



HAMBURG CITY COUNCIL AGENDA
MARCH 10, 2020

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

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

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

4. **Consent Agenda** *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*
 - **Approve Minutes for February 11, 2020**
 - **Approve Payment of Added February Claims (\$17,612.46)**
 - **Approve Payment of March Claims (\$30,486.56)**
 - **Approve Temporary On-Sale Liquor Licenses for Hamburg Lions Club**
 - **April 3, 2020 (Hamburg Lions Spring Bingo)**
 - **April 19, 2020 (Date Correction for HFD Pork Chop Dinner)**
 - **Approve Time-Off Request for Greg Schultz**
 - **Approve Time-Off Request for Jeremy Gruenhagen**
 - **Data Request (Richard Odoms)**
 - **Delinquent Utility Bills Report**
 - **Employee Project Lists**
 - **SVABW Jeans & Gems Gala**
 - **Seasonal Load Limit Notification**
 - **Highway 5 (Green Isle to HWY 212) Construction Notification**

5. **Fire Chief Scott Anderson**
 - **HFD Standard Operating Procedures**

6. **Justin Black S.E.H Inc.**
 - **2020 Street Improvements**
 - **340 Railroad Street Water Service**

7. **Old City Business**
 - **Administrative Search Warrant (340 Railroad Street)**
 - **Offensive Behavior Training**



***HAMBURG CITY COUNCIL AGENDA
MARCH 10, 2020***

8. New City Business

- **WAC/SAC Charges for 480 Brad Street (Townhomes)**
- **Meter Device Interface for Sensus Meters**
- **2020 NYA Area Guide Ad**
- **Countryside Vet Clinic Contract (Dog Impounding)**

9. City Council Reports

- **Councilmember Jason Buckentin**
- **Councilmember Tim Tracy**
- **Councilmember Scott Feltmann**
- **Councilmember Eric Poppler**
- **Mayor Chris Lund**

10. Adjourn City Council Meeting



HAMBURG CITY COUNCIL AGENDA
FEBRUARY 11, 2020

Mayor Chris Lund called the Hamburg City Council Meeting to order at 7:00 p.m. Those in attendance were: Councilmembers Tim Tracy, Jason Buckentin, Eric Poppler & Scott Feltmann, City Clerk Jeremy Gruenhagen, Deputy Clerk Tamara Bracht, and resident Mike Malz.

Agenda Review (Added Items) and Adoption

- New City Business: Parking/Towing Ordinance

MOTION: Councilman Tim Tracy moved to approve the Agenda as amended. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members present.

Consent Agenda Approve Minutes for January 14, 2020

- Approve Payment of December 2019 Added Claims (-\$327.80)
- Approve Payment of Added January 2020 Claims (\$36,479.65)
- Approve Payment of February Claims (\$32,561.02)
- Approve Temporary On-Sale Liquor Licenses from Hamburg Lions Club for February 14, March 7, April 10, April 26
- Approve 2020 Lawful Gambling Permit for Hamburg Lions Club
- Approve Time-Off Request for Greg Schultz
- Approve Time-Off Request for Jeremy Gruenhagen
- Cash Flow Statements for December 2019
- Letter of Support – Highway 212 Rural Freight Access Project
- Delinquent Utility Bills Report
- Employee Project Lists
- City Offices Closed February 17, 2020 for Presidents Day

MOTION: Councilman Jason Buckentin moved to approve the Consent Agenda. Seconded by Councilman Eric Poppler. Motion was unanimously approved with all Council Members present.

Old City Business

- Public Nuisance Violation (451 Maria Ave.) – send to Carver County Prosecutor
- Water Tower Final Colors – Structural Gray for the base, stem and lower portion of tank, Vacuum Black for lettering and striping, Cirrus White for tank
- Administrative Search Warrant – 340 Railroad Street

MOTION: Councilman Tim Tracy motioned to go forward with the Administrative Search Warrant for 340 Railroad Street. Seconded by Councilman Eric Poppler. Motion was unanimously approved with all Council Members present.



HAMBURG CITY COUNCIL AGENDA
FEBRUARY 11, 2020

New City Business

- Big Rib Jig Festival – June 27, 2020
 - Adopt Resolution Number 2020-04 - Resolution Authorizing Off-Premises Liquor Service at Community Festival.

MOTION: Councilman Scott Feltmann moved to approve Resolution 2020-04. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members present.

- Offensive Behavior Training available – is there interest?
 - Yes, include Council, City Staff and FD Members
- Cintas Rental Service Agreement
 - Working with Cintas to change the service agreement from a 5 year renewal agreement to a 2 or 3 year.
- City Newsletter – going out this week
- Public Alert System
 - Webinar is scheduled later this month. More info. at next Council Meeting.
- Parking/Towing Ordinance

MOTION: Councilman Tim Tracy moved to designate the City Clerk to choose a Towing Service. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members present.

City Council Reports

- Councilmember Scott Feltmann – Q: Will Tornado Siren be moved to new tower?
A: No, it will stay where it is.
- Mayor Chris Lund -
 - LMC Legislative Conference is March 18-19th. Let City Staff know if you want to attend.
 - Regional Council of Mayor's Meeting
 - met the new Met Council Chair Person
 - received a hand-out regarding new developments and street improvement fees. Contact Rep. Nash if you have any input.
- Deputy Clerk Tamara Bracht
 - Carver County Sheriff's Office rolled-out a new Decal Alert Program on Feb. 1st. Information will be in the newsletter.

MOTION: Councilman Jason Buckentin moved adjourn the Hamburg City Council Meeting at 7:18 p.m. Seconded by Councilman Eric Poppler. Motion was unanimously approved with all Council Members present.

