



**HAMBURG CITY COUNCIL AGENDA**  
**JULY 14, 2020**

1. **Call City Council Meeting to Order at 7:00 PM**
  - **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 Added June Claims (\$808.76)**
  - **Approve Payment of July Claims (\$204,587.28)**
  - **Approve Minutes for June 9, 2020**
  - **Approve Temporary On-Sale Liquor License for Hamburg Lions Club for August 15, 2020 (Park)**
  - **Approve Service Agreement for Joint Assessment with Carver County**
  - **Approve Cash Flow Statement for April 2020**
  - **Appoint Election Judges for 2020 Primary & General Election**
  - **June Utility Billing Delinquency Report**
  - **League of MN Cities Member Ship Dues Memo**
  
5. **Todd Tereau**
  - **Request for Hearing (Utility Bill)**
  
6. **Hamburg Fire Department**
  - **Firefighter Application for Mike Monnens**
  - **CARES Act Monies**
  
7. **Old City Business**
  - **COVID-19 Related Items**
    - **Community Center/Hall/Park Rentals**
  - **Water Tower/Water Main Improvement Project (Update)**
  - **2020 Street Improvement Project**
  - **Parkside Liquor License Reimbursement (Resolution 2020-10)**
  - **Public Nuisance Violations (Worksheet)**



***HAMBURG CITY COUNCIL AGENDA***  
***JULY 14, 2020***

**8. New City Business**

- **Building Permit for Kevin Subart (340 Railroad Street)**
- **National Night Out**
  - **Moved to October 6, 2020**
- **Move August 11, 2020 Council Meeting to August 18, 2020**
- **Payment to Elroy Latzig for Local Cable TV Channel**

**9. City Council Reports**

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

**10. Adjourn City Council Meeting**



***HAMBURG CITY COUNCIL AGENDA  
JULY 14, 2020***

**COMMUNITY HALL & PARK ACTIVITIES**

- |                  |  |
|------------------|--|
| <b>JULY</b>      | <b>20 – Hamburg Lions Club (Park)<br/>31 – Graduation (Park)</b>                                   |
| <b>AUGUST</b>    | <b>1 – Graduation (Park)<br/>15 – Hamburg Lions Club (Park)<br/>17 – Hamburg Lions Club (Park)</b> |
| <b>SEPTEMBER</b> | <b>12 – Wedding Reception<br/>21 – Hamburg Lions Club (Park)</b>                                   |

**COMMUNITY CENTER (FIRE HALL) ACTIVITIES**

- |               |  |
|---------------|--|
| <b>JULY</b>   | <b>3 – City Offices Closed (Independence Day Observed)<br/>4 – Independence Day<br/>6 – HFD Training<br/>6 – Hamburg Lions Club<br/>7 – Mayors In<br/>14 – City Council Meeting – 7:00 PM<br/>14 – Young America Township Meeting<br/>27 – Hamburg Fire Dept (Relief Assoc.) Meeting</b> |
| <b>AUGUST</b> | <b>3 – HFD Training<br/>3 – Hamburg Lions Club<br/>4 – Mayors In<br/>11 – Primary Election<br/>18 – Hamburg City Council Meeting?<br/>31 – HFD (Relief Assoc) Meeting</b>  |

**CITY OF HAMBURG**  
**NOTICE OF A HAMBURG CITY COUNCIL MEETING**  
**TUESDAY, JULY 14, 2020**  
**7:00 P.M.**

**NOTICE IS HEREBY GIVEN**, that the City of Hamburg City Council will hold a City Council Meeting on Tuesday, July 14, 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

## 2020 June Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED	
ACH	EFTPS	Divided	Fed, Social Security, MC - May 2019	\$3,015.96	6/9/2020	x
ACH	MN Dept. of Revenue	Divided	May 2020 State Withholding Tax Payment	\$520.00	6/9/2020	x
ACH	PERA	Divided	PERA Withholding - May 2020	\$792.03	6/9/2020	x
ACH	PERA	Divided	PERA Withholding - June 2020	\$437.08	6/9/2020	x
ACH	HealthPartners	Divided	Health Insurance for June 2020	\$4,158.10	6/9/2020	x
ACH	Mel Sprengeler	Divided	Wages 5-18-20 to 5-31-20	\$180.08	6/9/2020	x
ACH	Greg Schultz	Divided	Wages 5-18-20 to 5-31-20	\$1,624.03	6/9/2020	x
ACH	Tamara Bracht	Divided	Wages 5-18-20 to 5-31-20	\$726.89	6/9/2020	x
ACH	Jeremy Gruenhagen	Divided	June Wages	\$1,996.59	6/9/2020	x
ACH	Google	General Gov't	Email Accounts (8) Administered by Googl G Suite	\$108.00	6/9/2020	x
ACH	Kwik Trip	Public Safety (FD)	Fuel for FD Vehicles	\$38.13	6/9/2020	x
ACH	MN Dept. of Labor & Industry	Public Safety (FD)	1st Quarter 2020 Building Permit Surcharge	\$123.37	6/23/2020	x
ACH	Greg Schultz	Divided	Wages 6-01-20 to 6-14-20	\$1,534.58	6/23/2020	x
ACH	Tamara Bracht	Divided	Wages 6-01-20 to 6-14-20	\$790.79	6/23/2020	x
ACH	Mel Sprengeler	Divided	Wages 6-01-20 to 6-14-20	\$77.57	6/23/2020	x
ACH	PERA	Divided	PERA Withholding - June 2019	\$430.10	6/23/2020	x
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for May 2020	\$30.70	7/14/2020	x
Debit Card	ZOOM	General Gov't	Audio/Video Conferencing App	\$16.09	7/14/2020	x
Debit Card	Amazon	General Gov't	(Returning due to wrong size) 4 Pack of Receipt Books	\$53.89	6/9/2020	x
Debit Card	Amazon	General Gov't	4 Pack of Receipt Books, Highlighters	\$99.51	6/9/2020	x
Debit Card	Franklin Printing	General Gov't	400 Sheets of 80# Paper for COVID-19 Newsletters	\$22.39	6/9/2020	x
Debit Card	Franklin Printing	General Gov't	1500 Sheets of 100# Paper for COVID-19 Newsletters	\$82.12	6/9/2020	x
Debit Card	Hamburg Post Office	Divided	6 Rolls of Postcard Stamps for Water Bills	\$210.00	6/9/2020	x
Debit Card	US Postal Service	General Gov't	EDDM Postage for 10th COVID-19 Newsletter Mailing	\$75.25	6/9/2020	x
Debit Card	US Postal Service	General Gov't	EDDM Postage for 11th COVID-19 Newsletter Mailing	\$75.25	6/9/2020	x
Debit Card	MBFTE	Public Safety (FD)	License Renewal fro Chief Anderson	\$75.00	6/23/2020	x
Debit Card	US Postal Service	General Gov't	EDDM Postage for 12th COVID-19 Newsletter Mailing	\$75.25	6/23/2020	x
Debit Card	US Postal Service	General Gov't	EDDM Postage for 13th COVID-19 Newsletter Mailing	\$75.25	6/23/2020	x
Debit Card	MN Fire Service Cert. Board	Public Safety (FD)	(5) 2020 Recertification for: Eischens, Jaus, J. Mack., Michels, Weverka	\$125.00	6/23/2020	x
Debit Card	US Postal Service	General Gov't	EDDM Postage for 14th COVID-19 Newsletter Mailing	\$75.25	7/14/2020	x
Debit Card	Franklin Printing	General Gov't	1000 Sheets of 80# Paper for Newsletters	\$55.98	7/14/2020	x
Debit Card	UPS	Water	Overnight Water Samples	\$20.63	7/14/2020	x
Debit Card	Amazon	General Gov't	Kleenex Facial Tissues	\$53.67	7/14/2020	x
20142	ANCOM	Public Safety (FD)	2 IMPRES Single Unit Desktop Chargers	\$159.00	6/9/2020	
20143	Bob Shanahan's Tree Service	Park & Rec.	2 Ash Tree's Trimmed & Chipped	\$1,200.00	6/9/2020	
20144	Cintas	Hall	Cleaning Supplies for Hall	\$75.08	6/9/2020	
20145	Clarke Mosquito Management, Inc.	Public Safety (FD)	Mosquito Control for 2020 (1 of 3 invoices for the 2020 season)	\$1,325.00	6/9/2020	
20146	Coordinated Business Systems	General Gov't	Wireless Adapter for New Phone System	\$43.09	6/9/2020	
20147	ECM Publishers, Inc.	General Gov't	Public Hearing for June 9th Regarding Variance on David Avenue	\$49.14	6/9/2020	
20148	Gopher State One Call	Divided	May Locates (12 Locate Requests at \$1.35 each)	\$16.20	6/9/2020	
20149	Greg Schultz	Public Works	Clothing Allowance Reimbursement for 4 Shirts	\$79.96	6/9/2020	
20150	Loffler	General Gov't	May Copies	\$226.65	6/9/2020	
20151	Lois Droege	Storm Sewer	Reimbursement for Pond Grading/Seeding/Mulching	\$1,200.00	6/9/2020	
20152	Menards	Divided	(6) Ajax Dish Soap, 24" Squeegee Mop, Dehumidifier	\$215.65	6/9/2020	
20153	MNSPECT	Public Safety (FD)	5 Resident. Permits (2 Re-Side, 1 Re-Deck, 1 Mech. 1 Zoning), 1 Commercial Re-Roof	\$636.42	6/9/2020	
20154	MVTL Labs, Inc.	Sewer	Lab Fees for Pre Final Pond Discharge - Sample Date May 20, 2020	\$97.50	6/9/2020	
20155	Plunkett's Pest Control	General Gov't	General Pest Control at City Hall / FD Inspection Date 6-5-2020	\$39.37	6/9/2020	
20156	S.E.H. Inc.	Divided	General Engineering for George St. Pond & Storm Sewer, Mill & Overlay Proj	\$6,493.00	6/9/2020	
20157	Steve Buckentin	Public Safety (FD)	Reimbursement for Certification & National Registry	\$234.00	6/9/2020	
20158	Thein Well	Water	Annual Inspection of Pumps & Wells (5-18-20)	\$275.00	6/9/2020	
20159	UFC	Divided	Flowers & Dirt, Lawnmower Blades, Spool Weed Whip, Round-up	\$461.75	6/9/2020	
20160	Verizon Wireless	General Gov't	(9) Cell Phones for Apr. 25 - May. 24, 2020	\$382.77	6/9/2020	
20161	W.W.O.T.A. Inc.	Divided	Water/Wastewater Training & Assistance for May 2020	\$540.00	6/9/2020	
20162	Waste Management	Sanitation	30 Yard Flat Green Yard Waste Container	\$275.90	6/9/2020	
20163	Wm. Mueller & Sons, Inc.	Divided	Gas for City Vehicles, Mower, Bobcat, Baseball Park Mower	\$207.87	6/9/2020	
20164	Xcel Energy	Divided	Electricity/Natural Gas Services	\$600.12	6/9/2020	
20165	Abdo, Eick & Meyers, LLP	General Gov't	Review of Transaction & Preparation of State Auditor Financial Reporting F	\$775.00	6/23/2020	
20166	Bolton & Menk, Inc.	General Gov't	Project #T61.117575 Professional Services April 18 - May 15, 2020	\$2,944.50	6/23/2020	
20167	Canon	General Gov't	Canon Copier Gov't Contract for May	\$33.13	6/23/2020	
20168	Core & Main	Water	3 Touch Pads, 3 510M S/Point's	\$465.00	6/23/2020	
20169	Ehlers & Associates	Debt Service Fund	Principal for General Obligation Improvement Bond, Series 2007A	\$1,001.25	6/23/2020	
20170	Flow Measurement & Control Comp	Divided	Certification of: 1st Closed Pipe Flow Meter, WWTP Pump #2, Wet Well Dra	\$780.00	6/23/2020	
20171	Gerri Scott	General Gov't	Refund Community Center Rental Cancelled Due to COVID	\$150.00	6/23/2020	
20172	JT Floor Covering Installations	Hall	Down Payment for 1/2 of Proposal	\$2,291.09	6/23/2020	
20173	Lisa Schwichtenberg	Hall	Refund of Hall Deposit - Cancelled Due to COVID-19	\$150.00	6/23/2020	
20174	Maguire Iron, Inc.	Water	Period Ending 5-31-2020 Water Tower Project	\$253,085.86	6/23/2020	
20175	Melchert-Hubert & Sjodin, PLLP	General Gov't	Correspondence Regarding 340 RR Permit, Data Requests, Litigation, COV	\$2,340.80	6/23/2020	
20176	Mini Biff	Park & Rec.	Handicap Mini Biff Rental & Damage Waiver	\$139.74	6/23/2020	
20177	MVTL Labs, Inc	Sewer	Lab Fee's for: Final Pond Discharge, Quarterly Influent	\$372.00	6/23/2020	
20178	S.E.H. Inc.	Water	Water Main Looping, Water Tower Construction, Mill & Overlay, Engineerin	\$16,601.23	6/23/2020	
20179	Xcel Energy	Divided	Electricity/Natural Gas Services	\$1,465.32	6/23/2020	
20180	CarverLink/Jaguar	Divided	Telephone and Internet Service for June	\$199.73	6/23/2020	
20181	Diane Weckman	General Gov't	Re-Issue of Election Judge Wages due to expired check #20051	\$188.95	7/14/2020	
				\$315,591.60		
			June Claims	\$28,681.28	6/9/2020	
			Added June Claims	\$286,101.56	6/23/2020	
			Added June Claims	\$808.76	7/14/2020	
			Total June Claims	\$315,591.60		

