



## **HAMBURG CITY COUNCIL AGENDA** **JULY 31, 2018**

1. **Call Public Hearing to Order at 7:00 PM**
  - **Cable Franchise Agreement for Mediacom and Jaguar**
2. **Close Public Hearing for Cable Franchise Agreements**
3. **Call Public Hearing to Order at 7:15 PM**
  - **Proposed George Street Improvements and Townhome Project**
4. **Close Public Hearing for George Street Improvements/Townhome Project**
5. **Call Special City Council Meeting to Order**
  - **Pledge of Allegiance**
6. **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.)*
7. **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 July Claims (\$30,671.06)**
  - **Approve Time-Off Request (Jeremy)**
  - **Cash Flow Statement for April 2018**
  - **Delinquent Utility Bills Report**
8. **Hamburg Fire Department**
  - **Approve Firefighter Aaron Prim**
9. **Triple T Services, LLC (Jake Trebesch)**
  - **Storm Water Easement for Parcel 45.0282500 (Railroad Street)**
    - **Purchase of Parcel 11.0282010**
10. **Lois Droege**
  - **George Street (Develop Outlot B of Hamburg 3<sup>rd</sup> Addition)**
    - **Development Agreement**
      - **Street Improvements/Storm Water Pond (Land Purchase)**
11. **Old City Business**
  - **2018 Street Improvements (Railroad/Scheele)**
    - **Completion Date: October 19, 2018**
  - **2018 City Building Repairs (CC/Park Roofs/Hall Steps)**



***HAMBURG CITY COUNCIL AGENDA  
JULY 31, 2018***

**12. New City Business**

- Cable Franchise Agreements (Mediacom/Jaguar)
- Jacob Street Vacant Lot (Parcel 45.0750140)

**13. City Council Reports**

- Councilmember Jason Buckentin
- Councilmember Tim Tracy
- Councilmember Scott Feltmann
- Councilmember Steve Trebesch
- Mayor Chris Lund

**14. Adjourn City Council Meeting**

**COMMUNITY HALL & PARK ACTIVITIES**

**AUGUST**

18 – Park Rental  
20 – Hamburg Lions Club?

**COMMUNITY CENTER (FIRE HALL) ACTIVITIES**

**JULY**

2 – Hamburg Lions Board Meeting  
2 – HFD Training  
4 – Independence Day (City Offices Closed)  
10 – Hamburg City Council Meeting @ 7:00 PM  
10 – Young America Township Meeting  
16 – Hamburg Lions Club Meeting  
30 – Hamburg Fire Dept. (Relief Association) Meeting

**AUGUST**

5 – Hamburg Lions Board Meeting  
5 – HFD Training  
14 – Primary Election 7:00 AM to 8:00 PM  
20 – Hamburg Lions Club  
21 – Hamburg City Council Meeting @ 7:00 PM  
27 – Hamburg Fire Dept. (Relief Association) Meeting

NOTICE OF PUBLIC HEARING ON PROPOSED  
CABLE FRANCHISE AGREEMENT BETWEEN JAGUAR COMMUNICATIONS, INC.  
AND THE CITY OF HAMBURG AND PROPOSED RENEWAL OF FRANCHISE AGREEMENT  
WITH MEDIACOM MINNESOTA, LLC, AND THE CITY OF HAMBURG

**NOTICE IS HEREBY GIVEN** that a hearing will be held before the City Council of the City of Hamburg, Minnesota, to consider the proposed cable franchise agreement between the City of Hamburg and Jaguar Communications, Inc., and the proposed renewal of a cable franchise agreement between the City of Hamburg and Mediacom Minnesota, LLC, pursuant to Minnesota Statutes, § 283.081. The proposed agreements can be viewed in their entirety at Hamburg City Hall.

**NOTICE IS FURTHER GIVEN** that the hearing will be held in the Council Chambers of the Hamburg City Hall at 181 Broadway Ave. Hamburg, Minnesota, on Tuesday, July 31 at 7:00 p.m. at which time and place the City Council as required by law will consider the proposed franchise agreements and hear concerns from all present.

Dated this 19<sup>th</sup> day of July, 2018

CITY OF HAMBURG

By:   
Jeremy Gruenhagen,  
City Clerk/Treasurer

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CITY OF HAMBURG  
NOTICE OF PUBLIC HEARING ON PROPOSED  
GEORGE STREET IMPROVEMENT AND TOWNHOME PROJECT

**NOTICE IS HEREBY GIVEN** that a hearing will be held before the City Council of the City of Hamburg, Minnesota, to consider a development proposal on George Street in the City of Hamburg. The proposal is for public street improvements, utility upgrades, construction of a storm water pond, and construction of residential townhomes. The proposed plans can be viewed at Hamburg City Hall.

**NOTICE IS FURTHER GIVEN** that the hearing will be held in the Council Chambers of the Hamburg City Hall at 181 Broadway Ave. Hamburg, Minnesota, on Tuesday, July 31 at 7:15 p.m. at which time and place the City Council will consider public comment on the proposed development. Hamburg City Council meeting to follow public hearing.

Dated this 19<sup>th</sup> day of July, 2018

CITY OF HAMBURG

By:   
Jeremy Gruenhagen,  
City Clerk/Treasurer

**CITY OF HAMBURG  
NOTICE OF CITY COUNCIL MEETING  
JULY 31, 2018**

Notice is hereby given that the Hamburg City Council will hold a second City Council meeting for the month of July. The meeting of the Hamburg City Council will be held on **Tuesday, July 31, 2018, following the public hearings scheduled for 7:00 p.m.**, at the Hamburg Community Center, 181 Broadway Avenue, Hamburg, MN. The agenda for the meeting is available at City Hall and on the City website.

