



## *HAMBURG CITY COUNCIL AGENDA SEPTEMBER 10, 2019*

1. **Call City Council Meeting to Order**
  - 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 Added Payment of August Claims List (\$95,627.79)
  - Approve Payment of September Claims (\$410,214.28)
  - Approve Minutes for July 30, 2019 & August 13, 2019
  - Delinquent Utility Bills Report
  - Employee Project Lists
5. **Tom Diethelm**
  - Variance Request for Townhomes on Parcel 45.2000020
    - Set Public Hearing for September 24, 2019
6. **Old City Business**
  - Animal Ordinance (Allow Chickens)
    - Motion to Approve Ordinance Number 162
  - Land Use Application (Nick Rogosinski)
    - Minor Subdivision/Variance Request for Parcel 45.7000010
      - Set Public Hearing for September 24, 2019
  - Water Tower (Update)
7. **New City Business**
  - Personnel Committee Meeting (City Ordinances)
  - 2020 Proposed Budget
    - 2020 Prosecution Contract
    - 2020/2021 Draft Policing Contract
    - 2020 Budget Workshop Date



*HAMBURG CITY COUNCIL AGENDA  
SEPTEMBER 10, 2019*

8. City Council Reports

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

9. Adjourn City Council Meeting



*HAMBURG CITY COUNCIL AGENDA  
SEPTEMBER 10, 2019*

COMMUNITY HALL & PARK ACTIVITIES

SEPTEMBER

14 – Community Hall Rental

OCTOBER

5 – Community Hall Rental (Wedding Reception)  
12 – Community Hall Rental (Wedding Reception)  
26 – Community Hall Rental (Wedding Reception)

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

SEPTEMBER

2 – Hamburg Lions Board Meeting  
2 – HFD Training  
3 – Mayors In  
10 – Hamburg City Council Meeting  
10 – Young America Township Meeting  
14 – Community Center Rental  
16 – Hamburg Lions Club  
24 – Hamburg City Council Meeting  
30 – Hamburg Fire Dept. (Relief Association) Meeting

OCTOBER

1 – Mayors In  
5 – HFDRA Steak Fry  
7 – Hamburg Lions Board Meeting  
7 – HFD Training  
8 – Hamburg City Council Meeting  
8 – Young America Township Meeting  
21 – Hamburg Lions Club  
28 – Hamburg Fire Dept. (Relief Association) Meeting



