

## **Hamburg City Council Meeting January 10, 2012**

Mayor Malz called the Hamburg City Council meeting to order at 6:59 p.m. Councilmember Steve Trebesch, Councilmember Chris Lund, Councilmember John Barnes, Councilmember Larry Mueller, City Clerk Jeremy Gruenhagen, Deputy Clerk Sue Block, Fire Chief Brad Droege, and Maintenance Worker Dennis Byerly were in attendance. Also in attendance were Brian Droege (representing the Parkside Pool Team), Rich Schug (Hamburg Baseball Club, 52 Club and NYA School Board).

### **Designations/Appointments for 2012**

- Appointed Assistant (Acting) Mayor
  - Councilmember Larry Mueller
- Designated Departments for City Council Members
  - Councilmember Mueller – Sewer & Water
  - Councilmember Lund – Streets
  - Councilmember Trebesch – Buildings
  - Councilmember Barnes – Parks
- City Council Meeting Start Time for 2012
  - 7:00 P.M.
- Designated Official Depository (Bank) and Official Newspaper
  - Bank – State Bank of Hamburg
  - Newspaper – Norwood/Young America Times
- Designated City Engineer's for 2012
  - Justin Black – S.E.H. out of the Hutchinson, MN office
- ***Councilmember Lund moved to approve the designations/appointments for 2012 as stated, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.***

### **Public Comment**

- Brian Droege (Parkside Pool Team)
  - The Parkside Pool Team requested permission to rent the Hamburg Bi-Centennial Park on May 19, 2012 for a fund raiser. The event would include having a band, hog roast, and beer. The beer would be served by using a Hamburg Lions one day temporary license or the Parkside Tavern's liquor license. The band would play only up to 11:30 or 12:00 p.m.
  - ***Councilmember Trebesch moved to grant the Parkside Pool Team permission to hold the Hog Roast at the Hamburg Bi-Centennial Park on May 19, 2012 provided they have proper insurance and liquor license, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.***
- Rich Schug (School Board)
  - Mr. Schug updated Council on the improvements to the Central Elementary and High School. He also suggested that the members of council should stop in to see the improvements for themselves.

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

- Added – Exempt Permit
- Added – Project Lists
- Added – Updated Delinquency Report
- Added – Updated Claims List for January 2012
- ***Councilmember Barnes moved to approve the agenda with the added items, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.***

### **Approve Consent Agenda**

- Approve Resolution Number 2012-01

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- Approve Minutes for October 25, 2011, Nov. 8, 2011, Nov. 22, 2011 and December 13, 2011
- Approve MN Lawful Gambling Permit for Hamburg Baseball Club (52 Club Raffle)
- Move Public Hearing for 2012 City Fee Schedule (Ordinance No. 142) to:
  - January 24, 2012 @ 7:00 PM
- 2011 Property/Casualty Dividend
- Letter from MCFOA
- Local Board of Appeal and Equalization/Open Book Meetings
- Memo from Carver County Emergency Management Department
  - Outdoor Warning Siren Work – Narrow Banding Grant Funding
- GASB Statement Number 54 Memo
- Cash Flow Statements for November & December 2011
- Water Usage Report for 2011
  - Lost 120 – 122 gallons due to a water main break in December.
- Delinquent Utility Bills Report
- Time Off Requests for City Clerk Jeremy Gruenhagen
- City Offices Closed January 16, 2012 for MLK Jr. Day
- *Councilmember Barnes moved to approve the Consent Agenda, seconded by Councilmember Lund and motion unanimously carried. All Council members were present.*

### **Fire Department Report**

#### **FEMA Grant**

- FEMA Grants should be coming out soon.

#### **HFDRA Gun Raffle**

- A Henry .22 Firefighter Edition gun will be given away at the Hamburg Fish Fry on February 4, 2012. Tickets are available at \$2.00 each.

#### **Firemens Banquet/Dance**

- The Firemens Banquet & Dance was held on January 7, 2012 at the Hamburg Community Hall. There was a medium turn out for the event.

#### **Memorial for Public Servants (Protective Services Update)**

- Chief Droege updated Council on the Memorial project.
- Council and Fire Chief Droege discussed dedicating the Memorial during National Night Out on August 7, 2012. Everyone in attendance agreed on the date to dedicate the Memorial.
  - *Councilmember Barnes moved to dedicate the Protective Service Memorial on August 7, 2012 during National Night Out, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

#### **HFDRA Retirement Account**

- Firefighter Gary Marquardt is the new President of the Relief Association.

#### **Insurance Coverage for Employees or Volunteers Individual Vehicles**

- Council and Chief Droege discussed insuring employee and volunteer vehicles.
  - Council decided to only insure Fire Department officers' individual vehicles.
  - City Clerk Gruenhagen will check into the cost and specifics for insuring the vehicles. He will update Council at the next council meeting.

#### **Keyless Entry for Community Center/Fire Hall**

- Council and Fire Chief Droege discussed installing new keyless entry locks on the Community Center and Fire Station doors.

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- Chief Droege will be meeting Friday with a representative that sells keyless entry locks.

### **Electrical Pole on North Side of Hall**

- The electrical pole on the north side of the Hall is leaning and pulling the electrical wires away from the building. Xcel Energy has been notified.

### **City Fee Schedule - Dedicated Hall Fee for Clubs**

- Council and Fire Chief Droege discussed what to set the rental fees at for clubs.
- *Councilmember Trebesch moved to leave it up to the local city clubs (as listed in the City Fee Schedule) if they would like to make a donation to the City for Community Hall rentals, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

## **City Fee Schedule for 2012**

### **Public Hearing to Adopt City Fee Schedule**

- The Public Hearing to adopt the City Fee Schedule was moved to January 24, 2012 at 7:00 p.m. as approved in the Consent Agenda.
  - One item to be considered at the meeting would be changing the Hall rental fee for auctions from \$250 to \$450 for two days.

