



HAMBURG CITY COUNCIL AGENDA **DECEMBER 14, 2021**

1. **Call Public Hearing to Order at 7:00 PM**
 - **Ordinance Number 167 (2022 City Fee Schedule)**

2. **Move to Close Public Hearing**

3. **Call City Council Meeting to Order**
 - **Pledge of Allegiance**

4. **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.)*

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

6. **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 Added Claims for November 2021 (\$12.03)**
 - **Approve Claims List for December 2021 (\$38,796.76)**
 - **Approve Minutes for November 22, 2021**
 - **Approve Resolution Number 2021-07 (2022 Polling Place)**
 - **Approve Resolution Number 2021-08 (Accepting Water Tower Project)**
 - **Approve Employee Time-Off Request (Jeremy Gruenhagen)**
 - **Approve Lawful Gambling Permit for Hamburg Baseball Club**
 - **52 Club Raffle (June 5, 2022)**
 - **November 2021 Delinquent Utility Bills Report**
 - **Mediacom Program Changes & Rate Adjustments**

7. **Hamburg Fire Department – Chief Siewert**
 - **PERA Increase (HFDRA Pension)**
 - **HFD Officer Salaries**
 - **Base Radio for Fire Station**
 - **Approve Firefighter Jason Mackenthun**

8. **City Fee Schedule for 2022**
 - **2022 City Fee Schedule Rates**
 - **Water/Sewer/Storm Water Rates for 2022**
 - **Adopt City Ordinance Number 167**



HAMBURG CITY COUNCIL AGENDA
DECEMBER 14, 2021

9. 2022 Final Tax Levy and Final Budget (Set & Adopt)

- **Public Comments on 2022 Final Budget & Tax Levy**
 - **Adopt/Approve 2022 Final Tax Levy Certification to Carver County**
 - **Adopt/Approve 2022 Final Budget**
 - **Approve Resolution Number 2021-09 (2022 Budget/Final Tax Levy)**

10. Old City Business

- **Old City Christmas Lights (Sell)**
- **General Maintenance Worker Position**
- **Rip Rap Repairs for Stabilization Ponds**
 - **Approve Quotes on January 11, 2022**

11. New City Business

- **City Council Member Vacancy**
 - **Approve Resolution Number 2021-10**
- **Approve 2022 Agreement for Professional Services (City Engineer S.E.H)**
- **Set Public Hearing for January 11, 2022 @ 7:00 PM**
 - **Update City Zoning Map**

12. City Council Reports

- **Councilmember Eric Poppler (Parks)**
- **Councilmember Jessica Weber (Buildings)**
- **Councilmember Tim Tracy (Water/Sewer)**
- **Mayor Chris Lund**

13. Adjourn City Council Meeting



***HAMBURG CITY COUNCIL AGENDA
DECEMBER 14, 2021***

COMMUNITY HALL/PARK EVENTS

DECEMBER 4 – Hamburg Lions Club Lunch w/Santa

JANUARY 16 – Hamburg Lions Club Pancake Breakfast

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

DECEMBER

- 3 – Hamburg Lions Christmas Dinner
- 6 – HFD Training
- 6 – Hamburg Lions Club
- 7 – Truth in Taxation Hearing – 7:00 PM
- 11 – Community Center Rental
- 13 – Hamburg Fire Dept.
- 14 – Public Hearing (Ordinance #163) – 6:45 PM
- 14 – Hamburg City Council Meeting – 7:00 PM
- 14 – Young America Township Meeting
- 18 – Community Center Rental
- 21 – Hamburg Lions Club
- 23/24 – Christmas Holiday (City Offices Closed)
- 25 – Community Center Rental
- 27 – Hamburg Fire Dept (Relief Assoc.) Meeting
- 31 – New Year’s Holiday Observed (City Offices Closed)

**CITY OF HAMBURG
NOTICE OF PUBLIC HEARING
ORDINANCE NUMBER 167**

Notice is Hereby Given that the Hamburg City Council will hold a Public Hearing on December 14th, 2021 at 7:00 p.m. at the Hamburg Community Center at 181 Broadway Ave., Hamburg, MN.

The reason for the Public Hearing is to receive comments on Ordinance Number 167 for establishing City Fees for the 2022 Calendar Year.

If you have any questions or concerns about the hearing feel free to attend, call the City Offices at (952) 467-3232, email the City Office (cityadmin@cityofhamburgmn.com) or write in advance to the City of Hamburg, P.O. Box 248, Hamburg, MN 55339.

Jeremy Gruenhagen
City Clerk-Treasurer

CITY OF HAMBURG
City Fee Schedule for 2022
Schedule A

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

Community Hall Rates

Hall Upstairs - 9:00 AM Access (Day Before Rental if not Rented)	Non-Resident Rate	\$800.00
Hall Reservation 2 Days Before Rental Date (4:00 PM Access)	Non-Resident Rate	\$900.00
Hall Reservation 2 Days Before Rental Date (9:00 AM Access)	Non-Resident Rate	\$1,000.00
Hall Upstairs - 9:00 AM Access (Day Before Rental if not Rented)	City Resident	\$750.00
Hall Reservation 2 Days Before Rental Date (4:00 PM Access)	City Resident	\$850.00
Hall Reservation 2 Days Before Rental Date (9:00 AM Access)	City Resident	\$950.00
Hall Rental Fee (Upstairs) for Local Businesses (9:00 AM Access)		\$400.00
Hall Rental Fee (Upstairs) for Benefits		\$400.00
Hall Basement One Day Rental Fee		\$200.00
Hall Damage Deposit		\$450.00
Down Payments on Hall Rental		\$150.00
Damage Deposit for Renting Tables (Wooden Tables Only)		\$10/Table
Damage Deposit for Chairs		\$1/Chair
Pop (Per Pound)		\$1.00
Cups (Per Cup)		\$0.05
		\$0.80 *

(* Denotes City Approved Club Rates - Fire Dept., Lions Club, Baseball Club, and Sportsmen's Club)

Community Center Rates

Community Center (Fire Hall) Rent	(\$100 Damage Deposit)	\$150.00
Community Center Rental Fee for Local Businesses	(\$100 Damage Deposit)	\$100.00

Park Shelter Rentals

Park Shelters & Lions Shelter	(\$100 Damage Deposit)	\$200.00
Park Shelter Rental Fee for Local Businesses	(\$100 Damage Deposit)	\$100.00

Water, Sewer, & Storm Water Rates

Water Hauled Out (Load)	Mileage = \$5/Mile	\$20/1,000 gallons
Metered Water (Base Fee)		\$25.40/Month
Metered Water (Per Thousand Gallons)		\$11.68
Water Capital Improvement Fee		\$10/Month
Sanitary Sewer (Base Fee) Per Unit		\$12.00/Month
Sanitary Sewer Metered (Per Thousand Gallons)		\$4.50
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 2022

Schedule A

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

City Council & Special Rates

Mayor Salary		\$1,500.00
Council Salary		\$1,000.00
Special Meeting (City Related) - Per Member/Meeting		\$50/Meeting
Planning Commission Wages		\$25/Meeting
Election Judges (City Elections)		\$10/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	2022 IRS Rate	2022 IRS Rate
Returned Check Charge		\$30
Special Assessment Search		\$20
Animal License	Annual	\$10.00 *
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	\$450 First Hr. + \$350 Each Additional Hr.
Training Pay (Firefighters & First Responders)	\$10.00 each training
On Call Pay (Firefighters)	\$10.00 for each call
On Call Pay (First Responders)	\$15.00 for each call

**CITY OF HAMBURG
ORDINANCE NUMBER 167**

AN ORDINANCE OF THE CITY OF HAMBURG SUMMARIZING AND REAFFIRMING 2022 FEES FOR CITY LICENSES, PERMITS AND SERVICES AND SCHEDULE OF FINES PROVIDING PROCEDURES FOR SUBSEQUENT REVIEW, MODIFICATION AND AMENDMENT.

