

# Hamburg City Council Meeting

## July 13, 2010

Mayor Malz called the regular Hamburg City Council meeting to order at 7:00 p.m. Councilmember Steve Trebesch, Councilmember John Barnes, Councilmember Larry Mueller, Councilmember Brian Cummiskey, Deputy Clerk Sue Block, Maintenance Worker Dennis Byerly, and Fire Chief Brad Droege were in attendance. Also in attendance were Chris Lund (612 Kim Avenue) and Jacci Harms (representing Boy Scout Troop 361). Maggie Cummiskey attended the Closed Meeting section of the agenda. City Clerk Jeremy Gruenhagen was absent.

### Miscellaneous Business (Public Comments)

- Jacci Harms representing Cub Scout Pack 361 requested the use of the Hamburg City Park on August 8, 2010 and if the rental fee could be waived.
- *Councilmember Barnes moved to grant Cub Scout Pack 361 use of the Hamburg City Park on August 8, 2010 and to wave the Park rental fee, Councilmember Trebesch seconded and motion unanimously carried. All Council members were present.*

### Agenda Review (Added Items) and Adoption

- Added – July Claims List
- Added – Updated Delinquency List
- Added – MDH Inspection Report of Hamburg's Water Supply
- Added – City Clerk Gruenhagen Time Off Request
- Added – Carver County Sponsor request for the Carver County Fair
- *Councilmember Mueller moved to adopt the agenda with the five additions, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

### Approve Minutes for May & June 2010

- *Councilmember Barnes moved to approve the May and June 2010 City Council Minutes, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

### Review Claims List for July 2010

- Members of Council did not have any questions or comments.

### Old City Business

- Councilmember Barnes will report on the play ground equipment during his Council Report.
- Councilmember Cummiskey will report on the handicap bathroom during his Council Report.
- Closing the Pond gates this Saturday will be Maintenance Worker Byerly.
- Decide on contractor for handicap door at Community Center.

## Fire Department Report

### 2010 FEMA Grant

- No new information on the grants.

### US Fish & Wildlife Grant/DNR Grant

- Information on these grants should be received at the end of this month or next month.

### Request to Contact Congress for Support of AFG Grant

- Fire Department requested permission from Council to send letters to our Federal Senators and Representatives to request their support for the Aid to Firefighters Grant application for the Fire Paging project.

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### **Amended By-Laws of the Hamburg Firefighters Relief Association**

- No new information.

### **Selection vs. Election (Memo from LMCIT)**

- The Hamburg Fire Department is working with the League of Cities on what method the Hamburg Fire Department is using.

### **HFD Relief Association 2009 Reporting Year Forms**

- Weber & Deegan, LTD audited the financial statements of the Special Fund of the Hamburg Fire Department Relief Association. The results of their tests indicated that for the items tested (deposits and investments, conflicts of interests, and relief associations) the Hamburg Fire Department Relief Association complied with the material terms and conditions.
  - Noted in the report was a thank you to Justin Buckentin and Eric Schoenbauer for their excellent preparation for and responsiveness to Weber & Deegan (Certified Public Accountants) audit requests.

### **Speaker System**

- The Hamburg Fire Department, Hamburg Lions Club, and the Hamburg Sportsman's Club are looking into purchasing a new speaker system for the City of Hamburg.
  - Hamburg Fire Department has committed \$1,500.
  - Hamburg Lions Club will decide at their meeting on Monday night, July 19<sup>th</sup>, if and what they will contribute.
  - Hamburg Sportsman's Club has committed \$400.

### **New Paging System**

- On Thursday, July 15<sup>th</sup>, the Hamburg Fire Department will be meeting with other county fire fighters to discuss a new paging system. The new system can call specified phone numbers when pagers are out of range.

### **National Night Out**

- The H.I.P. group will be contacted if they can make up some flyers.
- McDonald's were contacted by Councilmember Cummiskey reserving the jug & juice for the event.
- Councilmember Cummiskey volunteered to organize the event and Councilmember Trebesch volunteered to help.
- Maggie Cummiskey will be asked to contact the Red Cross to find out if they would be interested in participating at the event.
- The Hamburg Fire Department usually commits \$350 towards the purchase of hot dogs, buns, cookies, etc.
- It was also mentioned to contact Diane Hoffman from the Hamburg Lions Club.

### **Training Grant**

- Fire Chief Droege has applied for a State Training Grant. The request was for \$2,700 to help pay for the Blood Born/Air Born right to Know class, Fire Fighter One class, and for two specialty classes.
  - Specialty Classes – Driving Simulator Training and House Burning Simulator.

### **Old Rescue**

- The Fire Department is still advertizing the old Rescue Truck for sale in two magazines.

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

### **2010 Annual NPDES/SDS Permit Compliance Summary Report**

- The Minnesota Pollution Control Agency (MPCA) each spring reviews the cities National Pollutant Discharge Elimination System (NPDES) and State Disposal System (SDS) Permit Application. The 2010 report covers the period from January 1, 2010 through December 31, 2009.

