

**HAMBURG CITY COUNCIL MEETING  
AUGUST 19, 2014**

Mayor Richard Malz called the Hamburg City Council Meeting to order at 7:00 p.m. Councilmember Chris Lund, Councilmember Steve Trebesch, Councilmember Robert Gregonis, Councilmember Richard Odoms, City Clerk Jeremy Gruenhagen, Deputy Clerk Cherie Smith, Fire Chief Justin Buckentin, Gary Marquardt (HFDRA), Kipp Trebesch Jr. (HFD), Andy Franck (Hamburg Hunting and Fishing Club Inc.), Joe and Kendra Conser, Mel Sprengler and Larry Mueller (Hamburg Baseball Club), Clayton and Trule Mackenthun and 8 other residents.

**Public Comment**

Andy Franck from the Hamburg Hunting and Fishing Club was present requesting a Lawful Gambling Permit for February 9, 2015 for their annual calendar raffle which is on the Consent Agenda.

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

- Added – Building Permit Report to Consent Agenda
- Added – Updated Delinquency Report to Consent Agenda
- Added – Temporary On Sale Liquor License for Hamburg Lions Club for August 30, 2014 and September 6, 2014 to Consent Agenda
- Added – July 2014 and August 2014 Claims Lists
- **Councilmember Lund moved to approve the Agenda with the added items, seconded by Councilmember Trebesch and motion unanimously carried. All council members were present.**

**Approve Consent Agenda**

- Approve Minutes for May 13, 2014
- 2015 Local Government Aid Notice
- Red Ribbon Ride Thank You
- 2015 Policing Contract Costs
- Proposal from Dan Oelfke Construction (Park Shelter)
- MN Valley Regional Rail Authority Fee Schedule
- Cash Flow Statement for June 2014
- Water/Wastewater Report for July 2014
- Delinquent Utility Bills Report
- Water Wells Usage/Water Consumption Report for 2014
- Hamburg Hunting & Fishing Club Lawful Gambling Permit for February 9, 2015
- **Councilmember Lund moved to approve the Consent Agenda with removing MN Valley Regional Rail Authority Fee Schedule, seconded by Councilmember Trebesch and motion unanimously carried. All council members were present.**

**Fire Department Report**

- **Certificate of Recognition for Firefighter Clayton Mackenthun**
  - The City Council presented Clayton Mackenthun with a Certificate of Recognition for his 20 years of service on the Hamburg Fire Department.

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- **New HFD Members – Zach Cook & Kipp Trebesch Jr.**
  - Zach Cook and Kipp Trebesch Jr. have passed all background tests to become members of the Hamburg Fire Department.
- **Use of City Bleachers for Green Isle Tractor Pull on August 22, 2014**
  - **Councilmember Lund moved to allow the Hamburg Park bleachers to be used on Friday, August 22 for the Green Isle Tractor Pull as long as the bleachers pass the inspection needed by that date, seconded by Councilmember Odoms, opposed by Councilmember Trebesch and motion passed on 4-1 vote. All council members were present.**
- **Community Center Fire Hall Expansion/Future Equipment Needs**
  - Chief Buckentin was wondering if there are any plans for expansion of the Fire Hall in the future due to the lack of space.
  - In the upcoming years, the radios will need to be replaced at \$4,500/ radio. The air packs expire in 2019 and will need to be replaced. The fire department is interested in setting up a program for the future to replace a few sets of gear a year instead of replacing all the gear at one time. The cost of one set of gear is about \$1,800.
  - The Hamburg Fire Department received a matching grant for \$3,600 from the DNR for gear. The DNR will reimburse the City \$1,800.
- **Hose Testing/Ladder Testing**
  - After getting a few quotes for hose testing, the department used their back up engine to do their own hose testing. Chief Buckentin received a quote of \$1.50 a foot for ladder testing which would be around \$200 and also a quote of \$400 for 10 ladders of less. The latter were last tested in 2005. These items will be added to the 2015 Budget Wish List.
- **1<sup>st</sup> Responders Refresher**
  - The cost of the refresher course will be \$6,300 for next year. Chief Buckentin also found a different agency that offers the refresher course for \$1,200 a year. It will be discussed at next meeting on which agency to go with for the refresher course.
- **MBFTE Training Reimbursement**
  - The department received an extra \$470 for the MBFTE training. The total amount given back from the state for training was \$2,870.
- **National Night Out – August 5, 2014**
  - National Night Out was well attended with approximately 150 -175 people attending.
- **Fire Department Relief Association Pension for 2015**
  - The department is going to meet next week and come back to the Council at a later date on their proposed amount for HFDRA Pension for 2015.