THE CITY COUNCIL OF THE CITY OF HAMBURG, COUNTY OF CARVER AND STATE OF MINNESTOA, HEREBY ORDAINS:

SECTION ONE: CODE ESTABLISHED FEES.

The City of Hamburg code establishes certain fees which may be set from time to time by the City Council, and

SECTION TWO: SUMMARY OF EXISTING FEES AND FINES.

City staff has reviewed the fees which the City currently charges and is recommending that the 2022 fee schedule with procedure for adjustments, attached hereto marked as Exhibit A, be adopted.

SECTION THREE: POLICY FOR FEE AND FINE SCHEDULE.

Council determines it is in the best interests of the citizens of the City to establish a master fee schedule to insure that established fees for licenses, permits, services and fines are fair, reasonable and proportionate to the actual cost of the circumstance for which the fee is imposed.

SECTION FOUR: FEES AND FINES NOT COVERED HERE.

The 2022 fee and fine schedule, Exhibit A attached, as part of this ordinance is intended to summarize and reaffirm existing fees and fines specifically covered in Exhibit A, intending that any fee or fine not included by this enactment shall continue in full force and effect where and as otherwise established and enacted.

SECTION FIVE: AMENDMENT.

The City Council of the City of Hamburg reserves its authority to, from time to time, but at least once annually, review the within schedule of fees and fines and to, by resolution enacted, make additions thereto or deletions there from and make such other modifications as are indicated necessary and appropriate.

SECTION SIX: EFFECTIVE DATE.

This ordinance adopting the Code of Ordinances, and the Code of Ordinances itself, shall take effect upon publication of this ordinance in the city's official newspaper. Passed and adopted by the City Council of the City of Hamburg this 14th day of December, 2021.

The 2022 City Fee Schedule (Exhibit A), stated herein, for the City of Hamburg is not being published but is available upon request. You can request a copy by calling City Offices at (952) 467-3232.

CHRIS LUND, MAYOR

ATTEST: _____
JEREMY GRUENHAGEN, CLERK-TREASURER

2021 November Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - October 2021	\$3,476.58	11/9/2021
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment October 2021	\$626.00	11/9/2021
ACH	PERA	Divided	PERA Withholding - August 2021	\$824.04	11/9/2021
ACH	PERA	Divided	PERA Withholding - October 2021	\$780.04	11/9/2021
ACH	PERA	Divided	PERA Withholding - November 2021	\$514.69	11/9/2021
ACH	PERA	Divided	PERA Withholding - November 2021	\$480.20	11/22/2021
ACH	Google	General Gov't	Email Accounts (13) by Google G Suite	\$156.00	11/9/2021
ACH	HealthPartners	Divided	Health Insurance for November 2021	\$4,508.15	11/9/2021
ACH	Security Bank & Trust Co.	General Gov't	ACH Service Fees for October 2021	\$30.80	11/9/2021
ACH	Verizon Wireless	General Gov't	City Cell Phone Line	\$41.25	11/9/2021
ACH	ZOOM	General Gov't	Video Conferencing	\$16.09	11/9/2021
ACH	Greg Schultz	Divided	Wages 10-18-21 to 10-31-2021	\$1,969.02	11/9/2021
ACH	Tamara Bracht	Divided	Wages 10-18-21 to 10-31-2021	\$716.88	11/9/2021
ACH	Jeremy Gruenhagen	Divided	October Wages	\$2,038.65	11/9/2021
ACH	Greg Schultz	Divided	Wages 11-01-21 to 11-14-2021	\$1,833.25	11/22/2021
ACH	Tamara Bracht	Divided	Wages 11-01-21 to 11-14-2021	\$736.40	11/22/2021
ACH	Jeremy Gruenhagen	Divided	November Wages (Rounds)	\$2,107.50	11/22/2021
ACH	OPTUM Bank	General Gov't	HSA Admin Fee 4th Qtr 2021	\$22.50	11/22/2021
ACH	Verizon Wireless	General Gov't	City Cell Phone	\$41.25	11/22/2021
Debit Card	Amazon	General Gov't	Safety Strobe Light or City Vehicle	\$29.99	11/9/2021
Debit Card	Amazon	Public Safety (FD)	"C" Batteries	\$17.61	11/9/2021
Debit Card	Amazon	General Gov't	Computer Mouse, Calculator Ribbon & Paper Rolls	\$38.27	11/9/2021
Debit Card	Amazon	Divided	4 US Flags	\$155.96	11/22/2021
Debit Card	USPS	General Gov't	EDDM Newsletter Mailing on November 19, 2021	\$78.20	11/22/2021
Debit Card	UPS Store	Water	Overnight Water Sample	\$12.03	12/14/2021
20803	Bolton & Menk, Inc.	General Gov't	Professional Fees Aug. 21 - Sept. , 2021	\$2,220.00	11/9/2021
20804	Bound Tree Medical	Public Safety (FD)	Resuscitation i-Gel Super-set Filter Kit (2)	\$82.00	11/9/2021
20805	C.C.F.D.M.A.A. (Mutual Aid)	Public Safety (FD)	2021 Annual Dues	\$250.00	11/9/2021
20806	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for October	\$33.13	11/9/2021
20807	CarQuest	General Gov't Bldgs	Bolt, Lock Nut, Zip Ties	\$21.07	11/9/2021
20808	CarverLink	Divided	Telephone/Internet Services October 2021	\$155.16	11/9/2021
20809	Carver County Sheriff	Public Safety	2nd Half of 2021 Contract	\$8,786.50	11/9/2021
20810	Cintas	Hall	Cleaning Supplies	\$81.83	11/9/2021
20811	Coordinated Business Systems	General Gov't	Intermedia Monthly Equipment Base Rate	\$57.82	11/9/2021
20812	Dana Willemsen	General Gov't	Refund for Cancelled CC Rental	\$150.00	11/9/2021
20813	ECM Publishers, Inc.	Hall	Public Hearing	\$37.80	11/9/2021
20814	Franklin Publishing	General Gov't	5000 Sheets of #110 Paper for Newsletters	\$361.36	11/9/2021
20815	Gopher State One Call	Divided	11 September Locates	\$14.85	11/9/2021
20816	Hamburg Insurance Agency	General Gov't	Public Official Bond for Coverage of City Clerk 1-1-21 to 1-1-22	\$85.00	11/9/2021
20817	Jayson Hansen	Public Safety (FD)	Reimbursement of Fuel for the G11	\$60.63	11/9/2021
20818	Loffler Companies, Inc.	General Gov't	October Copies	\$63.73	11/9/2021
20819	Melcherf-Hubert & Sjodin, PLLP	General Gov't	Litigation	\$477.40	11/9/2021
20820	Menards	Divided	Bathroom Supplies, Driveway Markers	\$46.65	11/9/2021
20821	Mini Biff, Inc.	Park & Rec.	Handicap Mini Biff Rental	\$148.92	11/9/2021
20822	MN BCA	Public Safety (FD)	Background Check for Jason Mackenthun	\$15.00	11/9/2021
20823	MN Rural Water	Divided	Membership Dec. 2021- Nov. 2022	\$300.00	11/9/2021
20824	MNSPECT	Public Safety	Re-issuing due to Post Office Damage (ck# 20796)	\$902.25	11/9/2021
20825	MNSPECT	Public Safety	Permit Fee's, Inspections	\$361.36	11/9/2021
20826	MVTL Labs	Sewer	Sewer Pond Lab Work - Sample Date 10-20-21	\$100.25	11/9/2021
20827	Nick Mackenthun	Public Safety (FD)	Reimbursement: C Batteries, Chiefs Convention Mileage, Hotel	\$718.90	11/9/2021
20828	PEEPs Repair	Public Safety (FD)	Rescue #1 Repairs	\$2,114.30	11/9/2021
20829	Plunkett's Pest Control	Divided	General Pest Control 10-11-21	\$139.12	11/9/2021
20830	Roots Landscaping	Hall	Final Payment with Add'l Cost for Retaining Wall	\$9,346.51	11/9/2021
20831	Runnings Supply	Divided	Tree Wrap for New Tree's	\$37.45	11/9/2021
20832	Steven Siewert	Public Safety (FD)	Reimbursement for Chief's Convention Hotel and Food	\$530.97	11/9/2021
20833	Viking Bottling Co.	Hall	Syrup Canister of Coca-Cola	\$29.75	11/9/2021
20834	W.W.O.T.A.	Divided	Water/Wastewater Training & Assistance for September	\$513.75	11/9/2021
20835	Waste Management	Sanitation	30 Yard Compost Dumpster	\$296.04	11/9/2021
20836	Wm. Mueller & Sons	Divided	Removal of Retaining Wall, Fuel, Red Rock, Patching Maria Av	\$1,586.88	11/9/2021
20837	Wm. Mueller & Sons	Community Center	Refund of Damage Deposit from October 26th Rental	\$100.00	11/9/2021
20838	Xcel Energy	Divided	Electricity/Natural Gas Services	\$1,381.27	11/9/2021
20839	Bolton & Menk, Inc.	General Gov't	Zoning Text Amendment, Public Notice	\$120.00	11/22/2021
20840	Bound Tree Medical	Public Safety (FD)	Resuscitation i-Gel Super-set Filter Kit Size 5 (2)	\$82.00	11/22/2021
20841	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for November	\$33.13	11/22/2021
20842	CarverLink	Divided	Telephone/Internet Services November 2021	\$155.20	11/22/2021
20843	Carver County	General Gov't	2021 Assessment Contract	\$3,654.10	11/22/2021

