



HAMBURG CITY COUNCIL AGENDA SEPTEMBER 11, 2018

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. **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 August Claims (\$8,352.18)**
 - **Approve Payment of September Claims List (\$)**
 - **Approve Minutes for August 21, 2018**
 - **Approve Temporary On-Sale Liquor License for Hamburg Lions Club for (10/06/18)**
 - **Approve Lawful Gambling Permit for HHFC for 2/04/18**
 - **Approve Lawful Gambling Permit for Hamburg Lions Club for 11/16/18**
 - **Approve Time-Off Request (Jeremy Gruenhagen)**
 - **Cash Flow Statement for May 2018**
 - **Delinquent Utility Bills Report**
 - **Employee Project Lists**

4. **Rebecca Howe (Hearing Request)**
 - **Alleged Delinquency of Utility Payments**

5. **Maguire Iron – Chad Edwards**
 - **2018 Water Tower Inspection Report**

6. **Lois Droege**
 - **George Street (Develop Outlot B of Hamburg 3rd Addition)**
 - **Development Agreement**
 - **Permit Fees**

7. **Triple T Services, LLC (Jake Trebesch)**
 - **Storm Water Easements for Parcels 45.0282500/11.0282010 (RR Street)**
 - **Survey City Portion of Parcel 11.0282010**

8. **Old City Business**
 - **Drinking Water Revolving Fund 2019 Intended Use Plan**
 - **Statewide Health Improvement Partnership (SHIP) Funding**
 - **Jaguar Communications (Fiber Optic Installation)**



***HAMBURG CITY COUNCIL AGENDA
SEPTEMBER 11, 2018***

- 2018 City Building Repairs (Hall Steps)
- 2019 Proposed Budget
 - Budget Workshop Date (September)

9. New City Business

- Solicitor Permit for Jason Kuerschner
- Planning & Zoning Administration Services (Quotes)
- Second Meeting for September (September 25th)

10. City Council Reports

- Councilmember Jason Buckentin
- Councilmember Tim Tracy
- Councilmember Scott Feltmann
- Councilmember Steve Trebesch
- Mayor Chris Lund
 - League of MN Cities Events/Trainings

11. Adjourn City Council Meeting



***HAMBURG CITY COUNCIL AGENDA
SEPTEMBER 11, 2018***

COMMUNITY HALL & PARK ACTIVITIES

SEPTEMBER 15 – Wedding Reception

**OCTOBER 6 – Wedding Reception
13 – Wedding Reception
20 – Wedding Reception**

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

**SEPTEMBER 3 – Hamburg Lions Board Meeting
3 – HFD Training
3 – Labor Day (City Offices Closed)
8 – Community Center Rental
11 – Hamburg City Council Meeting @ 7:00 PM
11 – Young America Township Meeting
13 – Sibley County Chiefs Association
17 – Hamburg Lions Club Meeting
18 – Hamburg Lions Club
24 – Hamburg Fire Dept. (Relief Association) Meeting
25 – Hamburg City Council Meeting
26 – Hamburg Lions Convention Committee
27 – Hamburg Fire Department Training
30 – Community Center Rental**

**OCTOBER 1 – Hamburg Lions Board Meeting
1 – HFD Training
6 – HFDRA Steak Fry
9 – Hamburg City Council Meeting @ 7:00 PM
15 – Hamburg Lions Club
20 – Community Center Rental
24 – Hamburg Lions Convention Committee
29 – Hamburg Fire Dept. (Relief Association) Meeting
30 – HFD Training**

2018 August Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - July 2018	\$2,717.14	8/21/2018
ACH	MN Dept. of Revenue	Divided	July 2018 State Withholding Tax Payment	\$494.00	8/21/2018
ACH	PERA	Divided	PERA Withholding - July 2018	\$493.01	8/21/2018
ACH	PERA	Divided	PERA Withholding - July 2018	\$393.39	8/21/2018
ACH	PERA	Divided	PERA Withholding - July 2018	\$728.04	8/21/2018
ACH	PERA	Divided	PERA Withholding - August 2018	\$397.89	8/21/2018
ACH	PERA	Divided	PERA Withholding - August 2018	\$421.66	9/11/2018
ACH	HealthPartners	Divided	Health Insurance for August 2018	\$2,958.95	8/21/2018
ACH	HealthPartners	Divided	Health Insurance for September 2018	\$2,958.95	9/11/2018
ACH	Kwik Trip	Divided	Fuel for Grass II and Non-Ox Fuel for City Small Engines	\$66.66	8/21/2018
ACH	AT&T	General Gov't	Cell Phone Payment (August)	\$28.85	9/11/2018
ACH	Google	General Gov't	Email Account Service for July 2018	\$80.00	9/11/2018
ACH	Optum	General Gov't	HSA Participant Fee for 2nd Qtr 2018	\$22.50	9/11/2018
ACH	Mel Sprengeler	Divided	Wages 7-16-18 to 7-29-18	\$281.20	8/21/2018
ACH	Greg Schultz	Divided	Wages 7-16-18 to 7-29-18	\$1,694.51	8/21/2018
ACH	Tamara Bracht	Divided	Wages 7-16-18 to 7-29-18	\$324.63	8/21/2018
ACH	Jeremy Gruenhagen	Divided	August Wages	\$1,843.87	8/21/2018
ACH	Mel Sprengeler	Divided	Wages 7-30-18 to 8-12-18	\$254.54	8/21/2018
ACH	Greg Schultz	Divided	Wages 7-30-18 to 8-12-18	\$1,725.18	8/21/2018
ACH	Tamara Bracht	Divided	Wages 7-30-18 to 8-12-18	\$526.50	8/21/2018
ACH	Mel Sprengeler	Divided	Wages 8-13-18 to 8-26-18	\$121.21	9/11/2018
ACH	Greg Schultz	Divided	Wages 8-13-18 to 8-26-18	\$1,597.79	9/11/2018
ACH	Tamara Bracht	Divided	Wages 8-13-18 to 8-26-18	\$561.29	9/11/2018
ACH	Jeremy Gruenhagen	Divided	August Wages	\$1,843.87	9/11/2018
Debit Card	Hamburg Post Office	Water	Priority Mailed Water Samples to MN Dept. of Health	\$39.45	8/21/2018 (24.70)
Debit Card	Global Industries	Hall	(6) 21x21x2 Plastic Drip Pan Trays for Pop Canisters	\$219.65	8/21/2018
Debit Card	UPS	Water	Water Samples	\$10.46	9/11/2018
Debit Card	Bernsten.Com	Water/Sewer	New Metal Detector	\$730.30	9/11/2018
19198	Carquest	Park & Rec.	Oil Filter for Exmark Lawnmower	\$32.76	8/21/2018
19199	Floyd Total Security	Water	Base Alarm Monitoring for WWTP (9-3-18 to 12-2-18)	\$86.85	8/21/2018
19200	Galls, LLC	Public Safety (FD)	4 Tactical Pants, 2 Belts, Nametag Engraving	\$418.98	8/21/2018
19201	Gopher State One Call	Divided	4 Water/Sewer Locates in July	\$5.40	8/21/2018
19202	Greg Schultz	Public Works	4 Tires for Ford Ranger	\$300.00	8/21/2018
19203	Loffler Companies, Inc.	General Gov't	July Copies	\$31.73	8/21/2018
19204	Melchert-Hubert & Sjodin	General Gov't	Public Hearing Notices, Jaguar Franchise, Triple T Gara	\$2,100.00	8/21/2018
19205	Mini Biff	Park & Rec.	Handicap Mini Biff Rental & Damage Waiver	\$131.07	8/21/2018
19206	MSFCA	Public Safety (FD)	Re-certification for Steven Buckentin & Bruce Kranz	\$50.00	8/21/2018
19207	Monica Trebesch	Public Safety (FD)	18+ Dozen Cookies for National Night Out	\$95.00	8/21/2018
19208	MES	Public Safety (FD)	Air Pack Maintenance & Repairs	\$1,216.19	8/21/2018
19209	NAPA	Public Works	Paint, Reflective Tape and Hose Clamps for Speed Limit	\$18.26	8/21/2018
19210	UFC	Park & Rec.	Weed Spray, Weed Whip String & Spark Plugs, Pole Saw	\$99.21	8/21/2018
19211	WWWill & Son's Distributing	Public Safety (FD)	16 Packages of Hotdogs for National Night Out	\$112.00	8/21/2018
19212	W.W.O.T.A.	Divided	Water/Wastewater Training & Assistance for July 2018	\$405.00	8/21/2018
19213	Wm. Mueller & Son's, Inc.	Divided	Gas for Lawnmower, Baseball Park Mower, & City Vehic	\$373.75	8/21/2018
19214	Xcel Energy	Divided	Electricity/Natural Gas Services for July	\$896.34	8/21/2018
19215	Canon Financial Services	General Gov't	Canon Copier Government Contract for August	\$33.13	8/21/2018
19216	CarverLink	General Gov't	Telephone/Internet Services August 2018	\$109.52	8/21/2018
19217	Cintas	Divided	Cleaning Supplies - Towels, Mops, Rags, Garbage Liner	\$70.50	8/21/2018
19218	Jeremy Gruenhagen	Divided	NNO Supplies, Mileage Jan-June, Training	\$538.44	8/21/2018
19219	Menards	Divided	Batteries, Mop Heads, Kitchen Sponges, Paper Towels,	\$31.34	8/21/2018
19220	MN Dept. of Health	Water	3rd Quarter - Community Water Supply Service Connect	\$337.00	8/21/2018
19221	O.E.M. Services	Public Works	Post for Mounting Electronic Speed Sign	\$307.33	8/21/2018
19222	Quill	General Gov't	Office/Business Supplies	\$289.83	8/21/2018
19223	S.E.H.	General Gov't	Prof. Fee's for 2018 RR & Scheele Street Improvement	\$412.50	8/21/2018
19224	Tamara Bracht	General Gov't	Reimburse for Election Day Breakfast Items at Kwik Trip	\$19.73	8/21/2018
19225	Xcel Energy	Divided	Electricity/Natural Gas Services (7/3/18 - 8/3/18)	\$1,208.42	8/21/2018
				\$33,265.77	
			August Claims	\$24,913.59	8/21/2018
			August Added Claims	\$8,352.18	9/11/2018
			Total August Claims	\$33,265.77	



HAMBURG CITY COUNCIL AGENDA AUGUST 21, 2018

Mayor Chris Lund called the Public Hearing to Order at 7:00 PM. Those in attendance were: Council Members Scott Feltmann, Steve Trebesch, Jason Buckentin and Tim Tracy. City Clerk Jeremy Gruenhagen, Deputy Clerk Tamara Bracht, Fire Chief Justin Buckentin. Justin Black with S.E.H., Jon Rodd and Kristina Anderson with Jaguar Communications, Jake Trebesch with Triple T Services, Lois Droege with the George Street Development, and Quinn O'Reilly with Melchert, Hubert & Sjodin. Residents: Michael and Karen Buckentin, Schpitz and Carmen Mueller, Scott Karels, Russ and Lori Schneewind, Greg Schultz, Bruce Kranz, Heather Feltmann, Steven Buckentin and Lorri Gales, Sheldon and Sally Rucks, Brian Biermann, Eric Poppler, Daton and Jessica Weber.

Public Hearing

- Cable Franchise Agreement for Mediacom and Jaguar

(The Franchise Agreement with Mediacom was not ready for the Public Hearing)

Jaguar Communications was founded in 1999. They are in the business of bringing fast, reliable fiber optic services to rural areas. They are seeking Council approval to move forward with installing fiber optics as-soon-as-possible and providing their service to the residents of Hamburg by late Fall 2018.

MOTION: Councilman Jason Buckentin moved to close the Public Hearing. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Council Members were present.



HAMBURG CITY COUNCIL AGENDA AUGUST 21, 2018

Mayor Chris Lund called the Hamburg City Council Meeting to order at 7:15 PM with all members present.

Public Comment

- There were no comments or questions presented.

Consent Agenda

- Approve Payment of Added July Claims (\$5,207.71)
- Approve Payment of August Claims List (\$24,913.59)
- Approve Minutes for July 10, 2018 & July 31, 2018
- Delinquent Utility Bills Report
- Employee Project Lists
- 2019 LGA Amount (\$78,210)
- Election Memo (Carver County)
- Mediacom Rate Adjustments
- NYA Chamber of Commerce Letter

MOTION: Councilman Steve Trebesch moved to approve the Consent Agenda. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Council Members were present.

Hamburg Fire Department

- Approve Firefighter Remie Hall
- **MOTION: Councilman Jason Buckentin moved to approve Remie Hall as a member of the Hamburg Fire Department. Seconded by Councilman Steve Trebesch. Motion was unanimously approved. All Council Members were present.**
- Fire Engine Replacement
 - There is an opportunity to purchase a new Fire Truck that has been used for demonstrations at a reduced cost. The engine will be at the Fire Hall on Monday August 27th at 8:00 PM for viewing.
 - **It was Council's recommendation that Fire Chief Buckentin pursue the potential purchase of the demonstration fire engine.**

Lois Droege

- George Street (Develop Outlot B of Hamburg 3rd Addition)
 - Development Agreement
 - Street Improvements/Storm Water Pond (Land Purchase)

The Council listened to Public Comments and Concerns from residents regarding the George Street Development.



