



## **HAMBURG CITY COUNCIL AGENDA**

### **MARCH 21, 2023**

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 Payment of February 2023 Added Claims (\$17,690.92)**
  - **Approve Payment of March 2023 Claims (\$55,024.74)**
  - **Approve Minutes for September 13, 2022/September 27, 2022/October 11, 2022/November 10, 2022/November 29, 2022/December 13, 2022**
  - **Approve Temporary On-Sale Liquor Licenses for Hamburg Lions**
    - **May 6, 2023 & May 20, 2023**
  - **Approve Cash Flow Statement for December 2022**
  - **Approve Time-Off Request for Jeremy Gruenhagen**
  - **Delinquent Utility Bills Report**
  - **Mediacom Rate Adjustments**
  
5. **Hamburg Fire Department – Fire Chief Siewert**
  - **2022 Annual Township Report**
  - **Outdoor Warning Siren Criteria**
  - **List of Fire Hydrants**
  - **Airpack Purchase**
  - **Accept Resignation for Firefighter Anthony Van Haften**
  - **Offensive Behavior Training**
  
6. **Public Works Report (Jason Buckentin)**
  - **PT Help for Cleaning (CC/Hall)**
  - **On Call/Rounds/Weekends**
  - **Water Shut Off (East End of Town)**
  
7. **Old City Business**
  - **Trebesch Litigation (PID 45.0282010)**



***HAMBURG CITY COUNCIL AGENDA  
MARCH 21, 2023***

**8. New City Business**

- **Xcel Energy Transmission Line Rebuild (Green Isle to NYA)**
- **Use of Community Hall for Prom Pictures on March 25, 2023**
- **Approve City On-Sale Wine License for Hamburg Baseball Club**
- **Clark Environmental Mosquito Management Program**
- **PT Seasonal Help for Mowing**