Submitted by:
Tamara Bracht
Deputy Clerk

2020 February Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - January 2020	\$4,206.76	2/11/2020
ACH	MN Dept of Revenue	Divided	January 2020 State Withholding Tax Payment	\$641.00	2/11/2020
ACH	PERA	Divided	PERA Withholding - January 2020	\$573.34	2/11/2020
ACH	PERA	Divided	PERA Withholding - January 2020	\$778.03	2/11/2020
ACH	PERA	Divided	PERA Withholding - February 2020	\$433.91	2/11/2020
ACH	HealthPartners	Divided	Health Insurance for February 2020	\$5,074.64	2/11/2020
ACH	Google	General Gov't	Email Accounts (8) Administered by Google G Suite	\$108.00	2/11/2020
ACH	Greg Schultz	Divided	Wages 1-27-20 to 2-9-20	\$1,730.10	2/11/2020
ACH	Tamara Bracht	Divided	Wages 1-27-20 to 2-9-20	\$605.65	2/11/2020
ACH	Mel Sprengeler	Streets	Wages 1-27-20 to 2-9-20	\$49.87	2/11/2020
ACH	Jeremy Gruenhagen	Divided	February Wages	\$1,996.59	2/11/2020
ACH	Greg Schultz	Divided	Wages 2-10-20 to 2-23-20	\$1,744.33	3/10/2020
ACH	Tamara Bracht	Divided	Wages 2-10-20 to 2-23-20	\$670.14	3/10/2020
ACH	Mel Sprengeler	Divided	Wages 2-10-20 to 2-23-20	\$55.41	3/10/2020
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for January 2020	\$25.40	3/10/2020
ACH	Optum Bank	General Gov't	HSA Admin Fee's for City Employees for 1st Qtr 2020	\$22.50	3/10/2020
Debit Card	Hamburg Post Office	Water/Sewer	5 Postcard Stamp Rolls	\$175.00	3/10/2020
Debit Card	UPS Store	Water	Overnight Water Samples	\$12.06	3/10/2020
Debit Card	US Postal Service	General Gov't	EDDM Postage for Newsletter Mailing	\$74.87	2/11/2020
19992	Abdo, Eick & Meyers, LLP	General Gov't	Certified Audit Services for the year ended 12-31-19	\$5,000.00	2/11/2020
19993	Carver County Tax Payer Services	General Gov't	Automark and Poll Pad Annual Maintenance Fee's	\$338.75	2/11/2020
19994	ECM Publishers, Inc.	General Gov't	Ordinance 162 for 2020 Fee Schedule and Appointments	\$75.60	2/11/2020
19995	Floyd Total Security	Sewer	Base Alarm Monitoring 3/3/20 - 6/2/20	\$92.07	2/11/2020
19996	Geogle	General Gov't	QB error - bill was paid by ACH - see above	\$0.00	2/11/2020
19997	Gopher State One	Water/Sewer	January Locates (3)	\$4.05	2/11/2020
19998	Lano Equipment	General Gov't Bldgs	Bobcat Repair - Hydraulic Oil Leak	\$469.94	2/11/2020
19999	League of MN Cities	General Gov't	VOID CHECK Mayor unable to attend conference	\$0.00	2/11/2020
20000	Loffler Companies, Inc.	General Gov't	January Copies	\$45.91	2/11/2020
20001	Menards	Divided	Cleaning Products and Garbage Bags	\$91.43	2/11/2020
20002	MNSPECT	Public Safety	Building Inspection Fees for January 2020	\$190.49	2/11/2020
20003	MVTL Labs, Inc.	Sewer	Lab Fees for Quarterly Influent Sample 1-16-2020	\$79.50	2/11/2020
20004	NAPA Auto Parts	Public Works	Power Ser. Supplement for Bobcat	\$14.49	2/11/2020
20005	Sibley Surveyors Inc.	Storm Sewer	City Portion of Storm Sewer Survey for Droege Subdivision	\$2,631.00	2/11/2020
20006	Tonka Water	Water	18 Solenoid Valves, 3 Gaskets, Field Service Travel Time & Equipment	\$3,121.00	2/11/2020
20007	Verizon Wireless	General Gov't	6 Cell Phone Lines for 1-25-2020 to 2-24-2020	\$255.90	2/11/2020
20008	Viking Bottling Co.	Hall	Hamburg Hall Pop Upstairs	\$522.75	2/11/2020
20009	W.W.O.T.A. Inc.	Water/Sewer	Water/Wastewater Training & Assitance for January 2020	\$540.00	2/11/2020
20010	Wm. Mueller & Sons, Inc.	Divided	Fuel for Bobcat and City Vehicles, January Snowplowing	\$1,409.97	2/11/2020
20011	Xcel Energy, Inc.	Divided	Electricity/Natural Gas Services	\$1,305.28	3/10/2020
20012	Belle Plaine Herald	Hall	Community Hall Ad in Wedding Insert	\$120.00	3/10/2020
20013	Bohn Well Drilling Co.	Public Safety (FD)	(1) 2" Brass Ball Valve for Tanker 11	\$117.50	3/10/2020
20014	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for February	\$33.13	3/10/2020
20015	Carver County	General Gov't	Admin. Search Warrant Fee, Telephone/Internet Services for January	\$303.03	3/10/2020
20016	Core & Main	Divided	Annual Support Contract 4/12/2020 to 4/11/2021	\$2,200.00	3/10/2020
20017	EMTS	Public Safety (FD)	Annual EMR Refresher Training Course Fee for 2	\$2,750.00	3/10/2020
20018	Greg Schultz	Public Works	1 Pair of Men's Water Proof Work Boots	\$123.99	3/10/2020
20019	Home Solutions	General Gov't	1/2 x1/4" Red Brush Bushing & 1/4" Close Galvanized Nipple	\$5.92	3/10/2020
20020	Jake Properties, LLC	Water	Reimbursement for Final Water Bill Overpayment (619 Kim Ave.)	\$188.32	3/10/2020
20021	Melchert Hubert & Sjodin, PLLP	General Gov't	470 Maria Avenue Code Violation, Trebesch Litigation	\$2,698.00	3/10/2020
20022	Menards	Divided	Cleaning Supplies	\$47.78	3/10/2020
20023	MN Department of Health	Water	Community Water Supply Service Connection Fee (212 Conn. X \$9.72)	\$515.00	3/10/2020
20024	MN Pollution Control Agency	Sewer	Registration Fee for Pond Seminar in New Ulm for Greg & Jeremy	\$780.00	3/10/2020
20025	NYA Chamber of Commerce	General Gov't	2020 Membership	\$75.00	3/10/2020
20026	Plunkett's Pest Control Inc.	General Gov't	General Pest Control at City Hall & Fire Dept. Service Date 2-5-2020	\$39.37	3/10/2020
20027	S.E.H Inc.	Divided	Comp. plan 2020 Revisions, Water Tower	\$3,193.81	3/10/2020
20028	Xcel Energy Inc.	Divided	Electricity/Natural Gas Services	\$1,816.90	
				\$50,173.48	
			February Claims	\$32,561.02	
			Added February Claims	\$17,612.46	
			Total February Claims	\$50,173.48	

2020 March Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - February 2020	\$2,724.76	3/10/2020
ACH	MN Dept. of Revenue	Divided	February 2019 State Withholding Tax Payment	\$458.00	3/10/2020
ACH	Google	General Gov't	Email Account Service for February 2020	\$108.00	3/10/2020
ACH	HealthPartners	Divided	Health Insurance for March 2020	\$4,525.59	3/10/2020
ACH	Optum Bank	General Gov't	HSA Admin Fee's for 1st Qtr 2020 (Jeremy & Greg)	\$1,250.00	3/10/2020
ACH	Kwik Trip	Public Safety (FD)	Fuel for FD	\$52.03	3/10/2020
ACH	Jeremy Gruenhagen	Divided	February Wages	\$1,996.60	3/10/2020
ACH	Jeremy Gruenhagen	Divided	March Wages	\$1,979.13	3/10/2020
Debit Card	Amazon	Divided	Ink Cartridge for Shop Printer, Dishwashing Refill Sponges, Post-It Notes	\$65.99	3/10/2020
Debit Card	Kwik Trip	General Gov't	Food & Drink Items for Election Day Judges	\$46.55	3/10/2020
Debit Card	Amazon	General Gov't	Box of 50 2" Expandable File Jackets	\$49.44	3/10/2020
20029	Abdo, Eick & Meyer	General Gov't	Certified Audit Services for the year ended 12-31-2019	\$10,000.00	3/10/2020
20030	Business Essentials	Divided	Hard Roll Paper Towels & Toilet Paper	\$150.63	3/10/2020
20031	Carver County - CarverLink/Jaguar	Divided	Telephone/Internet Services for February	\$205.53	3/10/2020
20032	Cintas	Hall	Cleaning Rags, Mop Heads and Supplies	\$75.08	3/10/2020
20033	ECM Publishing, Inc.	Hall	Bridal Guide Advertisement	\$170.00	3/10/2020
20034	Loffler Companies, Inc.	General Gov't	February Copies	\$77.73	3/10/2020
20035	MN Pollution Control Agency	Sewer	Water Permit Annual Fee for Ponds	\$505.00	3/10/2020
20036	MES	Public Safety (FD)	2 Gripper Hose Systems, 2 RIT & Airbags for SCBA Bottles	\$2,733.26	3/10/2020
20037	NAPA Auto Parts	Public Works (Streets)	Oil & Filter for Bobcat	\$60.97	3/10/2020
20038	Plunkett's Pest Control Inc.	General Gov't	General Pest Control at City Hall & Fire Dept. Service Date 3-4-2020	\$39.37	3/10/2020
20039	U.S. Postal Service	General Gov't	City PO Box Yearly Rental Fee	\$94.00	3/10/2020
20040	Verizon Wireless	General Gov't	6 Cell Phone Lines for 2/25/20 - 3/24/20	\$255.90	3/10/2020
20041	Viking Bottling Company	Hall	Pop Syrup for Upstairs in Hall	\$172.50	3/10/2020
20042	W.W.O.T.A.	Divided	Water/Wastewater Training & Assistance for February 2020	\$540.00	3/10/2020
20043	Printer error	VOIDED	VOIDED	\$0.00	3/10/2020
20044	Printer error	VOIDED	VOIDED	\$0.00	3/10/2020
20045	Printer error	VOIDED	VOIDED	\$0.00	3/10/2020
20046	Wm. Mueller & Sons	Public Works (streets)	Fuel for City Vehicles, Snow Plowing and Sand/Salt on Feb. 9 & 18	\$2,150.50	3/10/2020
20047	Xcel Energy	Water	Natural Gas Services at 183 Broadway Ave.	\$136.55	
				\$30,486.56	