2019 August Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed. Social Security, MC - July 2019	\$2,697.02	8/13/2019
ACH	MN Dept. of Revenue	Divided	July 2018 State Withholding Tax Payment	\$480.00	8/13/2019
ACH	PERA	Divided	PERA Withholding - July 2019	\$361.93	8/13/2019
ACH	PERA	Divided	PERA Withholding - July 2019	\$742.19	8/13/2019
ACH	PERA	Divided	PERA Withholding - August 2019	\$434.95	8/13/2019
ACH	HealthPartners	Divided	Health Insurance for August 2019	\$3,580.06	8/13/2019
ACH	Google	General Gov't	Email Account Service for July 2019	\$108.00	8/13/2019
ACH	Kwik Trip	Divided	Fuel for FD and City Small Engines	\$151.72	8/13/2019
ACH	Mel Sprengeler	Divided	Wages 7-15-19 to 7-28-19	\$298.18	8/13/2019
ACH	Greg Schultz	Divided	Wages 7-15-19 to 7-28-19	\$1,665.00	8/13/2019
ACH	Tamara Bracht	Divided	Wages 7-15-19 to 7-28-19	\$610.75	8/13/2019
ACH	Jeremy Gruenhagen	Divided	August Wages	\$1,881.73	8/13/2019
ACH	Optum	General Gov't	HSA Admin. Fee's for City Employees 2nd Quarter 2019	\$22.50	9/10/2019
ACH	Mel Sprengeler	Divided	Wages 7-29-19 to 8-11-19	\$286.06	9/10/2019
ACH	Greg Schultz	Divided	Wages 7-29-19 to 8-11-19	\$1,667.84	9/10/2019
ACH	Tamara Bracht	Divided	Wages 7-29-19 to 8-11-19	\$621.63	9/10/2019
ACH	Mel Sprengeler	Divided	Wages 8-12-19 to 8-25-19	\$210.91	9/10/2019
ACH	Greg Schultz	Divided	Wages 8-12-19 to 8-25-19	\$1,602.14	9/10/2019
ACH	Tamara Bracht	Divided	Wages 8-12-19 to 8-25-19	\$559.59	9/10/2019
ACH	Jeremy Gruenhagen	Divided	August Wages	\$1,983.49	9/10/2019
ACH	Security Bank & Trust Co.	General Gov't	ACH Service Fees	\$25.70	9/10/2019
Debit Card	Hamburg Post Office	Divided	Postcard Stamps for Water Bills and Reminders (6)	\$210.00	8/13/2019
Debit Card	UPS	Water	Overnight Water Samples	\$11.63	9/10/2019
Debit Card	Harrison Truck Centers	Public Safety (FD)	2 Valves Purchased, Repairs on New Engine of Window f	\$186.77	9/10/2019
Debit Card	MN Fire Certification Board	Public Safety (FD)	3 Recertifications	\$75.00	9/10/2019
Debit Card	Carver County Environ. Center	General Gov't	Recycled Light Bulbs, Tires and 3 Appliances	\$59.40	9/10/2019
19708	106 Group	Water	Water Tower Historical Research	\$542.50	8/13/2019
19709	ASCAP	Hall	Entertainment License 8/15/19 - 8/14/20	\$362.64	8/13/2019
19710	Bolton & Menk, Inc.	General Gov't	Project #T61.117575 Planning Services	\$200.00	8/13/2019
19711	Carver County	Public Safety (FD)	2019 Police Contract FMLA pay Dep. Arnst/Telephone/Int	\$161.41	8/13/2019
19712	CenturyLink	Divided	Phone Service for Hall/WTP	\$183.57	8/13/2019
19713	Cintas	Hall	Cleaning Supplies	\$75.08	8/13/2019
19714	ECM Publishers Inc.	General Gov't	Robert Ave. Variance Public Hearing Notice	\$34.02	8/13/2019
19715	Floyd Total Security	Sewer	Base Alarm Monitoring for 9-3-19 to 12-2-19	\$92.07	8/13/2019
19716	Gopher State One Call	Divided	July Locates (7)	\$9.45	8/13/2019
19717	League of MN Cities Ins. Trust	General Gov't	Worker's Comp.	\$5,790.00	8/13/2019
19718	Loffler Companies, Inc.	General Gov't	July Copies	\$30.75	8/13/2019
19719	Melchert-Hubert & Sjodin, PLLP	General Gov't	Communications Regarding Storm Sewer Litigation Issu	\$1,995.00	8/13/2019
19720	Menards	Divided	Dawn Dish Soap, Garbage Bags, Tape, Liquid Cleaner	\$82.82	8/13/2019
19721	Mini Biff Inc.	Park & Rec.	Handicap Mini Biff Rental, Damage Waiver & Winterizatio	\$134.64	8/13/2019
19722	MNSPECT, LLC	Public Safety	Residential Inspection/Permit/Soil Erosion/Review/Plumb	\$8,868.00	8/13/2019
19723	Molly Lund	Public Safety (FD)	Face Painting for NNO	\$205.00	8/13/2019
19724	Monica Trebesch	Public Safety (FD)	18 + Dozen Cookies for NNO	\$100.00	8/13/2019
19725	NAPA Auto Parts	Park & Rec.	Ball Field Drag	\$15.49	8/13/2019
19726	Pearson Bros., Inc.	Public Works	Mixture for Joint & Cracks on Sophia, Cnetral & Jacob Ne	\$16,002.45	8/13/2019
19727	UFC	Divided	Mixture for Joints & Crack on Sophia, Central, & Jacob	\$102.62	8/13/2019
19728	Verizon Wireless	General Gov't	Cell Phone Plans (6) for June 25 - July 24, 2109	\$256.80	8/13/2019
19729	WWWill & Son's Distributing	Public Safety (FD)	19 Packages of Hot Dogs for Nat'l Night Out 2019	\$133.00	8/13/2019
19730	W.W.O.T.A., Inc.	Divided	Water/Wastewater Training & Assistance for July	\$540.00	8/13/2019
19731	Waste Management, Inc.	Sanitation	(2) 30 Yard Flat Green Yard Waste Container's	\$551.80	8/13/2019
19732	Wm Mueller & Sons, Inc.	Divided	Fuel for Lawnmowers, City Vehicles	\$275.42	8/13/2019
19733	Xcel Energy Inc.	Water	Natural Gas Service (183 Broadway)	\$912.60	8/13/2019
19734	Canon Financial Services	General Gov't	Canon Copier Gov't Contract for August	\$33.13	9/10/2019
19735	CenturyLink	Divided	Phone Service for Hall/WTP	\$183.54	9/10/2019
19736	Chris Lund	Divided	Reimbursement of Expenses for Washington D.C. Trip	\$806.63	9/10/2019
19737	Cintas	Hall	Cleaning Supplies	\$75.08	9/10/2019
19738	Clarke Mosquito Services	Public Safety (FD)	Mosquito Control 2019	\$973.50	9/10/2019
19739	Fire Safety USA	Public Safety (FD)	2 Kelly Green Helmets, 2 Pediatric Collars	\$725.00	9/10/2019
19740	Home Solutions	General Gov't	Spade Drill Bit	\$11.69	9/10/2019
19741	JUUL Contracting Co.	Sewer	6" Tile Installation and Tree/Shrub Trimming	\$24,108.80	9/10/2019
19742	Lois Droege	Storm Water	Pond Construction Reimbursement	\$49,134.00	9/10/2019
19743	Melchert-Hubert & Sjodin PLLP	General Gov't	Correspondence Drafted Regarding New Wage Theft Law	\$75.00	9/10/2019
19744	Menards	Park & Rec.	Supplies to Repair Park Bench	\$34.76	9/10/2019
19745	MN Dept. of Health	Water	Community Water Supply Service Connection Fee	\$337.00	9/10/2019
19746	Plunkett's Pest Control	General Gov't	City Hall and Fire Department Service Date 8-23-19	\$39.37	9/10/2019
19747	S.E.H., Inc.	Water	Water Tower Construction Personnel & Reimbursement	\$10,507.32	9/10/2019
19748	SW Corridor Transportation Coalit	General Gov't	2019 Annual Membership Dues Re-issued in September	\$0.00	9/10/2019
19749	Xcel Energy, Inc.	Divided	Electricity/Natural Gas Services	\$1,250.31	9/10/2019
				\$146,506.45	
			August Claims	\$50,878.66	8/13/2019
			Added August Claims	\$95,627.79	9/10/2019
			Total August Claims	\$146,506.45	



2019 September Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - August 2019	\$3,385.66	9/10/2019
ACH	MN Dept of Revenue	Divided	August 2018 State Withholding Tax Payment	\$592.00	9/10/2019
ACH	PERA	Divided	PERA Withholding - August 2019	\$441.91	9/10/2019
ACH	PERA	Divided	PERA Withholding - August 2019	\$402.08	9/10/2019
ACH	HealthPartners	Divided	PERA Withholding - August 2020	\$742.19	9/10/2019
ACH	Kwik Trip	Public Works/FD	Health Insurance for September 2019	\$3,580.06	9/10/2019
ACH	Google	General Gov't	Gas for City Vehicles & FD	\$190.06	9/10/2019
Debit Card	MN State Fire Chiefs Assoc.	Public Safety (FD)	Email Accounts (8) by Google G Suite	\$108.00	9/10/2019
19750	Clarke Mosquito Management	Public Safety (FD)	3 Conference Payments for S. Anderson, J. Mackenthun,	\$975.00	9/10/2019
19751	Core & Main	Water	Mosquito Control for 2019	\$973.50	9/10/2019
19752	Gopher State One Call	Divided	3 Remote Shut-Off Water Meters	\$1,537.22	9/10/2019
19753	Jeremy Gruenhagen	Divided	August Locates (6)	\$8.10	9/10/2019
19754	Locher Bros. Inc.	Hall	Mileage (348 x.58) Jan.-Aug. & National Night Out Suppl	\$472.57	9/10/2019
19755	Mini Biff. Inc	Park & Rec.	(2) 20# CO2 Tanks	\$46.26	9/10/2019
19756	MNSPECT	Public Safety (FD)	Handicap Mini Biff Rental & Damage Waiver	\$134.64	9/10/2019
19757	S.E.H. Inc	Water	Residential Permits/ Plan Review/ Inspections for Re-Roc	\$372.02	9/10/2019
19758	SW Corridor Transportation Coali	General Gov't	Application for Payment (1) for Water Tower	\$0.00	9/10/2019
19759	UFC	Park & Rec.	Re-Issued - endorsement error - 2019 Annual Membershi	\$100.00	9/10/2019
19760	Verizon Wireless	General Gov't	3 Blades fro Lawnmower, 1 Shroud for Weed Whip	\$90.70	9/10/2019
19761	Viking Bottling CO.	Divided	Cell Phone Plans (6) for July 25 - August 24, 2109	\$256.82	9/10/2019
19762	W.W.O.T.A.	Divided	Pop for Park Machine, Hall Pop	\$531.10	9/10/2019
19763	Wm. Mueller & Sons, Inc.	Divided	Water/Wastewater Training & Assistance for August	\$405.00	9/10/2019
19764	Maguire Iron	Water	1/2 Bucket of Red Rock, Fuel for Vehicles & Mowers	\$308.91	9/10/2019
			Application for Payment (1) for Water Tower	\$394,560.48	9/10/2019
				\$410,214.28	