HAMBURG CITY COUNCIL AGENDA AUGUST 21, 2018

MOTION: Councilman Scott Feltmann moved to approve the George Street Development Project. The City will cover the cost of Storm Water, Pond, and Street Storm Water Piping at an estimated cost of \$86,072.00; and Lois Droege covering the costs for Water, Sanitary Sewer, Street, Curb and Gutter, and Utilities. Upon the completion of the project the land used for the Pond will be donated to the City by Lois Droege. Seconded by Councilman Steve Trebesch. Motion was unanimously approved. All Council Members were present.

Triple T Services, LLC (Jake Trebesch)

- Storm Water Easement for Parcel 45.0282500 (Railroad Street)
- Purchase of Parcel 11.0282010
 - The City of Hamburg's Legal Council, Quinn O'Reilly with Melchert, Hubert & Sjodin, presented researched evidence to the Council regarding the above indicated parcels. The original Land Deed was found at the Carver County Court House indicating that the City of Hamburg purchased the property in question in 1965 from the Railroad. Further documentation was found in the City Council Meeting Minutes indicating the finalized purchase of said land as a parking lot. In light of the presented evidence, a letter was sent to Triple T Services and their Legal Council, Mr. Patrick J. Neaton with Neaton & Puklick, P.L.L.P. including a copy of the Land Deed.

Old City Business

- 2018 Street Improvements (Railroad/Scheele)
 - Bid Tabulations/Award Project
 - **MOTION: Councilman Steve Trebesch moved to award the Street Improvement Bid to Wm. Mueller & Sons for \$47,160.90. Seconded by Councilman Tim Tracy. Motion was approved with Councilman Scott Feltmann abstaining. All Council Members were present.**
- 2018 City Building Repair Estimates (CC/Park Roofs/Hall Steps)
 - Differences in bids
 - *After Council reviewed the differences in the bids, they did not feel the differences were significant enough to alter the original motion made in July, therefore the original motion to go with the Schlueter Brothers will stand.*
- Cable Franchise Agreements (Jaguar Communications/Mediacom)
 - **MOTION: Councilman Steve Trebesch moved to approve the Franchise Agreement with Jaguar Communications. Seconded by Councilman Scott Feltmann. Motion was unanimously approved. All Council Members were present.**



HAMBURG CITY COUNCIL AGENDA AUGUST 21, 2018

New City Business

- 2019 Prosecution Contract (Carver County)
 - **MOTION: Councilman Scott Feltmann moved to approve the 2019 Carver County Prosecution Contract. Seconded by Councilman Steve Trebesch. Motion was unanimously approved. All Council Members were present.**
- 2019 Service Agreement for Joint Assessment (Carver County)
 - **MOTION: Councilman Steve Trebesch moved to approve the 2019 Carver County Joint Assessment. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Council Members were present.**
- Park Vandalism (Tree/Buildings)
 - **MOTION: Councilman Scott Feltmann moved to pursue restitution for the park vandalism. Seconded by Councilman Steve Trebesch. Motion was unanimously approved. All Council Members were present.**
- Kevin Subart (340 Railroad Street Remodel)
 - Pulled a permit to remodel the main building
- William Minnihan (Vacant Lot/Parcel 45.0500190)
 - Looking into Zoning Ordinances for a potential building
- Second Meeting for August (August 28th)
 - **MOTION: Councilman Tim Tracy moved to hold a Budget Meeting on Tuesday, August 28th at 7:00 PM. Seconded by Councilman Jason Buckentin. Motion was unanimously approved. All Council Members were present.**

City Council Reports

Councilmember Jason Buckentin

- Inquired about Hall Step Bids – Jeremy has received 2 bids so far

Councilmember Tim Tracy

- Has not heard anything back regarding the Water Tower Inspection

Councilmember Scott Feltmann

- Inquired about setbacks for small accessory structures

Councilmember Steve Trebesch – Nothing further to report.

Mayor Chris Lund

- There is a conference series called 'Building a Foundation' starting in September going thru June 2019 – if interested in attending let staff know
- SW Transit Group Meeting in Glencoe September 14th to discuss Hwy 212. Let staff know if you are interested in attending.



***HAMBURG CITY COUNCIL AGENDA
AUGUST 21, 2018***

MOTION: Councilman Jason Buckentin moved to adjourn the City Council Meeting at 9:13 PM. Seconded by Councilman Steve Trebesch. Motion was unanimously approved. All Council Members were present.

Submitted by:

**Tamara Bracht
Deputy Clerk**



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

Name of organization	Date organized	Tax exempt number
Hamburg Lions Club	Jul 22, 1982	0239

Address	City	State	Zip Code
181 Broadway Avenue	Hamburg	Minnesota	55339

Name of person making application	Business phone	Home phone
Tamara Bracht	(952) 467-3232	N/A

Date(s) of event	Type of organization
October 6, 2018	<input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit

Organization officer's name	City	State	Zip Code
Chris Lund - President	Hamburg	Minnesota	55339

Organization officer's name	City	State	Zip Code
Diana Kroells - Treasurer	Hamburg	Minnesota	55339

Organization officer's name	City	State	Zip Code
Mallory Hunt - Secretary	Lester Prairie	Minnesota	55354

Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.
 Hamburg Community Center - 181 Broadway Avenue, Hamburg, MN 55339

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 No

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Yes -Christensen Group - \$1,000,000 Each Occurrence, \$2,000,000 Aggregate

APPROVAL

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

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

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

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

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

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Hamburg Hunting and Fishing Club Previous Gambling Permit Number: X-35324

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: PO Box 115

City: Hamburg State: MN Zip: 55339 County: Carver

Name of Chief Executive Officer (CEO): Kelly Lueck

CEO Daytime Phone: 507-456-1896 CEO Email: klueck2121@gmail.com
 (permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of **both** of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Hamburg Community Hall

Physical Address (do not use P.O. box): 351 Henrietta Ave.

Check one:

City: Hamburg Zip: 55339 County: Carver

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 2-4-2018

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**COUNTY APPROVAL
for a gambling premises
located in a township**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

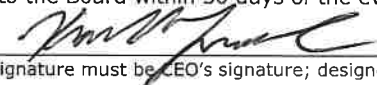
Signature of Township Officer: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 9-4-2018

(Signature must be CEO's signature; designee may not sign)

Print Name: Kelly Lueck

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status; and

_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)
Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: HAMBURG LIONS Previous Gambling Permit Number: _____
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____
Mailing Address: • Robert ave
City: Hamburg State: MN Zip: 55339 County: carver
Name of Chief Executive Officer (CEO): Chris Lund
CEO Daytime Phone: _____ CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): joelfranck66@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Hamburg Community Hall
Physical Address (do not use P.O. box): 351 Henrietta Ave.
Check one:
 City: Hamburg Zip: 55339 County: carver
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): November 16, 2018

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
---------------------	-----------------------------------------

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Mail application with:

_____ a copy of your proof of nonprofit status; and
 _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions?
 Call the Licensing Section of the Gambling Control Board at 651-539-1900.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: September 7, 2018

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: September 17, 2018

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

How many **Compensation** hours will be used? None

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

9-7-2018
Date

City Clerk/Treasurer

Date

Mayor

Date



CITY OF HAMBURG

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

City Office: (952) 467-3232 TDD: 711 Email: cityadmin@cityofhamburgmn.com
City Website: CityofHamburgmn.com

POSTED SHUT OFF NOTICE

August 21, 2018

Michael Howe
625 Kim Avenue
Hamburg, MN 55339

Requested a hearing

Please be advised that your water/sewer bill for the months of May and June are past due in the amount of \$408.79. City Ordinance 50-02 provides that service may be discontinued after thirty (30) days of non-payment of municipal utility service bills. A copy of the ordinance is attached for your review.

If the total amount of \$408.79 is not received in full by 8:00 a.m. on Friday, August 31, 2018 your service will be disconnected and a \$100.00 reconnection fee added to your account.

Please also note that your current bill for July is \$171.08 which is due August 31, 2018 a well.

We are here to assist you and can offer a payment plan to help get you back on track. We now accept credit card payments in our office or on-line at www.govpaynow.com for a nominal fee. You can reach us during the hours of 8:00 a.m. – 4:30 p.m. Monday thru Friday at (952) 467-3232 or stop in.

You also may, if the following notice is filed with the City Clerk prior to August 31, 2018, receive a hearing (your presence is required) before the City Council to explain why the bill remains unpaid and to request payment arrangements. In the event of a request for hearing, the utility service will not be discontinued pending the results of the hearing. If, as a result of the hearing, the City Council finds that there is an unpaid charge for the service and that there are no legal reasons why service should not be discontinued, the City Council may order that your service be immediately disconnected. City Council meets the second Tuesday of each month at 7:00 p.m.

City of Hamburg
P.O. Box 248
Hamburg, MN 55339

I hereby request a hearing before the appointed City Council to discuss the alleged delinquency of payment of utility service. I understand that the City Council will make a decision concerning this situation at their next regular council meeting. I also understand that service shall not be discontinued until disposition of the hearing is made.

Date: 8/30/18

Name: Rebecca Howe

Date: 9-4-18

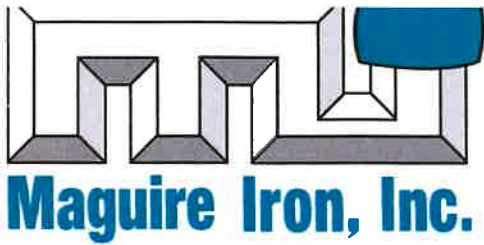
Hamburg City Clerk: Jimmy Scherhagen

Regards,

Tamara Bracht

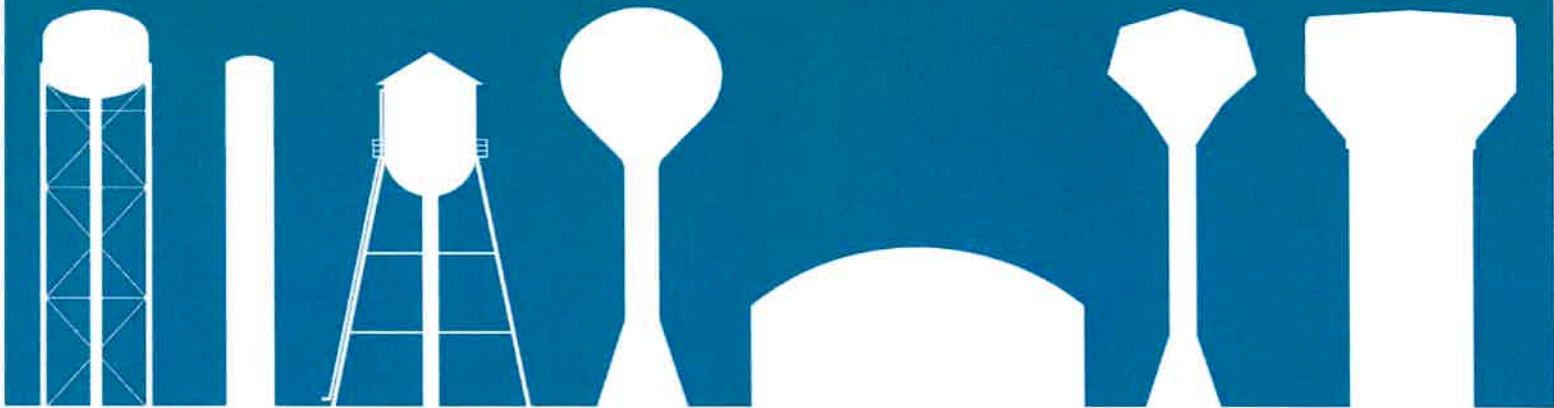
Tamara Bracht
Deputy Clerk
City of Hamburg





CHAD EDWARDS
PO Box 1446
SIOUX FALLS, SD 57101
605-759-4957

WATER TANK INSPECTION REPORT



HAMBURG, MN
50,000 GALLON CONE



COATINGS



SAFETY



SANITARY



STRUCTURAL



SECURITY

(605) 334-9749 | MAGUIREIRON.COM

50,000 ELEVATED WATER TANK



INTRODUCTION

In August of 2018 the 50,000-gallon elevated tank was inspected by Maguire Iron Inc. The purpose of the inspection was to determine and document **coatings, safety, sanitary, structural and security** conditions of the tank.

The information gained from this inspection will be used to compile recommendations for ongoing maintenance and to offer a contractual agreement to provide this service. In this report, you will find a description of the condition of this tank along with photographs to support the recommendations.

TANK DETAILS

TANK NAME:	Hamburg, MN	LOCATION	230 Railroad street
CAPACITY:	50,000-gallon	STYLE:	Elevated
CONSTRUCTION STYLE:	Riveted	CONSTRUCTION DATE:	Unknown
BUILDER:	Pittsburgh Tank and Tower	HEIGHT/DIMENSION:	Approx.90 ft. to bottom of bowl
EXTERIOR COATING:	Aluminum	EXTERIOR LEAD PRESENCE:	Unknown / More than likely the primer will have lead
INTERIOR COATING:	Epoxy / Series 20 Tnemec	INTERIOR LEAD PRESENCE:	Interior has epoxy so there is no lead / No samples taken

ESTIMATED REPLACEMENT VALUE

The replacement cost of this tank is estimated at \$650,000.