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date organized	Tax exempt number
Hamburg Lions	07/22/1982	0239

Address	City	State	Zip Code
181 Broadway Avenue	Hamburg	Minnesota	55339

Name of person making application	Business phone	Home phone
Cindy McGuire	612-708-7993	

Date(s) of event	Type of organization
April 3 2020	<input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit

Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	Minnesota	55339

Organization officer's name	City	State	Zip Code
		Minnesota	

Organization officer's name	City	State	Zip Code
		Minnesota	

Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.
 Hamburg Community Hall
 351 Henrietta Ave, Hamburg MN 55339

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Christensen Group \$1,000,000 occurrence \$2,000,000 aggregate

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
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Address	City	State	Zip Code
181 Broadway Avenue	Hamburg	Minnesota	55339

Name of person making application	Business phone	Home phone
Cindy McGuire	612-708-7993	

Date(s) of event	Type of organization
April 19 2020	<input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit

Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	Minnesota	55339

Organization officer's name	City	State	Zip Code
		Minnesota	

Organization officer's name	City	State	Zip Code
		Minnesota	

Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.
 Hamburg Community Hall
 351 Henrietta Ave, Hamburg MN 55339

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Christensen Group \$1,000,000 occurrence \$2,000,000 aggregate

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: 2-27-2020

Employee Name: Greg Schultz

Dates Requesting Time-Off: March 26, 27

How many **Vacation** hours will be used? 16

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: _____

Greg Schultz
Employee Signature 2-27-2020
Date

Joemy Duerksen
City Clerk/Treasurer 2-28-2020
Date

Mayor Date



CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: March 6, 2020

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: March 19 & 20
March 23

How many **Vacation** hours will be used? 24

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? Yes

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: March 10, 2020

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Gruenhagen 3-6-2020
Employee Signature Date

City Clerk/Treasurer Date

Mayor Date



March 9, 2020

Mr. Jeremy Gruenhagen
Clerk/Treasurer
City of Hamburg
181 Broadway Avenue
Hamburg, Minnesota 55339

Jeremy:

I am seeking to determine the **TOTAL AMOUNT OF TAXPAYER DOLLARS** that were spent on the failed 'Hamburg Industrial Park' project that was initiated while I was a Hamburg City Council member, and continued on after the expiration of my four year City Council term.

Please provide me with the **TOTAL DOLLAR AMOUNT** of 'Engineering' fees and charges paid relating to this project and to whom, and

Please provide me with the **TOTAL DOLLAR AMOUNT** of legal fees and charges paid relating to this project and to whom, and

The **TOTAL DOLLAR AMOUNT** of any and all other, miscellaneous related fees and charges related to this project.

The appropriate signed forms requesting this information are enclosed.

Thank you.

Sincerely,



Richard Odoms
150 Jacob Street
Hamburg, Minnesota
55339
(612) 460-8212

RICHARD E. ODOMS
150 Jacob Street
Hamburg, Minnesota 55339

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

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

March 9, 2020

Mr. Odoms,

I am writing to inform you that I have compiled, to the best of my knowledge and understanding, the information (Engineering Fees) you requested on March 9, 2020.

The total Engineering Fees related to the Proposed Hamburg Industrial Park was \$14,636.33. These fees were incurred in 2016-2017.

I do not believe the City incurred any legal fees for this matter. In order to concur there were no legal fees associated with this matter I would have to research all billings from 2016-17 and a fee would be charged accordingly.

If you have any questions/concerns or requests for information feel free to contact me via mail, email or phone.

Have a great day,



Jeremy Gruenhagen
City Clerk/Treasurer



FEBRUARY DELINQUENCY REPORT 2020

NOTES	Account #	AMOUNT OVER DUE	CURRENT BILL FEBRUARY USAGE	ACCOUNT BALANCE	PAYMENTS	UPDATED BALANCE
PAID - still a little behind 2	01-00017617-00-9	\$435.24 +	\$133.91 =	\$569.15	\$400.00	\$169.15
last payment was 2/10	01-00017613-00-5	\$164.18 +	\$149.29 =	\$313.47		\$313.47
last payment made by renter on 2/24	01-00009420-00-6	\$106.71 +	\$176.97 =	\$283.68		\$283.68
last payment was 1/31	01-00015801-00-6	\$113.47 +	\$98.54 =	\$212.01		\$212.01
last payment was 2/9	01-00012430-00-9	\$173.72 +	\$127.91 =	\$301.63		\$301.63
PAID a portion - still behind	01-00016604-00-4	\$373.04 +	\$206.20 =	\$579.24		\$579.24
PAID	01-00006330-00-5	\$113.47 +	\$103.15 =	\$216.62	\$113.47	\$103.15
last payment was 2/18	01-00007625-00-7	\$226.40 +	\$146.21 =	\$372.61		\$372.61
PAID - minus the late fee	01-00009470-00-1	\$292.66 +	\$244.41 =	\$537.07	\$266.05	\$271.02
made a payment - still behind	01-00006190-01-2	\$167.61 +	\$135.45 =	\$303.06		\$303.06
PAID - less the late fee	01-00011960-00-4	\$118.55 +	\$106.23 =	\$224.78	\$107.77	\$117.01
last payment was 1/22	01-00016602-00-2	\$108.39 +	\$93.92 =	\$202.31		\$202.31
PAID	01-00005421-00-1	\$135.47 +	\$130.83 =	\$266.30	\$266.30	\$0.00
last payment was on 2/6	01-00010150-00-6	\$104.98 +	\$87.77 =	\$192.75		\$192.75
PAID	01-00004501-00-3	\$122.26 +	\$104.69 =	\$226.95	\$122.26	\$104.69
PAID	01-00006137-00-8	\$130.38 +	\$118.53 =	\$248.91	\$130.38	\$118.53
last payment 1/31	01-00003619-00-2	\$283.43 +	\$98.54 =	\$381.97		\$381.97
PAID - less the late fee	01-00006180-00-6	\$150.69 +	\$129.30 =	\$279.99	\$136.99	\$143.00
PAID	01-00012270-00-7	\$126.83 +	\$109.92 =	\$236.75	\$126.83	\$109.92
Payment Plan - next payment due 3/31	01-00017615-00-7	\$663.78 +	\$118.53 =	\$782.31		\$782.31
last payment 1/27	01-00002490-00-4	\$245.45 +	\$118.53 =	\$363.98		\$363.98
last payment was 1/31	01-00011775-00-8	\$115.04 +	\$110.85 =	\$225.89		\$225.89
		\$4,471.75	\$2,849.68	\$7,321.43	\$1,670.05	\$5,651.38

