



**HAMBURG CITY COUNCIL AGENDA**  
**JANUARY 11, 2022**

**1. Call City Council Meeting to Order**

- **Pledge of Allegiance**
- **Designations/Appointments for 2022**
  - **Approve Resolution Number 2022-01**

**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 Resolution Number 2022-02 (Payment of Claims for 2022)**
- **Approve Resolution Number 2022-03 (2021 Donations)**
- **Approve Payment of November 2021 Added Claims (\$41.25)**
- **Approve Payment of December 2021 Added Claims (\$295,885.23)**
- **Approve Payment of January 2022 Claims (\$106,374.28)**
- **Approve Minutes for December 7, 2021**
- **Approve Cash Flow Statement for November 2021**
- **Approve Time-Off Request for Jeremy Gruenhagen**
- **Approve Date Change for Public Hearing (City Zoning Map)**
  - **Move from January 11<sup>th</sup> @ 7:00 PM to February 8<sup>th</sup> @ 7:00 PM**
- **Approve MN Lawful Gambling Permit for February 7, 2022**
  - **Hamburg Hunting & Fishing Club**
- **Approve MN Lawful Gambling Permit for Hamburg Lions Club**
- **Approve Letter of Support for Highway 212 Project (Met Council)**
- **Donation from Hamburg Lions Club (LED Christmas Lights)**
- **Delinquent Utility Bills Report**
- **City Offices Closed January 17, 2022 for MLK Jr. Day**

**5. Hamburg Fire Department – Fire Chief Siewert**

- **Storage Shed for HFD**

**6. Old City Business**

- **City Council Member Vacancy**
- **Bids for Riprap Repairs for Stabilization Ponds**
  - **Approve Bid Recommendation from City Engineer S.E.H.**
- **General Maintenance Worker Applications**
- **Bids for Old Christmas Lights**



***HAMBURG CITY COUNCIL AGENDA  
JANUARY 11, 2022***

**7. New City Business**

- **Personnel Committee Meeting(s)**
  - **General Maintenance Worker Position**
  - **City Ordinances/City Zoning Ordinances**

**8. City Council Reports**

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

**9. Adjourn City Council Meeting**



**CITY OF HAMBURG**  
**NOTICE OF A HAMBURG CITY COUNCIL MEETING**  
**TUESDAY, JANUARY 11, 2022**  
**7:00 P.M.**

**NOTICE IS HEREBY GIVEN**, that the City of Hamburg City Council will hold a City Council Meeting on Tuesday, January 11, 2022 at 7:00 p.m., in the Council Chambers, 181 Broadway Avenue, Hamburg, MN.

This meeting is a regular scheduled meeting of the Hamburg City Council. This meeting will be held in the City Council Chambers and will be open to the public.

Members of the public can listen to and/or participate in the council meeting live online at <https://us02web.zoom.us/j/6817521480>, the Zoom App on your cellphone via the google play store, or by calling 1-312-626-6799. Use Meeting ID: 681 752 1480 when logging in or calling in. Use # as your participant ID.

To view a copy of the Agenda Packet please refer to the City Website: [www.hamburgmn.com](http://www.hamburgmn.com) by clicking on the City Council Meetings tab. To be added to the Agenda please call City Offices by Noon on Friday.

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

**POSTED BY THE HAMBURG CITY CLERK**  
Jeremy Gruenhagen, City Clerk/Treasurer

**CITY OF HAMBURG, MINNESOTA  
RESOLUTION NUMBER 2022-01**

***RESOLUTION ASSIGNING ANNUAL  
DESIGNATIONS AND APPOINTMENTS FOR 2022***

**WHEREAS**, at the first council meeting certain designations are required to be made by the City Council;

**THEREFORE, BE IT RESOLVED**, the following designations shall be made for 2022:

1. The Acting Mayor who shall preside and perform duties in the absence of the Mayor shall be Tim Tracy.
2. Mayor Chris Lund, Council Member Tim Tracy and City Clerk/Treasurer Jeremy Gruenhagen shall serve on the Personnel Committee and Fire Board for the City.
3. The Hamburg City Council Meeting Start Time for 2022 shall be 7:00 P.M.
4. The Official Newspaper of the City of Hamburg shall be the News and Times.
5. The Official Depository of the City of Hamburg shall be Security Bank and Trust.
6. The Building Inspector for the City of Hamburg shall be MNSPECT.
7. The City Engineering Firm shall be S.E.H. Inc., Justin Black shall serve as the primary Engineer for the City of Hamburg.
8. The City Attorney Firm for legal advising, litigation and prosecutions shall be Hubert-Melchert-Sjodin.
9. The Emergency Manager for 2022 shall be Fire Chief 2.
10. The Cities Insurance Agent for participation in LMC Insurance shall be Donovan Buckentin.
11. The co-signers for all checks shall be Mayor Chris Lund, Acting Mayor Tim Tracy, and City Clerk/Treasurer Jeremy Gruenhagen.

**AND, BE IT ALSO RESOLVED**, that the firm for auditing purposes for the year 2021 shall be Abdo, Eick & Meyers LLP.

**I CERTIFY THAT** the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 11<sup>h</sup> day of January, 2022.

\_\_\_\_\_  
Chris Lund, Mayor

**ATTEST:**

\_\_\_\_\_  
Jeremy Gruenhagen, City Clerk/Treasurer

**CITY OF HAMBURG, MINNESOTA  
RESOLUTION NUMBER 2022-02**

***RESOLUTION APPROVING THE DELEGATION OF AUTHORITY  
FOR PAYING CLAIMS PRESENTED TO THE CITY OF  
HAMBURG***

**WHEREAS**, Minnesota Statute 412.271 Subd. 7 and Subd. 8 authorizes the City to delegate authority to pay certain claims against the City by the City Administrative Official:

**WHEREAS**, the Clerk/Treasurer is a City Administrative Official;

**WHEREAS**, the City of Hamburg desires to authorize the City Administrative Official to pay all claims that the City Official deems just and correct and valid for the 2022 Calendar Year.

**WHEREAS**, all checks drawn for payment of claims must be signed by the City Clerk/Treasurer and the Mayor:

**WHEREAS**, the City Administrative Official will present to the City Council at the first council meeting after payment of claims a list of the claims paid and an explanation of the payment.

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

That the Clerk/Treasurer of the City of Hamburg is authorized to pay all claims for the 2022 Calendar Year presented to the City if in the City Official's discretion, the claims are just, correct and valid.

**I CERTIFY THAT** the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 11<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Chris Lund, Mayor

**ATTEST:**

\_\_\_\_\_  
Jeremy Gruenhagen, City Clerk/Treasurer



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

**CITY OF HAMBURG, MINNESOTA  
RESOLUTION NUMBER 2022-03**

***RESOLUTION ACCEPTING DONATIONS RECEIVED IN 2021***

**WHEREAS**, Minnesota Statutes Section 465.03 provides that donations to the City be accepted by resolution of the City of Council; and

**WHEREAS**, the City of Hamburg has received the following donations in 2021:

<u>Donations Received in 2021</u>	<u>Amount</u>
United Farmers (Fire Equipment)	\$2,758.61
Hamburg Fire Dept. Relief Assoc. (Fire Equipment)	\$24,505.55

**WHEREAS**, the City Council expresses its gratitude for the donations given to the City of Hamburg.

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

1. The City Council of the City of Hamburg hereby graciously accepts, with great appreciation, the donations given in 2021 and will use them as prescribed.

**I CERTIFY THAT** the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 11<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Chris Lund, Mayor

***ATTEST:***

\_\_\_\_\_  
Jeremy Gruenhagen, City Clerk/Treasurer



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

12:50 PM  
01/07/22  
Cash Basis

CITY OF HAMBURG  
Transaction Detail By Account  
January through December 2021

Type	Date	Num	Name	Memo	Paid Amount	Balance
<b>MISCELLANEOUS RECEIPTS</b>						
<b>Donations</b>						
Sales Receipt	01/27/2021	2021-37	Hamburg Fire Dept. Relief Assoc.		9,000.00	9,000.00
Sales Receipt	09/01/2021	2021-546	United Farmers	Equipment Contribution (HFD Gambling Fund)	2,758.61	11,758.61
Sales Receipt	09/21/2021	2021-582	Hamburg Fire Dept. Relief Assoc.	FD Equipment Donation	4,822.71	16,581.32
Sales Receipt	12/29/2021	2021-819	Hamburg Fire Dept. Relief Assoc.	Donation for FD Gear	8,270.96	24,852.28
Sales Receipt	12/29/2021	2021-820	Hamburg Fire Dept. Relief Assoc.	For Gear & Thermal Cameras For Pads	2,411.88	27,264.16
Total Donations					27,264.16	27,264.16
Total MISCELLANEOUS RECEIPTS					27,264.16	27,264.16
<b>TOTAL</b>					<b>27,264.16</b>	<b>27,264.16</b>



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	11/11/2022
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	Melchert-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 A	\$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 December Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - November 2021	\$2,966.44	12/14/2021
ACH	EFTPS	Divided	Fed, Social Security, MC - December 2021	\$7,527.88	1/11/2022
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment November 2021	\$517.00	12/14/2021
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for November 2021	\$30.60	12/14/2021
ACH	PERA	Divided	PERA Withholding for November 2021	\$808.04	12/14/2021
ACH	PERA	Divided	PERA Withholding for December 2021	\$557.20	12/14/2021
ACH	PERA	Divided	PERA Withholding for December 2021	\$594.46	1/11/2022
ACH	PERA	Divided	PERA Withholding for December 2021	\$507.68	1/11/2022
ACH	PERA	Divided	PERA Withholding for December 2021	\$787.04	1/11/2022
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
ACH	Jeremy Gruenhagen	Divided	November Wages (Rounds)	\$2,107.51	1/11/2022
ACH	Greg Schultz	Divided	Wages 11/29/21 to 12/12/21	\$2,310.43	1/11/2022
ACH	Tamara Bracht	Divided	Wages 11/29/21 to 12/12/21	\$816.98	1/11/2022
ACH	Greg Schultz	Divided	Wages 12/13/21 to 12/26/21	\$1,998.58	1/11/2022
ACH	Tamara Bracht	Divided	Wages 12/13/21 to 12/26/21	\$700.55	1/11/2022
ACH	Jeremy Gruenhagen	Divided	December Wages (Rounds)	\$2,071.58	1/11/2022
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
Debit Card	Amazon	General Gov't	(2) 2022 Desk Calendars, Eraseable Pens	\$49.88	1/11/2022
Debit Card	USPS	General Gov't	EDDM Postage for Dec. 22 Newsletter	\$78.20	1/11/2022
Debit Card	McAfee	Public Safety (FD)	Anti-virus Renewal for HFD Computer	\$138.93	1/11/2022
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 Reimbursement (Jan.-May, 2021)/Feed For Ducks	\$404.16	1/11/2022 \$244.00
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
20899	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for November	\$33.13	1/11/2022
20900	CarverLink	Divided	Telephone/Internet Services for December	\$155.03	1/11/2022
20901	ECM Publishers, Inc.	General Gov't	Published Ordinance 167	\$99.38	1/11/2022