**9. City Council Reports**

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

**10. Adjourn City Council Meeting**





2023 March Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - February 2023	\$2,121.98	3/21/2023
ACH	MN Dept of Revenue	Divided	State Withholding Tax Payment - February 2023	\$351.00	3/21/2023
ACH	PERA	Divided	PERA Withholding - February 2023	\$194.66	3/21/2023
ACH	PERA	Divided	PERA Withholding - February 2023	\$906.68	3/21/2023
ACH	PERA	Divided	PERA Withholding - March 2023	\$170.74	3/21/2023
ACH	HealthPartners	Divided	Health Insurance for March 2022	\$2,366.20	3/21/2023
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$168.00	3/21/2023
ACH	ZOOM	General Gov't	Video Conferencing Service	\$17.17	3/21/2023
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for February 2023	\$35.50	3/21/2023
ACH	Verizon Wireless	Gen Gov't/PS (FD)	City Cell Phone/iPads for HFD	\$129.04	3/21/2023
ACH	Jeremy Gruenhagen	Divided	March Wages (Rounds)	\$2,245.24	3/21/2023
ACH	Jan Shoemaker	Divided	Wages 2/13/23 to 2/26/23	\$946.94	3/21/2023
ACH	Precious Stier	Divided	Clean Hall 2/17, 2/20, 2/28	\$450.00	3/21/2023
ACH	Jan Shoemaker	Divided	Wages 2/27/23 to 3/12/23	\$1,097.38	3/21/2023
ACH	Jason Buckentin	Divided	Wages 2/27/23 to 3/12/23	\$728.47	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bill 00053491844	\$2,165.47	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bill 00051366837	\$330.58	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bill 00130099230	\$176.37	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bill 00053491855	\$2,603.00	3/21/2023
ACH	Xcel Energy	Divided	XCEL ENERGY Bills	\$4,546.83	3/21/2023
ACH	Deluxe	General Gov't	Checks for Checking Account (1,200)	\$511.77	3/21/2023
DC	IDRIVE.Com	General Gov't	Data Backup Program for City Computers	\$99.50	3/21/2023
DC	Hamburg Post Office	Water	Water Samples	\$34.15	3/21/2023
DC	Hamburg Post Office	General Gov't	2 Rolls of Postcard Stamps	\$96.00	3/21/2023
DC	Hamburg Post Office	General Gov't	Post Office Box Renewal	\$114.00	3/21/2023
DC	Amazon	General Gov't	Amazon Basics Copy Paper (10 Reams)	\$49.99	3/21/2023
DC	Amazon	General Gov't	Business Hour Open Closed Sign	\$7.99	3/21/2023
DC	Amazon	Hall	Turbo Bee 12oz Cups (960 Cups)	\$55.83	3/21/2023
DC	Amazon	CC/Hall	Zep Streak-Free Glass Cleaner (Case of 4)	\$14.99	3/21/2023
DC	Amazon	Sewer	Dawn Platinum Dish Soap (Liftstation)	\$16.70	3/21/2023
DC	Amazon	CC/Hall/Shop	Garbage Bags/Dawn Dish Soap/Gloves/Desk Calendar	\$58.50	3/21/2023
DC	Amazon	Hall	Chicago Replacement Part for Sink (Hall Closet Sink)	\$26.99	3/21/2023
DC	Amazon	CC/Shop	Bissell Vacuum/Pressure Washer Gun Wand	\$114.98	3/21/2023
21511	Printing Error	Printing Error	Printing Error	Printing Error	3/21/2023
21512	Abdo	General Gov't	Certified Audit Services per Agreement for Year ended 12/31/2022	\$14,300.00	3/21/2023
21513	Business Essentials	CC/Park/Hall	Hardroll Paper Towels, Trash Liners	\$384.94	3/21/2023
21514	C.C.F.D.M.A.A.	Public Safety (FD)	Annual Membership Dues FY 2022	\$800.00	3/21/2023
21515	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for March 2023	\$33.13	3/21/2023
21516	Core & Main	Water/Sewer	Annual Support Contract	\$2,500.00	3/21/2023
21517	Diversified Technology Corp.	Water/Sewer	New Operator Training	\$600.00	3/21/2023
21518	ECM Publishers, Inc.	General Gov't/Hall	PW Maintenance Worker Ad 01/05/2023 - Bridal Guide Ad	\$508.00	3/21/2023
21519	Halfmoon Technologies	General Gov't	Domain Name Renewal Fee 1 Year - 12 Months of Website Hosting	\$230.00	3/21/2023
21520	Home Solutions	Comm. Ctr.	(2) 40lb Bags Clean/Prot Pellets/Keys	\$66.48	3/21/2023
21521	Jason Buckentin	General Gov't	Mileage Reimbursement (53 miles)	\$34.72	3/21/2023
21522	Lano Equipment	City Shop	Clips for Toolcat/Oil Filter	\$12.87	3/21/2023
21523	Loffler Companies, Inc.	General Gov't	Copies for January/February 2023	\$220.16	3/21/2023
21524	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for February 2023	\$626.35	3/21/2023
21525	Menards	Divided	Tool Holders/Light Bulbs/Furnace Filters/Salt/Shelving/Brackets	\$357.98	3/21/2023
21526	METRONET.	Divided	Fiber Phone Service for 3/16/23 to 4/15/23	\$75.34	3/21/2023
21527	MN Department of Health	Water	1st Qtr. 2023 Water Supply Service Connection Fee (216 x \$9.72)	\$524.00	3/21/2023
21528	MNSPECT, LLC	Public Safety	Building Inspection Fees for February 2023	\$113.13	3/21/2023
21529	MPCA	Sewer	Municipal Permit Annual Fee - 2022 Annual Permit Fee for WWTP	\$345.00	3/21/2023
21530	Municipal Emergency Services, Inc	Public Safety (FD)	Hydrant Bag Set Up (Hydrant Bag with Tough Bottom) - TecGen Coat/Par	\$5,963.06	3/21/2023
21531	Nick Jorgenson	Water	Close Out Utility Billing Account	\$133.06	3/21/2023
21532	Plunkett's Pest Control Inc.	Comm. Ctr.	City Hall and Fire Department Service Date 3-07-23	\$42.13	3/21/2023
21533	Precious Stier	Divided	Clean Hall 03/01/23	\$90.00	3/21/2023
21534	Viking Bottling Co.	Hall	Pop & CO2 Cannisters for Hall	\$573.00	3/21/2023
21535	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for February 2023	\$1,983.75	3/21/2023
21536	Wm Mueller & Sons, Inc.	Public Works	Snow Removal for March 2023	\$1,555.00	3/21/2023
				\$55,024.74	



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
651-201-7507 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

Address  City  State  Zip Code

Name of person making application  Business phone  Home phone

Date(s) of event  Type of organization  Microdistillery  Small Brewer  
 Club  Charitable  Religious  Other non-profit

Organization officer's name  City  State  Zip Code

Organization officer's name  City  State  Zip Code

Organization officer's name  City  State  Zip Code

Location where permit will be used. If an outdoor area, describe.  
Hamburg Community Hall

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.  
Hamburg Community Hall

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
West Bend Mutual Insurance 1 million, DPS 2 million 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

Signature City Clerk or County Official

Please Print Name of City Clerk or County Official

**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](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
651-201-7507 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	1982		
Address	City	State	Zip Code
	Hamburg	MN	55339
Name of person making application	Business phone	Home phone	
Robert J Gregonis		952.367.7089	
Date(s) of event	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer		
5/20/23	<input 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	MN	55339
Organization officer's name	City	State	Zip Code
Robert Gregonis	Hamburg	MN	55339
Organization officer's name	City	State	Zip Code
		MN	

Location where permit will be used. If an outdoor area, describe.