Jeremy Gruenhagen  
City Clerk/Treasurer

2018 July Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - May 2018	\$2,546.72	7/10/2018
ACH	PERA	Divided	PERA Withholding - June 2018	\$354.94	7/10/2018
ACH	PERA	Divided	PERA Withholding - June 2018	\$464.07	7/10/2018
ACH	MN Dept. of Revenue	Divided	June 2018 State Withholding Tax Payment	\$462.00	7/10/2018
ACH	HealthPartners	Divided	Health Insurance for July 2018	\$2,958.95	7/10/2018
ACH	Optum Bank	Divided	City Contribution to Employees H.S.A (2nd Qtr 2018)	\$1,250.00	7/10/2018
ACH	Mel Sprengeler	Divided	Wages 6-18-18 to 7-1-18	\$145.45	7/10/2018
ACH	Greg Schultz	Divided	Wages 6-18-18 to 7-1-18	\$1,977.24	7/10/2018
ACH	Tamara Bracht	Divided	Wages 6-18-18 to 7-1-18	\$625.90	7/10/2018
ACH	Jeremy Gruenhagen	Divided	July Wages	\$1,896.25	7/10/2018
Debit Card	Hamburg Post Office	Divided	4 Rolls Postcard Stamps for June/July Water Bills	\$140.00	7/10/2018
Debit Card	Hamburg Post Office	General Gov't	Priority Mail Postage to send back shirt samples to Ci	\$9.85	7/31/2018
Debit Card	Hamburg Post Office	General Gov't	Certified Letter Mailing	\$6.70	7/31/2018
Debit Card	OfficeSupply.com	General Gov't	Carpet Cleaner	\$46.56	7/31/2018
Debit Card	MRWA	Water	10th Annual Operator Equipment Expo Sept. 12, 2018	\$125.00	7/31/2018
19157	Bond Trust Services	Debt Service	Interest Payments for Series 2007A and 2011A	\$17,200.00	7/10/2018
19158	Carver County Attorney's Office	General Gov't	2nd Quarter Fines Collected - 1/2 Due to Attorney's Of	\$163.52	7/10/2018
19159	Carver County	Public Safety	Background Checks for Liquor License Renewals for I	\$300.00	7/10/2018
19160	CenturyLink	Divided	Phone Service for Hall/WWTP	\$173.83	7/10/2018
19161	Cintas	Hall	Terry Towels, Dust Mop, etc...	\$70.50	7/10/2018
19162	Ehlers & Associates	Storm Water	Annual Storm Sewer Bonds Discharge Reporting 2018	\$750.00	7/10/2018
19163	Gopher State One Call	Divided	June Locates (1)	\$1.35	7/10/2018
19164	Loffler	General Gov't	June Copies (includes Summer Newsletter)	\$99.57	7/10/2018
19165	Mini Biff	Park & Rec.	Handicap Mini Biff Rental & Damage Waiver	\$131.07	7/10/2018
19166	MNSPECT	Public Safety	Permits for (Re-Window) 220 RR St., (Re-Side) 811 Par	\$105.00	7/10/2018
19167	MVTL Labs, Inc.	Sewer	Lab Fees for Quarterly Influent sampled 6-19-18	\$79.50	7/10/2018
19168	Resource Strategies Corp.	General Gov't	CUP, Comp. Plan, Set Back Inquiry	\$8,693.00	7/10/2018
19169	SW Corridor Transp. Coalition	General Gov't	2018 Annual Membership Dues	\$100.00	7/10/2018
19170	UFC	Park & Rec.	Grass Seed, Weed Spray, Hardware for Ball Field Drag	\$259.01	7/10/2018
19171	W.W.O.T.A. Inc.	Divided	Water/Wastewater Training & Assistance for June 2018	\$566.25	7/10/2018
19172	Waste Management, Inc.	Sanitation	30 Yard Flat Green Yard Waste Container (June)	\$256.89	7/10/2018
19173	Wm. Mueller & Sons	Divided	Red Rock for Alleys, Gas for City Vehicles, Lawnmowe	\$370.54	7/10/2018
19174	Xcel Energy	Divided	Electricity/Natural Gas Services (6/3/18 - 7/3/18)	\$703.32	7/10/2018
19175	Clint Peterson	Park & Rec.	Baseball Field Drag	\$500.00	7/31/2018
19176-78	VOID		Accidentally left check sheet in printer and printed a word document over them	VOID	7/31/2018
19179	Ancom Communications Inc.	Public Safety	6 New Pagers and Desktop Chargers, Freight	\$4,683.00	7/31/2018
19180	ASCAP	Hall	Entertainment License 8-15-18 to 8-14-19	355.51	7/31/2018
19181	Canon Financial Services	General Gov't	Canon Copier Government Contract July	33.13	7/31/2018
19182	CarverLink / Jaguar	General Gov't	Telephone/Internet Services July 2018	108.91	7/31/2018
19183	CenturyLink	Divided	Phone Service for Hall/WTP	178.13	7/31/2018
19184	ECM Publishers, Inc.	General Gov't	Notice of Filing for Elections, Cable Franchise and Sto	\$136.08	7/31/2018
19185	Hawkins Chemicals	Water	Azone 15, Hydrofluosilicic Acid, Fuel & Freight	\$704.67	7/31/2018
19186	Home Solutions	Divided	2 Sets of Bar Cabinet Keys for Hall, Replacement Smo	\$29.83	7/31/2018
19187	Jerry's Transmission	Public Safety	Rescue 11 Emergency Light Repairs	\$532.98	7/31/2018
19188	Kranz Lawn & Power	Park & Rec.	Trailer Hitch Kit for Exmark Lawnmower	\$69.95	7/31/2018
19189	Melchert-Hubert & Sjodin, PLLP	General Gov't	Encroachment Issue Correspondence	\$1,110.00	7/31/2018
19190	Menards	Water	2 Fuses for WTP	\$20.94	7/31/2018
19191	MN BCA	Public Safety	Background Check for Remie Hall	\$15.00	7/31/2018
19192	MN Rural Water Association	Water	Annual Operator Equipment Expo - Greg Schultz	\$125.00	7/31/2018
19193	Pearson Brothers, Inc.	Public Works	Square Yard Seal Coat, Mixture for Joints & Cracks on	\$15,750.20	7/31/2018
19194	Plunkett's Pest Control	Divided	City Hall, Fire Hall & Communty Center Service Date 7-	\$139.12	7/31/2018
19195	S.E.H. Inc.	Divided	Comp. Plan Update, Storm Water Model, Railroad and	\$4,175.25	7/31/2018
19196	Viking Bottling Co.	Divided	Pop for Park Machine and Hall Upstairs	\$514.50	7/31/2018
19197	Xcel Energy	Divided	Electricity/Natural Gas Services (6/3/18 - 7/3/18)	\$1,300.75	7/31/2018
				\$73,515.93	
			July Claims	\$42,844.87	7/10/2018
			July Added Claims	\$25,988.06	7/31/2018
			Total July Claims	\$68,832.93	

# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: July 27, 2018

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: August 6th

How many **Vacation** hours will be used? 8

How many **Compensation** hours will be used? 0

Is there a **Holiday** during your time off? No

Will there be any time off **without pay**? No

Will there be any scheduled **Sick Leave** used? No

Are you requesting more than three consecutive days off? No

- If yes, you must receive City Council approval.