***HAMBURG CITY COUNCIL AGENDA***  
***JULY 30, 2019***

Mayor Chris Lund called the Public Hearing to Order at 7:02 p.m. Those in attendance were Councilmen Tim Tracy, Scott Feltmann, Jason Buckentin, and Eric Poppler. City Clerk Jeremy Gruenhagen, Deputy Clerk Tamara Bracht, Fire Chief Scott Anderson, resident Kayleen Weverka, and Matt McDougal with Melchert-Hubert & Sjodin.

**Public Hearing**

Ordinance Number 162

Ordinance 162 regards the regulation of backyard chickens. City staff researched other towns to come up with an ordinance that will be suitable for all of resident's in Hamburg. Council listened to input from resident's and are taking the points into consideration to finalize the verbiage.

**MOTION: Councilman Jason Buckentin moved to close the Public Hearing at 7:17 p.m. Seconded by Councilman Tim Tracy. Motion was approved with all Council Members present.**

**City Council Meeting**

Mayor Chris Lund called the City Council Meeting to Order at 7:20 p.m.

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

- Include after the Consent Agenda – Fire Chief Scott Anderson's report

**MOTION: Councilman Jason Buckentin moved to approve the Agenda as amended. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members present.**

**Consent Agenda**

- Approve Added Payment of January 2019 Claims (\$3,788.40)
- Approve Added Payment of February 2019 Claims (\$140.00)
- Approve Added Payment of May 2019 Claims (\$4,391.68)
- Approve Added Payment of June 2019 Claims (\$2,874.68)
- Approve Added Payment of July Claims List (\$32,957.19)
- Approve Minutes for June 27, 2019 & July 9, 2019
- Approve Resolution Number 2019-06 (Hazard Mitigation Plan)
- Cash Flow Statements for April & May 2019
- MN Open Meeting Law Training (August 14, 2019)
- Delinquent Utility Bills Report
- Employee Project Lists





**HAMBURG CITY COUNCIL AGENDA**  
**JULY 30, 2019**

**MOTION: Councilman Tim Tracy moved to approve the Consent Agenda. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members present.**

**Fire Chief's Report**

- Donate Ladders to Grove City

**MOTION: Councilman Jason Buckentin moved to approve the donation of the 2 ladders to Grove City. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members present.**

**Old City Business**

- Animal Ordinance
  - Allow Chickens
    - **Council directed city staff to perform additional research based on the Public Hearing discussions.**
- Land Use Application (Jeff Kamps)
  - Variance Request for Garage

**MOTION: Councilman Tim Tracy motioned to move the Public Hearing regarding the Land Use Variance Request to August 13, 2019 at 7:00 p.m. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members present.**

- George Street Development Project
  - Final Plat/Donation of Pond/Easements
- Update: Easements are complete. Final Platt needs to be split from 2 Platt's to 4 Platt's. Storm water complete other than the pond connection. Wm. Mueller & Sons will be putting in the curb and gutter once the foundations are complete. Water Tower (Update)
  - A pre-construction meeting was held today. The removal of trees will begin next week. Completion of the water tower will be in September 2020. The looping of the water mains will occur near the end of the project. An alternative water source will be provided for residents that may be effected for more than 4 consecutive hours.
  - McGuire Iron is requesting a 7:00 a.m. to 7:00 p.m., 7 day work week for their crew.
    - ❖ **Council was in agreement with that schedule and asked that city staff inform neighboring homes.**
  - S.E.H. will be supervising the construction for compliance on behalf of the city.



**HAMBURG CITY COUNCIL AGENDA**  
**JULY 30, 2019**

- Seal Coating (Sophia Ave, Central & Jacob St)

**MOTION: Councilman Tim Tracy moved to approve the Seal-Coating bid from Pearson Brothers for \$14,915.45 with the addition of \$1,087.00 for crack-filling. Seconded by Councilman Eric Poppler. Motion was unanimously approved with all Council Members present.**

- Community Hall Improvements
  - Pavement North/East Side of Hall
    - **After inspecting the area, the conclusion is that there is no feasible way to make it ADA compliant. City staff is to contact Jesse Turbo to look at the bowing retaining wall.**
  - Benches/Cement Pads
    - **City staff is to research cost comparison of pavers vs. stamped concrete.**
- National Night Out (August 6, 2019)
  - The event is held from 5:30 – 7:30 and includes a free meal, Lions Bike Giveaway, FD rides, face painting, and a visit from Deputy Sheriff's.
- 2019 Tax Forfeited Land Sale (Carver County)
  - Parcel 45.0750061
  - Approve Resolution Number 2019-07

**MOTION: Councilman Jason Buckentin moved to approve Resolution 2019-07 which allows parcel 45.0750061 to go to auction. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members present.**

- Storage Container (400 Railroad Street)
- Storm Water Easement/Title
  - Parcel 11.0282010

**City Council Reports**

Councilmember Tim Tracy – There is a bench at the park missing a plank of wood.

\*Greg will take a look at it.

Councilmember Scott Feltmann – Where did the bank bench go?

\* It was removed by the new bank owners as it was in bad repair.





