



HAMBURG CITY COUNCIL
JULY 11, 2023

Mayor Chris Lund called the Hamburg City Council Meeting to order at 7:00 PM. Those in attendance were: Councilmembers Eric Poppler, Mitch Polzin, and Tim Tracy, City Clerk Jeremy Gruenhagen, Deputy Clerk Jan Shoemaker, Brad Falteysek from Abdo and Tim Dreier from Hamburg Hunting & Fishing Club.

Public Comment - No Public Comment

Agenda Review (Added Items) and Adoption

MOTION: Councilmember Eric Poppler moved to adopt the Agenda as written. Seconded by Councilmember Mitch Polzin. Motion was approved by all present.

Consent Agenda

- Approve Payment of Added June Claims (\$3,675.13)
- Approve Payment of July 2023 Claims (\$36,126.01)
- Approve Resolution Number 2023-07 (Recognizing National Pregnancy & Infant Loss Remembrance Day on October 15th)
- Delinquent Utility Bills Report

MOTION: Councilmember Eric Poppler moved to approve the Consent Agenda as written. Seconded by Councilmember Mitch Polzin. Motion was approved by all present.

Hamburg Hunting & Fishing Club (Tim Dreier)

- Hall Rental April 6, 2024
- The Hamburg Hunting & Fishing Club has reserved the Community Hall on April 6, 2024. Tim Dreier provided information on their conservation event with an inspirational conservation speaker from Alaska. They have requested the rental fee to be waived.
- **MOTION: Councilmember Eric Poppler moved to waive the Community Hall rental fee for the Hamburg Hunting & Fishing Club event on April 6, 2023. Second by Seconded by Councilmember Mitch Polzin. Motion was approved by all present.**

Abdo Solutions – Brad Falteysek

- 2022 Financial Audit
- Brad Falteysek reviewed in detailed the results of the independent financial audit for 2022.

Old City Business

- Water Improvements (Old Water Tower)
 - Anticipated to start the end of this week or beginning of next week.



HAMBURG CITY COUNCIL
JULY 11, 2023

- Parcel 45.2010100 (Vacant Lot) – Land Use
 - Mayor Lund suggested the use for 10 chicken runs and auction off to residents. It would be up to the residents to maintain. This would be a public place for Health Inspectors to access. Another suggestion was a community garden. No decision was made for the use of the vacant lot.
- Parcel 45.0282010 – Minor Subdivision
 - City Clerk Gruenhagen reported he the Certificate of Survey for the Minor Subdivision. Track #1 shows the Trebesch's property and Track #2 the City's property. A minor subdivision is required to record the properties. The City will take the lead on the minor subdivision to ensure completion. Estimated cost for about \$400. The Council agreed to move forward with the minor subdivision.
- Community Hall Repairs
 - Metal Steps (Removed/Replace)
 - Council agreed to remove the metal steps
 - Paint Hall Ramp
 - Jason has agreed to paint the ramp with some kind of grit on the floor boards. Due to the condition of the wood, staining is not an option.
 - Driveway/Steps (North Side of Hall)
 - Council reviewed estimates for the concrete project.
 - **MOTION: Councilmember Tim Tracy moved to go forward with 30 30 Concreate, Inc. bid of \$24,012.51 for the driveway/concreate project. Seconded by Councilmember Eric Poppler. Motion was approved by all present.**
 - Hall Back Steps
 - Received two bids for the replacement of the Hall Back Steps, Dan Oelfke Construction, \$5,579.92 and Mike Tracy Construction, \$6,700.00.
 - **MOTION: Councilmember Mitch Polzin moved to go forward with Dan Oelfke Construction to rebuild the back step at the Hall. Seconded by Councilmember Eric Poppler. Councilmember Tim Tracy abstained. Motion was approved by Councilman Eric Poppler, Mitch Polzin and Mayor Christ Lund.**
 - Hall Lights (Bar Side) Estimates
 - The Hamburg Lions Club donated \$4,800 for replacing the lights on the east side of hall. Received bids for the Hall lights from Xtreme Electrical and Robb's Electric with the cost the same. There are two other areas that need to be taken care of; add an 8' strip with LED lamps in the Shop and replace lights over the Bar while they are there. Received bids from Xtreme (\$800) and Robb's (\$1,500).
 - **MOTION: Councilmember Mitch Polzin moved to go forward with Xtreme Electrical for the electrical lighting projects proposed at the Hamburg Community Hall. Seconded by Councilmember Tim Tracy.**



HAMBURG CITY COUNCIL
JULY 11, 2023

Motion was approved by all present.