Activity/Project List Deputy Clerk
FEBRUARY/MARCH 2020

Date	Activity/Project/Issue	Outcome
2/10/2020	spoke with resident regarding water bill, entered water bill payments, updated delinquency report with payments made, entered receipts in QB, Messaged Chief regarding a FD members info., entered bills in QB, updated Claims list, worked on newsletter, updated a vendors address in QB and envelope file,	
2/11/2020	Prepared a payment plan for a resident, updated delinquency report, ran daily errands, entered a bill into QB, had Jeremy update Claims list, prepared the Winter Newsletter for review, answered the phone, called for an officer to deliver an Administrative Search Warrant,	
2/12/2020	DAILY DUTIES = bank and post office run, entered bills in QB, updated Claims list, entered water bill payments, entered receipts into QB DAILY DUTIES , Worked on the newsletter, prepared envelopes & mailed out bill payments, updated QB Claims list, drove administrative search warrant documents to the Sheriff's Office in Chaska for delivery to resident	
2/13/2020	DAILY DUTIES , Worked on the newsletter, ordered more toner for copier,	
2/14/2020	DAILY DUTIES , Worked on the newsletter, toner arrived so I finished the newsletter & prepared EDDM Mailing, typed up meeting minutes	
2/18/2020	DAILY DUTIES , Attended the Elections Equipment Test in Chaska, spoke with a renter about water bill, met new owners on Kim Ave.	
2/19/2020	DAILY DUTIES , Prepared time sheet, created more business cards fro FD Chief and Chief 3 Training Officer as requested	
2/20/2020	DAILY DUTIES , brought Diane Weckman with me to the Public Accuracy test in Chaska,	
2/21/2020	Cam home sick - Ray still in California	
2/24/2020	DAILY DUTIES , Jeremy had day off, contacted Jaguar for telephone system quote, contacted Banyon for Accounting and auto-meter read add-ons	
2/25/2020	DAILY DUTIES , received quote from Banyon, set-up a phone meeting for Thursday morning with Jaguar to go over phone wants/needs/ideas, MNSPECT & Jeremy inspected Kevin Subarts, started to gather data for auditors regarding meter installations for 2019 (will finish on Thursday)	
2/26/2020	DAILY DUTIES , discussed phone ideas with Jeremy, left at 11:00 to see son	
2/27/2020	DAILY DUTIES , had phone meeting with Jaguar Rep. Jacob Ward - putting a quote together and will then schedule a meeting to demo a couple of phones and their features, booked CC room for a surprise party in April, researched a water usage discrepancy for the auditors, caught a rental scheduling error, Bob Shanahan stopped in to say his chipper broke and he will be back next week to finish chipping the felled tree in the park.	
2/28/2020	DAILY DUTIES , Updated owner name on all carwash properties, found home address for new owner of rental building on Maria Ave., Met with Hall renter for this weekend's reception, prepared time sheet	
3/2/2020	DAILY DUTIES , Hall renters came in and paid for the pop bill, we made them aware that we couldn't find one of the rugs and they may need to pay for it.	
3/3/2020	DAILY DUTIES , and Presidential Election Primary Day, received deliveries for FD, ran and mailed out water bills, prepared delinquency report	
3/4/2020	Entered water bill payments then left at 11:45 for the day	
3/5/2020	DAILY DUTIES , prepared return envelopes for city bill payments, received deliveries for FD, previous Hall rental groom came in and paid for the missing rug, we then gave them back their rental deposit check. Assisted resident over the phone with a credit card payment for their water bill.	
3/6/2020	DAILY DUTIES , worked with Jeremy on preparing a building permit payment for Tom Diethelm, and preparing 2 franchise checks for deposit, help Greg take down voter booths	



SVABW

Southern Valley Alliance
for Battered Women

551 E. Park St. P.O. Box 166
Belle Plaine, MN 56011
☎ 952-873-4214
☎ 952-873-4673
✉ info@svabw.org

Ending Domestic Violence in Scott and Carver Counties

www.svabw.org

March 3, 2020

Dear Mayor and City Council Members,

On behalf of Southern Valley Alliance for Battered Women (SVABW) I would like to personally invite you to join us at our 21st Annual Jeans & Gems Gala. This year it will be held on Friday, April 17th at Mystic Lake Center in Prior Lake. (Please see the enclosed flyer for more detailed information).

As our elected officials, I want you to know how much SVABW appreciates your continued support of domestic violence victims. In the last 37 years, SVABW has served over 20,000 victims in the Scott and Carver County area thanks to the support of our partners like you.

We would be honored to have you joining us at our largest annual fundraiser. We anticipate being at full seating capacity with over 200 supporters in attendance. All elected officials in attendance will be recognized for their support by our Emcee during this evening, so I encourage you to register today by visiting our website at www.svabw.org or filling out the enclosed registration form.

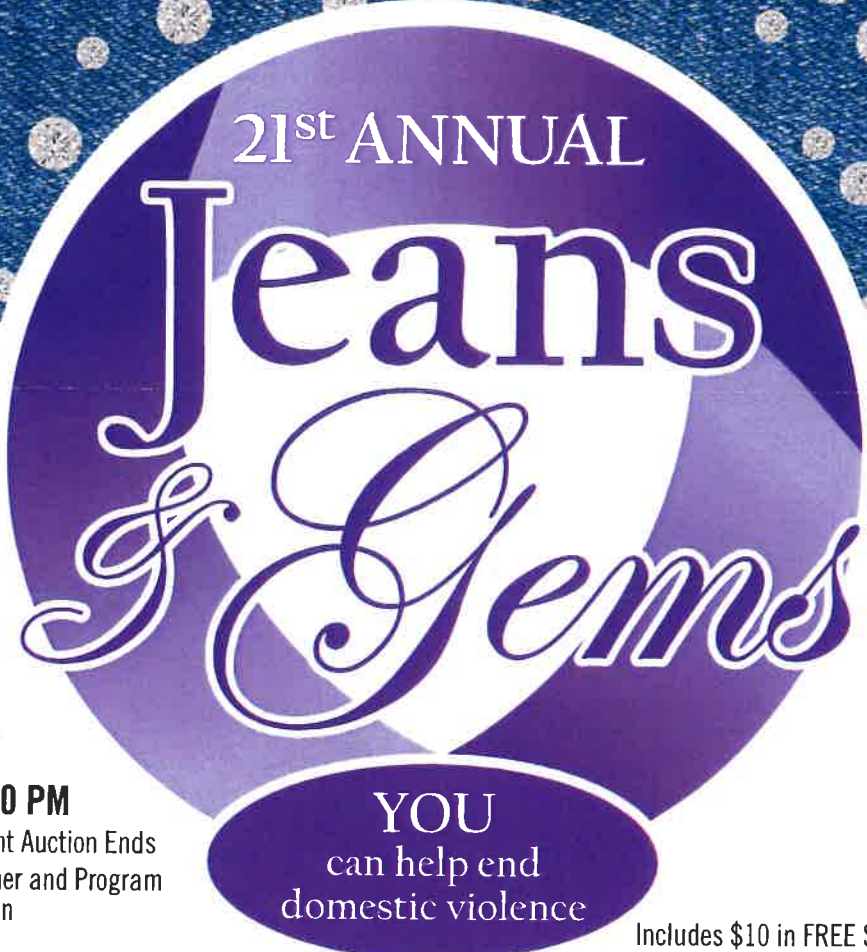
Should you have any questions or would like more information about SVABW, our services or event, please do not hesitate to call me at 952-873-4214 or email me at Christie.L@svabw.org. I look forward to hearing from you soon!

Sincerely,

Christie Larson
Executive Director

Enclosure

Southern Valley Alliance for Battered Women



DATE

Friday
April 17, 2020

TIME

6:00 PM
Social Hour
Cash Bar
Silent Auction

7:30 PM
Silent Auction Ends
Dinner and Program
Begin

PLACE

Mystic Lake Center
(Waconia Ballroom)
2400 Mystic Lake Blvd
Prior Lake, MN 55372

COST

\$75 per person
Includes \$10 in FREE Slot Play (Mystic Cash)

YOU
can help end
domestic violence

MEAL SELECTIONS:

- (C) Herb Seared Chicken Breast
- (P) Applewood Brown Sugar Smoked Pork Loin
- (V) Grilled Vegetable Moussaka w/Marinara Sauce
(Vegetarian/Gluten-Free)

Register Online: www.svabw.org

Dinner tickets available until April 5, 2020

Advanced Sales Only!