### City Council Approval

Date of Council Meeting: \_\_\_\_\_

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

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

Jeremy Gruenhagen  
Employee Signature

7-27-2018  
Date

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

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



	Beginning Balance 1/1/2018	2018 Budget Income	2018 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 4/30/2018
<b>General Fund</b>	<b>\$280,932.53</b>	<b>\$614,238.00</b>	<b>\$618,002.00</b>	<b>\$277,168.53</b>	<b>\$25,720.85</b>	<b>\$154,208.08</b>	<b>\$152,445.30</b>
General Gov't			\$247,375.00	\$278,746.31	\$520.64	\$72,871.70	\$594,998.95
Public Safety (Fire Dept.)			\$138,137.00	\$442,824.09	\$289.50	\$0.00	\$469,783.59
Public Works (Streets)			\$107,835.00	\$135,922.22	\$231.14	\$0.00	\$125,215.36
Sanitation & Recycling			\$3,500.00				
Parks & Recreation			\$68,780.00			\$15,794.10	
Comm. Hall			\$52,375.00			\$11,736.93	
<b>Special Revenue Funds</b>	<b>\$594,478.31</b>	<b>\$45,768.00</b>	<b>\$61,500.00</b>	<b>\$578,746.31</b>	<b>\$520.64</b>	<b>\$0.00</b>	<b>\$594,998.95</b>
City Of Hamburg (Savings)	\$469,494.09	\$34,830.00	\$61,500.00	\$442,824.09	\$289.50	\$0.00	\$469,783.59
Fire Equipment CD	\$124,984.22	\$10,938.00	\$0.00	\$135,922.22	\$231.14	\$0.00	\$125,215.36
<b>Debt Service</b>	<b>\$46,674.78</b>	<b>\$19,257.00</b>	<b>\$19,221.25</b>	<b>\$46,710.53</b>	<b>\$0.00</b>	<b>\$17,552.50</b>	<b>\$29,122.28</b>
<b>Total (Tax Revenue Funds)</b>	<b>\$922,085.62</b>	<b>\$679,263.00</b>	<b>\$698,723.25</b>	<b>\$902,625.37</b>	<b>\$26,241.49</b>	<b>\$171,760.58</b>	<b>\$776,566.53</b>
<b>Enterprise Funds</b>	<b>\$109,544.19</b>	<b>\$167,722.74</b>	<b>\$167,446.20</b>	<b>\$109,820.73</b>	<b>\$55,952.00</b>	<b>\$35,440.16</b>	<b>\$130,056.03</b>
Water	\$353,124.75	\$70,473.24	\$80,508.50	\$343,089.49	\$21,122.15	\$27,862.76	\$346,384.14
Sewer	\$111,910.12	\$77,618.00	\$73,148.37	\$116,379.75	\$22,953.81	\$57,816.15	\$77,047.78
Storm Water	\$574,579.06	\$315,813.98	\$321,103.07	\$569,289.97	\$100,027.96	\$121,119.07	\$553,487.95
<b>Total (Enterprise Funds)</b>	<b>\$1,496,664.68</b>	<b>\$995,076.98</b>	<b>\$1,019,826.32</b>	<b>\$1,471,915.34</b>	<b>\$126,269.45</b>	<b>\$292,879.65</b>	<b>\$1,330,054.48</b>
<b>Totals</b>	<b>\$1,613,088.23</b>	<b>\$73,973.02</b>	<b>\$46,674.78</b>	<b>\$139,000.00</b>			<b>\$1,353,440.43</b>

Debt Summary	Remaining Balance 1/1/2018	Remaining Assessment 1/1/2018	Cash & Investments	2018 Principle Payments	Date Due	Paid	Maturity Date	Unfunded Balance 12/31/2018
	1992 Streets	\$0.00	\$5,387.88	\$0.00	\$0.00			2012
2007 Streets	\$90,000.00	\$0.00	\$46,674.78	\$15,000.00	2/1/17 & 8/1/17		2/1/2023	\$28,325.22
Water Wells Project	\$70,000.00	\$0.00	\$0.00	\$13,000.00	2/20/17 & 8/20/17		8/20/2022	\$57,000.00
Water Treatment Plant	\$383,000.00	\$0.00	\$0.00	\$51,000.00	2/20/17 & 8/20/17		8/20/2024	\$332,000.00
Sanitary Sewer Improvements	\$165,088.23	\$68,585.14	\$0.00	\$15,000.00	2/20/17 & 8/20/17		8/20/2030	\$81,503.09
Storm Water Improvements	\$905,000.00	\$0.00	\$0.00	\$45,000.00	2/1/17 & 8/1/17		2/1/2032	\$860,000.00
<b>Totals</b>	<b>\$1,613,088.23</b>	<b>\$73,973.02</b>	<b>\$46,674.78</b>	<b>\$139,000.00</b>				<b>\$1,353,440.43</b>

