

Hamburg City Council Meeting January 13, 2009

Mayor Richard Malz called the regular meeting of the Hamburg City Council to order at 7:00 p.m. with Councilmember Cummiskey, Councilmember Mueller, and Councilmember Barnes present. Others present were Fire Chief Brad Droege, City Clerk Gruenhagen, Deputy Clerk Block, Adam Glander (Fire Department), Rich Schug (Baseball Club), Diane Mackenthun (625 Park Ave), Doug Parrott (S.E.H.), and Ron Seymour (S.E.H.). Councilmember Steve Trebesch and Maintenance Worker Byerly were both absent.

Former Mayor Buckentin & Council Member Mackenthun

- The City of Hamburg would like to recognize former councilmember's for their years of service. At next Council meeting on January 27, 2009 former Councilmember Diane Mackenthun and former Mayor Mike Buckentin will be recognized.
- City Clerk Gruenhagen will look up the number of years each one has served for the presentation at the next Council meeting.

Agenda Review (Added Items) and Adoption

- City Clerk Gruenhagen pointed out that on the next line item on the agenda the word Asst. (Mayor) should be changed to Acting (Mayor).
- Maintenance Worker Byerly was unable to attend however City Clerk Gruenhagen will present the Public Works & Utilities report.
- *Councilmember Cummiskey moved to adopt the agenda as printed with the one change. Councilmember Mueller seconded and motion unanimously carried.*

Designate Official Depository, Newspaper, and Appoint Acting Mayor

- Official Depository – State Bank of Hamburg
- Newspaper – Norwood/Young America Times
- Acting Mayor – Councilmember Larry Mueller
 - Acting Mayor is appointed by the Mayor, no motion needed.
- *Councilmember Cummiskey moved to adopt having the Official Depository as the State Bank of Hamburg and the Official Newspaper as the Norwood/Young America Times. Councilmember Mueller seconded and motion unanimously carried.*

Designate Departments for City Council - Appointed by Mayor Malz

- Councilmember Trebesch – Buildings
- Councilmember Cummiskey – Streets
- Councilmember Mueller – Sewer and Water
- Councilmember Barnes – Parks

Set City Council Meeting Start Time for 2009

- Council discussed changing starting time to 6:30 p.m. but decided to leave the starting time at 7:00 p.m.
- *Councilmember Cummiskey moved to set the City Council meeting at 7:00 p.m. the second and fourth Tuesday's of the month. Councilmember Mueller second and motion unanimously carried.*

Approve Minutes for July 2008 to December 2008

- Council members and City Clerk Gruenhagen noted that there were several errors that need to be corrected. The requested changes were noted on the meeting minutes. Deputy Clerk Block will make the requested changes.

Hamburg City Council Meeting January 13, 2009

- *Councilmember Mueller moved to approve the minutes from July 2008 to December 2008 with the requested changes. Councilmember Cummiskey seconded and motion unanimously carried.*

Approve Claims for December 2008 and January 2009

- City Clerk Gruenhagen noted that Council will see more and more ACH payments on the claims list. These are automatic payments that are taken directly out of the Cities checking account. There are tracking numbers associated with the ACH payment that City Clerk Gruenhagen has documented but they are not included on the council's claims list.
- *Councilmember Mueller moved to approve December 2008 claims #13559 to #13626 and January 2009 claims #13627 to #13669. Councilmember Barnes second and motion unanimously carried.*

Fire Department Report – Chief Brad Droege

FEMA Grant

- Equipment has been ordered.

US Fish & Wildlife Grant

- Equipment has been ordered. Finalize sometime in February 2009.

DNR Grant

- Final paper work was completed and the \$500 grant money should be received shortly.

Difibulators

- One of the difibulators did not have upgraded (modern) CPR English instructions and techniques. The Hamburg Fire Department Relief Association donated \$1,000 for the purchase of an updated version.

Thank You

- Fire Chief Droege asked City Clerk Gruenhagen to thank Maintenance Worker Byerly for keeping the fire hydrants clear of snow. In case of an emergency the hydrants will be easy to hook up to.

Vests

- The new tear away vest should be arriving Thursday (January 15, 2008) night during the County Fire Chiefs meeting. A few vests will be given to the City to use.

Fitness Testing – Requirement by OSHA

- The Hamburg City Council approved the fitness testing as a budgeted item this year (2009), half the Fire Fighters will be tested this year and the other half next year (2010). Two City employees were scheduled for the testing also. Fire Chief Droege asked if both should be done this year or one this year and the other next year.
- The testing will start February 2, 2008 at 4:00 p.m. with 12 minute intervals between each person.
- The City of Hamburg did budget \$1,100 for the fitness testing and \$120 for the two city employees.