Questions? Call or email: 952.873.4214 • info@svabw.org

Complimentary Valet Parking at Hotel Entrance Only — Self Parking Available at Mystic Lake Center

Main Contact: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Please list all attendees (including main contact listed above)

NAME	EMAIL	MEAL CHOICE:
		C <input type="checkbox"/> P <input type="checkbox"/> V <input type="checkbox"/>
		C <input type="checkbox"/> P <input type="checkbox"/> V <input type="checkbox"/>
		C <input type="checkbox"/> P <input type="checkbox"/> V <input type="checkbox"/>
		C <input type="checkbox"/> P <input type="checkbox"/> V <input type="checkbox"/>

RETURN THIS PORTION, ALONG WITH YOUR PAYMENT TO:
Southern Valley Alliance for Battered Women
PO Box 166
Belle Plaine, MN 56011

OR... REGISTER ONLINE @ www.svabw.org
Cash, Checks or Credit Cards Accepted
Payment amount enclosed \$ _____



A portion of your donation may be tax deductible. Please check with your tax advisor. Federal Tax ID: 41-1483575

Office of Materials & Road Research
1400 Gervais Avenue
Maplewood, MN 55109-2044

Office phone: 651-366-5592
Fax: 651-366-5461

SEASONAL LOAD LIMIT NOTIFICATION

Date: March 2, 2020

Subject: Winter load increases end and spring load restrictions (SLR) start for south, southeast, metro frost zones

The Minnesota Department of Transportation will end winter load increases and start spring load restrictions (SLR) in the SOUTH, SOUTHEAST and METRO frost zones Friday, March 6, 2020 at 12:01 AM.

Road restriction maps showing locations of weight-restricted routes are listed at mndot.gov/loadlimits.

Overweight permits for more than 80,000 pound gross vehicle weight will continue and new permits will be issued if all axle and group weights are legal ([axle weight limits](#)).

Full-summer overweight permits can be issued, during the spring load restriction period, for travel on the interstate system only.

Middle-range overweight permits become available within each frost zone when spring load restrictions are lifted. Full-summer overweight permits become available two to three weeks after spring load restrictions are lifted.

Ending dates for spring load restrictions are variable and based on how weather is affecting roadway strength.

MnDOT will report start and end dates on its 24-hour automated message center at 1-800-723-6543 for the U.S. and Canada, and locally at 651-366-5400 for the Minneapolis/St. Paul area.

For questions about legal axle weight during SLR; Gross Vehicle Weight Schedule, call:

Minnesota Department of Public Safety
State Patrol – Commercial Vehicle Enforcement
651-350-2000

For questions about oversize/overweight loads/permitting call:

Minnesota Department of Transportation
Freight and Commercial Vehicle Operations – Oversize/Overweight Permits
651-296-6000

Or email: ofcvopermits.dot@state.mn.us

All changes are made with a minimum three calendar-day notice.

For the most current information, go to MnDOT's automated 24-hour message center at 800-723-6543 for the U.S. and Canada, or 651-366-5400 for the Minneapolis/St. Paul area. This information is also published on the MnDOT seasonal load limits website at mndot.gov/loadlimits.

For updated road condition information, call 511 or visit www.511mn.org.

CONSTRUCTION NOTIFICATION

LATE SUMMER 2020

HWY 5: GREEN ISLE TO HWY 212



The Minnesota Department of Transportation has a resurfacing project planned on Hwy 5 in 2020. As a property owner along the project limits, here is what you can expect:

WHAT: Repaving, repairing multiple culverts, updating signage, adding center line and shoulder rumble strips.

WHERE: Hwy 5 from the north of 5th Street in Green Isle to Hwy 212

WHEN: Construction is anticipated to begin late summer 2020.

IMPACTS: Hwy 5 traffic will be detoured during construction, but the contractor will be required to provide resident access throughout the project.

For more information, visit the project website mndot.gov/d7/projects/hwy5greenisle or contact **Mat Thibert**, project manager, at mathew.thibert@state.mn.us or 507-381-0393.

Hamburg City
181 Broadway Ave
Hamburg, MN 55339



Project Area and Detours



February 19, 2020

Haila Maze, Consulting Planner
City of Hamburg
12224 Nicollet Avenue
Burnsville, MN 55337

RE: City of Hamburg 2040 Comprehensive Plan – Complete for Review
Metropolitan Council Review File No. 22097-1
Metropolitan Council District 4, Deb Barber

Dear Ms. Maze:

Thank you for sending additional information regarding the City of Hamburg 2040 Comprehensive Plan (Plan). The Metropolitan Council originally received the City's 2040 Comprehensive Plan on December 31, 2018 and found it incomplete for review on January 23, 2019. The Council received supplemental information from the City on July 2, 2019, January 8, 2020, and January 30, 2020. Council staff now finds the Plan complete for review. In accordance with state law, the Council has 120 days, or by May 29, 2020, to complete its formal review of the Plan.

Review of the 2040 Plan is scheduled as follows:

1. Community Development Committee (CDC) on Monday, March 16
2. Environment Committee on Tuesday, March 24
3. Metropolitan Council on Wednesday, April 8

The Plan will be reviewed by the CDC, the Environment Committee, and then the Metropolitan Council for final review as indicated above. A copy of the draft report will be forwarded to you for your information when the report is mailed out to the CDC. You and any other community representatives are invited to attend the CDC meeting in order to answer questions and help Council members understand the matter from the community's perspective. If you have any questions about this review, please contact Raya Esmaeili, Principal Reviewer, at 651-602-1616.

Sincerely,



Angela R. Torres, AICP, Manager
Local Planning Assistance

CC: Jeremy Gruenhagen, City Clerk/Treasurer
Deb Barber, Metropolitan Council District 4
Raya Esmaeili, Sector Representative/Principal Reviewer/Reviews Coordinator

N:\CommDev\LPA\Communities\Hamburg\Letters\2040 Comprehensive Plan\Hamburg 2020 2040 CPU Complete 22097-1.doc



EMERGENCY SERVICES AGREEMENT

This agreement is entered into on the date appearing below between the City of Hamburg, a Minnesota Municipal Corporation, hereafter "City", and the following Carver County, Minnesota township, hereafter "Township", to provide emergency firefighting, accident, disaster response services, and first responder services to the sections of said township designated below:

Township	Sections
Young America Township	19, 20, 21, 27, 28, 29, 30, 31, 32, 33, 34 SW Half of Section 22, 15075 Co. Rd. 31

In consideration of this agreement, the City agrees that its fire department shall undertake to answer any fire calls which occur in the area of the Township described above, and to respond with emergency rescue services to any accidents, or to any tornado, windstorm or other natural disasters in the same areas, to the extent that said fire department personnel and equipment are reasonably available. It is understood and agreed that at all times during the City fire department response to such emergencies, all fire department personnel and equipment shall be under the supervision and control of the City fire chief and other supervisory City fire department officers. Said fire department supervisors shall have sole discretion in determining firefighting, accident, or natural disaster response tactics, and in determining the scope of the response that the fire department can provide, based on the experience, training and equipment available to the fire department personnel at the scene of the emergency.

The senior City fire department officer on the scene of an emergency may determine that, because of the nature or scope of the emergency, substantial additional personnel and equipment from other sources, including other first responders, such as other local fire departments, other government agencies or private contractors, may be necessary to adequately respond to the emergency. In such a case, the additional personnel, equipment, or involvement of other agencies or private contractors will be authorized by the senior city fire department officer on the scene. It is understood and agreed that the Township and/or the private property owner, as appropriate, will be responsible for the costs of such additional personnel, equipment or involvement of other agencies or private contractors, and the City shall have no liability for such costs.

The responsibility the City assumes under this agreement is to the public generally, and not to any specific groups, individuals or private property. The City shall not incur any liability for personal injury, or the loss or destruction of any property by fire, smoke, water, explosion, weather, or any consequence of a natural disaster.

No liability shall be incurred by the city because of the inability of the City's fire department to respond to an emergency call because of failure of City vehicles or equipment to operate properly, or because adverse weather conditions prevent a timely response, or

because city fire department personnel or equipment are unavailable for any reason, including but not limited to being occupied by a previous call for emergency services. In such cases, the city will make a reasonable attempt to obtain emergency coverage from other cities with which it has mutual aid agreements.

In consideration of this agreement, the Township agrees to pay to the City the sum of \$160.00 per building unit per year. A building unit is defined as a home, a farm building site, or a business site. It is agreed that the following number of building units exists in each township as of 2020 listed below, for purposes of this calculation:

Township	Building Units
Young America Township	91

The above count of building units shall be modified if additional building units are constructed or building units are eliminated in future calendar years.