2021 November Claims List

20844	Dressel's Stump Removal	Park & Rec.	Removed 1 Stump at the Bi-Centennial Ball Field	\$40.00	11/22/2021
20845	ECM Publishers, Inc.	General Gov't	Published Public Hearing for Ordinance 166	\$72.92	11/22/2021
20846	epa Audioi Visual, Inc.	General Gov't	USB Audio Interface & 15' Cable for Audio Recording System	\$166.00	11/22/2021
20847	Kranz Lawn & Power	General Gov't Bldgs	2 Gallons of Chain Saw Oil (Winter and Summer)	\$36.98	11/22/2021
20848	Lee's Refrigeration	Hall	Walk-in Cooler Fan Replacement	\$260.00	11/22/2021
20849	Lorri Gales	Public Safety (FD)	Reimbursement of AED	\$1,527.00	11/22/2021
20850	MCOFA	General Gov't	Membership Fee for 2021-2022	\$45.00	11/22/2021
20851	Melchert-Hubert & Sjodin, PLLP	General Gov't	Storm Sewer-Old RR Property, Misc. Law Matters	\$1,709.40	11/22/2021
20852	Menards	Divided	2 Heaters, 3v Batteries, Air Freshners (Used Menards Rebates	\$46.76	11/22/2021
20853	Mini Biff, Inc.	Park & Rec.	Final 2021 Season Bill for Handicapped Mini Biff	\$201.76	11/22/2021
20854	MVTL Labs	Sewer	Final Pond Pre-Discharge sample date 10-7-21	\$80.25	11/22/2021
20855	Per Mar Security	Sewer	Sewer Treatment Plant Monitoring 12/3/21 - 3/2/22	\$96.66	11/22/2021
20856	Plunkett's Pest Control	General Gov't	City Hall & Fire Hall Service Date 11-12-21	\$39.37	11/22/2021
20857	Security & Sound Co.	Park & Rec.	Surveillance Camera System	\$3,923.00	11/22/2021
20858	Viking Bottling Co.	Hall	Pop Syrup Canisters for Hall	\$178.50	11/22/2021
20859	Xcel Energy	Divided	Natural Gas / Electricity Services	\$2,259.25	11/22/2021
				\$67,586.28	
			November Claims	\$45,353.06	11/9/2021
			Added November Claims	\$22,221.19	11/22/2021
			Added November Claim	\$12.03	12/14/2021
				\$67,586.28	

