

## **Hamburg City Council Meeting May 8, 2012**

Mayor Malz called the Hamburg City Council meeting to order at 7:01 p.m. Councilmember John Barnes, Councilmember Larry Mueller, Councilmember Steve Trebesch, Councilmember Chris Lund, City Clerk Jeremy Gruenhagen, Deputy Clerk Susan 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 – Updated Claims List
- Added – Updated Delinquent Report to Consent Agenda
- Added – Print out of new City Sign
- Added – Water Usage for 2012 to Consent Agenda
- Added – Memo from LMC on the Federal Flag Code
- Added under Councilmember Lund’s Report: Update on Accel Meeting
- ***Councilmember Trebesch 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 Minutes for March 13, March 27 & April 10, 2012
- Adopt Resolution 2012-04
- Local Government Pay Equity Act Compliance Letter
- MNSPECT Minute for May 2012
- 2012 Clark Mosquito Schedule
- Corridor Investment Management Strategy Spring 2012 Stakeholder Meetings
- Xcel Energy Customer Service Letter
- March Cash Flow Statement
- Delinquent Utility Bills Report

**Note;** Council discussed the Cities Delinquent policy asking if there are any other ways to collect delinquent accounts in addition to the policy we now use. City Clerk Gruenhagen and Deputy Clerk Block will check if there are any other ways to have residents pay up on their delinquencies.

- Employee Project Lists
- Time Off Request for Jeremy Gruenhagen
- Time Off Request for Sue Block

**Note;** Council discussed the time off requests from City Clerk Gruenhagen and Deputy Clerk Block. The time off requests overlap on May 29<sup>th</sup> and May 30<sup>th</sup>. Council decided to grant both requests for time off however, City Clerk Gruenhagen was asked to keep the City office open as much as possible on May 30<sup>th</sup>.

**Note;** Mayor Malz requested a report to be emailed to all Council members showing City employees vacation and sick time used and available to use in 2012.

- ***Councilmember Mueller moved to approve the Consent Agenda, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.***

### **Fire Department Report – Chief Brad Droege**

### **DNR Grant Application**

- Chief Droege has applied for a \$1,200 DNR Grant.

## Hamburg City Council Meeting May 8, 2012

### **Carver County Open Burning Program**

- The online Carver County Open Burning Permit program should be available on May 15, 2012. Hamburg city residents will be able to purchase an open burning permit online.

### **Grain Bin Rescue Training**

- Training for grain bin rescue has been completed. The Fire Department is planning on budgeting money to purchase updated equipment for grain bin rescues later this year.

### **National Tractor Pull in Green Isle (August 24, 2012)**

- The National Tractor Pull will be held this year in Green Isle and the Hamburg Fire Department has been asked to sell concessions during the event.
- Chief Droege asked Council if the Green Isle Fire Department could use and/or rent the Cities bleachers during the tractor pull.
  - Council discussed and decided to have City Clerk Gruenhagen check into how Council handled other city requests for the bleachers and handle Green Isles request the same way.

### **Zummerfest Festival (June 15 – 17, 2012)**

- Chief Droege updated Council on some of the events planed for Zummerfest. Most of the events will be the same as last year including wrestling at the City Hall starting at 7:00 p.m. This years Tractor Pull will have two sleds going at the same time instead of one.

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

- Some flowers and shrubs have been planted at the Memorial and the granite plaque should be arriving May 14<sup>th</sup> or 15<sup>th</sup>.

### **Severe Weather Program**

- Fire Chief Droege informed Council of the Carver County Severe Weather Program. Its purpose is to have a document that shows what public safety agencies may provide during a weather spotting event in our community. The document addresses how to notify fire department personnel for spotting, reporting of severe weather and finally siren activation.

### **Trails for City Parks**

- Brad Droege updated Council that a plan is being put together on where the trails could be placed in the parks from the parking areas to the play equipment.

## **Old City Business**

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

- The city clean up day has been scheduled for the third Saturday in September (15).

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

- No new information

### **Purchase Tables for Community Center**

- It was brought up if Council would like to order an additional set of twenty-two white plastic tables for the Hamburg Hall. The Lions Club had already committed to purchasing twenty-four white plastic tables for the Community Center.
  - Council discussed and decided to purchase three sets of twenty-two tables. Twenty-four to be used at the Community Center and forty-two for the Hall.
- *Councilmember Barnes moved to purchase three sets of twenty-two white plastic commercial grade tables with the ten year warranty, Councilmember Mueller seconded and motion unanimously carried. All Council members were present.*

### **Park Food Stand (Re-Siding)**

- The re-siding of the Park Food Stand has started. The only addition to the estimate was to wrap the window serving area with aluminum.

## **Hamburg City Council Meeting May 8, 2012**

### **Estimate for Sidewalk Replacement – Henrietta Ave.**

- The sidewalk replacement by Hanson & Vasek should start the end of this month.

### **Community Center Closet Door (Repair/Replace)**

- The door has been ordered.

### **National Night-Out – (August 7<sup>th</sup>)**

- There was a meeting on May 1, 2012 at 7:00 p.m. at the Community Center. The food list and who was going to do what was discussed. The next meeting is scheduled for June 5<sup>th</sup> at 7:00 p.m.

### **Revised NIMS Training Program (Requirements)**

- Councilmember Trebesch picked up a packet to complete his training.

