



## ***HAMBURG CITY COUNCIL AGENDA*** ***MAY 12, 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 April 28, 2020**
- **Approve Payment of May Claims (\$120,713.15)**
- **Approve March Cash Flow Statement**
- **Approve Time-Off Request (Jeremy Gruenhagen)**
- **April 2020 Utility Billing Delinquent Report**
- **UFC Farm Supply (Waconia Store Closing)**

### **5. Abdo, Eick & Meyers**

- **2019 Financial Report**

### **6. Old City Business**

- **COVID-19 Related Items**
  - **Utility Billing Late Fees/Liquor Licenses**
- **Water Tower/Water Main Improvement Project (Update)**
  - **Project Update Number 2 & 3**
  - **Change Order Number 3 (Removal of Trees/Replace Gate Valves)**

### **7. New City Business**

- **Workers Compensation Renewal (Deductible)**
- **City Zoning Ordinance (Number of Driveways Allowed)**
- **Sanitary Sewer Service Line Illegal Connections (Extend Deadline)**
- **Hall Flooring Bids for Kitchen/Bar Area**
  - **Hall Retaining Wall**
- **Public Nuisance Violations (Worksheet)**
- **Seal Coating for 2020 (Park Parking Lots)**
- **2040 Comprehensive Plan**



***HAMBURG CITY COUNCIL AGENDA  
MAY 12, 2020***

**8. City Council Reports**

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

**9. Adjourn City Council Meeting**

**COMMUNITY HALL & PARK ACTIVITIES**

**AUGUST 29 – Wedding Reception**

**SEPTEMBER 12 – Wedding Reception**

**COMMUNITY CENTER (FIRE HALL) ACTIVITIES**

**MAY**

- 5 – Mayors In (Zoom)
- 12 – City Council Meeting (Zoom)
- 12 – Young America Township
- 18 – Hamburg Lions Club (Park)
- 25 – Hamburg Fire Dept (Relief Assoc.) Meeting
- 31 – Community Center Rental

**JUNE**

- 1 – HFD Training
- 1 – Hamburg Lions Club
- 2 – Mayors In
- 9 – Young America Township Meeting
- 9 – Hamburg City Council Meeting – 7:00 PM
- 15 – Hamburg Lions Club
- 19 – Community Center Rental
- 21 – Community Center Rental
- 27 – Community Center Rental
- 29 – HFD (Relief Assoc) Meeting

**CITY OF HAMBURG**  
**NOTICE OF A HAMBURG CITY COUNCIL MEETING**  
**TUESDAY, MAY 12, 2020**  
**7:00 P.M.**

**NOTICE IS HEREBY GIVEN**, that the City of Hamburg City Council will hold a City Council Meeting on Tuesday, May 12, 2020 at 7:00 p.m., in the Council Chambers, 181 Broadway Avenue, Hamburg, MN.

This meeting is a regular scheduled meeting of the Hamburg City Council. Due to the current health pandemic of COVID-19, the Council Chambers will be closed to the public.

It is anticipated that some or all members of the City Council due to the COVID-19 Pandemic will participate in the meeting by telephone or other electronic means pursuant to Minnesota Statutes, Section 13D.021 rather than in-person at the City Council's regular meeting place at City Hall, 181 Broadway Avenue, Hamburg, Minnesota.

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

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

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

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



***HAMBURG PUBLIC HEARING AND CITY COUNCIL MEETING  
APRIL 28, 2020***

Per State Statute 13D.021 and the Executive Order by Governor Waltz regarding COVID-19, the Public Hearing and Hamburg City Council Meeting is being held by teleconference via ZOOM and Council Chambers.

Mayor Chris Lund called the Public Hearing to order at 7:00 p.m. In attendance by teleconference via ZOOM were Mayor Lund, Councilman Tim Tracy, Councilman Eric Poppler, Councilman Scott Feltmann, Councilman Jason Buckentin, Alex Conzemius (Bolton & Menk), and Jason Hartman (Waste Management). In attendance in the Council Chambers were City Clerk Jeremy Gruenhagen and Deputy Clerk Tamara Bracht.

**Public Hearing  
Comprehensive Plan/Zoning Ordinance Amendment/Final Plat**

**Public Comments:** No comments from the public.

**Recommendation:** The City Planning Commission recommended re-zoning Parcel 45.0283600 from R-1 to R-2 and combining the Preliminary and Final Plat as one for Droege's Third Addition.

**MOTION:** Councilman Tim Tracy moved to approve the Planning Commission's recommendation of Re-Zoning and combining the Preliminary and Final Plat. **Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members in attendance.**

**MOTION:** Councilman Jason Buckentin moved to close the Public Hearing at 7:08 p.m. **Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members in attendance.**

**City Council Meeting**

**Public Comment** – No Comments

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

- Resolution 2020-09 added to New City Business

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





**HAMBURG PUBLIC HEARING AND CITY COUNCIL MEETING**  
**APRIL 28, 2020**

**Consent Agenda**

- Approve Minutes for March 26, 2020 & April 14, 2020
- Approve Payment of April Added Claims (\$36,131.69)
- Approve Resolution 2020-04A (Date Change for Big Rib Jig)
- Sibley County Public Hearings (Variance/Solar Farm/Subdivision)

**MOTION: Councilman Tim Tracy moved to approve the Consent Agenda. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members in attendance.**

**Old City Business**

- COVID-19 Related Items
  - Utility Billing Late Fees
    - No late fee's for next billing – review again at May 12<sup>th</sup> meeting
    - Liquor Licenses - Re-visit at May 12<sup>th</sup> meeting
  - Open/Close City Parks (Playground Equipment)
    - Council agreed to re-open the playground equipment
- Waste Management Contract Extension Proposal
  - **MOTION: Councilman Tim Tracy moved to approve the proposed 5-year extension with Waste Management. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members in attendance.**
- Water Tower/Water Main Improvement Project (Update)
  - Water Main improvements will be finished next week
  - Removal of Trees
    - Discussion moved to the May 12<sup>th</sup> meeting
- City Phone Proposals
  - **MOTION: Councilman Jason Buckentin moved to approve the city office phone system proposal from Coordinated Business Systems. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members in attendance.**

**New City Business**

- Public Hearings for April 28, 2020 (Droege's Third Addition)
- Resolution 2020-08 - Approve Final Plat for Droege's Third Addition
  - **MOTION: Councilman Jason Buckentin moved to approve Resolution 2020-08 Final Plat for Droege's 3<sup>rd</sup> Addition. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members in attendance.**



***HAMBURG PUBLIC HEARING AND CITY COUNCIL MEETING  
APRIL 28, 2020***

- Resolution 2020-09 - Approve Comp Plan/Zoning Amendment for Droege's Third Addition
  - **MOTION: Councilman Jason Buckentin moved to approve Resolution 2020-09 Comp. Plan & Zoning Amendment for Droege's 3<sup>rd</sup> Addition. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members in attendance.**

**City Council Reports**

**Councilmember Jason Buckentin**

- Concerns regarding farm equipment using Sophia Avenue despite posted signage and the speed of vehicles entering town from gravel road on the north end of Jacob Street. Will have Greg check on the Farm Equipment street signage and move the speed sign around to each town entrance. We will add speed concerns to the newsletter.
- Pond open hours? Residents will need to continue contacting the city office for the key. Due to more people doing projects at home right now there has been an uptick in inappropriate use of the ponds.

