

## **Hamburg City Council Meeting June 14, 2011**

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, Deputy Clerk Sue Block, Maintenance Worker Dennis Byerly, and Fire Chief Brad Droege were in attendance. Others in attendance were Troy Schuette (Elite Waste Disposal), Matt Maes (Waste Management), and Mike Stuewe (661 Park Ave). City Clerk Jeremy Gruenhagen was absent.

### **Public Comment**

- Everyone at the meeting is listed on the City Council Agenda. Comments will be received in order as listed on the agenda.

### **Agenda Review (Added Items) and Adoption**

- Updated Project Lists (Council, City Clerk, Maintenance Worker, Deputy Clerk)
- Updated Claims List
- Updated Delinquency List
- Updated Sanitary Sewer and Storm Sewer Improvement Project Report
- *Councilmember Mueller moved to approve the agenda with the added items, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.*

### **Approve Consent Agenda**

- Approve Minutes for May 24, 2011
- Sanitary & Storm Sewer Project Update No. 11
- Approve Resolution 2011-12
- Approve Liquor License Renewals
  - Parkside Tavern – On-Sale, Off-Sale, and Special Sunday
  - Hamburg Lions Club – 3.2 On-Sale
  - Hamburg Baseball Club – 3.2 On-Sale
- Healthy Living Memo – Ticks
- Letter from Concerned Resident and Ridgeview Medical Center
- *Councilmember Mueller moved to approve the Consent Agenda with the removal of the minutes for May 24, 2011, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present*

## **Fire Department Report**

### **FEMA Grant**

- Grant was denied. Take off agenda.

### **US Fish & Wildlife Grant**

- Grant is currently being finalized.

### **DNR Grant**

- Applied for a New DNR Grant.

### **Regional Grant (Carver County) for Pagers**

- More information will be available after the Chiefs meeting the third Thursday in July.

### **Civil Defense Siren Maintenance Program - Ready Watt Electric**

- Council and Fire Chief Droege discussed the three year contract for preventive maintenance service on the civil defense siren. The cost for the three year maintenance program would be \$486 per year.
  - Councilmember Mueller and Mayor Malz commented they thought it would be a good idea.
  - Councilmember Trebesch commented that he thought it was a good idea but wanted to review the contract before making a decision.

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- The Siren Maintenance Program contract will be added to the next Council meeting agenda for July 12, 2011. Council will make a decision at that time.

### **Fire Department Retirement**

- Firefighter Joe Weckman and Firefighter Russ Schneewind have retired from the Hamburg Fire Department. At the next Council meeting they will be presented with a plaque of appreciation.

### **Fire Convention**

- Fire Chief Droege presented Council with some interesting facts about the states fire departments.

### **Pension Increase for Hamburg Fire Department Relief Association Pension**

- The Hamburg Fire Department Relief Association requested a \$50 per year pension increase.
  - No comments or decision was made by Council.

### **National Night Out**

- Council and Chief Droege discussed and decided to have Chief Droege contact the Sherriff, State Patrol, and any other organization that may want to attend.
- Councilmember Barnes and Councilmember Trebesch volunteered to arrange pick up of the sweet corn.
- Last years list of items purchased for National Night Out will be presented at the next Council meeting on July 12, 2011.
- A notice of a possible Quorum will be posted three (3) days in advance on July 27<sup>th</sup>.

### **Mike Stuewe – Storm Water Drainage**

- Mike Stuewe (661 Park Avenue) presented Council about his concern/problem of water running into his paver parking area from other properties. This is causing frost heaves in the paver brick area during the spring.
- Council and Mr. Stuewe discuss different ideas of how to prevent water coming from other properties on to his.
  - Council also commented that this is not a City problem but a neighborly/private property dispute.
- Mike Stuewe will work with his neighbors in trying to solve the drainage problem.

### **RFP for Contracted Garbage Services for Residential/Commercial**

- Troy Schuette (Elite Waste Disposal) addressed Council with a brief presentation about his company, pricing, and service.
  - Council and Mr. Schuette discussed his proposal.
- Matt Maes (Waste Management) also addressed Council with a brief presentation about the pricing and service from Waste Management.
  - Council and Mr. Maes discussed Waste Management's proposal.
- Council requested that, in the contract, the company who is awarded the bid that it states the company will provide the City with five (5) free dumpsters for City and City Club events for each year the contract is in force.
- Council will make a decision on which company will be awarded the Cities garbage service at the next Council meeting on July 12<sup>th</sup>.