Cash Flow Actuals

	January	February	March	April	May	June	Totals
<b>Beg. Balance</b>	<b>\$1,496,664.68</b>	<b>\$1,397,793.29</b>	<b>\$1,403,051.77</b>	<b>\$1,354,404.43</b>	<b>\$781.29</b>	<b>\$781.29</b>	<b>\$781.29</b>
<b>Income</b>							
Property Taxes	\$2,873.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,873.17
Licenses & Permits	\$51.00	\$113.75	\$116.00	\$56.00	\$0.00	\$0.00	\$336.75
Intergov't Receipts (Aids)	\$0.00	\$2,737.08	\$0.00	\$4,848.50	\$0.00	\$0.00	\$7,585.58
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Assessment Searches	\$550.00	\$0.00	\$600.00	\$200.00	\$0.00	\$0.00	\$1,350.00
Comm Ctr Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Township Contribution	\$50.00	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00
Fire Dept. Revenues	\$200.00	\$200.00	\$0.00	\$300.00	\$0.00	\$0.00	\$700.00
Park Rentals	\$1,922.07	\$431.30	\$1,000.00	\$176.15	\$0.00	\$0.00	\$3,529.45
Hall Receipts	\$25.00	\$60.00	\$202.53	\$384.10	\$0.00	\$0.00	\$671.63
Fines	\$471.39	\$3,944.93	\$119.00	\$3,738.95	\$0.00	\$0.00	\$8,274.27
Misc. Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Recovery	\$0.00	\$0.00	\$520.64	\$0.00	\$0.00	\$0.00	\$520.64
Interest Income (Savings)	\$0.00	\$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	\$0.00
Transfers In (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Proceeds/Sale of Asse	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Service	\$15,503.94	\$13,026.41	\$13,248.28	\$14,173.37	\$55,952.00	\$0.00	\$55,952.00
Sewer Service	\$5,103.22	\$5,081.32	\$5,238.41	\$5,627.70	\$21,050.65	\$0.00	\$21,050.65
Storm Water	\$5,804.57	\$5,621.70	\$5,729.11	\$5,869.93	\$23,025.31	\$0.00	\$23,025.31
	<b>\$32,554.29</b>	<b>\$31,566.49</b>	<b>\$26,773.97</b>	<b>\$35,374.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$126,269.45</b>
<b>Expenses</b>							
General Gov't	\$19,863.39	\$11,078.15	\$26,211.42	\$15,283.26	\$72,436.22	\$0.00	\$124,792.42
Public Safety	\$15,620.53	\$800.31	\$10,322.89	\$14,842.15	\$41,585.88	\$0.00	\$41,585.88
Public Works	\$1,621.68	\$3,031.07	\$4,159.25	\$3,407.47	\$12,219.47	\$0.00	\$12,219.47
Sanitation & Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Park & Recreation	\$823.32	\$130.87	\$14,422.74	\$417.17	\$15,794.10	\$0.00	\$15,794.10
Hall Expenses	\$1,890.71	\$3,716.08	\$2,700.92	\$3,429.22	\$11,736.93	\$0.00	\$11,736.93
Debt Service	\$17,552.50	\$0.00	\$0.00	\$0.00	\$17,552.50	\$0.00	\$17,552.50
Capital Project Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers Out	\$0.00	\$435.48	\$0.00	\$0.00	\$435.48	\$0.00	\$435.48
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$3,023.73	\$3,875.00	\$14,099.44	\$4,203.42	\$25,201.59	\$0.00	\$25,201.59
Sewer	\$3,025.47	\$3,241.05	\$3,504.65	\$18,091.59	\$27,862.76	\$0.00	\$27,862.76
Storm Water	\$27.50	\$0.00	\$0.00	\$50.37	\$77.87	\$0.00	\$77.87
Total Expenses	<b>\$63,448.83</b>	<b>\$26,308.01</b>	<b>\$75,421.31</b>	<b>\$59,724.65</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$224,902.80</b>
Other Expenses (DEBT)							
Wells/WTP Bonds	\$6,389.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,389.35
Water Imp. Bonds (2011)	\$3,849.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,849.22
Sewer Imp. Bonds (2011)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Storm Water Imp. Bonds (20	\$57,738.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$57,738.28
Total Other Expenses	<b>\$67,976.85</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$67,976.85</b>
<b>Checking Balance</b>	<b>\$1,397,793.29</b>	<b>\$1,403,051.77</b>	<b>\$1,354,404.43</b>	<b>\$1,330,054.48</b>	<b>\$781.29</b>	<b>\$781.29</b>	<b>\$1,330,054.48</b>
	(\$98,871.39)	\$5,258.48	(\$48,647.34)	(\$24,349.95)	\$0.00	\$0.00	(\$166,610.20)



## JUNE 2018 DELINQUENCY REPORT

Updated Balances	payments	BALANCE (current + over due)	30 days over			Account #	
			CURRRENT				
			JUNE	Total \$ overdue	1 Per. Overdue		
			30 days over	60 days over	90 days over		
			MAY	APRIL	MARCH		
\$217.10	\$328.37	\$545.47	\$217.10	\$328.37	\$172.00	\$156.37	01-00002490-00-4
\$88.65	\$210.00	\$298.65	\$92.74	\$205.91	\$125.12	\$80.79	01-00003619-00-2
\$0.00	\$212.94	\$212.94	\$104.95	\$107.99	\$107.99		01-00003624-00-0
		\$261.95	\$126.05	\$135.90	\$135.90		01-00005421-00-1
\$176.11	\$186.41	\$362.52	\$176.11	\$186.41	\$186.41		01-00005490-00-1
\$0.00	\$471.69	\$471.69	\$115.76	\$355.93	\$208.23	\$147.70	01-00006190-01-2
		\$169.30	\$114.30	\$55.00	\$55.00		01-00007618-00-7
		\$378.16	\$164.78	\$213.38	\$213.38		01-00007625-00-7
\$134.79	\$133.09	\$267.88	\$126.05	\$141.83	\$141.83		01-00008420-00-7
\$95.24	\$116.32	\$211.56	\$95.24	\$116.32	\$116.32		01-00009340-00-5
		\$233.94	\$99.34	\$134.60	\$134.60		01-00009451-00-6
		\$186.96	\$80.58	\$106.38	\$106.38		01-00010150-00-6
(\$321.05)	\$500.00	\$178.95	\$88.54	\$90.41	\$90.41		01-00011780-00-6
\$143.45	\$144.89	\$288.34	\$128.96	\$159.38	\$159.38		01-00011851-01-8
\$0.00	\$254.14	\$254.14	\$120.47	\$133.67	\$133.67		01-00011860-00-7
\$0.00	\$104.03	\$104.03	\$103.81	\$0.22	\$0.22		01-00011870-00-0
\$100.34	\$125.00	\$225.34	\$101.10	\$124.24	\$124.24		01-00011881-00-4
		\$108.66	\$106.56	\$2.10	\$2.10		01-00011890-00-6
\$0.00	\$175.37	\$175.37	\$83.51	\$91.86	\$91.86		01-00011921-00-3
(\$19.96)	\$212.00	\$192.04	\$89.37	\$102.67	\$102.67		01-00014320-00-7
\$0.00	\$219.53	\$219.53	\$100.13	\$119.40	\$119.40		01-00014410-00-1
		\$238.80	\$193.47	\$45.33	\$45.33		01-00016604-00-4
\$85.75	\$250.00	\$335.75	\$149.89	\$185.86	\$156.28	\$29.58	01-00017613-00-5
\$109.31	\$111.45	\$220.76	\$98.17	\$122.59	\$122.59		01-00017616-00-8
\$120.17	\$327.86	\$448.03	\$120.17	\$327.86	\$197.30	\$130.56	01-00017621-00-6
\$929.90	\$4,083.09	\$6,590.76	\$2,997.15	\$3,593.61	\$3,048.61	\$545.00	\$0.00
							shut off notices sent



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**NEATON & PUKLICH, P.L.L.P.**