Fire Board Meetings

- Persons from Washington Lake Township, Young America Township, the City of Hamburg, the Fire Department, Councilmember Mueller, and Councilmember Trebesch are members of a Fire Board.
 - The Fire Board meets twice a year, once in spring and again in the fall.
 - The members will be meeting in February 2009 to talk things over before the townships have their meetings.

Community Service

- The Hamburg Fire Department has had a 12 year old doing community service for them. He had a total of 36 hours but has worked 22.5 hours leaving him with 13.5 hours to work.

Hamburg City Council Meeting January 13, 2009

- Someone from the Fire Department has been supervising him while he has cleaned the Community Center kitchen, washed trucks, wiped down the big FD doors, and wiped off the Utility Service doors within the station, helped set up and take down chairs for Santa Clause day.
- His next project will be to wipe all the walls down in the Community Center.

New Fire Department Members

- Justin Spande is a new member however he does have the agility test to complete.
- The FD is waiting for a background check to be completed on another potential member.

2008 Donations to the City of Hamburg from the Fire Department Relief Association – Gambling Funds

- With pull tabs and two gun raffles the Hamburg Fire Department Relief Association raised \$30,800 in their gambling funds.
- The HFDRRA donated \$25,150 to the City of Hamburg.
- Percentage of total donations to City of Hamburg – 81.66%
 - The Fire Department can be required by City per State Statute to donate 10% of their earnings to the city however they donate far more than the required amount.

New Electronic Sign

- The new electronic message sign installation has been delayed due to the cold weather and snow. The sign should be arriving January 26, 2008 and it should be installed during that week.
- City Clerk Gruenhagen asked Fire Chief Droege when the final payment is due.
 - Fire Chief Droege suggested that the final payment should not be sent out until the sign has ran for awhile to make sure it is working properly.

Salt for City Streets

- Fire Chief Droege (speaking for Wm. Mueller & Sons) informed Council that they will be unable to supply the City of Hamburg with salt their supply was cut off. They can supply a salt and sand mixture.
- Wm. Mueller & Sons had ordered 660 tons but only received 150 tons.
 - The shortage may only last a week or a week and a half and they are trying to purchase salt from other sources.
- Councilmember Mueller asked if Wm. Mueller & Sons could at least put some sand down on the cities intersections. With the extremely cold weather the streets are turning into skating rinks.

Tour of Fire Station

- Fire Chief Droege extended an invitation to new council member's to tour the Fire Station and if they have any questions he would be willing to answer them. Fire Chief Droege said he could also point out all the equipment that has been donated through grant money. Fire Department has received \$270,000 in FEMA Grants over the years.

Councilmember Mueller let Fire Chief Droege know that the City does appreciate all that the Fire Department does for the City of Hamburg. What the Fire Department does for the city needs to be communicated to the residents. The towns' people do not know where all the equipment comes from.

Fire Chief Droege made the comment that all the equipment the Fire Department does have is not always used every day but when needed they have it available. His philosophy is "not if but when".

Mayor Malz commented that a Newsletter should be sent out to the residents to inform them of what is going on within the city.

Hamburg City Council Meeting January 13, 2009

Hamburg Baseball Club – Rich Schug

- Mr. Schug requested Council to approve a gambling permit for the Hamburg Baseball 52 Club raffle to be held on April 26, 2009.
 - For the last 7 or 8 years the raffle has been held at the first baseball home game here in Hamburg.
- ***Councilmember Mueller moved to approve the gambling permit request for the Hamburg Baseball 52 Club raffle on April 26, 2009. Councilmember Cummiskey second and motion unanimously carried.***
- Mr. Schug informed Council that there are no major tournaments scheduled for this year.
 - In June Hamburg will be partnering with Green Isle for a tournament, however, for only one weekend the tournament will be held in Hamburg.