**HAMBURG CITY COUNCIL AGENDA**  
**JULY 30, 2019**

**Mayor Chris Lund -**

“At this point, we will now close the meeting and move into a closed session to discuss the pending litigation, initiated by Triple T Services, LLC, Steven E. Trebesch and Jake B. Trebesch, with our City Attorney. The City Council needs to engage with the City Attorney in a discussion to determine litigation strategy in reference to the foregoing matter. It would be detrimental to the City for City Council considerations and strategies to be discussed in a public forum because such discussion would be available to the Plaintiffs. The topics discussed in the closed session on July 30, 2019, will be limited to the above described litigation. The factors set forth above outweigh the benefit of a public meeting, and it is reasonable and appropriate for the City Council to meet in a closed session with the City Attorney to discuss the matters outlined herein. The closed session is subject to the attorney/client privilege and will not be taped. The closed session is permissible pursuant to.”

**MOTION: Councilman Tim Tracy moved to close the Council Meeting and go to a closed session to discuss the litigation issue. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members present.**

**MOTION: Councilman Tim Tracy moved to re-open the July 30<sup>th</sup> City Council Meeting. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members present.**

**Closed Meeting Summary**

Pursuant to Minn. Stat. § 13D.05, Subd. 3(b)

A closed meeting was held to allow the City Council and the City Attorney to discuss the pending litigation initiated by Triple T Services, LLC, Steven E. Trebesch and Jake B. Trebesch.

**MOTION: Councilman Jason Buckentin moved to adjourn the Council Meeting at 8:55 p.m. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members present.**

Submitted by:  
Tamara Bracht  
Deputy Clerk



**HAMBURG CITY COUNCIL AGENDA**  
**AUGUST 13, 2019**

Mayor Lund called the Public Hearing to order at 7:00 p.m. Those in attendance were Councilmen Jason Buckentin, Tim Tracy, Eric Poppler and Scott Feltmann. City Clerk Jeremy Gruenhagen, resident's Sonja Kamps for Land Variance, Kayleen Weverka for Chicken Ordinance, Lois Droege for the George Street Project, , Nick Rogosienski for land division project, and City Attorney Matt McDougal with Melchert-Hubert & Sjodin. Deputy Clerk was absent.

**Public Hearing**

- **Variance Request (601 Robert Avenue)**
  - There was no objection from residents to approve a 10 foot Land Use Variance for an accessory structure (garage).

**MOTION: Councilman Tim Tracy moved to close the Public Hearing at 7:04 p.m. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council members present.**

**City Council Meeting called to order at 7:06 p.m.**

**Public Comment** - None

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

- Consent Agenda – Hamburg Lions - Temporary On-Sale Liquor Licenses for Sept. 14th and Oct 12th wedding receptions.

**MOTION: Councilman Jason Buckentin moved to approve the Agenda Review as amended. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members present.**

**Consent Agenda**

- Approve Added Payment of July Claims List (\$6,143.68)
- Approve Payment of August Claims (\$50,878.66)
- Approve Liability Coverage Waiver Form (LMCIT)
- Approve Time-Off Request (Jeremy Gruenhagen)
- MN Open Meeting Law Training (August 14, 2019)
- Delinquent Utility Bills Report
- Employee Project Lists
- Approve Temp. On-Sale Liquor Licenses (Sept. 14 & Oct. 12)

**MOTION: Councilman Tim Tracy moved to approve the Consent Agenda. Seconded by Councilman Jason Buckentin. Motion was unanimously approved with all Council Members present.**





**HAMBURG CITY COUNCIL AGENDA**  
**AUGUST 13, 2019**

**Nick Rogosienski – 430 Louisa Street**

- Parcel 45.7000010
  - Minor Subdivision of Lot

**Old City Business**

- Animal Ordinance (Allow Chickens)
  - Motion to Approve Ordinance Number 162
    - Council instructed city staff to put together wording to include an exercise yard with specific minimum and maximum dimensions for approval at the next Council Meeting on September 10, 2019.
- Land Use Application (Jeff Kamps)
  - Variance Request for Garage

**MOTION: Councilman Tim Tracy moved to approve the 10 foot Land Use Variance at 601 Robert Avenue. Seconded by Councilman Eric Poppler. Motion was unanimously approved with all Council Members present.**

- George Street Development Project
  - Survey Costs
    - Storm Sewer construction costs of \$3,150.00 is the City of Hamburg's portion of the JUUL invoice that was sent to Lois Droege.
- Water Tower
  - Update
    - 1 additional tree had to be removed for a total of 6, and the foundation has been poured.
  - MN Dept. of Health Letter
    - Council agreed with Jeremy's suggestion that we work with the city engineers to see what we can do to get the old tower de-classified as historic and/or move forward with documenting and demoing the old tower.
- Seal Coating (Sophia Ave, Central & Jacob St)
  - Project has been completed
  - Next year we need to look at seal coating the east lot at the park and between the food stand and Lions shelter.
- National Night Out (August 6, 2019)
  - Thank you to the Lions for doing the bike giveaways and the root beer floats. Thank you to Lois Droege for getting the hotdogs, and Monica Trebesch for the homemade cookies.





**HAMBURG CITY COUNCIL AGENDA  
AUGUST 13, 2019**

**New City Business**

- 2020 Proposed Budget
  - 2020 Prosecution Contract - \$50.00 increase
  - 2020/2021 Draft Policing Contract – proposing a 2 year
  - 2020 Service Agreement for Joint Assessment (Carver County)

**MOTION: Councilman Jason Buckentin moved to approve the 2020 Service Agreement for Joint Assessment with Carver County. Seconded by Councilman Tim Tracy. Motion was unanimously approved with all Council Members present.**

- 2020 Budget Workshop Dates
  - Be thinking about items to add and a draft will be ready at the September 10<sup>th</sup> Council Meeting.  
We will need to hold a few special budget workshop meetings and then finalize the proposed budget at the second September Council Meeting on the 24<sup>th</sup>.