2021 December Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - November 2020	\$2,966.44	12/14/2021
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment November 2020	\$517.00	12/14/2021
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for November 2020	\$30.60	12/14/2021
ACH	PERA	Divided	PERA Withholding for November	\$808.04	12/14/2021
ACH	PERA	Divided	PERA Withholding for December	\$557.20	12/14/2021
ACH	HealthPartners	Divided	Health Insurance for December 2021	\$4,845.96	12/14/2021
ACH	Google	General Gov't	Email Accounts (13) by Google G Suite	\$156.00	12/14/2021
ACH	Greg Schultz	Divided	Wages 11/15/21 to 11/28/21	\$2,163.47	12/14/2021
ACH	Tamara Bracht	Divided	Wages 11/15/21 to 11/28/21	\$784.35	12/14/2021
ACH	Jeremy Gruenhagen	Divided	December Wages	\$2,038.66	12/14/2021
ACH	Verizon Wireless	General Gov't	City Cell Phone	\$41.25	12/14/2021
ACH	ZOOM	General Gov't	Video Conferencing	\$16.09	12/14/2021
Debit Card	Hamburg Post Office	Divided	Postcard Stamps for Water Bills (6 Rolls)	\$240.00	12/14/2021
Debit Card	USPS	Water	Overnight Water Samples to MN Dept. of Health	\$32.80	12/14/2021
Debit Card	Amazon	Divided	64GB USB Flash Drive, Flag Pole Retainer Ring	\$33.44	12/14/2021
Debit Card	The French Bucket Floral & Gifts	General Gov't	Floral and Plant Arrangement for Becky Feltmann	\$101.37	12/14/2021
Debit Card	Amazon	General Gov't	4 Pack of Potholders, Ink Cartridges for Deputy Clerk	\$56.26	12/14/2021
Debit Card	Amazon	General Gov't	1 Box of Copy Paper	\$44.99	12/14/2021
20860	Bolton & Menk	General Gov't	Professional Services for City Planning of Setback Ordinance L	\$480.00	12/14/2021
20861	CarQuest	General Gov't Bldgs	Sea Foam, Oil Filter, Adhesive	\$18.78	12/14/2021
20862	Carver County Taxpayer Services	General Gov't	Annual Maintenance Fee's for Election Equipment	\$476.25	12/14/2021
20863	Carver County Taxpayer Services	General Gov't	Payable 2022 Truth in Taxation Billings	\$226.73	12/14/2021
20864	Cintas	Hall	Cleaning Supplies	\$109.63	12/14/2021
20865	Coordinated Business Systems	General Gov't	Monthly Phone Equipment Base Rate	\$57.82	12/14/2021
20866	ECM Publishers, Inc.	General Gov't	Public Hearing Published for Ordinance 167	\$50.24	12/14/2021
20867	EPA Audio Visual, Inc.	General Gov't	Freight Cost for the Audio Interface Equipment	\$21.01	12/14/2021
20868	Gopher State One Call	Divided	November Locates (5)	\$6.75	12/14/2021
20869	Halfmoon Technologies	General Gov't	Domain Name Renewal Fee and Website Hosting	\$230.00	12/14/2021
20870	John Egan	Public Safety (FD)	Mileage Reimburs. for Training Courses (Jan.-May, 2021)	\$160.16	12/14/2021
20871	Kohls Sweeping Service	Streets	Swept City Streets on 11-18-2021	\$800.00	12/14/2021
20872	Loffler Companies, Inc.	General Gov't	November Copies	\$105.99	12/14/2021
20873	Mark Plantz	Public Safety (FD)	Chief's Convention 2021 Reimbursement for Mileage, Hotel, Me	\$631.78	12/14/2021
20874	Melchert-Hubert & Sjodin, PLLP	General Gov't	Storm Sewer/RR Property, 2021 Employee Handbook	\$377.30	12/14/2021
20875	Menards	Divided	Soap, Air Freshners, Driveway Markers, Ice Melt	\$142.34	12/14/2021
20876	MN Dept. of Health	Water	4th Quarter Community Water Supply Service Connection Fee	\$524.00	12/14/2021
20877	MNSPECT	Public Safety	3 Residential Permits and License Look up Fee	\$111.50	12/14/2021
20878	NAPA Auto Parts	General Gov't Bldgs	Oil Filter for Bob Cat	\$90.96	12/14/2021
20879	Omega Rail Management	Divided	Right-of-Way Rental Agreement with Railroad	\$931.81	12/14/2021
20880	USA Blue Book	Water	Hach Flouride Pack of 25 Ampules	\$113.34	12/14/2021
20881	Viking Bottling Company	Hall	Pop Syrup Canisters	\$59.50	12/14/2021
20882	W.W.O.T.A.	Divided	Water/Wastewater Training & Assistance for November 2021	\$444.38	12/14/2021
20883	Waste Management, Inc.	Sanitation & Recycling	(3) 30 Yard Flat GreenYard Waste Containers Oct-Nov, 2021	\$888.12	12/14/2021
20884	Wigfield Design	Public Safety (FD)	8 Accountability Tags	\$48.00	12/14/2021
20885	Wm. Mueller & Sons, Inc.	Divided	Snow Plowing in December and Diesel for Tool Cat	\$2,104.41	12/14/2021
20886	Xcel Energy	Divided	Electricity/Natural Gas Services	\$1,651.79	12/14/2021
20887	Chris Lund	Divided	2021 Mayor Wages & Special Meetings (50)	\$3,694.00	12/14/2021
20888	Tim Tracy	General Gov't	2021 City Council Wages & Special Meetings (7)	\$1,246.72	12/14/2021
20889	Scott Feltmann	General Gov't	2021 City Council Wages & Special Meetings (3)	\$1,062.02	12/14/2021
20890	Jessica Weber	General Gov't	2021 City Council Wages & Special Meetings (4)	\$1,108.20	12/14/2021
20891	Eric Poppler	General Gov't	2021 City Council Wages & Special Meetings (4)	\$1,108.20	12/14/2021
20892	Scott Anderson	Public Safety (FD)	Fire Chief Salary	\$121.45	12/14/2021
20893	Steven Siewert	Public Safety (FD)	Fire Chief Two Salary/Fire Chief Salary	\$1,047.47	12/14/2021
20894	Mark Plantz	Public Safety (FD)	Fire Chief Three/Training Chief	\$554.10	12/14/2021
20895	Anthony Van Haften	Public Safety (FD)	Captain One/Assistant Training Officer	\$554.10	12/14/2021
20896	Jared Mackenthun	Public Safety (FD)	Captain Two/Equipment Captain/Air Pack Maintenance Salary	\$784.97	12/14/2021
20897	Nick Mackenthun	Public Safety (FD)	2021 HFD Secretary Salary	\$554.10	12/14/2021
20898	John Michels	Public Safety (FD)	2021 Truck Maintenance Salary	\$664.92	12/14/2021
				\$38,796.76	



HAMBURG CITY COUNCIL MEETING
NOVEMBER 22, 2021

Mayor Chris Lund called the Hamburg City Council Meeting to order at 7:07 p.m. Those in attendance were: Councilmembers Tim Tracy, Jessica Weber, Scott Feltmann, and Eric Poppler. City Clerk Jeremy Gruenhagen, Deputy Clerk Tamara Bracht, Public Works Greg Schultz, and Fire Chief Steven Siewert.

Public Comment - None

Agenda Review (Added Items) and Adoption

MOTION: Councilmember Tim Tracy moved to approve the Agenda as written. Seconded by Councilmember Jessica Weber. Motion was unanimously approved with all Councilmembers present.

Consent Agenda

- Approve Added Claims List for September (\$1,782.00)
- Approve Added Claims List for November 2021 (\$22,221.19)
- Approve Minutes for November 9, 2021
- Cash Flow Statement for October 2021
- City Offices Closed November 25th & 26th for Thanksgiving
- MetroNet Rate Adjustments for New Residential Customers

MOTION: Councilmember Eric Poppler moved to approve the Consent Agenda. Seconded by Councilmember Tim Tracy. Motion was unanimously approved with all Councilmembers present.