### 2020 July Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - June 2020	\$2,747.27	7/14/2020
ACH	MN Dept. of Revenue	Divided	June 2020 State Withholding Tax Payment	\$451.00	7/14/2020
ACH	PERA	Divided	PERA Withholding - June 2020	\$778.03	7/14/2020
ACH	PERA	Divided	PERA Withholding - July 2019	\$529.20	7/14/2020
ACH	HealthPartners	Divided	Health Insurance for July 2019	\$4,158.10	7/14/2020
ACH	Mel Sprengeler	Divided	Wages 6-15-20 to 6-28-20	\$38.79	7/14/2020
ACH	Greg Schultz	Divided	Wages 6-15-20 to 6-28-20	\$1,937.60	7/14/2020
ACH	Tamara Bracht	Divided	Wages 6-15-20 to 6-28-20	\$871.59	7/14/2020
ACH	Jeremy Gruenhagen	Divided	July Wages	\$2,013.56	7/14/2020
ACH	Google	General Gov't	Email Account Service for July 2020	\$108.00	7/14/2020
Debit Card	Amazon	Divided	Highlighters, Open/Closed Sign, 3 US Flags	\$131.45	7/14/2020
Debit Card	Amazon	Divided	1 Pack of 200 Laminate Sheets	\$25.69	7/14/2020
Debit Card	Franklin Printing	General Gov't	5000 Sheets of 100# Paper for newsletters	\$339.90	7/14/2020
Debit Card	US Postal Service	General Gov't	EDDM Postage for 15th COVID-19 Newsletter Mailing	\$75.25	7/14/2020
Debit Card	US Postal Service	General Gov't	EDDM Postage for 16th COVID-19 Newsletter Mailing	\$75.25	7/14/2020
20181	Diane Weckman	General Gov't	Re-Issue of Election Judge Wages due to expired check	\$188.95	7/14/2020
20182	Bolton & Menk, Inc.	General Gov't	Professional Services May 16, 2020 - June 12, 2020	\$400.00	7/14/2020
20183	Bound Tree Medical	Public Safety (FD)	2 Adult Blood Pressure Cuffs	\$80.00	7/14/2020
20184	CarQuest	Divided	Battery for Exmark Mower, Zip Ties	\$68.71	7/14/2020
20185	Carver County Attorney's Office	General Gov't	2nd Qtr 2020 Fines - Half Due to Attorney's Office, Sur	\$118.44	7/14/2020
20186	Cintas	Hall	Cleaning Supplies	\$69.52	7/14/2020
20187	Clark Mosquito Management	Public Safety (FD)	Mosquito Control (2nd of 3 Invoices for 2020)	\$1,325.00	7/14/2020
20188	Coordinated Business Systems	General Gov't	Office Phone System	\$110.94	7/14/2020
20189	Customized Fire Rescue Training	Public Safety (FD)	4 Training Courses	\$2,000.00	7/14/2020
20190	Floyd Total Security	Water	Base Alarm Monitoring for Water Treatment Plant 7/24	\$92.07	7/14/2020
20191	Gopher State One Call	Divided	June Locates (11 Locate Requests)	\$14.85	7/14/2020
20192	Hoff Barry, P.A.	General Gov't	Development Document Review & Correspondence	\$984.00	7/14/2020
20193	Jared Mackenthun	Public Safety (FD)	Reimbursement for 6 Floor Scrubber Batteries	\$1,171.31	7/14/2020
20194	Loffler	General Gov't	June Copies	\$244.86	7/14/2020
20195	Maguire Iron, Inc.	Water	Application for Payment #7 Period Ending 6/30/20 Wat	\$63,088.84	7/14/2020
20196	Melchert-Hubert & Sjodin, PLLP	General Gov't	Correspondence Regarding Litigation, Data Requests	\$1,117.20	7/14/2020
20197	MN BCA	Public Safety (FD)	Background Check for Michael Monnens	\$15.00	7/14/2020
20198	MN Public Facilities Authority	Water	Principle Payment - Water Wells Bonds	\$94,012.16	7/14/2020
20199	MNSPECT, LLC	Public Safety (FD)	4 Residential Building Permits	\$857.43	7/14/2020
20200	Motorola	Public Safety (FD)	3 Portable Radios with Charging Station and Accessor	\$13,091.75	7/14/2020
20201	Municipal Emergency Services	Public Safety (FD)	SCBA (Air Pack) Flow Tests	\$934.39	7/14/2020
20202	Security Bank & Trust Co.	Storm Water	G.O. Public Utility Revenue Refunding Bonds, Series 2	\$8,620.23	7/14/2020
20203	Verizon Wireless	General Gov't	(7) Cell Phones Lines	\$228.35	7/14/2020
20204	W.W.O.T.A. Inc.	Divided	Water/Wastewater Training & Assistance For June 202	\$540.00	7/14/2020
20205	Wm. Mueller & Sons, Inc.	Divided	Gravel, Fuel for Mowers & City Vehicle	\$158.92	7/14/2020
20206	Xcel Energy Inc.	Divided	Natural Gas Service (183 Broadway)	\$773.68	7/14/2020
				\$204,587.28	



**HAMBURG CITY COUNCIL**  
**JUNE 9, 2020**

Per State Statute 13D.021 and the Executive Order by Governor Waltz regarding COVID-19, the Hamburg City Council Members and staff are meeting in Council Chambers, all others are by tele-conference via ZOOM.

Mayor Chris Lund called the Public Hearing to Order at 7:00 p.m. Those in attendance were Councilman Tim Tracy, Councilman Jason Buckentin, Councilman Eric Poppler, City Clerk Jeremy Gruenhagen, Deputy Clerk Tamara Bracht, Fire Chief Scott Anderson. Via ZOOM were residents Theresa Siewert, and Jenna Rodman. Councilman Scott Feltmann was absent.

**Public Hearing**

- Land Use Application for Variance (618 David Avenue)
  - Looking for a 3-foot variance to place a 12' x 24' storage structure 2 feet off the lot line. 3 neighbors gave verbal approval to City Clerk Gruenhagen prior to the Public Hearing.

**MOTION: Councilman Tim Tracy moved to close the Public Hearing. Seconded by Councilman Eric Poppler. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**

**Mayor Chris Lund called the Hamburg City Council Meeting to order at 7:05 p.m.**

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

- Old City Business: Add Land Use Application

**MOTION: Councilman Tim Tracy moved to approve the Agenda as amended. Seconded by Councilman Jason Buckentin. Motion was unanimously approved in the absence of Councilman Feltmann.**

**Consent Agenda**

- Approve Minutes for May 12, 2020
- Approve Payment of Added April Claims (\$35.70)
- Approve Payment of Added May Claims (\$58,939.31)
- Approve Payment of June Claims (\$26,639.70)
- Approve Liquor License Renewals
  - Parkside Tavern – On/Off Sale & Special Sunday (\$1,500)
  - Hamburg Lions Club – 3.2 Malt Liquor (No Fee)
  - Hamburg Baseball Club – 3.2 Malt Liquor (No Fee)
- Approve Time-Off Request (Jeremy Gruenhagen)
- May 2020 Utility Billing Delinquent Report
- Carver County Public Hearing (Variance Request for 15410 Martha St)
- Met Council Preliminary Population & Household Estimates
- Carver County Assessment Contract (No Increases for 2021)

**MOTION: Councilman Jason Buckentin moved to approve the Consent Agenda. Seconded by Councilman Tim Tracy. Motion was unanimously approved in the absence of Councilman Scott**



**HAMBURG CITY COUNCIL**  
**JUNE 9, 2020**

**Feltmann.**

**Hamburg Fire Department**

- Autopulse
  - The old Autopulse is no longer working and is not serviceable. The FD is down to just the 1 new one.
- Hydrant Valve (Water Tower)
  - Looking to add a Gate Valve onto the fire hydrant by the new water tower to save on the wear and tear of frequent truck fills.

- Floor Scrubber Batteries

**MOTION: Councilman Tim Tracy moved to approve the purchase of 6 batteries from Ziegler in the amount of \$1,171.31. Seconded by Councilman Jason Buckentin. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**

- 2 Rescue Reserves have been outfitted with a full set of gear for better identification on scenes.
- There have been no significant changes in call volume over the past 3 months during the COVID pandemic.

**Old City Business**

- COVID-19 Related Items
  - Preparedness Plan (COVID 19)
  - Utility Billing Late Fees
    - **Council agreed to go back to normal billing now.**
  - Liquor Licenses
    - Approve Resolution Number 2020-10

**MOTION: Councilman Jason Buckentin moved to approve Resolution Number 2020-10. Seconded by Councilman Tim Tracy. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**

- Land Use Variance (618 David Ave)

**MOTION: Councilman Tim Tracy moved to approve the Land Use Variance at 618 David Avenue. Seconded by Councilman Eric Poppler. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**

- Water Tower/Water Main Improvement Project (Update)

- The paint used on the tower has a 20-year life expectancy. We are anticipating to go live around the end of July or early August. The final Lift on the parking lot and on Jacob street will be taking place within the next week. Next year we will look at the process to demo the old tower.