---

PATRICK J. NEATON  
MICHAEL L. PUKLICH

LEGAL ASSISTANTS:  
LORI B. NOLAN  
COURTNEY M. OLSON  
LIZ A. NEATON

July 10, 2018

**VIA EMAIL & U.S. MAIL**

Mr. Quinn O'Reilly  
Melchert Hubert Sjodin, PLLP  
121 Main Street West, Suite 200  
Waconia, MN 55387

RE: City of Hamburg/Triple T Services, LLC (Jake B. Trebesch)

Dear Mr. O'Reilly:

Following up on our previous telephone conversations regarding the fact that the City of Hamburg has storm sewer lines on property that is now owned by Jake B. Trebesch's Triple T Services, LLC, please be advised that my client has now determined that there are actually more than one storm sewer line in each of the two manholes that are located on the property that was purchased by the Trebesch family from the Regional Railroad last year. In view of the numerous storm sewer lines—as well as the location of those lines on the southwestern portion of the property that the Trebesch family purchased from the Regional Rail Authority—my client is proposing to sell the entire area of that property that is located southwesterly of the northern manhole to the City (for your convenience, I am attaching a copy of the Carver County GIS that apparently the City has provided, with a green line designating the approximate location of the northeasterly line of the parcel that Triple T Services, LLC proposes to sell to the City of Hamburg). According to the information provided by the City, my client would be selling approximately 0.4/10ths of an acre to the City. My client proposes to sell that parcel to the City for a one-time payment of \$150,000.

With respect to the existing sewer line on the remaining portions of my client's property, it proposes to enter into a perpetual easement with the City of Hamburg (which will run with the land), whereby the City pays an annual rental fee of \$1,000 per year to my client, and forgives all storm sewer usage charges to any of the properties in the City of Hamburg that are owned by my client or the Trebesch family.

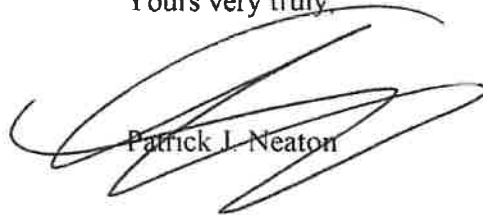
Parceling off the approximate 0.4/10ths of an acre to be sold to the City of Hamburg will, of course, require a survey, the cost of which should be borne by the City. In addition, Mr. Trebesch is requesting that the City reimburse Triple T Services, LLC for my fees and expenses, which are currently approximately \$1,500.00.

Mr. Quinn O'Reilly  
July 10, 2018  
Page -2-

I understand that this matter has been pending for some time, and my client is now intent upon bringing it to a head. Accordingly, if we cannot reach a satisfactory resolution of this matter with the City of Hamburg by August 15, 2018, we will have no choice but to commence a lawsuit against the City of Hamburg for inverse condemnation, pursuant to which we will seek reimbursement of attorney's fees and other litigation costs, as well as my client's "just compensation" for the uncompensated taking.

If you have any questions regarding the foregoing, please advise.

Yours very truly,

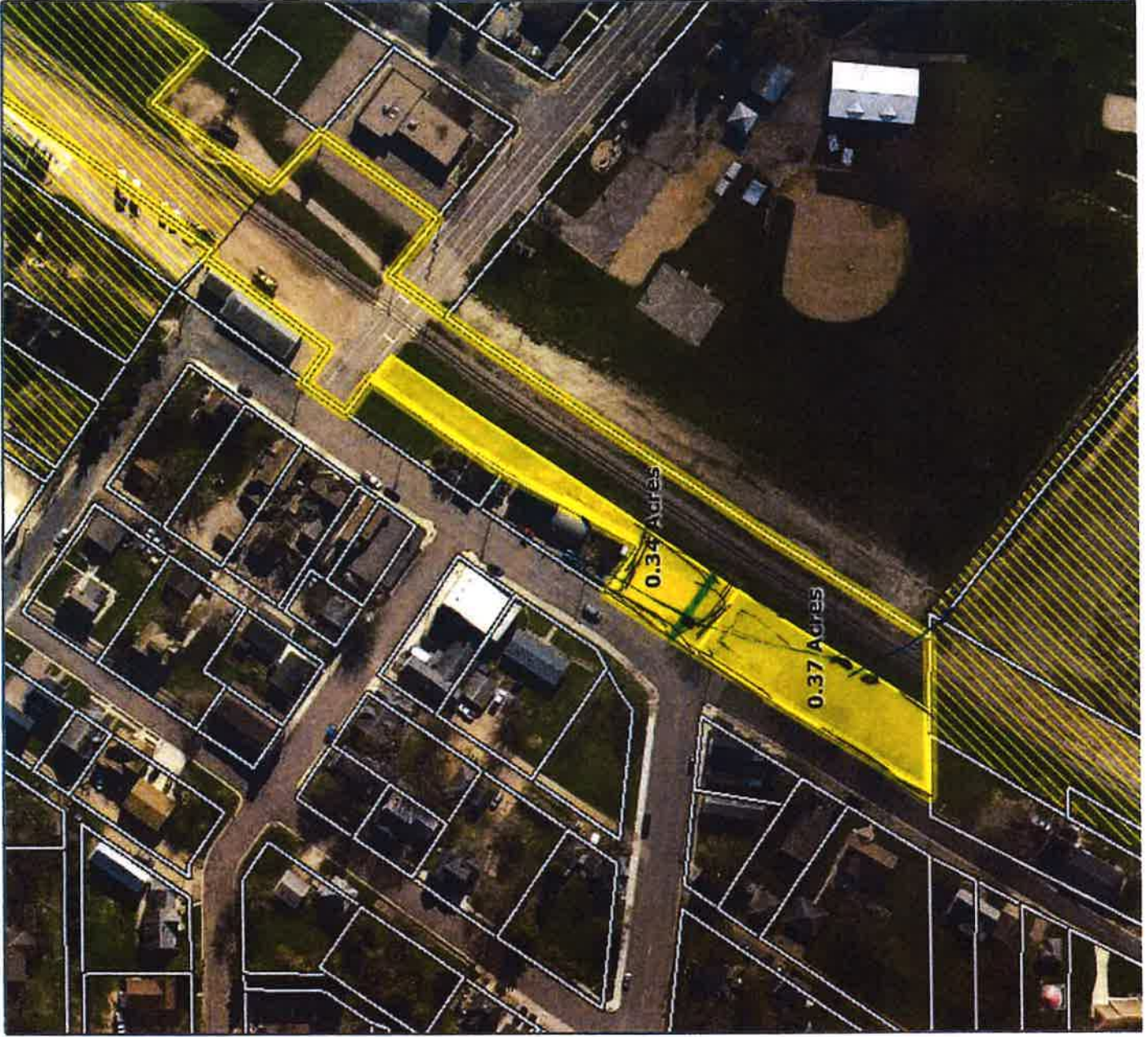


Patrick J. Neaton

PJN:ln  
Encl.