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- Council reviewed the report and discussed the late submission of the DMR reports. Maintenance Worker Byerly will work on getting these reports done and sent in on time. The reports are due the 22<sup>nd</sup> of each month.
- A new requirement listed in the report stated that the city is required to prepare a Phosphorus Management Plan (PMP) and submit it to the MPCA within 180 days of permit expiration.
  - Council decided to contact S.E.H. to help set up a basic plan.

### **Quarantine Notice**

- The Minnesota Department of Agriculture sent out a Quarantine Notice concerning the Emerald Ash Borer (EAB).
- Council discussed the alert and will discuss the issue later when and if the city goes under an Emerald Ash Borer quarantine.

### **Estimates to Replace City Shop Driveway/Sidewalk**

- Council revisited the Shop Driveway & Sidewalk proposals from Southwest Paving, Inc., Wm. Mueller & Sons, Inc., and Hanson & Vasek Construction, Inc.
- Council decided that the basic difference between the bids is whether or not Council wanted to replace the Shop Driveway with concrete or blacktop. Members of Council decided to leave the decision and motion as it was stated at the last City Council meeting.
- Hanson & Vasek Construction will be contacted tomorrow, July 14<sup>th</sup>, that they were awarded the project.

### **Community Hall Ramp Canopy Repairs (Estimates)**

- Council discussed the additional damage to the Hall canopy and decided to ask the Insurance Agency to come back out and re-inspect the damage.
- Council also decided to have the re-inspection when Councilmember Cummiskey and a building contractor can be present.

### **Estimates for Re-Siding Park Food Stand**

- Maintenance Worker Byerly is working on gathering estimates.

### **Water Tower Stand Pipe Repair**

- Maintenance Worker Byerly was asked to follow up with the water tower company on when they will be able to repair the chipping paint on the tower. He should also coordinate the repair of the leak on the tower stand pipe at the same time.

### **Water Wells Usage – Consumption for 2010**

- The magmeter has been scheduled to be recalibrated. This may help lower the water discrepancy percentage.
- The discrepancy in water pumped versus billed is within 10%, which is an acceptable percentage difference.

### **Dennis's Project List**

- Lock on electrical box has been put on.
- Purchase Scaffolding – Dennis will call Menards to find out what type of scaffolding that is on sell. He will also check on pricing for a new shop vac.
- Waste Management has contacted Maintenance Worker Byerly about recycling light bulbs.
  - Council suggested calling the Chaska landfill for prices.

## **Deputy Clerk Report**

### **Delinquent Utility Bills**

- Diana Payne (350 Louisa St) – Home is in foreclosure – no information on who to contact. Delinquency amount will be added to the property tax in November.

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- Wm. Minnihan, Emily Siebold, Sean Peters, David Chadwick, Darrell Grams, Joe Conser, Fernando Gonzalez, and Liz Garcia were sent delinquent letters.
- Chris Tordsen (618 Kim Ave) – Home is in foreclosure – no information on who to contact. Delinquency amount will be added to the property tax in November.
- Nick Nordin (419 Railroad St – Utility bill will be paid in full at time of closing.

### **Expenses/Hours for MCFOA Clerk's Conference**

- Deputy Clerk Block was unable to attend the MCFOA Conference. The hotel room was cancelled at no charge to the city. The advance payment of \$501.59 will be reimbursed to the city by Deputy Clerk Block.

### **Temporary On-Sale Liquor License for Hamburg Lions Club**

- The Hamburg Lions Club requested a temporary liquor license for September 11, 2010. The Lions Club will be hosting their annual Steak Fry at the Bi-Centennial Park.
- *Councilmember Cummiskey moved to approve the Temporary On-Sale Liquor License for the Hamburg Lions Club for their Steak Fry on September 11, 2010, Councilmember Mueller seconded and motion unanimously carried. All Council members were present.*

### **I/I Abatement Program (Sanitary Sewer/Storm Water Improvements)**

- Funding for Sanitary Sewer/Storm Water Improvements
  - Council reviewed the email from Becky Sabie. Basically it stated that if the project is not done this year it is likely to be fundable next year.
- Easements for Project
  - Twelve residents still need to sign off on their easements.
  - Deputy Clerk Block will call the County Auditor again and ask who can sign off on the vacant property at 470 Brad Street. Property is in foreclosure.
- New I/I Grant Program
  - The Minnesota State Legislature is providing a new grant for reducing Inflow and Infiltration (I/I) of stormwater and groundwater into municipal wastewater collection systems.
  - Councilmember Mueller checked into the requirements and it looks like only cities that are hooked into the metropolitan sewer system. He suggested to have City Clerk Gruenhagen contact Ron Seymour (S.E.H. Sr. Community Development Manager) to get further information on the new grant.