**HAMBURG CITY COUNCIL**  
**JUNE 9, 2020**

- City Zoning Ordinance (Number of Driveways Allowed)
  - Staff to inquire with City Engineer on potential impact to the storm sewer from extra hard surface run off.
- Sanitary Sewer Service Line Illegal Connections (Extend Deadline)
  - Staff to inquire with home owners and bring their plans forth to Council at the next regular council meeting.
- Hall Flooring Bids for Kitchen/Bar Area  
**MOTION: Councilman Jason Buckentin moved to approve the hall flooring bid from JT Flooring in the amount of \$4,582.16. Seconded by Councilman Tim Tracy. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**
- Public Nuisance Violations (Worksheet)
  - Resident spoke to Council regarding the continuous accumulation of junk at 679 Park Ave. The junk has become hazardous when the strong winds blow, the weeds growing up in between vehicles and trailers have created a breeding ground for mosquitos and small animals. It has made it near impossible to enjoy the backyard and feel safe.
    - Council has directed staff to send another nuisance letter and conduct a follow-up.
- Seal Coating for 2020 (Park Parking Lots)
  - Staff has been directed to have bids include a line-item for Fog Sealing, to see the cost difference.
- 2040 Comprehensive Plan
  - Approve Resolution Number 2020-11  
**MOTION: Councilman Tim Tracy moved to approve Resolution Number 2020-11. Seconded by Councilman Jason Buckentin. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**

**New City Business**

- 2020 Street Improvement Project Bids
  - Approve Resolution Number 2020-12  
**MOTION: Councilman Jason Buckentin moved to approve Resolution Number 2020-11 awarding the Jacob Street Project bid to Wm. Mueller & Sons in the amount of \$94,216.17. Seconded by Councilman Tim Tracy. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**



**HAMBURG CITY COUNCIL**  
**JUNE 9, 2020**

- Droege's Third Addition
  - Approve Developers Agreement

**MOTION: Councilman Tim Tracy moved to approve the Developers Agreement for Droege's Third Addition. Seconded by Councilman Jason Buckentin. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**
  
- Increased Traffic on David Avenue
  - Residents brought forth their concerns about the increase of traffic and that there is only one way in and out of the neighborhoods via Brad Street.
  
- Park Duck Pond Fencing Area
  - Council gave the go ahead for the fencing to be extended on the south side of the duck pond as there will be no cost to the city. This move will allow more land space for the ducks and it will make it easier to mow around the pond.
  
- Data Requests
  - Due to the increase and magnitude of data requests that the office staff have been receiving, there will be an increase of hours for the Deputy Clerk. The time needed to compile the requested data would take time away from staff's daily duties.

**City Council Reports**

Mayor Chris Lund – The topic of CCTV was brought up at the Regional Council of Mayors Meeting. City staff is asked to research this topic and inquire with other cities.

**MOTION: Councilman Jason Buckentin moved to adjourn the Hamburg City Council Meeting at 8:14 p.m. Seconded by Councilman Tim Tracy. Motion was unanimously approved in the absence of Councilman Scott Feltmann.**

Submitted by Deputy Clerk Tamara Bracht on June 11, 2020

Approved by City Clerk/Treasurer \_\_\_\_\_,

on this day \_\_\_\_\_ of \_\_\_\_\_, 2020.



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Hamburg Lions		Date organized 07/22/1982	Tax exempt number 0239
Address 181 Broadway Avenue		City Hamburg	State MN
		Zip Code 55339	
Name of person making application Cindy McGuire		Business phone 612-708-7993	Home phone
Date(s) of event August 15, 2020	Type of organization <input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name Chris Lund	City Hamburg	State MN	Zip Code 55339
Organization officer's name	City	State MN	Zip Code
Organization officer's name	City	State MN	Zip Code
Organization officer's name	City	State MN	Zip Code

Location where permit will be used. If an outdoor area, describe.  
 Hamburg Bicentennial Park, 614 Park Avenue, Hamburg MN 55339. Outdoor area with picnic tables where social distancing can be maintained.

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

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

**APPROVAL**

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

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

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

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

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

## SERVICE AGREEMENT FOR JOINT ASSESSMENT

This Agreement is entered into by and between the County of Carver, 600 East 4th Street, Chaska, Minnesota 55318, through Carver County Assessor, (hereafter "County") and City of Hamburg, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as the Town.

WHEREAS, the Town desires to enter into an agreement with the County to provide for the assessment of property in said Town by the County Assessor's Office; and

WHEREAS, Minn.Stat. § 273.072 and Minn.Stat. § 471.59 permit such an agreement for joint assessment;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

- 1) **Term.** That the Town, which is situated in the County of Carver, and which constitutes a separate assessment district, shall have its property within Carver County assessed by the Carver County Assessor for the assessment date of January 2, 2021. All work necessary to the establishment of the estimated market value for each Carver County parcel in the Town shall be performed by the Carver County Assessor or by one or more of the licensed assessors under his/her direction and supervision.
- 2) **Cooperation.** It is hereby agreed that the Town and all of its officers, agents and employees shall render full cooperation and assistance to the County to facilitate the provision of the services contemplated hereby.
- 3) **Payment Amount.** The Town shall pay to the County for the assessment of property with Carver County the sum of thirteen dollars and ninety five cents (\$13.95) per residential valuation, fourteen dollars and fifty cents (\$14.50) per agricultural valuation, and fifteen dollars and fifty five cents (\$15.55) per commercial/industrial valuation (for the assessment of January 2, 2021) existing or created before the closing of the relative assessment year.
- 4) **Payment terms.** Full payment of all claims submitted by the County Assessor for relative assessment dates shall be received by the County no later than November 15<sup>th</sup> of the respective years.
- 5) The County agrees that in each year of this Agreement it shall, by its County Assessor or one or more of his/her deputies, view and determine the market value of at least twenty percent (20%) of the parcels within this taxing jurisdiction. It is further agreed that the County shall have on file documentation of those parcels – physically inspected for each year of this Agreement.
- 6) **Data Privacy.** Pursuant to Minn. Stat. Chap. 13, the parties agree to maintain and protect data received or to which they have access. No private or confidential data

developed, maintained or received by the Town under this agreement may be released to the public by the Town. The Town agrees to indemnify and hold the County, its agents and employees, harmless from any and all claims or causes of action arising from or in any manner attributable to any violation of the Minnesota Government Data Practices Act by Town or its agents, assigns, or employees, including legal fees and expenses incurred to enforce this provision of this agreement.

- 7) **Mutual Indemnification.** The Parties' total liability under this Agreement shall be governed by Minn. Stat. § 471.59, subd. 1a.

Each Party agrees that it will be responsible for the acts or omissions of its officials, agents, and employees, and the results thereof, in carrying out the terms of this Agreement, to the extent authorized by law and shall not be responsible for the acts/omissions of the other Party and the results thereof. For purposes of determining total liability for damages, the participating governmental units are considered to be a single governmental unit, the total liability of which shall not exceed the limits for a single governmental unit as provided in Minn. Stat. § 466.04, subd. 1.

Each Party agrees to defend, hold harmless, and indemnify the other Party, its officials, agents, and employees, from any liability, loss, or damages the other Party may suffer or incur as the result of demands, claims, judgments, or cost arising out of or caused by the indemnifying Party's negligence in the performance of its respective obligations under this Agreement. This provision shall not be construed nor operate as a waiver of any applicable limitation of liability, defenses, immunities, or exceptions by statute or common law.

To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.

The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

- 8) **No Joint Venture.** Nothing contained in this Agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the County. No tenure or any rights including worker's compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to County employees, including indemnification for third party personal injury/property damage claims, shall accrue to the Town or employees of the Town performing services under this Agreement.

9) **Records: Availability and Retention.** Pursuant to Minn. Stat. §16C.05, subd. 5, the Town agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, et., which are pertinent to the accounting practices and procedures of the Town and involve transactions relating to this Agreement. Town agrees to maintain these records for a period of six years from the date of termination of this Agreement.

10) **Merger and Modification.** It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are presumed to be incorporated or attached and are deemed to be part of this Agreement. Where the incorporated terms differ with the terms of this Agreement, the terms of this Agreement shall control.

Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties.

11) **Default and Cancellation.** If the Town fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default. Unless the Town's default is excused by the County, the County may, upon written notice to the Town's representative listed herein, cancel this Agreement in its entirety as indicated in (b.) below.

This Agreement may be cancelled with or without cause by either party upon thirty (30) days written notice.

Representatives for each of the parties to this Agreement are as listed below:

<u>Town/City</u>	<u>County/Division</u>
City of Hamburg	Keith R. Kern
181 Broadway Avenue	Carver County Assessor
Hamburg, MN 55339	600 E 4 <sup>th</sup> Street Chaska MN 55318
Clerk – Jeremy Gruenhagen	kkern@co.carver.mn.us

12) **Subcontracting and Assignment.** Neither party shall not enter into any subcontract for the performance of any services contemplated under this Agreement without the prior written approval of the other party and subject to such conditions and provisions as the other party may deem necessary. The party attempting to subcontract or assign its obligations shall be responsible for the performance of all Subcontractors.

No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other Parties and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors.

- 13) **Nondiscrimination.** During the performance of this Agreement, the Town agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.
- 14) **Health and Safety.** Each party shall be solely responsible for the health and safety of its employees and subcontractor's employees in connection with the services performed in accordance with this Agreement. Each party shall ensure that all employees, including those of all subcontractors, have received training required to properly and safely perform services outlined in this Agreement.
- 15) **No Waiver.** Nothing in this Agreement shall constitute a waiver by the either party of any statute of limitations or exceptions on liability. If the either party fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 16) **Severability.** If any part of this Agreement is rendered void, invalid or unenforceable, by a court of competent jurisdiction, such rendering shall not affect the remainder of this Agreement unless it shall substantially impair the value of the entire Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid provision that most closely approximates the intent of the invalid provision.
- 17) **Applicable Laws.** The Laws of the State of Minnesota shall apply to this Agreement.

IN WITNESS WHEREOF, the City of Hamburg, has caused this Agreement to be executed by its Chairperson/Mayor and its Town Clerk by the authority of its governing body by a duly adopted resolution on

This the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

The County of Carver has caused this Agreement to be executed by its Chairperson and the County Assessor pursuant to the authority of the Board of Commissioners by resolution adopted on

This the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY/TOWNSHIP OF HAMBURG

COUNTY OF CARVER

By: \_\_\_\_\_  
Chairperson/Mayor

By: \_\_\_\_\_  
James Ische, Chairperson  
Board of Commissioners

By: \_\_\_\_\_  
Clerk – Jeremy Gruenhagen

Attest: \_\_\_\_\_  
Dave Hemze/County Admin.