- Outside Wiring Estimates
 - Reroute the outside wiring on the North side of the Hall to inside before the Driveway Project is completed. Received two bids from Robb's Electric for \$2,650 and Xtreme Electric for \$2,250.
 - **MOTION: Councilmember Tim Tracy moved to go forward with Xtreme Electrical Estimate for \$2,250 to reroute the outside wiring to inside the Hall. Seconded by Councilmember Eric Poppler. Motion was approved by all present.**
- Fence for Parcel 45.0282010
 - Received bids for a fence between the City's property and Trebesch's property. Council approved to add the fence on the property line. City Clerk Gruenhagen will discuss with Steve Trebesch for approval to place the fence on the property line. Received bids from Dan Oelfke Construction for \$7,825 and Mike Tracy Construction for \$9,390.
 - **MOTION: Councilmember Eric Poppler moved to go forward with Dan Oelfke Construction bid of \$7,825 to install a fence on the property line between the City's property and Trebesch's property. Seconded by Councilmember Mitch Polzin. Councilmember Tim Tracy abstained. Motion was approved by Councilmember Eric Poppler, Mitch Polzin and Mayor Chris Lund.**
- Add an ice guard/snow stop on east side of roof of fire hall.
 - Received bids from Dan Oelfke Construction for \$889.49 and Mike Tracy Construction for \$1,050.
 - **MOTION: Councilmember Mitch Polzin moved to go forward with Dan Oelfke Construction bid of \$889.49 to install an ice guard/snow stop on east side of roof of fire hall. Seconded by Councilmember Mitch Polzin. Councilmember Tim Tracy abstained. Motion was approved by Councilmember Eric Poppler, Mitch Polzin and Mayor Chris Lund.**
- Night to Unite – August 1, 2023
 - City Clerk Gruenhagen received contact from residences to promote Night to Unite. He created a flyer to give out to residences interested to distribute. He is asking for Council approval on the flyer. Only comment was to add "while supplies last".

New City Business

- iPad for Public Works
 - The iPad will aide Jason with day-to-day rounds that he can keep in the truck. Also, the City has a Lead and Copper Program which Jason will need to go into al residents' houses to determine the type of pipe coming into the home. The city has to inventory the type of pipe coming into the house. He can use the iPad to take pictures and add an address. We need to access



HAMBURG CITY COUNCIL
JULY 11, 2023

everyone's house or try too; if we do not get into the house or cannot confirm we have to document that the address is noncompliant. Must have an inventory of the type of pipe (plastic, lead, galvanized, copper) coming into the house by next Fall. iPad/Tablet cost is about \$400. Council approved to move forward with purchase of iPad/Tablet within budget.

- QuickBooks Program
 - QuickBooks is used for all of the City's financials. QuickBooks has stopped supporting the disk program. They have moved to an online program with a monthly fee. If we were to change software programs, all are the same, online and a monthly fee. Plus, a considerable amount of time to move the financial history to new software program. Cost is \$510/year. The Council agreed to move forward with the QuickBooks online program.

MOTION: Councilmember Eric Poppler moved to close the meeting at 7:57 PM for the purpose of 6 Month Employee Evaluation. Seconded by Councilmember Tim Tracy. Motion was approved by all present.

MOTION: Councilmember Mitch Polzin moved to reopen July 11, 2023 City Council Meeting at 8:11 PM. Seconded by Councilmember Eric Poppler. Motion was approved by all present.

Meeting recap, closed the City Council Meeting for the purpose of 6 Month Employee Evaluation for Deputy Clerk Jan Shoemaker.

MOTION: Councilmember Tim Tracey moved to increase the pay for Deputy Clerk Jan Shoemaker \$1.00 per hour as discussed upon employment based on a successful 6-month review. Seconded by Councilmember Eric Poppler. Motion was approved by all present.

City Council Reports

- Councilmember Mitch Polzin (Streets) had nothing to report on streets. He has not been contacted on the wondering German Shepherd. The City did contact the CSO who talked to the owner who have no interest in the dog. He also reached out to a resident outside of town who has been feeding the dog but does not provide shelter. The CSO is trying to find shelter or someone to adopt. We have not seen the dog recently. No further action at this time.
- Councilmember Eric Poppler (Parks) had nothing to report on parks. He has been contacted with complaints regarding traffic on Jacob St and the amount speeders and missing stop signs. On both ends of Jacob there are 30 MPH Signs. Law enforcement need to patrol Jacob St and ticket as needed.
- Councilmember Jessica Weber (Buildings) was absent.
- Councilmember Tim Tracy (Water/Sewer) had nothing to report on water/sewer.



HAMBURG CITY COUNCIL
JULY 11, 2023

He mentioned some pot holes on Martha St and William Street. The city will review and repair as needed.

- Mayor Chris Lund reported a City Newsletter will be sent out this week; It will highlight National Night Out/Night to Unite. Hawks Baseball Club will host Regions this year the first two weekends of August, Thu, Fri, Sat and Sun. There will be a lot of people in town.

Adjourn City Council Meeting

MOTION: Councilmember Eric Poppler moved to adjourn the City Council Meeting at 8:22 PM. Seconded by Councilmember Mitch Polzin. Motion was approved by all present.

Amended/Approved on October 6, 2023



Jeremy Gruenhagen
City Clerk/Treasurer