cc: Jake B. Trebesch

Trebesch site



**Quinn P. O'Reilly, Esq.**

Direct Dial:  
(952) 442-7718

Email Address:  
qoreilly@mhsllaw.com



MELCHERT • HUBERT • SJODIN  
A Professional Limited Liability Partnership  
ATTORNEYS AT LAW

121 West Main Street, Suite 200  
Waconia, Minnesota 55387  
Telephone: (952) 442-7700

BRANCH OFFICES  
Chaska, Minnesota  
Hutchinson, Minnesota

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

July 12, 2018

**VIA EMAIL & U.S. MAIL**

Mr. Patrick J. Neaton  
Neaton & Puklick, P.L.L.P.  
7975 Stone Creek Drive, Suite 120  
Chanhassen, MN 55317

RE: City of Hamburg/Triple T Services, LLC (Jake B. Trebesch)

Dear Mr. Neaton,

The City Council of the City of Hamburg ("City") considered the offer dated July 10, 2018, from Triple T Services, LLC ("Triple T"), at the City Council meeting on July 10, 2018. The City Council voted to reject Triple T's offer.

While the City rejected the offer, it must be noted that the City cannot agree to forgive certain storm sewer usage charges for any properties owned by other Trebesch family members. Specifically, the City cannot waive storm sewer usage charges for any property owned by Councilmember Steve Trebesch. Including such a provision in an agreement with Triple T would violate Minnesota Statutes, section 471.87, because Councilmember Trebesch would have a personal financial interest in the agreement.

As a counteroffer, the City offers Triple T \$28,240 as a one-time payment to purchase the entirety of the parcel at issue (PID: 110282010). The City requests a response to this offer by July 27, 2018, to enable the City Council to discuss Triple T's response at its next meeting on July 31, 2018.

Sincerely,

A handwritten signature in black ink that reads "Quinn P. O'Reilly".  
Quinn P. O'Reilly

cc: Jeremy Gruenhagen, City of Hamburg  
[https://mhsllaw.sharepoint.com/sites/8001/42738/draftdocs/counteroffer 7.12.docx](https://mhsllaw.sharepoint.com/sites/8001/42738/draftdocs/counteroffer%207.12.docx)

# HAMBURGS THIRD ADDITION

SCALE



PIPE IN PLACE

PIPE SET BY R.L.S. 15475

SYSTEM IS BASED UPON  
D STREET IN HAMBURGS  
GIVEN A BEARING OF

### INSTRUMENT OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS: That the Rosemount Development Co Minnesota Corporation, owner and proprietor of the following desc property to wit:

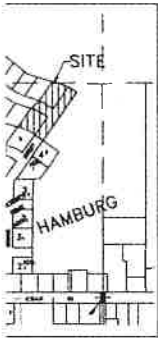
OUTLOT B of HAMBURGS SECOND ADDITION.

Have caused the same to be surveyed and platted as HAMBURGS THIRD ADDITION and do hereby donate and dedicate to the public for public use forever Street and Avenue and dedicate the easements as shown on this plat drainage and utility purposes only.

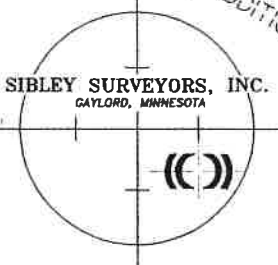
In witness whereof said Rosemount Development Co., a Minnesota Corporation has caused these presents to be signed by its proper officers

18th day of JANUARY, 2008  
*Timothy T. Broback*  
Timothy T. Broback, President

*William A. Broback*  
William A. Broback, Sec



SIBLEY SURVEYORS, INC.  
GAYLORD, MINNESOTA





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## Storm Sewer and Pond Costs

---

**Justin Black** <jblack@sehinc.com>  
To: cityadmin@cityofhamburgmn.com  
Cc: Tamara Bracht <deputyclerk@cityofhamburgmn.com>

Fri, Jul 27, 2018 at 11:11 AM

Jeremy,

These are the actual quotes that Lois received on the construction of the pond and storm sewer. There are two pages in the pdf.

Muellers is digging the pond. Schneider is installing the pipe (both the storm sewer which empties into the pond, and the outleting pipe from the pond)

Costs are as follows:

Storm Sewer: \$32,433.50  
Pond Construction: \$35,438.50  
Pond Outlet Pipe: \$18,200  
Total: \$86,072

As we discussed on the phone, the meeting minutes that I took were as follows:

- Initial discussion and consideration was related to the city considering covering the cost of just the storm sewer costs: \$32,433.50.
- However the direction at the end of the meeting from Mayor and Council was to at least look at all of the costs associated with stormwater management, pond and piping: \$86,072.
- No final decision was made regarding what costs or if any costs would be covered by the city. But staff to research the budget impact of covering all or a portion of the above mentioned costs.
- Council will make a determination at next meeting regarding what level of costs would be covered and what funding sources could potentially be used to cover those costs.
- There was some discussion about a multi-year payback. That would need to be outlined in a developers agreement if this was even a possibility. City Attorney question.
- There was some questions regarding grant opportunities. The discussion at the meeting was that grants for storm water management improvements that are a result of new construction are not available.
- Can annexation be completed on a parallel track, since Lois owns all the property? City attorney to research.
- Can city attorney prepare developers agreement, what provisions should be in the agreement? City attorney to research.

Justin Black, PE | Project Manager  
SEH | [1390 Highway 15 South, Suite 200](#) | PO Box 308 | Hutchinson, MN 55350  
320.204.0214 direct | 952.913.0702 cell | 888.908.8166 fax  
[www.sehinc.com](http://www.sehinc.com)  
SEH—Building a Better World for All of Us™

----- Forwarded by Justin Black/seh on 07/27/2018 10:58 AM -----

From: [RicohHutchinson@sehinc.com](mailto:RicohHutchinson@sehinc.com)  
To: "Justin Black" <jblack@sehinc.com>  
Date: 07/27/2018 10:57 AM  
Subject: Message from "RNP002673B86353"



RESOURCE  
STRATEGIES  
CORPORATION

14001 RIDGEDALE DRIVE  
SUITE 300  
MINNETONKA, MN  
55305  
612/513-9548  
FAX 612/513-9549

952  
new area code

Mr. Tim Broback, President  
Rosemount Development  
3480 Upper 149<sup>th</sup> Street West  
Rosemount, MN 55068

May 3, 2004

Dear Mr. Broback:

The City Council requested that I send you this letter outlining the responsibilities and requirements that are needed for the City's review of your development proposal.