**Councilmember Scott Feltmann**

- Will the pond be seeded by the Droege's 3<sup>rd</sup> addition? S.E.H. is putting together a list of final items to be completed.
- Newsletter suggestion: reminder for parents to assist kids with social distancing at the park playgrounds.

**Mayor Chris Lund**

- City-wide Garage Sales - General feel from residents is to go ahead as planned.
- Newsletter suggestion: ask residents for input on newsletter topics

**MOTION: Councilman Jason Buckentin moved to adjourn the Council Meeting at 8:08 p.m. Seconded by Councilman Eric Poppler. Motion was unanimously approved with all Council Members in attendance.**

Submitted on May 7, 2020 by Deputy Clerk Bracht

Amended/Approved on May 11, 2020 by:

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

**2020 May Claims List**

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - April 2019	\$2,773.70	5/12/2020
ACH	MN Dept. of Revenue	Divided	April 2019 State Withholding Tax Payment	\$471.00	5/12/2020
ACH	PERA	Divided	PERA Withholding - April 2020	\$750.03	5/12/2020
ACH	PERA	Divided	PERA Withholding - May 2020	\$525.17	5/12/2020
ACH	HealthPartners	Divided	Health Insurance for May 2019	\$3,790.61	5/12/2020
ACH	Tamara Bracht	Divided	Wages 4/20/2020 - 5/3/2020	\$810.54	5/12/2020
ACH	Greg Schultz	Divided	Wages 4/20/2020 - 5/3/2020	\$1,978.82	5/12/2020
ACH	Jeremy Gruenhagen	Divided	May Wages	\$1,962.17	5/12/2020
ACH	Google	General Gov't	Email Accounts (8) Administered by Google G Suite	\$108.00	5/12/2020
ACH	Kwik Trip	Divided	Fuel for City Small Engines and FD Engine 12	\$28.10	5/12/2020
Debit Card	Amazon	General Gov't	#10 Peel & Stick White Envelopes, Eraseable Pens, 3 Pack of Pa	\$53.01	5/12/2020
Debit Card	Amazon	General Gov't	#10 Standard White Envelopes	\$20.98	5/12/2020
Debit Card	USPS	General Gov't	EDDM Postage for 6th COVID-19 Newsletter Mailing	\$75.25	5/12/2020
Debit Card	USPS	General Gov't	EDDM Postage for 7th COVID-19 Newsletter Mailing	\$75.25	5/12/2020
Debit Card	ZOOM	General Gov't	Video Conferencing App	\$16.09	5/12/2020
20107	Cintas	Hall	Cleaning Supplies for Hall	\$75.08	5/12/2020
20108	Coordinated Business Systems	General Gov't	United Communication - 2 Users, Hardware and Installation	\$621.13	5/12/2020
20109	ECM Publishing, Inc.	General Gov't	2020 Jacob Street Project Bid Advertisement	\$117.18	5/12/2020
20110	Floyd Total Security	Sewer	Base Alarm Monitoring 6/3/20 - 9/2/20	\$92.07	5/12/2020
20111	Gopher State One	Divided	April Locates (31 Requests with 29 Billable at \$1.35 each)	\$39.15	5/12/2020
20112	Home Solutions	Park & Rec.	Cable and Cable Ties for Basketball Hoops	\$4.99	5/12/2020
20113	Jared Mackenthun	Public Safety (FD)	Batteries for AirPaks	\$77.43	5/12/2020
20114	Kohls Sweeping Service	Public Works (Streets)	Swept City Streets on 4-16-2020	\$1,025.00	5/12/2020
20115	Loffler Companies, Inc.	General Gov't	April Copies	\$212.56	5/12/2020
20116	Maguire Iron	Water	Payment #5 for Period Ending 4-30-20 Water Tower Project	\$100,482.78	5/12/2020
20117	Melchert-Hubert & Sjodin, PLLP	General Gov't	2020 Misc. Employment Law Matters	\$942.40	5/12/2020
20118	MNSPECT	Public Safety (FD)	Permit Fee's for Mechanical, Plumbing & Finish Basement at 619	\$179.42	5/12/2020
20119	MES, Inc.	Public Safety (FD)	PPE Gloves and Masks	\$379.98	5/12/2020
20120	MVTL Labs, Inc.	Sewer	Final Pond Discharge - Sample Dates April 21, 27, 29	\$272.50	5/12/2020
20121	Plunkett's Pest Control	General Gov't	General Pest Control at City Hall / FD Inspection Date 5-5-2020	\$39.37	5/12/2020
20122	UFC	Public Safety (FD)	Carb. Pump for Gamma Goat	\$142.75	5/12/2020
20123	Verizon Wireless	General Gov't	(9) Cell Phones for Mar. 25 - Apr. 24, 2020	\$382.77	5/12/2020
20124	W.W.O.T.A. Inc.	Divided	Water/Wastewater Training & Assistance for April	\$675.00	5/12/2020
20125	Waste Management	Sanitation	30 Yard Flat Green Yard Waste Container	\$275.90	5/12/2020
20126	Wm. Mueller & Sons	Divided	4 Tons each of 3/4" Minus and Concrete Sand, Clay for BB Park,	\$319.03	5/12/2020
20127	Xcel Energy	Divided	Electricity/Natural Gas Services	\$917.94	5/12/2020
				\$120,713.15	