○ **City Council Reports**

- Councilmember Tim Tracy
  - Park bench – Greg will be replacing boards
  - Park tree branches – Greg will be trimming
- Councilmember Scott Feltmann
  - Complaints about parking on C.R. 50 at 710 Park Ave
- Mayor Chris Lund
  - Thank you to everyone who came out for National Night Out

○ **Storm Water Easement/Title – Pending Litigation (Closed Meeting)**

- Parcel 11.0282010

**MOTION: Councilman Tim Tracy moved to closed the Public Council Meeting at 8:09 p.m. to discuss the pending litigation of parcel 11.0282010.**

**Mayor Lund re-opened the City Council Meeting at 8:29 p.m.**

**MOTION: Councilman Tim Tracy moved to adjourn the City Council Meeting at 8:29 p.m. Seconded by Councilman Scott Feltmann. The motion was unanimously approved with all Council Members present.**

Submitted by:  
Tamara Bracht  
Deputy Clerk

# AUGUST 2019

# DELINQUENCY REPORT

Account #	90 days over	60 days over	30 days over	Total overdue	CURRENT BILL	BALANCE	NOTES
	3 Per. Overdue MAY	2 Per. Overdue JUNE	1 Per. Overdue JULY				
01-00002490-00-4		\$142.32	\$160.06	\$302.38	\$117.41	\$419.79	Shut off notice
01-00003619-00-2			\$105.15	\$105.15	\$192.91	\$298.06	Reminder Post Card
01-00005361-00-6			\$112.14	\$112.14	\$99.05	\$211.19	Reminder Post Card
01-00005490-00-1			\$359.06	\$359.06	\$538.22	\$897.28	Paid partial
01-00006190-01-2			\$151.74	\$151.74	\$137.94	\$289.68	Reminder Post Card
01-00007625-00-7			\$177.52	\$177.52	\$175.02	\$352.54	Reminder Post Card
01-00008420-00-7		\$27.37	\$149.92	\$177.29	\$128.03	\$305.32	Reminder Post Card
01-00008430-00-0	\$85.48	\$103.73	\$116.51	\$305.72	\$83.22	\$388.94	Shut off notice
01-00009451-00-6		\$113.43	\$124.50	\$237.93	\$110.90	\$348.83	Shut off notice
01-00010150-00-6			\$90.81	\$90.81	\$84.06	\$174.87	Reminder Post Card
01-00010191-00-9			\$117.81	\$117.81	\$115.29	\$233.10	Reminder Post Card
01-00011860-00-7		\$12.87	\$142.10	\$154.97	\$123.61	\$278.58	Reminder Post Card
01-00012250-00-1		\$7.87	\$157.13	\$165.00	\$139.24	\$304.24	partial payment
01-00012430-00-9			\$135.15	\$135.15	\$146.21	\$281.36	Reminder Post Card
01-00015811-00-9			\$115.36	\$115.36	\$108.58	\$223.94	Reminder Post Card
01-00015851-00-1			\$141.27	\$141.27	\$117.41	\$258.68	Reminder Post Card
01-00016602-00-2			\$124.13	\$124.13	\$106.24	\$230.37	Reminder Post Card
01-00016604-00-4	\$31.27	\$167.44	\$194.72	\$393.43	\$198.03	\$591.46	Payment Plan
01-00016609-00-9			\$156.44	\$156.44	\$143.32	\$299.76	Reminder Post Card
01-00017613-00-5		\$144.98	\$173.96	\$318.94	\$144.96	\$463.90	Shut off notice
01-00017617-00-9		\$91.51	\$136.78	\$228.29	\$116.03	\$344.32	Shut off notice
01-00017621-00-6		\$212.30	\$246.85	\$459.15	\$178.69	\$637.84	Shut off notice (foreclosure)
	\$116.75	\$1,023.82	\$3,389.11	\$4,529.68	\$3,304.37	\$7,834.05	



## Activity/Project List Deputy Clerk September 2019

Date	Activity/Project/Issue	Outcome
8/15/2019	Called MNSPECT to pick-up permit plans for a deck replacement with new footings. Listened to and typed up the meeting minutes from the August 13th Council Meeting.	
8/16/2019	Received a call from the City of Biwabik. They received our Mediacom Franchise agreement and he is sending it in the mail to us.	Received Franchise Agreement
8/19/2019	Ricke inquired about installing a drain under his driveway - sent Greg over there. Lois stopped to bring a bill from JUUL regarding the George Street Project. A forklift and lumber was delivered to Krista Kroells using the city property to gain access. Greg assisted. Roger Asmussen is the realtor for 619 Kim Ave., he inquired about the outstanding water bill and the property assessment. I emailed him a history report of the water bill. Coordinated Business Solution rep. stopped in about our copier and any other upcoming needs. He will have his phone hardware rep. call me to discuss phone equipment for the office.	
8/20/2019	* Emailed Roger A. the assessment amount for 619 Kim Ave. * Aaron Berg, property owner of the rental at 440 Maria Ave. stopped in to get a map showing his property lines, which we don't have. He is going to be removing a very large tree that is hanging over the neighbors property. I also asked him to trim up the weeds along the house as they are overgrown and one is blocking the sidewalk. * Called to have Chadwicks trialer chalked and/or ticketed as his nuisance notice date has passed and he hasn't moved it. CSO Sarah spoke with Dave, they are leaving for Maine in 2 days, she told him he had to have things cleaned up and the trailer moved off of the road before they leave. *Typed up Meeting Minutes	
8/21/2019	Calls: person interested in moving a house onto the Mielke property off of Jacob Street. Had Jeremy speak with him. * Scheduled a meeting with Coordinated Business Systems for 12:00 on Tuesday Aug. 27th to go over office phone options and get a quote. *Typed up meeting minutes * Updated website calendar * organized meeting minutes binder * cleaned out/organized supply cupboard *	
8/26/2019	Fire Chief brought the empty printer cartridges to Emanual for recycling. *unscheduled and scheduled rentals * Spoke with Krista Kroells, she is very upset with MNSPECT's requirements for building her new deck. The requirements make no sense. * Theresa Siwert called to inquire about not paying the water base fee as they are not in the house anymore but doesn't want to shut the water off in case at open houses someone needs to use the bathroom. * BB club may have new Central Superintendent do a meet and greet at next Council Meeting. He will let us know.	Had Krista contact MNSPECT to inquire and clarify requirements * will check with Jeremy tomorrow.
8/27/2019	Entered bills, entered water payments, met with CBS for phone hardware	
8/28/2019	Entered bills and printed checks *Entered water bill payments *Updated Claims List *Prepared and emailed a Tax Exempt Cert. to Cintias	
8/29/2019	*Issued 2 Re-roof Permits *prepared and mailed out bill payments * Entered water bill payments *entered receipts into QB and check numbers	
8/30/2019	*sent out Nuisance notice for over 24 hour parking of a trailer on Maria Ave. *Met with Kirk from Core & Main, he assisted us in problem solving the Radio Read reporting issue. Updated the Spreadsheet, should work now for next months reading.	
9/4/2019	*Booked a Hall rental *prepared and mailed out water bills.	
9/5/2019	*Entered bills into QB *Received a call from a SW Corridor rep. that she needs us to re-issue our \$100.00 annual fee check because she stamped the back with the wrong stamp. I have her mailing it back to us and will then re-issue the check. * Stopped a solicitor from Edward Jones who was going door-to-door and I gave him a solicitors permit to fill out. *Received a call from Tammy Trebesch regarding some papers she was served with. Will pass on message to Jeremy. *MNSPECT dropped off inspection reports to file. *Found a clerical error and made corrections to 6 residents water bills and re-sent the correct billing amount. *Noted that resident moved the trailer off of Maria Ave. after receiving the violation letter.	