COATING CONDITIONS

EXTERIOR COATING CONDITIONS

- **Riser, Legs and Structural Members:**
 - The exterior coatings system on the understructure is in fair condition. The appearance of the coatings system is fair also. This is a good candidate for a power wash and overcoating.

- **Tank Bowl:**
 - The condition of the coating system on the tank bowl is fair to poor. There are areas of spot corrosion on the tank bowl that are throughout the bowl. This is a high condensation area.

- **Tank Sidewalls and Roof:**
 - The coatings system on the roof and sidewalls is in poor condition. The coating is failing on the sidewalls and roof. There are areas where corrosion is showing mostly around the shell and areas on the roof and ladder. The adhesion of the coatings system is poor on the shell. It needs an aggressive power washing and full primer overcoating with a full finish coating.

- **Recommendations:**
 - It is recommended that a compatible overcoat system be applied.

WATER TOWER INSPECTION REPORT



Exterior over view of water tower.



Looking up at belly of water tower



Expansion joint up at belly of tank. Cleanout plug with broken extension.



Tank shell coating failures / Typical

WATER TOWER INSPECTION REPORT



Tank shell coating typical



Tank shell coating and cat walk.



Roof area, coating failures



Roof coating and holes / Typical

INTERIOR COATING CONDITIONS

- **Roof and Area Above High-Water Level:**
 - The interior epoxy coatings system on the roof plates and the area above the high-water level is in fair condition. There are areas of spot corrosion and rust are at the weld seams and the roof clip holes are heavily corroded
- **Sidewalls:**
 - The coatings on the tank interior sidewalls are in fair condition. There are areas of spot rusting on the sidewalls where corrosion is present. There is also heavy staining which is normal.
- **Bowl:**
 - The coatings on the floor appear to be in poor condition with areas of seam coating failures.
- **Wet Riser:**
 - NA
- **Recommendations:**
 - The interior coatings system should be removed and new epoxy coating system should be applied.
 - It is recommended that the roof beams be caulked.



WATER TOWER INSPECTION REPORT

Corrosion at all roof clip bolts



Roof stiffener ring corrosion / typical



Roof corrosion and overview



Corroded lap seams in the belly



WATER TOWER INSPECTION REPORT

Shell to roof with dispersion plate brackets



Corrosion at the clean out plug and belly

Riser pipe and mechanical joint in belly



Obsolete dispersion plate and rods
Should be removed at Interior coating
replacement

- **Ladders:**

- The exterior leg ladder is not in compliance with OSHA regulations. The ladder does not have the required toe clearance. There is no safety climb device. The roof ladder is also out of OSHA compliance. **It is recommended that the roof ladder be replaced and an OSHA compliant cable safety climb be installed to both ladders. It is also recommended that the leg ladder be replaced, there has been some extension damage to the ladder by flying debris. Not sure how else it could have happened.**

- **Secondary Access Hatch:**

- There is not a secondary access hatch as required by OSHA for all confined spaces. **It is recommended that a secondary access manway / fan flange be installed under a new 12" frost free vent.**



WATER TOWER INSPECTION REPORT

Leg Ladder and cage

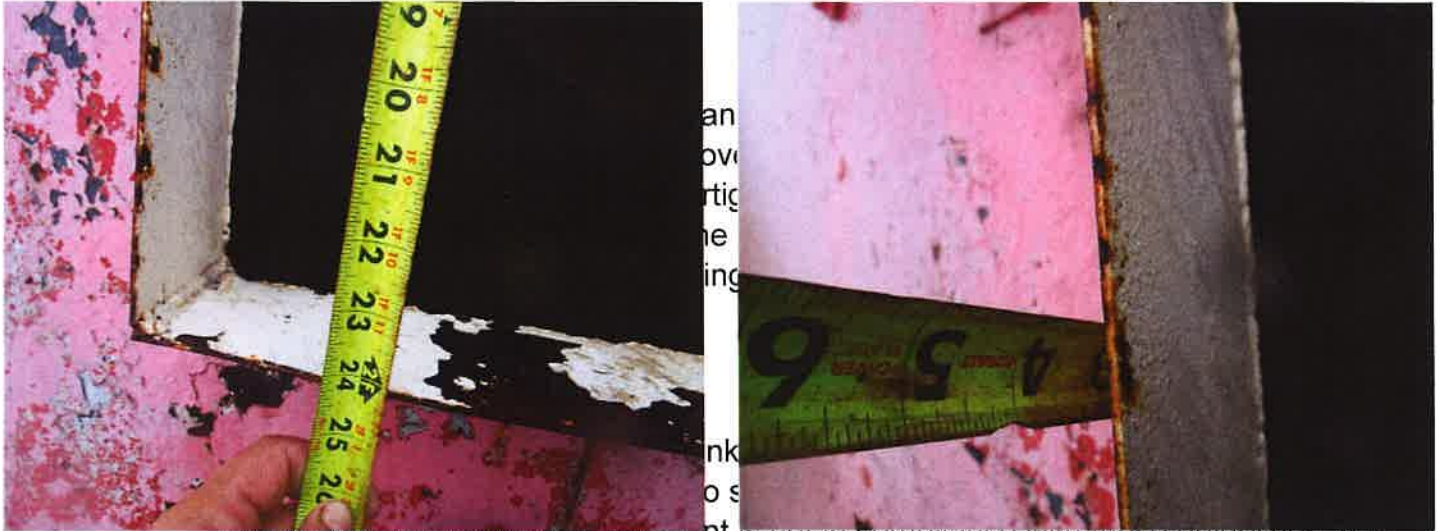


Badly damaged ladder and missing rungs at catwalk



Badly damaged ladder. Needs to be replaced ASAP

Ladder needs walk thru as per OSHA



contact with the elements. The vent is not in compliance with these guidelines. It is recommended that a new 12" frost free vent be installed on top of a new fan flange / secondary roof hatch.

- **Overflow:**

- The overflow pipe should extend to between 12 and 24 inches above ground. This overflow does not comply with AWWA guidelines. **It is recommended that the overflow be extended to between 12 to 24 inches from grade and be angled away from the tank leg to send water away from the leg foundation..**

WATER TOWER INSPECTION REPORT

Roof manway opening



Roof manway side edge height



Roof vent lid with no bug screen and damaged

Roof overview



- **Foundation(s):**
 - The Foundations are in fair condition. The grass and dirt should be excavated from around all the leg butt steel so there is no moisture that is retained and facilitates corrosion.
- **Wind Rods:**
 - The wind rods appear to be tight and in the proper alignment.
- **Anchor Chairs and Bolts:**
 - The anchor chairs and bolts also appear to be tight and in good condition. The anchor bolts are showing slight corrosion on threads.



WATER TOWER INSPECTION REPORT

Leg butts need to be free of debris and dirt



Leg butt at overflow pipe, need to direct water flow away from the leg



All wind rods and spider rods look to be in good shape.

Valve pit and insulation tin at grade shape

WATER TOWER INSPECTION REPORT

- **Ladder Gate:**
 - This tank does not have a ladder gate.
- **Fencing:**
 - This tank does not have a fence.
- **Roof Hatch:**
 - The roof hatch was locked before and after inspection.



Lowest steel thickness reading

Thickness reading at roof.



Roof thickness reading.

Highest thickness reading

SUMMARY

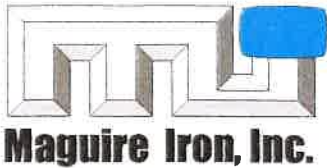
This exterior coating system is showing normal signs of deterioration and should be overcoated to avoid the cost of removal with current lead abatement procedure. The interior coating is close to the end of its service life and needs to be replaced. This tank requires repairs to meet OSHA regulations and AWWA recommendations. With this renovation this tank will be compliant and serve its intended purpose safely for many more years.

Roof was measured for steel thicknesses and we took 20 measurements of the thicknesses, the lowest was .036 and the highest was .070.

We came up with an average thickness of .068 which is around 1/16". This roof should be replaced.

RECOMMENDATIONS

- Overcoat the exterior with an alkyd coating system.
- Remove the interior coating system and replace with new lining.
- Caulk the roof beams.
- Replace all non compliant ladders on the tank.
- Install OSHA compliant cable safety climb on leg and roof ladders.
- Remove and discard all the ladder cage, it is not considered a safety climb.
- Remove all rods and dispersion plate at the Interior wet area.
- Install ladder gate on leg ladder.
- Install OSHA compliant secondary access hatch / fan flange.
- Install a new frost proof insect proof vent on new secondary access hatch.
- Extend overflow to 12-24 inches above grade and direct away from leg, install with flange/screen / flange.
- Replace the existing roof and seal weld the new roof down to the existing shell and this will bring it up to OSHA standards.



P.O. Box 1446
Sioux Falls, SD 57101
Phone (605) 334-9749
Fax (605) 334-9752

www.maguireiron.com

9/6/2018

City of Hamburg
PO Box 248
Hamburg, MN 55339

RE: Water tower inspection results.

Jeremy,

I wanted to thank you and the city council for allowing us to do an evaluation and inspection cleaning of the cities water tower. There were some findings that are of concern for climber safety and also a few things that need to be updated for OSHA standards.

The roof thickness and attachment points are a concern for the obvious reasons. I am sure that your tank is like many others that did not get the roof painted for decades and there was significant steel loss over those years. Some where along the line the industry recognized this and started painting the roofs of all the tanks. Another big concern is the damage to the ladder, there are a few rungs missing and it is bent up pretty bad. Not sure what flew thru the air to do this damage but here we are.

All the OSHA upgrades, which are not to many, would happen at the same time as the roof and the ladder, they all kind of go hand in hand as far as installation goes.

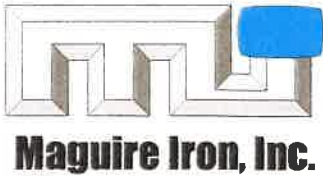
I think I have put together ra program that will save the city a lot of money over the next 50 years, it will bring your tank up to OSHA standards and remain a landmark for the city of Hamburg.

Once again we appreciate you considering Maguire Iron for the maintenance of your tower and I will see you at the city council meeting on Sept 11, 2018.

Regards,

MAGUIRE IRON, INC.

Chad Edwards
Field Representative
605-759-4957 Cell
605-334-9749 Ofc
edwardsc@maguireiron.com



PO Box 1446
 Sioux Falls, SD 57101
 Phone (605) 334-9749
 Fax (605) 334-9752

WATER TOWER SPECIALISTS
 Established 1915
 New and Used Tanks
 www.maguireiron.com



CONTRACT

This contract made and entered into this _____ day of _____, **2018** by and between the _____
City of Hamburg, MN herein after called the "Owner" and Maguire Iron, Inc., a
 South Dakota Corporation with its principal office located in Sioux Falls, South Dakota, hereinafter called the "Contractor" for and in consideration of the mutual
 covenants and promises hereinafter contained.

WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's water supply tank, and to furnish the necessary equipment, labor,
 material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

50,000 Gallon Cone Top Tank

2019	Exterior Painting Steel work, OSHA upgrades	\$ 33,400
2020	Cleaning and Inspection Exterior Warranty Touch Up	\$ 33,400
2021	Interior Blast and Painting	\$ 33,400
2022	Cleaning and Inspection Interior warranty Touch up	\$ 33,400
2023	Visual Inspection	\$ 33,400

See attached detailed scope of work

Owner is responsible for disposal or salvage of all remaining material to include spent blast media, paint containers, and other job site related material.

Owner will inspect the work as it progresses and upon completion and acceptance by Owner of the above work, the sum of \$ _____ **as above** _____ plus applicable sales and/or use
 tax shall become due and payable in full.

Terms: Net 30 days from acceptance and invoicing. A service charge of 1 1/2% per month (annual rate of 18%) will be charged on past due accounts.

Maguire Iron, Inc. reserves the right to impose fuel or other surcharges in effect at the time of project performance. During any exterior painting, Owner shall assist in removing any
 vehicles in the area which might receive paint damage. If there is any sandblasting involved in the work, Owner will be responsible for collection and disposal of any and all blast media.

Maguire Iron, Inc. will exercise reasonable care and caution to avoid, but will accept no liability for damage to antenna, communication, telemetry and/or electrical system(s) which may
 be attached to the structure. Removal, repair and/or replacement of the antenna, communication, telemetry and/or electrical system(s) shall be the responsibility of the Owner.

HAZARDOUS MATERIAL DISCLAIMER: *In the event that hazardous materials are on the water tank and this information is not addressed in the specification or made known to
 Maguire Iron, Inc. prior to the price or bid being supplied by Maguire Iron, Inc., any additional means of hazardous material abatement or disposal costs will be born upon the Owner.*

Owner and the authorized agents signing this contract as such agents do hereby expressly warrant that Owner has authority to make and enter into this contract and that it becomes a party
 hereto pursuant to a lawful resolution duly and regularly adopted by the governing board of said Owner pursuant to the applicable statutes of this State.

Customer shall reimburse Company for all travel, meal and entertainment expenses incurred by Company and its employees in connection with Company's performance under the
 contract. To the extent that any meal or entertainment expenses incurred by Company or its employees are subject to the limitation on deductibility under IRC Section 274(a) (1) and the
 Regulations thereunder, Customer shall be subject to the limitation and shall reduce its deduction accordingly. **This is included in the contract amount.**

This constitutes the entire contract. No verbal agreements or additions will be honored. Any amendments or additions hereto must be in writing and executed by the duly authorized
 agents and officers of the parties hereto.