	Beginning Balance 1/1/2020	2020 Budget Income	2020 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 3/31/2020
<b>General Fund</b>	<b>\$458,469.19</b>	<b>\$551,692.00</b>	<b>\$550,297.00</b>	<b>\$459,864.19</b>	<b>\$25,775.11</b>	<b>\$132,486.71</b>	<b>\$351,757.59</b>
General Gov't							
Public Safety (Fire Dept.)			\$276,263.00	\$276,263.00		\$71,006.42	\$71,006.42
Public Works (Streets)			\$119,310.00	\$119,310.00		\$40,930.94	\$40,930.94
Sanitation & Recycling			\$49,535.00	\$49,535.00		\$10,975.57	\$10,975.57
Parks & Recreation			\$3,500.00	\$3,500.00		\$360.00	\$360.00
Comm. Hall			\$46,591.00	\$46,591.00		\$1,073.93	\$1,073.93
Special Revenue Funds			\$55,098.00	\$55,098.00		\$8,139.85	\$8,139.85
City Of Hamburg (Savings)	\$468,412.44	\$15,167.00	\$0.00	\$483,579.44	\$871.99	\$0.00	\$469,284.43
Fire Equipment CD	\$460,271.65	\$15,107.00	\$0.00	\$475,378.65	\$871.99	\$0.00	\$461,143.64
Debt Service	\$8,140.79	\$60.00	\$0.00	\$8,200.79	\$0.00	\$0.00	\$8,140.79
<b>Debt Service</b>	<b>\$26,707.52</b>	<b>\$39,158.19</b>	<b>\$46,158.25</b>	<b>\$19,707.46</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$26,707.52</b>
<b>Total (Tax Revenue Funds)</b>	<b>\$953,589.15</b>	<b>\$606,017.19</b>	<b>\$596,455.25</b>	<b>\$963,151.09</b>	<b>\$26,647.10</b>	<b>\$132,486.71</b>	<b>\$847,749.54</b>
<b>Enterprise Funds</b>							
Water	\$84,222.25	\$182,742.02	\$166,472.08	\$100,492.19	\$45,782.80	\$23,005.62	\$106,999.43
Sewer	\$350,263.94	\$70,473.24	\$80,053.70	\$340,683.48	\$19,513.22	\$10,513.02	\$359,264.14
Storm Water	\$44,244.27	\$70,818.00	\$70,485.00	\$44,577.27	\$17,586.41	\$2,631.00	\$59,199.68
<b>Total (Enterprise Funds)</b>	<b>\$478,730.46</b>	<b>\$324,033.26</b>	<b>\$317,010.78</b>	<b>\$485,752.94</b>	<b>\$82,882.43</b>	<b>\$36,149.64</b>	<b>\$525,463.25</b>
<b>Totals</b>	<b>\$1,432,319.61</b>	<b>\$930,050.45</b>	<b>\$913,466.03</b>	<b>\$1,448,904.03</b>	<b>\$109,529.53</b>	<b>\$168,636.35</b>	<b>\$1,373,212.79</b>
	<b>Remaining Balance 1/1/2020</b>	<b>Remaining Assessment 1/1/2020</b>	<b>Cash &amp; Investments</b>	<b>2020 Principle Payments</b>	<b>Date Due</b>	<b>Maturity Date</b>	<b>Unfunded Balance 12/31/2020</b>
<b>Debt Summary</b>							
1992 Streets	\$0.00	\$3,825.56	\$0.00	\$0.00	Paid	2012	(\$3,825.56)
2007 Streets	\$60,000.00	\$0.00	\$30,128.52	\$15,000.00	2/1/20 & 8/1/20	2/1/2023	\$14,871.48
Cert. of Indebtedness (2018 Pumper)	\$91,200.00	\$0.00	\$13,489.00	\$22,800.00	10/31/2020	10/31/2023	\$54,911.00
Water Wells Project	\$43,000.00	\$0.00	\$0.00	\$14,000.00	2/20/20 & 8/20/20	8/20/2022	\$29,000.00
Water Treatment Plant	\$280,000.00	\$0.00	\$0.00	\$53,000.00	2/20/20 & 8/20/20	8/20/2024	\$227,000.00
Sanitary Sewer Improvements	\$135,088.23	\$57,470.79	\$0.00	\$15,000.00	2/20/20 & 8/20/20	8/20/2030	\$62,617.44
Storm Water Improvements	\$810,000.00	\$0.00	\$0.00	\$50,000.00	2/1/20 & 8/1/20	2/1/2032	\$760,000.00
<b>Totals</b>	<b>\$1,419,288.23</b>	<b>\$61,296.35</b>	<b>\$43,617.52</b>	<b>\$169,800.00</b>			<b>\$1,144,574.36</b>

Cash Flow Actuals

	January	February	March	April	May	Totals
<b>Income</b>						
Property Taxes	\$2,473.20	\$0.00	\$0.00	\$0.00	\$0.00	\$2,473.20
Licenses & Permits	\$299.37	\$0.00	\$56.00	\$0.00	\$0.00	\$355.37
Intergov't Receipts (Aids)	\$8,700.05	\$0.00	\$0.00	\$0.00	\$0.00	\$8,700.05
Charges for Services	\$0.00	\$20.00	\$40.00	\$0.00	\$0.00	\$60.00
Assessment Searches	\$0.00	\$150.00	\$300.00	\$0.00	\$0.00	\$900.00
Comm Ctr Rentals	\$450.00	\$0.00	\$6,873.89	\$0.00	\$0.00	\$6,873.89
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Park Rentals	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
Hall Receipts	\$812.00	\$1,916.50	\$1,066.00	\$30.00	\$0.00	\$3,794.50
Fines	\$0.00	\$35.00	\$30.00	\$0.00	\$0.00	\$65.00
Misc. Receipts	\$805.07	\$693.23	\$403.65	\$0.00	\$0.00	\$1,901.95
Other Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income (Checking)	\$201.87	\$144.28	\$105.00	\$0.00	\$0.00	\$451.15
Interest Income (Savings)	\$0.00	\$0.00	\$871.99	\$0.00	\$0.00	\$871.99
Transfers In	\$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
Debt Proceeds/Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessments	\$0.00	\$4,300.14	\$0.00	\$0.00	\$0.00	\$4,300.14
Water Service	\$14,718.96	\$15,915.84	\$15,148.00	\$0.00	\$0.00	\$45,782.80
Sewer Service	\$4,896.00	\$5,415.46	\$4,901.62	\$0.00	\$0.00	\$15,213.08
Storm Water	\$5,773.31	\$5,969.14	\$5,843.96	\$0.00	\$0.00	\$17,586.41
	<b>\$39,329.83</b>	<b>\$34,559.59</b>	<b>\$35,640.11</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$109,529.53</b>
<b>Expenses</b>						
General Gov't	\$19,439.44	\$23,761.31	\$27,805.67	\$0.00	\$0.00	\$71,006.42
Public Safety	\$30,246.74	\$4,067.03	\$6,617.17	\$0.00	\$0.00	\$40,930.94
Sanitation Works	\$3,445.23	\$3,901.71	\$3,628.63	\$0.00	\$0.00	\$10,975.57
Sanitation & Recycling	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.00
Park & Recreation	\$421.35	\$127.21	\$525.37	\$0.00	\$0.00	\$1,073.93
Hall Expenses	\$2,655.20	\$2,819.45	\$2,665.20	\$0.00	\$0.00	\$8,139.85
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Project Funds	\$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
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$5,079.10	\$10,518.68	\$3,596.49	\$0.00	\$0.00	\$19,194.27
Sewer	\$2,873.74	\$4,409.68	\$2,381.25	\$0.00	\$0.00	\$9,664.67
Storm Water	\$0.00	\$2,631.00	\$0.00	\$0.00	\$0.00	\$2,631.00
Total Expenses	<b>\$64,520.80</b>	<b>\$52,236.07</b>	<b>\$47,219.78</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$163,976.65</b>
Other Expenses (DEBT)						
Wells/WTP Bonds	\$3,811.35	\$0.00	\$0.00	\$0.00	\$0.00	\$3,811.35
Water Imp. Bonds (2011)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewer Imp. Bonds (2011)	\$848.35	\$0.00	\$0.00	\$0.00	\$0.00	\$848.35
Storm Water Imp. Bonds (2011)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Expenses	<b>\$4,659.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,659.70</b>
<b>Checking Balance</b>	<b>\$1,402,468.94</b>	<b>\$1,384,792.46</b>	<b>\$1,373,212.79</b>	<b>\$1,373,212.79</b>	<b>\$1,373,212.79</b>	<b>\$1,373,212.79</b>
	(\$29,850.67)	(\$17,676.48)	(\$11,579.67)	\$0.00	\$0.00	(\$59,106.82)



# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: MAY 11, 2020

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: MAY 15th

MAY 21st

MAY 29th

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? No

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: MAY 12, 2020

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

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

Jeremy Gruenhagen 5-11-2020  
Employee Signature Date

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

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



# APRIL DELINQUENCY REPORT 2020

NOTES	Account #	AMOUNT OVER DUE	CURRENT BILL		ACCOUNT BALANCE	PAYMENTS	UPDATED BALANCE
			APRIL USAGE				
	01-00002440-00-9	\$18.00 +	\$284.01 =		\$302.01		
	01-00002490-00-4	\$182.51 +	\$118.53 =		\$301.04		
	01-00002611-00-5	\$149.29 +	\$133.91 =		\$283.20		
	01-00003619-00-2	\$89.74 +	\$108.06 =		\$197.80		
	01-00005360-00-5	\$149.29 +	\$161.90 =		\$311.19		
	01-00006190-01-2	\$155.44 +	\$156.74 =		\$312.18		
	01-00006418-00-4	\$91.47 +	\$85.77 =		\$177.24		
	01-00007612-00-1	\$126.23 +	\$154.66 =		\$280.89		
	01-00007625-00-7	\$521.90 +	\$153.78 =		\$675.68		
	01-00009321-00-0	\$101.62 +	\$98.38 =		\$200.00		
	01-00009420-00-6	\$383.75 +	\$104.69 =		\$488.44		
	01-00011860-00-7	\$115.45 +	\$109.30 =		\$224.75		
	01-00012330-00-2	\$70.35 +	\$153.55 =		\$223.90		
	01-00012430-00-9	\$138.37 +	\$154.34 =		\$292.71		
	01-00014410-00-1	\$103.15 +	\$111.98 =		\$215.13		
	01-00016602-00-2	\$96.31 +	\$93.92 =		\$190.23		
	01-00016604-00-4	\$345.45 +	\$178.52 =		\$523.97		
	01-00017615-00-7	\$521.29 +	\$145.14 =		\$666.43		
Payment Plan	01-00017621-00-6	\$389.33 +	\$230.93 =		\$620.26		
		\$3,548.43 +	\$2,335.57 =		\$5,884.00	\$0.00	\$0.00



**Note:** The team at UFC Farm Supply appreciate your participation in maintaining all necessary social distancing during these trying times.



You are invited!

**UFC FARM SUPPLY IS CLOSING THE WASCONIA STORE!**

We want you to be the first to know that we have decided to liquidate and close the Waconia store. We will start a **STORE CLOSING SALE** at once to sell out our entire inventory including farm & ranch supplies, general hardware, apparel, power equipment, pet food, feed, paint & painting supplies, hand & power tools, electrical, HV & AC, plumbing, lawn & garden supplies, BBQ grills, cleaning supplies, automotive, housewares, and much, much more. Every price will be cut for this gigantic storewide event – Even the store fixtures and rental equipment are for sale.

**This will be the largest sale in the history of the store... and the last!**

This is your invitation to come to our special **Store Closing Sale** Friday, May 15, through Wednesday, May 20, one week prior to our advertising to the general public. **STORE HOURS** are Monday through Friday from 7:30 a.m. to 7:00 p.m., Saturday from 8:00 a.m. to 5:00 p.m., and Sunday from 10:00 a.m. to 4:00 p.m. There will be prizes and low, low liquidation prices.

Only those who receive this letter will have advance notice of the sale. Feel free to invite your friends and family to come with you. Everyone is welcome. Don't delay – You'll have first pick of all our merchandise, store fixtures and equipment. Everything must be sold and the doors closed forever in a few short weeks.

We look forward to seeing you,

*Your Friends at UFC Farm Supply*

**PS. Prizes! Prizes! Prizes!** More than **\$2,000.00** in prizes will be awarded at the end of the sale. Don't forget to sign up. No purchase necessary. Just fill out the coupon and bring it to the store to receive five free chances to win.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

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

**801 South Highway 284 • Waconia, Minnesota 55387**

# New 75,000 Gallon Elevated Water Storage Tank and Water Main Improvements Hamburg, Minnesota



# Project Update

HAMBU 148674

## Project Contacts

**SEH**  
1390 Hwy. 15 South, Suite 200  
PO Box 308  
Hutchinson, MN 55350

**Brody Bratsch**  
**320.223.8418 (Cell)**  
[bbratsch@sehinc.com](mailto:bbratsch@sehinc.com)

Justin Black  
Project Manager  
800.838.8666  
952.913.0702 (Cell)  
[jblack@sehinc.com](mailto:jblack@sehinc.com)

Chad Katzenberger  
Project Engineer  
218.855.1720  
218.820.6169 (Cell)  
[ckatzenberger@sehinc.com](mailto:ckatzenberger@sehinc.com)

**Contractor**  
Maguire Iron, Inc.  
PO Box 1446  
Sioux Falls, SD 57101  
605.334.9749

**City of Hamburg**  
181 Broadway Avenue  
PO Box 248  
Hamburg, MN 55339  
952.467.3232

May 5, 2020 | Project Update No. 2

This letter is being sent to inform you of the progress of construction activity on the above-referenced project. All dates and work listed are arrived at from the contractor's proposed schedule and/or phone conversations with the contractor and may vary due to schedule changes and weather.