## **Sanitary Sewer & Storm Sewer Improvements Project**

### **PFA Loan Disbursement**

- The PFA loan disbursement was received December 29, 2011 for \$290,242.
- City Clerk Gruenhagen updated Council on the meeting he attended with Justin Black (S.E.H.), Councilmember Mueller, and Mayor Malz. The meeting was to discuss the I & I Project, the water main break on Park Avenue, assessment policy, access to homes for illegal connections when they are bought, sold, or are currently owned.
- Council also discussed having Al Hahn (S.E.H.) draft a Pavement Management Plan for the city streets. The approximate cost would be around \$8,000 which has been budgeted for.
  - *Councilmember Mueller moved to have S.E.H. (Al Hahn) do a Pavement Management Plan, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

## **Old City Business (Memo)**

### **City Clean Up Day (Spring 2012)**

- City Clerk Gruenhagen will be meeting February 1<sup>st</sup> with Norwood/YA and Cologne to discuss setting up a City Wide Clean Day.

### **2010 Census Count/Met Council Population Estimates (June 1, 2013)**

- This will be discussed at a later date.

## **Public Works & Utilities Department Report**

### **Utility Locater/Camera**

- Waiting for one more vendor to demo their camera. Council instructed Maintenance Worker Byerly to stay on top of this so the vendor comes out to demo the camera.

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### **Purchase Tables for Community Hall**

- Maintenance Worker Byerly commented that he has not ordered the plastic white tables yet, having a hard time locating a dealer.
- Council again discussed what type of table they would like to have in the Community Center and the Hall. Councilmember Lund informed the other members of Council that the Lions Club is looking to help pay for round tables.
  - Council decided to check into the pricing difference between round tables and rectangle ones.  
Also what is the price for storage racks to store the round tables.

### **Community Center – Wax Floors**

- Council discussed and decided that the Community Center walls should be painted first before the floors are waxed.

### **Community Hall Cooler**

- Maintenance Worker Byerly informed Council that he still needs to caulk the cooler edges. The Lions Club will paint the cooler after the caulking is completed.
- The cooler inside ceiling is sagging in the middle and needs to be glued back up it.

### **Hall Counter Tops**

- After the Fish Fry the new counters for the Hall will be installed.

### **Water Meters**

- New 100 gallon water meters were ordered and will be picked up tomorrow.

### **Hall Ceiling in Men's Bathroom**

- Dan Oelfke will be contacted to look at the damaged ceiling in the men's bathroom to see if he can fix it and provide a cost estimate.

### **Can Collection – Hall Events**

- The Lions Club have placed garbage cans in the Hall to collect cans during Hall events. Council questioned who is to be responsible for taking the cans to the can trailer by the Hamburg Bank.
- Council discussed and decided that the Lions started the collection however Maintenance Worker Byerly will take them to the can trailer.

### **Request for Day Off**

- Maintenance Worker Byerly informed Council that he will be taking a day off on Friday. City Clerk Gruenhagen had already approved the request.

### **Electric Sign in the Park**

- The electric sign in the Park is not working and Rob's Electric came out to fix the line brake however they were unable to locate it. They think it is under the gravel driveway and will have to dig a trench to find the break.
- Council discussed and decided to have Rob's Electric do what they have to do to get the sign up and running again.

## **City Clerk/Treasurer Report**

### **Equipment Sharing Agreement (Carver County Cities)**

- Council had no comment except that it has been done before.

### **Hamburg Fire Department Light Tower**

- City Clerk Gruenhagen gave an update on the insurance coverage and payment for the Light Tower that was damaged during the Carver County Fair. He asked Council if they want the cities insurance company to try and recover the cities \$250 deductible that was subtracted from the claim.
  - Council discussed and decided to have City Clerk Gruenhagen ask the cities insurance company to try and recover the \$250 deductible.

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### Hamburg Lion's Club Officers

- City Clerk Gruenhagen asked Councilmember Lund if he could obtain a list of officers for the Hamburg Lion's Club.
  - Councilmember Lund will get the list and bring it to the City office.

### Approve Payment of December 2011/January 2012 Claims

#### Approve Payment of Check #15345, Dr. Dan's Refrigeration (\$2,563.50)

- Councilmember Barnes gave Council an update on the billing from Dr. Dan's Refrigeration to remove and install the new Hall cooler.
  - Council discussed and decided to ok the payment of \$2,563.50 (Check #15345) to Dr. Dan's Refrigeration.
- *Councilmember Trebesch moved to approve the three ACH payments, claim number 15345, check number 15382 to 15400, and the three budgeted transfers for the December 2011 claims. Approve the two ACH payments and check numbers 15401 to 15435, the addition of check number 15435 to the Minnesota State Fire Chief's Association for Fire Department Officers membership dues in the amount of \$247, Councilmember Mueller seconded and motion unanimously carried. All Council members were present.*

### City Council Reports

#### Councilmember Mueller (Sewer & Water)

- Councilmember Mueller commented on the yellow lab that was running loose within the city.

#### Councilmember Lund (Streets)

- Councilmember Lund asked if the city of Hamburg would like to join the Norwood/Young America Chamber of Commerce.
  - City Clerk Gruenhagen will add this to the next council meeting agenda.

**Councilmember Trebesch (Buildings)** had no further comments

**Councilmember Barnes** had no further comments

**Mayor Malz** had no further comments

#### Adjourn City Council Meeting

- *Councilmember Mueller moved to adjourn the Hamburg City Council meeting at 8:45 p.m., seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

Submitted by:

Sue Block - Deputy Clerk