IN WITNESS WHEREOF, we have set our hands and seals the day and year above written.

Owner Hamburg, MN

MAGUIRE IRON, INC.

By _____ (Title)

By _____ (Title)

By Chad Edwards 9/5/18
 (Authorized Agent) (Date)

Date Accepted: _____
 Upon acceptance, please provide two (2) signatures and date the agreement.

HAMBURG, MN

50,000 Gallon Cone Top Tank Detailed Scope of work

2019

1. Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workman like manner.
2. Contractor will furnish a pressure relief valve / blow off valve for use by the City if needed at no charge.
3. Contractor will clean out all sediment and deposit build up once the tank is emptied by the City.
4. Contractor will remove the existing roof and spider rods and place on the ground for disposal. Once the old roof is safely removed we will replace the existing with a new ¼" thick plate steel roof with all the proper OSHA attachments installed. 2 manways, the ladder with safety climb and a new 12" frost free vent. The new roof will come with a shop blast and prime coat of paint.
5. Contractor will then remove all the old ladder and ladder cage from the shell and leg of the water tower, we will stack the old steel on site for the city to sell for scrap steel. Once that is done we will replace all the ladder that is on the water tower with OSHA approved ladder and OSHA approved cable style safety climb. The new safety climb will come with a cable slider and harness for use by the city.
6. The new ladder will terminate at the existing balcony handrail and we will refit the handrail with a walk thru and safety chains. This is an OSHA standard that is done with all new ladder installations. This allows for safe transition from ladder to balcony and you remain at 100% tie off safety standard. A new Aluminum ladder gate will be installed at the bottom ladder section.
7. Contractor will extend the over flow pipe away from the leg of the tank, it will flow away from the tank and it will be fit with a stainless steel screen and flapper gate to stop bug intrusion.
8. Once all the OSHA upgrades have been completed we will do a complete Exterior overcoat to the exterior of the water tower. The tower will get an aggressive power washing. Then the shell and belly will get a full prime coating and the rest of the tower will receive a spot prime of rust inhibitive primer. After the curing schedule we will repaint the tower with Aluminum paint and the shell and belly color can be changed due to the full prime of these locations. A new LOGO will be installed, "HAMBURG" with zip code below.

HAMBURG, MN

50,000 Gallon Cone Top Tank Detailed Scope of work

2020

1. Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workman like manner.

2. Contractor will furnish a pressure relief valve / blow off valve for use by the City if needed at no charge.

3. Contractor will clean out all sediment and deposit build up once the tank is emptied by the City.

4. Contractor will wash the Interior wet area of the water tower after all heavy sediment has been removed from the tank.

5. Contractor will do a complete inspection of the wet interior area and take photos for the use during the Inspection report. Photos will be supplied to the City upon request.

6. If there are any areas on the Interior wet coating that need to be touched up Maguire Iron will do this at no charge to the city. This is a warranty touch up inspection.

7. Contractor will do a complete inspection along with photos of the complete Exterior of the water tower at the same time as the warranty inspection and touch up.

8. Contractor will work up a report of the findings during the Inspection of the City's water tower and send a detailed report.

HAMBURG, MN

50,000 Gallon Cone Top Tank Detailed Scope of work

2021

1. Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workman like manner.
2. Contractor will furnish a pressure relief valve / blow off valve for use by the City if needed at no charge.
3. Contractor will clean out all sediment and deposit build up once the tank is emptied by the City.
4. We will then rig the Interior of the tank and do a complete removal of all the existing coatings by sand blasting the entire water bearing area of the water tower.
5. We will then do a complete primer coating of zinc rich primer to all blasted surfaces. (2.5-3.0 MILS DFT) following all manufactures guidelines.
6. Once the curing process is completed to the prime coating we will do a stripe coat to all the lap seams and concentrate on the area at the roof to shell attachment area. We will then spray apply a coating of NSF approved epoxy to all prime coated areas of the water bearing surfaces. This will be a high build coating applied at (10-12 MILS DFT) following all manufactures guidelines.

HAMBURG, MN

50,000 Gallon Cone Top Tank Detailed Scope of work

2022

1. Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workman like manner.

2. Contractor will furnish a pressure relief valve / blow off valve for use by the City if needed at no charge.

3. Contractor will clean out all sediment and deposit build up once the tank is emptied by the City.

4. Contractor will wash the Interior wet area of the water tower after all heavy sediment has been removed from the tank.

5. Contractor will do a complete inspection of the Interior area and take photos for the use during the Inspection report. Photos will be supplied to the City upon request.

6. If there are any areas on the Exterior coating that need to be touched up Maguire Iron will do this at no charge to the city. This is a warranty touch up inspection.

7. Contractor will do a complete inspection along with photos of the complete Exterior of the water tower at the same time as the warranty inspection and touch up.

8. Contractor will work up a report of the findings during the Inspection of the City's water tower and send a detailed report.

HAMBURG, MN

50,000 Gallon Cone Top Tank Detailed Scope of work

2023

1. Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workman like manner.

5. Contractor will do a complete Visual inspection of the Interior area and take photos for the use during the Inspection report. Photos will be supplied to the City upon request.

7. Contractor will do a complete Visual inspection along with photos of the complete Exterior of the water tower at the same time as the warranty inspection and touch up.

8. Contractor will work up a report of the findings during the Inspection of the City's water tower and send a detailed report.

MASTER LICENSE AGREEMENT

License No. MA -07-10

THIS AGREEMENT is made and entered into as of the 1st day of *June, 2007* by and between

MINNESOTA VALLEY REGIONAL RAIL AUTHORITY (hereinafter "Authority") and *City of Hamburg, Minnesota, (hereafter referred to as "licensee")*.

IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

Article 1. PREMISES; LOCATION; USE

(A) Authority, for and in consideration of the fees to be paid and the covenants and conditions to be performed by the Licensee as hereinafter provided, does hereby grant unto the Licensee the right license and privilege to use the following described Premises for the listed utility crossings, and for other purposes incidental thereto, but shall not be used for any other purposes unless the Licensee has received the prior written consent of Authority, for the period and subject to the terms and conditions herein stated, that portion of the premises of Authority (hereinafter "Premises") at or near, in the City of Hamburg, Minnesota:

<u>Item No.</u>	<u>Map Letter</u>	<u>Station</u>	<u>Description</u>	<u>Annual Fee</u>
1	A	37+30	Jacob Street	NC
2	A	38+10	Anchor	NC
3	A	38+27 to 48+00	Drain, 18" storm sewer	\$ 50.00
4	A	43+84	Anchor	NC
5	A	50+75	Drain Intake	\$ 1.00
6	A	51+31	Drain crossing	\$ 50.00
7	A	51+60	Drain Intake	\$ 1.00
8	A	51+60	6" drain tile	\$ 50.00
9	B	3+18	6" sewer crossing, 10" casing	\$ 50.00
10	B	3+28	Park Avenue	NC
11	B	3+54	Pole and anchor	NC
TOTAL Annual yearly payment				\$202.00

(B) Licensee agrees to permit Authority reasonable access to the Licensed Premises, when required. Authority will, so far as is possible, use the track side for access. Licensee acknowledges that Minnesota Prairie Lines, Inc. (MPL) is operator for Authority and acknowledges and agrees that MPL shall have the right to act for Authority in all matters concerning railroad operation and safety conditions on or about the Premises.

(C) The grant of right herein made to the Licensee is subject to each and all of the terms, provisions, conditions, limitations and covenants set forth herein and in Exhibit B, attached hereto and incorporated herein by reference.

Article 2. TERM

This License shall take effect on the date of signing first written above, and shall continue in full force and effect, until terminated as hereinafter provided.

Article 3. RENTAL

(A) Licensee covenants and agrees to pay to the Authority, as rental for the use of the right of way stated above a yearly fee of \$202.00.

(B) The rental amount shall be adjusted annually, beginning with the payment due January 1, 2008 to reflect the increase in the Consumer Price Index for the previous year.

Article 4. INSURANCE

Licensee, at Licensee's sole expense, shall procure, and provide Authority a Certificate(s) of Insurance certifying to the effectiveness of, the insurance coverage required by Exhibit C, attached hereto and made a part hereof.

Article 5. NOTICE

Any Notice required or permitted to be served under the terms of this License shall be sent by certified mail, postage fully prepaid, and return receipt requested, to the parties at the following addresses:

To Authority: Minnesota Valley Regional Rail Authority
200 S. Mill Street
PO Box 481
Redwood Falls, MN 56283

Attn: Administrator

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

or at such other address as the respective parties may from time to time give written notice,

IN WITNESS WHEREOF, the Parties hereto have caused this License to be executed in duplicate as of the date and year first written above.

MINNESOTA VALLEY REGIONAL RAIL AUTHORITY

CITY OF HAMBURG

By: Bruce Pinske

By: Michael Buckentin

Name: Bruce Pinske

Name: Michael Buckentin

Its: Chair

Its: Mayor

Witnessed by:

Witnessed by:

Name: Julie Rath

Name: Jeremy Shuonhagen

Date: 6-29-07

Date: 6-27-07

MVRRRA

Minnesota Valley Regional Rail Authority

200 S. Mill Street
507-637-4084 – phone

PO Box 481
507-637-4082 – fax

Redwood Falls, MN 56283
Julie@redwoodfalls.org -- email

June 6, 2006

City of Hamburg
181 Broadway Avenue
Hamburg, MN 55339

RE: Use of Right of Way--Hamburg

Greetings:

I am writing to you on behalf of the Minnesota Valley Regional Rail Authority (MVRRRA). The regional rail authority is a municipal entity and a political subdivision of the State of Minnesota (Minn. Stat. 398A). MVRRRA is the owner of the short line rail line that runs from Carver County [Norwood Young America] through Sibley, Renville, and Redwood Counties and ending in Yellow Medicine County [Hanley Falls].

MVRRRA acquired the rail line from Chicago North Western Railroad. CNW had license agreements with persons and entities who used the railroad right-of-way. Some of these licenses were individual licenses and some were blanket licenses covering multiple uses. Some users are honoring these licenses and some are not.

MVRRRA has started the process to review all uses of our rail right-of-way and to enter into new license agreements with entities or individuals. MVRRRA has decided not to seek retroactive compensation for use prior to January 1, 2006, but to go forward. MVRRRA has decided to review one community at a time. We started with the City of Arlington. We are now doing Hamburg.

MVRRRA has reviewed the CNW right-of-way maps, the MCI fiber optic right-of-way map, and the existing license documents. Attached are maps which we believe show your uses of the right-of-way. In narrative form, you are utilizing the right-of-way as follows:

Item No.	Map Letter	Station	Description
1	A	37+30	Jacob Street
2	A	38+10	anchor

MC
MC

3	A	38+27 to 48+00	drain, 18" storm sewer [existing lic. 97865]	50.00
4	A	43+84	anchor	nc
5	A	50+75	drain intake	1.00
6	A	51+31	drain crossing	- 50.00
7	A	51+60	drain intake	1.00
8	A	51+60	6" drain tile, [existing lic. 524]	50.00
9	B	2+00	propane tank	
8 10	B	3+18	6" sewer crossing, 10" casing [existing lic. 6236]	50.00
10 11	B	3+28	Park Avenue	nc
11 12	B	3+54	pole and anchor	nc
12 13	B	3+57	overhead power crossing	50.00

I would request that whoever is appropriate in your entity review these right-of-way uses for accuracy. Please respond if this list is accurate or inaccurate, if some use has been omitted or has been discontinued. MVRRA wants to create a "Master Map" locating all uses of the right-of-way, so future projects authorized by MVRRA do not disturb or impact on your use of the right-of-way.

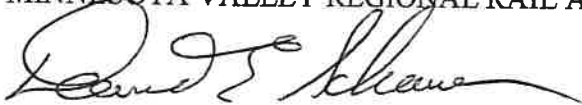
MVRRA wants to enter into one license agreement with you covering all your uses. If we do not hear back from you, we will assume the list of uses is accurate. The contact person is:

Julie Rath, Administrator
 Minnesota Valley Regional Rail Authority
 200 S. Mill Street, P. O. Box 481
 Redwood Falls, MN 56283
 Phone: 507-637-4004
 Fax: 507-637-4082

Please contact the Administrator. We would appreciate a response within one (1) month of the date of this letter.