As work progresses this spring, we will provide future Project Updates to keep you informed during the project. The updates can be found on the City of Hamburg website under Watertower Project.

<http://cityofhamburgmn.com/Watertower.aspx>. **Paper copies of future letters will not be mailed. If you are interested in receiving future Project Updates by e-mail, please send your name, property address, and e-mail address to Julie Brinkman at [jbrinkman@sehinc.com](mailto:jbrinkman@sehinc.com).**

The contractor finished installing water main, water services, and hydrants on Jacob Street last week Friday. They should finish water main construction at the City Hall parking lot today. There will be one more temporary water shutdown as the contractor works to fix a water valve. Notice will be provided to affected residents prior to this shutdown.

The contractor should finish preparing the Class 5 on Jacob Street today for paving later this week. The contractor intends to place the first layer of bituminous on Wednesday or Thursday. It will only take one day to complete the paving. The second (final) layer of bituminous will be placed at a later date. More information on the final paving will be provided in a future Project Update. The contractor will place "no parking" signs on the project prior to paving. **Once streets have been rolled and the bituminous has cooled, pavement can be driven on. However, please avoid parking or turning your wheels on the new pavement, if possible, as this can leave marks, especially in hot weather.**

Water tower coatings will continue into next month. More information will be provided in a future Project Update when the water tower is scheduled to be put into service.

Construction is usually very interesting to children. However, there are many hazards on a construction site, and even the safest work area can be dangerous. The large equipment has a lot of blind spots and it is hard to see everything or everyone. Do not climb on or play near dirt piles, equipment, or work areas. Your cooperation in keeping children (and pets) away from the work area and equipment at all times is required and appreciated.

Please remember that schedules can change at a moment's notice because of weather, delays by subcontractors, or other unforeseen events.

If you have any questions, issues or concerns that come up, please contact me at your earliest convenience so I can relay the information to the contractor.

Brody Bratsch, Resident Project Representative

# New 75,000 Gallon Elevated Water Storage Tank and Water Main Improvements Hamburg, Minnesota



# Project Update

HAMBU 148674

## Project Contacts

**SEH**  
1390 Hwy. 15 South, Suite 200  
PO Box 308  
Hutchinson, MN 55350

**Brody Bratsch**  
320.223.8418 (Cell)  
[bbratsch@sehinc.com](mailto:bbratsch@sehinc.com)

Justin Black  
Project Manager  
800.838.8666  
952.913.0702 (Cell)  
[jblack@sehinc.com](mailto:jblack@sehinc.com)

Chad Katzenberger  
Project Engineer  
218.855.1720  
218.820.6169 (Cell)  
[ckatzenberger@sehinc.com](mailto:ckatzenberger@sehinc.com)

**Contractor**  
Maguire Iron, Inc.  
PO Box 1446  
Sioux Falls, SD 57101  
605.334.9749

**City of Hamburg**  
181 Broadway Avenue  
PO Box 248  
Hamburg, MN 55339  
952.467.3232

May 12, 2020 | Project Update No. 3

This letter is being sent to inform you of the progress of construction activity on the above-referenced project. All dates and work listed are arrived at from the contractor's proposed schedule and/or phone conversations with the contractor and may vary due to schedule changes and weather.

As work progresses this spring, we will provide future Project Updates to keep you informed during the project. The updates can be found on the City of Hamburg website under Watertower Project.

<http://cityofhamburgmn.com/Watertower.aspx>. **Paper copies of future letters will not be mailed. If you are interested in receiving future Project Updates by e-mail, please send your name, property address, and e-mail address to Julie Brinkman at [jbrinkman@sehinc.com](mailto:jbrinkman@sehinc.com).**

All of the pipe work construction on the project is complete. The contractor finished placing black dirt and hydroseeding on Jacob Street yesterday. They also subcut the City Hall parking lot yesterday and are filling the parking lot with Class 5 today. The contractor is tentatively scheduled to place the first layer of bituminous the end of this week or the first part of next week, depending on how much it rains in the next couple of days. It will only take one day to complete the paving. The second (final) layer of bituminous will be placed at a later date. More information on the final paving will be provided in a future Project Update. The contractor will place "no parking" signs on the project prior to paving. **Once streets have been rolled and the bituminous has cooled, pavement can be driven on. However, please avoid parking or turning your wheels on the new pavement, if possible, as this can leave marks, especially in hot weather.**

The painting of the water tower started in recent weeks. Both the interior and exterior of the water tower is being painted and will be completed in the next month. In addition to adding to the anasthetics of the water tower, the coatings provide a protective seal to keep the steel from corroding, preserving the integrity of the structure.

Please remember that schedules can change at a moment's notice because of weather, delays by subcontractors, or other unforeseen events.

If you have any questions, issues or concerns that come up, please contact me at your earliest convenience so I can relay the information to the contractor.

Brody Bratsch, Resident Project Representative





Building a Better World  
for All of Us®

# CHANGE ORDER

City of Hamburg, Minnesota

OWNER

May 12, 2020

DATE

OWNER'S PROJECT NO.

Three

CHANGE ORDER NO.

New 75,000 Gallon Elevated Water Storage Tank  
and Water Main Improvements

PROJECT DESCRIPTION

HAMBU 148674 71.50

SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

Add a quantity of 15 additional trees to be removed as part of each of the pay items for clearing grubbing, and add items to repair existing system valves to the Base Bid - Water Main, Site Work and Street Improvements, as shown on Attachment A.

Purpose of Change Order:

Remove trees that are at risk of perishing due to the pending water main installation, and repair existing system valves that currently are unable to be shut off completely.

Basis of Cost:  Actual  Estimated

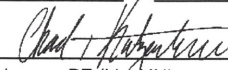
Attachments (list supporting documents)

Attachment A.

### Contract Status

	Time	Cost
Original Contract	June 20, 2020	
	July 31, 2020	\$1,173,000.00
Net Change Prior C.O.'s <u>1</u> to <u>2</u>	September 25, 2020	
	October 30, 2020	(\$40,000.00)
Change this C.O.	N/A	\$35,372.07
Revised Contract	September 25, 2020	
	October 30, 2020	\$1,168,372.07

Recommended for Approval: **Short Elliott Hendrickson Inc.** by

  
Chad Katzenberger, PE (Lic. MN)

Agreed to by Contractor:



BY Maguire Iron, Inc.

