

**Hamburg City Council Meeting  
June 10, 2014**

Acting Mayor Steve Trebesch called the Hamburg City Council Meeting to order at 7:00 p.m. Councilmember Chris Lund, Councilmember Robert Gregonis, Councilmember Richard Odoms, City Clerk Jeremy Gruenhagen, Deputy Clerk Cherie Smith, Maintenance Worker Greg Schultz, Fire Chief Justin Buckentin, Ric Hanson of Jaguar Communications, Mike Donnelly of Waste Management, and Tracy Nelson of Elite Waste Disposal were in attendance. Mayor Malz arrived around 7:50 p.m.

**Public Comment**

- No Public Comment

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

- Added – Water/Wastewater Report for May
- Added – Updated Delinquency Report
- Added – Letter from Randy's Sanitation
- Added – Updated June Claims List
- Deleted – Parkside Tavern from Consent Agenda and added to Agenda
- **Councilmember Lund moved to approve the Agenda with the added items and also removing Parkside Tavern from the Consent Agenda and adding that to the Agenda, seconded by Councilmember Trebesch and motion unanimously carried. Mayor Malz was absent.**

**Approve Consent Agenda**

- Approve Liquor License Renewals
  - Hamburg Lions Club – 3.2 Malt Liquor
  - Hamburg Baseball Club – 3.2 Malt Liquor
- MSPECT Minute for June 2014
- LMC 2015 Membership Dues
- Approve Minutes for January & February 2014
- Delinquent Utility Bills Report
- Water Wells Usage/Water Consumption Report 2014
- Time Off Request for Jeremy Gruenhagen
- **Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Odoms and motion unanimously carried. Mayor Malz was absent.**

**Fire Department Report**

- Zummerfest Festival
  - The Hamburg Fire Department and the Hamburg Lions will be hosting Zummerfest June 20 -21. Some of the activities include a tractor pull, car cruise, kickball tournament, beanbag tournament, BBQ Cook-off, Pedal Pull for Kids and much more.
  - **Councilmember Lund moved to increase the limit for the Liquor License for insurance coverage during Zummerfest to \$1 million and \$2 million,**

**Hamburg City Council Meeting  
June 10, 2014**

**seconded by Councilmember Odoms and motion unanimously carried.  
Mayor Malz was absent.**

- Grant Updates
  - MN Valley Electric. The Fire Department received a \$1,000 grant that was used towards a Rescue Mannequin.
  - DuPont Pioneer. The Fire Department received a \$2,500 grant that was used to purchase a Rescue Randy Mannequin, a smoke machine, and two helmets for the Captains on the fire department.
  - The Fire Department also applied for grants from FEMA, DNR, and Center Point Energy and are waiting to hear back on those grants.
- Use of Light Tower
  - Excelsior Fire Department will be using the Light Tower for their July 4<sup>th</sup> festivities, which they have used in the past. Justin will deliver it and also pick it up when they are finished using it. **Councilmember Odoms moved that the Fire Chief will decide when the Light Tower can be used by others only for mutual aid discretion. If the Light Tower is to be used by a private party, the City Council has to approve the usage, seconded by Councilmember Lund and motion unanimously carried. Mayor Malz was absent.**
- Engine 11 Repairs (Leak)
  - There is a 2" valve in the Station that is leaking over Engine 11. One of the firefighters is going to be fixing the leak.
- New HFD Members - Background Checks
  - There are new requirements for background checks on fire fighters. One of the new requirements is that if the applicant hasn't lived in Minnesota for five years, then a federal search has to be completed which requires finger prints.
  - Chief Buckentin has another person interested in joining the Hamburg Fire Department, however, he does not live in the fire district, but is within five minutes from Hamburg.
- Chief 3 Brad Droege is being recognized tonight, June 10<sup>th</sup> as Region 11 Fire Fighter of the Year.

**Ric Hanson (Jaguar Communications)**

- Ric Hanson from Jaguar Communications presented the City Council with information on telephone, TV, and internet services. Jaguar Communications would like to overlay the City with these services. First, Jaguar would have to get a franchise with the City of Hamburg. Jaguar would like to start overlaying the City this August and then they could start hooking up customers in September. Jaguar would offer Channels 2 – 188 and also music channels. They also offer extra packages as upgrades. Ric Hanson will be sending Jeremy a sample of their franchise and Ric and Jeremy will discuss it. Currently, the City's franchise with Mediacom is joint with NYA, so Jeremy will contact the City of NYA to let them know Hamburg is looking into getting a franchise with Jaguar.

