

Hamburg City Council Meeting

May 14, 2013

Mayor Richard Malz called the Hamburg City Council Meeting to order at 7:00 p.m. Councilmember Steve Trebesch, Councilmember Chris Lund, Councilmember Richard Odoms, Councilmember Bob Gregonis, City Clerk Jeremy Gruenhagen, Deputy Clerk Susan Block, Maintenance Worker Byerly, and Fire Chief Brad Droege were in attendance. Spencer Lund was also in attendance for a school project.

Agenda Review (Added Items) and Adoption

- Added to Consent Agenda – Updated Delinquency List
- Added – Updated April and May Claims List
- Added to Consent Agenda – MN Department of Agriculture Tree Care Registry
- Added to Public Works Report – Dvorak Brothers Bid for Community Center wall repair
- Added to City Clerk Report – Special Assessment Policies from Glencoe and Gaylord
- ***Councilmember Odoms 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 April 9, 2013
- Approve Solid Waste Grant Agreement
- Glencoe Historic Preservation Society (Guest Speaker Dean Urdahl)
- TH 25 Culver Replacement/Detour
- Mediacom Rate Adjustments/Channel Changes
- Building Permit Activity Report
- Brush Site Schedule – Open/Close
- Delinquent Utility Bills Report
- Water Wells Usage/Water Consumption Reports for April 2013
- Time-Off Request for Jeremy Gruenhagen
- ***Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Fire Department Report

- Replace Hydrant by Community Hall
 - The fire hydrant by the Hall should be replaced with a more modern fire hydrant that has a steamer fitting. There are approximately another nine hydrants within the city that should also be updated. The estimated cost to replace one hydrant is about \$5,000 to \$10,000 depending on what has to be done to replace it.
- Engine Pump Testing
 - The Hamburg Fire Department took two fire engines to Waconia for pump testing and both passed. By taking the trucks to Waconia it saves the City of Hamburg about \$125 per truck.
- Rescue Ring & Throw Bag
 - ***Councilmember Odoms moved to approve the purchase of two Fox 40 Marine Rescue Rings and Throw Bags at the cost of \$149.90 (\$74.95 each), seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***
- Batteries for Floor Scrubber
 - ***Councilmember Trebesch moved to purchase six batteries for the floor scrubber at an***

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estimated cost of \$900, seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.

- Fire Department Officers for 2013
 - Fire Chief Brad Droege will be stepping down as Fire Chief #1 at the next Fire Department's election of officers meeting in November and the change will be effective January 1, 2014.
- National Night Out (August 6, 2013)
 - Council was asked to start thinking of an agenda for National Night Out.
- Sanitary Sewer Line (William Street to George Street)
 - Wm. Mueller and Sons added 800 to 900 yards of black dirt over the drainage line. The dirt was free to the City however it cost Wm. Mueller & Sons \$500 to \$600 of dozer time to level the dirt.
 - ***Councilmember Odoms moved to pay Wm. Mueller & Sons \$600 for grading the black dirt over the Sanitary Sewer Line, seconded by Councilmember Gregonis and motion unanimously passed. All Council members were present.***
- City Street Improvements/Maintenance for 2013
 - Mill and Overlay Robert Avenue
 - ***Councilmember Trebesch moved to obtain two to three bids to mill and overlay Robert Avenue, seconded by Councilmember Odoms and motion unanimously passed. All Council members were present.***
 - Seal Coating (Park Trail/Pavement Around Park Buildings)
 - ***Councilmember Odoms moved to have Wm. Mueller & Sons seal coat the Park Trail/Pavement around Park Buildings, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***
 - Carver County will be asked if any repairs to County Road 50, within the City limits, are the County's responsibility to fix or is it the City's.
- Fire Chief Brad Droege purchased a new Thermal Imaging camera and donated it to the Hamburg Fire Department on behalf of his dad.
 - Council thanked Brad and his family for their donation of the Thermal Imaging camera.

Old City Business (Memo)

- City Clean Up Day (May 4, 2013)
 - The day was cold and wet however the event went over well. Council discussed having another Clean-Up Day this fall at no charge to city residents.
- Revised NIMS Training Program (Requirements)
 - Maintenance Worker Byerly, Councilmember Gregonis, and Councilmember Lund still need to complete the required NIMS training.
- City Shirts/Fleece Jackets
 - The shirts and fleece jackets have been ordered.