Doug Parrott (SEH) – I & I Abatement Program

- There are two aspects of city improvements east of the railroad and north of County State Aid 50.
 - Sanitary Sewer
 - Storm Sewer
- Sanitary Sewer Replacement
 - Existing sanitary sewer lines along County State Aid 50 up to Robert then between Brad Street and George St. These are the worst lines contributing to the clear water running into the sanitary sewer lines.
 - It has come to the attention of the MN PCA and they are recommending the City of Hamburg correct the sanitary sewer lines infiltration (inflow) of clear water.
 - Correcting these three streets would be the first phase of the I & I project.
 - Due to the location of the sewer lines in this area, through back yards, under trees and garages, it would be cost effective to directional bore the new sewer lines.
 - A special pipe is used, HDPE – High Density Polyethylene pipe. This is a heavier type of pipe and the outside diameter is 10” and the inside diameter is 8” which is the minimum inside size required by the MN PCA.
 - Once the HDPE pipe is in place small backhoes will go into the resident’s yard and dig up the ground to connect the service lines coming from the resident’s home to the new pipe.
 - It must be noted that the new line will not be going all the way up to the resident’s home because the city can only work within the easements areas and the main line sewer line area. This area would be owned by the city. Any connections made outside the easements will be the resident’s responsibility.
 - Some easements will need to be purchased by the City of Hamburg. Most of them are located along County Road 50 (Park Ave) and by some of the older homes in the area. The newer homes going north were platted with some easements in place.
 - The estimated construction cost and project related costs (or soft cost) for the Sanitary Sewer Replacement project is \$371,733.
- Storm Sewer Improvements in the same area.
 - This project was added to be done along with the Sanitary Sewer project. Once the sewer lines are replaced or sealed the storm water (clear water) will have no where to go except in to back yards and basements, causing flooding.
 - The ditch located on the south side of the city park, running east and west, is the legal drainage ditch for storm water run off within the storm sewer project area.
 - The ditch is a legally established joint judicial ditch system. It is a system that was established pursuant to MN Statutes Chapter 103E, a ditch law. It is part of a ditch system.
 - The ditch along the park is specifically called Lateral 4 of Joint Ditch 3A.

Hamburg City Council Meeting January 13, 2009

- The ditch is controlled by Sibley County and Carver County because both counties have land (water) draining in to Joint Ditch 3A.
- Lateral 4 basically serves farm land a few miles south of Hamburg.
- Lateral 4 and Joint Ditch 3A are both governed by a Board of Commissioners selected from the county boards called the Joint Ditch Board Committee.
- The storm water from the city eventually ends up in Bevens Creek then the Minnesota River.
- **Drainage Plan**
 - The map the city is using to illustrate the ditch system dates back to 1966.
 - On the map it shows two lines that are water shed boundaries that the city can not cross, they are legally established pursuant to Minnesota Statute.
 - If the city crosses the boundaries with drainage the City of Hamburg would face the process of going through the County Ditch Authorities to get permission to do the drainage. Hamburg would have to prove that they are not flooding other lands that are crossed and drained into.
 - The City of Hamburg should not drain the Storm Sewer water west, northwest, north, or northeast because of the permitting issues that could arise.
- **Comprehensive Storm Management Plan**
 - This plan (or map) shows the smaller water shed boundary areas within the larger water shed boundaries. It also shows sights for the storm water retention ponds. Some of the ponds shown on the map will not have to be built until the city develops the area by the proposed ponds.
- The catch basins at the intersection of County Road 50 (Park Ave) and Brad Street are very shallow. The catch basins need to be fixed and they would then drain into the little pond in the Park (Duck Pond).
- On the north end of Brad Street from David Ave going north there are some storm water issues there. This area will have catch basins and piping included in the Storm Management project.
- The property located at the very north end of Brad Street then over to the railroad tracks is owned by the city. This property will have a storm water retention pond on it.
- Requirements and regulations with Carver County, Minnesota Pollution Control Agency, and the City of Hamburg's Storm Water Management plan require that when storm sewer improvements are made or new building additions are done within the city that the storm water run off that is generated be treated in a storm water quality pond before it is discharged into a ditch or receiving stream.
- Two reasons for storm water quality ponds are; storm water quality treatment and to detain storm water run off from heaver rain fall events by slowly releasing the water into receiving streams.
- Another area for storm sewer improvements is in the area of County State Aid 50 then an extension of George St. by Kim Avenue then County Road 50.
 - This area has very poor drainage, flooding does occur.
 - Make storm sewer improvements and carry the storm water south under County Road 50 (Park Ave) through the Park area. Just north of the ditch construct a retention pond then discharge the water into Lateral 4 of Joint Ditch 3A.
- **Easements**
 - The City of Hamburg will have to obtain some easements basically in the area of County 50 and George Street. The easements would be for piping and some storm water retention ponds.
- **National Wetland Inventory Map**
 - The maps are produced by the US Fish and Wild Life to identify certain types of wetlands.
 - Some of the Park area and connecting pasture area is identified as a drained wetland area.
 - Even though this area is drained the City of Hamburg would still have to work on permit issues with the Core of Engineers, the local government unit responsible for implementation and protection of wetland conservation act in Minnesota which passed in 1991. In some instances the

Hamburg City Council Meeting January 13, 2009

city would have to work with the NRCS to meet their requirements and regulations for drainage improvements.