And: \_\_\_\_\_  
Keith R. Kern  
County Assessor

Approved as to form:

\_\_\_\_\_  
Assistant County Attorney/Date



	Beginning Balance 1/1/2020	2020 Budget Income	2020 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 4/30/2020
<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>\$26,976.54</b>	<b>\$179,506.40</b>	<b>\$305,939.33</b>
General Gov't							
Public Safety (Fire Dept.)							
Public Works (Streets)							
Sanitation & Recycling							
Parks & Recreation							
Comm. Hall							
<b>Special Revenue Funds</b>	<b>\$468,412.44</b>	<b>\$15,167.00</b>	<b>\$0.00</b>	<b>\$483,579.44</b>	<b>\$871.99</b>	<b>\$0.00</b>	<b>\$469,284.43</b>
City Of Hamburg (Savings)	\$460,271.65	\$15,107.00	\$0.00	\$475,378.65	\$871.99	\$0.00	\$461,143.64
Fire Equipment CD	\$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>\$27,848.53</b>	<b>\$179,506.40</b>	<b>\$801,931.28</b>
<b>Enterprise Funds</b>							
Water	\$84,222.25	\$182,742.02	\$166,472.08	\$100,492.19	\$59,770.04	\$35,526.88	\$108,465.41
Sewer	\$350,263.94	\$70,473.24	\$80,053.70	\$340,683.48	\$24,320.89	\$13,006.09	\$361,578.74
Storm Water	\$44,244.27	\$70,818.00	\$70,485.00	\$44,577.27	\$23,003.58	\$2,631.00	\$64,616.85
<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>\$107,094.51</b>	<b>\$51,163.97</b>	<b>\$534,661.00</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>\$134,943.04</b>	<b>\$230,670.37</b>	<b>\$1,336,592.28</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>2012 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		2/1/2023	(\$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	\$268.74	\$0.00	\$624.11
Intergovt 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	\$450.00	\$150.00	\$300.00	\$0.00	\$0.00	\$900.00
Comm Ctr Rentals	\$0.00	\$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	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
Park Rentals	\$812.00	\$1,916.50	\$1,066.00	\$0.00	\$0.00	\$3,794.50
Hall Receipts	\$0.00	\$35.00	\$30.00	\$60.00	\$0.00	\$125.00
Fines	\$0.00	\$693.23	\$403.65	\$798.97	\$0.00	\$2,700.92
Misc. Receipts	\$805.07	\$0.00	\$0.00	\$0.00	\$0.00	\$805.07
Other Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Recovery	\$201.87	\$144.28	\$105.00	\$73.72	\$0.00	\$524.87
Interest Income (Checking)	\$0.00	\$0.00	\$871.99	\$0.00	\$0.00	\$871.99
Interest Income (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$13,987.24	\$0.00	\$59,770.04
Sewer Service	\$4,896.00	\$5,415.46	\$4,901.62	\$4,807.67	\$0.00	\$20,020.75
Storm Water	\$5,773.31	\$5,969.14	\$5,843.96	\$5,417.17	\$0.00	\$23,003.58
	<b>\$39,329.83</b>	<b>\$34,559.59</b>	<b>\$35,640.11</b>	<b>\$25,413.51</b>	<b>\$0.00</b>	<b>\$134,943.04</b>
<b>Expenses</b>						
General Govt	\$19,439.44	\$23,707.63	\$27,830.36	\$18,980.26	\$0.00	\$89,957.69
Public Safety	\$30,246.74	\$4,067.03	\$6,617.17	\$9,171.66	\$0.00	\$50,102.60
Public Works	\$3,445.23	\$3,901.71	\$3,661.50	\$14,752.16	\$0.00	\$25,760.60
Sanitation & Recycling	\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.00
Park & Recreation	\$421.35	\$127.21	\$392.23	\$2,420.07	\$0.00	\$3,360.86
Hall Expenses	\$2,655.20	\$2,846.33	\$2,787.83	\$1,675.29	\$0.00	\$9,964.65
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	\$10,545.48	\$3,573.07	\$12,517.88	\$0.00	\$31,715.53
Sewer	\$2,873.74	\$4,409.68	\$2,357.62	\$2,516.70	\$0.00	\$12,157.74
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>\$62,034.02</b>	<b>\$0.00</b>	<b>\$226,010.67</b>
<b>Other Expenses (DEBT)</b>						
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>\$1,336,592.28</b>	<b>\$1,336,592.28</b>	<b>\$1,336,592.28</b>
	(\$29,850.67)	(\$17,676.48)	(\$11,579.67)	(\$36,620.51)	\$0.00	(\$95,727.33)

## **ELECTION JUDGES FOR 2020**

The following people are scheduled to work the Primary Election on August 11<sup>h</sup>, 2020 and the General Election on November 3<sup>rd</sup>, 2020:

### **Election Judges**

**Diane Weckman  
Diane Hoffman  
Janice Mackenthun  
Barb Droege  
Perry Schroeder  
Jan Pulkrabek**

### **Head Judges**

**Jeremy Gruenhagen  
Tamara Bracht**

## **City of Hamburg Notice of Filing for City Election**

**NOTICE IS HEREBY GIVEN** that filings for Mayor and City Council will open July 28, 2020 and close August 11, 2020 at 5:00 p.m. **OFFICES TO BE FILLED:** Two (2) Council Member positions, which serve a four-year term. All terms begin January 1, 2021.

Affidavits of Candidacy will be available and received weekdays beginning July 28, 2020 at the Hamburg City Hall, 181 Broadway Ave., during regular business hours of 8:00 a.m. to 4:30 p.m. and until 5:00 p.m., August 11, 2020. You must state as to which seat or position that you are filing for on your Affidavit.

The following criteria must be met for the mayor or council seats. The candidate:

- Must be an eligible voter;
- Has no other affidavit on file as a candidate for any office at the general election;
- Is, or will be on assuming office, 21 years of age or more;
- Will have maintained residence in the City of Hamburg for 30 days before the election; and
- Must pay the **\$2.00 filing fee** at the time of the filing.

The Election for these City Offices will be held on Tuesday, November 3, 2020 in the City of Hamburg, County of Carver, State of Minnesota between 7:00 a.m. and 8:00 p.m.

Jeremy Gruenhagen  
Hamburg City Clerk/Treasurer

# JUNE DELINQUENCY REPORT 2020

NOTES	Account #	AMOUNT OVER DUE	CURRENT BILL		ACCOUNT BALANCE	PAYMENTS	UPDATED BALANCE	
			JUNE USAGE					
Reminder Card	01-00017617-00-9	\$130.20	+	\$103.15	=	\$233.35		
PAID	01-00008421-00-8	\$126.15	+	\$111.00	=	\$237.15	\$126.15	\$111.00
PAID	01-00017613-00-5	\$352.35	+	\$173.13	=	\$525.48	\$353.35	\$172.13
PAID	01-00011860-00-7	\$150.02	+	\$116.17	=	\$266.19	\$266.19	\$0.00
PAID	01-00014410-00-1	\$119.93	+	\$107.49	=	\$227.42	\$227.42	\$0.00
Reminder Card	01-00014320-00-7	\$92.50	+	\$91.00	=	\$183.50		
Reminder Card	01-00012430-00-9	\$176.20	+	\$129.45	=	\$305.65		
PAID	01-00007619-00-8	\$146.10	+	\$129.91	=	\$276.01	\$280.00	(\$3.99)
SENT SHUT OFF for the 21st	01-00016604-00-4	\$486.18	+	\$186.20	=	\$672.38		
PAID	01-00007625-00-7	\$849.78	+	\$160.52	=	\$1,010.30	\$800.00	\$210.30
Reminder Card	01-00009321-00-0	\$110.93	+	\$101.93	=	\$212.86		
Reminder Card	01-00006190-01-2	\$147.21	+	\$143.14	=	\$290.35		
PAID	01-00005490-00-1	\$368.71	+	\$179.65	=	\$548.36	\$743.71	(\$195.35)
Reminder Card	01-00007630-00-5	\$125.82	+	\$114.38	=	\$240.20		
SENT SHUT OFF for the 21st	01-00003619-00-2	\$319.14	+	\$100.07	=	\$419.21		
SENT SHUT OFF for the 21st	01-00017621-00-6	\$463.32	+	\$248.90	=	\$712.22		
SENT SHUT OFF for the 15th	01-00017615-00-7	\$738.44	+	\$167.60	=	\$906.04	\$300.00	\$606.04
SENT SHUT OFF for the 21st	01-00002490-00-4	\$431.42		\$118.53	=	\$549.95		
		<b>\$4,725.70</b>		<b>\$2,094.94</b>		<b>\$6,820.64</b>	<b>\$2,617.32</b>	<b>\$617.00</b>



June 19, 2020

Dear Mayors and Administrators,

Life-changing events have made for extraordinary times here in Minnesota and worldwide. We wish you the best as your communities respond to both the new realities posed by the COVID-19 pandemic, and a renewed social movement to address racial equity following the recent death of George Floyd.

The League of Minnesota Cities understands that the next few months will be particularly challenging for our members in terms of budgeting and financial resource concerns. We know that many cities are already making tough choices involving staff furloughs and layoffs, and service cuts to make ends meet in the short term.

**We will do everything we can to support you in those efforts and want to let you know that, in recognition of these unique times, the League's Board of Directors voted yesterday to refrain from implementing a membership dues increase for the next fiscal year.**

That means a preliminary maximum member dues schedule increase of zero percent (0%) for the League's 2021 fiscal year that runs from September 1, 2020 through August 31, 2021.<sup>1</sup>

The League's final dues schedule is similar to how your city sets its preliminary levy increase in that it cannot be higher than the maximum that is set. The Board will make its final decision on annual dues when it meets in August to approve the League's FY 2021 budget.

COVID-19 has already changed many of the ways the League has conducted business over the past several months, particularly in the areas of communication and member relations. Please rest assured, though, that neither flat dues or effects of the pandemic will in any way compromise the delivery of service that our members need and expect from the League. We are well-positioned financially to seamlessly sustain a period of lower revenues without making program or service reductions.

As a matter of fact, you may have noticed that the League has upped-our-game to match your unique needs during this unparalleled time in our history. At a rapid pace, we are developing and sharing information through our web site and publications related to both coronavirus response and race equity resources. Our Intergovernmental Relations team is diligently working to advocate for our member's interests during the special legislative session and all of our staff are working on high alert to address ongoing member questions and concerns. We do this to help make your jobs easier.

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<sup>1</sup> Actual dues include a population factor so a net change for each city may vary based on your population changes.

We thank you for your continued support of our work done on your behalf. The League is *your* organization, and we sincerely welcome your feedback and your ideas for how we can better serve your needs. Feel free to contact Dave Unmacht at (651) 281-1205 or [dunmacht@lmc.org](mailto:dunmacht@lmc.org).



Michael J. Mornson  
League of Minnesota Cities President  
Manager, City of Hopkins



David Unmacht  
Executive Director,  
League of Minnesota Cities  
Twitter: @UnmachtMnCities

# City of Hamburg

CITY CLERK / TREASURER OFFICE

181 BROADWAY AVE., P.O. Box 248 HAMBURG, MN 55339

City Office: (952)467-3232

Email: [cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com)

City Website: [cityofhamburgmn.com](http://cityofhamburgmn.com)

December 6, 2019

Greetings Mr. Tereau,

Welcome to Hamburg! We hope you are enjoying your new home and neighbors.

An unfortunate issue was brought to light regarding your water utility billings. Apparently, your billing information was not being generated in our billing system. This was brought to our attention on Monday, December 2, when your water meter was flagged as having a "Bad Read". We are continuing to investigate how this glitch occurred, in order to prevent it from happening to any other accounts in the future. We are truly sorry for how inconvenient this is and are offering a 3-month payment plan to assist in getting your account on track.

Over the past 4 months your total water usage was 19,000 gallons. This equates to a monthly usage of approximately 4,740 gallons, which is in-line with the average household in Hamburg.

Keeping in mind that the below paragraph is our standard payment plan verbiage; if you are in agreement with the payment plan, please sign and return it to our office with the first installment by 12-31-19.

---

I do hereby agree and promise to pay to the City of Hamburg, MN, the following amounts, which are to be applied to my outstanding water utility bill **in addition** to each current month's bill. I do hereby also agree that, should any scheduled payment not be made on or before the agreed date, the entire amount due to the City of Hamburg shall become immediately payable, and I confess judgment in favor of the City of Hamburg in said amount. I understand and agree that the City of Hamburg may bring an action in the Conciliation or District Court to enforce such Confession of Judgment, or may certify the delinquent amount against the property to be collected by the Carver County Auditor with real estate tax payments, without restriction. I also understand that, should this agreement be voided by nonpayment, the City may refuse to offer me a payment plan in the future.