HONORARY



COMMODORE

NOMINATION

CREATING CONNECTIONS  
THAT ENRICH AGING.

**Community/Festival:** Stiftungsfest  
Norwood Young America

**Recipient(s):** Brad Droege

This year's Honorary Commodore award is given to a man who has spent most of his life putting others first and giving back to his community. He is fiercely loyal and dedicated to the fire service. He served on the Hamburg Fire Dept. for 36 1/2 years, 26 years of which he was an officer, including 19 years as fire chief. After retiring in 2015, he joined the NYA Fire Dept and is currently the Chief 4 training officer and volunteers as EMS Director in Hamburg.

His love for the fire service and volunteerism keeps him busy. He spearheaded funding efforts to construct the Memorial site at the Hamburg Bi-Centennial Park, led efforts to improve safety in the surrounding communities by pursuing donations to purchase defibrillators for public buildings, successfully completed grant applications to acquire fire apparatus and personal protective equipment for the fire department, helped establish the West Metro Disaster Recovery Team, South West Carver County Fire Explorers Group and implemented the fire department Rescue Reserve program. Additionally, our recipient participates with the Carver County EMS Board, Carver County Chiefs Association, MN State Chiefs Association, MN Fire Department Association, and the MN State Fire Service Foundation.

This person has also been a great asset to our ambassador program, helping raise funds, pulling and storing the float and giving his two cents when he feels it is necessary!

With his little free time, you can find him patronizing local businesses. He believes in staying local and wanting them to succeed.

Brad Droege, thank you for all your dedication to the surrounding area. Please help us in recognizing him with the Honorary Commodore's Award.

HONORARY



COMMODORE

*be it known that*  
**Brad Droege**

*is hereby named*

**HONORARY COMMODORE**

*in recognition of dedicated volunteer service and community involvement*



*Dave Bell*

President

*Steve ...*

Commadore

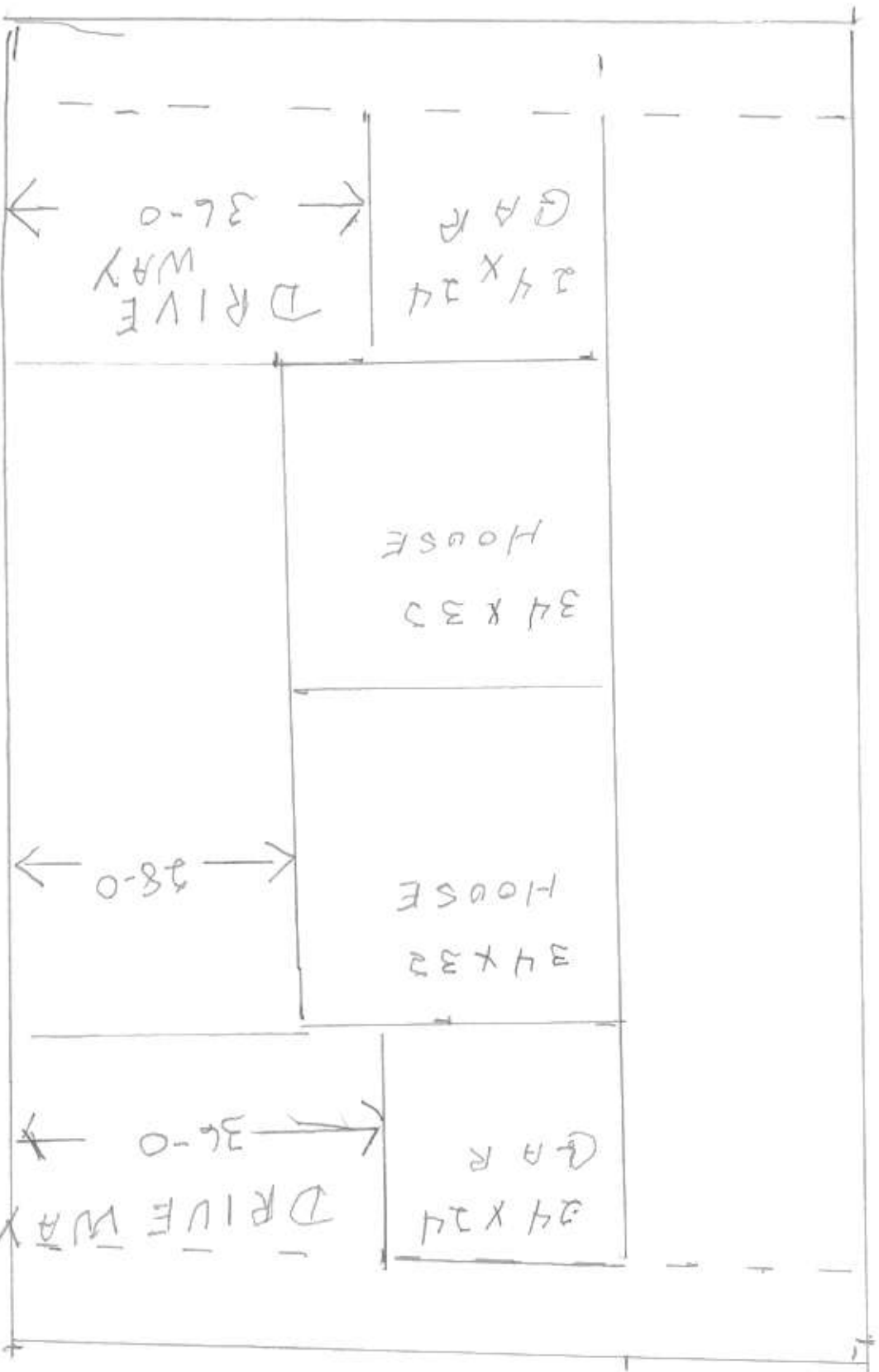
LOT 2 BLK 1

8'-6"