- Checking with the County and checking with S.E.H. wetland specialists, an on sight inspection and testing still has to be done in the area of the proposed retention pond south of County Road 50 (Park Ave) and north of Lateral 4 of Joint Ditch 3A.
 - The inspection and testing is required so that no wet land regulations are violated. Agencies requiring the inspection are the County, Core of Engineers, and LGU.
- Recommended Start Time
 - Mr. Parrott recommended starting this project in the Spring of 2009 around late April or early May.
 - Invest some time and money to have the wetland area investigated and inventoried to make sure the project can be built the way the Comprehensive Plan is proposed.
- Lateral 4 Ditch Clean Out
 - The water in Lateral 4 Ditch is stagnate, full of sediment, and has trees growing in it.
 - The ditch is a legally established ditch so the city can get help cleaning it out. The city can contact the County Ditch Authority and request that the ditch be cleaned out. Ditch funds are established for this type of clean out and are funded by all persons that drain into and use the ditch.
 - There is a list of benefiting properties (draining into the ditch) at the County Recorders office that would help clean out the entire ditch.
 - To initiate the clean out the City of Hamburg would have to contact the County Ditch Authority.
 - If the ditch is cleaned out and the level of the water is lowered the City of Hamburg could save some money by allowing for a deeper grade the piping could be smaller and the ponds deeper thus lowering the cost to the city.

Estimated cost for the storm sewer piping and ponds is \$846,950.

- The area of George Street going from Kim Ave south to County State Aid 50 the water main should be looped to provide increased flow and pressure and a back up system for water to flow into the system.
 - The cost estimate would be an additional \$27,853 for valves, hydrant piping, restoration of service, and project related services.

Total project cost estimate for Sanitary Sewer, Storm Sewer, and the water main looping is \$1,246,536.

City Resources for Possible Funding

- Assessments for benefited properties along the new sanitary sewer lines.
 - In 1978 the existing residential sanitary sewer lines were not rebuilt when the new city sewer lines were put in. They were just hooked up to the new lines.
 - To enforce residential properties to rebuild their sewer lines the city could enact or create ordinances. This would eliminate people from contributing clear water into the new city sewer lines.
 - The City Council will have to enforce the ordinances or adopt more restrictive ordinances. Put in place something to improve the replacements of residential sewer lines. Action by Council not home owner.
 - Improving the sewer lines from the home to the city sewer lines will be coordinated with the residents when the city lines are put in.

Hamburg City Council Meeting January 13, 2009

Culvert Replacement on Martha Avenue

- Councilmember Mueller asked about the correspondence from the Ditch Authority about replacing the culvert on Martha Avenue before the ditch is cleaned out.
 - Mr. Parrott explained that this has changed. The ditch will be cleaned out then decide if the culvert will be replaced.
 - Any objects (debris) in the ditch will be cleaned out.

City Resources for Possible Funding (continued)

- Assessments for benefits on sanitary sewer.
- Sanitary sewer fund revenues.
- Water fund revenues for the water main loop area.
- Storm Sewer Utility Fund.
 - A storm sewer utility fund could be set up. Every month the home owners and businesses pay a certain amount towards a storm sewer utility. This could be set up just like the water and sanitary sewer utility billing is done now.
 - The revenue could then be used for storm sewer improvements.
 - The State of Minnesota legislature did allow cities to create a storm utility fund.
 - This type of fund is fairer and balanced to home owners. Instead of pulling the money out of the General Fund it would be based on a previous service. Every one would be paying their fair share instead of being charged based on taxable property values.
 - General Tax Obligation.
 - Granted Loan Funding.

City Clerk Gruenhagen asked Mr. Parrott to clarify that the water main improvements are from Park Avenue to Kim Avenue. Mr. Parrott replied yes, just the one block stretch.

Ron Seymour (Community & Economic Development Manager for S.E.H.)

