

Hamburg City Council Meeting

August 13, 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 Dennis Byerly, and Brad Droege (HFD) were in attendance. Others in attendance were Larry Mueller (Public Comments), Diana Kroells (Hamburg Lions Club), Justin Buckentin (HFD), Gary Marquardt (HFD), Scott Karels (HFD), Roger Siewert (Robert Avenue Improvements).

Public Comment

- Larry Mueller informed Council that residents are parking too close to the end of the curbs on Brad Street and David Avenue. The vehicles are blocking the line of sight of oncoming traffic and the garbage trucks can barely make it through. Fire Chief Brad Droege also commented that the vehicles are parking right up to the intersection and if there is a fire or an emergency the fire trucks will have a hard time getting through.
 - City Clerk Gruenhagen will check into the rules and regulations of how far back vehicles have to be from parking near an intersection or stop sign. He will also call the manager of the apartments along Brad Street to notify his renters that they will have to park further back or citations will be issued to the car owners.
 - Council also decided to have STS repaint the curbs yellow to possibly help resolve this issue.
- Mr. Mueller commented that he does not believe that Council made the right decision by not signing up for the Fiber Optic line. He thought the Fiber Optic line was a good idea to have for the City and for public safety.
 - Mayor Malz said that this is something that could be taken up as advisement yet.
- Larry Mueller also suggested that during the upcoming budget meetings Council should consider budgeting for a new Liftstation generator. The current generator is over 30 years old.
- Mr. Mueller asked Council when the sewer lines will be cleaned out and televised, it was scheduled back in March to be done in Spring during the wet season.

Agenda Review (Added Items) and Adoption

- Added - Updated Delinquency List
- Added - Updated August Claims List
- Added - Time Off Requests from City Clerk Gruenhagen and Deputy Clerk Block
- Change to Line Item #7 - Change Order for Robert Avenue
- ***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

- MNSPECT Minute for August 2013
- Mediacom Channel Lineup Changes
- 2014 Local Government Aid Notice
- Wireless Service Letter (Councilmember Odoms)
- Relay for Life (September 21, 2013)
- Carver County Fair (August 7-11, 2013)
- Cash Flow Statement for May/June 2013
- Delinquent Utility Bills Report

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- Nuisance Complaint List
- Building Permit Activity Report
- Water Wells Usage/Water Consumption Report
- ***Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Fire Department Report

- Certificate of Recognition for Firefighter Scott Karels
 - Mayor Malz presented retiring Fire Fighter Scott Karels with a plaque recognizing him for his 28 years of service with the Hamburg Volunteer Fire Department.
- Fire Chiefs Convention - Rochester, MN
 - Fire Chief Brad Droege, Adam Glander (Chief 2), Justin Buckentin (Chief 3), and Mayor Richard Malz (Retired Hamburg Firefighter) will be attending the Fire Chiefs Convention in Rochester, MN on October 17-19, 2013.
- Training Reimbursement
 - The Hamburg Fire Department will be receiving a reimbursement of \$1,487.48 from the Minnesota Board of Firefighter Training and Education for submitting eligible training invoices that exceeded their original training reimbursement.
- National Night Out - August 6, 2013
 - The National Night Out was well attended.
 - Hamburg, NYA, and Cologne Fire Departments purchased bike riding helmets to be given away during National Night Out. There are some size small helmets left however all the larger ones were given away.
- HFDRA 2012 Reporting Year Forms (Notice from State Auditor)
 - Gary Marquardt (President of the HFDRA) presented Council with an update as to why the 2012 forms are not completed.
 - Switched auditors two years ago as a \$3,800 cost savings for the Relief Association.
 - There are no penalties incurred if the reports are not submitted by June or July. However the auditor must have the reports submitted by the November deadline to receive State Aid.
 - Gary Marquardt will be looking to possibly hire a different auditor.
- Replacing Old Water Hydrants
 - There are approximately seven old water hydrants within the city that should be replaced. To replace one hydrant it would cost around \$9,000.
 - Council did not discuss if the old hydrants should be replaced.

Diana Kroells - Hamburg Lions Club

- Diana Kroells, representing the Hamburg Lions Club, asked for Council's permission to join the Little Free Library network.
 - ***Councilmember Odoms moved to approve the Hamburg Lions Club to go ahead with the Little Free Library, seconded by Councilmember Gregonis and motion unanimously passed. All Council members were present.***
 - Mayor Malz, Councilmember Odoms, and one member from the Lions Club will meet to decide where to place the Library Box.

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John Rodeberg - City Engineer (S.E.H.) - Robert Avenue Improvements (Change Order)

- Representatives from S.E.H. were unable to attend tonight's meeting to discuss the Change Order for Robert Avenue. This was tabled until the next City Council meeting.
- City Clerk Gruenhagen will convey Council's disappointment that no representative from S.E.H. was able to attend this meeting.