8'-6"

25'-0" EASEMENT

4.58





**CITY OF HAMBURG  
ORDINANCE NUMBER 162**

***AN ORDINANCE AMENDING CHAPTER 95.04 OF THE HAMBURG CITY CODE  
PERTAINING TO FARM ANIMALS.***

*THE CITY COUNCIL OF THE CITY OF HAMBURG, CARVER COUNTY, MINNESOTA, ORDAINS:*

**SECTION 1.** *Chapter 95.04 of the Hamburg City Code is hereby amended in its entirety to read as follows:*

**§ 95.04 FARM ANIMALS.**

Farm animals shall only be kept in an agricultural district of the city, or on a residential lot of at least ten acres in size provided that no animal shelter shall be within 300 feet of an adjoining piece of property. An exception shall be made to this section for those animals brought into the city as part of an operating zoo, veterinarian clinic, scientific research laboratory, or a licensed show or exhibition.

- (A) **CHICKENS LIMITED.** It shall be unlawful for any person to keep or harbor more than 5 chickens on any premise within the city limits. The keeping of roosters is prohibited.
- (B) **LICENSE REQUIRED.** Any person owning chickens defined by this Chapter within the city must obtain a license as provided in this section. An applicant must complete an application form provided by the City. Each owner holding a license to keep chickens within the city shall comply with the following:
  - 1) The City Clerk-Treasurer and/or designee shall process the license application.
  - 2) Application for an animal license shall be made to the City along with a fee according to the adopted Hamburg City Fee Schedule. If the applicant rents the property where the chickens will be kept, a letter of approval is required from the property owner.
  - 3) Each chicken license application shall be accompanied with a scaled site plan of the proposed building (chicken coop) and fenced yard enclosure (run) showing compliance with all applicable ordinance requirements including the size and dimensions of all structures and the distance of all structures from the property lines, subject to the review and approval by the city.
  - 4) Each license issued under this ordinance shall expire on December 31 in the year of issuance unless sooner revoked. A license shall be renewed annually to continue the limited keeping of chickens
  - 5) The City, upon written notice, may revoke a license for failure to comply with the provisions and conditions of this ordinance.
  - 6) All licensees must pass a mandatory inspection, within thirty (30) days of obtaining chickens, by authorized city personnel, who may refuse to grant or revoke a license.
- (C) **CONDITIONS OF LICENSE.**
  - 1) The principle use of the property where the chickens are to be kept is a single-family dwelling defined as a detached single-family dwelling designed or intended for occupancy by one (1) person or by one (1) family. No person shall keep any chickens inside the single-family dwelling, garage or accessory structure.

- 2) No person shall slaughter any chickens within the city.
  - 3) Chickens shall not be raised or kept for fighting.
  - 4) Food materials that are stored outside shall be in closed rodent proof container.
  - 5) Dead chickens must be disposed of within 24 hours of death.
- (D) CHICKEN COOPS AND CHICKEN RUNS. All chickens shall be provided a secure and well-ventilated structure (coop) and fenced yard enclosure (run) in compliance with the current zoning and building codes, and the following:
1. Chickens shall be kept in the roofed structure (coop) or any attached fenced yard enclosure (run) at all times;
  2. The enclosed coop must have a minimum size of four (4) square feet per animal and shall not exceed a maximum of forty (40) square feet in total area. Chicken coops must be elevated a minimum 12 inches and no more than 24 inches above grade.
  3. The enclosed coop shall be setback a minimum of fifteen (15) feet from any principal structure on the subject parcel and five (5) feet from any property line. The enclosed coop shall not exceed six (6) feet in height.
  4. The floors and walls of the roofed structure (coop) shall be kept in a clean, sanitary and healthy condition with all droppings and body excretions collected regularly and placed in a covered container until composted or transported off the premises;
  5. The enclosed coop shall be similar in color to the principal structure on the lot.
  6. If electricity will be installed in the coop, an electrical permit is required;
  7. Fenced in chicken runs must not exceed 10 square feet per chicken and fencing must not exceed 6 feet in total height.
  8. The fence around the yard enclosure (run) shall be securely constructed with a mesh type material and shall have protective overhead netting to keep the chickens secured from other animals;
  9. No fenced yard enclosure (run) shall be located closer than fifteen feet to any principal building and five (5) feet to any side yard and/or rear yard property line;

Penalty, see § 95.99 (B)



"The City of Hamburg is an Equal Opportunity Employer and Provider."



**SECTION 2.** Effective Date of Ordinance.

This ordinance shall be in effect from and after its passage and publication according to law.

Passed and adopted by the City Council of the City of Hamburg this XX<sup>th</sup> day of July, 2019.

CITY OF HAMBURG:

\_\_\_\_\_  
Chris Lund, Mayor

Attest: \_\_\_\_\_  
Jeremy Gruenhagen, Clerk-Treasurer



"The City of Hamburg is an Equal Opportunity Employer and Provider."

