer Metered (Per Thousand Gallons)		$5.25
Storm Water Monthly Utility Fee	Residential Parcels	$27.50/Month
Storm Water Monthly Utility Fee	Commercial/Multi-Family Parcels	$44/Month
Late Fee on Utility Bill		10%
Water Hook Up Fee (WAC)		$3,500
Sewer Hook Up Fee (SAC)		$3,500
Water Reconnection Fee		$100.00
Water/Sewer Permit Fee		$50.00
Water Meter		Cost of Meter Plus 10%
Garbage		Residents Contract with Waste Management

CITY OF HAMBURG

City Fee Schedule for 2027

Schedule A

Mayor	Chris Lund
Council Member/Vice Mayor	Tim Tracy
Council Member	Mitch Polzin
Council Member	Eric Poppler
Council Member	Jessica Weber
Official Newspaper - Publications	Patriot
Bank & Depository - Utility Billing Collection Site	Security Bank and Trust
Building Inspector	MNSPECT
Emergency Manager	Fire Chief 2
City Engineer	Brody Bratsch

City Council & Special Rates

Mayor Salary		$2,000.00
Council Salary		$1,200.00
Special Meeting (City Related) - Per Member/Meeting		$50/Meeting
Planning Commission Wages		$25/Meeting
Election Judges (City Elections)		$14/Hr
Public Hearing & Meetings (Requested by Residents) Held Before Regular City Mtg.		$300.00
Public Hearing & Special Meetings (Requested by Residents) Other than Regular Mtg.		$350.00
Variance/Conditional Use/Rezoning/Comp Plan Amend/Minor Subdivision (Per Land Use App)		$300.00
Administrative Fee - Certified Letters		$25.00
Background Check Fee		Cost of Background Check
City Man Power - Hourly Rate (Plus Cost of Administrative Search Warrant)		$35.00
City Man Power (Equipment) - Hourly Rate		$110.00
Information Research Fee	Public Data Only	$30/HR plus Materials
Copies	Per Page	$0.25
Copy of City Ordinances		$50.00
Copy of Comprehensive Plan, Zoning Ordinances, Financial Statement, City Tapes (Videos)		$30.00
Copy of City SWMP, Sewer and Water Studies		$30.00
Mileage	2027 IRS Rate	$0.725/Mile
Returned Check Charge		$30
Special Assessment Search		$20
Animal License	Annual	$10.00 *
Liquor License - On Sale (Baseball Club)	Annual	$100.00
Liquor Licenses - On Sale	Annual	$1,200.00
Liquor Licenses - Off Sale	Annual	$100.00
Liquor Licenses - Special Sunday	Annual	$200.00
Tobacco License	Annual	$100.00
Solicitor/Peddler Permit	Annual	$25.00
Notary Public Fee	Per Page	$2.00

* (Animal Licenses are due the first of the year)

Fire Call Rates

Fire/Accident Call Not Covered By Contract	$600 First Hr. + $500 Each Additional Hr.
Training Pay (Firefighters & First Responders)	$12.00 each training
On Call Pay (Firefighters)	$12.00 for each call
On Call Pay (First Responders)	$15.00 for each call