**2021 December Claims List**

20902	Hutchinson Fire & Safety	Divided	Yearly Fire Extinguisher Inspections	\$285.00	1/11/2022
20903	Menards	Divided	Cleaning Supplies, Batteries, Winter Washer Fluid	\$59.74	1/11/2022
20904	Motorola	Public Safety (FD)	800MHZ Base Radio	\$3,024.75	1/11/2022
20905	MES	Public Safety (FD)	4 Thermal Cameras, 1 Set of Gear	\$8,270.96	1/11/2022
20906	Per Mar Security	Water	Base Alarm Monitoring for Water Treatment Plant Jan. - April, 2	\$96.66	1/11/2022
20907	Plunkett's Pest Control	General Gov't	12-13-21 Service at Fire Hall and City Office	\$39.37	1/11/2022
20908	Security Bank & Trust	General Gov't	Safe Deposit Box Rental fee for 2022	\$30.00	1/11/2022
20909	Wm. Mueller & Sons, Inc.	Public Works (Streets)	Snow Plowing and Removal for Dec. 27 Snow Event	\$753.75	1/11/2022
20910	Xcel Energy	Divided	Electricity/Natural Gas	\$1,662.78	1/11/2022
20911	Scott Anderson	Public Safety (FD)	2021 Trainings and Calls	\$27.71	1/11/2022
20912	Justin Buckentin	Public Safety (FD)	2021 Trainings and Calls	\$341.70	1/11/2022
20913	Steven Buckentin	Public Safety (FD)	2021 Trainings and Calls	\$369.40	1/11/2022
20914	John Egan	Public Safety (FD)	2021 Trainings and Calls	\$230.88	1/11/2022
20915	Jeff Eggers	Public Safety (FD)	2021 Trainings and Calls	\$415.58	1/11/2022
20916	Matt Eischens	Public Safety (FD)	2021 Trainings and Calls	\$258.58	1/11/2022
20917	Joel Glander	Public Safety (FD)	2021 Trainings and Calls	\$267.82	1/11/2022
20918	Jayson Hansen	Public Safety (FD)	2021 Trainings and Calls	\$286.29	1/11/2022
20919	Matt Jaus	Public Safety (FD)	2021 Trainings and Calls	\$313.99	1/11/2022
20920	Cody Harris	Public Safety (FD)	2021 Trainings and Calls	\$267.82	1/11/2022
20921	Bob Kranz	Public Safety (FD)	2021 Trainings and Calls	\$212.41	1/11/2022
20922	Bruce Kranz	Public Safety (FD)	2021 Trainings and Calls	\$387.87	1/11/2022
20923	Russ Kuenzel	Public Safety (FD)	2021 Trainings and Calls	\$249.35	1/11/2022
20924	Jared Mackenthun	Public Safety (FD)	2021 Trainings and Calls	\$424.81	1/11/2022
20925	Jason Mackenthun	Public Safety (FD)	2021 Trainings and Calls	\$27.71	1/11/2022
20926	Nick Mackenthun	Public Safety (FD)	2021 Trainings and Calls	\$461.75	1/11/2022
20927	John Michels	Public Safety (FD)	2021 Trainings and Calls	\$240.11	1/11/2022
20928	Chris Petz	Public Safety (FD)	2021 Trainings and Calls	\$55.41	1/11/2022
20929	Mark Plantz	Public Safety (FD)	2021 Trainings and Calls	\$313.99	1/11/2022
20930	Aaron Prim	Public Safety (FD)	2021 Trainings and Calls	\$378.64	1/11/2022
20931	Marty Rademacher	Public Safety (FD)	2021 Trainings and Calls	\$295.52	1/11/2022
20932	Steven Siewert	Public Safety (FD)	2021 Trainings and Calls	\$258.58	1/11/2022
20933	Kipp Trebesch Jr.	Public Safety (FD)	2021 Trainings and Calls	\$129.29	1/11/2022
20934	Anthony Van Haften	Public Safety (FD)	2021 Trainings and Calls	\$277.05	1/11/2022
20935	Joe Weverka	Public Safety (FD)	2021 Trainings and Calls	\$286.29	1/11/2022
20936	Brad Droege	Public Safety (FD)	2021 Trainings and Calls	\$318.61	1/11/2022
20937	Sharon Ehrich	Public Safety (FD)	2021 Trainings and Calls	\$300.14	1/11/2022
20938	Lorri Gales	Public Safety (FD)	2021 Trainings and Calls	\$360.17	1/11/2022
20939	Amanda Harris	Public Safety (FD)	2021 Trainings and Calls	\$184.70	1/11/2022
20940	Angie Kranz	Public Safety (FD)	2021 Trainings and Calls	\$189.32	1/11/2022
20941	Sandy Griffith Nellen	Public Safety (FD)	2021 Trainings and Calls	\$13.85	1/11/2022
20942	Mariah Strate	Public Safety (FD)	2021 Trainings and Calls	\$69.26	1/11/2022
20943	Katie Weckman	Public Safety (FD)	2021 Trainings and Calls	\$152.38	1/11/2022
Transfer	City of Hamburg	General Gov't	Budgeted Transfer from General Fund to Fire Equipment CD	\$6,000.00	1/11/2022
Transfer	City of Hamburg	General Gov't	Budgeted Transfers from General Fund to Savings Acct	\$14,000.00	1/11/2022
Transfer	City of Hamburg	General Gov't	Budgeted Transfers from General Fund to Savings Acct	\$132,754.00	1/11/2022
Transfer	City of Hamburg	General Gov't	Budgeted Transfers from General Fund to Water Fund (Tower t	\$40,000.00	1/11/2022
Transfer	City of Hamburg	City Savings Account	Budgeted Transfers from Savings Acct to General Fund	\$60,320.00	1/11/2022
				\$334,681.99	
			<b>December Claims</b>	\$38,796.76	12/14/2021
			<b>Added December Claims</b>	\$295,885.23	1/11/2022
				\$334,681.99	

## 2022 January Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	MN Dept. of Revenue	Divided	State Withholding Tax for December 2021	\$720.00	1/11/2022
ACH	Verizon Wireless	General Gov't	City Cell Phone	\$41.25	1/11/2022
ACH	HealthPartners	Divided	Health Insurance for January 2022	\$4,845.96	1/11/2022
ACH	Google	General Gov't	Email Accounts (13) by Google G Suite	\$156.00	1/11/2022
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for December 2021	\$40.90	1/11/2022
ACH	Kwik Trip	Divided	Non-Ox Gas, Fuel	\$108.96	1/11/2022
ACH	ZOOM	General Gov't	Video Conferencing Service	\$16.09	1/11/2022
Debit Card	Active 911	Public Safety (FD)	Annual Membership 31 FF at \$13.00/each	\$403.00	1/11/2022
Debit Card	Amazon	General Gov't	Office Supplies	\$16.38	1/11/2022
Debit Card	Amazon	General Gov't	Laptop, Protection Plan, Monitor, USB Docking Station for Deputy Clerk	\$1,803.90	1/11/2022
20944	Jeremy Gruenhagen	General Gov't	Mileage (288) for August to December 2021	\$161.28	1/11/2022
20945	Wm. Mueller & Sons, Inc.	Public Works (Streets)	Snow Plowing and Removal for Dec. 29 Snow Event, Diesel for Bobcat, 1 To	\$946.00	1/11/2022
20946	ASCAP	Hall	Entertainment License - 08/15/22 to 08/14/23	\$390.00	1/11/2022
20947	Carver County Attorney's Office	General Gov't	4th Quarter 2021 Surcharge	\$64.85	1/11/2022
20948	Cintas	Hall	Cleaning Supplies	\$86.51	1/11/2022
20949	Coordinated Business Services	General Gov't	Intermedia Monthly Charge Services and Equipment	\$57.82	1/11/2022
20950	ECM Publishers Inc.	General Gov't	Advertisement for Public Works Position and Published Ordinance 167	\$771.38	1/11/2022
20951	Ehlers Bond Trust Services	Debt Service	Principal, Interest & Agent Fee for the 2007 Maria Ave. St. Improv. Bonds	\$16,242.50	1/11/2022
20952	Gopher State One Call	Divided	December Locates (5)	\$6.75	1/11/2022
20953	MN Fire Service Certification Board	Public Safety (FD)	Recertification of Fire Fighter I & II for Bruce Kranz and Steven Buckentin	\$100.00	1/11/2022
20954	MN Pollution Control Agency	Sewer	Class D License Renewal for Jeremy Gruenhagen	\$23.00	1/11/2022
20955	MN Public Facilities Authority	Water	Principal Payment - Water Well Bonds	\$9,243.75	1/11/2022
20956	MN State Fire Chiefs Association	Public Safety (FD)	Membership Renewal 2022	\$400.00	1/11/2022
20957	MNSPECT	Public Safety (FD)	2 Commercial & 1 Residential Permits	\$548.50	1/11/2022
20958	Municipal Emergency Services	Public Safety (FD)	(2) 6" Name Patches for Egan and Harris	\$100.00	1/11/2022
20959	MVTL Labs	Sewer	Final Pond Discharge Sample- Date 10-20-2021	\$80.25	1/11/2022
20960	MVTL Labs	Sewer	Pond Lab Work - Date 1-6-2022	\$61.75	1/11/2022
20961	Security Bank & Trust	Divided	G.O. Public Utility Revenue Refunding Bonds, Series 2019B	\$66,982.50	1/11/2022
20962	Sibley County Chiefs Association	Public Safety (FD)	2022 Membership Dues	\$350.00	1/11/2022
20963	Use It Again Mechanics	Public Safety (FD)	Repairs on Chainsaw and Hydraulic Pump	\$172.50	1/11/2022
20964	W.W.O.T.A.	Divided	Water/Wastewater Training & Assistance for December 2021	\$513.75	1/11/2022
20965	Wm. Mueller & Sons	Public Works (Streets)	Snow Plowing / Removal on 1-6-2022	\$918.75	1/11/2022
			January Claims	\$106,374.28	



***HAMBURG CITY COUNCIL  
TRUTH IN TAXATION HEARING  
DECEMBER 7, 2021***

**Mayor Chris Lund called the Hamburg City Council Public Hearing to order at 7:00 p.m. Those in attendance were: Councilmembers Tim Tracy, Jessica Weber, and Eric Poppler. City Clerk Jeremy Gruenhagen, Deputy Clerk Tamara Bracht, Fire Chief Steven Siewert, and resident Mitch Polzin. Councilmember Scott Feltmann was not present.**

**Public Comment – None**

**ARPA (America Rescue Plan Act) – monies can be used for lost revenue and improvements until 2024.**

**Wages:**

City Council Wage increases for 2022

Fire Department increase to officer wages and PERA.

**Reserves:**

Talked about using ½ for rip-wrap at ponds and ½ for reserves.

Consider using some to cover wages for the new hire, this could keep taxes down by almost 2%.

**Lawyer Fees:**

Have \$30,000 budgeted currently, think about increasing that to \$45,000.

**FD:**

Add Medical Liaison position for \$450 per year.

Wage increase.

Pension increase.

iPads.

Consider not reducing the Repairs and Maintenance fund as the pagers are no longer brand new and may start to need repairs.

Consider putting any left-over FD budget monies into a CD for future large purchases instead of the monies going back into the general fund.

Current Air-Pak's frames are deteriorating quickly and are \$1500 + a piece to replace.

To replace them all would be over \$90,000. In 2023 a new style of frame will be coming out so we may want to wait for those.

**Streets:**

Use reserve monies and LGA for Street Improvements (Maria/Louisa).

Seal Coat Jacob Street and Donald Avenue.



***HAMBURG CITY COUNCIL  
TRUTH IN TAXATION HEARING  
DECEMBER 7, 2021***

**Fee Schedule:**

Pop rate.

Election judge wage increase.

City man power - include the cost to obtain administrative search warrants.

**MOTION: Councilmember Tim Tracy moved to adjourn the public hearing at 7:54 p.m. Seconded by Councilmember Eric Poppler. Motion was unanimously approved with Councilmember Scott Feltmann absent.**