- Mr. Seymour has been working with the City of Hamburg for several years on water improvement projects.
- Funding for waste water and infrastructure improvements are pretty much standard.
 - General Obligation Bonds through revenue, through sewer and water programs, and PFA. On occasion there are grants and loan programs through Rural Development.
 - Several years ago the City of Hamburg put their projects on the PPL list (Project Priority List) for wastewater funding through the Public Facilities Authority. This is an agency of the state that provides the majority of loans and sometimes grants for water and sewer improvements.
 - The City of Hamburg's I & I Abatement Project ranks number 24 in the state on the PPL. The PPL is a list of all water or sewer improvements throughout the state for all communities. Hamburg has 78 points which is a high ranked project.
 - Hamburg also has TMDL which is Total Maximum Daily Load project points. This relates to the clean up of the river systems and the water quality for turbidity within the Minnesota River. Bevens Creek eventually flows into the Minnesota River so the City of Hamburg was assigned TMDL points.
 - One of the potential sources of funding will be the TMDL grants.
 - Hamburg did not rank high enough to receive funding from the TMDL. There was not enough money appropriated through state bonding, there was only about \$2 million in bonds through the state. This money went fast because there were a lot of TMDL projects, however, the City of Hamburg did move up the list.

Hamburg City Council Meeting January 13, 2009

- It is not anticipated during this legislative session to have a bonding bill. This is not a bonding session and because of other issues at the capital.
- The PFA will be requesting this year (2009) at the state legislation is the new Clean Water Legacy Act that was the sales tax amendment. A portion of those funds are dedicated to clean up our waters. The PFA is going to request a certain amount of funds but Mr. Seymour is not sure how much is dedicated to the TMDL grant program. This is one potential source but this is just being instituted and the money will not be available for some time.
- The Wastewater project would be eligible for a loan. The storm water and the sanitary sewer projects are related projects however it is unknown how the MPCA will look at the storm water project. If they will look at the storm water and sanitary sewer project as a single project or two separate projects. The Council will find out later what the MPCA decides.
- With the City of Hamburg's ranking number and if Council would want to put Hamburg on the TMDL, indicating that you are ready for construction, it would be most likely that the city would receive a low interest loan for the sanitary sewer project.
- With the storm water project the City of Hamburg has a problem. The city has a higher medium household income level and the user rates are low but are slowly increasing. One of the things the funding agencies look at is affordability for the grant funding. The affordability measurement is 1.5% of median household income, considered an affordable rate. Hamburg's is about 47,000, which is high.
 - This is over \$40 a month for just sewer rates and the TMDL will look at this \$40 a month range for natural rate for the sewer bill.
- Grants will be difficult for the City of Hamburg with the high median household income and being in a metro county. S.E.H. is tracking the Stimulus Bills but there are a lot of unknowns at this time.
- S.E.H. did submit a bonding request for this project but the request did not go very far. In 2008 during the last session S.E.H. put together a proposal for capital improvements, capital investments, but it did not carry any support.
- The one hope Mr. Seymour has is the TMDL, a TMDL grant for the City of Hamburg. This grant would not cover the entire project but a percentage of the cost. There is usually a cap on how much the TMDL grant would pay for.
- The storm water is a non point source, wastewater is a point source and storm water is not a point source. Another loan program is the Clean Water Partnership Loan Program and it provides a 2% loan. With this type of loan the city would have to have revenue to repay the loan.
- Grants are very difficult to come by for storm water improvements.
- One other option S.E.H. will monitor is the Rural Development. The legislature has made some changes to the Rural Development Loan Program which allows market percentiles for loan programs and terms out to 40 years.
 - The City of Hamburg is at the upper cut off for funding.
- Mr. Seymour suggested contacting Congressman Kline and local legislators letting them know that the City of Hamburg needs some stimulus locally for these projects.
- Doug Parrott wanted the Council to know that S.E.H. is first and constantly looking for grant money for Hamburg and available loans.
 - City Clerk Gruenhagen mentioned that S.E.H. has been looking for grants and loans for the city for about four (4) years now.
- The Median Income for the City of Hamburg is \$47,578 (2000 Census).
 - Receiving a grant is largely based on affordability and affordability is defined as 1.5% of median home income for rates. This would be X amount of dollars per year divided by 12.

Hamburg City Council Meeting January 13, 2009

- Hamburg's sewer rates are about \$30 to \$35 per month.
- Mr. Parrott also mentioned a federal grant called STAG (State Travel Assistance Grants) which is through the EPA. This money is earmarked to a specific project, low income with high need.
- The main thing Hamburg should do is get on the PPL (Project Priority List) which Hamburg does have two projects listed now, I & I Abatement Program and Wastewater Treatment Plant (regionalization with NYA).

The next steps for the City of Hamburg are to be "shovel" ready. Have a plan that could be implemented in 90 days or 120 days if a grant/funding program becomes available. S.E.H. could get their design/specs done in that time frame but can't assure the city is permitting work and the land/easement work that needs to be done.

Priorities for the next steps needed:

- Wet land issues or concerns; identification, inventory.
- Check if there are any permit issues to get the storm water pond built between the ditch and County Road 50.
- Get a list of what easements or land acquisition are needed.