**Hamburg City Council Meeting  
June 10, 2014**

**RFP's to Provide Sanitation Services for Residential/Commercial Customers**

- Tracy Nelson from Elite Waste Disposal and Mike Donnelly from Waste Management were in attendance to discuss the RFP's their companies submitted for Residential and Business Sanitation Services for the City. When comparing the two companies, Elite Waste Disposal was 2% to 3% lower for residential pick up, however, they were significantly higher than Waste Management for Business Sanitation Services. Waste Management will have a 2.5% increase in years 2 and 3 and Elite Waste Disposal will have a Consumer Price Index increase in year 3. There will be no gas surcharge for either. Waste Management would have a pick up date of Monday, and Elite Waste Disposal will have a pick up date of Thursday. The City Council will discuss the RFP's and make a decision at the City Council meeting on July 8, 2014.

**Old City Business (Memo)**

- Revised NIMS Training Program
  - Council member Gregonis took test Number 700 and failed it. He will continue to take the test and will update the Council when he passes.
- City Assessment Policy
  - There is nothing new on the City Assessment Policy.
- Generator for Lift Station/Flag Pole Wiring/Lighting for Generator
  - Everything for the lift station should be completed by Friday. Greg is digging the hole Wednesday. Robb's Electric will be wiring the post on Thursday. Robb's will also be installing a light on the pole that will work during a power outage as well as during commercial power. Floyd's will be hooking up the additional two contacts to the lift station and will bury all the wires. Floyd's will also be putting an external antenna on the outside of the lift station.
  - Landscaping/Fence
    - When all the work is completed at the Lift Station, Greg will be installing a four foot fence to cover the generator.

**Public Works & Utilities Department Report**

- Water/Wastewater Services
  - The second discharge of the ponds was completed on Monday morning, June 9. There was a total of 8 million gallons of water released in May. Currently, Greg is transferring in between Ponds One, Two, and Three to even all three ponds out.
  - Greg will be spraying all the trees and foliage around the Ponds. Once that is all dried up, Greg suggests to get Sentence to Serve out to help cut all the trees down once they are dead.
- City Shop Garage Door (Insurance Claim)
  - Greg received one bid on the garage door, but the door couldn't be matched. The best thing to do is to replace the whole door. Greg will call and get quotes for a new door.
  - With all the rain over the weekend, the storm water came up the drains in the Shop and the water pushed the other garage door off the track. The door was

**Hamburg City Council Meeting  
June 10, 2014**

pushed in three inches. Greg got a bid for \$300 to have that door taken down and fixed.

- Flooding in Shop
  - Due to the abundance of rain that was received the last two weeks, the City Shop has flooded twice in the last two weeks, which is coming up from the storm sewer. After doing some research, the drain system is hooked up to the storm sewer which is illegal and will need to be fixed. All the drains should be going into the sanitary sewer. Also, because of these back ups, a severe mold problem has occurred in the Shop. This mold problem needs to be taken care of immediately. **Councilmember Gregonis moved to give Jeremy authority to contact Service Pro to start the clean up process for the mold in the Shop and also the authority to start the process to get the drainage backup issue in the Shop fixed, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.**
- Generator Hook-Up for Community Hall
  - Robb's Electric looked at wiring the Hall for a hook up so the old generator from the Lift Station can be used at the Hall if needed for any power outages that may occur in the City due to severe weather. Robb's Electric is putting together an estimate for this wiring.
- Community Hall & Park Roof Repairs
  - The roof is leaking on the Community Hall and also on the shed at the Park. Greg will get estimates for fixing the Park roof.
- Old Pump House/Well
  - Greg and Jeremy met with Curt Reetz from W.W.O.T.A to discuss the options of the old well. Curt suggested that we should never turn that well back on. If it was turned back on, it would put the City at a contamination risk. Curt Reetz thought that with the two wells the City has, there is no need for this one. Curt Reetz suggested that we cap that well. Curt also said that there are some grants that might help financially with capping the well. **Councilmember Odoms moved to authorize the City Clerk to move ahead with measures to cap the well and get the well permanently put out of service, Councilmember Gregonis seconded and motion unanimously carried. All Council members were present.**
- Cleaning/Televising of Sanitary Sewer Lines
  - Empire will be coming out to clean/jet the Sewer Lines.
- City Street Improvements/Maintenance for 2014
  - There are no overlays this year, however, there are several places in town that need to be patched. Greg will mark the spots that need to be patched and Wm. Mueller and Sons will fix them for the City.
  - The City will carry over the LGA to next year and do a project next year.
  - After talking to Justin Black, City Engineer, Robert Avenue and Kim Avenue should be seal coated in the next few years. The priorities for Mill and Overlay Projects will have to be Sophia Avenue and Jacob Street.
- Lawn Cutting

**Hamburg City Council Meeting  
June 10, 2014**

- Greg suggested possibly hiring someone next year to help cut lawn. Currently, Greg is cutting lawn three days a week not allowing him to complete other duties.
- Nuisance Letters
  - Nuisance letters will be sent to a few addresses around town where the property is being neglected.