Submitted on December 14, 2021  
by Deputy Clerk Tamara Bracht

Amended/Approved on December 29, 2021

  
\_\_\_\_\_  
Jeremy Gruenhagen  
City Clerk-Treasurer

	Beginning Balance 1/1/2021	2021 Budget Income	2021 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 11/30/2021
<b>General Fund</b>	<b>\$537,668.46</b>	<b>\$538,918.00</b>	<b>\$627,403.00</b>	<b>\$449,183.46</b>	<b>\$416,453.26</b>	<b>\$562,361.66</b>	<b>\$391,760.06</b>
General Gov't							
Public Safety (Fire Dept.)				\$351,865.00		\$277,094.90	
Public Works (Streets)				\$121,543.00		\$115,506.85	
Sanitation & Recycling				\$67,220.00		\$48,178.30	
Parks & Recreation				\$3,500.00		\$888.12	
Comm. Hall				\$38,485.00		\$46,334.06	
				\$44,790.00		\$74,359.43	
<b>Special Revenue Funds</b>	<b>\$470,674.84</b>	<b>\$70,693.00</b>	<b>\$29,520.00</b>	<b>\$511,847.84</b>	<b>\$443.67</b>	<b>\$0.00</b>	<b>\$471,118.51</b>
City Of Hamburg (Savings)	\$462,399.34	\$64,660.00	\$29,520.00	\$497,539.34	\$418.80	\$0.00	\$462,818.14
Fire Equipment CD	\$8,275.50	\$6,033.00	\$0.00	\$14,308.50	\$24.87	\$0.00	\$8,300.37
<b>Debt Service</b>	<b>\$17,690.13</b>	<b>\$30,927.00</b>	<b>\$44,147.75</b>	<b>\$4,469.38</b>	<b>\$31,337.95</b>	<b>\$44,147.75</b>	<b>\$4,880.33</b>
<b>Total (Tax Revenue Funds)</b>	<b>\$1,026,033.43</b>	<b>\$640,538.00</b>	<b>\$701,070.75</b>	<b>\$965,500.68</b>	<b>\$448,234.88</b>	<b>\$606,509.41</b>	<b>\$867,758.90</b>
<b>Enterprise Funds</b>							
Water	\$69,695.47	\$257,543.00	\$253,570.00	\$73,668.47	\$184,183.35	\$203,782.06	\$50,096.76
Sewer	\$347,219.58	\$70,473.00	\$86,460.00	\$331,232.58	\$59,407.67	\$63,775.73	\$342,851.52
Storm Water	\$97,995.38	\$70,583.00	\$65,903.00	\$102,675.38	\$62,913.62	\$67,180.73	\$93,728.27
<b>Total (Enterprise Funds)</b>	<b>\$514,910.43</b>	<b>\$398,599.00</b>	<b>\$405,933.00</b>	<b>\$507,576.43</b>	<b>\$306,504.64</b>	<b>\$334,738.52</b>	<b>\$486,676.55</b>
<b>Totals</b>	<b>\$1,540,943.86</b>	<b>\$1,039,137.00</b>	<b>\$1,107,003.75</b>	<b>\$1,473,077.11</b>	<b>\$754,739.52</b>	<b>\$941,247.93</b>	<b>\$1,354,435.45</b>
	<b>Remaining Balance 1/1/2021</b>	<b>Remaining Assessment 1/1/2021</b>	<b>Cash &amp; Investments</b>	<b>2021 Principle Payments</b>	<b>Date Due</b>	<b>Maturity Date</b>	<b>Unfunded Balance 12/31/2021</b>
<b>Debt Summary</b>					<b>Paid</b>	<b>2012</b>	
1992 Streets	\$0.00	\$2,962.65	\$0.00	\$0.00		2/1/2012	(\$2,962.65)
2007 Streets	\$45,000.00	\$0.00	\$13,344.13	\$15,000.00	2/1/21 & 8/1/21	2/1/2023	\$16,655.87
Cert. of Indebtedness (2018 Pumper)	\$68,400.00	\$0.00	\$4,346.00	\$22,800.00	10/31/2021	10/31/2023	\$41,254.00
Water Wells Project	\$29,000.00	\$0.00	\$0.00	\$14,000.00	2/20/21 & 8/20/21	8/20/2022	\$15,000.00
Water Treatment Plant	\$227,000.00	\$0.00	\$0.00	\$55,000.00	2/20/21 & 8/20/21	8/20/2024	\$172,000.00
Sanitary Sewer Improvements	\$120,088.23	\$48,742.14	\$0.00	\$16,000.00	2/20/21 & 8/20/21	8/20/2030	\$55,346.09
Storm Water Improvements	\$785,000.00	\$0.00	\$0.00	\$55,000.00	2/1/21 & 8/1/21	2/1/2032	\$730,000.00
Water Tower/Water Main Imp Project	\$1,314,511.34	\$0.00	\$59,040.00	\$51,000.00	2/20/21 & 8/20/21	8/20/2044	\$1,204,471.34
<b>Totals</b>	<b>\$2,588,999.57</b>	<b>\$51,704.79</b>	<b>\$76,730.13</b>	<b>\$228,800.00</b>			<b>\$2,231,764.65</b>



Cash Flow Actuals

	April	May	June	July	August	September	October	November	Totals
<b>Beg. Balance</b>	<b>\$1,396,852.26</b>	<b>\$1,363,736.13</b>	<b>\$1,332,020.19</b>	<b>\$1,312,002.46</b>	<b>\$1,637,626.53</b>	<b>\$1,453,056.25</b>	<b>\$1,429,720.49</b>	<b>\$1,392,732.32</b>	<b>\$1,354,435.45</b>
<b>Income</b>									
Property Taxes	\$0.00	\$0.00	\$0.00	\$272,854.52	\$0.00	\$0.00	\$0.00	\$0.00	\$270,374.41
Licenses & Permits	\$4,150.64	\$620.30	\$356.85	\$831.53	\$0.00	\$1,437.92	\$461.98	\$233.00	\$10,797.23
Intergov't Receipts (Aids)	\$0.00	\$0.00	\$0.00	\$53,192.50	\$27,753.70	\$0.00	\$1,028.48	\$895.76	\$89,852.80
Charges for Services									
Assessment Searches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Comm Ctr Rentals	\$0.00	\$150.00	\$0.00	\$150.00	\$150.00	\$150.00	\$350.00	\$250.00	\$1,200.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$7,040.00	\$2,734.40	\$0.00	\$0.00	\$0.00	\$9,774.40
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$14,560.00	\$0.00	\$0.00	\$0.00	\$14,560.00
Park Rentals	\$0.00	\$0.00	\$901.00	\$0.00	\$0.00	\$200.00	\$140.00	\$0.00	\$1,241.00
Hall Receipts	\$150.00	\$0.00	\$800.00	\$600.00	\$150.00	\$1,300.00	\$906.00	\$167.00	\$4,523.00
Fines	\$155.00	\$0.00	\$133.32	\$0.00	\$233.31	\$0.00	\$199.98	\$0.00	\$869.61
Misc. Receipts	\$273.75	\$274.94	\$5,184.16	\$303.71	\$15,941.06	\$10,321.12	\$238.24	\$448.23	\$43,730.30
Other Receipts									
Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income (Checking)	\$37.60	\$34.02	\$27.46	\$18.45	\$18.70	\$16.16	\$15.13	\$15.86	\$305.02
Interest Income (Savings)	\$0.00	\$0.00	\$113.56	\$0.00	\$0.00	\$66.68	\$0.00	\$0.00	\$443.67
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Proceeds/Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessments	\$0.00	\$0.00	\$0.00	\$3,840.98	\$0.00	\$0.00	\$0.00	\$0.00	\$3,840.98
Water Service	\$16,137.29	\$15,334.85	\$16,144.72	\$19,530.40	\$17,861.73	\$16,378.29	\$16,596.44	\$16,149.90	\$184,183.35
Sewer Service	\$5,471.72	\$5,035.98	\$5,154.61	\$5,655.29	\$4,898.66	\$5,071.57	\$4,806.76	\$5,135.82	\$56,130.13
Storm Water	\$5,638.73	\$5,497.99	\$5,729.61	\$6,238.34	\$5,676.61	\$5,528.26	\$5,639.95	\$5,952.59	\$62,913.62
	<b>\$32,014.73</b>	<b>\$26,948.08</b>	<b>\$34,545.29</b>	<b>\$370,455.72</b>	<b>\$89,978.17</b>	<b>\$40,410.00</b>	<b>\$30,382.96</b>	<b>\$29,248.16</b>	<b>\$754,739.52</b>
<b>Expenses</b>									
General Gov't	\$28,435.24	\$20,515.30	\$22,311.83	\$19,691.35	\$59,158.85	\$13,911.55	\$19,412.93	\$22,288.16	\$277,094.90
Public Safety	\$7,212.96	\$17,016.75	\$1,069.20	\$4,431.53	\$21,222.09	\$4,142.21	\$3,362.98	\$15,880.67	\$115,506.85
Public Works	\$2,589.65	\$2,224.61	\$961.83	\$618.55	\$31,111.58	\$962.32	\$214.51	\$2,250.29	\$48,178.30
Sanitation & Recycling	\$0.00	\$296.04	\$0.00	\$0.00	\$0.00	\$286.04	\$0.00	\$296.04	\$888.12
Park & Recreation	\$8,332.10	\$3,548.41	\$3,303.12	\$4,207.99	\$4,654.76	\$2,403.24	\$10,824.15	\$7,766.27	\$46,334.06
Hall Expenses	\$12,248.23	\$2,831.34	\$16,250.97	\$1,166.97	\$1,262.38	\$1,537.06	\$19,596.85	\$12,340.18	\$74,359.43
Debt Service	\$0.00	\$0.00	\$667.50	\$0.00	\$0.00	\$26,904.00	\$0.00	\$0.00	\$44,147.75
Capital Project Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$3,107.61	\$5,717.91	\$5,029.42	\$3,929.49	\$3,957.43	\$14,463.29	\$6,568.55	\$3,691.50	\$60,345.15
Sewer	\$3,205.07	\$5,085.66	\$4,969.15	\$3,803.27	\$6,085.70	\$2,856.05	\$7,391.16	\$3,031.92	\$46,267.43
Storm Water	\$0.00	\$1,428.00	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$2,178.00
Total Expenses	<b>\$65,130.86</b>	<b>\$58,664.02</b>	<b>\$54,563.02</b>	<b>\$37,849.15</b>	<b>\$128,202.79</b>	<b>\$63,747.76</b>	<b>\$67,371.13</b>	<b>\$67,545.03</b>	<b>\$715,299.99</b>
<b>Other Expenses (DEBT)</b>									
Wells/WTP Bonds	\$0.00	\$0.00	\$0.00	\$0.00	\$72,016.95	\$0.00	\$0.00	\$0.00	\$75,033.90
Water Imp. Bonds (2011)	\$0.00	\$0.00	\$0.00	\$436.41	\$0.00	\$0.00	\$0.00	\$0.00	\$4,333.52
Water Tower Project	\$0.00	\$0.00	\$0.00	\$0.00	\$57,572.56	\$0.00	\$0.00	\$0.00	\$64,069.49
Sewer Imp. Bonds (2011)	\$0.00	\$0.00	\$0.00	\$0.00	\$16,754.15	\$0.00	\$0.00	\$0.00	\$17,508.30
Storm Water Imp. Bonds (2011)	\$0.00	\$0.00	\$0.00	\$6,546.09	\$0.00	\$0.00	\$0.00	\$0.00	\$65,002.73
Total Other Expenses	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,982.50</b>	<b>\$146,343.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$225,947.94</b>
<b>Checking Balance</b>	<b>\$1,363,736.13</b>	<b>\$1,332,020.19</b>	<b>\$1,312,002.46</b>	<b>\$1,637,626.53</b>	<b>\$1,453,058.25</b>	<b>\$1,429,720.49</b>	<b>\$1,392,732.32</b>	<b>\$1,354,435.45</b>	<b>\$1,354,435.45</b>
<b>Net Income (Loss)</b>	<b>(\$33,116.13)</b>	<b>(\$31,715.94)</b>	<b>(\$20,017.73)</b>	<b>\$325,624.07</b>	<b>(\$184,568.28)</b>	<b>(\$23,337.76)</b>	<b>(\$36,988.17)</b>	<b>(\$38,296.87)</b>	<b>(\$186,508.41)</b>

# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: January 7, 2022

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: January 13, 20, 27 (off 3:15)  
January 14, 18, 25, 31 (off 4:15)  
January 24th

How many **Vacation** hours will be used? 8-12

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: \_\_\_\_\_

Was vacation request approved? \_\_\_\_\_

- If no, reason request was denied: \_\_\_\_\_

Jeremy Gruenhagen 1-7-2022  
Employee Signature Date

\_\_\_\_\_  
City Clerk/Treasurer Date

\_\_\_\_\_  
Mayor Date



# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: January 10, 2022

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: \_\_\_\_\_

February 1st & 10th (off 3:15)

February 4, 11, 15, 22 (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: \_\_\_\_\_

Was vacation request approved? \_\_\_\_\_

- If no, reason request was denied: \_\_\_\_\_

Jeremy Gruenhagen \_\_\_\_\_ 1-10-22  
Employee Signature Date

\_\_\_\_\_  
City Clerk/Treasurer Date

\_\_\_\_\_  
Mayor Date



MINNESOTA LAWFUL GAMBLING  
**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 Hunting and Fishing Club Previous Gambling Permit Number: X-35324

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: \_\_\_\_\_

Mailing Address: PO Box 115

City: Hamburg State: MN Zip: 55339 County: Carver

Name of Chief Executive Officer (CEO): Kelly Douglas Lueck

CEO Daytime Phone: 507-450-1896 CEO Email: klueck21d1@gmail.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    Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100    [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103    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 Community Hall

Physical Address (do not use P.O. box): 357 Henrietta Ave.

Check one:  
 City: Hamburg Zip: 55339 County: Carver  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): February 7, 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](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.