Old City Business (Memo)

- iPads for HFD
 - Clarification from last meeting is that the Relief Association is paying for 6 iPads. The iPads (6) will share a 2gb data plan costing \$95.00/month
- Park Camera's/Lighting
 - A fiber optic line will be run to the food shelter in the spring. Looking at adding 2 additional cameras that will face the compost pile and the memorial.
 - The flag pole light will be removed from the pole and placed on the ground aiming upward. This will allow the flag to be changed out in a safe manner.
 - The lights around the buildings that are in the sight line of the cameras will be replaced with either motion or dawn to dusk sensors.



***HAMBURG CITY COUNCIL MEETING
NOVEMBER 22, 2021***

New City Business

- Approve 2022 Service Agreement for Joint Assessment (Carver County)
 - 3% increase for 2022
 - **MOTION: Councilmember Tim Tracy moved to approve the 2022 Service Agreement for Joint Assessment. Seconded by Councilmember Eric Poppler. Motion was unanimously approved with all Councilmembers present.**
- Old City Christmas Lights (Sell)
 - It was discussed and agreed upon to accept sealed bids.
- General Maintenance Worker Position
 - It was discussed and agreed to advertise in the local paper, Rural Water, and the League of MN Cities, and to accept applications through January 3, 2022 with the hopes of hiring by the end of January.
- Special Meeting for Truth and Taxation Meeting
 - December 7, 2021 @ 7:00 PM with a Budget Workshop to follow.
- 2022 Final Budget/2022 Final Property Tax Levy
 - Health Insurance Rates/Cost Analysis
 - 6.854% increase
 - Budget Items for 2021/2022
 - Topics discussed for the General Fund were:
 - City is to receive \$27,354 from the ARPA Rescue Fund to be used for lost revenues through 2024.
 - Technology upgrades
 - Legal Fee's
 - Policing Contract
 - FD Budget
 - Street Improvements
 - Louisa Street, and Maria Avenue - estimate is \$340,000
 - Brad Street – estimate between \$300,000 to \$400,000
 - Parks
 - East Parking lot at the Bi-Centennial Park
 - Snow Plowing and Removal
 - Part-time summer lawn help
 - Lighting
 - Boulder/Rock Repair
 - Hall
 - Need around \$30,000 to complete current projects
 - Fence - \$5,000?
 - Maintenance Free Back Steps - \$12,000?
 - Sand and finish dance floor – \$8,000 - \$10,000?
 - Coat room floor – Greg suggested a floating floor over existing



***HAMBURG CITY COUNCIL MEETING
NOVEMBER 22, 2021***

- Water/Sewer/Storm Water
 - Pond Repairs/Maintenance
 - Rates

City Council Reports

- Councilmember Scott Feltmann (Streets) had nothing to report.
- Councilmember Eric Poppler (Parks) had nothing to report.
- Councilmember Jessica Weber (Buildings) had nothing to report.
- Councilmember Tim Tracy (Water/Sewer) had nothing to report.
- Mayor Chris Lund had nothing to report.
- Deputy Clerk – Greg cut down the dying Maple tree by the city office. He spent 2 days in the freezing cold wind cutting it up and hauling it away. GREAT JOB Greg!!! Thank you!

MOTION: Councilmember Tim Tracy moved to recess the city council meeting at 8:12 p.m. for the purpose of employee evaluations. Seconded by Councilmember Jessica Weber. Motion was unanimously approved with all Councilmembers present.

MOTION: Councilmember Tim Tracy moved to adjourn the closed employee evaluation meeting. Seconded by Councilmember Jessica Weber. Motion was unanimously approved with all Councilmembers present.

MOTION: Councilmember Eric Poppler moved to re-open the city council meeting. Seconded by Councilmember Jessica Weber. Motion was unanimously approved with all Councilmembers present.

Employee Wages/Health Insurance Coverage for 2022

- Tamara Bracht
 - **MOTION: Councilmember Scott Feltmann moved to approve the deputy clerk wage increase to \$19.00 per hour with paid holidays beginning with the 2022 budget. Seconded by Councilmember Eric Poppler. Motion was unanimously approved with all Councilmembers present.**
- Greg Schultz
 - **MOTION: Councilmember Tim Tracy moved to approve a 4% wage increase for City Maintenance employee, Greg Schultz. Seconded by Councilmember Jessica Weber. Motion was unanimously approved with all Councilmembers present.**



***HAMBURG CITY COUNCIL MEETING
NOVEMBER 22, 2021***

- Jeremy Gruenhagen
 - **MOTION: Councilmember Eric Poppler moved to approve a 4% wage increase for City Clerk/Treasurer Jeremy Gruenhagen. Seconded by Councilmember Jessica Weber. Councilmember Scott Feltmann voted Nay. Motion passed with a majority vote of 4 to 1. All Councilmembers were present.**

MOTION: Councilmember Tim Tracy moved to keep the 2022 Healthcare Coverage the same as 2021. Seconded by Councilmember Jessica Weber. Motion was unanimously approved with all Councilmembers present.

MOTION: Councilmember Tim Tracy moved to adjourn the city council meeting at 10:07 p.m. Seconded by Councilmember Jessica Weber. Motion was unanimously approved with all Councilmembers present.

Submitted on December 7, 2021
by Deputy Clerk Tamara Bracht

Amended/Approved on December 10, 2021



Jeremy Gruenhagen
City Clerk-Treasurer

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2021-07**

**RESOLUTION REESTABLISHING PRECINCT AND
POLLING PLACE FOR THE CITY OF HAMBURG
FOR 2022 ELECTION YEAR**

WHEREAS, Minnesota Statutes 204B.16 sets forth the requirement that each municipality must designate by ordinance or resolution a polling place for each election precinct by December 31st of each year.

NOW, THEREFORE, BE IT RESOLVED, that the Hamburg City Council hereby establishes the boundaries of the voting precinct and polling place as follows:

- I. Boundaries of Voting Precinct: Entire City of Hamburg Corporate Limits.
- II. Precinct No. 1 - Hamburg City Hall at 181 Broadway Avenue, Hamburg, Minnesota.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 14th day of December, 2021.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2021-08**

***RESOLUTION ACCEPTING WORK FOR NEW 75,000 GALLON
STORAGE TANK AND WATER MAIN IMPROVEMENTS PROJECT***

WHEREAS, pursuant to a written contract signed with the City July 19, 2019, Maguire Iron, Inc. of Sioux Falls, South Dakota, has satisfactorily completed the New 75,000 Gallon Elevated Water Storage Tank and Water Main Improvements project in accordance with such contract,

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF HAMBURG, MINNESOTA.
The work completed under said contract is hereby accepted and approved.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 14th day of December, 2021.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



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

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: December 10, 2021

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: December 13 (Off 3:15)

December 14, 17, 20 (Off 4:15)

December 27 & 28

How many **Vacation** hours will be used? 18

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 than three consecutive days off? Yes

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: December 14, 2021

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Gruenhagen
Employee Signature

12-10-2021
Date

City Clerk/Treasurer

Date

Mayor

Date



CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: December 10, 2021

Employee Name: Jeremy Bruenhagen

Dates Requesting Time-Off: December 22 (Off at 2:30)
January 6, 11 (Off at 3:15)
January 7, 10 (Off at 4:15)