City Clerk Gruenhagen suggested that Council make a motion to contact Mike Wanous of Carver County and Jeffery Majeski of Sibley County to start, put in motion, the cleaning out Lateral 4 of Judicial Ditch 3A.

Councilmember Cumiskey brought up contacting the Wet Land Mitigation Board to have the dedicated wet land area be removed as dedicated wet lands. This would allow development on the lands.

- Doug Parrott and Council discussed this suggestion and decided it was a very lengthy and costly process.
- It was noted that the wetland area use to be a lake but it was drained. Even though it was drained the Wet Land Mitigation Board views the wet land as a type of beneficial wet land not just something you could do anything to because it is drained. The Wet Land Mitigation Board still see values in drained wet lands also farmed wet lands.
- Council decided not to consider this as an option at this time.

Councilmember Barnes moved to have the City of Hamburg initiate the clean out of Lateral 4 of Judicial Ditch 3A by contacting Jeff Majeski of Sibley County and Mike Wanous of Carver County. Councilmember Mueller seconded and motion unanimously carried.

- City Clerk Gruenhagen will take the initiative to contact Carver and Sibley counties.

City Clerk Gruenhagen suggested setting up a Public Hearing to adopt the Preliminary Engineering Report for Sanitary Sewer and Storm Sewer Improvements on February 10, 2009 at 6:00.

- A Public Hearing is needed so that the report could be adopted and the City of Hamburg could then be put on the PPL listing.
- Once adopted the Preliminary Engineering report would be like an amendment for the Comprehensive Storm Project plan.
- Adoption of the preliminary plan would also show that the City of Hamburg does have an I & I problem. Currently the Facility Plan does not show that the city has an I & I problem. With S.E.H. analysis it does show that the City of Hamburg does have an I & I problem.
- The amendment would also be needed especially if the TMDL grant money would become available.

Hamburg City Council Meeting January 13, 2009

Councilmember Mueller moved to have a Public Hearing to adopt the Preliminary Engineering Report for Sanitary Sewer and Storm Sewer Improvements on February 10, 2009 at 6:00 p.m. with the regular City Council meeting to follow immediately after. Councilmember Cumiskey seconded and motion unanimously carried.

City Clerk Gruenhagen suggested to Council that they read through the Preliminary Engineering Report. If they have any questions or would like to make any changes/additions this can be done at the Public Hearing on February 10th.

Government Stimulus Package – Contact State Representatives

- There are a lot of unknowns of what may happen with the Government's Stimulus Package.
- It was suggested to hold a Town Meeting sometime during the first part of the year (2009).
- City Clerk Gruenhagen will contact MN State Representative Paul Kohls asking for a date and time he could attend a Town Meeting to inform the public on what may or may not happen with the Stimulus Package.

Dennis' Report (Public Works & Utilities)

Maintenance Worker Byerly was absent so City Clerk Gruenhagen presented his report.

Bobcat

- Maintenance Worker Byerly reported that the cities Bobcat was not running properly. Lano Equipment (Norwood) picked up the Bobcat. They replaced the fuel hose and fuel screen in tank. Maintenance Worker Byerly commented that after the Bobcat was brought back and he had used it for a time that it still was not working properly.
- Council discussed possibilities of why the Bobcat was not working properly, from gelling to water in the fuel tank. One suggestion was to put in some fuel conditioner.

Power Outage

- Councilmember Mueller brought up that the electricity was out for about an hour and a half on Saturday. He called Maintenance Worker Byerly to check if the lift stations were getting full of water.
- Maintenance Worker Byerly will be getting some call back time on his next pay check.
- It was noted that the Fire Department has been very helpful to the city when it experiences a power outage.

Dumpster

- Maintenance Worker Byerly ordered another dumpster for the Pheasants Forever Banquet and Lions Pancake Breakfast on February 7 and 8, 2009 respectively.
- This will be considered one of the Cities freebees with Waste Management.