**LG220 Application for Exempt Permit**

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

<p style="text-align: center;"><b>CITY APPROVAL</b> for a gambling premises located within city limits</p> <p><input checked="" 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: <u>Hamburg</u></p> <p>Signature of City Personnel: _____</p> <p>_____ Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div>	<p style="text-align: center;"><b>COUNTY APPROVAL</b> 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><b>TOWNSHIP (if required by the county)</b> 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>
--	---

**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: [Signature] Date: 1-3-22  
(Signature must be CEO's signature; designee may not sign)

Print Name: Kelly R. Lueck

<b>REQUIREMENTS</b>	<b>MAIL APPLICATION AND ATTACHMENTS</b>
---------------------	---

<p><b>Complete a separate application for:</b></p> <ul style="list-style-type: none"> <li>• all gambling conducted on two or more consecutive days; or</li> <li>• all gambling conducted on one day.</li> </ul> <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p><b>Financial report to be completed within 30 days after the gambling activity is done:</b> A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p><b>Mail application with:</b></p> <p>_____ a copy of your proof of nonprofit status; and</p> <p>_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is <b>\$100</b>; otherwise the fee is <b>\$150</b>. Make check payable to <b>State of Minnesota</b>.</p> <p><b>To:</b> Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p><b>Questions?</b> Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<p>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</p>	<p>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 Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management &amp; 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.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

MINNESOTA LAWFUL GAMBLING  
**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 Lions Club Previous Gambling Permit Number: \_\_\_\_\_  
Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: \_\_\_\_\_  
Mailing Address: 612 Kim Ave  
City: Hamburg State: MN Zip: 55339 County: Carver  
Name of Chief Executive Officer (CEO): Chris Lund  
CEO Daytime Phone: 6127102107 CEO Email: radahs71@msn.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](http://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 Community Center  
Physical Address (do not use P.O. box): \_\_\_\_\_  
Check one:  
 City: Hamburg Zip: 55339 County: Carver  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_  
Date(s) of activity (for raffles, indicate the date of the drawing): 2/26, 4/8, 11/18  
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](http://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)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

The application is acknowledged with no waiting period.

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).

The application is denied.

Print City Name: City of Hamburg

Signature of City Personnel: \_\_\_\_\_

Title: Mayor Date: 1-11-22

**The city or county must sign before submitting application to the Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**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.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**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: Chris Lund Date: 1/6/22  
(Signature must be CEO's signature; designee may not sign)

Print Name: Chris Lund

**REQUIREMENTS**

**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 AND ATTACHMENTS**

**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.

This form will be made available in alternative format (i.e. large print, braille) upon request.



Jeremy Gruenhagen &lt;cityadmin@cityofhamburgmn.com&gt;

## Support needed for Hwy 212-Met Council TPP Amend Comment Period thru 1/24

1 message

**Angie Stenson** <astenson@co.carver.mn.us>

Mon, Jan 10, 2022 at 4:51 PM

To: "Howley, Charles" <chowley@ci.chanhassen.mn.us>, "Matt Clark (mclark@chaskamn.com)" <mclark@chaskamn.com>, Cara Geheren <Cara.Geheren@focusengineeringinc.com>, Jesse Dickson <jessed@colognemn.com>, "Brent Mareck (bmareck@cityofcarver.com)" <bmareck@cityofcarver.com>, Craig Eldred <celdred@waconia.org>, Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>, "jfoster@watertownmn.gov" <jfoster@watertownmn.gov>, "Andrea Aukrust (cityadmin@cityofnya.com)" <cityadmin@cityofnya.com>, Margaret Mccallum <margaret.mccallum@cityofmayer.com>

Cc: Lyndon Robjent <lrobjent@co.carver.mn.us>, Darin Mielke <dmielke@co.carver.mn.us>, Sara Renney <srenney@co.carver.mn.us>

Hi -

The Metropolitan Council has another comment period open through January 24<sup>th</sup>. This time it is for an amendment to their Transportation Policy Plan. The proposal includes amending the Highway 212 expansion project between Norwood Young America and Cologne into the 'Current Revenue Scenario'. This is an important designation and is being made because the project has secured federal and state funding.

Although this designation is more of a formality because the funding is already awarded, it requires a regional plan amendment and comment period. In each recent Metropolitan Council comment period, there has been a strong contingent of comments against funding for highways, especially highway expansion. It would be helpful for agencies and even residents to submit a letter of support or email comments supporting this amendment and particularly the inclusion of Highway 212.



Please consider submitting a comment. Attached is language that can be submitted as a letter of support by agencies. The County will also submit this language. Below is a brief statement of support that can be copied and submitted by email to [public.info@metc.state.mn.us](mailto:public.info@metc.state.mn.us):

*I support the inclusion and adoption of the six freight projects selected in MnDOT's Minnesota Highway Freight Program, including Highway 212 Rural Freight Mobility and Safety Project, as presented in the Metropolitan Council's proposed Plan Amendment. The Highway 212 Rural Freight Mobility and Safety Project will reconstruct and expand Highway 212 between Norwood Young America and Cologne from a two-lane rural highway to a four-lane divided expressway and include intersection safety improvements. The proposed improvements will remove barriers to efficient freight movement, provide economic development opportunities, and improve the corridor's mobility and safety for all users.*

Link to Metropolitan Council information: <https://metro council.org/Transportation/Planning-2/Key-Transportation-Planning-Documents/Transportation-Policy-Plan.aspx>

*Angie Stenson* AICP | Sr. Transportation Planner

Carver County Public Works

Desk 952.466.5273 | Mobile 612.360.7422 | Email [astenson@co.carver.mn.us](mailto:astenson@co.carver.mn.us)

11360 Hwy 212 | Cologne, MN 55322



**MetCouncil\_TPP-Amend\_PublicComment.docx**

25K

**CITY OF HAMBURG**  
**City Clerk - Treasurer**  
**181 Broadway Ave., PO Box 248**  
**Hamburg, MN 55339**

*City Office: (952) 467-3232 TDD: 711 Email: cityadmin@cityofhamburgmn.com*  
*City Website: CityofHamburgmn.com*

January 11, 2022

Mayor James Hovland, Chair  
Transportation Advisory Board  
Metropolitan Council  
390 Robert Street North  
Saint Paul, MN 55101-1805

SUBJECT: 2040 Transportation Policy Plan 2020 Update Amendment Public Comment

Dear Chair Hovland and TAB Members,

Thank you for the opportunity to review and comment on the 2040 Transportation Policy Plan 2020 Update (Plan) Amendment under consideration by the Metropolitan Council, which identifies policies and plans to guide the development of the region's transportation system.

The proposed Plan Amendment includes the recommendation to add six highway freight projects to the Current Revenue Scenario. These freight projects were selected for funding as the result of MnDOT's Minnesota Highway Freight Program, a competitive statewide program that allocates federal transportation funding to construction projects on public roads that provide measurable freight transportation benefits.

The Highway 212 Rural Freight Mobility and Safety Project in Carver County is one of the six freight projects selected in MnDOT's Minnesota Highway Freight Program for federal transportation funding with an award of \$7.5 million. The project will reconstruct and expand Highway 212 between Norwood Young America and Cologne from a two-lane rural highway to a four-lane divided expressway and include overdue intersection safety improvements. The proposed improvements will remove barriers to efficient freight movement, provide economic development opportunities at key locations, preserve existing infrastructure, and improve the corridor's mobility and safety for all users.

The City of Hamburg supports the inclusion and adoption of the six freight projects selected in MnDOT's Minnesota Highway Freight Program, including Highway 212 Rural Freight Mobility and Safety Project, as presented in the Metropolitan Council's proposed Plan Amendment.

Sincerely,

Chris Lund, Mayor



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



## Hamburg Lions Club



January 9, 2022

Mayor Chris, Clerk Jeremy, Deputy Clerk Tamera, Council Members Jessica, Tim, & Eric:

The Hamburg Lions would like to present this \$2000.00 check to the City of Hamburg for the purpose of purchasing some new LED Christmas lights. We understand this is a project that will be done over a period of a few years.

The Hamburg Lions, a part of Lion International, which is the world's largest service organization, takes pride in helping out the community of Hamburg.

We are able to make this donation to the City of Hamburg from funds raised by our club through our fund raising efforts. We ask that the city employees & city council members try to support our events by promoting them and encouraging city residents to attend these events so that we can continue to support the community with various needed projects.

The Hamburg Lions are always very appreciative of your generosity in allowing us to use the Hamburg Community Hall and the Hamburg Bi-Centennial Park for fundraising without charging us rent. Thank you.

Hamburg Lions Club

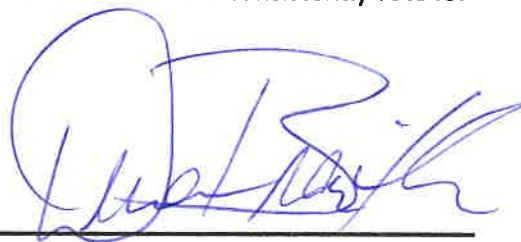
# DECEMBER DELINQUENCY REPORT 2021

Notes	Contact made via	Account #	BILL			PAYMENTS	UPDATED BALANCE
			AMOUNT OVER DUE	DECEMBER USAGE	ACCOUNT BALANCE		
last payment received on		10-00010171-00-5	\$115.52 +	\$105.01 =	\$220.53	\$	\$220.53
		10-00008440-00-5	\$96.36 +	\$92.35 =	\$188.71	\$ 87.60	\$101.11
1/10/2022		10-00009420-00-8	\$704.78 +	\$86.01 =	\$790.79		\$790.79
6/4/2021		10-00015801-00-8	\$212.02 +	\$206.94 =	\$418.96		\$418.96
		10-00014410-00-3	\$434.01 +	\$91.71 =	\$525.72		\$525.72
7/14/2021		10-00014320-00-9	\$88.92 +	\$92.35 =	\$181.27		\$181.27
		10-00005361-00-8	\$102.32 +	\$93.02 =	\$195.34	\$ 93.02	\$102.32
1/5/2022		10-00012430-00-1	\$110.06 +	\$107.37 =	\$217.43	\$ 200.86	\$16.57
1/5/2022		10-00016604-00-6	\$205.95 +	\$207.09 =	\$413.04	\$ 187.23	\$225.81
1/5/2022		10-00006330-00-7	\$114.00 +	\$103.63 =	\$217.63	\$ 114.00	\$103.63
		10-00006180-00-8	\$117.26 +	\$117.94 =	\$235.20		\$235.20
		10-00007625-00-9	\$962.32 +	\$170.59 =	\$1,132.91		\$1,132.91
7/15/2021		10-00006190-01-4	\$544.05 +	\$171.53 =	\$715.58		\$715.58
11/30/2021		10-00011960-00-6	\$122.47 +	\$121.66 =	\$244.13	\$ 111.34	\$132.79
1/5/2022		10-00002490-00-6	\$291.67 +	\$89.18 =	\$380.85		\$380.85
8/19/2021		10-00010150-00-8	\$115.01 +	\$107.63 =	\$222.64		\$222.64
		10-00017610-00-4	\$182.12 +	\$165.56 =	\$347.68		\$347.68
		10-00009451-00-8	\$673.11 +	\$77.15 =	\$750.26		\$750.26
4/30/2021							
<b>TOTALS</b>			\$5,191.95 +	\$2,206.72 =	\$7,398.67	\$794.05	\$6,604.62

Dear City Councilmembers,

I would like to be on the city council to be more actively aware of the decisions the council makes and better understand the implications thereof. I want to be part of the decision making process as well as learn to be a better citizen so that I may lead by example.

I am teachable, open and willing to learn. I am able to recognize my own biases, prejudices and values and yet am willing to have my preconceived ideas challenged. I can communicate intelligently, articulately and thoughtfully. With this I desire to understand the issues so I may logically explain my decision making process. I will make decisions based on merit, not emotion and will consistently vote for something that I know is in the best interest of the city.

A handwritten signature in blue ink, appearing to read 'Dena Braith', is written over a horizontal line. The signature is stylized and cursive.

Dena Braith

January 6, 2022

Mayor Lund  
City Clerk Gruenhagen  
Members Hamburg City Council

I am writing this letter to be considered for the open city council position. I feel I am well qualified to serve on the council. Being I have served 12 years previously on the Hamburg City Council and serving as Mayor for 6 years, and also on the Hamburg Fire Department for 30 years, with 28 years as secretary/treasurer. I have the experience needed to fill the open position. I have dealt with people for some 30 years, always using my best judgment to solve problems.

I have lived in Hamburg for 46 years, I enjoy living here and feel I could be an asset to the city. I am very familiar with what happens in the city, and could be a good help in the future for the City of Hamburg.

Please consider me for the open position. If you have any questions, please let me know.

Thanks

A handwritten signature in cursive script that reads "Richard Malz".

Richard Malz



Building a Better World  
for All of Us®

## INVITATION TO BID

December 28, 2021

RE: 2022 WWTF Riprap Project  
Hamburg, Minnesota  
SEH No. HAMBU 164564 5.00

Hjerpe Contracting, Inc.  
PO Box 517  
Hutchinson, MN 55350  
[kurt@hjerpecontracting.com](mailto:kurt@hjerpecontracting.com)

Schneider Excavating and Grading, Inc.  
PO Box 814  
Young America, MN 55397  
[ross@schneiderexc.com](mailto:ross@schneiderexc.com)

Rickert Excavating, Inc.  
46556 180th Street  
Glencoe, MN 55336  
[rickertexcavating@gmail.com](mailto:rickertexcavating@gmail.com)

Wm. Mueller & Sons, Inc.  
PO Box 247  
Hamburg, MN 55339  
[coryh@wmmueller.com](mailto:coryh@wmmueller.com)

Dear Contractor:

The City of Hamburg is soliciting quotes for the 2022 WWTF Riprap Project. If you are interested in submitting a quote, I have enclosed a Quote Form, Specifications, and Drawings for your information.