Hamburg Community Hall

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

Hamburg Community Hall

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

West Bend Mutual Insurance 1 million, DPS 2 million 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

Please Print Name of City Clerk or County Official

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	Beginning Balance 1/1/2022	2022 Budget Income	2022 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 12/31/2023
<b>General Fund</b>	<b>\$464,609.95</b>	<b>\$602,807.00</b>	<b>\$625,653.00</b>	<b>\$441,763.95</b>	<b>\$752,951.38</b>	<b>\$733,189.40</b>	<b>\$484,371.93</b>
General Gov't							
Public Safety (Fire Dept.)			\$340,260.00	\$340,260.00		\$350,498.86	\$114,950.04
Public Works (Streets)			\$123,458.00	\$123,458.00		\$189,896.62	\$3,042.90
Sanitation & Recycling			\$55,923.00	\$55,923.00		\$44,287.82	\$30,513.16
Parks & Recreation			\$4,500.00	\$4,500.00		\$0.00	\$0.00
Comm. Hall			\$43,202.00	\$43,202.00		\$30,513.16	\$0.00
Special Revenue Funds			\$58,310.00	\$58,310.00		\$0.00	\$599,033.78
City Of Hamburg (Savings)	\$563,619.35	\$20,340.00	\$23,520.00	\$560,439.35	\$35,414.43	\$0.00	\$565,203.67
Fire Equipment CD	\$549,310.70	\$14,285.00	\$23,520.00	\$540,075.70	\$15,892.97	\$0.00	\$33,830.11
Debt Service	\$14,308.65	\$6,055.00	\$0.00	\$20,363.65	\$19,521.46	\$0.00	\$0.00
Total (Tax Revenue Funds)	\$20,343.77	\$30,927.00	\$42,112.25	\$9,158.52	\$30,926.88	\$42,112.25	\$9,158.40
<b>Enterprise Funds</b>	<b>\$1,048,573.07</b>	<b>\$654,074.00</b>	<b>\$691,285.25</b>	<b>\$1,011,361.82</b>	<b>\$819,292.69</b>	<b>\$775,301.65</b>	<b>\$1,092,564.11</b>
Water	\$182,733.83	\$222,585.00	\$259,012.86	\$146,305.97	\$196,492.40	\$275,647.70	\$103,578.53
Sewer	\$346,310.44	\$73,227.87	\$78,332.34	\$341,205.97	\$124,718.17	\$175,156.93	\$295,871.68
Storm Water	\$99,350.11	\$70,582.60	\$69,848.44	\$100,084.27	\$69,740.98	\$70,446.28	\$98,644.81
Total (Enterprise Funds)	\$628,394.38	\$366,395.47	\$407,193.64	\$587,596.21	\$390,951.55	\$521,250.91	\$498,095.02
<b>Totals</b>	<b>\$1,676,967.45</b>	<b>\$1,020,469.47</b>	<b>\$1,098,478.89</b>	<b>\$1,598,958.03</b>	<b>\$1,210,244.24</b>	<b>\$1,296,552.56</b>	<b>\$1,590,659.13</b>
<b>Debt Summary</b>	<b>Remaining Balance 1/1/2022</b>	<b>Remaining Assessment 1/1/2022</b>	<b>Cash &amp; Investments</b>	<b>2022 Principle Payments</b>	<b>Date Due</b>	<b>Maturity Date</b>	<b>Unfunded Balance 12/31/2022</b>
1992 Streets	\$0.00	\$2,040.20	\$0.00	\$0.00	Paid	2012	(\$2,040.20)
2007 Streets	\$30,000.00	\$0.00	\$8,227.27	\$15,000.00	2/1/22 & 8/1/22	2/1/2023	\$6,772.73
Cert. of Indebtedness (2018 Pumper)	\$45,600.00	\$0.00	\$12,116.51	\$22,800.00	10/31/2022	10/31/2023	\$10,683.49
Water Wells Project	\$15,000.00	\$0.00	\$0.00	\$15,000.00	2/20/22 & 8/20/22	8/20/2022	\$0.00
Water Treatment Plant	\$172,000.00	\$0.00	\$0.00	\$56,000.00	2/20/22 & 8/20/22	8/20/2024	\$116,000.00
Sanitary Sewer Improvements	\$104,088.23	\$44,540.25	\$0.00	\$16,000.00	2/1/22 & 8/1/22	2/1/2032	\$43,547.98
Storm Water Improvements	\$730,000.00	\$0.00	\$0.00	\$60,000.00	2/20/22 & 8/20/22	8/20/2044	\$670,000.00
Water Tower/Water Main Imp Project	\$1,315,305.20	\$0.00	\$0.00	\$52,000.00			\$1,263,305.20
<b>Totals</b>	<b>\$2,411,993.43</b>	<b>\$46,580.45</b>	<b>\$20,343.78</b>	<b>\$236,800.00</b>			<b>\$2,108,269.20</b>