Deputy Clerk & City Clerk/Treasurer Reports

Old City Business (Memo)

- Council discussed what items should be removed or kept on the Council Open Ended Issues list.
 - Get prices on fixing and/or replacing Lions Building Roof in Park
 - Take off list but keep on Budget Wish list.
 - Hall Roof Repairs

Hamburg City Council Meeting January 13, 2009

- Take off list but keep on Budget Wish list (about \$30,000 for repairs). Council discussed and decided that a lot of water leakage is from condensation but will keep an eye on it.
- Up Stairs Walk-in Cooler in Hall
 - Take off list but keep on Budget Wish list.
- Fix sidewalk on Railroad Street
 - Keep on list. This is budgeted for completion this year (2009).
- Councilmember Trebesch to contact Rick Stockman to chip the wood pile out at the ponds.
 - Leave on list. Will be completed in 2009.
- Discussed to change motion made to not to allow the closing of city streets except for civic purposes.
 - Fire Chief Droege suggested getting a copy of Watertown's permit for closing city streets.
 - Leave on list.
- Did we receive letter of disaster recovery agreement from Hamburg State Bank?
 - City Clerk Gruenhagen will follow up on this and present his findings at the next Council meeting. Leave on list.
- City Shop Drain - Water issue.
 - Take off list but keep on Budget Wish list.
- Gather names and prices of individuals that would design the cities web site.
 - Mayor Malz will check into this and get back to Council. Keep on list.
- Take picture of Brad and Mayor (Buckentin) by the new sign in the park and put in the paper.
 - This has already been put in the paper. Take off list.
- Possibility of putting the old city hall on the historical list.
 - This has been checked into and the old city hall has been altered too much to be put on the historical list. Remove from list.
- Ask Representative Kohl's back to a Council meeting.
 - Keep on list. City Clerk Gruenhagen will work on this.
- Steve work with Dennis on how to fix gaps on Hall doors.
 - Town & Country Glass (Norwood) has been out and adjusted the doors.
 - Keep on list and discuss at next Council meeting.
- Lawnmower – Replace or purchase new one?
 - Keep on list until Spring
- Discuss the discrepancy in verbiage in Ordinance #95.6 Kennels – What constitutes a dog kennel, three or four dogs?
 - City Clerk Gruenhagen will check into this.

Delinquent Utility Bills Report

- Deputy Clerk Block reported that delinquent notices were sent out.
- Adjustments for Parkside Tavern were completed that Council voted on in the December Council meeting. What is on the report is what they owe.

City Minutes

- Mayor Malz asked that Deputy Clerk Block keep up on the minutes as discussed at the December Council meeting. Deputy Clerk Block responded that she has changed her work schedule and will start the minutes the day after a Council/Special meeting. All other duties except utility payment entry will be held until the minutes are completed.

Business Plan for Rita Boettcher (Bed & Breakfast Request)

- City Clerk Gruenhagen did receive Rita Boettcher's business plan and has forwarded it on to Ann Perry (Planning Consultant). No response has been received yet from Ms. Perry.

Hamburg City Council Meeting January 13, 2009

- Councilmember Barnes informed Council that he had contacted Councilmember Chris Parpart from Waconia on the Bed and Breakfast they have in their city. He has not heard of any public complaints and there are no police reports concerning the Bed and Breakfast. It is located in a residential area.
- Councilmember Mueller stated he knows a neighbor of the Bed and Breakfast in Waconia and they are very disgusted with the City of Waconia over it. They have complained to the city but it is a political issue.
- Council decided to wait with any further discussion until they hear from Ann Perry.

Small Cities Development Program (Deed)

- This development program the City of Hamburg has partnered with the city of Cologne and Norwood/YA to apply for a Small Cities Development Program. This program would help beatification of the cities.
- In the past the City waived the cities Building Permit fees for the grant application. Clerk Gruenhagen requested waiving the permit fees for the grant for it makes the grant more attractive for approval.
- ***Councilmember Mueller moved to waive the cities Building Permit fees for Small Cities Development Program. Councilmember Cummiskey seconded and motion unanimously carried.***

Resolution 2009-01 – Support for Rail Line Upgrade

- The City of Hamburg is served by the Minnesota Valley Regional Rail Authority's rail line.
- The City of Hamburg recognizes the growing importance of rail traffic to ease congestion on our state and local highways.
- Parts of the current track are more than 100 years old.
- Bridges and trestles along the track will also need to be upgraded to accommodate heavier loads.
- It will cost an estimated \$70 million to upgrade the entire track and create up to 120 construction jobs.
- An estimated 600 new jobs could be created in the five counties served by the railroad if the track is upgraded.
- The track upgrade project is shovel ready for the spring of 2009.
- ***Councilmember Mueller moved to adopt Resolution 2009-01, Support for Rail Line Upgrade. Councilmember Cummiskey seconded and motion unanimously carried.***

2008 Budget Summary (Cash Basis)

- The numbers will change as the financial statement and audit are done. The City of Hamburg is required to report on accrual basis however the summary is based as cash basis.

2008 Hours Worked Worksheet

- This worksheet is informational to Council so they can see where the hours were worked in 2008, Vacation and Sick time available for each employee, and the percentage of hours worked and which funds they were put into.