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**Sanitary Sewer & Storm Sewer Improvements Project**

**Storm Water Utility Ordinance (Ordinance Number 141)**

- *Councilmember Mueller moved to approve Ordinance Number 141 with City Attorney Mac Willemssen correct wording approval, Councilmember Barnes seconded and motion unanimously carried. All Council members were present.*

**North Ditch Clean Out**

- Remove from list this will not be done at this time.

**Storm Water Utility Revenue Forecast**

- Council discussed what to possibly set the Storm Water Utility Fee at for a monthly single family rate. Council decided to think it over and make a decision at the next Council meeting July 12.

**Private Property Service Lines (Illegal Connections/Replacement)**

- A letter will be going out to residents informing them that they will need a permit for correcting any illegal connections and/or connecting their sump pumps into the sanitary/storm drain tile.
- There will be no charge for the permits however Maintenance Worker Byerly will have to take pictures and map the connections.

**Update on Construction Meeting held June 7, 2011 at 9:00 A.M.**

- The laying of the sod has been delayed. Any calls from residents as to when their sod will be laid should be directed to Leroy (Chard).
- The stop signs and light poles that were taken down for the construction will be put back up this week.
- The birdbath by Robert Avenue and Brad Street will be fixed. This was an engineering goof so the City will end up paying for the repair.
- There will be no black dirt available for residents when the pond is dug.
- Park duck fence will be fixed this week.
- The path at the Park has been rerouted to go around the pine trees instead of under them as it has been.
- Some residents are requesting draining their rain gutters into the Storm Sewer line.
  - Council requested a copy of the comments made during the Public Hearing held in February 2010 concerning the draining of rain gutters into the storm sewer line.
    - A copy will be presented at the next Council meeting.

**Old City Business (Memo)**

**Handicap Bathroom for Community Hall – Update**

- Building of the Hall handicap bathroom has been completed.

**Community Park Sign**

- Councilmember Mueller will order the sign.

**City Council Meeting Dates for June, July, and August**

- A notice will be posted at the City Office, Post Office, and Bank informing the public of the City council meetings change from twice a month to once a month. The monthly meeting will be held on the second Tuesday of the month.

**Sidewalk Replacements**

- The sidewalk on the east side of the Community Center has been completed.
- Councilmember Mueller asked Maintenance Worker Byerly to add some rock between the building and the sidewalk.

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**Dennis' Report (Public Works & Utilities)**

**Interstate Power Systems Annual Generator Inspection**

- The Water Treatment Plant's generator was inspected and the report suggested a coolant change.
  - Maintenance Worker Byerly will change the coolant.

**City Shop Garage Door Repairs**

- Project has been completed, ok to remove from list.

**Hall Door Replacement Proposal from Dan Oelfke Construction**

- This was tabled until the next Council meeting in July.

**Park Cement Slab Proposal**

- K & K Services submitted a proposal for pouring an 11' x 36' x 4" cement slab at the Community Park.
- Council discussed that Maintenance Worker Byerly had received a proposal from Chard. Deputy Clerk Block will locate the proposal so Council can make a decision on who to hire at the next meeting.

**G&K Contract for Cleaning Supplies**

- Mayor Malz decided to have this item removed from Maintenance Worker Byerly's project list.

**Flush Hydrants**

- All hydrants will be flushed after the construction project is completed.

**City Alleys (Add Rock/Shape Up)**

- One alley is left to be shaped up.

**City Office Floor Repairs**

- Stripping and waxing the Community Center floors is on hold until this fall.

**Water Wells Usage/Water Consumption Reports for 2010/2011**

- No report for this meeting.

**Park Restroom**

- Mayor Malz requested Maintenance Worker Byerly to install new hand faucets in the public restrooms at the Park. The faucets should be ones that you push to turn on and automatically turn off.

**Vacant Lot Lawn Mowing**

- Council requested Maintenance Worker Byerly to mow the vacant lots in town or hire Lano Equipment to do the mowing.
- Deputy Clerk Block will send out nuisance letters to the owners notifying them that they are in violation of City Ordinance #93.48.

