

## **Hamburg City Council Meeting June 12, 2012**

Mayor Malz called the Hamburg City Council meeting to order at 7:02 p.m. Councilmember John Barnes, Councilmember Larry Mueller, Councilmember Steve Trebesch, City Clerk Jeremy Gruenhagen, Deputy Clerk Susan Block, and Fire Chief Brad Droege were in attendance. Councilmember Chris Lund and Maintenance Worker Dennis Byerly were absent. Andy Franck representing the Hamburg Hunt & Fish Club was also present.

### **Public Comment**

- Andy Franck representing the Hamburg Hunt and Fish Club requested Council approval for a 2013 Lawful Gambling Permit for their Calendar Raffle to be held during the Hamburg 2013 Fish Fry.
- ***Councilmember Mueller moved to approve the Hamburg Hunting and Fishing Lawful Gambling Permit for their 2013 Calendar Raffle to be held during the 2013 Hamburg Fish Fry, seconded by Councilmember Trebesch and the motion unanimously carried.***

### **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 – May Police Report
- Added – Order Rack for Hall Cooler under Clerk Treasurer Report
- Added – Lift Station Repairs under Public Works Report
- ***Councilmember Mueller moved to approve the agenda with the added items, seconded by Councilmember Trebesch and motion unanimously carried.***

### **Approve Consent Agenda**

- Approve Minutes for April 24, 2012 & May 8, 2012
- Approve Liquor License Renewals
  - Parkside Tavern – On/Off Sale & Special Sunday
  - Hamburg Lions Club – 3.2 Liquor
  - Hamburg Baseball Club – 3.2 Liquor
- S.E.H. Letter to MPCA (I/I Reduction Efforts)
- Sign Retroreflectivity Rule Finalized
- League of MN Cities 2013 Dues Increase
- Public Hearing to Amend Carver County Code, Chapter 50 (SWM)
- Mediacom Channel Lineup Changes
- MNSPECT Minute for June 2012
- April Cash Flow Statement
- Water Wells Usage/Water Consumption Reports for May 2012
- Delinquent Utility Bills Report
- Employee Project Lists

Note: Application for the Baseball Liquor License Background Check has not been received at the City Office. It was decided by Council to go ahead and approve the liquor license on the condition that the background check comes back clean and the Baseball Club provides proof of insurance and liability coverage.

Note: Council discussed the S.E.H. letter to MPCA concerning the Hamburg's I/I reduction efforts. The letter is short but highlights what the City has done to reduce the flow. If PCA is ok with the information stated in the letter then Council is ok with the wording of the letter.

- ***Councilmember Mueller moved to approve the Consent Agenda, seconded by Councilmember Trebesch and motion unanimously carried.***

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### Fire Department Report – Chief Brad Droege

#### **DNR Grant Application**

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

#### **Explorers Group**

- The Hamburg Fire Department has been discussing starting a FD Explorers Group. Paul Dudgeon has volunteered to oversee the group.
  - Explorer Groups help at fund raisers, observe controlled burns, attend Fire Department meetings, and have First Aid training. Fire Chief Droege asked Council if they had any objections to him checking into how to start an Explorer Group.
  - Council discussed and decided to have Chief Droege check into insurance coverage and cost also what is the starting age for joining this group.
  - *Councilmember Trebesch made a motion to approve Fire Chief Droege to check into what is all needed to organize an Explorers Group in Hamburg and report back to the City Council, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present except Councilmember Lund.*

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

- The memorial is almost completed.

#### **National Night Out**

- Progress is being made on planning Hamburg's National Night Out.
  - Flyers and a letter informing business of the event will be sent out.
  - The food list is almost done, planning on 400 people to attend.
  - The food will be served from 5:00 p.m. to 7:00 p.m. with the memorial dedication from 7:15 to 8:00 p.m.

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

- During the Zummerfest celebration inclement weather is forecast and Council noted that the emergency shelter for the celebration is the City Hall basement.

#### **Training Officer Resignation**

- The Hamburg Fire Departments training officer resigned and the position will remain open until the elections in November. One of the assistant chiefs will take over the position until then.

#### **Convention**

- Fire Chief Droege and Fire Fighter Chris Petz will be attending the firefighter's conference in Alexandria, MN. They will be leaving Thursday morning and returning on Saturday morning.

#### **Emergency Siren**

- New batteries were installed for the Hamburg Emergency Siren; the current batteries were dry.

#### **Park Pond – Ducks**

- The Hamburg Fire Department Relief Association voted to give the City \$300 to purchase ducks and food for the pond located in Bi-Centennial Park. The Hamburg Sportsman Club will be asked if they would like to donate monies to help maintain the ducks also.

#### **Lift Station Alarm**

- The alarm at the lift station on Park Ave went off during a sever rain and lighting storm. A resident was walking by and heard the alarm at around 2:00 a.m. He then called Chief Droege who in turn called Maintenance Worker Byerly. It was estimated that the alarm was going off for about one and a half hours. Chief Droege suggested installing an alert alarm dialer to help deter late notification to the city that the lift station needs attention.

