

Hamburg City Council Meeting September 13, 2011

Mayor Richard Malz called the Hamburg City Council meeting to order at 7:01 p.m. Councilmember Steve Trebesch, Councilmember Chris Lund, Councilmember John Barnes, Councilmember Larry Mueller, City Clerk Jeremy Gruenhagen, Deputy Clerk Sue Block, Maintenance Worker Dennis Byerly, and Fire Chief Brad Droege were in attendance. Others in attendance were Al Hahn (S.E.H.) and Senator Julianne Ortman.

Public Comment

- Several residents had called the City office indicating that they were going to attend the Council meeting tonight to discuss the addition of the Storm Sewer Fee to their utility bills.
 - No one from the public was present.

Agenda Review (Added Items) and Adoption

- Add – Discussion of old office chairs under City Clerk Gruenhagen report.
- Add – Donation of three trees from the Hamburg Lions Club. Placement in Park.
- Remove – Time-Off Request (Sue Block) from Consent Agenda.
- ***Councilmember Lund moved to approve the agenda with the added and removed items, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.***

Approve Consent Agenda

- Approve Minutes for August 09, 2011
- Water Usage Report for 2011
- Cash Flow Statement for July
- Resolution Number 2011-13
- Time-Off Request (Jeremy Gruenhagen)
- MNSPECT Minute (July/August/September)
- Thank You (Monica Trebesch)
- Thank You (Pack 361)
- July 2011 Policing Report
- 2012 Policing Costs (Carver County Sheriff's Office)
- Star Tribune Giving Guide (Informational)
- Mediacom (Cable TV Lineup)
- CCR Internet Publishing Legislation
- Sign Retro Reflectivity Requirements
- ***Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.***

Fire Department Report – Chief Brad Droege

US Fish & Wildlife Grant

- No grant will be received this year.

FEMA Grant/Training Grant

- The FEMA Grant application will be completed on Friday, September 16th.
- FD received a Training Grant in the amount of \$3,055.50 to be used for training.

Memorial for Public Servants (Protective Services) – Update

- Any one donating \$100 or more will have their name on memorial statue.
- Donations to the Memorial;
 - Hamburg Fire Department Relief Association - \$2,500

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- Ridgeview - \$2,500
- Legion - \$1,250
- VFW - \$1,250

- ***Councilmember Mueller moved to accept the donations for the memorial statues, seconded by Councilmember Trebesch and motion unanimously carried. All council members were present.***

- Curb Replacement Estimate (Chard Tiling & Excavating)
 - ***Councilmember Trebesch moved to accept Chard Tiling & Excavating, Inc. proposal to remove 320' of Bit Curb (mill existing Bit in front of curb before removal) and Replace with 320' of concrete curb B612 at \$18.85 per linear foot for a total of \$6,032 plus \$180 for one extra pedestrian ramp, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.***

HFD By-Laws/City Personnel Policy – Selection vs. Election

- Council and Fire Chief Droege discussed and Council agreed on the Election process.

Use of 1939 Pumper

- Fire Chief Droege requested the use of the 1939 Pumper for his daughters wedding this weekend. The 1939 Pumper would transport the bride and groom from the Hamburg Lutheran Church to the Hamburg Hall.
- ***Councilmember Mueller moved to allow the usage of the 1939 Pumper for his daughters wedding on September 17, 2011, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Sanitary Sewer & Storm Sewer Improvements Project

S.E.H. Project Update – Al Hahn

- Everything should be completed Wednesday, September 14, 2011, except for two warranty items.
 - Gate valve by Kim Avenue and George Street, which needs to be straightened.
 - Milling out area by Brian Cummiskey driveway where the water trucks turned around.
- The grass area around the new Pond has ruts in it and Chard will come out next spring with a roller to smooth out the ground.
- The duck pond fence and the fence going north and south between Cummiskey's land and the Cities land will be completed Wednesday.
- The contract was for about \$876,000 and total cost is \$12,000 to \$15,000 below that.
- Some locator corner pins by the new pond were lost during construction but they will be relocated using the existing pin just west of Bergman's.
- The City will receive four sets of As Built Plans.
- Al Hahn suggested to Council that at the end of this month a final walk through should be done.
- Al Hahn will send out one last Project Update letter to residents affected by the project.