If you wish to submit a quote, please fill out the Quote Form and return it to the City of Hamburg on or before **1:00 p.m., Friday, January 7, 2022**. Paper or email responses will be accepted. The address information is as follows:

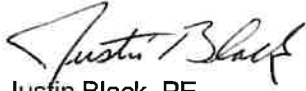
Attn: Jeremy Gruenhagen, City Administrator  
City of Hamburg  
181 Broadway Avenue  
PO Box 248  
Hamburg, MN 55339  
[cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com)

If you have any questions or comments, please contact me at 952.913.0702 or [jblack@sehinc.com](mailto:jblack@sehinc.com). Also, if you plan to submit a quote, we would appreciate a telephone call or email indicating your intention. Thank you.

Contractors  
December 28, 2021  
Page 2

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

A handwritten signature in black ink that reads "Justin Black". The signature is written in a cursive style with a large initial "J" and "B".

Justin Black, PE  
Project Manager  
(Lic. MN)

jb

Enclosures

c: Jeremy Gruenhagen, City Administrator

X:\F\J\H\HAMB\164564\5-final-dsgn\52-specs-proj-man\Invitation to Bid Ltr-Contrs.docx



**QUOTE FORM**  
**2022 WWTF RIPRAP PROJECT**  
**HAMBURG, MINNESOTA**  
**SEH NO. HAMBU 164564**  
**DECEMBER 28, 2021**  
**QUOTES DUE: 1:00 P.M., JANUARY 7, 2022**

\_\_\_\_\_  
**Corporation Name**

**BIDDER ACKNOWLEDGEMENTS**

1. Bid will remain subject to acceptance for 30 days after the quote due date. Council intends to award at January 11, 2022, council meeting.
2. Bidder has visited the Site and became familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. The riprap work shall be completed on or before March 15, 2022. Turf restoration shall be completed on or before June 10, 2022.
4. Contractor shall follow Drawings and Specifications as provided in the Quote Packet.
5. Contract times and liquidated damages shall be as indicated in Contract For Local Improvement, which will be executed upon award of the Project.

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Qty.</u>	<u>Unit Price</u>	<u>Total Price</u>
2021.501	MOBILIZATION	LUMP SUM	1.0	\$ _____	\$ _____
2108.504	GEOTEXTILE FABRIC, TYPE 3	SQ YD	2,630.0	\$ _____	\$ _____
2511.507	RANDOM RIP RAP CLASS 2 (QUARRIED ROCK, NO LIMESTONE, NO FIELD STONE)	TON	1,140.0	\$ _____	\$ _____
2575.504	WINTER MULCHING	SQ YD	3,560.0	\$ _____	\$ _____
2575.504	TURF RESTORATION	SQ YD	3,560.0	\$ _____	\$ _____
<b>TOTAL QUOTE</b>				\$ _____	_____

**NOTES:**

1. Traffic control shall be incidental.
2. Stormwater Pollution Prevention including implementation of Best Management Practices (BMPs) such as sweeping, dust control, and stormwater management within the Project area shall be the Contractor's responsibility and implemented as needed. No additional payment will be made for implementation of BMP's.

Date for Starting Work: \_\_\_\_\_

**SUBMITTED BY:**

**(SEAL)**

\_\_\_\_\_  
**Corporation Name**

\_\_\_\_\_  
**State of Incorporation**

\_\_\_\_\_  
**By (Authorized Signature)**

\_\_\_\_\_  
**Name (typed or printed)**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Business Address**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**E-mail**

\_\_\_\_\_  
**Date Submitted**

## CONTRACT FOR LOCAL IMPROVEMENT

I. This Agreement is made this \_\_\_\_\_ day of January, 2022, between the City of Hamburg, Minnesota (hereinafter, the City), and \_\_\_\_\_ (name of contractor) of \_\_\_\_\_ (address of contractor) (hereinafter, the Contractor).

II. The Contractor agrees to furnish all materials, tools, equipment, and labor necessary in the construction of the **2022 WWTF Riprap Project** (hereinafter, the Project) all in strict conformity with the Project's plans and specifications which are incorporated into this Agreement. The Contractor agrees to comply with all federal, state, and local laws and ordinances applicable to the Project, including all safety standards. The Contractor shall be solely and completely responsible for conditions of the job site, including the safety of all persons and property during construction of the Project. The Contractor at all times shall keep the premises free from accumulation of waste materials and debris caused by the Contractor's operations. The Contractor represents and warrants that it has the requisite training, skills, and experience necessary to complete the Project and is appropriately licensed by all applicable agencies and governmental entities and will perform all services with reasonable care and skill.

III. All of the Contractor's work and labor shall be subject to the inspection and approval of the engineer designated by the City to supervise the work. If any materials or labor are rejected by the engineer as defective or unsuitable, then the materials shall be removed and replaced with other approved materials and the labor shall be done to the satisfaction and approval of the engineer at the Contractor's sole cost and expense.

IV. The Contractor shall replace at the Contractor's expense any loss or damage to the Project, however caused, which occurs during the construction thereof or prior to the final delivery to and acceptance of the Project by the City. Any payment made to the Contractor, shall not be construed as operating to relieve the Contractor from responsibility for the construction and delivery of Project.

V. The Contractor shall proceed diligently and agrees to complete the Project to the satisfaction and approval of the City's engineer on or before March 15, 2022, for riprap work and on or before June 10, 2022, for turf restoration. If the Contractor fails to complete the Project by said date, unless excused by written consent of the City, the City shall have the right to deduct from any money due or which may become due to the Contractor, the amount of \$500 dollars per day between the time stipulated for the completion and the actual date of completion. If no monies are due to the Contractor, the City shall have the right to recover such sum as liquidated damages. In addition to such liquidated damages, the Contractor agrees to pay all costs of local superintendence of the work during such delay. The Contractor agrees to notify the City in writing of any cause of delay of the Project within 24 hours after such cause of delay arises. If the Contractor fails to complete the Project by the time hereinafter specified, the City may immediately, or at any time thereafter, proceed to complete the Project at the Contractor's expense. If the Contractor gives written notice of a delay over which the Contractor has no control, the council may at its discretion, extend the completion date, and in such case the Contractor shall become liable for liquidated damages and costs of local superintendence only after the extended completion date.

VI. Unless approved by the council in writing, the Contractor shall make no claim for extra work done or materials furnished, nor shall the Contractor do any work or furnish any materials not covered by the plans and specifications of this contract. Any such work or materials furnished by the Contractor without written council approval, is at the Contractor's own risk and expense.

When any extra work or materials is ordered by the council, the Contractor shall furnish the materials and do such work for the actual cost thereof plus ten percent. The Contractor shall perform any altered plans ordered by the council; if such alteration reduces the cost of doing such work, the actual amount of such reduction shall be deducted from the contract price for the work.

VII. The Contractor agrees to pay all laborers employed and all subcontractors furnishing material to the Contractor in the performance of this contract. If the Contractor fails to pay any claims and demands for labor and materials, the City may apply the monies due to the Contractor toward paying and satisfying such claims and demands. The City has the right to apply monies due to the Contractor towards paying any accrued indebtedness or any claim which may hereafter come due against the Contractor. The amount of such payments shall be deducted from the balance due to the Contractor; provided that nothing herein nor any variation from the amounts and timing of the installments shall be construed as impairing the right of the City or of those to whose benefit the bond herein agreed upon shall insure, to hold the Contractor or surety liable on the bond for any breach of the conditions of the same nor as imposing upon the City any obligation to laborers, materialmen, contractors, or sureties to pay or to retain for their benefit any monies coming to the contractor hereunder.

Pursuant to Minnesota Statutes, Section 471.425, Subdivision 4a, the Contractor must pay any subcontractor within ten (10) days of the Contractor's receipt of payment from the City for undisputed services provided by the subcontractor. The Contractor must pay interest of one and one-half percent (1 1/2%) per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100.00 or more is \$10.00. For an unpaid balance of less than \$100.00, the Contractor shall pay the actual penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from the Contractor shall be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.

VIII. The Contractor shall not discriminate in the hiring of labor for the performance of any work under this contract or any subcontract hereunder or in selecting a material supplier or vendor on the basis of race, creed, color, sex, or national origin; and shall not discriminate against any persons who are citizens of the United States and who are qualified and available to perform the work on the Project. The Contractor and any subcontractor, material supplier, or vendor shall not in any manner discriminate against, or intimidate, or prevent the employment of any such person from performing work under this contract or any subcontract hereunder on the basis of race, creed, color, sex, or national origin. Any violation of this paragraph shall be a misdemeanor; and this contract may be canceled or terminated by the City, and all money due, or to become due, may be forfeited, for a second or any subsequent violation of the terms or conditions of this contract.

IX. The Contractor agrees to defend, indemnify, and hold the City harmless from and against any and all claims, suits, and actions against, and all loss, damage, costs, or expense to the City arising from any infringement or claim of infringement of any letters, patent, or patent rights upon or covering any patented article furnished or installed by the Contractor under this contract for the City, or from or by reason of the use by the City of any patented article or articles furnished or installed by the Contractor for the City under this contract.

X. The Contractor guarantees and agrees to maintain the stability of all work done and materials furnished and installed under this contract for a period of one year after the date of final payment. The Contractor agrees to perform fully all other guarantees as set forth in the specifications.

XI. To the fullest extent permitted by law, the Contractor agrees to defend, indemnify and hold the City harmless from all damages and claims for damages that may arise by reason of the Contractor's negligence or a violation by the Contractor's agents or employees, while engaged in the performance of this contract. The Contractor agrees to take all precautions necessary to protect the public against injury, and to keep danger signals out at night and at such other times and such places as public safety may require. In addition, Contractor agrees to keep in force statutory workers' compensation insurance and employer's liability with minimum limit of \$1,000,000. Additionally, the Contractor shall maintain commercial general liability coverage for all work covered under the contract naming the City as an additional insured in at least the amount of \$1,000,000 per occurrence.

XII. In consideration of the covenants and agreements stated above, the City agrees to pay the Contractor the sum mentioned in the Quote Form of the Contractor (\$ \_\_\_\_\_), as corrected upon tabulation, a copy of which is attached hereto and made a part of this contract. If the Contractor properly performs the work, the council shall, from month to month, before completion of the work, pay Contractor 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council. When the work is 95 percent or more completed, upon the recommendation of the engineer, such portions of the retained price shall be released as the council determines it need not be retained to protect the interest of the City in the satisfactory completion of the contract. The balance shall be retained by the City until the final performance and completion of this contract by the Contractor to the satisfaction, approval, and acceptance of the City council including provision by the Contractor of Minn. Dept. of Revenue Form IC-134 or other authorized proof of the Contractor's compliance with applicable state laws. Failure to pay any amount due and payable under the terms of this contract within 30 days of a monthly estimate or within 90 days after the final estimate of the amount earned shall obligate the City to pay to the Contractor simple interest on the past due amount at an annual rate equal to the monthly index of long-term United States Government bond yields for the month prior to the month in which this obligation is incurred, plus an additional 1 percent per annum. Interest shall not be payable with respect to any amount which the City may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the Contractor.

XIII. It is agreed and understood by the parties hereto that the use of said work and improvement project at any time by the City for any purposes shall not be construed to be or operate as an acceptance by the City of the work to be done by the Contractor under this contract.

XIV. Nothing in this agreement shall be construed to waive any immunities or limitations to which the City is entitled under Minn. Stat. Ch. 466 or otherwise.

IN WITNESS WHEREOF, the parties have caused this agreement to be signed on their behalf by the proper officers thereunto duly authorized and their corporate seal to be hereto affixed, the day and year first above written.