Approved for Owner:

BY City of Hamburg, Minnesota

Project Manager

TITLE

TITLE

Distribution

Contractor 1

Owner 1

Project Representative 1

SEH Office 1

k:\fj\hambu\148674\7-const-svcs\71-mgmt\50-chg-order\co#3.docx

ATTACHMENT A  
CHANGE ORDER NO. THREE  
NEW 75,000 GALLON ELEVATED WATER STORAGE TANK  
AND WATER MAIN IMPROVEMENTS  
HAMBURG, MINNESOTA  
SEH NO. HAMBU 148674  
MAY 12, 2020

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Qty.</u>	<u>Unit Price</u>	<u>Total Price</u>
<b><u>BASE BID - WATER MAIN, SITE WORK, AND STREET IMPROVEMENTS</u></b>					
<b><u>Street, Curb and Gutter, Drainage Pipe, Driveways</u></b>					
2101.524	CLEARING (16" TREE OR GREATER)	TREE	15.00	\$500.00	\$7,500.00
2101.524	GRUBBING (16" TREE OR GREATER)	TREE	15.00	\$500.00	\$7,500.00
2104.503	SAWING BITUMINOUS PAVEMENT	LIN FT	58.00	\$4.75	\$275.50
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	44.00	\$3.65	\$160.60
2105.507	COMMON EXCAVATION (P) (EV)	CU YD	18.30	\$19.92	\$364.54
2211.507	AGGREGATE BASE, CLASS 5 (CV) (P)	CU YD	18.30	\$44.45	\$813.44
2360.509	BITUMINOUS PATCH	TON	11.00	\$165.00	\$1,815.00
<b>Street, Curb and Gutter, Drainage Pipe, Driveways Subtotal</b>					<b>\$18,429.07</b>
<b><u>Water Main</u></b>					
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	3.00	\$2,985.00	\$8,955.00
2504.602	8" GATE VALVE AND BOX	EACH	3.00	\$2,250.00	\$6,750.00
2504.603	8" PVC C-900 DR 18 WATER MAIN W/TRACER WIRE	LIN FT	11.00	\$43.00	\$473.00
2504.608	WATER MAIN FITTINGS	LBS	90.00	\$8.50	\$765.00
<b>Water Main Subtotal</b>					<b>\$16,943.00</b>
<b>TOTAL CHANGE ORDER NO. THREE</b>					<b>\$35,372.07</b>

**League of Minnesota Cities Insurance Trust**  
**Group Self-Insured Workers' Compensation Plan**  
145 University Avenue West St. Paul, MN 55103-2044 Phone (651) 215-4173

**Notice of Premium Options for Standard Premiums of Less than \$25,000**

HAMBURG, CITY OF  
PO BOX 248  
HAMBURG, MN 55339-0248

Agreement No.: WC 1002684\_Q-4  
Agreement Period:  
From: 05/21/2020  
To: 05/21/2021

Enclosed is a quotation for workers' compensation deposit premium. **Note: Renewal Coverage will be bound as per the expiring coverage arrangement, including coverage for elected and appointed officials, with the premium indicated on the quote, unless the member or agent sends a written request not to bind renewal coverage.**

<u>PAYROLL DESCRIPTION</u>	<u>CODE</u>	<u>RATE</u>	<u>ESTIMATED PAYROLL</u>	<u>DEPOSIT PREMIUM</u>
----------------------------	-------------	-------------	------------------------------	----------------------------

SEE ATTACHED SCHEDULE FOR DETAILS

	Manual Premium	8,089
	Experience Modification      0.90	-809
	Standard Premium	7,280
	Deductible Credit      0.00%	0
	Premium Discount	-217
	Net Deposit Premium	\$7,063
	Adjustment for Commission*	0
	Total Net Deposit Premium	\$7,063

\*Workers compensation rates assume a 2% standard commission. The commission adjustment accounts for the commission difference, above or below 2%.

**Agent:**  
00884      Hamburg Insurance Agency  
Po Box 157  
Hamburg, MN 55339-0157





**Notice of Premium Options for Standard Premiums of Less than \$25,000  
(Con't)**

CONTINUATION SCHEDULE FOR QUOTATION PAGE

<u>REMUNERATION</u>	<u>RATE</u>	<u>CODE</u>	<u>DESCRIPTION</u>	<u>EST. PREM</u>
5,735	9.96	5506	STREET CONSTRUCTION	571
12,760	9.96	5506	GENERAL MAINTENANCE	1,271
750	11.53	7381	VOLUNTEER FIRST RESPONDERS	86
21,670	4.19	7520	WATERWORKS	908
19,700	5.02	7580	SEWEAGE DISPOSAL PLANT	989
POP 861	254.11	7708	FIREFIGHTERS (VOLUNTEER)	2,188
76,000	0.78	8810	CLERICAL OFFICE EMPLOYEES NOC	593
9,200	7.43	9015	BUILDINGS-OPER BY OWNER	684
11,600	6.04	9102	PARKS	701
18,200	0.54	9411	ELECTED OR APPOINTED OFFICIALS	98
Manual Premium				8,089

**Bergmann Interiors LLC**

7416 80th Street  
 Glencoe MN 55336  
 320-864-6754 320-864-6100

Quote #  
  
 Customer PO  
  
 Contract #  
  
 Date  
  
 Sales Person1  
  
 Sales Person2

Acct # 1080  
 For: Fax

Ship To:

City of Hamburg - Community Hall  
 181 Broadway Avenue  
 Hamburg, MN 55339

Community Hall / Wash RM/ Behind Bar  
 Glue Down  
 351 Henrietta Ave  
 Hamburg, MN 55339  
 Contact: Dennis 952 467-3232