Cash Flow Actuals

	June	July	August	September	October	November	December	Totals
<b>Income</b>								
Property Taxes	\$0.00	\$288,103.12	\$0.00	\$0.00	\$0.00	\$0.00	\$254,404.44	\$543,713.91
Licenses & Permits	\$490.35	\$1,528.41	\$470.39	\$1,211.27	\$517.06	\$107.00	\$132.00	\$8,097.51
Intergov't Receipts (Aids)	\$0.00	\$71,176.96	\$0.00	\$0.00	\$1,079.89	\$0.00	\$52,461.01	\$137,570.14
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
Assessment Searches	\$150.00	\$0.00	\$300.00	\$150.00	\$0.00	\$300.00	\$300.00	\$1,800.00
Comm Ctr Rentals	\$0.00	\$7,040.00	\$14,560.00	\$0.00	\$0.00	\$0.00	\$7,040.00	\$28,640.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00
Fire Dept. Revenues	\$700.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$1,900.00
Park Rentals	\$1,071.25	\$0.00	\$600.00	\$800.00	\$1,250.00	\$0.00	\$1,778.25	\$8,153.50
Hall Receipts	\$53.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$979.94
Fines	\$4,242.53	\$183.80	\$100.57	\$37.00	\$0.00	\$1,200.00	\$3,273.00	\$15,544.27
Misc. Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$34,694.00	\$0.00	\$0.00	\$34,694.00
Other Receipts	\$67.82	\$84.58	\$177.62	\$145.28	\$143.16	\$174.18	\$256.80	\$1,213.11
Insurance Recovery	\$231.79	\$0.00	\$0.00	\$472.82	\$0.00	\$0.00	\$1,142.10	\$1,914.43
Interest Income (Checking)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00
Interest Income (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,500.00	\$33,500.00
Transfers In	\$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	\$2,949.77	\$10,465.10
Debt Proceeds/Sale of Assets	\$0.00	\$3,968.67	\$0.00	\$1,773.33	\$0.00	\$0.00	\$2,949.77	\$196,467.40
Special Assessments	\$24,086.07	\$12,085.79	\$18,287.35	\$13,898.11	\$26,076.80	\$14,358.45	\$16,733.41	\$65,379.95
Water Service	\$8,353.50	\$4,409.10	\$5,727.16	\$4,286.32	\$8,144.21	\$4,732.03	\$5,564.97	\$69,740.98
Sewer Service	\$8,467.66	\$4,555.74	\$5,907.01	\$5,030.30	\$8,585.39	\$5,782.59	\$5,251.43	\$69,740.98
Storm Water	\$47,914.30	\$393,331.17	\$46,130.10	\$27,804.43	\$80,590.51	\$26,654.25	\$434,787.18	\$1,210,244.24
<b>Expenses</b>								
General Gov't	\$24,163.29	\$18,339.55	\$18,199.79	\$42,170.34	\$23,687.62	\$21,858.23	\$28,896.83	\$286,498.86
Public Safety	\$13,989.71	\$4,731.34	\$3,494.45	\$972.37	\$877.74	\$22,662.07	\$26,569.54	\$95,450.04
Public Works	\$2,740.48	\$2,140.36	\$133,980.42	\$3,266.69	\$184.41	\$2,718.73	\$9,452.03	\$189,896.62
Sanitation & Recycling	\$296.04	\$296.04	\$0.00	\$0.00	\$0.00	\$1,184.16	\$1,266.66	\$3,042.90
Park & Recreation	\$5,440.20	\$4,420.97	\$5,085.63	\$4,025.30	\$2,065.64	\$1,240.73	\$15,832.37	\$44,287.82
Hall Expenses	\$1,878.90	\$1,681.36	\$1,033.32	\$2,126.48	\$802.60	\$2,684.58	\$2,360.91	\$30,513.16
Debt Service	\$333.75	\$0.00	\$0.00	\$25,536.00	\$0.00	\$0.00	\$0.00	\$42,112.25
Capital Project Funds	\$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	\$50,000.00	\$50,000.00
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,500.00	\$33,500.00
Water	\$8,215.70	\$5,636.82	\$5,873.10	\$11,483.70	\$4,094.43	\$56,630.48	\$10,429.62	\$173,130.17
Sewer	\$6,773.99	\$4,665.64	\$8,599.95	\$4,115.15	\$4,272.26	\$3,870.92	\$4,692.70	\$157,849.59
Storm Water	\$55.00	\$0.00	\$750.00	\$8.90	\$0.00	\$0.00	\$0.00	\$1,497.85
Total Expenses	\$63,887.06	\$41,912.08	\$177,016.66	\$93,705.05	\$35,984.70	\$112,849.90	\$183,000.66	\$1,066,029.26
<b>Other Expenses (DEBT)</b>								
Wells/WTP Bonds	\$15,186.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,385.90
Water Imp. Bonds (2011)	\$58,012.40	\$410.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,608.97
Water Tower Project	\$57,881.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,272.66
Sewer Imp. Bonds (2011)	\$16,653.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,307.34
Storm Water Imp. Bonds (2011)	\$0.00	\$6,152.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,948.43
Total Other Expenses	\$147,734.55	\$6,562.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$230,523.30
<b>Checking Balance</b>	\$1,232,393.04	\$1,577,249.63	\$1,446,363.07	\$1,380,462.45	\$1,425,066.26	\$1,338,872.61	\$1,590,659.13	\$1,590,659.13
<b>Net Income (Loss)</b>	(\$163,707.31)	\$344,856.59	(\$130,886.56)	(\$65,900.62)	\$44,605.81	(\$86,195.65)	\$251,786.52	(\$86,308.32)