In the presence of:

City of Hamburg, Minnesota

(CONTRACTOR)

\_\_\_\_\_  
By: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

**VERIFICATION OF COMPLIANCE  
WITH MN STATUTES 16C.285**

**State of Minnesota – Responsible Contractor Requirement (for responses in excess of \$50,000 only)**

Minnesota Statute 16C.285, subdivision 7, **IMPLEMENTATION.** ... any prime contractor or subcontractor or motor carrier that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project... *It is your sole responsibility to provide this information at the due date and time of the bid.*

Minnesota Statute 16C.285, subdivision 3, **RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA.** "Responsible Contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:

Your response will be rejected unless:

(1) The Contractor:

- (i) is in compliance with workers' compensation and unemployment insurance requirements;
- (ii) is in compliance with Department of Revenue and Department of Employment and Economic Development registration requirements if it has employees;
- (iii) has a valid federal tax identification number or a valid Social Security number if an individual;
- (iv) has filed a certificate of authority to transact business in Minnesota with the secretary of state if a foreign corporation or cooperative;

Your response will be rejected unless:

- (2) The Contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:
  - (i) repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period, provided that a failure to pay is "repeated" only if it involves two or more separate and distinct occurrences of underpayment during a three year period;
  - (ii) has been issued an order to comply by the commissioner of labor and industry that has become final;
  - (iii) has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
  - (iv) has been found by the commissioner of labor and industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;
  - (v) has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or
  - (vi) has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties; \*

- (3) the Contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order; \*
  - (4) the Contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office; \*
  - (5) the Contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification; \*
- \* Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.
- (6) the Contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions that have authority to debar a contractor; and
  - (7) Check if all subcontractors that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).

**Minn. Stat. 16C.285, Subd. 5. SUBCONTRACTOR VERIFICATION**

A Prime Contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project.

Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.

**Minn. Stat. 16C.285, Subd. 5a. MOTOR CARRIER VERIFICATION**

A prime contractor or subcontractor shall obtain annually from all motor carriers with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each motor carrier. A prime contractor or subcontractor shall require each such motor carrier to provide it with immediate written notification in the event that the motor carrier no longer meets one or more of the minimum criteria in subdivision 3 after submitting its annual verification. A motor carrier shall be ineligible to perform work on a project covered by this section if it does not meet all the minimum criteria in subdivision 3. Upon request, a prime contractor or subcontractor shall submit to the contracting authority the signed verifications of compliance from all motor carriers providing for-hire transportation of materials, equipment, or supplies for a project.



**Minn. Stat. 16C.285, Subd. 4. VERIFICATION OF COMPLIANCE**

A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by and owner of officer verifying compliance with each of the minimum criteria in subdivision 3, with the exception of clause (7), at the time that it responds to the solicitation documents.

A contracting authority may accept a signed statement under oath as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. A prime contractor, subcontractor, or motor carrier that fails to verify compliance with any one of the required minimum criteria or makes a false statement under oath in a verification of compliance shall be ineligible to be awarded a construction contract on the project for which the verification was submitted.

A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria. A verification of compliance need not be notarized. An electronic verification of compliance made and submitted as part of an electronic bid shall be an acceptable verification of compliance under this section provided that it contains an electronic signature as defined in section 325L.02, paragraph (h).

**Minn. Stat. 16C.285, Subd. 6. ADDITIONAL CRITERIA**

Nothing in this section shall restrict the discretion of a contracting authority to establish additional factors for defining contractor responsibility. This subdivision is not an independent grant of authority to a contracting authority to establish additional minimum criteria pursuant to subdivision 3.

**CERTIFICATION**

By signing this document, I certify that I am authorized to sign on behalf of the company, and I swear under oath that:

- 1) My company meets each of the minimum criteria to be a responsible contractor as defined in Minn. Stat. 16C.285,
- 2) I have included a list of my first-tier subcontractors with my company's solicitation response,
- 3) If my company is awarded a contract, I will submit a list of additional subcontractors as required.

Name of Company: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared \_\_\_\_\_ known to be, who being duly sworn did depose and say that they are the \_\_\_\_\_ (office) of the Contractor above mentioned that they executed the above Verification of Compliance and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

**Attest:**

Notary Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

My Commission expires: \_\_\_\_\_, 20\_\_\_\_

Date: \_\_\_\_\_ Telephone number: \_\_\_\_\_

**LIST OF FIRST TIER SUBCONTRACTORS**

Company \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Name of Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Construction \_\_\_\_\_

Company \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Name of Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Construction \_\_\_\_\_

Company \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Name of Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Construction \_\_\_\_\_

Company \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Name of Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Construction \_\_\_\_\_

Company \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Name of Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Construction \_\_\_\_\_

Company \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Name of Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Type of Construction \_\_\_\_\_

## SECTION 31 34 10

### GEOSYNTHETIC INSTALLATION (MnDOT 2108)

#### PART 1 GENERAL

##### 1.01 SUMMARY

- A. Section includes furnishing and installing:
  - 1. Geotextiles for:
    - a. Wrapping subsurface drainpipe, wrapping joints of concrete pipe culvert, or other drainage applications (Type 1).
    - b. Under riprap (Type 3, 4, 7).
    - c. Separation of materials for stabilization (Type 5).
    - d. Earth reinforcement (Type 6).
- B. Related Sections:
  - 1. Section 31 37 00 - Riprap
- C. Method of Measurement:
  - 1. Measure by area in square yards of coverage.
  - 2. Measurement on slopes or vertical faces is made perpendicular to the plane of the slope or face.
  - 3. No measurement or allowance is made for seams or overlaps.
  - 4. Measure each type separately.
- D. Basis of Payment:
  - 1. Payment for acceptable quantities of geotextile installation shall be as listed on the Bid Form. All associated Work items shall be considered incidental.

##### 1.02 REFERENCES

- A. ASTM:
  - 1. D4355 - Deterioration of Geotextiles by Exposure to Light, Moisture and Heat in a Xenon Arc-Type Apparatus
  - 2. D4439 - Terminology for Geosynthetics
  - 3. D4491 - Water Permeability of Geotextiles by Permittivity
  - 4. D4595 - Tensile Properties of Geotextiles by the Wide-Width Strip Method
  - 5. D4632 - Grab Breaking Load and Elongation of Geotextiles
  - 6. D4716 - Determining (In-Plane) Flow Rate per Unit Width and Hydraulic Transmissivity of a Geosynthetic Using a Constant Head
  - 7. D4751 - Determining Apparent Opening Size of a Geotextile
  - 8. D4884 - Strength of Sewn or Bonded Seams of Geotextiles
  - 9. D4873 - Identification, Storage, and Handling of Geosynthetic Rolls and Samples
  - 10. D5199 - Measuring the Nominal Thickness of Geosynthetics
  - 11. D5261 - Measuring Mass per Unit Area of Geotextiles
  - 12. D5493 - Permittivity of Geotextile Under Load
  - 13. D6193 - Standard Practice for Stitches and Seams
  - 14. D6241 - Static Puncture Strength of Geotextiles and Geotextile-Related Products
  - 15. D6574 - Determining (In-Plane) Hydraulic Transmissivity of A Geosynthetic by Radial Flow
  - 16. D6673 - Determining Tensile Properties of Geogrids by the Single or Multi-Rib Tensile Method
  - 17. D6707-06 - Circular-Knit Geotextile for Use in Subsurface Drainage Applications
- B. MnDOT:
  - 1. 2108 - Geosynthetic Construction Materials
  - 2. 3733 - Geosynthetic Materials

### **1.03 DEFINITIONS**

- A. QAL: Quality Assurance Laboratory, recognized by the AASHTO Accreditation Program (AAP)

### **1.04 SUBMITTALS**

- A. Product Data: Submit manufacturer's geosynthetic material specification data sheets, product literature, and sewing equipment data sheets, per MnDOT 3733.
- B. Shop Drawings:
  - 1. Submit description of proposed methods of geotextile deployment, overlap plan, securing methods (temporary and permanent).
- C. Samples:
  - 1. Geosynthetic: 2 pieces, minimum, 18 inches long, taken across full width of roll of each type and weight of geotextile furnished for Project.
    - a. Maintain 1 piece in Project office for reference.
    - b. Label each sample with brand name and lot and roll number.
  - 2. Submit 1 sample each of staple, pin, washer, and stake for securing geosynthetic.
- D. Quality Assurance/Control Submittals:
  - 1. Certificate of Compliance from the supplier.
    - a. Include documentation stating the manufacturer's minimum average roll values (MARVs) for geotextiles.
  - 2. Test results from manufacturer.
  - 3. Documentation of lot and roll numbers delivered to site.
- E. Proposed QAL for review and approval by Engineer

### **1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Deliver to Site with opaque plastic covering to prevent ultraviolet degradation and contamination.
- B. Label each roll with the following:
  - 1. Name of Manufacturer
  - 2. Product Type and Style
  - 3. Product Grade
  - 4. Lot Number
  - 5. Physical Dimensions
- C. Store and handle according to manufacturer's directions.
- D. Do not store directly on ground. If stored outdoors, elevate minimum of 3 inches and protect with waterproof cover.
- E. Do not leave geosynthetic exposed to sunlight for more than 3 days.
- F. Handle in manner that maintains undamaged condition.
- G. Do not operate mechanical equipment directly on top of geosynthetic at any time.

### **1.06 SCHEDULING**

- A. Schedule placement to prevent equipment operating in conjunction with excavation and placement of embankment material coming into contact with geosynthetic.

## 1.07 WARRANTY

- A. Manufacturer:
  - 1. Provide written manufacturer's warranty against manufacturing defects and material degradation for 5 years' from date of installation.
  - 2. Replacement coverage shall include all incidental costs associated with the replacement.
- B. Contractor:
  - 1. Provide guaranty against defects in installation and workmanship for 2 years' from date of Final Acceptance.
  - 2. Include costs of qualified service technicians, materials, and incidental costs required for the repair at no expense to Owner.

## PART 2 PRODUCTS

### 2.01 MATERIALS

- A. Geotextile Fabric:
  - 1. MnDOT 3733: Type 1,3,4,5,6, and 7: Refer to Table 3733.2-1.
- B. Securing Pins:
  - 1. Steel, 3/16-inch diameter, pointed at 1 end.
  - 2. Fabricate with a head to retain steel washer.
  - 3. Minimum Length: 12 inches.
- C. Steel Washers for Securing Pins:
  - 1. Outside diameter not less than 1.5 inches.
  - 2. Inside diameter 1/4-inch or sized to fit pins if pins larger than 3/16-inch diameter.
  - 3. Thickness: 1/8-inch.
- D. Steel Wire Staples:
  - 1. U-shaped, 10 gage.
  - 2. Minimum 6 inches long.

## PART 3 EXECUTION

### 3.01 PREPARATION

- A. Notify Engineer prior to placement. Obtain approval of Engineer that underlying materials are satisfactory for placement of geotextile.
- B. Replace any geosynthetic that is exposed to the sun for more than 7 calendar days.

### 3.02 INSTALLATION

- A. Place geosynthetic as required in the Drawings.
- B. Install in accordance with manufacturer's recommendations.
- C. Lay and maintain geosynthetic smooth and free of tension, folds, wrinkles or creases.
- D. Provide temporary weights and pins to hold geosynthetic tight against the subgrade, foundation, or wall units, and as approved by Engineer.
  - 1. Push pins through geotextile until washer bears against geotextile and secures it firmly to subgrade.
  - 2. Install additional pins or temporary securing measures as necessary to prevent slippage of geotextile or to prevent wind from blowing geotextile out of position.

- E. Provide permanent pins, staples or stakes:
  - 1. Midway between edges of overlaps and 6 inches from free edges.

### **3.03 SHEET ORIENTATION**

- A. Orient geosynthetic with main (long) direction of each sheet, parallel to the direction of slope, and as shown on Drawings.

### **3.04 SEAM CONSTRUCTION**

- A. Unseamed Joints:
  - 1. Overlapped:
    - a. Geotextile:
      - 1) Foundation/subgrade stabilization: Minimum 18 inches.
      - 2) Riprap: Minimum 18 inches.

### **3.05 PLACING PRODUCTS OVER GEOTEXTILE**

- A. Notify Engineer 24 hours' before placing material over geosynthetic.
- B. If tears, punctures, or other damage occurs during placement of overlying products, remove overlying products as necessary to expose damaged geosynthetic for repair.
- C. Completely cover installed geosynthetic at end of each workday.

### **3.06 RIPRAP APPLICATIONS**

- A. Overlap geotextile at each joint with upstream sheet of geotextile overlapping downstream sheet.

### **3.07 REPAIRING GEOSYNTHETIC**

- A. Repair holes, tears, or otherwise damaged geosynthetic.
- B. Remove interfering material as necessary to expose damaged geotextile for repair.
- C. Place patch of undamaged geotextile over damaged area and at least 3 feet in all directions beyond damaged area.
- D. Secure patch by pins and washers as approved by Engineer.
- E. Replace backfill to the specified lift thickness and density.

### **3.08 CLEANUP**

- A. Remove trash, waste material, and equipment used in connection with the Work of this Section.
- B. Maintain premises in a neat and orderly condition.