**City Clerk/Treasurer Report**

- Statewide Health Improvement Program
  - Jeremy was to meet with a representative from the S.H.I.P. program, however, they called and canceled so they did not meet. They will meet at a later date.
- Band Lessons at the Hall (Community Education)
  - Community Education would like to offer band lessons during the summer to kids in Hamburg, but are looking for a facility to use for those lessons.  
**Councilmember Lund moved to let Community Ed use the Park Shelter for no fee for the band lessons, Councilmember Odoms seconded and motion unanimously carried.**
- Additional Mosquito Spraying for Zummerfest
  - In the past, Clark Mosquito Management sprays the week of Zummerfest, however, this year they are not scheduled to spray that week. **Mayor Malz moved to have Clarke Mosquito Management apply an additional spraying the week of Zummerfest, Councilmember Lund seconded and motion unanimously carried.**
- Election Judges Needed (August 12<sup>th</sup>/ November 4<sup>th</sup>)
  - Jeremy is still looking for one more election judge for the morning session which is 6:30 – 2:00 and also one more election judge for the afternoon which is 2:00- 9:00. If you know of anybody interested, please let Jeremy know.
- Damage Deposit for May 17, 2014
  - There was some damage (Down Spouts, Kitchen Door, Clean Up, Bathroom Door Lock) done to the City Hall from the May 17, 2014 rental.  
**Councilmember Odoms moved to keep the \$100 damage deposit, seconded by Mayor Malz and motion unanimously carried.**
- National Night Out
  - National Night Out will be held on Tuesday, August 5<sup>th</sup>.
- Sign Retroreflectivity Policy
  - The State notified the City that the City needs to adopt a Sign Retroreflectivity Policy. Jeremy composed a policy based on the League of Minnesota Cities. The main thing the Council needs to decide is when the City will have the inventory completed and also what Sign Evaluation Method will be used.  
**Councilmember Lund moved to set the sign inventory to January 1, 2025 and to use the Expected Sign Life as the Sign Evaluation Method, seconded by Councilmember Odoms and motion unanimously carried.**
- Annexation of Cummiskey Property
  - Jeremy has talked to the City Planner and City Lawyer and they advised if Cummiskey's are not willing to annex the property into the City voluntarily, it could be a very lengthy and expensive process. The reason for the

**Hamburg City Council Meeting  
June 10, 2014**

annexation is because the City was contacted by Young America Township to straighten out the lot lines. Jeremy will be sending a letter to the Cumiskey's asking them to annex the property into the City.

- Parkside Tavern Liquor License Renewal – On/Off Sale & Special Sundays
  - **Councilmember Lund moved to approve the renewal of the On/Off Sale & Special Sundays Liquor Renewal License for Parkside Tavern if they provide the proper insurance and the background check comes back clean, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.**

**Approve Payment of Added May 2014 Claims (\$11,192.26)**

- **Councilmember Lund moved to approve the one ACH payment and check numbers 16784 through 16796 for a total of \$11,192.26, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.**

**Approve Payment of June 2014 Claims (\$30,474.79)**

**Councilmember Lund moved to approve the four ACH payments, check numbers 16797 through 16833, for a total of \$30,927.41, seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.**

**City Council Reports**

- Councilmember Lund (Parks)
  - Chris has the measurements completed for the bathrooms in the Park and the RFP's will be ready by Monday, June 16<sup>th</sup>. Anyone interested can stop by the City Office to pick one up or can call Chris.
  - The Lions will be purchasing an Inflatable Obstacle Course for Lion's Events.
- Councilmember Trebesch (Buildings)
  - Councilmember Trebesch will be replacing the downspout that was damaged with the May 17<sup>th</sup> Hall rental at no cost to the City.

**Adjourn City Council Meeting**

**Councilmember Odoms moved to recess the Hamburg City Council meeting at 9:43 p.m., seconded by Mayor Malz and motion unanimously carried. All Council members were present.**

Submitted by:

Cherie Smith  
Deputy Clerk