Sincerely,

MINNESOTA VALLEY REGIONAL RAIL AUTHORITY

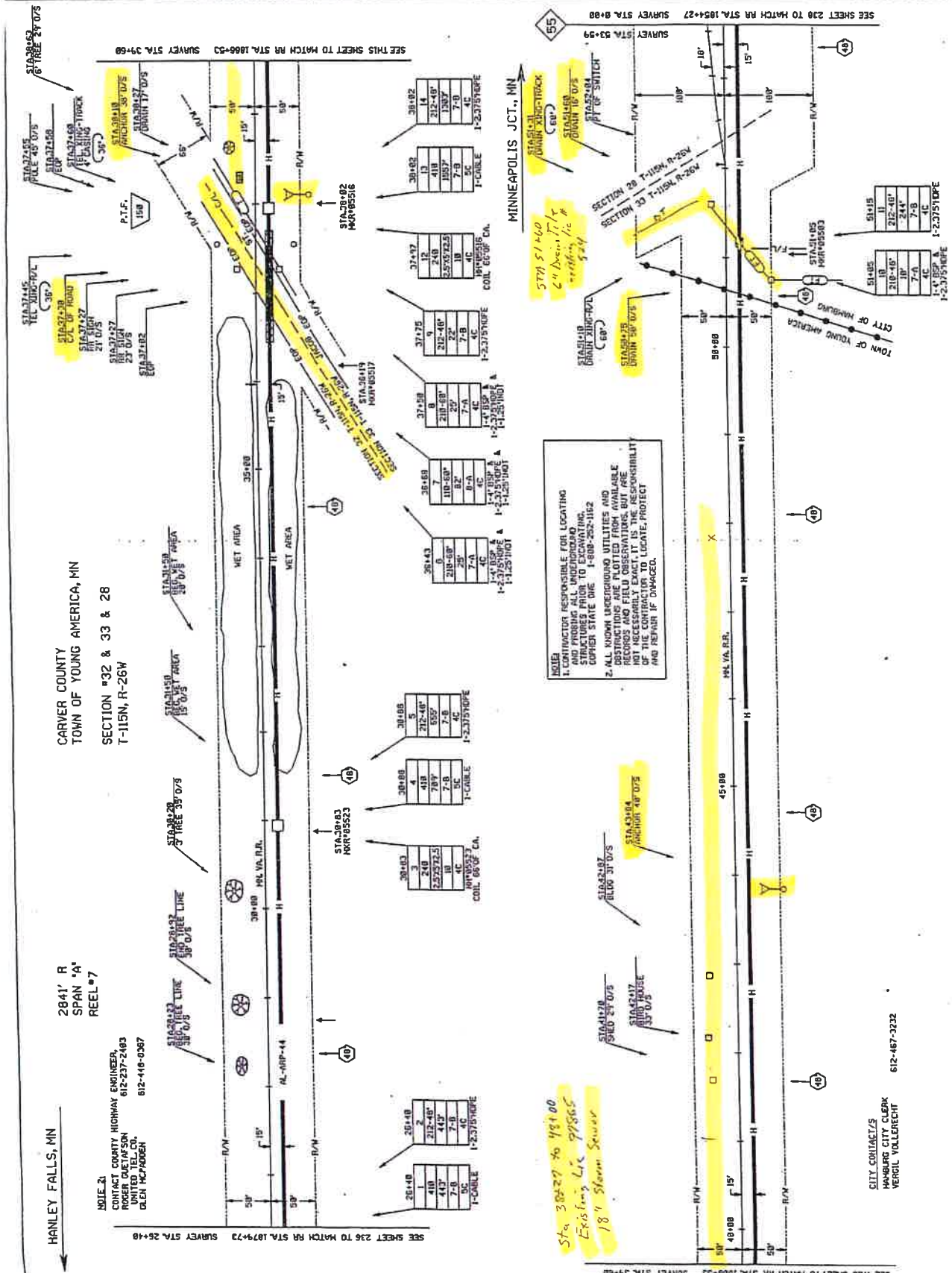


David E. Schauer
 Sibley County Attorney
 Legal Counsel for the Authority

PC: ✓ Julie Rath, Administrator, with copies
 Bruce Pinske, Chair, letter only

Hamburg
A.

PROJECT: 012885	SPAN: A
COOK COUNTY, MN	
HORTON, MN	
MAP FOOTAGE	LF
SURVEY 2719	LF
RAILROAD 2548	LF
MATERIAL LIST	QUANTITY
CABLE	2841'
4" PVC	132'
1.5% CORR. HOOT.	-
4" SPLIT PVC	-
104 3' X 5' X 4'	4
104 4' X 4' X 4'	-
BURL. CA. PORS.	-
104 STRAND	-
10" STEEL CASHING	-
10" 2.5" X 9' X 2.5"	2
2.375" HOPE	2714'
4" CSP	-
4" BSP	142'
DATE: 2-15-93	ENGINEER: PRICE
MINNEAPOLIS, MN TO OHAMA, NE JCT.	TITLE: FIBER OPTIC CABLE ROUTE
DRAWN BY: PRICE	REVISIONS
SCALE	
HORIZONTAL: 1" = 50'	
VERTICAL: 1" = 50'	
DEPT: 12844	LOC: ID: 84
MP: 95.5	TO: NP: 95.0
DWG. NO.	11285237.01A



SECTION 32-33

20+10	2	212'-40"	4B	1-2.375"HOPE
410	4A	44'	4B	4C
44'	4A	7-B	7-B	4C
7-B	4B	7-B	7-B	4C
25+57.25	III	7-B	7-B	4C
240	III	7-B	7-B	4C
240	III	7-B	7-B	4C
25+57.25	III	7-B	7-B	4C
38+83	IV	7-A	7-A	4C
38+83	IV	7-A	7-A	4C
38+83	IV	7-A	7-A	4C
38+83	IV	7-A	7-A	4C

SECTION 33-28

37+58	8	210'-00"	7A	1-2.375"HOPE
210'-00"	25'	7A	7A	1-2.375"HOPE
210'-00"	25'	7A	7A	1-2.375"HOPE
37+58	8	210'-00"	7A	1-2.375"HOPE
37+58	8	210'-00"	7A	1-2.375"HOPE
37+58	8	210'-00"	7A	1-2.375"HOPE
37+58	8	210'-00"	7A	1-2.375"HOPE
37+58	8	210'-00"	7A	1-2.375"HOPE
37+58	8	210'-00"	7A	1-2.375"HOPE
37+58	8	210'-00"	7A	1-2.375"HOPE

NOTE: 1. CONTRACTOR RESPONSIBLE FOR LOCATING AND PROBING ALL UTILITIES PRIOR TO EXCAVATING. 2. ALL UNKNOWN UNDERGROUND UTILITIES AND RECORDS ARE PLOTTED FROM AVAILABLE RECORDS AND FIELD OBSERVATIONS, BUT ARE NOT NECESSARILY EXACT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE, PROTECT AND REPAIR IF DAMAGED.

SECTION 33-28

31+05	2	212'-40"	4C	1-2.375"HOPE
410	4B	44'	4B	4C
44'	4A	7-A	7-A	4C
7-A	4B	7-B	7-B	4C
25+57.25	III	7-B	7-B	4C
240	III	7-B	7-B	4C
240	III	7-B	7-B	4C
25+57.25	III	7-B	7-B	4C
38+83	IV	7-A	7-A	4C
38+83	IV	7-A	7-A	4C
38+83	IV	7-A	7-A	4C
38+83	IV	7-A	7-A	4C

2841' R
SPAN 'A'
REEL #7
SECTION #32 & 33 & 28
T-115N, R-26W
CARVER COUNTY
TOWN OF YOUNG AMERICA, MN

HANLEY FALLS, MN
CONTACT COUNTY HIGHWAY ENGINEER,
ROGER QUETAFSON
612-237-2483
UNITED TEL. CO.
GLEN MCARDEN
612-446-0367

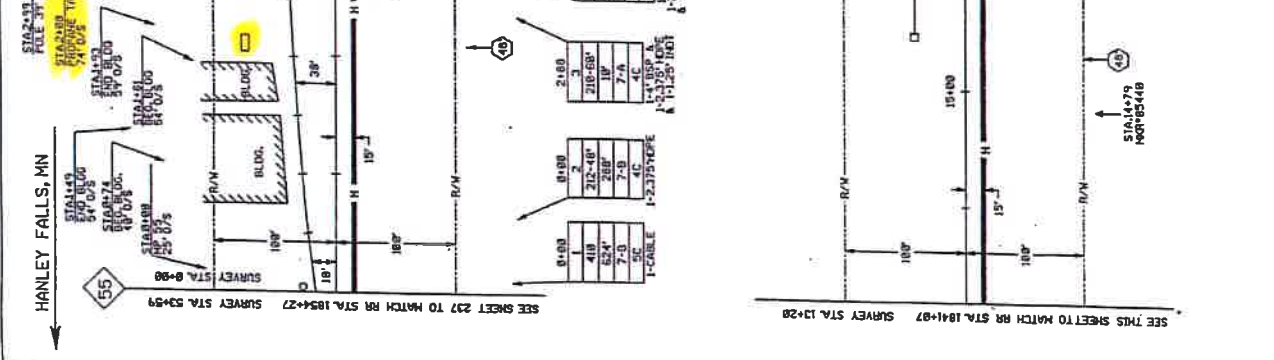
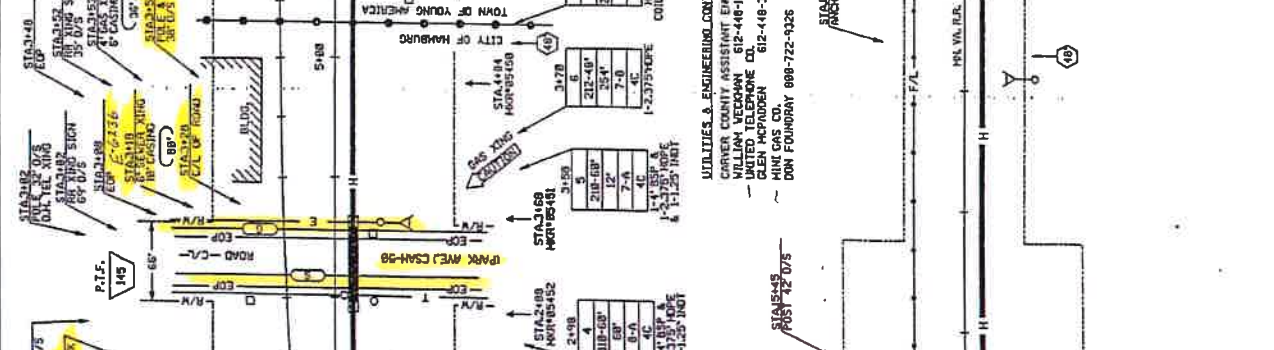
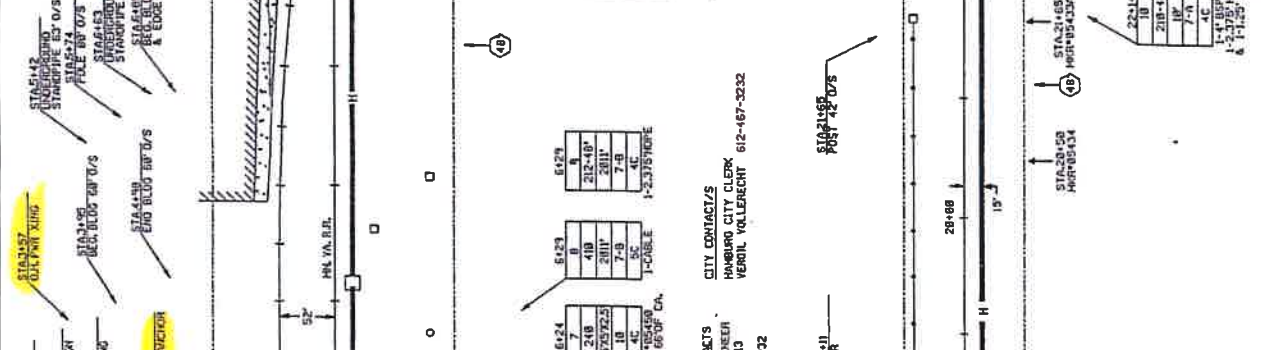
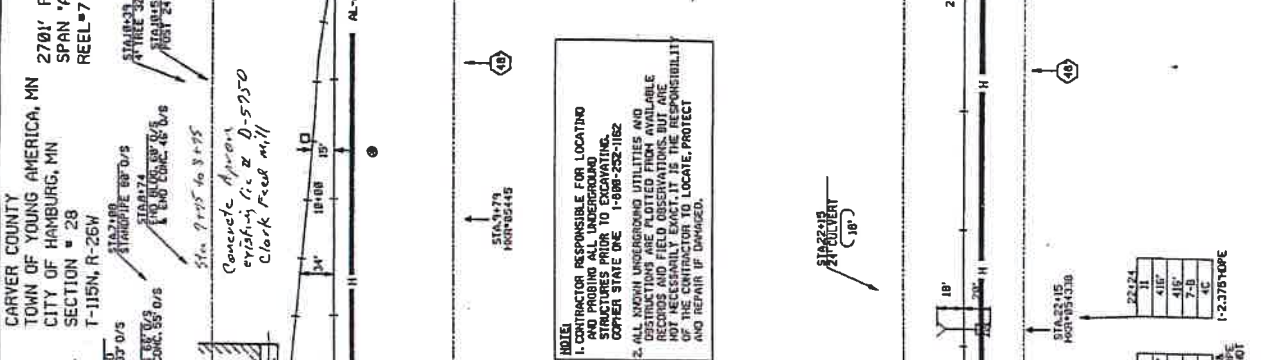
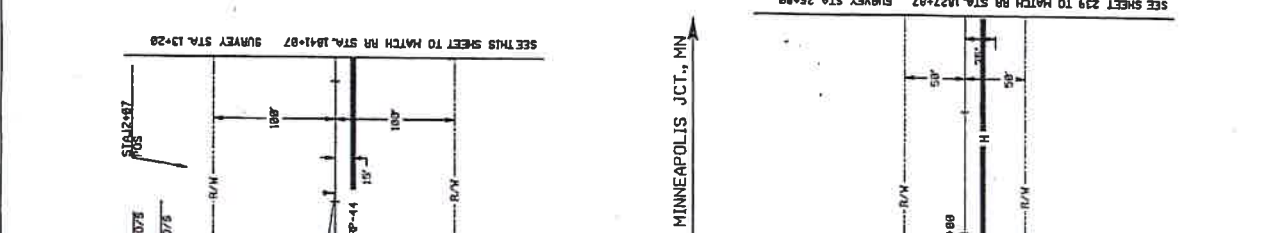
MINNEAPOLIS JCT., MN
MIL VA. R.D.
CITY OF HAMBURG
TOWN OF YOUNG AMERICA
MAY 11 1993
SHEET 237 OF 283
DWC. NO. 11285237.01A