First, several sequential steps are required before development (assuming sewer capacity exists) can begin on the Droege property. These steps include:

1. Annexation of the property to the City
2. Approval of a Comprehensive Plan amendment for the annexed property by the Metropolitan Council and the City.
3. Preliminary Plat approval in accordance with the City's Subdivision Ordinance.
4. Final Plat approval.

Annexation

The City Council indicated that consideration would be given to a request for annexation by ordinance of the property. However, before this can occur, a petition must be submitted to the City by the landowner requesting that the City annex the property. After the City receives the petition from the landowner (and assuming acceptance by the Council), the City will initiate the steps for annexation that includes notice to Young America Township and property owners, a public hearing and the preparation of an ordinance and other materials by the City Attorney.

Comprehensive Plan Amendment

Assuming the annexation ordinance is filed with the state and other jurisdictions, the City will initiate an amendment to the Comprehensive Plan for the annexation area. A public hearing before the Planning Commission and approval by the City

Council is necessary before the Metropolitan Council can consider the





Comprehensive Plan amendment. It is anticipated that the review by the Metropolitan Council will take 60 days.

#### Subdivision Review

You will need to follow the procedure for plat review required by the Subdivision Ordinance. First, a sketch plan containing information required by section 5-304 (a) of the Subdivision Ordinance will need to be submitted to the City for review by the Planning Commission. Next, a preliminary plat and supporting data consisting of the items listed in section 5-305 of the Subdivision Ordinance will need to be submitted to the City.

The preliminary plat titled "Hamburg's Fourth Addition", dated October 2003, that was denied by the City Council late last year did not contain sufficient information. It would be advisable to meet with City consultants and staff before you submit the preliminary plat information to ensure that you have an understanding of all City requirements.

The following items (as discussed at the April 13, 2004 City Council meeting) should be addressed at the time of preliminary plat review:

1. Roadway extensions are needed on the north and east sides of the development to allow for future development of adjoining property, and to plan for another street outlet for the entire neighborhood to CSAH 50 or CSAH 31.
2. A sketch should be prepared of how development on adjacent properties can occur with the proposed development scheme as allowed by the Subdivision Ordinance. This plan does not need to be as detailed as the scheme submitted for the Fourth Addition.
3. Confirmation that available sewer capacity exists for the new subdivision (to be completed by the City).
4. Submittal of a detailed utility plan that includes the location, sizing and elevations of sewer and water lines, and other utilities within the development. Consideration should be given to the need to "loop" the water lines and maintain gravity sewer from an overall City perspective.
5. A detailed grading and storm water drainage plan that takes into consideration area-wide drainage including that from the Second and Third Addition should be submitted for City review. The plan should meet the requirements of the Carver County Water Management Plan and rules.
6. Submission of the wetland delineation and County review of low area on Lots 1 – 4, Block 4. (SEH information)
7. Submittal of detailed street plans.
8. The purpose of Outlots A and B should be defined.
9. The ultimate disposition of Lots 1-4, Block 4 should be shown.

10. The value of land to be dedicated for Park Dedication purposes.
11. A general overview of the characteristics of housing (sample elevations, floor plans, exterior materials, etc.) to be built on the lots.

In addition, the plans for preliminary plat review should meet all of the requirements of the City's Subdivision Ordinance.

#### Development Agreement

After the preliminary plat has been approved by the City Council, your company will be required to enter a Development Agreement with the City. The Development Agreement will include the provisions of the 2<sup>nd</sup> and 3<sup>rd</sup> Addition Development Agreement and as well as the following provisions:

1. Any stipulations of approval placed upon the preliminary plat approval by the City Council.
2. A requirement that Final Plat approval of all or a portion of the preliminary plat may be withheld if sanitary sewer capacity is not available.
3. Developers responsibilities for any or all public and private subdivision improvements.
4. Landscaping, sodding/seeding and driveway materials and installation requirements.
5. City responsibilities for any public improvements.
6. Timeline for development of property.
7. Construction requirements such as street sweeping, erosion and sedimentation control and sewer cleaning.
8. Agreement to pay fee for City administration/review of improvements and engineering inspections within subdivision.
9. Agreement to escrow funds or letter of credit for public improvements and landscaping installed by developer.
10. Removal of any hazardous waste materials and contaminated soil and ground water on the property as required by the MN Pollution Control Agency. Proof of compliance with agency requirements prior to issuance of any certificates of occupancy.
11. The Development Agreement will need to be recorded with Carver County before issuance of building permits.

Further discussion regarding the contents of the Development Agreement can be discussed after the preliminary plat has been approved by the City Council.

#### Developer Reimbursement

The City will incur costs for the preparation of the annexation request, the Comprehensive Plan amendment and the review of the subdivision request. The

City Council has directed that Rosemount Development pay for all of the costs the City incurs to review your development proposal. You will need to escrow money with the City for consultant review fees and sign an agreement that assigns responsibility for paying any costs over the initial escrow amount.

Also, the City will require that the developers pay for studies (such as the area stormwater management) or the review of studies (conducted by your consultants) that may be required due to the development of the property. The scope of studies that are needed is an item that should be discussed when you meet with consultants to discuss the preliminary plat.

The escrow should be submitted at the time the petition for annexation is submitted. The City will be determining the amount of money that should be escrowed over the next several weeks.

Please call me if you have questions regarding the contents of this letter. Also, we will be pleased to meet with you at your convenience.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ann R. Perry".

Ann R. Perry  
Principal

cc. Jeremy Gruenhagen – Clerk-Treasurer  
Doug Parrott – Consulting City Engineer

## PROPOSAL

To: City of Hamburg  
181 Broadway Avenue  
Hamburg, MN 55339

Date: 12/22/16  
Project: Hamburg City Hall/ Fire Hall Roof  
Attention: Jeremy Gruenhagen  
Submitted By: Pat Vos

Dear Mr. Gruenhagen,

We propose the following labor and materials to complete the scope of work listed below pertaining to re-roofing the city hall roofs. Scope of work includes:

- Permit, roll off dumpster and temporary restroom is included.
- Remove and dispose of approximately 4,000SF of existing roof sheets, rake trims and ridge cap
- Install new 29ga steel sheeting roof panels over existing wood framing. Sheet to be fastened with washered screws. Standard colors to be selected by owner.
- New 29ga valley metal, rake trims and ridge cap are included. Standard colors to be selected by owner.
- Existing eave trims, gutters and downspouts are proposed to remain.