	June	July	August	September	October	November	December	Totals
<b>Beg. Balance</b>	\$1,396,100.35	\$1,232,393.04	\$1,577,249.63	\$1,446,363.07	\$1,380,462.45	\$1,425,066.26	\$1,338,872.61	\$1,590,659.13

# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: March 20, 2023

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: March 22nd (Off at 2:30)  
March 23rd (8:00-10:30A)  
March 28th & April 3rd (Off 3:30)

How many **Vacation** hours will be used? 14

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: 3-21-23

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

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

Jeremy Gruenhagen 3-20-23  
Employee Signature Date

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

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



## City of Hamburg MN Accounts Receivable Past Due Report

At Least 1 Day Past Due

As Of March 20, 2023

<u>By Amount Due Range</u>			<u>By Past Due Range</u>		
<u>Customers</u>	<u>Past Due</u>	<u>Amount</u>	<u>Customers</u>	<u>Past Due</u>	<u>Amount</u>
3	\$000.00 - \$100	217.89			
6	\$100.01 - \$200	924.01	6	1 to 30	633.31
1	\$200.01 - \$300	244.04	3	over 30	596.85
1	\$300.01 - \$400	332.58	2	over 60	622.47
1	\$400.01 - \$500	466.69	1	over 90	332.58
<u>4</u>	over 120 days	<u>4,085.70</u>	<u>4</u>	over 120	<u>4,085.70</u>
16	<b>Total</b>	6,270.91	16	<b>Total</b>	6,270.91

<u>By Customer #</u>						
<u>Customer #</u>	<u>Past Due</u>	<u>1 to 30</u>	<u>over 30</u>	<u>over 60</u>	<u>over 90</u>	<u>over 120</u>
10-02480-01	79.19	79.19	0.00	0.00	0.00	0.00
10-02490-00	332.58	91.08	100.19	114.69	26.62	0.00
10-03619-00	163.00	121.82	41.18	0.00	0.00	0.00
10-05490-00	636.75	205.24	155.99	172.79	80.82	21.91
10-06190-01	244.04	171.98	72.06	0.00	0.00	0.00
10-06418-00	130.88	130.88	0.00	0.00	0.00	0.00
10-07618-00	916.35	152.56	144.69	208.07	158.92	252.11
10-07625-00	466.69	162.27	153.58	150.84	0.00	0.00
10-09321-00	90.30	90.30	0.00	0.00	0.00	0.00
10-09420-00	155.78	30.00	0.00	125.78	0.00	0.00
10-09451-00	1,842.92	0.00	0.00	0.00	0.00	1,842.92
10-11745-00	48.40	48.40	0.00	0.00	0.00	0.00
10-14410-00	689.68	100.79	105.53	119.57	107.31	256.48
10-15821-00	189.81	141.24	48.57	0.00	0.00	0.00
10-17610-00	139.38	139.38	0.00	0.00	0.00	0.00
10-17613-00	145.16	145.16	0.00	0.00	0.00	0.00
	6,270.91	1,810.29	821.79	891.74	373.67	2,373.42