**Time-Off Request**

- Maintenance Worker Byerly requested July 29, 2011 to August 1, 2011 off as vacation days.
- ***Councilmember Barnes moved to approve Maintenance Worker Byerly's requested time off from July 29, 2011 through August 1, 2011, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

**Deputy Clerk Report**

**Delinquent Utility Bills**

- 350 Louisa Street (Foreclosed Property) - Re/Max was informed by R.V. Holdings (Real Estate Investment Company) to take their name off as owners and pay the final delinquent bill of \$142.45
- Jon Reed (416 Jacob St) – Payment Schedule – will pay \$375 on June 30, 2011.
- Emily Siebold (625 Kim Ave) – Delinquent letter sent. Payment due June 17<sup>th</sup>.

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- Wells Fargo (419 Railroad St.) - (Nick Nordin) – No information on who to contact.
- Darrell Grams (410 Sophia Ave) – Delinquent letter sent. Payment due June 17<sup>th</sup>.
- Liz Jaunich and Owner (617 Donald Ave) – Delinquent letter sent. Payment due June 17<sup>th</sup>.

### **Nuisance Letter**

- Ken Bauer (679 Park Ave) was sent a nuisance letter requesting that the two inoperable motor vehicles behind the Car Wash be removed.

### **MCFOA Clerks Conference – July 11 – 15, 2011**

- Deputy Clerk Block asked Council if she will be paid 40 hours during this week. The scheduled hours during the conference totals 40 hours for that week. Deputy Clerk Block verified that her mileage and food would also be covered.
- *Councilmember Mueller moved to approve payment of 40 hours during the MCFOA Clerks Conference to Deputy Clerk Block also mileage and food, seconded by Councilmember Trebesch and motion carried with Councilmember Barnes abstaining.*

### **Donation of Park Picnic Table Umbrellas**

- Lavern Graupman (735 Park Ave) would like to donate four picnic table umbrellas. Mrs. Graupman was not in attendance to present her request.

### **Deputy Clerk's Hours**

- Deputy Clerk Block asked Council if she should work 40 hours during the week(s) that City Clerk Gruenhagens is out on medical leave.
- Council discussed and decided to have Deputy Clerk Block work her normal 32 hours per week.

### **Park Rental Contract End Time**

- Deputy Clerk Block asked Council if the Park Rental Contract end time should be changed from 2:00 a.m. to 10:00 p.m.
- Council agreed to change the time. It is posted at the Park that closing time is 10:00 p.m.

### **Policy for Renting City Buildings/Park over Holiday Weekends**

- Council discussed and decided it is ok to rent the facilities over holiday weekends but not back to back rentals.

## **City Clerk/Treasurer Report** (Presented by Deputy Clerk Block)

### **Garbage Service – Alley Pickup**

- Council discussed and decided to keep garbage service pickup out of the alleys. All garbage and recycling pickup will be at curb stop.

### **Liquor Liability Insurance Clause for Hall/Park/Community Center Rentals**

- Council discussed and decided that obtaining Liquor Liability Insurance is the responsibility of the renter(s). Deputy Clerk Block was instructed not to discuss policies with the renter's insurance companies as it is up to the renter(s) to obtain the correct information.

### **Xcel Energy Saver's Switch**

- Xcel Energy has been contacted to install the electric saver switch to the Community Centers air conditioner units. By joining the program the City should save money on its electric bill.

### **Water Tower Replacement**

- Will be added to the Wish List.

### **Employee Job Descriptions**

- Was put on hold until City Clerk Gruenhagen is back in the office.

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**Utility Rate Study/Five Year Budget Plan**

- Will be discussed and decided on at the July 12, 2011 Council meeting.

**Approve Payment of May 2011 Claims**

**Approve Payment of June 2011 Claims**

- *Councilmember Mueller moved to approve the four ACH payments, check number 15060 through check number 15096 and check number 15043 to Dale's Plumbing and Heating for the adjusted amount of \$642.61 on the May 2011 Claims List, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

**City Council Reports**

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

**Councilmember Lund (Streets)** had nothing further to report.

**Councilmember Trebesch (Buildings)**

- Councilmember Trebesch questioned if Kim Avenue would be fixed.
- City Clerk Gruenhagen is waiting on a reply from Shelly Eldridge (Ehlers) if the City can use the contingency money to fix Kim Avenue.

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

**Mayor Malz** had nothing further to report

*Councilmember Mueller moved to adjourn the Hamburg City Council meeting at 9:17 p.m., seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present*

Submitted by:

Sue Block  
Deputy Clerk