Old City Business (Memo)

- Revised NIMS Training Program (Requirements)
 - In the next couple of weeks Councilmember Gregonis will work on the NIMS training.
 - Maintenance Worker Byerly will work on the training during the day.
 - Councilmember Chris Lund will get the training done.
- Tax Forfeited Lot on Brad Street (Assessment on Parcel 45.2000010)
 - The County will be having a tax forfeited land sale in the fall of 2013. Council will have to decide if they want to add the special assessments back onto the land after the sale.
- City Assessment Policy
 - City Clerk Gruenhagen presented Council with some positive reasons on why the City should look in to having a city wide Assessment Policy.
 - At a later date Council will make a decision about an assessment policy.
- Free Health Screening
 - The free Health Screening for City employee's has been tentatively scheduled for Tuesday, October 8, 2013, from 4:00 p.m. to 6:45 p.m.

Public Works & Utilities Department Report

- Pavers for Community Center Door
 - The pavers are in, the door opens and closes.
 - Mayor Malz - Wonderful
- Community Center Repairs (City Office Wall)
 - Dan Oelfke called the City office this morning while Maintenance Worker Dennis Byerly was in the office. Mr. Oelfke will be bringing out some samples of brick sometime this week and noted the samples are not going to match the current brick wall.
 - Mayor Malz suggested to salvage what bricks we can and mix in the newer brick where ever Mr. Oelfke can, or make a pattern, which ever way works. Councilmember Lund commented to not make it a bull's-eye.
 - Maintenance Worker Byerly comment that it would not bother him any.
 - Mayor Malz replied that Maintenance Worker Byerly had darn good aim for what he did, just don't do it again.
 - Dennis "sigh"
- Cleaning/Televising of Sanitary Sewer Lines
 - Maintenance Worker Byerly stated that he wished former council member Larry Mueller was still at tonight's meeting so he (Dennis) could argue the fact that Larry had said to do the televising in the spring when it was wet. Maintenance Worker Byerly had previously mentioned that going through resident yards (easements) when it was wet would make a mess, to wait until the yards are dry.

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- Mayor Malz replied if the televising was done when it is wet then you can see if (trailed off).
 - Maintenance Worker Byerly replied back that you would make a mess that you would have to clean up.
 - Maintenance Worker Byerly informed Council that he has tried to call these guys and called the their office on Tuesday but there was no answer at the office.
 - Mayor Malz and City Clerk Gruenhagen informed Maintenance Worker Byerly that he should be calling daily until we get an answer. This project has been dragging on and soon it will be fall.
 - Maintenance Worker Byerly replied back that this is another thing that Larry Mueller had said it was better off being done in the fall. I have called Empire Pipe Service and left messages and no one has called me back. I have asked him for a date or when he thought he would be here.
- LMCIT Loss Control Recommendation Letter - Sanitary Sewer System Assessment
 - Maintenance Worker Byerly met today with City Clerk Gruenhagen and they completed the first thirteen items on the Loss Control letter.
 - City Clerk Gruenhagen commented that he would like to set down with either Matt who serves as a Loss Control Consultant or another consultant from their firm to discuss the other items that are to be completed to keep the Cities coverage.
- Lift Station Test
 - A test on the Lift Station did not go through, the system locked up. A technician came out unplugged the system and plugged it back in. The system started working again.
- New Generator for the Lift Station
 - Maintenance Worker Byerly was asked by Council to get new estimates for a replacement generator and if there is any cost savings if one would be rented instead of purchasing.
- Painting of Water Tower
 - The Water Tower is scheduled to be painted this year and Council asked when this year.
 - Maintenance Worker Byerly informed Council that it is on the companies schedule to paint the Water Tower this year.
 - Councilmember Odoms asked if it could be narrowed down a bit.
 - Dennis replied that he can not make these people come here.
- Smoking in City Vehicles
 - City residents have asked if city employees are allowed to smoke in city vehicles.
 - Maintenance Worker Byerly said he is not smoking in the city vehicles.
- Non Working Curb Stops
 - Council discussed and Mayor Malz asked Maintenance Worker Byerly to fix any curb stops that are not working.
- Water Reports
 - Mayor Malz questioned why the State sent a notice indicating that the Cities Water Reports are not getting done on time.
 - City Clerk Gruenhagen replied that the reports have been late and recently more often. He does not mind helping Maintenance Worker Dennis Byerly but Dennis has to take the time to do them with me. The reports are due every month by the 22nd and are now done electronically.
 - Mayor Malz asked to have these reports be done on time and to make it a habit to get them completed by the 22nd.