Sent via Email

February 24, 2023

Dear Hamburg Community Official:

The purpose of this letter is to inform you that, on or about April 1, 2023, Mediacom will be implementing the following rate adjustments:<sup>1</sup>

Product:	Old Rate:	New Rate:	Net Change:
Local Broadcast Station Surcharge <sup>2</sup>	\$25.11	\$25.70	\$0.59

The change in the Local Broadcast Station Surcharge is the result of a true up of the costs we estimated Mediacom would pay to retransmit local broadcast stations like ABC, CBS, FOX and NBC.

Mediacom appreciates the opportunity to continue to serve your community's telecommunications needs. If you have any questions, please contact me by email at [tsunde@mediaomcc.com](mailto:tsunde@mediaomcc.com)

Sincerely,

Theresa Sunde

CO: 1602

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

<sup>2</sup> Mediacom bills monthly in advance. As a result, the previously announced changes for the Local Broadcast Surcharge were based on our best estimate of the cost increases our company would incur for broadcast programming. This current change represents a "true up" to customer bills to reflect the actual amounts we ended having to pay.



## **HAMBURG FIRE DEPARTMENT**

**181 BROADWAY AVENUE, HAMBURG, MN 55339**

### **2022 ANNUAL TOWNSHIP REPORT**

**MARCH 14, 2023**

STEVEN SIEWERT: CHIEF 1  
MARK PLANTZ: CHIEF 2  
ANTHONY VAN HAFTEN: CHIEF 3  
STEVEN BUCKENTIN: CAPTAIN 1  
JARED MACKENTHUN: CAPTAIN 2  
NICK MACKENTHUN: CAPTAIN 3  
19 Current Members

Relief Association Contribution	\$0.00
Fire Department Salaries	\$4,541.79
On-Call Pay/Training Pay	\$8,298.29
Mileage	\$709.56
Gas & Oil	\$454.28
Office Supplies	\$1,203.44
Repairs & Maintenance (Pagers & Radios)	\$0.00
Repairs & Maintenance (Equipment)	\$12,617.36
Insurance	\$4,880.00
Rescue Reserve	\$1,759.25

Utilities (Gas/Electric)	\$6,134.84
Training Expenses	\$7,870.00
Convention Expenses	\$2,039.75
Fire Equipment (Gear)	\$10,968.73
Miscellaneous Expenses	\$3,970.00
Supplies & Parts	\$2,526.60
Membership Dues/Fees	\$2,407.16
<b>Total 2022 Operating Expenses</b>	<b>\$70,381.05</b>
<b>Young America Township Fees</b>	<b>\$14,560.00</b>
<b>Washington Lake Township Fees</b>	<b>\$14,080.00</b>
<b>Grants/Donations/Other (DNR Grant)</b>	<b>\$4,285.53</b>
<b>Training Grants (State of MN)</b>	<b>\$2,115.00</b>
<b>Cares Act (HFD Expenses) – City of Hamburg</b>	<b>\$0.00</b>
<b>Accident Service Calls</b>	<b>\$450.00</b>
<b>2% State Aid</b>	<b>\$0.00</b>

## **2022 TOTAL HAMBURG FIRE DEPARTMENT CALLS**

### **CITY OF HAMBURG**

RESPONSES: 44

### **YOUNG AMERICA TOWNSHIP**

RESPONSES: 3

### **WASHINGTON LAKE TOWNSHIP**

RESPONSES: 5

### **MUTUAL AID RESPONSES**

RESPONSES: 3

### **HFD TOTAL HOURS FOR 2022**

- 1,210 Training Hours
- 360 Meeting Hours
- 52 Total Responses
- 947 Call Response Hours

# **TOWNSHIP PAYMENTS FOR 2021-2023**

## **YOUNG AMERICA TOWNSHIP**

### **2021 PAYMENT**

YA Township Payment

-91 units@ $\$160/\text{unit}=\$14,560$

### **2022 PAYMENT**

YA Township Payment

-91 units@ $\$160/\text{unit}=\$14,560$

### **2023 PAYMENT**

YA Township Payment

-91 units@ $\$160/\text{unit}=\$14,560$

## **WASHINGTON LAKE TOWNSHIP**

### **2021 PAYMENT**

WL Township Payment

-88 units@ $\$160/\text{unit}=\$14,080$

### **2022 PAYMENT**

WL Township Payment

-88 units@ $\$160/\text{unit}=\$14,080$

### **2023 PAYMENT**

WL Township Payment

-87 units@ $\$160/\text{unit}=\$13,920$



Hamburg Fire Department took delivery of a new fire truck on October 31<sup>st</sup> 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 Final Cost**