The Township payments to the City under this agreement shall be made in two installments of 50 percent each on June 1st and December 1st of each calendar year. As an alternative to these payment terms, each township can elect to pay their service fee in one yearly payment, on June 1st, for services for that year.

This contract is to be considered automatically null and void if the Township does not pay the sums described above by the dates described above.

This agreement shall be effective as of the 2020 calendar year (Payable 2021), and shall automatically renew under the same terms and conditions at the end of each calendar year for an additional calendar year, unless cancelled by any party hereto by a written notice served on the other parties no later than October 1 of any such calendar year, to be effective to cancel the contract as to that party at the end of that calendar year. Any such cancellation notice must be served on the other parties by U.S. Mail, certified return receipt, addressed to the business address of the other parties, postmarked no later than October 1 of that calendar year.

If either the Township or City cancels this agreement by the above described procedure, this agreement shall be considered null and void.

Addendum to Emergency Services Agreement
Young America Township and the City of Hamburg

The City and the Township entered into an Emergency Services Agreement, dated October 13, 2015, whereby the City provides fire protection services to certain addresses within the Township. It has been determined that the fire department must acquire a new pumper truck (the "Engine") to continue to provide appropriate fire protection services under the Emergency Services Agreement. The City and Township have agreed to share in the cost of purchasing the Engine based on the percentage of fire protection units of the City and Township.

The purchase price of the Engine is \$389,620.50. The Township's percentage is 23.27%, resulting in a cost share of \$90,664.69. The Township has agreed to make three payments to the City, no later than the dates specified as follows:

December 31, 2018: \$55,000.00

December 31, 2019: \$17,832.35 plus 6% Interest (\$2,139.88)

December 31, 2020: \$17,832.34 plus 6% Interest (\$1,069.94)

If the Township fails to make the payments as outlined in this Addendum, the City may pursue any remedy it may have under the laws of the State of Minnesota. Failure by the Township to pay its share of the cost of the Truck is not a default of the Emergency Services Contract and will not result in termination of fire protection services provided by the City to the Township.

The City of Hamburg received a payment of \$55,000.00 for the Engine on November 13, 2018.

Update: The City of Hamburg received a payment of \$23,000 on December 11, 2019.

Update: Remaining Balance owed to the City of Hamburg is \$15,874.51.

Title to the Engine will be maintained in the name of the City of Hamburg. The Township receives no ownership interest in the Truck by way of this Addendum.

In Testimony Whereof, the parties execute this agreement on the date appearing below, by their authorized officials.

Dated: March 10, 2020

CITY OF HAMBURG
181 Broadway Avenue
P.O. Box 248
Hamburg, MN 55339

By: _____
Chris Lund, Mayor

Attest: _____
Jeremy Gruenhagen, City Clerk/Treasurer

YOUNG AMERICA TOWNSHIP CLERK
14620 County Road 31
Hamburg, MN 55339

By: _____
Bradley Schrupp, Township Chairman

Attest: _____
Alan Herrmann, Township Clerk

EMERGENCY SERVICES AGREEMENT

This agreement is entered into on the date appearing below between the City of Hamburg, a Minnesota Municipal Corporation, hereafter "City", and the following Sibley County, Minnesota township, hereafter "Township", to provide emergency fire fighting, accident, disaster response services, and first responder services to the sections of said township designated below:

Township	Sections
Washington Lake	1, 2, 3, 4, 5, North ½ of Section 6, North and East ½ of Section 8, 9 through 15 inclusive

In consideration of this agreement, the City agrees that its fire department shall undertake to answer any fire calls which occur in the area of the Township described above, and to respond with emergency rescue services to any accidents, or to any tornado, windstorm or other natural disasters in the same areas, to the extent that said fire department personnel and equipment are reasonably available. It is understood and agreed that at all times during the City fire department response to such emergencies, all fire department personnel and equipment shall be under the supervision and control of the City fire chief and other supervisory City fire department officers. Said fire department supervisors shall have sole discretion in determining fire fighting, accident, or natural disaster response tactics, and in determining the scope of the response that the fire department can provide, based on the experience, training and equipment available to the fire department personnel at the scene of the emergency.

The senior City fire department officer on the scene of an emergency may determine that, because of the nature or scope of the emergency, substantial additional personnel and equipment from other sources, including other first responders, such as other local fire departments, other government agencies or private contractors, may be necessary to adequately respond to the emergency. In such a case, the additional personnel, equipment, or involvement of other agencies or private contractors will be authorized by the senior city fire department officer on the scene. It is understood and agreed that the Township and/or the private property owner, as appropriate, will be responsible for the costs of such additional personnel, equipment or involvement of other agencies or private contractors, and the City shall have no liability for such costs.

The responsibility the City assumes under this agreement is to the public generally, and not to any specific groups, individuals or private property. The City shall not incur any liability for personal injury, or the loss or destruction of any property by fire, smoke, water, explosion, weather, or any consequence of a natural disaster.

No liability shall be incurred by the city because of the inability of the City's fire department to respond to an emergency call because of failure of City vehicles or equipment to operate properly, or because adverse weather conditions prevent a timely response, or because city fire department personnel or equipment are unavailable for any reason, including but not limited to being occupied by a previous call for emergency services. In such cases, the city will make a reasonable attempt to obtain emergency coverage from other cities with which it has mutual aid agreements.

In consideration of this agreement, the Township agrees to pay to the City the sum of \$160.00 per building unit per year. A building unit is defined as a home, a farm building site, or a business site. It is agreed that the following number of building units exists in each township as of 2020 listed below, for purposes of this calculation:

Township	Building Units
Washington Lake	88

The above count of building units shall be modified if additional building units are constructed or building units are eliminated in future calendar years.

The Township payments to the City under this agreement shall be made in two installments of 50 percent each on June 1st and December 1st of each calendar year. As an alternative to these payment terms, each township can elect to pay their service fee in one yearly payment, on June 1st, for services for that year.

This contract is to be considered automatically null and void if the Township does not pay the sums described above by the dates described above.

This agreement shall be effective as of the 2020 calendar year (Payable 2021), and shall automatically renew under the same terms and conditions at the end of each calendar year for an additional calendar year, unless cancelled by any party hereto by a written notice served on the other parties no later than October 1 of any such calendar year, to be effective to cancel the contract as to that party at the end of that calendar year. Any such cancellation notice must be served on the other parties by U.S. Mail, certified return receipt, addressed to the business address of the other parties, postmarked no later than October 1 of that calendar year.

If either the Township or City cancels this agreement by the above described procedure, this agreement shall be considered null and void.

**Addendum to Emergency Services Agreement
Washington Lake Township and the City of Hamburg**

The City and the Township entered into an Emergency Services Agreement, dated April 11, 2017, whereby the City provides fire protection services to certain addresses within the Township. It has been determined that the fire department must acquire a new pumper truck (the "Engine") to continue to provide appropriate fire protection services under the Emergency Services Agreement. The City and Township have agreed to share in the cost of purchasing the Engine based on the percentage of building units within the City and Township.

The purchase price of the Engine is \$389,620.50. The Township's building unit percentage is 22.51%, resulting in a cost share of \$87,703.57. The Township has agreed to make a one-time payment to the City, no later than the dates specified as follows:

December 31, 2018: \$87,703.57

The City of Hamburg received full payment of \$87,703.57 for the Engine on October 23, 2018.

Title to the Engine will be maintained in the name of the City of Hamburg. The Township receives no ownership interest in the Truck by way of this Addendum or its contribution to the purchase price.

In Testimony Whereof, the parties execute this agreement on the date appearing below, by their authorized officials.