SEE SHEET 236 TO MATCH RA STA. 197+73 SURVEY STA. 25+10
SEE SHEET 237 TO MATCH RA STA. 186+53 SURVEY STA. 39+60
SEE SHEET 238 TO MATCH RA STA. 195+27 SURVEY STA. 8+08

STA 31+00
Existing L's 99865
18" Storm Sewer
STA 31+00
Anchor box
DRAIN 50' 0" S
STA 31+00
P.T.F.
STA 31+00
ANCHOR 30' 0" S
STA 31+00
ANCHOR 30' 0" S
STA 31+00
ANCHOR 30' 0" S
STA 31+00
ANCHOR 30' 0" S
STA 31+00
ANCHOR 30' 0" S
STA 31+00
ANCHOR 30' 0" S

CITY CONTACT/S
HAMBURG CITY CLERK
VERGIL VOLLEBRECHT
612-467-3232

MCI
TELECOMMUNICATIONS CORPORATION
LIGHTWAY SYSTEMS
MINNEAPOLIS, MN TO OMAHA, NE JCT.
DATE: 2-16-93
ENGINEER: PRICE
DRAWN BY: PRICE
REVISIONS
SCALE
HORIZONTAL: 1" = 80'
VERTICAL: 1" = 80'
DEPT: 10424 LOC: 10441
MP 25.8 TO MP 26.5
SHEET 238 OF 245
DWC: RDD
11285238.01A



NO	DESCRIPTION	QUANTITY	UNIT
1-1	1-2.375" HOPE	1-1-25'	FOOT
1-2	1-2.375" HOPE	1-1-25'	FOOT
1-3	1-2.375" HOPE	1-1-25'	FOOT
1-4	1-2.375" HOPE	1-1-25'	FOOT
1-5	1-2.375" HOPE	1-1-25'	FOOT
1-6	1-2.375" HOPE	1-1-25'	FOOT
1-7	1-2.375" HOPE	1-1-25'	FOOT
1-8	1-2.375" HOPE	1-1-25'	FOOT
1-9	1-2.375" HOPE	1-1-25'	FOOT
1-10	1-2.375" HOPE	1-1-25'	FOOT
1-11	1-2.375" HOPE	1-1-25'	FOOT
1-12	1-2.375" HOPE	1-1-25'	FOOT
1-13	1-2.375" HOPE	1-1-25'	FOOT
1-14	1-2.375" HOPE	1-1-25'	FOOT
1-15	1-2.375" HOPE	1-1-25'	FOOT
1-16	1-2.375" HOPE	1-1-25'	FOOT
1-17	1-2.375" HOPE	1-1-25'	FOOT
1-18	1-2.375" HOPE	1-1-25'	FOOT
1-19	1-2.375" HOPE	1-1-25'	FOOT
1-20	1-2.375" HOPE	1-1-25'	FOOT

NOTE:
1. CONTRACTOR RESPONSIBLE FOR LOCATING AND PROBING ALL UNDERGROUND STRUCTURES PRIOR TO EXCAVATING. COPER STATE DNE 1-888-232-1182
2. ALL KNOWN UNDERGROUND UTILITIES AND STRUCTURES ARE PLOTTED FROM AVAILABLE RECORDS. FIELD OBSERVATIONS MAY REVEAL UNRECORDED UTILITIES. PROBABILITY OF THE CONTRACTOR TO LOCATE, PROTECT AND REPAIR IF DAMAGED.

UTLITIES & ENGINEERING CONTACTS:
HAMBURG CITY CLERK VERDIL VOLLBRECHT 612-467-3232
VERDIL VOLLBRECHT 612-467-3232
HAMBURG CITY CLERK VERDIL VOLLBRECHT 612-467-3232
MINI CAR CO. 612-416-3222
DON FOUNDRY 608-722-9326

CITY CONTACTS:
HAMBURG CITY CLERK VERDIL VOLLBRECHT 612-467-3232
VERDIL VOLLBRECHT 612-467-3232
HAMBURG CITY CLERK VERDIL VOLLBRECHT 612-467-3232
MINI CAR CO. 612-416-3222
DON FOUNDRY 608-722-9326

PROJECT: 81285
SPAN: A
COLLEGE, MN
3100
HORTON, MN
MAP FOOTAGE
SURVEY 1: 2688
RAILROAD 2688
LF
MATERIAL LIST QUANTITY
CABLE 2781'
4" PVC
235' CORR. HOOT.
4" SPLIT PVC
1/2" X 1/2" X 4'
1/2" X 1/2" X 4'
1/2" X 1/2" X 4'
1/2" X 1/2" X 4'
1/2" X 1/2" X 4'
3/4" STEEL CASTING
1/4" X 1/4" X 2.5'
2.375" HOPE 2678'
4" SSP
4" SSP
92'
PROJECT: 81285

DWRF 2019 Intended Use Plan

Draft - 8/30/2018

Table 1. Project List

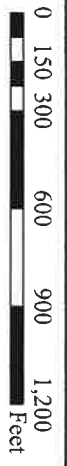
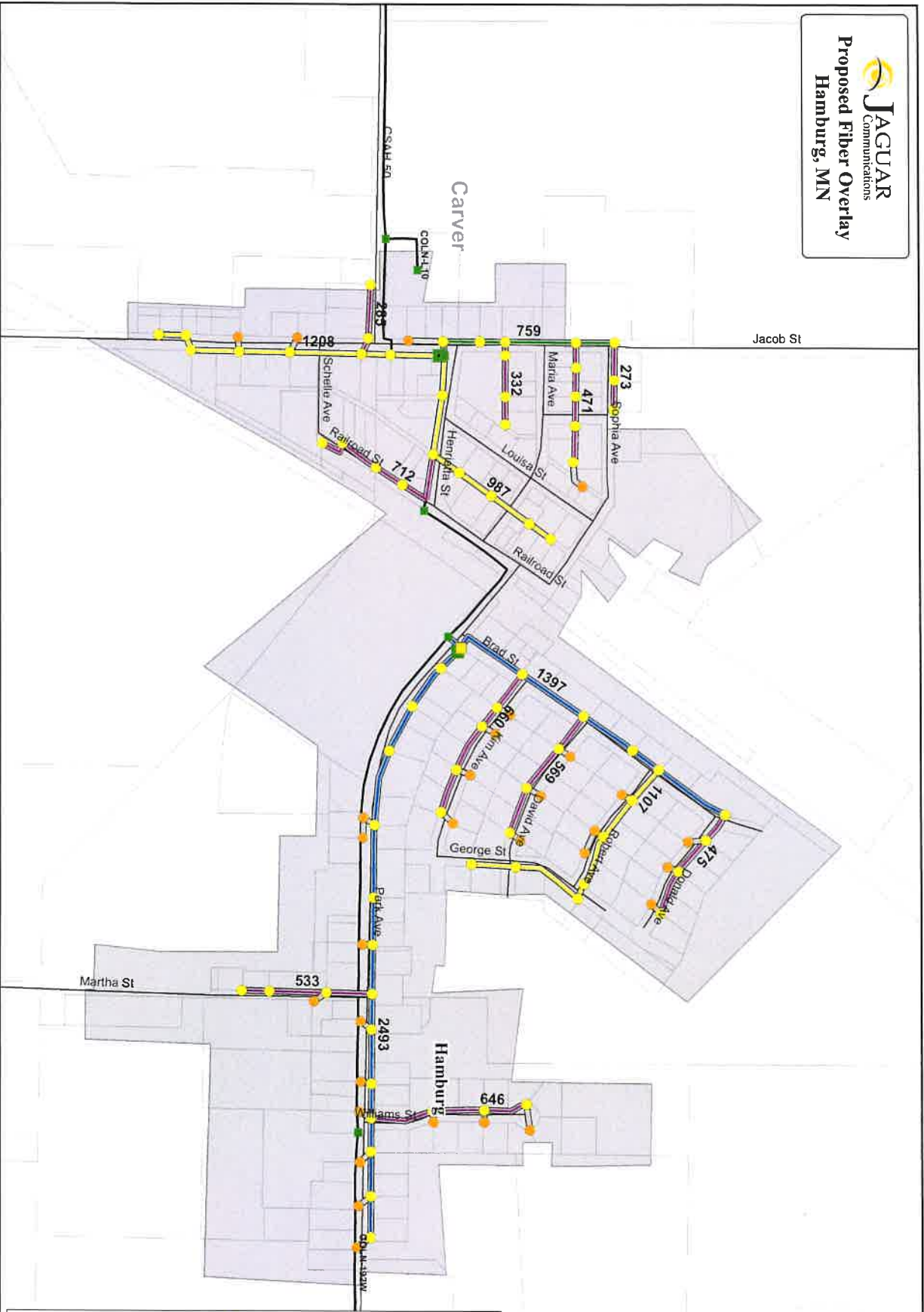
System Name	MDH 2019 PPL Rank	MDH 2019 PPL Points	Project Description	Project Number	Population	Est. Const Start	Estimated Project Cost	Estimated DWRF Loan	Estimated DWRF Principal Forgiveness (1)	Estimated State WIF Grant (1)	Other Funds Reserved or Committed	Status
Lowry	200	10	Storage - New 50,000 Gallon Tower	1610007-4	257	Jul-18	668,850	133,770	-	535,080	-	Carryover Project
Randolph	208	10	Storage - Tower Rehab	1190025-2	355	May-19	375,000	375,000	-	-	-	Carryover Project
Courtland	210	10	Storage - Replace w/150,000 Gal Tower	1520001-1	579	Jun-18	1,003,831	1,003,831	-	-	-	Carryover Project
Cloquet	234	7	Treatment - Water Treatment Plant No. 1	1090005-2	12,156	May-18	7,582,911	7,582,911	-	-	-	Carryover Project
Pemberton	260	7	Source - New Well	1070015-4	247	Jun-18	152,049	152,049	-	-	-	Carryover Project
Rice Lake	271	7	Watermain - East Calvary Road Loop	1690049-1	650	Jul-18	2,991,379	292,876	-	1,171,503	1,527,000	Carryover Project
Waverly	275	7	Treatment - Wellhouse Rehab	1860019-6	997	Jul-18	413,080	82,616	-	330,464	-	Carryover Project
PART B: New Projects in Fundable Range												
Frazee	13	13	Source - New Well & Seal Well #5	1030014-2	1,410	Jun-19	155,900	155,900	-	-	-	2019 Part B
Robbardsdale	14	13	Source - Well Repl. Rehab & Seal	1270046-2	13,953	Jun-19	1,746,174	1,746,174	-	-	-	2019 Part B
Montrose	16	13	Source - New Well & Wellhouse	1860016-4	2,498	May-18	1,036,500	1,036,500	-	-	-	2019 Part B
Twin Valley	28	12	Treatment - Plant Rehab	1540008-2	900	Jun-19	1,094,250	1,094,250	-	-	-	2019 Part B
Wells	34	12	Treatment - Line Softening Plant	1220010-2	2,307	May-19	6,100,000	6,100,000	-	-	-	2019 Part B
Sandstone	36	12	Source - Upgrade Wells 1 & 2	1580010-3	1,549	May-19	209,000	209,000	-	-	-	2019 Part B
Sandstone	37	12	Watermain - Supply Line to Tower	1580010-5	1,549	May-19	145,000	145,000	-	-	-	2019 Part B
Sandstone	38	12	Watermain - Looping to Hospital	1580010-6	1,549	May-19	623,140	623,140	-	-	-	2019 Part B
Dassel	39	12	Treatment - Plant Rehab	1470003-8	1,469	May-19	1,357,000	1,357,000	-	-	-	2019 Part B
Frazee	40	12	Treatment - Replace Treatment Plant	1030014-3	1,410	Jun-19	2,184,900	2,184,900	-	-	-	2019 Part B
Two Harbors	41	12	Treatment - Repl Chlorine Contact Tank	1380005-4	3,613	Jun-19	2,405,000	2,405,000	-	-	-	2019 Part B
Hamburg	46	12	Watermain - Replace & Loop	1100005-6	530	Apr-19	283,010	283,010	-	-	-	2019 Part B
Robbardsdale	47	12	Treatment - New Treatment Plant	1270046-1	13,953	Jun-19	11,455,858	11,455,858	-	-	-	2019 Part B
Randolph	48	12	Source - New Well, Rehab Wellhouse	1190025-1	355	May-19	888,000	888,000	-	-	-	2019 Part B
Evansville	52	11	Storage - Replace Storage Tank	1210013-9	612	May-19	1,100,000	1,100,000	-	-	-	2019 Part B
Dawson	53	11	Storage - New 250,000 Gal Tower	1370003-4	1,540	May-19	1,263,500	1,263,500	-	-	-	2019 Part B
Aikin	70	10	Watermain - Repl 1st St NW, 7th Ave NW	1010001-8	2,165	May-19	1,089,000	1,089,000	-	-	-	2019 Part B
Wadena	96	10	Watermain - Hwy 10 Replacement	1800004-5	4,103	May-19	621,400	621,400	-	-	-	2019 Part B
Moose Lake	102	10	Source - Well #1 Rehab, New Well House	1090009-3	1,259	May-19	1,100,000	1,100,000	-	-	-	2019 Part B
Swanville	105	10	Storage - Repl 60,000 Gal Tower	1490007-9	351	May-19	893,750	893,750	-	-	-	2019 Part B
Mahnomen	114	10	Other - Backup Generators	1440002-10	1,222	Jun-18	220,500	220,500	-	-	-	2019 Part B
Evansville	117	10	Conservation - Meter Upgrade	1210013-10	612	May-19	65,000	65,000	-	-	-	2019 Part B
Evansville	118	10	Treatment - Plant Rehab	1210013-8	612	Jun-19	1,920,000	1,920,000	-	-	-	2019 Part B
Battle Lake	119	10	Watermain - Replace	1560001-4	903	Jun-19	3,780,000	3,780,000	-	-	-	2019 Part B
Ada	123	10	Watermain - Repl Various Areas	1540001-3	1,709	May-19	1,500,000	1,500,000	-	-	-	2019 Part B
Detroit Lakes	129	10	Watermain - Repl West Ave/Willow St	1030005-3	9,200	May-19	2,681,000	2,681,000	-	-	-	2019 Part B
Dawson	131	10	Watermain - Replacement	1370003-5	1,540	May-19	10,620,520	10,620,520	-	-	-	2019 Part B
Oronville	138	10	Storage - Water Tower Rehab	1060008-5	1,910	Feb-19	500,000	500,000	-	-	-	2019 Part B