**Total = \$24,250**

### Notes/Exclusions:

- It is our assumption that existing insulations and roof purlins are in good condition. Any compromised materials that are discovered will be brought to the owner's attention immediately and a solution will be agreed upon prior to replacement. Any of this additional work is anticipated to be completed on a T&M basis.
- Winter conditions are not included
- During the tear off operations, the roof will be exposed to exterior conditions. Although we will do the best we can to prevent infiltration, dust and debris may at times enter the building. It is the owner's responsibility to protect any valuable items.
- Mechanical and electrical work is excluded
- Builders risk insurance is excluded.

This proposal may be withdrawn by Vos Construction, Inc. if not accepted within 30 days from above date.

Payments will be paid within 30 days of invoice

### **ACCEPTANCE OF PROPOSAL**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made within thirty days of invoice.

Signature

Date of acceptance

**K&K SERVICES**  
 36287 180th St  
 GREEN ISLE, MN 55338  
 952-412-8156

Date: 7/8/2018  
 Customer: City of Hamburg

**Estimate for office roof**

		<b>Total</b>
Labor and Materials to take off old roof tin and replace, replace valley tins, use old trim and new ridge cap		\$ 15,500.00
* Dumpster for disposal of the demo'd material and permits are responsibility of the city.		

Payment method is half down prior to start date, balance due upon completion.

Anything unforeseen will be considered an extra and all extras are over and above the quoted work. Bids are only good for 30 days unless it has been signed or other arrangements have been made. Everything will be completed in a professional and timely way.  
 Approval to start project as outlined above. Changes to the above outline are subject to additional charges.

K&K SERVICES \_\_\_\_\_ CUSTOMER \_\_\_\_\_ Date \_\_\_\_\_

Darren Schlueter Construction  
1093 Primrose Ln  
Shakopee, MN 55379-3446  
(952)496-1356  
jschlueter2@comcast.net

## Estimate

**ADDRESS**

City of Hamburg Community  
Hall  
Hamburg, MN

ESTIMATE #	DATE
1203	07/20/2018

ACTIVITY	AMOUNT
<b>Labor and Material</b> to tear off old tin. Replace with tin yr choice of color. Replace fascia cover on eaves and gables so it matches new trim. Replace rain gutters with new seamless gutters. Put on snow guard to help protect rain gutters from sliding snow. ***Price is good for 30 days***	18,350.00
<b>TOTAL</b>	<b>\$18,350.00</b>

Accepted By

Accepted Date

**K&K SERVICES**  
 36287 180th St  
 GREEN ISLE, MN 55338  
 952-412-8156

Date: 7/8/2018  
 Customer: City of Hamburg

**Estimate for park roof**

	<b>Total</b>
Labor to take off old roof tin, built rite, and dormers and replace tin	\$ 14,500.00
Materials	\$ 10,500.00
<b>Total Estimate</b>	<b>\$ 25,000.00</b>
<b>** Option for Cupola's: 2 Cupola's material \$1800.00, Labor \$1200.00: total \$3000.00</b>	
Circle option choice: YES NO	
We will be using a forklift for the work. Due to the weather this year and the ground being so soft we cannot be responsible for any damage to the yard, however we will do the best we can to not tear up the ground to much.	
* Dumpster for disposal of the demo'd material and permits are responsibility of the city.	

Payment method is half down prior to start date, balance due upon completion.

**Please indicate if you would like to add the cupola option**

Anything unforeseen will be considered an extra and all extras are over and above the quoted work. Bids are only good for 30 days unless it has been signed or other arrangements have been made. Everything will be completed in a professional and timely way.

Approval to start project as outlined above. Changes to the above outline are subject to additional charges.

K&K SERVICES

CUSTOMER

Date

Darren Schlueter Construction  
1093 Primrose Ln  
Shakopee, MN 55379-3446  
(952)496-1356  
jschlueter2@comcast.net

## Estimate

**ADDRESS**

City of Hamburg Park Roof  
Hamburg, MN

ESTIMATE #	DATE
1204	07/20/2018

ACTIVITY	AMOUNT
<b>Labor and Material</b>	16,620.00

to tear off old tin and dormers. Replace with tin yr choice of color. Replace fascia cover on eaves and gables so it matches new trim. May have to replace some roof purlins. Won't know until tin is off. Will do time and materials for that. Includes permit and removal of all garbage.

\*\*\*Estimate is good for 30 days\*\*\*

**TOTAL** **\$16,620.00**

Accepted By

Accepted Date



## PROPOSAL

**To:** City of Hamburg  
181 Broadway Avenue  
Hamburg, MN 55339

Date: 6/29/18 *Park Roof*  
Project: ~~Hamburg City Hall/ Fire Hall Roof~~  
Attention: Jeremy Gruenhagen  
Submitted By: Michael Donnay

Dear Mr. Gruenhagen,

We propose the following labor and materials to complete the scope of work listed below pertaining to re-roofing the park shelter. Scope of work includes:

- Permit, roll off dumpster and temporary restroom is included.
- Remove and dispose of approximately 5,000 SF of existing roof sheets, dormers, trims and ridge cap
- Install new 29ga steel sheeting roof panels over existing wood framing. Sheet to be fastened with washer sealing screws. Standard colors to be selected by owner.
- New 29ga valley metal, eve, rake trims and ridge cap are included. Standard colors to be selected by owner.

**Total = \$29,200**

**Thank you for the opportunity to bid this work!**

**Notes/Exclusions:**

- It is our assumption that existing insulations and roof purlins are in good condition. Any compromised materials that are discovered will be brought to the owner's attention immediately and a solution will be agreed upon prior to replacement. Any of this additional work is anticipated to be completed on a T&M basis.
- Winter conditions are not included
- Mechanical and electrical work is excluded
- Builders risk insurance is excluded.

This proposal may be withdrawn by Vos Construction, Inc. if not accepted within 30 days from above date.  
Payments will be paid within 30 days of invoice

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made within thirty days of invoice.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of acceptance