City Fee Schedule for 2009

- The City Fees were previously discussed at a previous Council meeting and the Election Judge pay was changed from \$8.15 to \$10.00 per hour. Several people mentioned to City Clerk Gruenhagen that they only receive \$8.00 per hour for Election Judge Pay. City Clerk Gruenhagen asked Council if they wanted to leave the pay at \$10.00 per hour or have a motion to change the pay back to \$8.15 per hour.
- Council discussed the reasons for and against changing the pay back to \$8.15 per hour.
- ***Councilmember Cummiskey moved to hold a Public Hearing to Adopt the City Fee Schedule at 6:00 just prior to the Public Hearing scheduled on February 10, 2009 to adopt the Preliminary Engineering Report for Sanitary Sewer and Storm Sewer Improvements with the regular City Council meeting to follow immediately after. Councilmember Barnes seconded and motion unanimously carried.***

Hamburg City Council Meeting

January 13, 2009

Background Checks for City Council Members

- City Clerk Gruenhagen checked with the LMC about doing background checks on City Council members. He received a memo back from the League that stated since Council members are not hired by the city but elected no background checks are required.
- The difference between doing background checks on Fire Fighters and Council members is that Fire Fighters are appointed (hired) and Council members are elected.
- If a person wanting to run for Council, who has a felony and is ineligible to vote, he/she can not run for office. It would be a waste of money to do background checks on elected officials.

Fees for Background Checks (Carver County)

- City Clerk Gruenhagen informed Fire Chief Droege and Council that fees for background checks will be increasing but not this year.
- This issue will be discussed through out the year at the SCC (Sheriff Contract) meetings. It will be talked about in 2009 and most likely be put into motion in 2010.

LGA Cuts for 2008

- The City of Hamburg received all of its allotted money from the State of MN in 2008. All cities under 1,000 were spared from LGA funding cuts.
- In 2009 the City of Hamburg may not be so lucky. If cuts are made in 2009 the city may have to make some budget amendments.

Additional Items for Agenda (Add)

- City Clerk Gruenhagen mentioned to the new Council members (Mayor) that if they have any questions or would like any additional information to stop in his office. This also pertains to the current Council members.
- Anything Council wants added to the agenda, topics they would like to discuss, or any research done to let City Clerk Gruenhagen know.

Cleaning Out Around Mailboxes

- A question came up as to who is responsible for cleaning the snow from around residents mail boxes.
- Council briefly discussed and decided it was the responsibility of the homeowners.

City Council Meeting on March 10, 2009

- It was brought to the attention of Council that the March 10th meeting may need to be changed to March 9th or 11th. Young America Township will be holding their annual meeting on March 10, 2009.

Email Addresses

- City Clerk Gruenhagen requested the Council and Mayor's email address. Sending notices, agendas, and completed minutes to their email address would cut down on paper usage and the time to make copies.

Sheriff's Report

- Councilmember Mueller noticed on the Sheriff's report that TCW had a security alarm call. He was wondering if this call was charged to the cities contract time since TCW is located in the township.
- City Clerk Gruenhagen will check with Jeff Envold on this.

City Council Reports

Councilmember Mueller (Sewer & Water) had nothing further to report.

Councilmember Cummiskey (Streets) had nothing further to report.

Councilmember Trebesch (Buildings) was absent.

Hamburg City Council Meeting January 13, 2009

Councilmember Barnes (Parks) had nothing further to report.

Mayor Malz reported on the following:

- The agendas are given to Council members on Fridays so Council can be prepared. Mayor Malz would like to keep the items at 5 minutes. Everyone has opinions but sometimes things get dragged on and still don't get accomplished. If more information is to be gathered we do it and get it at the next council meeting.
- Mayor Malz would like to have Council members present at City functions for we are public servants and this makes for good public PR.
- If anyone sees objects in the streets pick it up. Maintenance Worker Byerly will be instructed on this also. Hamburg has always been a clean town, let's keep it that way.
- Newsletters are the quickest and cheapest way to get information to residents. Sending a group email is another method to get city information out to residents.
 - City Clerk Gruenhagen mentioned that if the cities website would be completed this would be a very good way to get information out.

Fire Chief Droege mentioned that they (Wm. Mueller & Sons) have safety meetings coming up in March 2009. Council stated it is mandatory that Maintenance Worker Byerly attends.

Councilmember Mueller moved to adjourn the Hamburg City Council at 9:23 p.m. Councilmember Barnes seconded and motion unanimously carried.

Submitted by:

Sue Block
Deputy Clerk