**END OF SECTION**

## SECTION 31 37 00

### RIPRAP (MnDOT 2511)

#### PART 1 GENERAL

##### 1.01 SUMMARY

- A. Section Includes:
  - 1. Stone riprap.
  - 2. Filter material.
- B. Method of Measurement:
  - 1. Riprap:
    - a. Measure by weight in tons based on actual scale weight of the material acceptably placed.
    - b. Measure each type and class separately.
    - c. Geotextile Filter:
      - 1) Measure by area in square yards based on staked surface dimensions with no allowance for overlap or seams.
- C. Basis of Payment:
  - 1. Bid Price Includes:
    - a. Materials
    - b. Placing filter materials.
    - c. Placing riprap stone.
  - 2. Payment for riprap shall be at the Contract unit price as listed on the Bid Form. All associated work items shall be considered incidental.

##### 1.02 REFERENCES

- A. MnDOT:
  - 1. 2511 - Riprap

#### PART 2 PRODUCTS

##### 2.01 MATERIALS

- A. All materials shall be in accordance with the respective MnDOT Specifications as follows:
  - 1. Riprap Materials: MnDOT 3601.
    - a. Riprap shall be quarried rock.
    - b. Limestone rock will not be accepted on the Project.
    - c. Fieldstone rock will not be accepted on the Project.
  - 2. Geotextile Filter: MnDOT 3733.

##### 2.02 ACCESSORIES

- A. All accessories shall be in accordance with the respective MnDOT Specifications as follows:
  - 1. Geotextile Filter: MnDOT 3733:
    - a. Provide Type 3 under the following:
      - 1) Class I and Class II random riprap.

## **PART 3 EXECUTION**

### **3.01 FOUNDATION PREPARATION**

- A. All snow to be removed prior to riprap placement.

### **3.02 FILTER MATERIAL**

- A. Geotextile Filter:
  - 1. Place multiple fabric widths with the longest dimension parallel to the direction of water flow.
  - 2. Splice multiple fabric widths by mechanical seaming or minimum 18-inch overlap.
  - 3. Overlap joints in shingle arrangement in the flow direction and from top to bottom of a slope to direct water flow over the joint without undermining the geotextile filter.
  - 4. Anchor fabric to prevent movement during riprap placement.
  - 5. Do not operate equipment on fabric.

### **3.03 RIPRAP STONE**

- A. Placement:
  - 1. Begin placement at the water line and work up grade.
  - 2. Do not drop stones from greater than 1 foot height.
  - 3. Do not dump stone at the top of slope and roll or push stone down the slope.
  - 4. The Contractor will demonstrate to the satisfaction of the Engineer that his placement methods will not damage the fabric.
  - 5. Random riprap shall be positioned in a manner that will provide a well-graded, uniform distribution of the various sizes of stone and a well-keyed, multilayered mass of rock with the least practical amount of void space.
  - 6. The surface shall be leveled as necessary to produce a reasonably uniform appearance and the required thickness.
  - 7. Riprap shall be placed to the thickness shown on the plans or greater thickness, if approved by the engineer, as found to be most convenient to the contractor. Well graded is defined as a continuous distribution of particle sizes from the largest to the smallest components in the proportions such that the successively smaller particles fill the spaces between the larger particles so that the maximum overall density of riprap can be obtained.
  - 8. If some segregation of particles does occur, hand placing or rearranging individual stones by mechanical equipment may be required to the extent necessary to secure the results specified.
- B. Prior to filling, wire empty baskets to adjoining filled baskets.

### **3.04 THICKNESS REQUIREMENTS**

- A. All areas - minimum 80 percent of specified thickness.
- B. Average - minimum 95 percent of specified thickness.

### **3.05 QUALITY CONTROL (QC) AND QUALITY ASSURANCE (QA)**

- A. Provide quality control in accordance with MnDOT 2511.3F.
- B. Engineer will administer quality assurance in accordance with MnDOT 2511.3G.
  - 1. Contractor shall obtain Engineer's approval of the quality of the stone before delivering to the project site.

**END OF SECTION**



## SECTION 32 92 12

### ESTABLISHING TURF AND CONTROLLING EROSION (MnDOT 2575)

#### PART 1 GENERAL

##### 1.01 SUMMARY

- A. Establishment of herbaceous ground cover on designated areas.
- B. Method of Measurement:
  - 1. Turf Restoration: Measure by square yards; no measurement will be made of any individual component in providing acceptable turf.
  - 2. Winter Mulching: Measure by square yards.
- C. Basis of Payment:
  - 1. Payment for acceptable quantities of Establishing Turf and Controlling Erosion shall be at the Contract Unit Price as listed on the Bid Form. All associated Work items shall be considered incidental.

##### 1.02 REFERENCES

- A. MnDOT:
  - 1. 2573 - Storm Water Management
  - 2. 2574 - Soil Preparation
  - 3. 2575 - Establishing Turf and Controlling Erosion
  - 4. 3876 - Seed
  - 5. 3877 - Topsoil Material
  - 6. 3878 - Sod
  - 7. 3879 - Agricultural Lime
  - 8. 3881 - Fertilizer
  - 9. 3882 - Mulch Material
  - 10. 3884 - Hydraulic Erosion Control Products
  - 11. 3885 - Rolled Erosion Control Products
  - 12. 3890 - Compost

##### 1.03 SCHEDULE OF WORK

- A. Plant seed in accordance with MnDOT seeding schedule.
- B. Winter Mulching should be completed after riprap placement.

##### 1.04 SUBMITTALS

- A. Submit certified test report for each seed mixture.
- B. Submit certification from the grower stating the grass varieties contained in the sod.

##### 1.05 DELIVERY, STORAGE, AND HANDLING

- A. Protect seed from moisture prior to use.

## **PART 2 PRODUCTS**

### **2.01 MATERIALS**

- A. Seed: MnDOT 3876 Mix No. 25-141.

## **PART 3 EXECUTION**

### **3.01 PREPARATION**

- A. Use Harley rake or tilling to scarify surface to provide adequate seed bed.
- B. Operate equipment at right angles to direction of drainage.
- C. Fill all washouts prior to cultivation.
- D. Finish all areas to provide a smooth, moist, even textured foundation of uniform density.
- E. See MnDOT 2574 for additional information and specifications on topsoil and soil amendments.
- F. Winter Mulching
  - 1. Perform frozen ground mulching on bare frozen soils. Place 3882, "Mulch Material," Type 5, Type 6 and Type 9 mulch Materials with no modifications to meet the requirements of frozen ground mulching. Place 3882, "Mulch Material," Type 1, Type 3 or Type 8 Mulch Materials with the following modifications to meet frozen ground mulching:
    - a. At temperatures above 20 degrees F use 3884, "Hydraulic Erosion Control Products," Type Natural or Synthetic Tackifier, in lieu of disc anchoring.
    - b. At temperatures below 20 degrees F delay mulching until ground is snow covered and perform snow mulching. Perform snow mulching at any time over the top of snow. No disc anchoring is required. Apply snow mulching prior to or during a snowfall event.

### **3.02 APPLICATION**

- A. Establish turf and control erosion in compliance with MnDOT 2575.3.
- B. Placing Seed:
  - 1. Apply seed mixture over designated areas at a rate of 120 pounds per acre.
  - 2. Apply seed in accordance with MnDOT 2575.3.B.
- C. Hydraulic Erosion Control Products: Apply hydraulic tackifiers, mulch, and matrix in accordance with MnDOT 2575.3.E.

### **3.03 RESTORATION**

- A. Comply with MnDOT 2575.3.O.

### **3.04 FIELD QUALITY CONTROL**

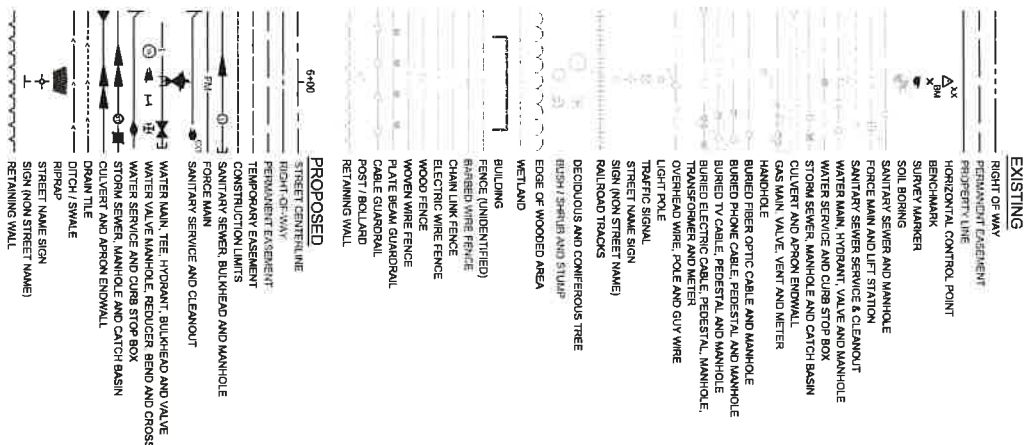
- A. Acceptance of work shall be in accordance with MnDOT 2575.3.N.
- B. Non-compliant Work shall be corrected in accordance with MnDOT 2575.3.Q.
- C. Turf establishment will be accepted on a total project basis the maintenance period expires.
- D. All erosion control items must also be in place and properly maintained prior to acceptance.
- E. Once accepted, Contractor is relieved of any further maintenance or repair except for the repair of damages due to causes entirely within the Contractor's control.

### **3.05 MAINTENANCE**

- A. Clean, protect, and maintain in accordance with MnDOT 2575.3.K.
- B. Maintain seeded areas for a period of 30 days after planting
- C. Provide mowing, watering, and weeding throughout maintenance period to ensure healthy, growing turf.
- D. Weed seeded areas by hand pulling or spot spraying with a contact herbicide only.
- E. Replace areas that are found to be dead, unhealthy, or not achieving normal growth.
- F. If maintenance period extends beyond fall growing season, continue maintenance into spring growth season.
- G. Watering (incidental):
  - 1. Apply water as needed in combination with rainfall to achieve the following:
    - a. Minimum rate: 1 inch per week.
    - b. Maximum interval between waterings: 72 hours.
    - c. Minimum application per watering: 0.25 inch.
- H. During extreme heat or drought periods, increase watering to maintain moist soil to a depth of 4 inches.

**END OF SECTION**

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# CITY OF HAMBURG, MINNESOTA CONSTRUCTION PLANS FOR RIPRAP RESTORATION, GEOTEXTILE, TURF RESTORATION 2022 WWTF RIP RAP PROJECT

PROJECT NO. 164564



NOTE:  
THE SURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS BASED ON THE SURFACE UTILITY DATA PROVIDED TO THE ENGINEER BY THE CITY OF HAMBURG. THE ENGINEER HAS CONDUCTED VISUAL INSPECTIONS OF THE EXISTING UTILITY DATA AND HAS FOUND NO APPARENT DISCREPANCIES. THE CONTRACTOR SHALL CALL THE COPPER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.



HAMBURG, MINNESOTA



SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	CONSTRUCTION NOTES/S&D
3	PROJECT LOCATION MAP
4	CONSTRUCTION PLAN
5	TURF ESTABLISHMENT

THIS PLAN CONTAINS 5 SHEETS.

**GOVERNING SPECIFICATIONS**  
THE SPECIFICATIONS OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION TO STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THE LATEST EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION AND THE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR THIS PROJECT.

**GENERAL NOTES**

CONTRACTOR SHALL REMAIN IN CONSTRUCTION LIMITS AT ALL TIMES DURING CONSTRUCTION UNLESS OTHERWISE APPROVED BY THE ENGINEER  
 ALL EXISTING RIP RAP AND EXISTING SOILS ARE TO REMAIN IN PLACE  
 IF EXISTING MATERIALS ARE DISTURBED OR REMOVED THEY SHALL BECOME RESPONSIBILITY OF THE CONTRACTOR AND REMOVED OFF PROJECT SITE AT NO COST TO THE OWNER  
 CONTRACTOR SHALL MAINTAIN AND RESTORE EQUIPMENT AND MATERIAL STAGING AREA AT NO COST TO THE OWNER

**WARNING NOTE**

CONTRACTOR SHALL CONTACT "OTHER ONE" FOR LOCATION OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, VALVES, MANHOLES, OR OTHER BURIED STRUCTURE BEFORE DIGGING (1-800-232-1189).  
 CONTRACTOR SHALL REPAIR ANY OF THE ABOVE WHICH ARE REMOVED OR DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

**GOVERNING SPECIFICATION**

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAYS SHALL GOVERN,  
 INCLUDING APPLICABLE TECHNICAL MEMORANDUMS.  
 ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE MOST RECENT EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND FIELD MANUAL.