---

The total amount past due: **\$443.62** divided by 3 months = **\$147.87** The additional payment installments for the next 3 months will be due as follows:

<b>Date: 12-31-19 Amt: \$147.87</b>	<b>/ Date: 01-31-20 Amt: \$147.87</b>	<b>/ Date: 02-29-20 Amt: \$147.88</b>
+ current month of : <b>\$143.83</b>	+ current month of : \$ _____	+ current month of : \$ _____
<b>= \$291.70</b>	<b>= \$ _____</b>	<b>= \$ _____</b>

Attest:

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Representative

\_\_\_\_\_  
Date



We included a break-down, for your information, of how water bills are calculated each month. These amounts are subject to change on a yearly basis when the City Council approves the next years budget. We will be looking at an approximate 2% increase on the water portion for 2020. Our new water tower was recently completed and will be going on-line next fall.

If you would like to speak with us, we are available between the hours of 8:00 – 4:30, Monday thru Friday, either in person or by phone at (952) 467-3232.

Again, we apologize for this unfortunate circumstance, and are happy to assist as we are able.

Jeremy Gruenhagen  
City Clerk/Treasurer

Tamara Bracht  
Deputy Clerk



TEREAU (615 Donald Avenue) Water Usage Break-Down

MONTH	days per month billed	Total Base Fee	Avg. Usage per month in gallons	\$15.16 per 1,000 gallons	.01516 per gallon	Total gallon usage cost
JULY	5	\$ 11.60	34		\$ 0.52	\$ 0.52
AUGUST	31	\$ 71.93	4743	60.64	\$11.26	71.90
SEPTEMBER	30	\$ 71.93	4740	60.64	\$11.26	71.90
OCTOBER	31	\$ 71.93	4743	60.64	\$11.26	71.90
NOVEMBER	30	\$ 71.93	4740	60.64	\$11.26	71.90
Totals:		\$ 299.32	19000	\$ 242.56	\$ 45.57	\$ 288.13
4 months 5 days of base fees		299.32				
per 1,000 gallons		\$ 242.56				
per single gallons		\$ 45.57				
<b>TOTAL OWED</b>		<b>\$ 587.45</b>				

# City of Hamburg

City Clerk /Treasurer Office  
181 Broadway Ave., P.O. Box 248 Hamburg, MN 55339

**City Office:** (952)467-3232

**Email:** [cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com)

**City Website:** [cityofhamburgmn.com](http://cityofhamburgmn.com)

January 10, 2020

Todd Tereau  
615 Donald Avenue  
Hamburg, MN 55339

Re: Correspondence dated December 6, 2019 (copy enclosed).

Please sign and return the attached payment plan or pay in full by January 31, 2020. If the attached payment plan doesn't work for you please let us know. We can be reached at (952) 467-3232 or stop by the Hamburg City Office between the hours of 8:00 a.m. and 4:30 p.m. Monday thru Friday to discuss your payment options. You can also come before the Hamburg City Council at the regularly scheduled monthly meeting on January 14, 2020 at 7:00 p.m.

We look forward to hearing from you.

Tamara Bracht  
Deputy Clerk  
City of Hamburg



# City of Hamburg

City Clerk / Treasurer Office

181 Broadway Ave., P.O. Box 248 Hamburg, MN 55339

City Office: (952)467-3232

Email: [hamburgcityhall@gmail.com](mailto:hamburgcityhall@gmail.com)

City Website: [cityofhamburgmn.com](http://cityofhamburgmn.com)

## DISCONNECT NOTICE

February 5, 2020

Todd Tereau  
615 Donald Avenue  
Hamburg, MN 55339

Re: Water Service

This letter serves as a notice of intent to collect payment for your outstanding water bills. City Ordinance 50-02 provides that service may be discontinued after thirty (30) days of non-payment of municipal utility service bills. A copy of the ordinance can be obtained from the city office or on the city website.

Please remit the full outstanding balance of **\$714.49** by **8:00 a.m. Thursday, February 20th**, to avoid a disruption in your service and having a reconnection fee of \$100.00 applied to your account.

If your water service is shut-off, the full outstanding balance will be due, including the reconnection fee, before service would be restored.

Please note that the above outstanding balance does not include the current months bill of **\$149.29** which is due by **February 29<sup>th</sup>, 2020**. Payment options are listed on the back of the bill every month.

If you have any questions, please contact the City Office by phone or in person between the hours of 8:00 a.m. and 4:30 p.m. Monday thru Friday, excluding holidays.

Kind Regards,

Tamara Bracht  
Deputy Clerk  
City of Hamburg

FILE

COPY

PAID  
Cash \$200.00  
requested a payment plan  
2-10-2020  
for the remaining  
balance



# City of Hamburg

City Clerk /Treasurer Office

181 Broadway Ave., P.O. Box 248 Hamburg, MN 55339

City Office: (952)467-3232

Email: [cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com)

City Website: [cityofhamburgmn.com](http://cityofhamburgmn.com)

February 11, 2020

Todd Tereau  
615 Donald Avenue  
Hamburg, MN 55339

Re: Payment Plan

Thank you for the payment of \$200.00 on Monday, February 10<sup>th</sup>. Below you will find a payment plan agreement for the remaining balance. We ask that you sign and return the agreement by February 28<sup>th</sup>. If you have any questions or concerns please reach out to us in the City Office, Monday – Friday from 8:00 to 4:30.

I do hereby agree and promise to pay to the City of Hamburg, MN, the following amounts, which are to be applied to my outstanding water utility bill **in addition** to each current month's bill. I do hereby also agree that, should any scheduled payment not be made on or before the agreed date, the entire amount due to the City of Hamburg shall become immediately payable, and I confess judgment in favor of the City of Hamburg in said amount. I understand and agree that the City of Hamburg may bring an action in the Conciliation or District Court to enforce such Confession of Judgment, or may certify the delinquent amount against the property to be collected by the Carver County Auditor with real estate tax payments, without restriction. I also understand that, should this agreement be voided by nonpayment, the City may refuse to offer me a payment plan in the future.

The total amount past due: **\$663.78** divided by 3 months = **\$221.26**. The additional payment installments for the next 3 months will be due as follows:

**Date: 3-31-20 Amt: \$221.26** / **Date: 4-30-20 Amt: \$221.26** / **Date: 5-31-20 Amt: \$221.26**  
+ current month of: \$ \_\_\_\_\_ + current month of: \$ \_\_\_\_\_ + current month of: \$ \_\_\_\_\_  
= \$ \_\_\_\_\_ = \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Attest:

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Representative

\_\_\_\_\_  
Date



Est. 1883

# City of Hamburg

City Clerk /Treasurer Office  
181 Broadway Ave., P.O. Box 248 Hamburg, MN 55339

City Office: (952)467-3232

Email: [cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com)

City Website: [cityofhamburgmn.com](http://cityofhamburgmn.com)

April 13, 2020

Todd Tereau  
615 Donald Avenue  
Hamburg, MN 55339

FILE COPY

Re: Payment Plan

Per our conversation on February 10, 2020, you paid \$200.00 in cash and asked for a payment plan for the remaining balance. We granted your request and asked that you return the signed payment plan by Feb. 28, 2020. We have yet to receive a signed agreement from you and we also have received no additional payments towards your water bills. We understand that we are all faced with extraordinary circumstances right now. The Hamburg City Council voted to wave late fees for the month of April, but are still expecting residents to make regular monthly payments. The below payment plan will be the final opportunity for you to start making progress on your water bill. Please sign the below agreement and place it in the drop box outside City Hall by April 30<sup>th</sup> along with your first installment, or make a full payment that will bring your account current. Should we not receive payment by April 30<sup>th</sup>, we will present the situation to Council on May 12<sup>th</sup> for further action.

If you have any questions or concerns please reach out to us in the City Office, Monday – Friday from 8:00 to 4:30 at the above listed phone number or email.

I do hereby agree and promise to pay to the City of Hamburg, MN, the following amounts, which are to be applied to my outstanding water utility bill **in addition** to each current month's bill. I do hereby also agree that, should any scheduled payment not be made on or before the agreed date, the entire amount due to the City of Hamburg shall become immediately payable, and I confess judgment in favor of the City of Hamburg in said amount. I understand and agree that the City of Hamburg may bring an action in the Conciliation or District Court to enforce such Confession of Judgment, or may certify the delinquent amount against the property to be collected by the Carver County Auditor with real estate tax payments, without restriction. I also understand that, should this agreement be voided by nonpayment, the City may refuse to offer me a payment plan in the future.

The total amount past due: **\$782.31** divided by 3 months = **\$260.77**. The additional payment installments for the next 3 months will be due as follows:

<b>Date: 4-30-20 Amt: \$260.77</b>	<b>Date: 5-31-20 Amt: \$260.77</b>	<b>Date: 6-30-20 Amt: \$260.77</b>
+ current month of: \$133.91	+ current month of: \$145.14	+ current month of: \$156.37
= <b>\$394.68</b>	= <b>\$405.91</b>	= <b>\$417.14</b>

*Paid on 4-17-2020 by M.O.*

*Payment of \$100 was made on 6-3-2020*

Attest:

*Todd Tereau*

*Jamara Bracht*

*4-17-2020*

Resident Signature

Date

City Representative

Date



# City of Hamburg

City Clerk /Treasurer Office  
181 Broadway Ave., P.O. Box 248 Hamburg, MN 55339

City Office: (952)467-3232

Email: [cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com)

City Website: [cityofhamburgmn.com](http://cityofhamburgmn.com)

July 6, 2020

Todd Tereau  
615 Donald Avenue  
Hamburg, MN 55339

FILE COPY

Re: Water Bill Payment Plan

Please see the attached Payment Plan Agreement that you entered into on April 17, 2020; and note that proper payments have not been received in accordance with the plan. In order to avoid a disruption in your water service on Wednesday, July 15, 2020, you will need to do one of the following by 4:30 on Monday, July 13, 2020:

1. return the below request
2. pay your full past due balance of \$738.44

now owes  
438.44 by

## REQUEST FOR HEARING

If the following notice is filed with the City Clerk no later than **Monday, July 13, 2020**, you will receive a hearing before the City Council on **Tuesday, July 14, 2020, at 7:00 p.m.** to explain why the bill remains unpaid and to request payment arrangements that will work for you. In the event of a request for hearing, the water service will not be discontinued pending the results of the hearing. If, as a result of the hearing, the City Council finds that there are no legal reasons why service should not be discontinued, the City Council may order that your service be immediately disconnected. Should you fail to appear before the City Council, the water service will be immediately discontinued.

I hereby request a hearing before the appointed City Council to discuss the alleged delinquency of payment of utility service. I understand that the City Council will make an informed decision concerning this situation at the **July 14, 2020** council meeting. I understand that I must be present and that water service shall not be discontinued until disposition of the hearing is made.