Type	Product Description Labor Description	Color / Item Number Room
<b>Luxury Vinyl Floor</b>		
<i>Materials</i>	Decoria 22ml Flooring Allowance	TBD
<i>Labor</i>	Luxury Vinyl Floor - Glue Down - Comm Install	Bar Side Replacement
<b>Adhesive</b>		
<i>Materials</i>	Pinnacle Hard Set	
<b>Freight</b>		
<i>Materials</i>	Freight - Common Carrier	
<b>Tools</b>		
<i>Labor</i>	Crane Power Stripper Rental/Day	
<b>Removal</b>		
<i>Labor</i>	Removal Charge - Luxury Vinyl Floor - Glue Down	
<b>Disposal</b>		
<i>Labor</i>	Disposal Charge - Per Sq Ft	
<b>Subfloor</b>		
<i>Materials</i>	SD-F Feather Finish - 10 lb	SDF
<i>Labor</i>	Floor Prep - Luxury Vinyl Floor/VCT	
<b>Vinyl Base</b>		
<i>Materials</i>	Vinyl Base - Cove - 4" X 120' Roll - 1/8 Gauge	TBD
<i>Labor</i>	Vinyl Cove Base - Comm Install	
<b>Adhesive</b>		
<i>Materials</i>	Ultrabond ECO 575 Cove Base Adhesive - 28.7 oz Tube - 60' Per Tube	48-575-22
<b>Freight</b>		
<i>Materials</i>	Freight - Minimum Charge	XXXXXX
<b>Transition</b>		
<i>Materials</i>	Large Top Metal - Silver - 1 1/2"	CM312HMF
<i>Labor</i>	Standard metal install	
<b>Baseshoe</b>		
<i>Materials</i>	Base Shoe	TBD
<i>Labor</i>	Base shoe - new install	

**Continuation For: City of Hamburg - Community Hall, Quote # 14192**

Type	Product Description Labor Description	Color / Item Number Room
Freight	<b>Materials</b> Freight - Trims Direct - Pkg Fee Under 150' - Over 150' - Allow 2 Pkg Fees	XXXXXX

**Information**

**Total**

Grand Total		<b>\$5,997.66</b>
Deposit	Date _____	Ck # _____

\_\_\_ ANY ADDITIONAL MATERIALS & RELATED INSTALLATION OTHER THEN SPECIFIED WILL BE AN ADDED CHARGE.

\_\_\_ MINOR FLOOR PREP IS INCLUDED, MAJOR FLOOR PREP IS EXTRA.

\_\_\_ YOU MUST BE PRESENT WHEN TECHNICIAN(S) ARRIVE TO APPROVE MATERIALS AND REVIEW WORK SPECIFIED.

NOTE: THIS QUOTE MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 90 DAYS.

REQUESTED INSTALLATION DATE: \_\_\_\_\_

INSTALLER: \_\_\_\_\_

REQUESTED DELIVERY DATE: \_\_\_\_\_

**PRE-LIEN NOTICE**

(a) ANY PERSON OR COMPANY SUPPLYING LABOR AND MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTION.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

I HEREBY ACCEPT AND AUTHORIZE WORK TO COMMENCE AS SPECIFIED.

OUR TERMS: NET 10 DAYS. Accounts 30 days or more past due will be subject to a FINANCE CHARGE OF 1 1/2%. This is an ANNUAL PERCENTAGE RATE OF 18%. \$1.00 minimum charge. If paying by credit card, a 3% surcharge will be added.

Buyer: \_\_\_\_\_ Date: \_\_\_\_\_

Seller: \_\_\_\_\_ Date: \_\_\_\_\_

**Bergmann Interiors LLC**

7416 80th Street  
 Glencoe MN 55336  
 320-864-6754 320-864-6100

Quote #  
 14193  
 Customer PO  
 Contract #  
 Date  
 4/13/2020  
 Sales Person1  
 Matt - Retail  
 Sales Person2

Acct # 1080  
 For: Fax

Ship To:

City of Hamburg - Community Hall  
 181 Broadway Avenue  
 Hamburg, MN 55339

Community Hall / Wash RM/ Behind Bar  
 Floating Floor  
 351 Henrietta Ave  
 Hamburg, MN 55339  
 Contact: Dennis 952 467-3232

Type	Product Description Labor Description	Color / Item Number Room
<b>Luxury Vinyl Floor</b>		
<i>Materials</i>	Floating Tile	TBD
<i>Labor</i>	Luxury Vinyl Floor - Click	Bar Side Replacement
<b>Freight</b>		
<i>Materials</i>	Freight - Common Carrier	
<b>Tools</b>		
<i>Labor</i>	Crane Power Stripper Rental/Day	
<b>Removal</b>		
<i>Labor</i>	Removal Charge - Luxury Vinyl Floor - Glue Down	
<b>Disposal</b>		
<i>Labor</i>	Disposal Charge - Per Sq Ft	
<b>Subfloor</b>		
<i>Materials</i>	SD-F Feather Finish - 10 lb	SDF
<i>Labor</i>	Floor Prep - Luxury Vinyl Floor/VCT	
<b>Vinyl Base</b>		
<i>Materials</i>	Vinyl Base - Cove - 4" X 120' Roll - 1/8 Gauge	TBD
<i>Labor</i>	Vinyl Cove Base - Comm Install	
<b>Adhesive</b>		
<i>Materials</i>	Ultrabond ECO 575 Cove Base Adhesive - 28.7 oz Tube - 60' Per Tube	48-575-22
<b>Freight</b>		
<i>Materials</i>	Freight - Minimum Charge	XXXXXX
<b>Transition</b>		
<i>Materials</i>	Large Top Metal - Silver - 1 1/2"	CM312HMF
<i>Labor</i>	Standard metal install	
<b>Baseshoe</b>		
<i>Materials</i>	Base Shoe	TBD
<i>Labor</i>	Base shoe - new install	
<b>Freight</b>		
<i>Materials</i>	Freight - Trims Direct - Pkg Fee Under 150' - Over 150' - Allow 2 Pkg Fees	XXXXXX



**Continuation For: City of Hamburg - Community Hall, Quote # 14193**

Type	Product Description Labor Description	Color / Item Number Room
------	--	-----------------------------

*Information*

*Total*

<b>Grand Total</b>	<b>\$5,780.51</b>

	Date	Ck #	
Deposit	_____	_____	

\_\_\_\_ ANY ADDITIONAL MATERIALS & RELATED INSTALLATION OTHER THEN SPECIFIED WILL BE AN ADDED CHARGE.

\_\_\_\_ MINOR FLOOR PREP IS INCLUDED, MAJOR FLOOR PREP IS EXTRA.

\_\_\_\_ YOU MUST BE PRESENT WHEN TECHNICIAN(S) ARRIVE TO APPROVE MATERIALS AND REVIEW WORK SPECIFIED.

NOTE: THIS QUOTE MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 90 DAYS.

REQUESTED INSTALLATION DATE: \_\_\_\_\_

INSTALLER: \_\_\_\_\_

REQUESTED DELIVERY DATE: \_\_\_\_\_

**PRE-LIEN NOTICE**

(a) ANY PERSON OR COMPANY SUPPLYING LABOR AND MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTION.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

I HEREBY ACCEPT AND AUTHORIZE WORK TO COMMENCE AS SPECIFIED.