How many **Vacation** hours will be used? 4

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

Is there a **Holiday** during your time off? No

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

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

Are you requesting more than three consecutive days off? No

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: December 14, 2021

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Bruenhagen
Employee Signature

12-10-2021
Date

City Clerk/Treasurer

Date

Mayor

Date



LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Hamburg Baseball Club Previous Gambling Permit Number: X34106-21-001
 Minnesota Tax ID Number, if any: 41-1287810 Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: 639 Kim Ave
 City: Hamburg State: MN Zip: 55339 County: Carver
 Name of Chief Executive Officer (CEO): Richard Schug
 CEO Daytime Phone: 612-418-5890 CEO Email: Richard.Schug@UFC.MN.com
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Hamburg Baseball Park
 Physical Address (do not use P.O. box): 401 Sophia Ave
 Check one:
 City: Hamburg Zip: 55339 County: Carver
 Township: _____ Zip: _____ County: _____
 Date(s) of activity (for raffles, indicate the date of the drawing): 6-5-2022

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Richard Selvig Date: 12-9-21
(Signature must be CEO's signature; designee may not sign)

Print Name: RICHARD SELVIG

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
---------------------	---

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Mail application with:

_____ a copy of your proof of nonprofit status; and

_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

NOVEMBER DELINQUENCY REPORT 2021

Notes	Contact made via	Account #	AMOUNT OVER DUE	BILL		PAYMENTS	UPDATED BALANCE
				NOVEMBER USAGE	ACCOUNT BALANCE		
last payment received on		10-00015821-00-4	\$186.92 +	\$168.33 =	\$355.25		\$355.25
		10-00011710-00-7	\$1.44 +	\$89.18 =	\$90.62		\$90.62
		10-00017613-00-7	\$167.75 +	\$168.33 =	\$336.08		\$336.08
		10-00002611-00-7	\$180.60 +	\$152.50 =	\$333.10	\$333.10	\$0.00
		10-00015812-00-2	\$91.13 +	\$81.27 =	\$172.40		\$172.40
		10-00009420-00-8	\$613.65 +	\$82.85 =	\$696.50		\$696.50
		10-00004611-00-5	\$110.64 +	\$89.02 =	\$199.66	\$110.64	\$89.02
		10-00014410-00-3	\$342.88 +	\$82.85 =	\$425.73		\$425.73
		10-00007625-00-9	\$796.31 +	\$150.92 =	\$947.23		\$947.23
		10-00009321-00-2	\$109.71 +	\$98.93 =	\$208.64		\$208.64
		10-00006190-01-4	\$381.51 +	\$147.76 =	\$529.27		\$529.27
		10-00011625-00-8	\$5.50 +	\$97.27 =	\$102.77		\$102.77
		10-00002490-00-6	\$193.57 +	\$89.18 =	\$282.75		\$282.75
		10-00005490-00-3	\$167.93 +	\$148.11 =	\$316.04	\$162.80	\$153.24
		10-00016602-00-4	\$81.32 +	\$93.93 =	\$175.25		\$175.25
		10-00006241-00-4	\$134.10 +	\$116.06 =	\$250.16	\$121.90	\$128.26
		10-00007630-00-7	\$115.52 +	\$105.01 =	\$220.53		\$220.53
		10-00012220-00-4	\$97.11 +	\$83.96 =	\$181.07		\$181.07
		10-00017616-00-0	\$123.23 +	\$120.84 =	\$244.07	\$125.00	\$119.07
		10-00017621-00-8	\$742.57 +	\$116.10 =	\$858.67		\$858.67
		10-00009451-00-8	\$589.64 +	\$75.88 =	\$665.52		\$665.52
		10-00011851-01-0	\$176.03 +	\$135.09 =	\$311.12		\$311.12
		10-00002480-01-6	\$164.56 +	\$75.61 =	\$240.17	\$240.17	\$0.00
		TOTALS	\$5,573.62 +	\$2,568.98 =	\$8,142.60	\$1,093.61	\$7,048.99



Theresa Sunde
Senior Manager, Government Relations

November 23, 2021

Dear Hamburg Community Leader:

The decision to make price adjustments is always a difficult one as we know when we raise prices, we lose customers. However, the fees we pay to retransmit local broadcast stations like ABC, CBS, FOX and NBC as well as regional and national sports networks continue to grow rapidly. In addition, supply chain challenges and labor shortages experienced over the past year have resulted in significant inflationary pressure across our business.

In addition to the above rate changes, Mediacom will also be making some programming changes on or about December 31, 2021. Cheddar News will be launched on the Sports & Information Digital Pak in most markets. Also, NBC Sports Network will be shut down by NBC Universal and, as a result, will no longer be available on the Variety TV tier. Most of the programming previously available on NBC Sports will be transitioned to USA Network which will continue to be carried on the Variety TV tier in most markets. Finally, ESPN Classic is being discontinued by The Walt Disney Company, and will no longer be available on the Sports & Information Digital Pak.

On or about January 1, 2022, Mediacom will be implementing the following programming changes and rate adjustments:¹

Product:	Old Rate:	New Rate:	Net Change:
Local Broadcast Station Surcharge ²	\$20.49	\$23.73	\$3.24
Regional Sports Surcharge	\$7.66	\$8.81	\$1.15
Local TV ³	\$29.95	\$40.00	\$10.05
Essential TV ⁴	\$69.95	\$80.00	\$10.05
Variety TV ⁵	\$86.99	\$100.00	\$13.01
Digital Gateway ⁶	\$4.00	\$0.00	(\$4.00)

¹ Depending on the terms of each customer's promotional package, these rate changes may not impact a customer until their current promotional package expires.

² Mediacom bills monthly in advance. As a result, the increases for both the Local Broadcast Surcharge and Regional Sports Surcharge are based on our best estimate of the cost increases our company will incur for broadcast and regional sports programming. Mediacom will "true up" customer bills in a subsequent month if it turns out that our estimate was too high or too low.

³ New rate for Local TV includes primary digital adapter, digital receiver, DVR or TIVO receiver.

⁴ New rate for Essential TV includes primary digital adapter, digital receiver, DVR or TIVO receiver.

⁵ New rate for Variety TV includes primary digital adapter, digital receiver, DVR or TIVO receiver.

Mayor and Council,

This letter is intended to shed a little light on the current wishes of the Hamburg Fire Department. As with anything, you are welcome to reach out to me at any time with any questions or concerns. With all things considered, this letter is informational only and does not constitute an agreement of any sort. The Hamburg Fire Department is currently seeking a raise in the member yearly pension, officer raises, medical liaison position, and iPad data payment. The following should hopefully help answer any questions you may have.