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### **Graffiti in Bi-Centennial Park**

- On Sunday (June 12<sup>th</sup>) Rob Trebesch and Dayton Weber noticed graffiti on two buildings in the park. Knowing that there was a graduation party at the park that day they went and purchased graffiti remover and removed it.
  - Council discussed and asked City Clerk Gruenhagen to send thank you letters to Rob and Dayton and to reimburse them for the cost of the remover.
  - The persons renting the park on Sunday were extremely grateful.

### **Park Trails**

- Chief Droege reported that there are many ideas on where to place the park trails. He asked Councils input on where they thought the trails should be.
- Council discussed and decided to have Councilmember Barnes, Chief Droege and one other person to meet and lay out the paths.

## **Old City Business**

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

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

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

- New population estimates were received from Met Council. The report shows that the City of Hamburg had 514 people and 201 households as of April 1, 2011. Household size averaged 2.56 persons per household.
- Council briefly discussed the findings.

### **Purchase Tables for Community Center and Hall**

- The new tables should be arriving tomorrow, June 13<sup>th</sup>.

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

- The re-siding of the Park Food Stand has been completed.
- Council decided that once the invoice is received to go ahead and pay it.

### **Sidewalk Replacement – Henrietta Avenue**

- Hanson & Vasek are planning to start the sidewalk replacement next week.

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

- The door is ready to be delivered but Laurel Builders will need a key if Council wants the lever to be keyed the same as some other doors.
- Council discussed and decided to have the door delivered and give the key to the delivery driver. Once the key is keyed Mike Laurel will mail it back to the city.

### **Sign for City Hall/Township**

- Both the Young America Township and the Hamburg Lions Club decided to help pay for the new City sign by each contributing 25% of the cost with the City of Hamburg paying 50%. The City would pay \$605.45 and the Young America Township and Hamburg Lions Club would each pay \$302.74.
- Council discussed the design of the sign and decided to leave it as is and measure between the Community Center windows (where the sign will be placed) to make sure the sign is the correct size.
- ***Councilmember Barnes moved to order the new Hamburg City sign with the YA Township and Hamburg Lions Club each paying 25% of the cost and the City paying 50%, Councilmember Trebesch seconded and motion unanimously carried.***
- The Young America Township had requested that the current sign out by Broadway Avenue be left standing.
  - Council discussed and no final decision was made.

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

- The next committee meeting is scheduled for June 26<sup>th</sup> at 7:00 p.m.

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

- Councilmember Trebesch took the first test however he did not pass, he will try again.

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

(Maintenance Worker Byerly was absent - City Clerk Gruenhagen gave the Report)

### **Absenteeism from Council Meeting**

- Mayor Malz will talk to Maintenance Worker Byerly about his continued absence from City Council meetings.

### **Street Pavement Management Plan**

- City Clerk Gruenhagen, Councilmember Mueller, and Justin Black (S.E.H.) meet today to discuss the Street Management Plan (Draft) which prioritizes what city street(s) should be done first, second, etc. Council will have to decide what street(s) will be done in what year.
  - A colored diagram was available for Council to look at.
- Justin Black (S.E.H.) will be attending the July 10<sup>th</sup> Council meeting to go over the plan. Council noted that any street maintenance/ repairs for 2012 must be made at this meeting.

### **Overlay of Count Road 50 – Joint Powers Agreement**

- Council received a notice from Carver County Public Works (Bill Weckman, P.E.) that according to the Joint Powers Agreement the City of Hamburg's estimated cost for the project will be \$71,000.
- Council and City Clerk Gruenhagen noted that the City has been requesting an updated copy of the Joint Powers Agreement for the past several years but has never received one. The last copy received at the City office dates back to 1958.
- Council discussed several of the notations listed in the Joint Powers Agreement.
  - The County Board of Commissioners adopted Cost Participation Policies Applicable to Cooperative Highway Projects between Carver County and Other Agencies on February 17, 1998, and amended on February 13, 2007.
    - During all the years the City has been asking for the agreement, they have never received the two documents listed above. Council requested a copy for the next meeting.
  - Article 3 Section D – The City agrees to finance with its own funds and the designated maintenance allotment from the County for CSAH 50 the following items involved in said improvements: Fifty percent (50%) of the total cost of manhole and valve box adjustments., and maintenance resurfacing as stated in item 3.0 – Adjusting existing manholes and water valve boxes to facilitate the bituminous overly and item 4.0 – Construction of a one and a half (1½) inch lift of bituminous wear course over the bituminous base section throughout the construction area.
    - Council agreed that the City is responsible for the manholes and water valve boxes however the overlay, even according to the old agreement, does not state anything about the City being responsible for the 1 1/2 inch lift of bituminous wear course.
- Council agreed that the County “has the City over a barrel” and that the County will be keeping the State Aid money to help cover Hamburg's share of the cost.
- Mayor Malz and Councilmember Mueller agreed to call the County Commissioner Jim Ische concerning the Joint Powers Agreement. City Clerk Gruenhagen will call and ask for copies of the February 17, 1998 Cost Participation Policies and the amendment from February 13, 2007.