Cost Estimate for Fencing

- Council discussed the cost of placing a wire fence around the pond. Council decided that it was too expensive to do at this time and they will leave it as is for now.

Street Pavement Management Plan

- There are about 3.5 miles of streets within the City of Hamburg and Council discussed having Al Hahn draft up a Street Management Plan. The Plan would list which streets within the city should be repaired first and which ones could wait for repair. Curb replacement would also be included in the plan and estimated total cost. The cost estimate would be between \$6,000 to a maximum of \$8,000.
- Council discussed and decided to add this to the 2012 Budget Wish List.

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Repairs of Kim Avenue

- The City would use the \$14,750 extra from the I&I Project and the remaining amount would come from the 2011 LGA to repair Kim Avenue.

City of Glencoe Performance Standards for Sump Pumps/Foundation Drains

- Council discussed the City of Glencoe minimum performance standards for installation of new sump pump systems and disconnect building foundation drains from the sanitary.
- Council decided to implement/adopt some of Glencoe's standards into Hamburg's standards for sanitary home connections.
 - Council decided that the first thing would be to purchase a camera to televise the lines.
 - After the lines are televised a letter would be sent out to residents listing what is their responsibility and what is the cities responsibility to correct any illegal connections.
 - Residents will have one year from the date of the letter to correct any illegal connections.

Senator Julianne Ortman

Senator Ortman gave an overview of what has been happening with the State budget and an update on the State Legislature. Senator Ortman provided information on the state budget and forecasts and the spending bill she is working on, which would only allow 98 percent of the budget expenses to be used and the remaining 2 percent would be for reserves.

- Council presented some concerns regarding help and available money/services to Hamburg.
- The elimination of the Market Value Homestead Credit was discussed and how it will affect Hamburg and its homeowners.

2012 Proposed Tax Levy and 2012 Budget

Set Proposed Property Tax Levy for 2012

- Council discussed what to set the Proposed Property Tax Levy for 2012. Council decided to set the 2012 Proposed Tax Levy at \$411,342, 2% increase.
- *Councilmember Mueller moved to set the Proposed Property Tax Levy for 2012 at \$411,342 (2% increase), seconded by Councilmember Lund and motion unanimously carried. All Council members were present.*

Approve 2012 Preliminary Budget

- Council decided that the money from the 2% tax levy increase will be put in the street fund to be used for the Street Pavement Management Plan.
- *Councilmember Barnes moved to approve the 2012 Preliminary Budget with the addition of the moneys from the two percent levy increase for street maintenance, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

Set Public Comment Meeting for Final 2012 Budget

- *Councilmember Barnes moved to hold the Public Comment Meeting for the Final 2012 Budget on December 13, 2011 at 7:00 p.m., seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

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Old City Business

Employee Job Descriptions

- City Clerk Gruenhagen, Councilmember Lund, and Councilmember Trebesch are in the process of reviewing the City employee's job descriptions.

City Clean Up Day (Spring 2012)

- Waste Management has been contacted to let them know that the City is planning a Clean-up Day for spring 2012.

Closet for Fiber Optic Equipment/City Storage

- Received estimate from Dan Oelfke for \$4,120. Council decided to obtain one more estimate before making a decision.

Cooler for Community Hall

- Keep on agenda to discuss in October.

Energy Efficient Lighting – Rebate Programs

- Council decided to table this line item for discussion at a later time but to keep it on the agenda.

Public Works & Utilities Department Report

Hall Door Replacement Proposal

- Received an estimate from Dan Oelfke to replace two Hall doors with panic bars, \$4,188. Dan noted on his proposal that he will look at Menards and Home Depot to find out if he could get less expensive ones.
 - City Clerk Gruenhagen will ask Dan Oelfke if his price included reinforced door jams.