DWRF 2019 Intended Use Plan
Table 1. Project List

Draft - 8/30/2018

System Name	MDH 2019 PPL Rank	MDH 2019 PPL Points	Project Description	Project Number	Population	Est. Const Start	Estimated Project Cost	Estimated DWRF Loan	Estimated DWRF Principal Forgiveness (1)	Estimated State WIF Grant (1)	Other Funds Reserved or Committed	Status
Chronville	139	10	Watermain - Replace Various Areas	1060008-6	1,910	Jun-19	4,728,800	4,728,800	-	-	-	2019 Part B
Albert Lea	143	10	Storage - New 1MG Tower	1240001-2	18,016	May-19	4,255,000	4,255,000	-	-	-	2019 Part B
Albert Lea	144	10	Treatment - Nitrification Solution	1240001-3	18,016	May-19	700,000	700,000	-	-	-	2019 Part B
Elbow Lake	149	10	Treatment - Rehabilitate Plant	1260003-5	1,275	Jun-19	1,100,000	1,100,000	-	-	-	2019 Part B
Annandale	182	10	Watermain - Repl Oak, Park, Pleasant	1860002-6	3,334	Apr-20	2,263,989	2,263,989	-	-	-	2019 Part B
Hamburg	199	10	Storage - Repl w/50,000 Gal Tower	1100005-5	530	Apr-19	847,600	847,600	-	-	-	2019 Part B
Robbinsdale	201	10	Storage - New Tank & Rehab No. 2	1270046-3	13,953	Jun-19	2,917,968	2,917,968	-	-	-	2019 Part B
Elbow Lake	219	7	Watermain - Replace & Loop 2nd	1260003-7	1,200	Jun-19	500,000	500,000	-	-	-	2019 Part B
Willmar	221	7	Treatment - Biological Filtration NE TP	1340016-1	19,610	May-19	8,504,097	8,504,097	-	-	-	2019 Part B
Redwood Falls	224	7	Watermain - Loop to North Redwood	1640008-3	5,327	May-19	987,000	987,000	-	-	-	2019 Part B
Kandiyohi	228	7	Treatment - New Fe/Mn Plant & Wells	1340003-3	491	Jun-19	2,161,056	2,161,056	-	-	-	2019 Part B
Kandiyohi	229	7	Watermain - Looping	1340003-5	491	Jun-19	209,054	209,054	-	-	-	2019 Part B
Gilbert	242	7	Treatment - Plant Upgrade	1690020-3	1,799	May-19	3,000,000	3,000,000	-	-	-	2019 Part B
Fairbault	244	7	Treatment - Pressure Filter Plant	1660002-1	23,718	Apr-19	12,960,000	12,960,000	-	-	-	2019 Part B
Litchfield	250	7	Treatment - Rehab Plant	1470008-7	6,671	Jun-19	2,105,000	2,105,000	-	-	-	2019 Part B
Greenbush	252	7	Watermain - Repl&Loop Area 6-Old Hwy 1	1680002-12	719	Jun-19	526,765	526,765	-	-	-	2019 Part B
Cold Spring	258	7	Treatment - Nitrate, Fe/Mn Removal	1730006-5	4,132	May-19	5,564,697	5,564,697	-	-	-	2019 Part B
Audubon	261	7	Watermain - Falcon Street Loop	1030001-6	519	May-19	98,000	98,000	-	-	-	2019 Part B
Madison Lake	270	7	Watermain-Repl & Loop Lake Ave/Ball Par	1070007-9	1,017	May-19	2,065,852	2,065,852	-	-	-	2019 Part B
Saint Augusta	278	7	Treatment - New Fe/Mn Plant & Wells	1730063-6	1,425	May-19	7,548,900	7,548,900	-	-	-	2019 Part B
Clear Lake	279	7	Source - New Well & Possible Treatment	1710009-1	525	May-19	1,480,605	1,480,605	-	-	-	2019 Part B
2019 IUP Summary												
PART A: Carryover Projects From 2018 IUP												
PART B: New Projects in Fundable Range												
Total Parts A & B - IUP Requests in Fundable Range												
Project requests not eligible for IUP at this time												
Total IUP requests												
Notes:												
(1) WIF grants and DWRF Principal Forgiveness (grants) are based on affordability criteria in Minnesota Statutes, Section 446A.072. To the extent funds are available, estimated grant funds are reserved when an eligible project is certified by the Health Department. For new IUP projects, eligibility for WIF or Principal Forgiveness funds will be determined during review of the DWRF loan application.												

JAGUAR
Communications
Proposed Fiber Overlay
Hamburg, MN



Legend	
	Existing Handhole
	<all other values>
	Proposed Handhole
	17x30x24 Flared
	18 inch round No Spacer
	18 inch round w/ Spacer
	Proposed Cabinets
	4
	Proposed Fiber Count
	12
	24
	48
	72
	96
	144
	288
	Proposed Conduit
	Jaguar Fiber
	Fiber
	Roads
	Cities

Date: 8/9/2016

**CITY OF HAMBURG
APPLICATION FOR
PEDDLER / SOLICITOR / TRANSIENT MERCHANT PERMIT**

Individual Applicant's Name: Jason Anthony Kerschner Date of Birth: 12-16-72
(First) (Middle) (Last) (mm/dd/yy)

All Other Name(s) in which Applicant Conducts Business: Edward Jones

Description of Applicant: 45 yrs Old Average build 6'0" 200lbs Brown Hair/Eyes Glasses

Individual Applicant's Home Address: 345 Saint Hill Dr. Glencoe MN 55336
(City) (State) (Zip)

Name of Organization Soliciting: Edward Jones

Type of Business: Financial Services

Business Address: 515 Faxon Rd N/A MN 55368
(City) (State) (Zip)

Business Phone: 952-467-2380 Home Phone: 612-598-4820 (cell)

Describe the Nature of Business and Goods to be Sold: Financial Services

Your Organization will be Soliciting On:

Various 9am - 7pm
Date(s) Time(s)

Driver's License or State I.D. Card Number: B362073771711 State: MN

List below as to whether, within the preceding five (5) years, the applicant and/or owner of the business has been convicted of any felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance, other than traffic offenses:

N/A

List Vehicles to Be Used When Soliciting:

206 XAH Ford F-150 2003
 (License Plate) (Make) (Model) (License Plate) (Make) (Model)

2CM747 Ford Focus 2007
 (License Plate) (Make) (Model) (License Plate) (Make) (Model)

*Attach additional vehicle information if necessary

List Employer or Supplier and Directors of Organization:

Name: _____
 (Last) (First) (Middle) Date of Birth Address

 (Last) (First) (Middle) Date of Birth Address

 (Last) (First) (Middle) Date of Birth Address

List Individuals that will be Soliciting:

Name: Kuerschner Jason A. 12-16-72 345 Scout Hill Dr Glencoe MN 55336
 (Last) (First) (Middle) Date of Birth Address

 (Last) (First) (Middle) Date of Birth Address

 (Last) (First) (Middle) Date of Birth Address

 (Last) (First) (Middle) Date of Birth Address

*Attach additional vehicle information if necessary

References:

List Two References That will Attest to the Applicant's Good Character and Business Responsibility:

1. Steve Liestiko 409 Foxen Rd NYA 952-467-2535
 (Name) (Address)

2. Jay Schneider 402 Central Ave NYA 952-467-2659
 (Name) (Address)

Three Most Recent Locations Where Applicant Has Previously Conducted Business:

1. Norwood Young America, MN
Name of Municipality & State

515 Faxon Rd NYA MN 55368
Address from which Business was Conducted

2. _____
Name of Municipality & State

Address from which Business was Conducted

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. Further, I agree to comply with all the provisions of Hamburg City Code under which this license is granted.

Applicant's Signature: 

Date: 8-27-18

.....

POLICE DEPARTMENT VERIFICATION

A Criminal Background Check of the individual applying has been checked by the Carver County Police Department.

Signature: _____ Date: _____

Title: _____

.....

HAMBURG CITY OFFICE USE

Permit Status: _____ Date Approved: _____ or Date Denied _____

Reason for Denial: _____

Permit No. _____ Fee Paid: \$ _____ Receipt No. _____ Receipt Date: _____

Signature: _____ Date: _____



Real People. Real Solutions.



City of Hamburg
Planning and Zoning
Administration Services
Bolton & Menk, Inc.

June 8, 2018

Submitted by:
Bolton & Menk, Inc.
2638 Shadow Lane, Suite 200
Chaska, MN 55318
P: 952-448-8838
F: 952-448-8805



Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

June 8, 2018

City of Hamburg
181 Broadway Avenue
Hamburg, MN 55339

RE: Planning & Zoning Administration Services

Dear City Council Members and City Staff:

The provision of regular planning and zoning administration services will provide high quality and consistent customer service to the City of Hamburg. Bolton & Menk, Inc. has the experience and qualifications to provide professional planning services on an as-needed, ongoing basis. We believe you will find outstanding value in our approach for the following reasons:

Proven and Experienced Team - Our team has been assembled based on their experience in providing planning consulting services for other similar jurisdictions throughout Minnesota. Our services include key support from senior staff members to provide guidance and direction to our team as well as the ability to assign lower cost staff members to tasks as may be appropriate to maximize value to the City of Hamburg. We also have access to a range of expertise in house that makes it simple and cost effective to provide expert advice on a range of topics.

Clear Understanding of Need - Our team has developed great long-term relationships while supporting other communities in Minnesota with planning services. We have worked with numerous cities such as Chatfield, Eyota, Aitkin, Isanti, Dassel, Forest Lake, Jordan, and New Trier to assist them with site plan review and ordinance administration, zoning updates, comprehensive and master plan updates, planning consultation, and land acquisitions.

Community Knowledge - Our recent experience with Hamburg's comprehensive plan update over the past year gives us insight into the specific issues and needs facing your city around development and planning.

In continued service to the City of Hamburg, we are excited for the opportunity to provide planning consultant services for you. I am pleased to introduce Alex Conzemius, one of our experienced team of planners, who will serve as your City Planner and lead client contact on this project. Please contact him at 612-987-5061 or alexco@bolton-menk.com if you have any questions regarding our proposal.

Respectfully submitted,
Bolton & Menk, Inc.

Haila Maze, AICP
Senior Urban Planner

Approach to City Planning Services

The City of Hamburg has adopted a Zoning Ordinance intended, first and foremost, to protect the public health, safety, and general welfare of the community.

Our professional planning team will work together with the City Council, Planning Commission, City Clerk, and residents to complete all of the day-to-day and long-range planning and zoning needs that arise within the City of Hamburg. Our community-based planning professionals utilize an innovative, efficient, and transparent approach to planning and are committed to working seamlessly with the City to provide support and respond to routine requests. We will provide the following services:

Zoning Administration

We will be available as needed to provide planning and zoning administration services to the City of Hamburg. Lead Planner Alex Conzemius will be available to respond to the City and resident requests throughout the business week. Regular tasks include:

- Interpret the Zoning Ordinance regarding planning and land use regulations to ensure an effective and uniform application.
- Review zoning and land use applications, including variances, subdivisions, annexations, and other requests.
- Assist in reviewing complicated building permits with staff.

Meeting Preparation and Attendance

- We will prepare written reports on applications, and attend and present these reports to the Planning Commission and City Council, as needed.
- We will research, prepare and present reports on City identified issues.