- \$395,370.50

### **Young America Share of Expense (23.27%)**

- \$90,664.69
  - December 31, 2018: \$55,000.00
    - The City of Hamburg received a payment of \$55,000.00 for the Engine on November 13, 2018.
  - December 31, 2019: \$17,832.35 plus 6% Interest (\$2,139.88)
    - The City of Hamburg received a payment of \$23,000 on December 11, 2019.
  - December 31, 2020: \$17,832.34 plus 6% Interest (\$1,069.94)
    - Remaining Balance owed City of Hamburg is \$15,874.51.
      - o The City of Hamburg received Final Payment of \$15,874.51 on August 10, 2021.

### **Washington Lake Share of Expenses (22.51%)**

- \$87,703.57
  - December 31, 2018: \$87,703.57
    - The City of Hamburg received full payment of \$87,703.57 for the Engine on October 23, 2018.

### **City of Hamburg Share of Expenses**

- \$211,252.24

### **Hamburg Fire Department Relief Association Share**

- \$5,750.00

## LIST OF FIRE HYDRANTS IN HAMBURG

Below is a list of all the hydrants in town, along with a picture with each location of each hydrant. As we had talk before some of our hydrants are not up to snuff as far as size of fire department connections. I will list below in order of which i would like to see done first. As always this is just a recommendation, I encourage any questions or concerns

Brad St & David Ave No Hydrant at this time

Henrietta & Jacob St 2.5"

Henrietta & Alley west of Bar 2.5"

Bicentennial park bathrooms 2.5"

Railroad St by old water tower 2.5"

Martha St 2.5"

637 David Ave 2.5"

Note: This is not something I am expecting to have done immediately (obviously) but it gives council an idea of what we have and what we need. It also gives council time to come up with a plan on how to deal with and ultimately afford the upgrades to the hydrants in our community. If you have any questions let me know.

		HYD	ONE HOUSE EAST OF CAR WASH (6" & 2 1/2)
		HYD	531 PARK AVE EAST SIDE OF DRIVEWAY, NORTH OF ...
		Hyd	Very west end of town (5" & 2 1/2)
		HYD	By south driveway of 291 Jacob (6" & 2 1/2)
		HYD	By trees at 133 Jacob (6" & 2 1/2)
		HYD	By water tower pump building (2 - 2 1/2)
		HYD	CORNER OF ALLY & HENRIETTA (2 - 2 1/2)
		HYD	HENRIETTA AND JACOB (2 - 2 1/2)
		HYD	MARIA AND JACOB (6" & 2 1/2)
		HYD	MARIA AND CENTRAL (6" & 2 1/2)
		HYD	NW CORNER BY ALLY ON MARIA (6" & 2 1/2)
		HYD	SE CORNER OF ALLY AND SOPHIA (6" & 2 1/2)
		HYD	SOPHIA & JACOB (6" & 2 1/2)
		HYD	MAIN ENTRANCE TO BALL PARK (6" & 2 1/2)
		HYD	WEST SIDE OF PARK BATHROOM (2 - 2 1/2)
		HYD	KIM & BRAD (6" & 2 1/2)



## **Transmission Line 0717 Phase Green Isle to Norwood Young America Fact Sheet**

Xcel Energy is planning to rebuild the 69,000-volt (69kV) transmission line between Green Isle and Norwood Young America MN. This project will result in the improvement and reliability for the transmission circuit within the area.

### **Project Information**

- The approximate length of the Project is 8 miles.
- The line will be rebuilt along the existing alignment.
- There will be no change in voltage to the transmission line.
- Approximate Construction Schedule: Begin construction in the Spring of 2024 and complete construction and restoration in the Summer of 2024.
- All the construction work will occur within existing easement rights or in road right-of-way but there will be locations needing additional or modified easements.
- Xcel Energy civil construction crews will handle restoration work after line construction is complete – all damage claims will be addressed at the completion of the project.
- This project will be a pole-for-pole replacement. The number of existing structures will match the number of new structures. This is due to multiple underbuild and underground attachments to existing structures.
- The average span length is 269 feet. This is kept the same as existing in agricultural lands due to blowout clearances to the railroad that runs parallel to this line.
- The average existing structure height is 50 feet.
- The average new structure height is 60 feet. This is due in part to the updated NESC clearance requirements but mostly due to the Xcel standards that do not have 69kV phase spacing therefore 115kV phase spacing is required.