Utility Locator/Camera

- Council decided at the last Council meeting that a Utility Camera would be purchased for the City.
- Council and Maintenance Worker Byerly again discussed the need for purchasing a camera and what kind should be purchased.
- Maintenance Worker Byerly will put together a list of companies and prices for the next Council meeting.

City Alleys (Add Rock/Shape Up)

- This has been completed.

Project List

- Project list needs to be updated with completion dates or reasons for delay in a timely manner.

Deputy Clerk Report

Delinquent Utility Bills

- 350 Louisa – Home is still in the closing process, delinquent amount sent to closing company.
- 421 Henrietta – Wm. Minnihan – Delinquent letter sent, have until Sept 16, to pay.
- 153 Jacob St – Steven Buckentin – Delinquent letter sent, have until Sept 16 to pay.
- 625 Kim Ave – Emily Siebold - Delinquent letter sent, have until Sept 16 to pay.
- 420 Maria Ave – Betty Griffin - Delinquent letter sent, have until Sept 16 to pay.
- Park Ave – Ken Bauer Apartments - Delinquent letter sent has until Sept 16 to pay.
- 710 Park Ave – David Chadwick - Delinquent letter sent, have until Sept 16 to pay.

Nuisance Letters

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- A few more residents will be sent nuisance letters for violating City ordinances.

City Clerk/Treasurer Report

2010 Census Count – Met Council Population Estimates

- There will be no big changes for the City of Hamburg due to the census count listing that Hamburg lost 25 residents. There will be some people going door to door to recheck the count.

Utility Rate Study/Five Year Budget Plan

- City Clerk Gruenhagen is working with Abdo, Eick & Meyers on the Utility Rate Study. The report should be completed by the end of September.

Mini Biff Rental

- Council decided to discontinue renting the park mini biff the end of September.

Dehumidifier for Community Center

- City Clerk Gruenhagen will obtain a estimate on fixing the Community Center dehumidifier. He will put the estimated cost in the final budget.

Agreement for Ponds (Lagoons)

- Council looked over the original lease agreement for mowing the city pond lagoon area.
 - Deputy Clerk will reword the agreement per Councils request.

Old Office Chairs

- New office chairs were purchased and Council decided to donate the old chairs to Mary's Wish.

Lions Donation of Trees

- The Hamburg Lions Club has purchased three (3) trees for the City and Council will have to decide where they would like the trees planted.
- Council's suggestion was to place them in the Park. One by the horseshoe pit, one at the east end of the playground equipment, and one by the ball field/basketball court.

Approve Payment of August (added) 2011 Claims List and September 2011 Claims

Approve Payment of the August 2011 Claims

- *Councilmember Mueller moved to approve claim number 15187 through claim number 15197, also claim number 15150, 15151, 15153 and one ACH payment, seconded by Councilmember Trebesch and motion carried. Councilmember Lund was absent.*

Approve Payment of the September 2011 Claims

- Added claim number 15234 for Memorial Fund in the amount of \$7,500.
- *Councilmember Barnes moved to approve claim number 15198 through 15233 with the one addition of claim number 15234 and three ACH payments, seconded by Councilmember Trebesch and motion carried. Councilmember Lund was absent.*

City Council Reports

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

Councilmember Lund (Streets) was absent. Councilmember Lund had to leave the Council Meeting at 9:11 p.m.

Councilmember Trebesch (Buildings)

- The street light by Central Street and Sophia Ave keeps plinking on and off.
 - City Clerk Gruenhagen will contact Xcel Energy.

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Councilmember Barnes (Parks)

- Councilmember Barnes will help City Clerk Gruenhagen in marking the areas to plant the donated trees.

Mayor Malz

- Mayor Malz questioned if the City had an ordinance concerning outdoor wood burners.
 - City Clerk Gruenhagen will check into and report back to council.

Councilmember Barnes moved to adjourn the Hamburg City Council meeting at 10:01 p.m., seconded by Councilmember Mueller and motion carried. Councilmember Lund was absent.

Submitted by:

Sue Block
Deputy Clerk