

Hamburg City Council Meeting October 26, 2010

Mayor Malz called the Hamburg City Council meeting to order at 7:02 p.m. Councilmember Steve Trebesch, Councilmember John Barnes, Councilmember Brian Cummiskey, Councilmember Larry Mueller, City Clerk Jeremy Gruenhagen, Deputy Clerk Sue Block, and Fire Chief Brad Droege were in attendance. Also in attendance was Joe Hubler and John Hubler (411 Maria Ave), Chris Lund (612 Kim Ave.), Norm Thoele (421 Louisa Ave), Kip Trebesch (K&K), and Adam Glander (201 Martha St). Maintenance Worker Dennis Byerly was absent.

Agenda Review (Added Items) and Adoption

- Added – Updated 2010 October Claims List
- Added – Service Requested for 2011 Policing Plan
- Added – Mandelkow Flooring Estimate
- Added – Print Out of 2010 Budget Items to Consider
- Councilmember Cummiskey requested the letter from Brian and Maggie Cummiskey be moved up in the agenda to just after the Fire Departments report.
 - Council and Mr. Cummiskey discussed the reason for the request and decided to leave the discussion of the letter where it is listed on the agenda.
- *Councilmember Barnes moved to adopt the agenda with the added items, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.*

Review Claims List for October 2010

- Councilmember Barnes questioned, check #14689, #14690, #14691, and #14698, reimbursement to the four Fire Department attendees at the Rochester Fire Chiefs Convention for travel and lodging expenses. The total amount of \$1,431.56 seemed high.
 - Fire Chief Droege explained that the four (4) room rates listed were for a two night stay for each attendee.

Old City Business

- Item #6 – Cost to replace City Office and Fire Department Office flooring.
 - Council looked over the estimate from Mandelkow Flooring, estimated cost \$3,908.69.
 - Council discussed the estimate and asked Mr. Glander if he would submit an estimate including floor removal.
 - Adam Glander will also give an option 1 and option 2 as to what the cost difference would be if the backdrop is replace with tile or put back the existing backdrop.
- Item #9 – Mayor Malz to check if the Shop area could be rearranged to move the FD apparatus away from in front of the electrical box.
 - Mayor Malz has not had time to look at the area yet.
- Item #5 – Install the new playground equipment at the Hall Park.
 - Councilmember Cummiskey has not been able to coordinate a time when the volunteers would be available.
- Item #3 – Projector Screen & Projector
 - Information will be updated during the City Clerks Report.
- Item #4 – Electrical Wiring (ToTheHome Internet) at the Water Tower.
 - City Clerk Gruenhagen will address this item with Maintenance Worker Byerly once he has returned to work.

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Fire Department Report

2010 FEMA Grant – US Fish & Wildlife Grant – DNR Grant

- The Fire Department has received some of the equipment they ordered and have a few more items to order.

Travel & Personal Expense Reimbursement Policy

- Council and Fire Chief Droege discussed Hamburg's Expense Reimbursement Policy for overnight lodging. Currently it is set at \$75 per day per room and lodging of a greater cost must be pre-approved by Council.
 - Fire Chief Droege commented that the cost of overnight lodging has gone up since the policy was written.
 - Council discussed the issue and decided to reword the lodging policy and have it approved at the next Council meeting.

State Fire Chiefs Convention – October 21, 2010

- Fire Chief Droege, Adam Glander, Jared Mackenthun, and Brenda Droege attended the Fire Chief's Convention at Rochester, MN on October 21, 22, and 23, 2010.
- Fire Chief Droege gave a brief overview about the Convention and a few interesting facts.
 - There were 489 delegates that attended and 117 vendors.
 - Next years Convention will be at St. Cloud.
 - There is a Fire Department Response in the State every two (2) minutes and a fire every 35 minutes.
 - Total Fire Department calls are down but fires are up. The leading causes are cooking, heating, and open flame.
 - There has been a rash of break-ins at Water Treatment Plants because the treatment plants have wiring and copper tubing. Break-ins at foreclosed vacant homes are also up.
 - Any new Council member(s) by Federal Law must take NIMs Training classes.
 - There are 12,500 FBI agents in the United States with 56 field offices and 38,000 Police officers in New York City.
 - Adam Glander received a five (5) year pin at the State Fire Chief's Convention and Fire Chief Droege received a twenty (25) year pin.
- Fire Chief Droege suggested obtaining a white board, on wheels, that you can write on then erase. This would be a valuable item to have during emergencies. The white board could also be used for drawing diagrams during Council meetings.

New Paging System

- The Fire Department is receiving pricing on the new Paging System. Currently the cost could be \$100 to \$150 per month.

Donation from Xcel Energy

- The Fire Department received a \$200 donation from Xcel Energy.

Selection vs. Election

- This will remain on the agenda for future discussion.

Christmas Lights

- The Cities Christmas Lights will be hung before Thanksgiving.

Installing Chevron and Side Lighting

- An area resident would like to volunteer his time and talent on installing Chevrons and side lighting to the older (2nd) tanker and the Grass Rig. This would be done at no cost to the Fire Department or the City.
- *Councilmember Mueller moved to grant Fire Chief Droege permission to have Chevrons and the*

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extra emergency lighting installed on the older (2nd) Tanker and Grass Rig, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.