Public Works & Utilities Department Report

- Electrical Control Panel for Liftstation.
 - The installation of Liftstation electrical panel has been completed.
 - Maintenance Worker Byerly thanked Councilmember Trebesch for all his help in getting the project completed.
- Cement Slab for Community Center Door

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- Council agreed to install pavers instead of installing another cement slab.
- Estimates for Community Center Repairs (City Office Wall)
 - The following estimates were obtained:
 - K&K Services - \$11,690
 - Dan Oelfke Construction - \$6,250
 - Dvorak Brothers Construction - \$3,680
 - ***Councilmember Trebesch moved to award the bid to Dan Oelfke Construction for \$6250 if the insurance company agrees to the price and with the stipulation that a new window will be installed, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.***
- Collapsed Storm Sewer Line (420 Henrietta Avenue)
 - City Engineer Justin Black informed Council that if the sink hole between 400 Henrietta Avenue and 420 Henrietta Avenue is in a right-of-way or a city easement it would be the cities responsibility to fix. Since the hole is in neither it is the resident's responsibility to fix the collapsed line.
- Cleaning/Televising of Sanitary Sewer Lines
 - Empire Pipe Services will be contacted and asked to come out as soon as possible to clean and televise about 4,000 feet of the Sanitary Sewer Lines.
- LMCIT Loss Control Recommendation Letter
 - City Engineer Justin Black will be helping to complete the Loss Control recommendation letter for the Sanitary Sewer System Assessment.

City Clerk/Treasurer Report

- Delinquent Utility Bills - Update
 - Any utility account that is not paid in full by the last day of the billing cycle will be sent a delinquent notice on the 15th of the following month. The notice will state that their payment will be 30 days past due at the end of that month. If no payment is received by the 27th of the same month a reminder notice will be posted. The notice will state that they will have three days to pay the amount due or their water will be turned off.
 - Residents will be given the opportunity to appear before Council at a regularly scheduled meeting to explain why they should not be shut off. No payment plan will be set up before the resident comes before the Council.
- Fiber Optic Agreement for Service
 - The service agreement between the County of Carver and the City of Hamburg was discussed and the key issues that Council had with the policy will be relayed back to the County.
 - Key issues discussed:
 - Payment of \$75 (plus taxes and fees) a month is too expensive. Mediacom only charges \$55.29 (taxes and fees included) per month.
 - Term of agreement is for five years with automatic one year renewal unless notification is given to cancel 60 days in advance. With technology changing so rapidly this is too long of a commitment.
 - The proposed internet speed of 20MB is not a significant increase from the current speed of 12-15MB the City now has with Mediacom to justify the monthly increase in payment.
 - ***Councilmember Odoms moved to have City Clerk Jeremy Gruenhagen contact Carver County that the City of Hamburg will not be signing the agreement at this time and that***

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the Fiber Optic agreement is too expensive for the indicated speed, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.

- City Assessment Policy
 - City Engineer Justin Black will help draw up a City Assessment Policy and then have City Attorney Mac Willemsen look over the policy. Once completed it will be presented to Council for approval.

Approve Payment of Added April 2013 Claims (\$6043.81)

- Added to the April 2013 Claims list was a stop payment charge of \$15.00 debited to the State Bank of Hamburg for March Claim number 16172 to North Star Pump Service.
- *Councilmember Lund moved to approve the five ACH payments, the added Debit payment and claim numbers 16201 through 16205 for a total of \$6043.81, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

Approve Payment of May 2013 Claims

- *Councilmember Lund moved to approve the five ACH payments, check numbers 16206 through 16246 for a total of \$38,266.55, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.*

City Council Reports

- Councilmember Odoms Report (Streets)
 - Because the public is not attending City Council meetings Councilmember Odoms suggested adding the tape recorded Council meeting to the Official Hamburg website.
 - The audio tape recorded June 11th Council Meeting will be added to the website.
- Councilmember Lund Report (Parks)
 - The planning committee will be called together to discuss the next steps they would like to take in planning the handicap bathroom at the Bi-Centennial Park.
- Councilmember Trebesch Report (Buildings)
 - Councilmember Trebesch asked if the brush pile at the lagoons be chipped this year.
 - The City receives a compost grant (\$3,742) to cover the chipping cost so the chipping could be done at any time.

Adjourn City Council Meeting

Councilmember Odoms moved to adjourn the Hamburg City Council meeting at 8:50 p.m., seconded by Councilmember Lund and motion unanimously carried. All Council members were present.

Submitted by:

Susan Block
Deputy Clerk