Dated: March 10, 2020

CITY OF HAMBURG

181 Broadway Avenue

**P.O. Box 248
Hamburg, MN 55339**

By: _____
Chris Lund, Mayor

Attest: _____
Jeremy Gruenhagen, City Clerk/Treasurer

**WASHINGTON LAKE TOWNSHIP
C/O Diana Kroells
17891 158th Street
Hamburg, MN 55339**

By: _____
David M Rohde, Township Chairman

Attest: _____
Diana Kroells, Township Clerk

HAMBURG FIRE DEPARTMENT

181 BROADWAY AVE. HAMBURG, MN 55339

2019 ANNUAL TOWNSHIP REPORT

MARCH 10, 2020

SCOTT ANDERSON: CHIEF 1

STEVEN SIEWERT: CHIEF 2

STEVEN BUCKENTIN: CHIEF 3

ANTHONY VAN HAFTEN: CAPTAIN 1

JARED MACKENTHUN: CAPTAIN 2

JAYSON HANSEN: SECRETARY

22 Current Members

Relief Association Contribution	\$0.00
Fire Department Salaries	\$13,137.41
Mileage	\$468.64
Gas & Oil	\$433.59
Office Supplies	\$455.38
Repairs & Maint (pagers & radios)	\$150.35
Repairs & Maint (equipment)	\$5,681.76
Insurance	\$1,985.00
Rescue Reserve	\$932.74
Utilities (gas, electric)	\$3,982.51
Convention Expenses	\$2,945.44

Training Expenses	\$2,060.00
Fire Equipment	\$54,404.56
Miscellaneous	\$2,801.23
Supplies & Parts	\$3,230.55
Total Operating Expenses	\$94,502.01
Young America Township Fees	\$13,650.00
Washington Lake Township Fees	\$13,200.00
Grants/Donations/Other	\$27,923.00
2% State Aid	\$13,430.28

2019 TOTAL HAMBURG FIRE DEPARTMENT CALLS

CITY OF HAMBURG

RESPONSES: 21

YOUNG AMERICA TOWNSHIP

RESPONSES: 7

WASHINGTON LAKE TOWNSHIP

RESPONSES: 4

MUTUAL AID RESPONSES

RESPONSES: 6

HOURS

1,145 Training Hours

364 Meeting Hours

38 Total Responses

911 Call Response Hours

YOUNG AMERICA TOWNSHIP

2017 PAYMENT

1. Township Payment
-91 units@ $\$150/\text{unit}=\$13,650$

2018 PAYMENT

1. Township Payment
-91 units@ $\$150/\text{unit}=\$13,650$

2019 PAYMENT

1. Township Payment
-91 units@ $\$150/\text{unit}=\$13,650$

WASHINGTON LAKE TOWNSHIP

2017 PAYMENT

1. Township Payment
-86 units@ $\$150/\text{unit}=\$12,900$

2018 PAYMENT

1. Township Payment
-86 units@ $\$150/\text{unit}=\$12,900$

2019 PAYMENT

1. Township Payment
-88 units@ $\$150/\text{unit}=\$13,200$

Hamburg Fire Department took delivery of a new fire truck on October 31st 2018. The truck was manufactured by Custom Fire of Osceola, WI. It is designated Engine 12. Thank you to Young America, Washington Lake Townships and the City of Hamburg for sharing the cost of the new engine. Here is a breakdown of the cost.

Engine 12-

-\$395,370.50

Young America-

-\$90,664.69

-December 31, 2018: \$55,000.00

-December 31, 2019: \$17,832.35 plus 6% Interest (\$2,139.88)

-December 31, 2020: \$17,832.34 plus 6% Interest (\$1,069.94)