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

Date: \_\_\_\_\_ Hamburg City Clerk: \_\_\_\_\_

Regards,

Jeremy Gruenhagen  
City Clerk/Treasurer  
City of Hamburg

Paid M.O. \$300<sup>00</sup> on 7-9-2020  
will come to Council meeting to  
ask for a payment plan



Bill History

01-00017615-00-7 TEREAU, TODD 615 DONALD AVE. HAMBURG MN 55339

Type	Charge	Amount	Date	Prev Read	Prev Read Date	Curr Read	Curr Read Date	Usage	Bill Per	Year
For 01-00017615-00-7 615 DONALD AVE.										
Calculation Number 163										
	Prev Bal	\$0.00							7	2019
	Cur Charges	\$0.00	8/1/2019						7	2019
	Total	\$0.00	8/1/2019						7	<u>2019</u>
Calculation Number 163										
Calculation Number 164										
	Prev Bal	\$0.00							8	2019
	Cur Charges	\$0.00	9/4/2019						8	2019
	Total	\$0.00	9/4/2019						8	<u>2019</u>
Calculation Number 164										
Calculation Number 165										
	Prev Bal	\$0.00							9	2019
	Cur Charges	\$0.00	10/2/2019						9	2019
	Total	\$0.00	10/2/2019						9	<u>2019</u>
Calculation Number 165										
Calculation Number 166										
	Prev Bal	\$0.00							10	2019
	Cur Charges	\$0.00	11/1/2019						10	2019
	Total	\$0.00	11/1/2019						10	<u>2019</u>
Calculation Number 166										
Calculation Number 167										
	Prev Bal	\$0.00							11	2019
Service	WATER	\$213.73	12/3/2019	727000	7/25/2019	746000	12/2/2019	19000	11	2019
Service	SEWER RES	\$13.19	12/3/2019					2667	11	2019
Service	Storm Water F	\$5.32	12/3/2019						11	2019
Service	WTR CAP IMP	\$1.94	12/3/2019						11	2019
Cur Charges		\$234.18	12/3/2019						11	2019
Total		\$234.18	12/3/2019						11	<u>2019</u>
Calculation Number 167										
Calculation Number 168										
	Prev Bal	\$234.18							12	2019
Adjustment	WATER	\$28.06	12/10/2019						12	2019
Adjustment	SEWER RES	\$176.47	12/10/2019						12	2019
Adjustment	Storm Water F	\$109.08	12/10/2019						12	2019
Adjustment	WTR CAP IMP	\$39.66	12/10/2019						12	2019
Service	WATER	\$67.52	1/2/2020	746000	12/2/2019	750000	1/2/2020	4000	12	2019
Service	SEWER RES	\$22.02	1/2/2020					2667	12	2019
Service	Storm Water F	\$27.50	1/2/2020						12	2019
Service	WTR CAP IMP	\$10.00	1/2/2020						12	2019
Cur Charges		\$127.04	1/2/2020						12	2019
Total		\$714.49	1/2/2020						12	<u>2019</u>
Calculation Number 168										
Calculation Number 169										
	Prev Bal	\$714.49							1	2020
Service	WATER	\$80.09	2/4/2020	750000	1/2/2020	755000	2/3/2020	5000	1	2020
Service	SEWER RES	\$31.70	2/4/2020					5000	1	2020
Service	Storm Water F	\$27.50	2/4/2020						1	2020
Service	WTR CAP IMP	\$10.00	2/4/2020						1	2020
Cur Charges		\$149.29	2/4/2020						1	2020
Total		\$863.78	2/4/2020						1	<u>2020</u>
Calculation Number 169										
Calculation Number 170										
	Prev Bal	\$863.78							2	2020
Receipt		\$200.00	2/10/2020						2	2020
Service	WATER	\$57.63	3/3/2020	755000	2/3/2020	758000	3/2/2020	3000	2	2020
Service	SEWER RES	\$23.40	3/3/2020					3000	2	2020
Service	Storm Water F	\$27.50	3/3/2020						2	2020
Service	WTR CAP IMP	\$10.00	3/3/2020						2	2020
Cur Charges		\$118.53	3/3/2020						2	2020
Total		\$782.31	3/3/2020						2	<u>2020</u>

July

Aug.

Sept.

Oct.

Nov.

Dec.

Jan.

Feb.



Type	Charge	Amount	Date	Prev Read	Prev Read Date	Curr Read	Curr Read Date	Usage	Bill Per	Year
Calculation Number 170										
Calculation Number 171										
Prev Bal		\$782.31							3	2020
Service	WATER	\$68.86	4/1/2020	758000	3/2/2020	762000	3/31/2020	4000	3	2020
Service	SEWER RES	\$27.55	4/1/2020					4000	3	2020
Service	Storm Water F	\$27.50	4/1/2020						3	2020
Service	WTR CAP IMP	\$10.00	4/1/2020						3	2020
Cur Charges		\$133.91	4/1/2020						3	2020
Total		\$916.22	4/1/2020						3	2020
Calculation Number 171										
Calculation Number 172										
Prev Bal		\$916.22							4	2020
Receipt		\$394.93	4/17/2020						4	2020
Service	WATER	\$80.09	5/4/2020	762000	3/31/2020	767000	4/30/2020	5000	4	2020
Service	SEWER RES	\$27.55	5/4/2020					4000	4	2020
Service	Storm Water F	\$27.50	5/4/2020						4	2020
Service	WTR CAP IMP	\$10.00	5/4/2020						4	2020
Cur Charges		\$145.14	5/4/2020						4	2020
Total		\$666.43	5/4/2020						4	2020
Calculation Number 172										
Calculation Number 173										
Prev Bal		\$666.43							5	2020
Service	WATER	\$91.32	6/2/2020	767000	4/30/2020	773000	6/1/2020	6000	5	2020
Service	SEWER RES	\$27.55	6/2/2020					4000	5	2020
Service	Storm Water F	\$27.50	6/2/2020						5	2020
Service	WTR CAP IMP	\$10.00	6/2/2020						5	2020
Cur Charges		\$156.37	6/2/2020						5	2020
Total		\$822.80	6/2/2020						5	2020
Calculation Number 173										
Calculation Number 174										
Prev Bal		\$822.80							6	2020
Receipt		\$100.00	6/3/2020						6	2020
Late Fee	WATER	\$9.13	7/1/2020						6	2020
Late Fee	SEWER RES	\$2.76	7/1/2020						6	2020
Late Fee	Storm Water F	\$2.75	7/1/2020						6	2020
Late Fee	WTR CAP IMP	\$1.00	7/1/2020						6	2020
Service	WATER	\$102.55	7/1/2020	773000	6/1/2020	780000	6/30/2020	7000	6	2020
Service	SEWER RES	\$27.55	7/1/2020					4000	6	2020
Service	Storm Water F	\$27.50	7/1/2020						6	2020
Service	WTR CAP IMP	\$10.00	7/1/2020						6	2020
Cur Charges		\$167.60	7/1/2020						6	2020
Total		\$906.04	7/1/2020						6	2020
Calculation Number 174										

March

April

May

June



## News Release

# Statement from the League of Minnesota Cities Regarding Allocation of CARES Act Funding

**(June 25, 2020–St. Paul, MN)** *In response to today's announcement regarding COVID-19 CARES Act funding to local governments, League of Minnesota Cities Executive Director David Unmacht issues the following statement:*

"On behalf of the 833 member cities of the League of Minnesota Cities, I would like to thank Gov. Walz and legislative leaders for reaching an agreement on distributing \$841 million of the state's allocation of the Coronavirus Relief Fund, authorized by the federal CARES Act, to assist cities, counties, and townships across the state. The governor's use of the legislative agreement reached by Sen. Julie Rosen, Sen. Kari Dziedzic, Rep. Paul Marquart, and Rep. Pat Garofalo will expedite the distribution of the funds, which must be used by cities by Nov. 15.

These funds will be critical for cities across the state that have experienced unbudgeted costs while executing a response to the COVID-19 pandemic to ensure the health, safety, and welfare of the residents in their communities. Cities set their budgets for 2020 last fall, long before the effects of the pandemic hit Minnesota. Since that time, cities have been forced to alter and modify their operations, purchase equipment, and redeploy staff to address the challenges of maintaining essential services to residents.

Although the federal funding cannot be used to replace lost revenue, the erosion of city revenues over the past several months have challenged cities even further as they continue to respond to the pandemic. The League will continue to work with our U.S. congressional delegation to secure additional federal assistance to address the steep loss of revenues affecting city operations."

Your LMC Resource

Don Reeder

Public Affairs Manager

(651) 215-4031

[dreeder@lmc.org](mailto:dreeder@lmc.org)



# Governor Will Distribute Coronavirus Relief Funds to Cities, Counties, and Townships

June 25, 2020

**The funds may be used for COVID-19-related costs that occur between March 1, 2020, and Nov. 15, 2020.**

Gov. Tim Walz announced today that he will distribute \$841 million in federal funds to cities, counties, and townships for coronavirus-related expenses.

The governor will use the framework of the legislative agreement debated in the recent special session, and will distribute the funds via the Legislative Advisory Commission process allowed by state law.

Under the governor's action, the Department of Revenue (DOR) will distribute a portion of the state's allocation from the Coronavirus Relief Fund, which was created by the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The funds may be used for COVID-19-related costs that occur between March 1, 2020, and Nov. 15, 2020.

## Guidance for use of the funds

The U.S. Treasury Department has developed guidance and a frequently asked questions (FAQs) document for the uses of the funds. The guidance and FAQ documents have been regularly updated to clarify the allowable uses to include broader categories of costs and employees presumed to be performing work related to the pandemic or having work impacted by pandemic considerations.

The last update was issued on June 24. Local governments receiving Coronavirus Relief Funds must adhere to the parameters outlined by the CARES Act and should follow the Treasury guidance closely to ensure that any funds are expended for allowable uses.

—[Access the U.S. Treasury guidance \(https://home.treasury.gov/policy-issues/cares/state-and-local-governments\)](https://home.treasury.gov/policy-issues/cares/state-and-local-governments)

## Distributions under the plan and certification process

Under the plan, cities with populations of 200 or more will be eligible to receive a distribution from the DOR of \$75.34 per capita. Cities must certify with the Department of Revenue their intent to comply with the eligible use parameters outlined by the CARES Act prior to receiving a distribution.

The DOR will be sending an email to all cities on June 25 with more information. Distributions will be made for certification requests made by cities beginning in early July.

—[Learn more from DOR about how to apply for the funds and how much your city will receive \(https://www.revenue.state.mn.us/coronavirus-relief-fund-local-governments\)](https://www.revenue.state.mn.us/coronavirus-relief-fund-local-governments)

Cities under 200 in population will not see a direct distribution but will be eligible to receive a distribution from their county if they apply to the county before Sept. 1. Distributions would be made before Sept. 20.

Townships with a population between 200 and 4,999 will be eligible to receive a distribution from the DOR of \$25 per capita. Townships with a population of 5,000 or more will be eligible to receive a distribution \$75.34 per capita. Townships with populations under 200 are eligible to receive distributions from their counties under the same process for small cities.

Counties (except Hennepin and Ramsey, both of which met the 500,000 population threshold for a direct allocation from the U.S. Treasury) will receive \$121.28 per capita, plus an additional amount for cities and townships under 200 in population. Counties will be required to allocate funds to cities and townships under 200 in population through an application process and will also have to set aside at least 10% of their allocation for emergency financial assistance to individuals or for economic support for businesses.

Local units of government will be allowed to enter into collaborative agreements with other units of government to share aid distributions to cover COVID-related costs.

## Unused funds

If a city, county, or township does not use all of the distribution by Nov. 15, 2020, those unused funds must be returned to the home county for reuse on eligible pandemic costs. However, cities in Hennepin and Ramsey counties will return unused funds to the Hennepin County Medical Center (HCMC), Regions Hospital, or another area hospital in Hennepin or Ramsey

counties for reuse.

Any remaining aid amounts unspent by counties, HCMC, Regions Hospital, or other hospital in Hennepin or Ramsey counties by Dec. 15, 2020, must be returned to the commissioner of Revenue.

Unlike the regular session House proposal, the distribution via the LAC process follows the bill debated during special session (SF 47) and does not set aside any of the allocation to local units of government for undefined future uses. The regular session House bill had set aside \$100 million for future uses.

For more background information about SF 47, read a [previous article \(https://www.lmc.org/news-publications/news/all/coronavirus-funds-distribution/\)](https://www.lmc.org/news-publications/news/all/coronavirus-funds-distribution/).