### **Enclosed Project Map**

- The transmission line rebuild is indicated on the enclosed map.





**Clarke Environmental Mosquito Management, Inc.  
2023 Professional Services Outline for City of Hamburg  
Environmental Mosquito Management Program**

**Part I. General Service**

- A. Computer System and Record Keeping Database
- B. Public Relations and Educational Brochures
- C. Mosquito Hotline Citizen Response – (800) 942-2555
- D. Comprehensive Insurance Coverage for The City of Hamburg
- E. Program Consulting and Quality Control Staff
- F. Monthly Operational Reports, Periodic Advisories, and Annual Report
- G. Regulatory compliance on local, state, and federal levels including NDPEs Standards
- H. All Clarke ULV Spray Trucks are equipped with both Real Time GPS Tracking as well as the ability to pull past spray events to prove speed, amount applied, dosage, etc. by address to assist with citizen's concerns

**Part II. Adult Control**

- A. Adulticiding in Residential Areas: Community-wide truck ULV treatment of all City Streets and Alleys using Biomist® or synthetic pyrethroid insecticide: Any additional authorized treatments beyond the core program will be priced at \$325.00 per treatment.

**15 – Weekly Treatments...\$285.00per = \$4,275.00**

- B. Adulticiding Operational Procedures
  - 1. Notification of community contact.
  - 2. Weather limit monitoring and compliance.
  - 3. ULV particle size evaluation.
  - 4. Insecticide dosage and quality control analysis.
  - 5. All ULV Trucks have GPS recording in case of citizen complaints.

**\*\*NPDES Permit:** A National Pollutant Discharge Elimination System (NPDES) permit is necessary for the execution of the work for mosquito control effective October 31, 2011. Any additional costs associated with activities and/or services that may be required by Clarke in order to comply with an NPDES permit are not included in this proposal.



**Clarke Environmental Mosquito Management, Inc.  
2023 Client Agreement Authorization for City of Hamburg  
Environmental Mosquito Management Program**

**I. Program Payment Plan:** For Parts I and II as specified in the 2023 Professional Services Cost Outline. The payments will be due on June 1, July 1, and August 1 of 2023 according to the payment schedule below. Any additional treatments beyond the core program will be invoiced when the treatment is completed. The City of Hamburg has the option to extend this program for 2024 and 2025 at rates not to exceed a 3% annual increase. New areas to be covered in 2024 - 2025 will be pro-rated to the program price at the rates in effect at the time.

**ESTIMATED PROGRAM PAYMENT PLAN**

- 15 – Weekly Treatments...\$285.00 per = \$4,275.00  
Invoiced June 1, July 1, and August 1 @ \$1,425.00 per month

\*\* Minnesota sales tax is not included in above pricing and will be added at time of invoicing unless Sales Tax Exemption Certificate is on file \*\*.

\*\* When making payment up front in full please add 6.875% for tax

**II. Approved Contract Period and Agreement:**

Please check one of the following contract periods:

- 2023 Season
- 2023 – 2025 Seasons (Price not to exceed 3% over previous year)

**For City of Hamburg:**

Sign Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**For Clarke Environmental Mosquito Management, Inc.:**

Name: Rob Olson Title: Control Consultant Date: 3/14/2023



**Clarke Environmental Mosquito Management, Inc.  
2023 Client Information for the City of Hamburg  
Environmental Mosquito Management Program**

**Administrative Information:**

**Invoices should be sent to:**

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ P.O. # \_\_\_\_\_

Email Address: \_\_\_\_\_ County: \_\_\_\_\_

**\*\*In an effort to be more sustainable, we ask that you provide us with an e-mail address that the invoices should be sent to.\*\***

**Treatment Address (if different from above):** County: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

**Contact Person:**

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

Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Pager: \_\_\_\_\_

**Alternate Contact Person:**

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

Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Pager: \_\_\_\_\_

**Please sign and return a copy of the complete contract for our files to:**

Clarke Environmental Mosquito Management, Inc., Attn: Rob Olson  
20061 Edison Circle East, Clearwater, MN 55320 or Email: [rolson@clarke.com](mailto:rolson@clarke.com)



## **GENERAL MAINTENANCE WORKER LAWN MOWING**

The City of Hamburg is accepting applications for a part-time “as needed” worker for general maintenance work, mainly lawn mowing. Rate of pay is \$15 per hour. Hours are 10 to 20 hours a week. Must be 16 years of age or older.

Job description and application can be obtained by calling (952) 467-3232 or at City Hall located at 181 Broadway Ave., Hamburg, MN 55339. Applications will be accepted until position is filled.