Washington Lake-

-\$87,703.57

-December 31, 2018: \$87,703.57

City of Hamburg-

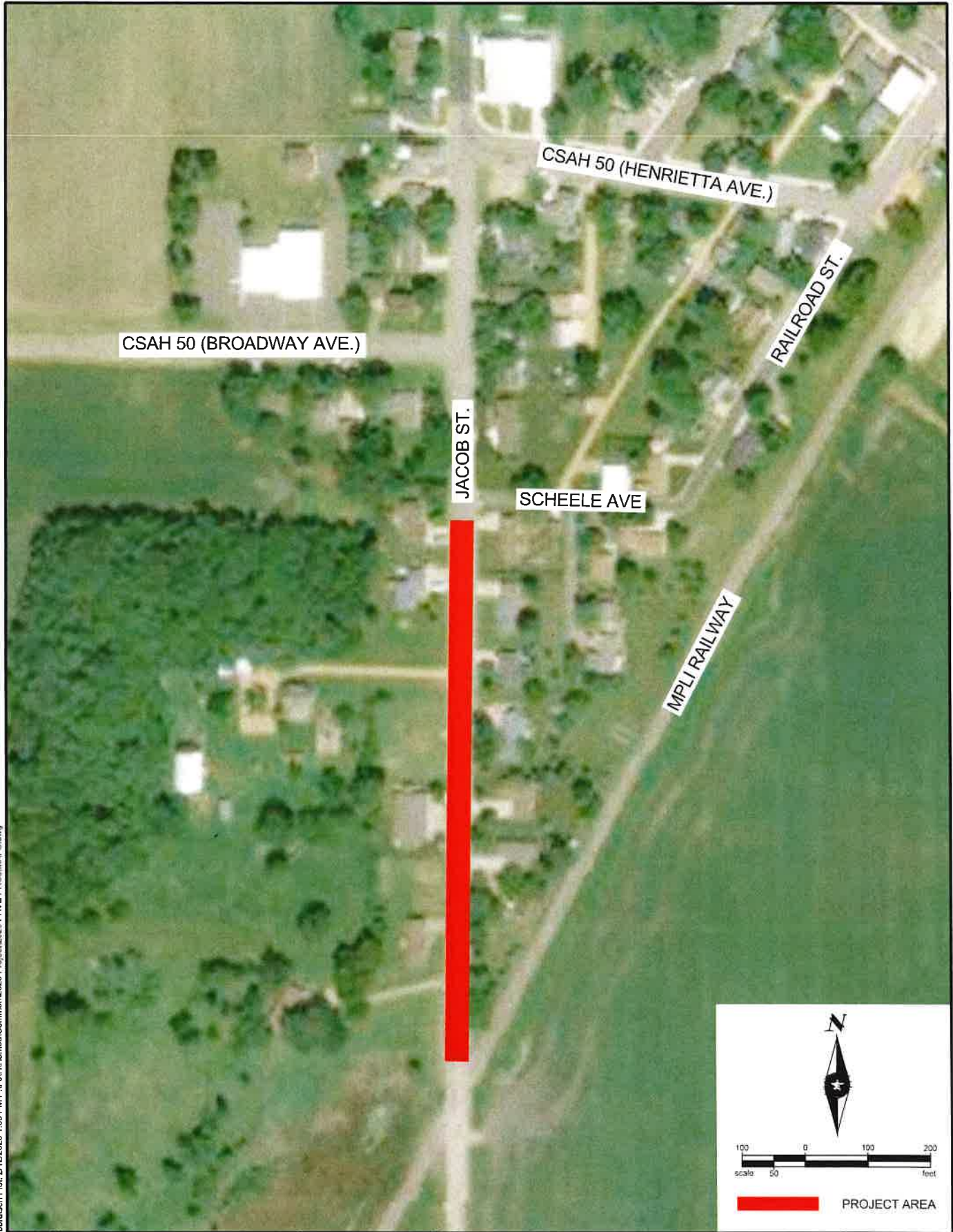
-\$211,252.24

Hamburg Fire Department Relief Association-

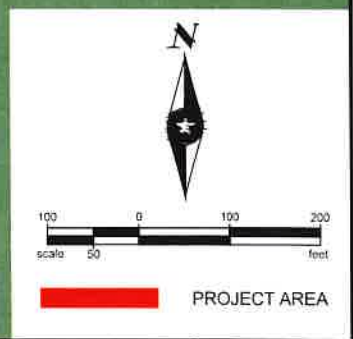
-\$5750.00

ENGINEER'S ESTIMATE
 2020 STREET IMPROVEMENT PROJECT
 HAMBURG, MINNESOTA
 SEH NO. HAMBU
 FEBRUARY 10, 2020

Item No.	Item Description	Unit	Est. Unit Price	Est. Qty.	BRAD STREET		JACOB STREET	
					Est. Cost	Est. Qty.	Est. Cost	
STREET, CURB AND GUTTER, DRAINAGE PIPE, SIDEWALKS								
2021.501	MOBILIZATION	LUMP SUM	\$30,000.00	0.4	\$12,000.00		0.2	\$6,000.00
2104.503	REMOVE CONCRETE CURB AND GUTTER	LIN FT	\$15.00	250.0	\$3,750.00		150.0	\$2,250.00
2104.503	SAWING BITUMINOUS PAVEMENT	LIN FT	\$6.00	252.0	\$1,512.00		82.0	\$492.00
2215.504	FULL DEPTH RECLAMATION	SQ YD	\$12.00	5,940.0	\$71,280.00		3,860.0	\$46,320.00
2331.603	JOINT ADHESIVE (MASTIC)	LIN FT	\$1.00	3,000.0	\$3,000.00		1,900.0	\$1,900.00
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$8.00	297.0	\$2,376.00		193.0	\$1,544.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B) (SPWEA240B)	TON	\$90.00	525.7	\$47,312.10		375.8	\$33,819.39
2360.509	TYPE SP 12.5 NON-WEARING COURSE MIX (2,B) (SPNWB230B)	TON	\$80.00	876.2	\$70,092.00		876.8	\$70,143.92
2502.602	SUMP PUMP SERVICE LINE	EACH	\$300.00	19.0	\$5,700.00		10.0	\$3,000.00
2504.602	ADJUST GATE VALVE BOX (WATER MAIN)	EACH	\$300.00	7.0	\$2,100.00		2.0	\$600.00
2505.503	4" PVC SDR 35 PIPE DRAIN W/ SOCK & AGG. MATERIAL	LIN FT	\$12.00	2,733.0	\$32,796.00		1,820.0	\$21,840.00
2531.503	HAND FORMED CONCRETE CURB & GUTTER	LIN FT	\$35.00	250.0	\$8,750.00		150.0	\$5,250.00
2575.604	TURF ESTABLISHMENT	SQ YD	\$4.00	76.0	\$304.00		40.0	\$160.00
2575.607	SELECT TOPSOIL BORROW (LV)	CU YD	\$35.00	6.3	\$221.67		3.3	\$116.67
2563.601	TRAFFIC CONTROL	LUMP SUM	\$3,000.00	0.4	\$1,200.00		0.2	\$600.00
	STREET, CURB AND GUTTER, DRAINAGE PIPE, SIDEWALKS SUBTOTAL				\$262,393.77			\$194,035.98
STORM SEWER								
2405.502	ADJUST FRAME, RING, AND CASTING (STORM)	EACH	\$400.00	5.0	\$2,000.00		0.0	\$0.00
2502.602	6" PVC CLEAN OUT (DRAIN TILE)	EACH	\$150.00	4.0	\$600.00		2.0	\$300.00
2506.602	CONNECT DRAINTILE TO EXISTING STRUCTURE (CORE DRILL)	EACH	\$300.00	4.0	\$1,200.00		2.0	\$600.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	\$140.00	12.0	\$1,680.00		4.0	\$560.00
	STORM SEWER SUBTOTAL				\$5,480.00			\$1,460.00
SANITARY SEWER								
2405.502	ADJUST FRAME, RING, AND CASTING (SANITARY)	EACH	\$400.00	4.0	\$1,600.00		2.0	\$800.00
2506.602	EXTERNAL MANHOLE SEAL (SANITARY)	EACH	\$300.00	4.0	\$1,200.00		2.0	\$600.00
	SANITARY SEWER SUBTOTAL				\$2,800.00			\$1,400.00
TOTAL ESTIMATED CONSTRUCTION COST								
						\$270,673.77		\$196,895.98
10% PROJECT CONTINGENCY								
						\$27,067.38		\$19,689.60
15% PROJECT RELATED COSTS								
						\$40,601.07		\$29,534.40
TOTAL ESTIMATED PROJECT COST						\$338,342.21		\$246,119.97



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PHONE: 800.838.8666
 1390 HWY. 15 S.
 SUITE 200, PO BOX 308
 HUTCHINSON, MN 55350
 www.sehinc.com

FILE NO.	-
DATE:	2/10/2020

**2020 PAVEMENT PROJECT
 HAMBURG, MINNESOTA
 JACOB STREET**

**EXHIBIT
 NO. 1**



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 1390 HWY. 15 S.
 SUITE 200, PO BOX 308
 HUTCHINSON, MN 55350
 www.sehinc.com

FILE NO.	
DATE:	2/10/2020

2020 PAVEMENT PROJECT
HAMBURG, MINNESOTA
JACOB STREET

EXHIBIT
NO. 2



PROPOSAL

Date: 02/25/20
 Expires: 05/25/20



For: CITY OF HAMBURG

181 BROADWAY AVE
 HAMBURG MN 55339

Phone: 952-467-3232
 Fax: 952-467-3119
 Email: deputyclerk@cityofhamburgmn.com

Banyon Contact	Title	Email/Phone	Comment	Invoice #
Chris Olson	Sales Manager	Chriso@banyon.com		

Description	Retail	Discount	Amount
Fund Accounting Software	\$3,495.00	\$1,300.00	\$2,195.00
Payroll Software	\$2,095.00	\$500.00	\$1,595.00
Direct Deposit Module	\$995.00	\$200.00	\$795.00
Training 2 days onsite			\$1,000.00
Meter Device Interface: Sensus	\$2,295.00	\$400.00	\$1,895.00
Fund Accounting Annual Support			\$795.00
Payroll Annual Support			\$990.00
Meter Interface Annual Support			\$395.00

For on-site training, please include travel expenses if site over 400 miles from home office training center.

Sub-total	\$9,660.00
Tax	\$0.00
Total	\$9,660.00

Banyon Data Systems, Inc. hereby proposes to provide the above stated product and service in accordance with the above specifications. All Product and service are guaranteed as specified. No returns will be accepted after 90 days from signed proposal date. If returned before 90 days then a restocking fee of 20% will be charged on software only. Training will not be refunded if already completed and annual support will be prorated from date on proposal.

I accept this proposal from Banyon Data Systems: _____

Acceptance Date: _____ Title/Position: _____

Banyon Authorized Signature: Chris Olson



Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Re: 2020 NYA Guide

Norma Carstensen <norma@apgecm.com>

Mon, Feb 24, 2020 at 7:32 AM

To: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Hope you enjoyed the nice weather this weekend!

The 2020 Norwood Young America Guide will be published on April 10th.

5,000 guides will be distributed to Norwood Young America, Cologne, Hamburg, and surrounding areas with the News & Times and West Metro Town & Country Shopper, Welcome Neighbor and local retailers. All ads will be in 4-color!

Here is a copy of the flyer for 2020.

The Ad Deadline is March 10, 2020.

Attached is your ad from last year, please let me know what changes you would like to make to your ad for this year.

This year's pricing:

- 1/4 page \$275
- 1/2 page \$410
- Full page \$570.
- Inside front/Back cover \$695
- Back cover \$750.

Thanks,

Please note my new email address

Norma Carstensen
 Multi Media Account Executive
 (P) 952-442-6820
 (F) 952-442-1272
norma@apgecm.com

"Any job, big or small; do it right, or not at all"

 **City of Hamburg 911629.pdf**
 54K

Wedding & Banquet Dance FACILITY



Hamburg Hall

*part of your plans for
Wedding Dances & Receptions*

- *We have seating for 400+ for your catered dinner*
- *Large Dance Floor, Bar & Reasonable Rates*

Also, check with us for Anniversaries,
Banquets, Graduations, and Other Occasions

952-467-3232

www.cityofhamburgmn.com

2/26/2020

City of Hamburg

To whom it may concern:

In reference with the Animal Impound City Contract with Countryside Veterinary Clinic:

Countryside Veterinary Clinic (CVC) is hereby providing 30 days notice, as outlined in our contract dated June 1, 2019, that we no longer will be available for impound. The effective date will be 4/1/2020.

Please return the contract, acknowledging understanding of termination of contract by March 31, 2020.

We appreciate being to help out your city over the years.

Feel free to reach out with any questions or concerns (952-442-4200).



Jessy Halverson, Countryside Veterinary Clinic Practice Manager

The City of Hamburg