[—Read a statement from the League of Minnesota Cities regarding allocation of CARES Act Funding \(https://www.lmc.org/about/for-the-media/news-releases/allocation-of-cares-act-funding/\)](https://www.lmc.org/about/for-the-media/news-releases/allocation-of-cares-act-funding/)

Your LMC Resource


Gary Carlson

IGR Director

(651) 281-1255 or (800) 925-1122

[gcarlson@lmc.org](mailto:gcarlson@lmc.org)



COUNTY	CITY	TOTAL
BENTON	SAUK RAPIDS CITY	\$1,051,298
BIG STONE	BARRY CITY	\$0
BIG STONE	BEARDSLEY CITY	\$16,273
BIG STONE	CLINTON CITY	\$31,568
BIG STONE	CORRELL CITY	\$0
BIG STONE	GRACEVILLE CITY	\$42,567
BIG STONE	JOHNSON CITY	\$0
BIG STONE	ODESSA CITY	\$0
BIG STONE	ORTONVILLE CITY	\$136,818
BLUE EARTH	AMBOY CITY	\$38,424
BLUE EARTH	EAGLE LAKE CITY	\$236,342
BLUE EARTH	GOOD THUNDER CITY	\$39,855
BLUE EARTH	LAKE CRYSTAL CITY	\$191,741
BLUE EARTH	MADISON LAKE CITY	\$91,614
BLUE EARTH	MANKATO CITY	\$3,282,650
BLUE EARTH	MAPLETON CITY	\$130,715
BLUE EARTH	ST. CLAIR CITY	\$62,683
BLUE EARTH	VERNON CENTER CITY	\$22,828
BLUE EARTH	PEMBERTON CITY	\$17,102
BLUE EARTH	SKYLINE CITY	\$21,020
BROWN	COBDEN CITY	\$0
BROWN	EVAN CITY	\$0
BROWN	HANSKA CITY	\$27,801
BROWN	NEW ULM CITY	\$1,028,018
BROWN	SLEEPY EYE CITY	\$260,979
BROWN	SPRINGFIELD CITY	\$154,523
BROWN	COMFREY CITY	\$26,595
CARLTON	BARNUM CITY	\$45,581
CARLTON	CARLTON CITY	\$73,758
CARLTON	CLOQUET CITY	\$930,226
CARLTON	CROMWELL CITY	\$18,082
CARLTON	KETTLE RIVER CITY	\$0
CARLTON	MOOSE LAKE CITY	\$210,501
CARLTON	SCANLON CITY	\$74,738
CARLTON	WRENSHALL CITY	\$31,492
CARLTON	WRIGHT CITY	\$0
CARVER	CARVER CITY	\$356,133
CARVER	CHASKA CITY	\$2,081,049
CARVER	COLOGNE CITY	\$138,701
CARVER	 HAMBURG CITY	\$38,650
CARVER	MAYER CITY	\$172,906
CARVER	NEW GERMANY CITY	\$34,280
CARVER	NORWOOD YOUNG AMERICA CITY	\$288,779
CARVER	VICTORIA CITY	\$747,225
CARVER	WACONIA CITY	\$988,766
CARVER	WATERTOWN CITY	\$350,634



# Coronavirus Relief Fund Certification Form

The Coronavirus Relief Fund (CRF) Certification Form must be submitted prior to disbursement of the funds. Submit by email to [proptax.admin@state.mn.us](mailto:proptax.admin@state.mn.us) or by mail to Property Tax Division, Mail Station 3340, St. Paul, MN 55146

Name of Local Government (if city or town include county) <b>City of Hamburg</b>	SWIFT Supplier ID # (if known) <b>0000194148</b>	Phone Number <b>952-467-3232</b>
Name and Title of Person Filling Out Form <b>Jeremy Gruenhagen, City Clerk-Treasurer</b>		Email Address <b>CityAdmin@CityofHamburgmn.com</b>

By submitting this application, the above-named local government ("local government") certifies that it will honor all commitments in the statements below and the Information and Requirements document.

1. The distributed funds will be used by the local government only to cover those costs that:
  - a. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) ("necessary expenditures"), as described and defined by official federal guidance on section 601(d) of the Social Security Act, as added by section 5001 of Public Law 116-136 ("federal guidance");
  - b. Were not accounted for in the budget most recently approved as of March 27, 2020, for the local government; and
  - c. Were or will be incurred during the period that begins on March 1, 2020, and ends on December 1, 2020. A cost is incurred when the local government has expended funds to cover the cost.
2. The funds distributed pursuant to this certification will not be used by the local government in any manner contrary to federal guidance. This includes, but is not limited to:
  - a. As a revenue replacement for lower than expected tax or other revenue collections; and
  - b. For expenditures for which the local government has received other emergency COVID-19 supplemental funding for that same expense, regardless of the funding source.
3. The local government is responsible for repayment of any funds used by the local government in any manner contrary to federal or State of Minnesota guidance.
4. The local government will periodically report expenditures from the Coronavirus Relief Fund as required by Minnesota Management and Budget.
5. Any aid amount remaining unexpended by an eligible city or town on November 15, 2020, must be sent to the home county in which the city or town is located. For cities located in Hennepin County the funds must be transferred to Hennepin County Medical Center or granted to another hospital in the county's boundaries. For the cities or towns located in Ramsey County the funds must be granted to Regions Hospital or another hospital in the county's boundaries. The transfer must be made no later than November 20, 2020. Any amount of aid remaining unexpended by an eligible county by December 1, 2020 must be returned to Minnesota Management and Budget by December 10, 2020.
6. The local government will maintain copies of any agreements to share Coronavirus Relief Funds pursuant to a joint powers agreement under Minn. Stat. § 471.59. Copies of such agreements and accounting records must be sufficient to document the funds distributed to other local governments.
7. The local government is responsible for FEMA nonfederal share, increased workers compensation costs, and costs of supporting its Community Health Board COVID-19 response, and should not anticipate additional state funds for these purposes.
8. The local government understands that these funds are subject to the requirements under the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

**I certify that I have the authority to complete this certification on behalf of the local government.**

Signature of Chief Executive of Local Government 	Title <b>City Clerk-Treasurer</b>	Date <b>7-6-2020</b>
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Federal Award Name and CFDA Number: 601(d) of the Social Security Act (CARES Act) CFDA Number 21.019

April 20, 2020

City of Hamburg  
181 Broadway Ave.  
P O Box 248  
Hamburg, MN 55339

To Whom it may Concern:

This letter is in response to your letter dated March 20, 2020. Although I have written a request for more time to get all the people involved in re submitting the expired original permit on or about March 26, 2020, I have received no response from anyone.

So this is where I am at: 1) I have re-enlisted the design professional I had hired prior to redraw the plans for resubmission with a current building permit application. 2) I have directed BP Mechanical out of Carver to draw all the plumbing plans up for submission with the permit application. They are the ones who actually did the plumbing 3) I have hired a certified HVAC company out of Norwood to draw up y HVAC plans and review all code applications to submit with an application for a building permit. They have been attempting to contact MnSpect for some direction with no success as of today. 4) The electrical was all doe by Norwood Electric and a state permit was pulled and a rough in inspection has been done by the state inspector.

With all that said, I am waiting for all these individuals to commence back to me all the drawings and documentation required to apply for a building permit. With the Covid 19 issue surrounding all of us today and it has been difficult to say the least to get anyone to come out and do what they need to. But I have secured the proper personnel to assist me to get to the application period.

I respectfully request additional time to complete this process and believe May 15, 2020 should be an acceptable time frame for my people to have the items I need completed. Please advise.

Respectfully,

Kevin Subart

July 2, 2020

City of Hamburg  
181 Broadway Ave Box 248  
Hamburg MN 55339

Jeremy: I addressed this letter to you but ultimately it should go to MnSpect to answer the following questions in my quest to come to a resolution on obtaining a building permit for my project. Please pass this onto MnSpect on my behalf.

The basis for this letter is to outline what my goals are and to have a few questions answered, and present a few different scenarios regarding occupancy use, number of R2 apartments in the building and how these play into what can be a permit authorizable design. I will number the scenarios below in order of what my preferences are and need the feedback from MnSpect whether they meet code requirements for the property.

1. This is a question I have asked many times only to never get an answer to. I was supplied with a building permit for 2 of the 3 second story apartments that were constructed in 1994. I was supplied these copies by the seller prior to me purchasing the property. Legal counsel indicates to me that I have the legal right to expect that if a building permit was issued and final inspection completed and documented that everything was done up to code. It is obvious that in 1994 the 2<sup>nd</sup> story apartments buildout should have included a horizontal fire separation assembly between the 1<sup>st</sup> and 2<sup>nd</sup> stories. The plans were okayed by the city of Hamburg without the horizontal fire assembly required at that time for a mixed-use business occupancy that was active on the first floor of the building in 1994. I have been counselled that a grandfathering in of that omitted requirement is reasonable and legal. This is and always has been my stance and I have never received an answer to that question. I do not intend to construct a horizontal fire separation regardless of what transpires. I have also not even touched the 12-foot level of the floor of the 2<sup>nd</sup> story or the ceiling of the 1<sup>st</sup> story. My ceilings are 8 and 10 feet. So in lieu of having to take this stance, I am willing and want to come up with a use scenario that accomplishes following the code without constructing a horizontal assembly between the 2 floors.
2. So, the first item on your list that you wanted a response to is to deal with the type B classification of the new apartment because of 4 or more units in the building. I will reduce the number of units to a total of 3; 1 on the first floor and 2 on the second floor. What difference does this make in the list of previous code requirements? I read the code to say that the same occupancy requires no separation and being that the R2 designation has been used so far, continue to use that. The only thing that could change this is the occupancy load calculation, which I believe has to be recalculated properly with this scenario in mind. Please advise.
3. My third option would be to evict all tenants on the 2<sup>nd</sup> story and leave everything as it was (R2 and B), but just switch the floors around (2<sup>nd</sup> story B, 1<sup>st</sup> story R2). No change of occupancy would have occurred and again, nothing has been touched about the 10' line of the 1<sup>st</sup> story. All while keeping in mind that is exactly what the occupancy was changed to in 1994 and no horizontal separation was required in 1994 when that occurred. Please advise.
- 4.

I know it is not your job to design my building project, you (MnSpect) have said that numerous times. But I do not think it should be out of your wheelhouse to at least advise me of a scenario that would facilitate a building permit without constructing a horizontal fire separation between the two stories'. I



have a designer planner hired and he is working on this also and believes that 3 total units in the building would require no horizontal assembly between the floors. Again, please advise to that end.

It is in the best interest of everyone involved to resolve what the design for a permit application should look like to accomplish all parties' goals. So, I ask you to please take my requests seriously and respond accordingly prior to July 14<sup>th</sup>. That is when the next City Council meeting is and I will have to take my concerns to them if we can not make any progress on this issue.

I thank you in advance for your anticipated cooperation and consideration.