The Hamburg Fire Department is seeking a raise in our yearly member pension from **\$1,800** to at least **\$2,000**. Right now the Council of the City of Hamburg can move to raise the pension to **\$2,000** per year, per firefighter while still being **116%** funded and requiring **Zero** additional funding from the city taxpayers. Also, the Council of the City of Hamburg can move to raise the pension to **\$2,200** per year, per firefighter while still being **108%** funded, and requiring **Zero** additional funding from the city taxpayers. If The Council chooses to move up to **\$2,400** per year, per firefighter, it would cost the City **\$2,364**. A small information sheet will be provided with this. We understand that the money markets fluctuate and that this is only an estimate from PERA (Public Employees Retirement Association of Minnesota). The Hamburg Fire department is seeking this raise for a multitude of reasons. We feel that the raise is well deserved for all that the Hamburg Fire Department does for its community, as well as to help with the recruitment of new firefighters, and retain current firefighters. Recruitment is an ongoing issue with the Hamburg Fire Department, as well as statewide. It is tougher and tougher to get new firefighters to join with the large amount of training and meetings they are required, not only by Hamburg Fire, but also statewide. Not to mention the ongoing community events the Hamburg Fire Department enjoys participating in. Retention is also a struggle in almost every department throughout the state. It is vitally important that we do what we can to retain our veteran firefighters. Although Recruiting new members is always a joy, you cannot put a price on experience. Keeping our veteran firefighters should be important to everyone in our community, their knowledge and experience is second to none. Veteran firefighters are also very important to our new recruits, as they are able to help teach and mentor new recruits. The longer the Fire Department can keep our knowledgeable members, while recruiting new members, the City of Hamburg, as well as the surrounding townships, will be in good hands.

Some other activities that the Hamburg Fire Department are involved in to benefit the community are as follows. Every year the Hamburg Fire Department puts up, and takes down the Christmas lights, for the town to enjoy, while also maintaining the lights. The Fire department also puts up and maintains an ice rink in the winter for all to enjoy. The department also puts on various fundraisers throughout the year to help raise money for equipment, so the burden does not make its way to the taxpayer. Halloween patrol, along with Christmas and Easter parades are also put on by the fire department. Not to mention birthday parades put on by the Fire department throughout Covid. Fire prevention is put on at local schools to teach our children the hazards of fire and how to keep their families safe. All these activities along with others are put on by department members with **ZERO** compensation. Our required training and meetings, along with calls, take a lot of hours away from our families and hobbies. The extra activities also take countless hours away from our families, friends and hobbies. A raise in retirement will help

with recruitment and retention along with saying a BIG thank you to the firefighters for all that they do for this community.

Officer raises are another item being sought by the Hamburg Fire department. The Fire department is seeking a \$400 raise per officer. Currently the Department has 6 officers, Chief, Assistant Chief, Training Chief, Training Captain, Equipment Captain, and Safety Captain. This will be a total of \$2,400 per year for the city. Year after year, the officers face more and more training, and more meetings. City council, Carver County Chiefs, Sibley County Chiefs, Township meetings are among the many meetings attended by our officers. Training is also increasing, just for an officer to get their emergency manager training certificate is an additional 140 hrs of training on top of the training that the department requires. The Hamburg Fire Department is also looking toward making officers on call every weekend of the year to guarantee a timely response for our citizens to ensure they receive the best possible care. The officers also write grant applications to try to gain extra funding for the department, so the burden does not make it to the taxpayers. These items, among many others, are just some of the reasons the officers deserve a raise.

A Medical Equipment Liaison is something new for the Hamburg Fire Department. We have already appointed this position and we are looking for the City of Hamburg to fund an annual salary of \$450 for this person. We currently have a position similar to this, an SCBA air pack technician. This person maintains our SCBA's and records all data pertaining to them, as well as keeping them up to date and operable. The Medical Equipment Liaison will be taking care of all of our medical equipment, from bandaids to our AUTOPULSE. They keep track of all medical supplies to make sure everything is up to date and in perfect order. They come up to the station monthly and rotate batteries in our CPR machines as well as check oxygen tanks for proper levels. This person has been deemed invaluable to our department and we would like to see them compensated for such.

The Hamburg Fire Department has purchased 6 iPads for use in our trucks. These iPads will be loaded with the newest apps to help us reach our citizens in a safe and effective manner. iPads have been used by multiple other fire departments throughout the state for years, and we feel it's time for Hamburg to move in that direction as well. The Hamburg Fire Department has purchased this equipment using zero city dollars. The City would be spending \$95 a month to maintain the data service on these iPads. We hope that the City of Hamburg will help us reach this goal to better service our citizens.

Again, as always, I am here for any questions or concerns you may have. If I do not have the answer I will work as hard as I can to get it for you. Thank you all so much for your time on the council and thank you for your time in reading this. Have a wonderful evening.

Sincerely,
Steven Siewert
Fire Chief

Public Employees Retirement Association of Minnesota
 60 Empire Drive, Suite 200
 St. Paul, MN 55103-2088
 Phone: 651-296-7460 or 1-800-652-9026
 Website: www.mnpera.org



September 1, 2021

PERA ID
5074-00

Governing Body and Fire Chief
 Hamburg Fire Department

cityadmin@cityofhamburgmn.com; chief1@cityofhamburgmn.com

We received your request for a cost analysis to estimate the cost of increasing the benefit level in the Statewide Volunteer Firefighter Plan administered by PERA. Based on current information, we have developed this spreadsheet and a cost analysis for the benefit levels you requested. The results are shown below.

A. Benefit Level (per year of service):	\$ 2,000	\$ 2,200	\$ 2,300	\$ 2,500
B. Projected Present Assets 12/31/2021 [Attached]	594,669	594,669	594,669	594,669
C. Accrued Liability 12/31/2021 [Attached]	510,515	550,714	570,733	610,933
D. Surplus/ (Deficit) [B-C]	84,154	43,955	23,936	(16,264)
E. Funding Ratio at 12/31/2021 [B/C]	116%	108%	104%	97%
F. Accrued Liability 12/31/2022[Attached]	557,707	602,334	624,552	669,179
G. Financial Requirement: Increase in Liability [F -C]	47,192	51,619	53,819	58,246
H. Financial Requirement: PERA Fees [\$30/member]	870	870	870	870
I. Financial Requirement: 1/10th of Deficit/(Surplus, if 3rd yr) [D/10]	(8,415)	(4,395)	(2,394)	1,626
J. Financial Requirement: Total [G+H+I]	39,647	48,094	52,295	60,742
K. Reductions to Financial Requirement:				
Projected Fire State Aid [2021 Amount @1.035]	14,251	14,251	14,251	14,251
Investment Earnings [6% on Projected Present Assets]	35,680	35,680	35,680	35,680
L. Estimated Required Contribution [J-K]	None	None	\$ 2,364	\$ 10,811

Please note that these are estimates only. The figures shown above on Line L are estimates of required contributions that would be due on December 31, 2022 and beyond at the given benefit levels.

The estimate calculations were based on member information that was available at the time of preparing the analysis. Please review the membership data and make any corrections to that data. If you return that to me, I will prepare an updated cost estimate for you to review.

If you have any questions, please do not hesitate to contact me by phone (651-201-2666) or by email at sharyn.north@mnpera.org.