Assist Hamburg Residents and Businesses

- Work with and lead residents through conditional use permits, variances, zoning permits, and all other land development activities from pre-application to commission and council review
- Research and respond to residents' questions about zoning and land use issues

- Inform residents, business owners, and commission members about planning and zoning regulations and guidelines

Ongoing and Long Range Planning and Zoning Efforts

- Ongoing review of the City of Hamburg code, ordinances, and regulations relating to planning and zoning, recommend changes to comply with state statutes, and facilitate zoning processes that are compatible to the City
- Work with City staff and the community to update planning documents

Bolton & Menk Personnel

Bolton & Menk, Inc. has assembled a team of highly motivated, experienced, and trained professionals from many disciplines. The City of Hamburg will have access to a variety of planning, engineering, landscape architecture, economic development, project fundraising, GIS, and water resource professionals to assist with any issue that may arise. When appropriate, we will utilize a team approach, with close coordination between the client on progress and the issues being worked through.

As experience has taught us, property owners often contact the City with a "simple" question late in the day and would like a response as soon as possible. As an in-house planning team, we are able to review questions in terms of planning or zoning issues, and provide a thorough analysis with a memo, map, or phone call. This level of efficiency in terms of response time, thorough professional evaluation, knowledge of City of Hamburg's policies and processes, and overall level of satisfaction from the resident as well as the City can only be achieved with an in-house team.

Relevant Experience

The following projects include recent and related experience completed by members of the Bolton & Menk Team. Client satisfaction through quality deliverables, cost-effective rates, and a commitment to be responsive, timely, and professional are top priorities for Bolton & Menk.

Municipal Planning Consultant City of Aitkin, MN

Mr. Conzemius serves as the City Planner for the City of Aitkin. In this role he acts as an extension of City staff and provides timely responses to citizen and staff questions as they occur during the week. Mr. Conzemius has researched and edited numerous sections of the Aitkin City Code, reviewed PUD, CUP, variance and building permit applications, facilitated annexation of City owned property into City limits, and provided information as requested to area residences and businesses.

Municipal Planning Consultant City of Dassel, MN

Mr. Conzemius assists the City of Dassel as needed with professional planning and zoning services. Mr. Conzemius was brought on by the City during a time of significant residential development to assist with the proper application of the zoning code and to enable the community to consider residential design standards to promote the sense of place desired in the locale. He ensured compliance with state and federal laws and statutes when sensitive issues arose.

Municipal Planning Consultant City of Isanti, MN

Mr. Conzemius assisted the City of Isanti during a staff transition period for a period of about 5 months. Mr. Conzemius was able to immediately get up to speed on local projects and seamlessly transition into the City Planner and Zoning Administrator role. In this position, Mr. Conzemius collaborated with the City Engineer, City Attorney, Mayor, City Administrator, Economic Development Director and administrative staff to serve the City of Isanti and its residents in a timely and efficient matter.

Municipal Planning Consultant City of Forest Lake, MN

Mr. Conzemius assisted the City of Forest Lake during a staffing transition period to provide planning and zoning administration services for the community. In this role, Mr. Conzemius worked as an extension of City staff to provide planning, zoning and code enforcement services on behalf of the City of Forest Lake. Mr. Conzemius played an essential role on behalf of the City to deliver staff reports and conduct public meetings. In this role Mr. Conzemius maintained regular office hours as well as an availability to complete work remotely.

Client References

The best indicator of past performance is the level of client satisfaction. Our list of references is representative of the level of satisfaction we experience with our clients. We encourage you to contact this list of references or any other client to evaluate Bolton & Menk's performance on planning related projects.

City of Aitkin

Gary Tibbits, Mayor and Planning & Zoning
Chairman

218-927-2527

109 1st Avenue NW

Aitkin, MN 56431

City of Dassel

Terri Boese, City Clerk/Treasurer

320-275-2454

460 Third Street

Dassel, MN 55325

City of Isanti

Don Lorsung, City Administrator

(763) 444-5512

110 1st Avenue NW

Isanti, MN 55040

City of Forest Lake

Donovan Hart, Zoning Administrator

651-209-9734

1408 Lake Street South

Forest Lake, MN 55025

Fee Proposal

Bolton & Menk takes pride in tailoring our planning services to meet the specific goals and expectations of each client. Following are descriptions of key items and a proposed fee structure that Bolton & Menk will provide to the City of Hamburg. Our approach to providing planning services can be subdivided into three main categories:

- General planning services
- Project-specific planning services
- Private development planning services

General Planning Services

General planning services are the professional service needs that arise within a community on a day-to-day basis and are typically not associated with a specific project. Typically projects that fall into this category are funded by the general fund.

We also understand staff can sometimes be hesitant about requesting information or asking questions of their consultant out of concern of receiving significant or unexpected bills for these day-to-day services. With this in mind, we understand the need to minimize these costs while maximizing the benefit to the client. Therefore, for these types of services, Bolton & Menk proposes the following fee structure:

Reduced Hourly Rate Agreement: Bolton & Menk will offer a reduced billing rate of \$80/hour for up to 10 hours/month for general planning services.

- Alex's first 10 hours of general planning service will receive the reduced hourly rate. If Alex has less than 10 hours in a month, and another Bolton & Menk employee provides general planning service in that month, the reduced rate will be applied to their hours, up to the maximum 10 hours. If there are less than 10 hours total general planning service in a given month, the City will only be charged for the actual hours worked.
- Hours over above the initial 10 hours will be charged at Alex's regular rate (\$98/hour) or at other employees' regular rate.

City Council and Planning Commission Meetings: We will attend City Council, Planning Commission and other meetings as needed and requested. These hours will be included in the initial 10 hour reduced rate.

Travel: All travel time for Bolton & Menk personnel from their office to the City of Hamburg in performance of general planning services will be provided at NO CHARGE.

Transition Costs: All work associated with transitioning from the City's current planning consultant will be provided at NO CHARGE.

Reimbursement for Expenses: Mileage, basic reproduction of documents, and faxed documents will be provided at NO CHARGE.

Project-Specific Planning Services

Project specific planning services are intended for projects that do not fall into the general services category. These projects are usually specialized, and have a specific timeframe for completion. For project-specific services, we propose an hourly not-to-exceed basis be developed to define the scope of services and the associated fees for project-specific work. A specific fee estimate will be determined for each project and the City will be billed on an hourly basis not to exceed that amount. Invoices will be based on the actual number of hours worked within the designated budget. The City will not be charged for unused hours within the budget.

If during the course of work conditions arise to cause the scope of services to increase, any proposed increase to the budget will be reviewed, and authorization will be obtained before proceeding with additional work.

Private Development Planning Services

For planning services associated with development-funded projects, we propose each project be reviewed with the City staff and/or City Council to develop a thorough and accurate scope of services and to define the appropriate level of services. We anticipate all such costs associated with development-driven projects will be the responsibility of the developer either as identified in the Development Agreement or by established fees.

All private development projects will be accounted and invoiced separately for ease of pass-through billing by the City to the developer. Under this scenario, our services will still be provided under the contract between the City and our firm. Bolton & Menk will work only for the City of Hamburg, or on behalf of the City.

Schedule of Fees

Our fee schedule is based upon competent, responsible professional services and is the minimum, below which adequate professional standards cannot be maintained. It is, therefore, to the advantage of both the professional and the client that fees be commensurate with the service rendered. Charges are based on hours spent at hourly rates in effect for the individuals performing the work. The hourly rates for principals and members of the staff vary according to skill and experience. The current specific billing rate for any individual can be provided upon request.

The fee schedule shall apply for the period through December 31, 2020. These rates may be adjusted annually thereafter to account for changed labor costs, inflation, or changed overhead conditions.

These rates include labor, general business, and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond the agreed scope of services and non-routine expenses, such as large quantities of prints, outsourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately. Rates and charges do not include sales tax, if applicable.

Employee Classification	Hourly Billing Rates
Sr. Principal Engineer/Surveyor	\$150-250/Hour
Sr. Project Manager – Principal Engineer/Surveyor/GIS/LA	\$128-187
Sr. Urban/Transportation/Aviation Planner	\$125-160
Project Manager Manager(including Landscape Architect & GIS)	\$70-175
Planner/Project & Design Engineer/Landscape Architect	\$65-190
Licensed Surveyor/Project Surveyor	\$95-150
Specialist (Nat. Resources, GIS, Traffic, Communications, Graphics, Other)	\$59-156
Sr. Technician (Inc. Survey¹)	\$92-170
Technician (Inc. Survey¹)	\$65-145
Administrative Assistant	\$45-90
Structural/Electrical/Mechanical/Architect	\$120-215
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE
<small>*No separate charges will be made for GPS or robotic total station in Eastern Illinois. The expense associated with the use of this equipment is included in the rates for survey technicians.</small>	



Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

(no subject)

Justin Black <jblack@sehinc.com>

Fri, Jul 6, 2018 at 3:31 PM

To: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Jeremy,

Bob Kost and Chelsea Ritchie could work as a team to assist you in your planning / ordinance review needs. Both are located in our SEH Minnetonka Office.

Bob is a senior level Urban Designer with background in both planning and ordinance review. Chelsea is an Urban Planner and would be assisting Bob in a supportive roll. Each of them have a more detailed bio in the attachment below.

The hourly rates reflect their level of experience: Bob \$180/hr and Chelsea \$96/hr.

We would envision that Bob would take the lead, but delegate as appropriate to Chelsea to provide the best value depending on the task or project.

If you would like me to arrange a meeting, we could find a time when all 4 of us could meet and visit more about your needs and your expectations. Just let me know!

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
SEH—Building a Better World for All of Us™

From: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

To: "jblack@sehinc.com" <jblack@sehinc.com>

Date: 07/06/2018 03:18 PM

Subject:

[Quoted text hidden]



Bob Kost and Chelsea Ritchie capsule bio 2018_urban planning.docx

13K

Bob Kost, AICP, PLA, LEED AP

SEH Sr. Urban Designer

Mr. Kost is a certified planner, professional landscape architect and LEED Accredited Professional with extensive experience assisting communities in creating meaningful places for people to live, work, and play. He routinely collaborates with community members and allied professionals to provide integrated, sustainable solutions on a wide range of projects from comprehensive plans, and zoning codes to land development and downtown redevelopment. Bob frequently works with small and medium-sized Minnesota communities such Gaylord and Austin advising on matters of community growth. His commitment to design integrity and developing solutions based on community values has resulted in numerous planning and design awards.

Chelsea Moore-Ritchie

SEH Urban Planner

Ms. Ritchie has a Masters in Urban Planning from Rutgers University with an emphasis in urban design. As an urban planner and designer, she has worked with cities, counties and consulting firms to deliver quality analyses and recommendations on projects ranging from regional trail studies to comprehensive community plans to multimodal transportation plans and regional trail studies. She has a strong community engagement and analytical skills and frequently works with citizen groups, project committees as well as appointed boards, commissions and elected officials. Her technical skills include work in Geographic Information Systems, design visualization and computer drafting software.



Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Fwd: Upcoming Events & Training - Week of September 7

1 message

Chris Lund <clund@cityofhamburgmn.com>
To: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Fri, Sep 7, 2018 at 2:46 PM

----- Forwarded message -----

From: **League of Minnesota Cities** <members@lmc.org>
Date: Fri, Sep 7, 2018, 11:17
Subject: Upcoming Events & Training - Week of September 7
To: <clund@cityofhamburgmn.com>

[View this email in your browser](#)



League Events & Training

SEPTEMBER SPOTLIGHT

2018 Regional Meetings

Various Dates and Locations in October & November

Fall is coming and it's nearly time to join League staff and other local officials for the 2018 Regional Meetings! Don't miss these highlights:

- Opportunities to discuss key issues
- Details about a problem-solving collaboration in your area
- Methods to positively resolve conflict
- A preview of how the November elections may impact the 2019 legislative session
- Time to connect with colleagues from your area and League staff

New for 2018! Sit down with fellow officials from your area and discuss **topics that focus on economic vitality in your region.**

2018 Fall Safety & Loss Control Workshops: Mental Health First Aid

Various Dates and Locations in September-November

One in five American adults lives with mental illness. Find out ways you can help through your role in your city during Mental Health First Aid workshops this fall.

During this workshop you will:

- Learn risk factors and warning signs of mental health problems

- Understand the impacts of mental illness
- Discover ways to help in both crisis and non-crisis situations

Online Training

Webinar Recordings

Ongoing

Did you miss a live webinar but would still like to learn what information was shared? Access LMC webinar recordings and slides—as well as materials and handouts from other recent League events. Recent webinars include:

- [NEW! Fair Share Fees...Going, Going, Gone](#)
- [Residential Service Lines: Out of Sight, Out of Mind, Until There's a Problem](#)
- [Small Cell, Big Change: Complying with the New Small Cell Wireless Law](#)
- [Demystifying Public Finance: Fundamentals for City Clerks](#)
- [What's in YOUR Brain? Understanding Unconscious Bias](#)

E-Learning Courses

Ongoing

Learn any time and anywhere you have internet access! The League's City Learning Point online training program provides city officials and staff with professional development opportunities created specifically for you. Courses include:

- [Land Use Basics](#)
- [Developing Land Use Plans and Laws](#)
- [Respectful Workplace](#)
- [Human Resources Basics for Managers Series](#)



** On the first Friday of every month, the League of Minnesota Cities will send you this email highlighting all of our upcoming event and training opportunities.*

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Our mailing address is:
League of Minnesota Cities
145 University Ave W
Saint Paul, MN 55103-2044

[Add us to your address book](#)

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe from this list](#).