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- Council also discussed and decided not to sign the Joint Powers Agreement until the copies from 1998 and 2007 agreements have been received and a detailed breakdown of how the Cities cost was figured.

### **Service Estimate for WTP Transfer Switch Display**

- The transfer switch display screen is not readable and the estimated cost from Power Systems to replace the electrical display was \$4,577.07.
- Council discussed and decided that because the Liftstation was damaged by lighting that the WTP Transfer Switch display could also be damaged by lighting. City Clerk Gruenhagen will talk to the Cities insurance agent if the damaged WTP display and the Liftstation would be covered under the Cities insurance policy.

### **Liftstation Repairs**

- Council decided to have Maintenance Worker Byerly work with Chuck on the cost to update the Liftstation electrical panel, install a dialer, **a battery backup pump**, and adding a light over the Liftstation and report back to Council.

### **Community Center - Painting**

- Council discussed when the Community Center will be painted. Council was informed that Maintenance Worker Byerly is checking into having STS do the painting. Council decided not to have STS do the painting but to have Maintenance Worker Byerly do it as a fall project. Council did request to at least get the men's bathroom painted before fall.

### **Sand for the Horseshoe Pits**

- Mayor Malz had requested that some sand be added to the horseshoe pits before Zummerfest and was wondering if it had been completed.
  - City Clerk will check if it has been completed.

### **Graffiti Cleanup**

- Mayor Malz questioned why on the Claims List does it show \$413.34 paid to High –Tech Cleaning for the removal of the first incident of graffiti on the park buildings when it only cost \$40 when the second issue of graffiti was cleaned off.
  - City Clerk Gruenhagen explained that Maintenance Worker Byerly was unable to remove the graffiti and High-Tech Cleaning was recommended to them by the insurance company.

## **City Clerk/Treasurer Report**

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

- City Clerk Gruenhagen informed Council that Justin Black (S.E.H.) will be following up on the items still listed on the Punch List to get them completed.
- Maintenance Worker Byerly was unable to televise some service lines for illegal connections and City Clerk Gruenhagen asked Council how they would like this handled.
  - Council discussed and decided to have Maintenance Worker Byerly redo the televising or use dye to follow the flow.
- Council set the following policy for City televising of service lines:
  - The maintenance person will do the televising once at no charge but going forward any additional televising will be the at the owners expense.
  - 72 hour notice (normal working hours) must be given.
  - Televising will be scheduled during regular maintenance hours.
  - The homeowner/realtor must be present to supply access to the service line prior to inspection.

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### Property/Casualty Insurance – Liquor Liability

- City Clerk Gruenhagen and Council discussed the Liquor Liability Insurance coverage given to the City from Hall, Park, and Community Center renters. Council's decision was to leave the rental Liquor Liability Insurance coverage the responsibility of the renter.

### Mosquito Spraying

- Clark Mosquito Management will be spraying the City on Wednesday, June 13<sup>th</sup>.
- The City office received a resident complaint about the large number of mosquitoes around the Storm Sewer inlet located in their back yard. The resident had asked if the City would purchase and place some type of pellet down into the inlet to kill the mosquitoes.
  - Council discussed and decided that this year is a bad year for mosquitoes and the cost to purchase insect pellets would be just too costly for the City. No further action will be needed.

### Approve Payment of Added May 2012 Claims

#### Approve Added Payments for May 2012 Claims

- *Councilmember Mueller moved to approve the one ACH payment and claim number 15649 and 15650 amounting to \$2,165.81, seconded by Councilmember Trebesch and motion unanimously carried.*

#### Approve Payment of June 2012 Claims

- City Clerk Gruenhagen went over check number 15691 (\$5,786.51) and reported the expenses. Deputy Clerk Block had previously verified the amount to receipts.
- *Councilmember Barnes moved to approve the three ACH payments and claim number 15651 through 15706 amounting to \$67,351.43, seconded by Councilmember Trebesch and motion unanimously carried.*

### City Council Reports

#### Councilmember Mueller (Sewer & Water)

- Councilmember Mueller asked that before he goes any further on the installation of the Safl Baffle he would like to have City Clerk Gruenhagen contact the Environmental Services to make sure the City of Hamburg will be receiving the \$10,000 grant. If the City does not receive the grant then this project should be dropped.

Councilmember Lund (Streets) was Absent

Councilmember Trebesch (Buildings) had nothing further to report

Councilmember Barnes (Parks) had nothing further to report

#### Mayor Malz

- Mayor Malz asked if the new trees planted last fall should be watered. He was informed that the ground around the trees is still wet and it is best not to water at this time.

### Adjourn City Council Meeting

- *Councilmember Barnes moved to adjourn the Hamburg City Council meeting at 8:53 p.m., seconded by Councilmember Mueller and motion unanimously carried. All Council members were present except Councilmember Lund.*

Submitted by:

Sue Block D  
Deputy Clerk