OUR TERMS: NET 10 DAYS. Accounts 30 days or more past due will be subject to a FINANCE CHARGE OF 1 1/2%. This is an ANNUAL PERCENTAGE RATE OF 18%. \$1.00 minimum charge. If paying by credit card, a 3% surcharge will be added.

Buyer: \_\_\_\_\_ Date: \_\_\_\_\_

Seller: \_\_\_\_\_ Date: \_\_\_\_\_

# JT Floor Covering Installations LLC

# Proposal

408 Tacoma Ave  
 NYA, MN 55397

(952)412-0851

**Customer** City of Hamburg  
 Hamburg Hall

Proposal # 1396

Proposal date 4/27/2020

Sales Tax Rate:

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Tuscany Tile .... To be installed in Kitchen and bar area		\$3,876.16
1	Removal/ disposal of tile in bar area and clean up areas on edges in kitchen area		346.00
1	Cove base/trim .. Installation		360.00
1			
		SUBTOTAL	4,582.16
		TAX	
		Total	

**DIRECT ALL INQUIRIES TO:**  
 Jay Sudheimer  
 (952)412-0851  
 email: jtfloors@yahoo.com

**MAKE ALL CHECKS PAYABLE TO:**  
 JT Floor Covering Installations LLC  
 408 Tacoma Ave  
 NYA, MN 55397

\$4,582.16  
 PAY THIS  
 AMOUNT

**THANK YOU FOR YOUR BUSINESS!**

# Proposal

---

FROM: Dan Oelfke Construction, LLC  
17257 361<sup>st</sup> Ave.  
Green Isle, MN 55338  
Lic.#BC323421 952-240-3656

Page. No. 1

## PROPOSAL SUBMITTED TO:

Name: City of Hamburg/ Community Hall  
Phone: 952-467-3232 Date: May 3, 2020  
Street: 351 Henrietta Ave.  
City: Hamburg  
State: MN Zip: 55339

I propose to furnish all materials and perform all labor necessary to complete the following:  
Replace flooring at Community Hall Building (In bar/ kitchen area) summary as follows:

1. Remove old tile flooring in Community Hall in Bar area only (use city provided dumpster)
2. Clean floor & prep for new flooring (Bar & kitchen areas) **use existing floor underlayment**
3. Install Tuscan 24"x12", Color: Lattice, (Luxury vinyl tile) with pad/ (**\$3.49 sq. ft. - 540 sq. ft.** in bar & kitchen area
  - 5.5 mm thickness
  - 20 mil wear layer
  - Limited 10 year commercial warranty
4. Install Transitions to existing flooring in doorways
5. Install base shoe around bar/ kitchen areas & around cooler
6. Install new vinyl base around perimeter of wall areas

**Total Job - \$5294.60**

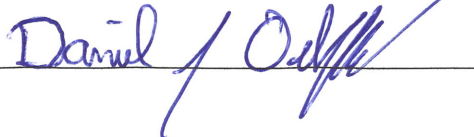
### Payment Schedule

**\$3,800.00 down payment**  
**\$1494.60 upon completion**

All of the work is to be completed in a substantial and workmanlike manner for the sum of five thousand two hundred ninety-four Dollars and sixty cents (\$5294.60). Payments to be made as the work progresses to the value of one hundred percent (100%) of all work completed. The entire amount of the contract is to be paid within 15 days after completion.

Any alterations or deviation from the above specifications involving extra cost of material or labor will be executed upon written order for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing.

Authorized Signature



**ACCEPTANCE**



You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which you (City of Hamburg) agrees to pay the amount mentioned in said proposal and according to the terms thereof.

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Signature

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Date

## 2020 Nuisance List

Date Reported	Address of Nuisance	Property Owner/Occupant	City of Hamburg Ordinance #	Nature of Complaint	Mailed	Date to Follow-up	Was Complaint Resolved	Posted	Date to comply by	Declared Public Nuisance on
	451 Maria Avenue	Tollerston		on-going issues			not well enough			
4/6/2020	490 Brad Street	Tietz (Schmidt)	93.20	expired tabs, flat tires, stored in driveway	04/07/20	05/07/20	contacted us - has a buyer for 5/9/20			
4/6/2020	619 David Avenue	Proskin	93.18	Junk in driveway	04/07/20	05/07/20	YES			
4/6/2020	400 Henrietta Avenue	Braith	93.18, 93.20	Junk on side of garage, expired tabs	04/07/20	05/07/20	contacted us - cleaned up - no when to bring car right now			
4/6/2020	420 Henrietta Avenue	Royal	93.20	smashed car in yard	04/07/20	05/07/20	YES			
4/6/2020	152 Jacob Street	Peterson	93.20	truck stored behind sheds	04/07/20	05/07/20	in yard now			
4/6/2020	625 Kim Avenue	Howe	93.18	couch and other junk in backyard	04/07/20	05/07/20	progress			
4/6/2020	430 Louisa Street	Hahn	93.48	weeds cut and thrown into street	04/07/20	05/07/20	YES			
4/6/2020	440 Louisa Street	Egan		follow-up on collapsed retaining wall - timeline to fix	04/07/20	05/07/20	Progress			
4/6/2020	171 Martha Street	Johnson	93.19, 93.20	too many vehicles and 3 inoperable - 2 exp. tabs and 1 no license plate	04/07/20	05/07/20	working on it - got roof permit			
4/6/2020	679 Park Avenue	Car Wash - Dave Chadwick	93.19, 93.20, 93.21	too many vehicles, 2 exp. tabs, building appearance	04/07/20	05/07/20				
4/6/2020	710 Park Avenue	Dave Chadwick	93.18, 93.19, 93.20, 93.21	accumulation, too many vehicles, unlicensed vehicle, bldg appearance	04/07/20	05/07/20	working on it			
4/6/2020	780 Park Avenue	Herrmann	93.18, 93.20, 93.21	accumulation, tabs, bldg appearance	04/07/20	05/07/20	working on it			
4/6/2020	881 Park Avenue	Brackee	93.18	accumulation	04/07/20	05/07/20	YES			
4/6/2020	320 Sophia Avenue	Gregonis	93.18, 93.20, 93.21	accumulation, tabs, bldg appearance	04/07/20	05/07/20	called us - working on it			
4/7/2020	619 David Avenue	Harris	93.65	Open Burning Violation - neighbors upset - been burning several nights in a row, large fires with way too much smoke being emitted.	04/08/20	ASAP	YES			
4/9/2020	421 Henrietta Avenue	Minnihan	93.18, 93.19, 93.20	accumulation, too many vehicles, unlicensed vehicle	4/10/2020	5/10/2020	contacted us - making good progress			