Respectfully,

Kevin Subart

# CITY OF HAMBURG BUILDING INSPECTIONS OFFICE

July 9, 2020

Project Name: Kevin Subart  
340 Railroad St  
Hamburg, MN

RE: Letter from Mr. Subart dated July 2, 2020

Dear Mr. Subart,

I am writing this correspondence in response to your letter of July 2, 2020. The sections below are numbered to address the paragraphs contained in your letter. As the 2018 application for your permit has expired, all references are being made from the current 2020 MN State Building Code (MBC)

1. Work completed under a building permit in 1994

In 1994 building construction in MN was regulated by the 1990 MBC which adopted the 1988 Uniform Building Code (UBC). Business occupancies (Group B, Division 2) were required to be separated from residential occupancies (Group R, Division 1) by a minimum of 1-hour fire resistive construction. It is speculative to say that the required fire separation didn't exist at the time of the 1994 permits, as all inspections verify only what exists at that specific date and time. No less than 9320 days or 25-years and 6-months have passed since 1994 ended, any number of changes could have been made to this building without the City's knowledge or approval; none of which create a circumstance in which existing conditions today are legally non-conforming. A 1-hour fire resistive separation was required in 1994, the fact it does not exist today does not comply with the code from then or now. Further, Minnesota Rule (MR) 1300.0225 requires that all devices or safeguards required by this code shall be maintained in conformance with the code editions under which the devices or safeguards are installed. As the owner of this property you have unfortunately inherited any and all deficiencies with regards to previously unpermitted or non-compliant work.

The proposal today is to change the use and occupancy classification of the lower portion of the building to residential occupancy classification R-2 Apartment Houses, as this is the most reflective of its proposed use. Floor assemblies separating dwelling units in the same buildings, floor assemblies separating sleeping units in the same building and floor assemblies separating dwelling or sleeping units from other occupancies contiguous to them in the same building shall be constructed as horizontal assemblies in accordance with MBC 711. (MBC 420.3)

Horizontal assemblies serving as dwelling or sleeping unit separations in accordance with MBC 420.3 shall be not less than 1-hour fire-resistance-rated construction. (MBC 711.2.4.3)

2. Accessibility requirements and requirements for construction as a Type B unit

The 2020 MN Accessibility Code (MAC) requires all buildings to be accessible to persons with disabilities. (MAC 1102.1) With the changes to the MAC taking effect on March 31, 2020 an exception is available that didn't previously exist in the 2015 MAC. This exception states that Type B dwelling units are not required during a change of occupancy if the work area of the change of occupancy and any alterations is less than 50% of the total building area. Detailed dimensions of the work areas and total building will need to be provided to determine if this exception applies. If found that it does not apply, then the new dwelling unit will be required to be a Type B unit if the building contains 4 or more dwelling units. Permanently removing a dwelling unit would also remove the requirement for the new dwelling to meet Type B requirements. Removal of any unit would require building permits and may have other applicable code requirements; this review does not provide a complete code analysis of that work. (MAC 1107.6.2.2.2)

3. Returning the building to its previous occupancy groups.

At this stage there is little change to the requirements for fire-rated separation. Significant work has been undertaken in the building already, much of which was done without required permits having been obtained. Returning it to its 1994 as-built state would suggest that a 1-hour horizontal separation still needs to be provided. A 1-hour horizontal separation would still be required regardless of the floor each occupancy was located on.

If you have any questions or concerns regarding this code review, please contact me via telephone at 952-442-7520 or email at [codereview@mnspect.com](mailto:codereview@mnspect.com).

Regards,

*Scott Qualle*

Designated Building Official

MNSPECT, LLC

*Helping You Comply With The Code*

235 First St. W.  
Waconia, MN 55367

O: 952-442-7520

F: 952-442-7521

[www.mnspect.com](http://www.mnspect.com)

SQ/jm

cc: Municipal Property File

July 14, 2020

To: Hamburg City Council Member, Mayor, and City Manager

From: Kevin Subart

I am addressing you tonight by direction from my legal counsel. As you are all aware this is in regards to the property I purchased June 1, 2018 at 340 Railroad St. in the city of Hamburg, MN. Prior to purchasing the property, I was provided all the paperwork regarding any work that had been done by the previous owners including the permits and drawings(plans) obtained for said work. Said work was addition of 2<sup>nd</sup> story apartments in 1994 and a reroofing of the building in 2004. I purchased this property based of the executed permits and signed plans that were issued and accepted by the city at that time.

I have been asking questions of your inspection firm since the first time I met them only to get no answers, except " it is not their job to design my building". The question is in regards to a fire separation between the 2 floors which should have been constructed in 1994 when the previous owners built the apartments. The plans list fire separation and drawings for fire separation between walls and on the ceiling of the of the apartments which consists of 5/8 type x wallboard, but it documents nothing to address the fire separation between the 2 stories that should have been required in 1994 according to code. Hence no horizontal fire separation was constructed and or required by the city at that time. I can prove to an accuracy of 100% that no fire separation between floors was constructed at that time, that there was none there when I purchased the building and that in no way shape or form did anyone remove anything from that structure that was done by non-permitted work. Accordingly my legal representation tells me being it was not required on a previous job that required the same, that standard should be grandfathered in and not required now of this building. The first time I received the answer from your inspection contractor, he said it was put in and must have been removed. This was in August of 2018 when Scott Qualle and Chris Lund met with me at the site. Upon entering the building Mr. Qualle immediately said that a 1 hour fire separation between the two floors would be required if I were to do anything in that building, I never have understood how he could have known that there was none present because he refused to climb a ladder where I had removed a couple of rotted suspended ceiling tiles, and take a look for himself; he refused to look. Finally, last week when I asked the city manager to help clarify this issue I received a response back from Mr. Qualle that states in fact yes the requirement for that particular fire separation should have been there in 1994. But again states that someone must have removed the fire separation without a permit and that I as the new owner inherit all non permitted work that was done. Gentlemen he is referring to something that never happened and doing so again by never even inspecting the structure to see if there ever had been separation constructed. Facts are the plans did not show any in 1994, and that anyone can examine the underside of the 2<sup>nd</sup> story floor joist and see that there never was anything constructed for fire separation so nothing could have ever been removed. This again is provable to 100% accuracy. And the fact is the City of Hamburg at that time issued the permit and signed off on it or your building permit division signed off on it. This is where my attorney advises me that this issue should be grandfathered in and not required of me now.

I do apologize to the city for not acquiring the proper permits to do work in this building. But gentlemen as I have told your city Manager Jeremy, I needed a place to live and I needed to get my businesses up and running. I could not waste anymore time asking questions of the building official. only to get no answer.

I approach you now in hope that we can come to some type of understanding and agreement in regards to these issues. I have asked many times what type of design or use could I adjust to, to forgo the requirement of this horizontal fire separation to help secure a permit, I received no feedback to that regard. I believe it is in both of our best interests to come to some type of resolution so one way or another both I and the city can move forward. Without a permit, this property will continue to go down in value as it did shortly after I purchased it and not because of anything I did, the county assessor called me after the sale was recorded looking for the rest of the transaction. When I told her there was no additions to the transaction she made an appointment to come out and revalue the tax base. I mention this because rumor has it that I initiated that review, I did not. I am attempting to resurrect that value for both the tax base for you and the value for me, but it will continue to decrease in value if a permit can not or will not be issued. We moved to this city because there was a property that would allow us to run and expand our small auction business and we recently joined the K-Bid auction system as an affiliate. Our first auction is online and ends this Thursday with buyer pickup on Friday. I also have a cooperative financial consulting business I operate from this property, much of which is done remotely and online. We also have another possible opportunity in the works which may or may not require employees. It would be nice if we could do these things here.

In closing I respectfully ask the council to consider the issue and move to grandfather in the work that was authorized in 1994 as the fire codes were the same then as now and advise the building inspection contractor of such action. We look forward to working with the city for some type of resolution that allows us obtain a permit for the changes we want to make and add value to the property and the city itself.

Respectfully

Kevin Subart

2020 Nuisance List

Address	Property Owner/Occupant	City of Hamburg Ordinance #	Nature of Complaint	Mailed	Date to Follow-up	Was Complaint Resolved	Date Posted	Comply Date	Declared Public Nuisance on
451 Maria Ave.	Tollefson		on-going issues			NO			
490 Brad St.	Tietz (Schmidt)	93.20	expired tabs, flat tires, stored in driveway	04/07/20	05/07/20	YES			
619 David Ave.	Proskin	93.18	Junk in driveway	04/07/20	05/07/20	YES			
619 David Ave.	Proskin	93.18	Junk in garage and back of pickup truck						
400 Henrietta	Braith	93.18, 93.20	Junk on side of garage and expired tabs	04/07/20	05/07/20	contacted us - cleaned up - no where to bring car trash now			
420 Henrietta Ave	Royal	93.20	smashed car in yard	04/07/20	05/07/20	YES			
152 Jacob St.	Peterson	93.20	truck stored behind sheds	04/07/20	05/07/20	in yard now			
625 Kim Ave.	Howe	93.18	couch and other junk in backyard	04/07/20	05/07/20	progress			
430 Louisa St.	Hahn	93.48	weeds cut and thrown into street	04/07/20	05/07/20	YES			
440 Louisa St.	Egan		follow-up on collapsed retaining wall - timeline to fix	04/07/20	05/07/20	Progress			
171 Martha St.	Johnson	93.19, 93.20	too many vehicles 3 inoper. - 2 exp. tabs and 1 no lic. plate	04/07/20	05/07/20	Yes			
679 Park Ave.	Car Wash - Dave Chadwick	93.19, 93.20, 93.21	too many vehicles, 2 exp. tabs, building appearance	04/07/20	05/07/20	NO	06/22/20	7/13/2020	
710 Park Ave.	Dave Chadwick	93.18, 93.19, 93.20, 93.21	accumulation, too many vehicles, unlicensed vehicle, bldg appearance	04/07/20	05/07/20	NO	06/22/20	7/13/2020	
780 Park Ave.	Herrmann	93.18, 93.20, 93.21	accumulation, tabs, bldg appearance	04/07/20	05/07/20	NO	06/22/20	7/13/2020	
881 Park Ave.	Brackee	93.18	accumulation	04/07/20	05/07/20	YES			
320 Sophia Ave.	Gregonis	93.18, 93.20, 93.21	accumulation, tabs, bldg appearance	04/07/20	05/07/20	NO	06/22/20	7/13/2020	
619 David Ave.	Harris	93.65	Open Burn	04/08/20	ASAP	YES			
421 Henrietta Ave.	Minnihan	93.18, 93.19, 93.20	accumulation, too many vehicles, unlicensed vehicle	4/10/2020	5/10/2020	YES			



Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

**cable**

Elroy Latzig <elroylatzig@gmail.com>

Tue, Jun 9, 2020 at 9:31 AM

To: cityadmin@cityofhamburgmn.com

**Channel 8 and 107.2**

**Programing, planning and taping events**

Jul-18	550.00	Jul-19	550.00	Jul-20	550.00	Jul-21	550.00
Aug-18	550.00	Aug-19	550.00	Aug-20	550.00	Aug-21	550.00
Sep-18	550.00	Sep-19	550.00	Sep-20	550.00	Sep-21	550.00
Oct-18	550.00	Oct-19	550.00	Oct-20	550.00	Oct-21	550.00
Nov-18	550.00	Nov-19	550.00	Nov-20	550.00	Nov-21	550.00
Dec-18	550.00	Dec-19	550.00	Dec-20	550.00	Dec-21	550.00
Jan-19	550.00	Jan-20	550.00	Jan-21	550.00	Jan-22	550.00
Feb-19	550.00	Feb-20	550.00	Feb-21	550.00	Feb-22	550.00
Mar-19	550.00	Mar-20	550.00	Mar-21	550.00	Mar-22	550.00
Apr-19	550.00	May-20	550.00	Apr-21	550.00	Apr-22	550.00
May-19	550.00	Jun-20	550.00	May-21	550.00	May-22	550.00
Jun-19	550.00	Jul-20	550.00	Jun-21	550.00	Jun-22	550.00
	<u>6,600.00</u>		<u>6,600.00</u>		<u>6,600.00</u>		<u>6,600.00</u>

Yearly payment is OK

I am willing do this until June 30, 2022