Sincerely,

Sharyn North
 Principal Accounting Officer, PERA

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2021-09**

RESOLUTION APPROVING 2022 BUDGET AND 2022 FINAL TAX LEVY

WHEREAS, Minnesota State Statutes requires, on or before December 28, each taxing authority shall adopt a final budget and shall certify to the County Auditor the final property tax levy for taxes payable in the following year; and

WHEREAS, The Hamburg City Council and City staff have done analysis of the demands for goods, services and other debt obligations to be provided for the City in 2022 and approved its Final Budget for 2022 on December 14, 2021; and

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA, The Hamburg City Council adopted and amended its final tax levy, collectible in 2022, which was set at \$, on December 14, 2021; and

NOW THEREFORE, BE IT RESOLVED, The City Clerk-Treasurer will certify said tax levy to the County Auditor of Carver County and will submit a completed form TNT-2021 to the MN Department of Revenue by December 31, 2021.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 14th day of December, 2021.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



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

**ADVERTISEMENT FOR BIDS
CITY OF HAMBURG, MINNESOTA**

CHRISTMAS DECORATIONS

NOTICE IS HEREBY GIVEN; the City of Hamburg has for sale a variety of Holiday Decorations. These decorations will be sold in two lots. Lot 1 consists of (3) Wreath/Candle's, (1) Bell Decoration, and (1) Wreath/Icicle. Lot 2 consists of (2) Wreath/Candle's, (1) Tree, (1) Bell, and (1) Wreath/Icicle. These decorations will be sold "as is". To see or view the decorations please call City Offices to request photos or schedule a viewing.

Sealed Bids will be received in the Office of the City Clerk at Hamburg City Hall, 181 Broadway Avenue, Hamburg, MN, 55339 until 7:30 p.m. on the 11th day of January 2021, at which time they will be publicly opened and read.

Bids shall be directed to the City Clerk securely sealed and endorsed upon the outside as follows: "BID FOR HOLIDAY DECORATIONS LOT 1" and/or "BID FOR HOLIDAY DECORATIONS LOT 2"

The Holiday Decorations will be available to the successful bidder upon full payment.

The City of Hamburg reserves the right to accept or reject any variations or exceptions, to accept or reject any or all bids and to award the Bid(s) in the best interests of the City.

Jeremy Gruenhagen
City Clerk/Treasurer

PUBLIC WORKS MAINTENANCE WORKER. The City of Hamburg is currently accepting applications for a full time Public Works Maintenance Worker. Responsibilities include, but are not limited to, water and wastewater treatment, streets, sidewalks, parks, snow removal, maintenance of City equipment and buildings, and other general maintenance as assigned.

Required qualifications: must possess a valid Class D Minnesota Driver's License; must be able to lift up to 75 pounds; must have basic computer skills along with written and verbal communication skills; must have or be willing to obtain a Class C Water License and a Class D Wastewater License. Preferred qualifications: experience in the operation and mechanical maintenance of City equipment; municipal experience is a plus. This position is subject to a background check and drug and alcohol testing.

This is a 40 hour per week position with weekend and on call duty required. Starting salary based on qualifications, plus benefits.

All candidates must complete a City of Hamburg employment application packet. Please contact for application packet: City of Hamburg, 181 Broadway Avenue, P.O. Box 248, Hamburg, MN 55339. Phone: 952-467-3232. Email: CityAdmin@CityofHamburgMN.com.

Application Deadline: January 3, 2022. EEO EMPLOYER

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2021-10**

RESOLUTION DECLARING A VACANCY ON CITY COUNCIL

WHEREAS, Scott Feltmann was duly elected to the office of Council Member, for the period of January 1, 2019 to December 31, 2022; and

WHEREAS, Scott Feltmann has passed away causing the position to be considered vacant; and

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA:

1. A vacancy exists on the Council.
2. Pursuant to Minnesota Statute 412.02, subd. 2a, the council shall fill the vacancy by appointment for the remaining term.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 14th day of December, 2021.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



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



Building a Better World
for All of Us®

January 1, 2021

RE: City of Hamburg, Minnesota
2022 Agreement for Professional
Services
SEH No. HAMBU 158914 10.03

Jeremy Gruenhagen
City Clerk/Treas.
City of Hamburg
PO Box 248
Hamburg, MN 55339

Dear Jeremy:

Short Elliott Hendrickson Inc. (SEH®) is honored to serve as the City Engineer for the City of Hamburg. As a supplement to the Master Agreement for Professional Services dated January 1, 2021, we are submitting our yearly Supplemental Letter Agreement (SLA) to continue our services for calendar year 2022 to provide general engineering, architectural, and other consulting services to the City of Hamburg, on an "as requested" basis.

As previously discussed, this work may include items such as site plan review, cost estimating, architectural review, structural review, project review and discussions, RPR services, mapping, grant writing, or other work as requested by the City. It is understood that work under this project number and agreement will be based on written (hard copy or email) requests from the City Clerk to SEH Client Service Manager Justin Black, or assigned representatives. Since SEH only completes this work at the request of the City, the total, yearly amount of work can vary. Based on past SLA's with the City, we are proposing a total not-to-exceed amount for 2022 of \$10,000. The City would be provided a detailed invoice of the work completed.

PROPOSED FEES

We propose to provide the services outlined above for the City of Hamburg on an Hourly basis, not-to-exceed a total of **\$10,000** in calendar year 2022.

Please contact us with any questions or comments concerning this proposal/agreement. If this proposal is acceptable to you, please sign two copies of the attached Master Agreement for Professional Services and the Supplemental Letter Agreement, keep one for your files, and return one to me.

Sincerely,

A handwritten signature in black ink that reads "Justin Black".

Justin Black, PE
Client Service Manager
(Lic. MN)

jb
Enclosures

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1390 Highway 15 South, Suite 200, P.O. Box 308, Hutchinson, MN 55350-0308

320.587.7341 | 800.838.8666 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action—Equal Opportunity Employer

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Hamburg, Minnesota ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective January 1, 2021, this Supplemental Letter Agreement dated January 1, 2022, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: 2022 General Engineering Services.

Client's Authorized Representative: Jeremy Gruenhagen

Address: PO Box 248
Hamburg, MN 55339

Telephone: 952.467.3232 **email:** hamburgcityhall@gmail.com

Project Manager: Justin Black, PE (Lic. MN)

Address: PO Box 308
Hutchinson, MN 55350

Telephone: 952.913.0702 **email:** jblack@sehinc.com

Scope: The Basic Services to be provided by Consultant:

General engineering, architectural, or other consulting services as indicated in the attached letter dated January 1, 2022.

Schedule: Services to be provided in calendar year 2022.

Payment: The fee is hourly not-to-exceed \$10,000 including expenses and equipment without written approval from Client.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

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Short Elliott Hendrickson Inc.

City of Hamburg, Minnesota

By: 

By: _____

Justin Black

Title: Principal/Client Service Manager

Title: _____

Exhibit A-1
to Supplemental Letter Agreement
Between City of Hamburg, Minnesota (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated January 1, 2022

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

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