# City of Hamburg – Land Use Application

## Applicant Information:

Name	<i>Nick Rogosiewski</i>	Address	<i>110 2nd Ave SE Unit A</i>	City	<i>Young America</i>	State/Zip	<i>MN 55397</i>
Home Phone	<u>          </u>	Email	<i>Nickrogo@gmail.com</i>	Cell	<i>612-310-8400</i>	Other Phone	<u>          </u>

## Location of Property: (attach a separate sheet if necessary)

Street address if known:	<i>430 Louise St</i>	Addition:	<i>Trawes</i>		
Property ID#	<i>457000010</i>	Lot:	<i>1</i>	Block:	<i>1</i>

## Land Use Request & Fee Amt: (please check any that apply)

<input checked="" type="checkbox"/> *Variance	\$300.00	<input checked="" type="checkbox"/> *Minor Subd 3 or less	\$300.00
*Conditional Use	\$300.00	Subd. Sketch Plan	\$ None
Land Disturb/Fill	\$50.00	*Subd Prel. Plat	\$300/+\$5 per lot
*Rezoning	\$300.00	Subd Final Plat	\$300/+\$5 per lot
*Comp Plan Amend	\$300 ea.	Park Dedication Fees	10% land or \$300 per lot
Other:	<u>                    </u>	Subd Deposit for Prof. fees	\$1000.00

## Property Owner Information:

Do you Own the Property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No (if no please fill in the information below)	
Owners Name	Address	City	State/Zip
Home Phone	Fax	Cell	Other Phone

**NOTICE OF FEES:** The Property Owner and Applicant shall reimburse the city for all costs that it incurs in reviewing, investigating and administering the application for land use permit[s] in amounts provided in the Fee Schedule. Such Costs may include, but are not limited to, direct city payroll and overhead costs, fees paid to consultants and other professionals, including attorneys and engineers, and the cost of printing, mailing and supplies. These Fees are due immediately upon billing by the City. Bills shall be mailed to the address above and shall also be emailed. The city shall provide, upon request, an itemized statement of the various costs incurred by the city. The city may deny final action on a land use application and/or rescind prior action until all Fees are paid; unless the provisions of Minn. Stat. 462.353, subd. 4(d) are utilized and the deposit contemplated therein is made. The city may require additional deposits, if deemed necessary.

**PROPERTY ENTRY.** The Property Owner and Applicant agrees to allow city staff, commission members and council members access to the property, at reasonable times after reasonable notice to the Property Owner and Applicant by mail, email or verbal notification. Notice shall be provided at least 48 hours before desired entry. Any entry onto the Property is for the limited purpose of viewing the Property related to the Application made herein.

I acknowledge that I have read the above statement and agree to the terms set forth above, including the responsibility for Fee reimbursement. If there is both an Applicant and Owner, they shall be jointly and severally responsible for all fees incurred and fully understand that I am responsible for all costs incurred by the City in the processing and reviewing of this application.

*Nick Rogosiewski* and *Nick Rogosiewski*  
Applicant Signature                                      Owner Signature

Dated this 6th day of September, 2019.



## Newspaper Notice

### **PUBLIC HEARING NOTICE CITY OF HAMBURG**

NOTICE is hereby given that the Hamburg Planning Commission will hold a public hearing on **DATE**, 2019, in the City Hall Council Chambers. The purpose of the hearing is to consider a Minor Subdivision and variance for a property in the southwest quarter of the southwest quarter of Township 115, Range 026, Section 28. The PID for the property is 457000040. An application has been received from the property owner to subdivide the property and create lots not meeting the minimum lot size of the Hamburg Zoning Ordinance, requiring a variance from the ordinance standards.

All interested parties are urged to attend the public hearing or submit comment via mail to: PO Box 248 Hamburg, MN 55339, by phone at 952-467-3232, or via email: [cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com).

Jeremy Gruenhagen, Administrator  
City of Hamburg

## Mailed Notice

### **PUBLIC HEARING NOTICE CITY OF HAMBURG**

NOTICE is hereby given that the Hamburg Planning Commission will hold a public hearing on **DATE**, 2019, in the City Hall Council Chambers. The purpose of the hearing is to consider a Minor Subdivision and variance for a property in the southwest quarter of the southwest quarter of Township 115, Range 026, Section 28. The PID for the property is 457000040. An application has been received from the property owner to subdivide the property and create lots not meeting the minimum lot size of the Hamburg Zoning Ordinance, requiring a variance from the ordinance standards.

You are receiving this notice because you own property in close proximity to the property that is being considered for the variance and minor subdivision. All interested parties are urged to attend the public hearing or submit comment via mail to: PO Box 248 Hamburg, MN 55339, by phone at 952-467-3232, or via email: [cityadmin@cityofhamburgmn.com](mailto:cityadmin@cityofhamburgmn.com).

Jeremy Gruenhagen, Administrator  
City of Hamburg



Jeremy Gruenhagen &lt;cityadmin@cityofhamburgmn.com&gt;

## Hamburg 75,000 Gallon Water Tower Construction Progress Meeting - Conf Call

**Chad Katzenberger** <ckatzenberger@sehinc.com>  
To: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>  
Cc: Justin Black <jblack@sehinc.com>

Tue, Sep 3, 2019 at 9:35 AM

Hi Jeremy,

Sorry for the confusion, when I added the call in info for the calendar invite, the info didn't show up for everyone. We did conduct the call, Justin plans on connecting with you to provide a briefing as well.

Here is a summary of my notes:

1. Foundation work is complete as well as initial site prep (tree removal and silt fence)
2. Site will be quiet for the next week or so, then steel delivery may begin the week of September 10th
3. Contractor will coordinate locations for steel deliveries to be placed (Water tower site and parking lot)
4. Shop Production of the tank will begin this week in Sioux Falls at Maguire's facility
5. SEH will be sending a coatings inspector to the shop this week and next week as needed to observe the tank production and initial coatings.
6. Erection Crew is expected to arrive on site the week of October 7th, Erection process will take roughly 2 months.
7. Pipe work is expected to take place next spring (2020)
8. 1st pay application will be coming through this week for possible approval at the next council meeting.
9. Next Meeting will be 9AM October 1st, Chad will revise the meeting invites to include the call in information.
- 10.

Hope this is helpful, please let me know if you have any questions.

Thanks!

(Quoted text hidden)

Virus-free. [www.avg.com](http://www.avg.com)

On Tue, Sep 3, 2019 at 9:01 AM <[ckatzenberger@sehinc.com](mailto:ckatzenberger@sehinc.com)> wrote:  
Hello All, it seems the call in info didn't show up in the calendar invite, here it is

External Call in Number: **612.284.1533 (Toll Free: 855.838.6933)**

External Audio Conference Room: **6**

(Internal SEH Desk phones) Audio Conference Room: **1006**

External and Internal Pass Code: **654#**

Please give all participants call in number, conference room number and pass code.

Thank you.

Chad T. Katzenberger, PE (MN) | Senior Engineer, Water Services  
SEH | 218.855.1720 direct | 218.820.6169 cell | 888.908.8166 fax  
[ckatzenberger@sehinc.com](mailto:ckatzenberger@sehinc.com)  
[www.sehinc.com](http://www.sehinc.com)