**Joe and Kendra Conser (613 Donald Avenue)**

- **Sanitary Sewer Back-up on June 19, 2014**
  - The Conser's received a back up on June 19, 2014 due to the heavy rains that day. The City has been working with the League of Minnesota Cities on this issue. The League of Minnesota Cities is stating that this back up is covered under the "No Fault Sewer Back Up". The limit for this coverage is \$10,000, which was offered to the Conser's from the League of Minnesota Cities. The Conser's stated that they suffered

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a total loss of \$30,000. In 2012, the Conser's also had a sewer back up and at that time, the League of Minnesota Cities covered the total cost, which was \$21,000, under the Cities' Liability coverage.

- Mayor Malz suggested that the Conser's put in a sanitary sewer back flow preventer valve to prevent another back up.
- After extensive discussion by the City Council and Joe and Kendra Conser, **Councilmember Odoms moved to grant a \$500 credit to their sewer account due to the back up on June 19, 2014. This will help offset the cost of the sanitary sewer back flow preventer valve that will be installed by the Conser's, seconded by Councilmember Lund and motion passed unanimously. All council members were present.**

**Hamburg Baseball Club**

- **Baseball Park Drainage**
  - The Hamburg Baseball Club is looking at putting in a new drainage tile at the baseball field sometime starting in September, to help with drainage issues at the Park. There will be no expense to the City of Hamburg, but the Hamburg Baseball Club is looking for approval from the City for this project. **Councilmember Odoms moved to approve the tiling project on the baseball field where the Baseball Club will complete all the work and pay for the complete project, seconded by Councilmember Trebesch and motion unanimously passed. All council members were present.**

**Old City Business (Memo)**

- **Revised NIMS Training Program**
  - Council member Gregonis is working on completing the NIMS Program.
- **City Assessment Policy**
  - There are no street projects for this year, but there will be some next year.
- **Annexation of Cummiskey Property**
  - Jeremy will be sending out a letter to Cummiskey's asking them if they would be interested in annexing their property into the City.

**Public Works & Utilities Department Report**

- **FEMA Money**
  - Jeremy attended a FEMA meeting at the County level on August 14, 2014. In order to qualify for funding from FEMA the City of Hamburg had to have a total of at least \$3,000 in damages. The City of Hamburg only had \$600 in claims, which was time reimbursements, so the City did not qualify for any FEMA funding in relation to the June 19, 2014 flooding.
- **Liftstation/Grinder Station Repairs**
  - All the repairs are done and the flow meters are in at the Liftstation.
  - The panel for the Grinder Station has been shipped and NSP could start replacing the panel as soon as this Thursday.

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- **MPCA Compliance Evaluation Inspection Report (August 8, 2014)**
  - MPCA reported on four violations that need to be corrected:
    - I/I Annual Summary Reports for 2010, 2012 and 2013.
    - Submittal of Monthly DMR Reports by 21 days after the end of each calendar month following permit issuance.
    - Pond Observation and Maintenance of Ponds. Greg has completed two of the three ponds. Everything has been sprayed and the trees have been taken care of and he is working on the third pond.
    - Calibration of PH & DO Meters. This corrective action has been completed.
  - The City has to submit a written report addressing the violations within 30 days.
- **Generator Hook-up for Community Hall**
  - Robb's Electric submitted an estimate of \$6,445 for the generator hook-up for the Hall. Jeremy will add it to the Wish List for the 2015 Budget.
- **Time Off Request for Greg Schultz**
  - **Councilmember Odoms moved to approve Greg's time off request for September 4-8, 2014, seconded by Councilmember Trebesch and motion unanimously carried. All council members were present.**
- The Council reported on the following items: There is a bird's nest on one of the exhaust fans at the Water Treatment Plant that needs to be removed. When Greg reads the meters at the end of the month, he should note properties where nuisance letters are needed. At the Community Hall there are wires under the stairs by the bar entrance that are exposed that needs a cover and there is a hole in the driveway by the garbage that needs to be patched, and the compressor on the cooler has to be blown out.