**TURF RESTORATION**

ALL DISTURBED AREAS SHALL BE RESTORED WITH TURF.  
 TEMPORARY STABILIZATION DURING WINTER MONTHS SHALL BE MAINTAINED BY CONTRACTOR UNTIL PERMANENT SEEDING IS COMPLETED  
 PERMANENT TURF RESTORATION INCLUDES:  
 • MINIMUM 4" SALVAGED TOPSOIL  
 • SOIL CULTURE REPAIRMENT  
 • SEEDING WITH SEED MIXTURE 25-1411 @ 120 LBS./AC  
 • FERTILIZERS TYPE 3 (22-5-10) @ 130 LBS./AC  
 • HERBICIDE MIXTURE TYPE MULCH @ 2.100 LBS./AC  
 • SEED KNIGHTER MULCH AND MATRIX TO BE INSTALLED  
 • SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION.  
 • RESTORATION OF ALL DISTURBED AREAS. LIMITS AS SHOWN ON DRAWINGS ARE APPROXIMATE AND WILL BE IMPACTED BY CONTRACTOR ACTIVITIES.

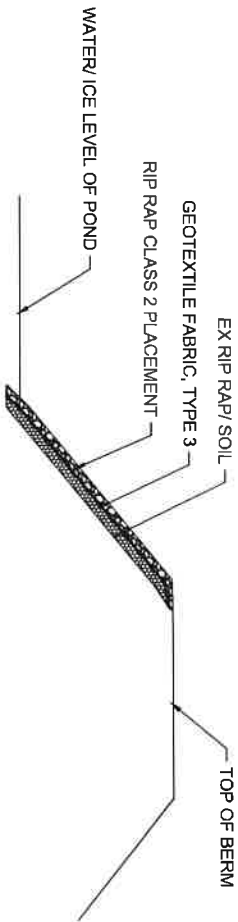
**STATEMENT OF ESTIMATED QUANTITIES**

ITEM NO.	ITEM DESCRIPTION	UNIT	PROJECT TOTAL	COMMENTS
2021.501	MOBILIZATION	LUMP SUM	1	
2108.504	GEOTEXTILE FABRIC, TYPE 3	SQ YD	2630	
2511.507	RANDOM RIP RAP CLASS 2 (QUARRIED ROCK NO LIMESTONE, NO FIELD STONE)	TON	1140	
2572.504	WINTER MILLING	SQ YD	3560	
2573.504	TURF RESTORATION	SQ YD	3560	

**BASIS FOR ESTIMATED QUANTITIES**

RIP RAP CLASS II: CR X 1.3 = 10N

**POND BANK SECTION**

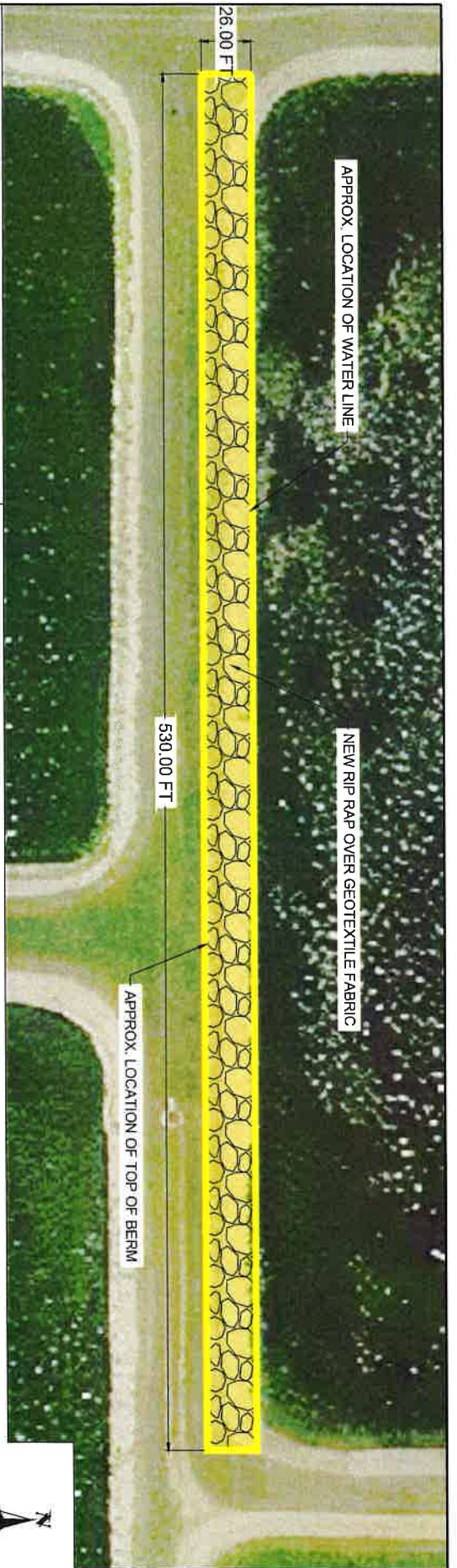


SHEET NO: 10404 Rev # Revision Description Date  
 Drawn By: DMB  
 Checked By: DMB  
 Checked By: JIB  
 Project Name: Description Date  
 Project Name: Description Date  
 PROJECT NAME: WWT# RIP RAP PROJECT  
 LOCATION AND DATE: HAMBURG, MINNESOTA  
 DATE: 02/21/2021  
 JUSTIN BLACK PE  
 LICENSE NO. 23173  
 WWT# RIP RAP PROJECT  
 HAMBURG, MINNESOTA  
 CONSTRUCTION NOTES



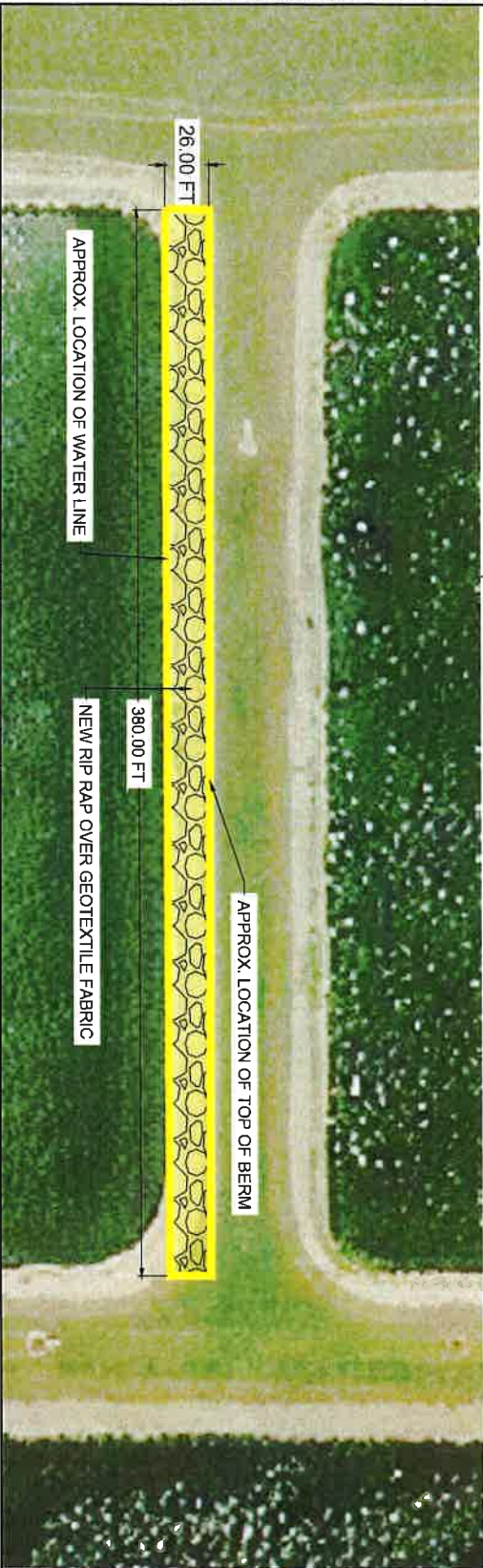






**CONSTRUCTION NOTES:**  
 - EXISTING RIP RAP & SOILS TO REMAIN IN PLACE  
 - INSTALL GEOTEXTILE FABRIC TYPE 3 OVER EX RIP RAP & SOILS FROM WATER LINE UP TO TOP OF BERM  
 - PLACE NEW RIP RAP OVER WIDTH AND LENGTH OF THE GEOTEXTILE

**NORTH POND  
 WEST/ EAST POND**



SEI Index	184564	Part #	Drawings	Date	12/27/2021
Created By	ORB	Drawn By	ORB	Date	12/27/2021
Checked By	ARB	Reviewed By	ARB	Date	12/27/2021

SEI  
 184564  
 12/27/2021

**WWTF RIP RAP PROJECT**  
 HAMBURG, MINNESOTA

**PROJECT LOCATION MAP**

- LEGEND**
- GEOTEXTILE FABRIC
  - RANDOM RIP RAP







Building a Better World  
for All of Us\*

January 7, 2022

RE: City of Hamburg, Minnesota  
2022 WWTF Riprap Project  
SEH No. HAMBU 164564

Honorable Mayor  
and Members of the City Council  
PO Box 248  
Hamburg, MN 55339

Dear Mayor and Council Members:

At 1:00 p.m., Friday, January 7, 2022, four quotes were received for the above-referenced project. The quotes ranged from a high of \$112,468.00 to a low of \$91,715.60. The Engineer's Estimate was \$142,630. The low quote was submitted by Rickert Excavating, Inc. The results were as follows:

<u>Contractor</u>	<u>Total Quote</u>
Rickert Excavating, Inc. Glencoe, MN	\$91,715.60
Schneider Excavating & Grading, Inc. Norwood Young America, MN	\$93,288.00
Wm. Mueller & Sons, Inc. Hamburg, MN	\$93,688.20
Hjerpe Contracting, Inc. Hutchinson, MN	\$112,468.00

We find no reason to deny awarding the contract to Rickert Excavating, Inc. Rickert Excavating, Inc. has done satisfactory work with SEH previously. If the council agrees, it is recommended that you make the award to this contractor.

Sincerely,

Justin Black, PE  
Project Manager  
(Lic. MN)

jb

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# TABULATION OF BIDS

2022 WWTF Riprap Project

Hamburg, Minnesota

SEH No.: HAMBU 164564

Bid Date: 1:00 p.m., Friday, January 7, 2022

Shaded area denotes corrected figure

Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2021.501	MOBILIZATION	LUMP SUM	1.0	\$7,000.00	\$7,000.00	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00
2108.504	GEOTEXTILE FABRIC, TYPE 3	SQ YD	2,630.0	3.00	7,890.00	2.12	5,575.60	1.40	3,682.00
2511.507	RANDOM RIP RAP CLASS 2 (QUARRIED ROCK, NO LIMESTONE, NO FIELD STONE)	TON	1,140.0	98.00	111,720.00	68.00	77,520.00	70.00	79,800.00
2575.504	WINTER MULCHING	SQ YD	3,560.0	1.50	5,340.00	1.00	3,560.00	0.45	1,602.00
2575.504	TURF RESTORATION	SQ YD	3,560.0	3.00	10,680.00	1.00	3,560.00	0.90	3,204.00
<b>TOTAL BID PRICE</b>					<b>\$142,630.00</b>	<b>\$91,715.60</b>	<b>\$93,288.00</b>		

Engineer's Estimate

\$142,630.00

Rickert Excavating, Inc.

46556 180th Street  
Glencoe, MN 55336

Schneider Excavating & Grading  
405 South Central Ave  
NYA, MN 55397

\$91,715.60

\$93,288.00



# TABULATION OF BIDS

2022 WWTF Riprap Project

Hamburg, Minnesota

SEH No.: HAMBU 164564

Bid Date: 1:00 p.m., Friday, January 7, 2022

Shaded area denotes corrected figure

Wm. Mueller & Sons, Inc.

PO Box 247

Hamburg, MN 55339

\$93,688.20

Hjerpe Contracting, Inc.

PO Box 517

Hutchinson, MN 55350

\$112,468.00

Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price
2021.501	MOBILIZATION	LUMP SUM	1.0	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00
2108.504	GEOTEXTILE FABRIC, TYPE 3	SQ YD	2,630.0	1.22	3,208.60	1.00	2,630.00
2511.507	RANDOM RIP RAP CLASS 2 (QUARRIED ROCK, NO LIMESTONE, NO FIELD STONE)	TON	1,140.0	73.52	83,812.80	90.00	102,600.00
2575.504	WINTER MULCHING	SQ YD	3,560.0	0.38	1,352.80	0.40	1,424.00
2575.504	TURF RESTORATION	SQ YD	3,560.0	0.65	2,314.00	0.65	2,314.00
<b>TOTAL BID PRICE</b>					<b>\$93,688.20</b>		<b>\$112,468.00</b>

**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 11<sup>th</sup> 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