

Hamburg City Council Meeting February 28, 2012

Mayor Malz called the Hamburg City Council meeting to order at 7:00 p.m. Councilmember John Barnes, Councilmember Larry Mueller, Councilmember Steve Trebesch, Councilmember Chris Lund, City Clerk Jeremy Gruenhagen, Deputy Clerk Sue Block, Maintenance Worker Dennis Byerly, and Fire Chief Brad Droege were in attendance.

Public Comment

- No one from the Public was present.

Agenda Review (Added Items) and Adoption

- Added – Preliminary Spec Sheet for replacing the siding at the Food Stand in the Park.
- Added – Proposal from Norwood Electric for updating lighting at the Community Center and Hall.
- Added – Updated Project Lists
- Added – Updated Delinquency Report
- Added – Mayor Malz will report on the FDIC Conference in Indianapolis.
- Added – Updated Claims List
- *Councilmember Lund moved to approve the agenda with the added items, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

Approve Consent Agenda

- Approve Minutes for February 14, 2012
- LMC 2012 City of Excellence Awards
- FEMA Flood Risk Information Open House (March 8, 2012)
- Carver County Road Cost Sharing Policy Update
- Water Usage Report for 2012
- Delinquent Utility Bills Report
- Employee Project Lists
- Approve Time Off Request for Jeremy Gruenhagen
- *Councilmember Mueller moved to accept the Consent Agenda, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.*

Fire Department Report – Chief Brad Droege

Hwy 5 & 25 Addresses

- The addresses along Hwy 5 & 25 will be changed by adding North or South to the current addresses. The addresses on the south side of Hwy 212 will be changing to Hwy 5 & 25 South and the Hwy 5 & 25 addresses north of Norwood/Young America will be changed to Hwy 5& 25 North.

Training

- Five firefighters will be attending the State Fire School at Mankato State. The Hamburg FD Relief Association will reimburse the city \$160 of the approximate \$500 in training expenses.

Christmas Lights

- All proceeds from the sale of Christmas lights, which are used by the City but purchased by the Lions Club, would be returned to the Lions Club to purchase lights in the future.

Memorial for Public Servants (Protective Services) Update

- Chief Droege updated Council on the progress of the Memorial. The granite center piece for the Memorial will be in the end of March. Brad mentioned that anyone donating \$100 or more to the Memorial fund will have their names engraved on the granite center piece. The cut off date for this type of donation is the end of March. The center piece will be updated once or twice a year.
- Received donation of lights (red, white, blue) to display on Memorial Day & 4th of July.

Easter Egg Hunt

- The annual Easter Egg Hunt will be held on March 25th. Time will be announced at a later date.

Hamburg City Council Meeting February 28, 2012

Fire Board Meeting

- On February 9, 2012 Council members Mueller and Trebesch, Hamburg Fire Department, Washington Lake Township, and Young America Township met to discuss increasing the Townships per unit cost by \$5.00. This increase would generate approximately an additional \$880 per year for the Hamburg Fire Dept.

FDIC Conference – Indianapolis, IN

- Fire Chief Brad Droege and Mayor Malz (retired Hamburg Firefighter) requested permission to attend the International Fire Department Conference in Indianapolis, IN.
 - They will pay the round trip mileage and/or air fair to attend the conference.
 - Mayor Malz and Chief Droege asked if the city would pay for the following:
 - Registration at \$75 per person, total of \$150.
 - Hotel Room for three (3) nights at \$150 per night, total \$450
 - Meals - \$30 per day per person for three (3) days, total \$180
 - The total cost would be \$780.00 with the cost being paid out of the Hamburg Fire Department Training Budget.
- *Councilmember Mueller moved to grant Fire Chief Droege and Mayor Malz permission to attend the FDIC Fire Convention in Indianapolis, In, seconded by Councilmember Trebesch and motion carried. Mayor Malz abstained.*

Fire Department Calls

- The number Fire Calls for 2012 versus 2011 is

Old City Business

City Clean Up Day (Spring 2012)

- No new information.

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

- This will be discussed next year.

Purchase Tables for Community Center/Hall

- Councilmember Chris Lund, representing the Lions Club, informed Council that the Lions approved donating up to \$2,100 for the purchase of tables for the Community Center.
 - Council thanked the Lions Club for their generous contribution.
- The Council discussed how many tables to order and decided on 24 rectangular commercial grade (plastic) tables.

Additional Lateral Quotes for Carver County Fiber Optic Ring

- No additional information or discussion.

Annexation of Land from YA Township

- Council went over the amended resolution for the annexation of land from Young America Township. The amended/added line number six reads as follows;
 - The City of Hamburg has agreed to pay a reimbursement to Young America Township of \$250 within one year of receipt of the Chief Administrative Law Judge of the State of Minnesota order for annexing the property to the City. This line number was added to the following resolutions:
 - Resolution Number 2011-05 (.486 Acres)
 - Resolution Number 2011-16 (3.7 Acres)
- *Councilmember Barnes moved to approve amended Resolution Number 2011-05 and amended Resolution Number 2011-16, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

Hamburg City Council Meeting February 28, 2012

Estimates for Residing Food Stand (Park)

- Councilmember Mueller drafted a spec sheet to be handed out to companies that would like to submit a bid for residing the Park Food Stand.
- Council decided to obtain at least three bids.