### **City Council Meeting Dates**

- Council was reminded that the City Council meetings will only be held once a month (May, June, July, and August) on the second Tuesday of the month from May through August.

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

### **Flush Hydrants**

- The hydrants have been flushed.

### **City Alleys (Added Rock/Shape Up)**

- The City alleys were shaped up but no additional rock was added.

### **Paint Community Center**

- Sentence to Serve will be called to help paint the interior of the Community Center.

### **Street Repairs for 2012**

- Al Hahn (S.E.H.) has not turned in the Street Maintenance plan. Council requested that the plan be presented at the next Council meeting.
- City Clerk Gruenhagen was asked to contact NYA for specs on what type of rock and oil they use for seal coating.

### **Grinder Station Pump**

- A new pump for the Jacob Street Grinder Station has to be replaced. One quote was received from EP Electric Pump for \$2,506.22 which does not include delivery, installation, or trip charges. Council requested Maintenance Worker Byerly to obtain another quote.
- Council discussed the purchase of a new pump and decided to permit Maintenance Worker Byerly to purchase a pump (lowest estimate) if both estimates are for new pumps and is all inclusive.

### **Time Off Request (no paperwork presented)**

- Maintenance Worker Byerly requested June 1<sup>st</sup> and June 4<sup>th</sup>, 2012 off. He will be available to do rounds.
- *Councilmember Barnes moved to grant Maintenance Worker Byerly his requested time off on June 1 and June 4, 2012, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

## **City Clerk/Treasurer Report**

### **Sanitary & Storm Water Improvement Project**

- City Clerk Gruenhagen updated Council that the items on the Punch List are being worked on so this project can be wrapped up. Council was asked if any more items need to be added to the Punch List to let him know as soon as possible.

## Hamburg City Council Meeting May 8, 2012

### Abdo Eick & Meyers Proposal

- Abdo, Eick, & Meyers sent in a request to perform the Cities auditing services (Financial Audit) for the years of 2012, 2013, 2014. The fee for 2012 would not change from what was charged for the 2011 audit however, an increase of two percent (2%) for 2013 and 2014 would be applied.
  - o 2012 - \$15,500
  - o 2013 - \$15,810
  - o 2014 - \$16,120
- Council discussed and decided to hire Abdo, Eick, & Meyers as the Hamburg City Auditors for the next three years (2012-2014 Financial Audits).
- ***Councilmember Mueller moved to approve the auditing contract from Abdo, Eick, & Meyers for the years 2012, 2013, and 2014 at the cost per year as stated in the contract, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

### Sign for City Hall/Township

- Councilmember Mueller presented a proof for a new City Hall/Township sign which would be placed on the outside of the Community Center building. Council discussed and agreed with the design of the sign at a cost of \$1,210.96. Council will be asking the Hamburg Lions Club and the Young America Township for a contribution to help pay for the sign. A final vote on whether or not to purchase the sign will be taken at the next City Council meeting on June 12<sup>th</sup>.

### Use of SHIP Monies (Handicap Access to Parks)

- Plans for handicap pathways to the play equipment in the parks are being worked on.
  - o It was suggested that at the Community Park; the design should keep as much green space as possible.

### Minnesota Flag

- Council discussed flying the Minnesota Flag at the Bi-Centennial Park. After checking flag etiquette it was determined that the Minnesota Flag could be hung by itself. Council decided to go ahead and hang the Minnesota Flag on the flag pole located on the west side of the park.

### Approve Payment of May 2012 Claims

#### Approve Payment of May 2012 Claims

- Check #15632 for \$4,000 paid to the HFDRA was questioned if it was going to be reimbursed to the City.
  - o City Clerk Gruenhagen replied that the \$4,000 was received from the State and then is distributed to the Relief Association for retiring firefighters.
- Check #15625 for \$6,998.43 to Budget Lighting for installing the new lighting for the City was questioned if installation was complete.
  - o City Clerk Gruenhagen replied that installation of the new lights has been completed.
- ***Councilmember Mueller moved to approve the four ACH payment and claim number 15620 through 15648 amounting to \$29,363.15, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.***

### City Council Reports

#### Councilmember Mueller (Sewer & Water)

- Councilmember Mueller commented that there is still \$10,000 of Grant monies available from the I & I project. He suggested using the money to install a SAFL Baffle in the storm water catch basin before it drains into the ditch on the south side of the park.

**Hamburg City Council Meeting  
May 8, 2012**

- Council discussed and decided to give permission to Councilmember Mueller to talk to the City Engineer about installing the SAFL Baffle at a cost of \$10,000 or less.

**Councilmember Lund (Streets)**

- Councilmember Lund updated Council on the Accel meeting he attended.

**Councilmember Trebesch (Buildings)**

- Councilmember Trebesch asked if a door from the Hall basement to the Shop area could be installed so the old tables stored there could be easily loaded onto trucks when residents requested to use them.
  - Councilmember Mueller commented that the floors between the Shop and Hall basement are not in alignment so installing a door would not be feasible.

**Councilmember Barnes (Parks)** – had nothing further to report

**Mayor Malz** – had nothing further to report

**Adjourn City Council Meeting**

***Councilmember Mueller moved to adjourn the Hamburg City Council meeting at 8:26 p.m., seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.***

Submitted by:

Sue Block  
Deputy Clerk