**City Clerk/Treasurer Report**

- **2015 Budget Workshop Meetings**
  - The 2015 Preliminary Tax Levy and Budget needs to be set and submitted to the County Auditor by September 30, 2014, which is two weeks later than last year. **Councilmember Odoms moved to hold two budget workshops at 7:00 p.m. on Tuesday, August 26<sup>th</sup> and September 2<sup>nd</sup>, seconded by Councilmember Trebesch and motion unanimously carried. All council members were present.**
- **Property and Casualty Insurance Coverage for 7/15/13 to 7/15/14**
  - The Council discussed adding the following items to insurance: \$90.00/year for the Liftstation Panel/Pumps & Generator, \$36.00/year for the Grinder Station panel/pumps, and \$32.40/year for coverage for all hydrants in town. **Councilmember Trebesch moved to add the Liftstation, Grinder Station, and the fire hydrants in town to last year's Property and Casualty Insurance Policy for an additional \$158.40, seconded by Councilmember Gregonis and motion unanimously carried. All council members were present.**
- **Employee Handbook Revisions**
  - **Councilmember Lund moved to approve the revision to the Employee Handbook, seconded by Councilmember Trebesch, and motion unanimously carried. All council members were present.**

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- **Primary Elections**

- Primary Elections were held on August 12, 2014. The City of Hamburg had 302 registered voters. 32 residents voted plus 1 absentee ballot, including four new registered voters. The City had about an 11% turnout.
- Councilmember Gregonis re-filed for the two year City Council member term, Councilmember Lund and Councilmember Trebesch re-filed for the four year council member terms and Mayor Malz re-filed for Mayor.
- If the Council is planning on changing the council member's wages, that would have to be published by November 3, 2014, so it could take effect starting January 2015.

**Approve Payment of Added July 2014 Claims (\$101,456.33)**

- **Councilmember Lund moved to approve the five ACH payments, check numbers 16876 through 16895, and voided check number 16855 for a total of \$101,456.33, seconded by Councilmember Trebesch and motion unanimously carried. All council members were present.**

**Approve Payment of August 2014 Claims (28,069.88)**

- **Councilmember Lund moved to approve the four ACH payments and check numbers 16896 through 16926, for a total of \$28,069.88, seconded by Councilmember Trebesch and motion unanimously carried. All council members were present.**

**City Council Reports**

- Councilmember Odoms (Water/Sewer)
  - Councilmember Odoms set up a computer for Greg in the City Shop.
  - There is a green light on the lift station panel that should always be on, if this light is not on, then something is not working.
  - Councilmember Odoms expressed his concerns that Jaquar has not started the process to start a franchise in Hamburg for cable/internet services.
  - Floyd's has installed an external antenna on the Water Treatment Plant.
  - Councilmember Odoms contacted the County about a flashing stop sign for the intersection of Jacob Street and Broadway Avenue. The first step that needs to be taken to purchase a flashing stop sign is to have a feasibility study done at that intersection for no cost. Council member Odoms will contact Carver County to have that study completed.
- Councilmember Lund (Parks)
  - Council member Lund suggested installing a new lock or handle and possibly a new door on the storage room behind the bathrooms at the Park.
- Councilmember Trebesch (Buildings)
  - Council member Trebesch suggested getting an estimate to have the Free Standing Shelter at the Park re-roofed and new soffit and fascia.
- Mayor Richard Malz
  - Mayor Malz thanked everyone for helping at National Night Out.

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**Adjourn City Council Meeting**

**Councilmember Lund moved to adjourn the Hamburg City Council meeting at 9:07 p.m., seconded by Councilmember Trebesch and motion unanimously carried. All council members were present.**

Submitted by:

Cherie Smith  
Deputy Clerk