Estimates for Sidewalk Replacement (Henrietta Ave)

- Councilmember Mueller will draw up specs to replace the sidewalk along Henrietta Avenue from Railroad Street to the Hamburg Post Office.
- Councilmember Mueller will also obtain quotes for the project.

Public Works & Utilities Department Report

Purchase Utility Locator/Camera – Ordinance Number 124

- The camera is in but the locator is not, for it is on backorder.
 - Council discussed and decided to have the camera delivered while the locator is on backorder.
- Council discussed if the City should charge a fee to the homeowner when Maintenance Worker Byerly televises the service laterals.
 - City Clerk Gruenhagen will check with Glencoe, MN on how they handled televising connections.
- Council did decide that the homeowner must provide the City with access to the home and if a toilet has to be pulled for inspection the cost of hiring a licensed plumber will be at the owner's expense.

Lighting System Analysis for CC/Fire Hall, Community Hall & Park

- Council discussed the previous approved Xcel Energy Rebate Program and estimate from BLI Lighting to update the city buildings lighting systems. The estimates that were approved from BLI Lighting at the February 28, 2012 Council Meeting did not include labor as requested. After the approval Council received updated estimates that included labor.
 - Council also noted that estimates were received from Norwood Electric (\$14,000), Rob's Electric for approximately \$14,000, and AME Electric out of Mayer, MN was around \$4000 for installation only.
- ***Councilmember Mueller moved to amend his motion from the last Council Meeting held on February 14, 2012 to approve the estimates received from BLI Lighting to replace the entire Community Center building lighting according to the Xcel Energy recommended lighting system upgrade and at the cost of \$2,141.90 after rebate (\$4,764.79 before rebate) and the estimate for the Hall, City Shop, and Hall Restrooms at the cost of \$696.84 after rebate (\$2,095.22 before the rebate), seconded by Councilmember Mueller and motion carried.***

Light Duty Truck Purchase (Ford Ranger)

- During the Special Meeting on February 23, 2012 City Council approved the purchase of a 4 x 2 Ford Ranger Super-Cab from Wolf Motor Company in Jordan, MN for a total cost of \$17,120.83.
- Council discussed and decided to purchase a toolbox, rack, amber beacon, and floor mats.
 - ***Councilmember Trebesch moved to authorize Mayor Malz to purchase a toolbox, rack, amber beacon, and floor mats for the Ford Ranger, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.***
- Maintenance Worker Byerly will have Andy Wigfield apply the city logo on the truck doors.

Paint Community Center

- Council decided to hold off on painting the Community Center until the new storage closets are completed.

Wastewater Conference - St. Cloud – March 6-8, 2012

- Maintenance Worker Byerly asked Council if he could stay at a hotel while he attended the Wastewater Conference in St. Cloud. He was unsure of the cost for staying two nights.

Hamburg City Council Meeting February 28, 2012

- *Councilmember Trebesch moved to allow Maintenance Worker Byerly to stay at a hotel where the conference is held for the lowest rate for two nights during the Wastewater Conference, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.*
- City Clerk Gruenhagen or Councilmember Mueller will do the rounds on the 7th and 8th.

City Clerk/Treasurer Report

2011 Financial Audit (Abdo, Eick & Meyers)

- The auditors are still working on the cities financial audit and should be ready to present the report to Council at the March 27th meeting. Some problems they have run into;
 - Engineering Charges for the I/I Project were not broken down between the Sewer, Water and Storm Water funds.
 - Excess money from GO Utility Revenue Bonds, how to distribute.
 - Easements obtained by the City are considered assets and a value needs to be placed on them.

Norwood/Young America Chamber of Commerce Business Expo – March 24, 2012

- Council was asked if they would like to reserve a booth to promote businesses in Hamburg during the NYA Business Expo. The cost to reserve a booth was \$100 for the event.
 - No decision by Council was made.

Time Off Request – City Clerk Jeremy Gruenhagen

- *Councilmember Barnes moved to approve City Clerk Gruenhagens time off request for a half day on March 1 and all day on March 2nd, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

Time Off Request – Deputy Clerk Susan Block

- *Councilmember Mueller moved to approve Deputy Clerk Blocks request for time off on April 16, 17, and 18, 2012 and possible the 19th, seconded by Councilmember Trebesch and motion carried. Councilmember Barnes abstained.*

Approve Payment of February 2012 Claims

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- *Councilmember Mueller moved to approve the one ACH payment and claim numbers 15494 through 15515, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

City Council Reports

Councilmember Mueller (Sewer & Water) had no further comments

Councilmember Lund (Streets) had no further comments

Councilmember Trebesch (Buildings)

- Councilmember Trebesch reported that Xcel fixed the light pole by his shop.

Councilmember Barnes (Parks)

- Councilmember Barnes suggested that the City Council Meetings should be changed from meeting twice a month to once a month. Council decided to think about this and make a decision at the next meeting.

Mayor Malz

- Mayor Malz asked that a Thank You note be sent to Rob Trebesch and Brad Droege for getting the trenching done for the city electronic sign.

Hamburg City Council Meeting
February 28, 2012

- Mayor Malz reported that he heard that the Lions Club was in charge of National Night Out. He just wanted to report that the City Council is currently in charge of organizing National Night Out.
 - A committee will be set up at the next Council meeting

Adjourn City Council Meeting

- *Councilmember Barnes moved to adjourn the Hamburg City Council meeting at 8:05 p.m., seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

Submitted by:

Sue Block
Deputy Clerk