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- Neck Injury
 - Councilmember Odoms asked Maintenance Worker Byerly how his neck was and if he had filled out the proper paperwork yet.
 - Maintenance Worker Byerly replied that it was better then it was and no he has not filled out the paperwork. He is not the one that is suppose to fill it out.
 - City Clerk Gruenhagen stated that Dennis is to fill out the one report and then the City Clerk is to fill out the other part of the form.
 - Maintenance Worker Byerly replied that he was not going to do this he was just going to pay with his own insurance. He had talked to Matt Columbus (LMC Loss Control Consultant) and he said to turn it in, he had up to two years to do so.
 - Councilmember Odoms and City Clerk Gruenhagen both commented that he should turn it in. City Clerk Gruenhagen also mentioned that Maintenance Worker Byerly should have told him about the injury.
 - Mayor Malz and Councilmember Odoms informed Dennis that he has to make the first move to get it recorded.

City Clerk/Treasurer Report

- County Road 50 Detour for Closure of TH 25 in Sibley County
 - No updates as to when the detour will take place but it is still planned to be done this year.
- 2014 Budget Workshop Meetings and City Council Meeting
 - ***Councilmember Trebesch moved to hold the City Council meeting on August 27, 2013 starting at 7:00 p.m. with the 2014 Budget Workshop to follow the City Council meeting, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.***
 - ***Councilmember Trebesch moved to tentatively hold the second 2014 Budget Workshop meeting on September 4, 2013 at 7:00 p.m., seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.***

Approve Payment of Added July 2013 Claims (\$96,690.05)

- ***Councilmember Odoms moved to approve the three ACH payments and check number 16321 and check number 16324 through check number 16337 for a total of \$96,690.05, seconded by Councilmember Lund and motion unanimously carried. All Council members were present.***

Approve Payment of August 2013 Claims (\$23,222.87)

- Councilmember Odoms questioned the \$1,504.82 invoice from Robb's Electric for material & labor to install the control panel at the Lift Station. Council decided to withhold payment until further information is obtained as to why the billing was so high.
- ***Councilmember Odoms moved to approve the five ACH payments, check numbers 16338 through 16366 excluding check number 16361 to Robb's Electric for a grand total of \$23,222.87, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

City Council Reports

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- Councilmember Odoms Report (Streets)
 - Councilmember Odoms sent out flyers that the City of Hamburg is interested in renting space (antennas) on the water tower. AT&T and Verizon have shown interest in placing an antenna on the water tower.
 - Councilmember Odoms asked what is being done about the van sitting on blocks with out wheels (for several months) in the residents front yard.
 - The owner of 881 Park Ave was sent a nuisance letter and will be followed up with a posting by a CSO.
 - City Clerk Gruenhagen asked Council if they want to enforce any violations of noncompliance (nuisance letters) by turning them over to Carver County for prosecution. This will cost the City some money.
 - Council agreed to go ahead with turning the violations into the County for prosecution.
 - Cross Walk by Brad Street to the Park
 - There has been no word from the County about replacing the cross walk.
 - Council meetings are not on the City website.
 - The files are too big and Councilmember Odoms was asked if there is anyway they could be reduced in size.
 - Concerning the parking on Brad Street which Larry Mueller brought up Councilmember Odoms asked if it would be possible to place some signs or paint the curbs yellow again.
 - It was decided to have someone from STS paint the curbs yellow along Brad Street.
 - City Clerk Gruenhagen will contact the manager of the apartments concerning the parking issue and research the law about parking.
- Councilmember Gregonis (Water/Sewer)
 - Scott Feltmann had asked him what the ordinance was concerning cats running at large within the City.
 - City Clerk Gruenhagen answered that having the CSO pick up a stray cat or kitten would cost the City hundreds of tax dollars in impound fees. It would be up to Council if they would want to pursue the issue.
- Councilmember Lund Report (Parks)
 - Questioned if MNSPECT has gotten back to the City concerning the handicap bathroom plans.
 - MNSPECT is requesting more detailed dimensions and how big the partitions will be.
 - The plans will be resubmitted to MNSPECT.
- Mayor Malz
 - The Mayor and Council commented on the Hamburg Fund that was listed in the Norwood Times. No one was aware that such a fund existed.
 - City Clerk Gruenhagen will check into this.
 - Mayor Malz thanked Council for helping out during National Night Out.
 - Mayor Malz asked if a deputy from the county could stop in from time to time during a Council meeting.
 - City Clerk Gruenhagen will talk to the Carver County Sheriff if this would be possible.
 - Mayor Malz again requested the Council minutes be done within a week of the meeting and not on the Monday prior to the Council meeting on Tuesday. He and Council would like to read them over and have time to ask questions before Tuesdays meeting.

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- Deputy Clerk Block responded with some explanations as to why they were not done in a timely manner from the last Council meeting in July. She also commented that now that the computers are fixed there should not be a reason for not completing them in a reasonable time.

Adjourn City Council Meeting

Councilmember Trebesch moved to adjourn the Hamburg City Council meeting at 9:35 p.m., seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.

Submitted by:

Susan Block
Deputy Clerk/Utility Billing Clerk