### **Estimates for Automatic Door Opener for Polling Place**

- Only one quote was received for installing the automatic door opener at the Community Center which is also the official polling place.
- Council discussed and decided to go with Roy C., Inc. who had submitted the quote.
- *Councilmember Cummiskey moved to award the installation of the automatic door opener to Roy C., Inc. and have Maintenance Worker Byerly contact Robb's Electric in Norwood to do the electrical work. Councilmember Barnes seconded and motion unanimously carried. All Council members were present.*
- Maintenance Worker Byerly will contact Roy C., Inc. and Robb' Electric tomorrow to coordinate the installation.

### **City Council Wages for 2011**

- Mayor Malz suggested Council consider increasing the mayor and council wages for all the extra

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work and hours they put in “behind the scene”. Examples would be making sure the generator is running to provide electricity to the water pumps, personal time picking up items for the city, and the extra time spent by Councilmember Mueller in obtaining the easements. The Councils time should be something of value.

- Mayor Malz asked members of council to think about this and have a plan or suggestions for the next council meeting. If council does decide to increase wages it will have to be acted on before the general election.

### **Approve Election Judges for State Primary & General Election**

- Election judges for the State Primary & General Election are:
  - Marvel Glander, Joan Stuewe, Delmer Droege, Ann Oelfke, Norman Thoele, and Diane Hoffman.
  - Head judges will be City Clerk Gruenhagen and Deputy Clerk Block.
- *Councilmember Barnes moved to approve the election judges as listed, Councilmember Trebesch seconded and motion unanimously carried. All Council members were present.*

### **August 10, 2010 City Council Meeting – Change Date**

- The Primary election will be held on August 10, 2010 the same day as the regular City Council meeting is to be held. Council discussed and decided to move the City Council meeting date to August 12, 2010 at 7:00 p.m.
- *Councilmember Cummiskey moved to change the City Council scheduled meeting on August 10, 2010 to August 12, 2010 at 7:00 p.m. due to the Primary Election scheduled for the same day, Councilmember Trebesch seconded and the motion unanimously carried. All Council members were present.*

### **2011 LMC Dues Information**

- The League of Minnesota Cities Board of Directors will be voting on September 17<sup>th</sup> to determine the actual amount to increase the 2011 fiscal year beginning September 1, 2010. Dues are calculated based on the population as established by the latest Census, estimate by the Metropolitan Council, or estimate by the State Demographer, whichever has the latest stated date. The estimated increase will be 3 percent over last years dues.

### **Approve Time Off Request – City Clerk Gruenhagen**

- *Councilmember Mueller approved City Clerk Gruenhagens requested time off from July 12, 2010 through July 16, 2010, Councilmember Barnes seconded and motion unanimously carried. All Council members were present.*
- Council approved to have Deputy Clerk Block work 40 hours that week to keep the City Office open to the public.

### **Carver County Fair Sponsor Request**

- The Carver County Fair Board sent a request to the City of Hamburg asking if the city would be interested in helping to sponsor this years Carver County Fair.
- Council discussed the request and decided not to participate, the city already allows the fair to use the city bleachers for its events.

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**City Council Reports**

**Councilmember Mueller (Sewer & Water)**

**Councilmember Cummiskey (Streets)**

- Handicap Bathroom – Councilmember Cummiskey updated Council on the bathrooms progress.
- Council decided to;
  - Use the old paneling for the outside wall facing the bar area and put new paneling on the south wall and hall way going towards the ladies bathroom. Matching the wood work as close as possible to the existing ladies bathroom.
  - Interior of bathroom use glass board and paint it a cream color.
  - Flooring – will be vinyl.
  - Contractor to obtain permit.
  - MNSPECT has gone over drawing; specs are ok to be given out to contractors.
  - Estimated cost of project, \$3,000 for Plumbing Permit and \$10,000 for Bathroom.
- Council also decided to add to the bid a 30 day acceptance to completion date.
- Council decided to contact contractors and proceed with the project.

**Councilmember Trebesch (Buildings) – had nothing further to report.**

**Councilmember Barnes (Parks)**

- Council briefly discussed the purchasing and installation of the playground equipment for the Hall Park. Council was previously shown what equipment could be purchased for the amount of money the H.I.P. Group had set aside.
- *Councilmember Cummiskey moved to approve the H.I.P. Groups purchasing and installation of the Hall Park playground equipment, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.*
- Councilmember Barnes will contact Connie Byerly (H.I.P. Group) to order the play ground equipment.

**Approve Claims List for June 2010**

**Claims List for June 2010**

- *Councilmember Barnes moved to approve the June Claims List for claim number 14490 through 14507 with the one ACH payment, seconded by Councilmember Cummiskey and motion unanimously carried. All Council members were present.*

**Motion to Adjourn**

- *Councilmember Trebesch moved to adjourn the Hamburg City Council meeting at 8:52 p.m., seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.*

Submitted by:

Sue Block  
Deputy Clerk