Joe & John Hubler (411 Maria Avenue)

- WAC & SAC Fees
 - Hamburg's WAC & SAC fee is \$3,500 per utility or \$7,000 to hook-up to the Cities sewer and water services.
 - Council discussed a couple of different options on how Joe and John Hubler could hook up 411 Maria Avenue to the Cities water and sewer lines.
 - One would be to hold a Public Hearing on whether or not to lower the City Fees for the Hubler's.
 - Chang the City Ordinance
 - Third option would be to have City Attorney Mac Willemsen draw up a three (3) year payment plan for the Hubler's to pay the \$7,000 Wac & Sac fees.
 - After some discussion the City Council agreed to set up a three (3) year payment plan with \$1 per year interest.
 - ***Councilmember Cummiskey moved to offer Joe & John Hubler a three (3) year payment contract with a \$1 (one dollar) per year interest rate and a final payment due on or before November 1, 2013, upon City Attorney Mac Willemsen approval of the payment plan, for payment of the City of Hamburg's Wac & Sac fees, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Adopt Ordinance Number 139 – Rezoning

- Amending the official zoning map of the City of Hamburg
 - This was discussed during the Public Hearing on October 26th at 6:45 p.m.
- ***Councilmember Cummiskey moved to adopt Ordinance Number 139, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.***

Adopt Resolution Number 2010-05 – Conditional Use Permit for 411 Maria Avenue

- During tonight's 6:45 p.m. Public Meeting several residents voiced their concern on available parking spaces for renters once the upstairs apartments are finished.
 - Council had previously discussed this issue and a Certificate of Occupancy will not be granted for 411 Maria Avenue until additional parking is made available to persons renting the upstairs apartments of the building.
- John Hubler questioned the wording in Section B on page number three of the Conditional Use Permit: No exterior storage shall be permitted – periodic drying of granite slabs on the outside of the building will be sporadic. Drying of granite slabs outside will not be defined as "outside storage".
 - Council and Joe & John Hubler discussed the wording as to what would constitute exterior storage.
 - Council decided that the current wording of Resolution Number 2010-05 is pertaining to allowing storage, repair, and servicing occupying between 30 and 50 percent of the building located at 411 Maria Avenue. The Resolution is not about allowing outside storage. If this becomes a problem it will be addressed at that time.
 - ***Councilmember Barnes moved to adopt Resolution Number 2010-05, seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.***
 - John and Joe Hubler will take the signed copy of the Resolution to the County and have it filled with the property. They then have to provide City Clerk Gruenhagen proof that it was filed with the County.

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- City Clerk Gruenhagen will contact Ann Perry (Cities Planning Consultant) to verify what constitutes outside storage.

Dennis' Report (Public Works & Utilities) (Maintenance Worker Byerly was absent. Report given by City Clerk Gruenhagen)

Community Hall Ramp Canopy Repairs

- K&K Construction (Kip Trebesch) should be able to start the repair of the Canopy in a week or two.
 - Kip Trebesch asked Council several questions to clarify what and how the Council would like the Canopy repaired. Kip will also install heat tape to the repaired area to help any ice build up again this winter.

Sweep City Streets

- City Clerk Gruenhagen will discuss this with Maintenance Worker Byerly.

Deputy Clerk Report

Delinquent Utility Bills

- Diana Payne (350 Louisa St) – An Assessment Company handling the foreclosure was sent copies of the delinquent water bills.
- Chris Tordsen (618 Kim Ave) – An Assessment Company called requesting copies of any delinquent utility bills. Copies of the bills were sent in for payment.
- Nick Nordin (419 Railroad St) – No information on who to contact for payment
 - Council requested a delinquent bill be sent to Mr. Nordin's last known address.
- Fay Buckentin (153 Jacob St) – Set up a Payment Agreement.

City Clerk/Treasurer Report

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

Easements for Project

- Schoeppner/Alling – 619 Park Avenue – signed their Easement agreement.
- There are still three (3) Easements remaining to be signed:
 - Brian Cummiskey - 724 Park Avenue
 - In negotiations.
 - David Klugherz - 613 David Ave
 - Councilmember Mueller will talk to him.
 - Mackenthun Estate - 631 Park Avenue
 - Mayor Malz will talk to them.

Pre-Construction Pictures

- No further information.

Funding for Sanitary Sewer/Storm Water Improvements

- Council will have to look at this in the near future and keep it on the agenda.

Land Purchase for Storm Water Pond/Storm Sewer Options

- Council received the following letter from Brian and Margaret Cummiskey:

After a summer of getting nowhere on negotiations for purchasing some of our land we feel it is time to declare an impasse and end the closed sessions of the council meetings and allow the information, actions and minutes of these meetings to become public record.

If for some reason you feel you are unable to end the closed session then we request that the

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information be released under a mutual consent agreement.

- Council and Mr. & Mrs. Cummiskey discussed their request and other possibilities of where the storm water pond could be located. Council then agreed that the information from previous closed meetings should become public. However, if further discussion on purchasing the land from Mr. Cummiskey arise, those negotiations will be conducted in Closed Meetings.
 - *Councilmember Trebesch moved to agree to a Mutual Consent Agreement between City Council and Mr. and Mrs. Cummiskey that previous closed meeting information be released to the public, Councilmember Mueller seconded and motion carried. Councilmember Cummiskey abstained.*
- Council had no comments on the memo from Doug Parrott (S.E.H.) on the possibility of eliminating the Eastern Storm Sewer.

Proposal from EPA Audio Visual, Inc. (Projector & Screen)

- City Clerk Gruenhagen gave an update from EPA Audio Visual changing the installation of the speakers from the walls to the ceiling. Updated estimate is \$4,384.
- City Clerk Gruenhagen is waiting for information on the Portable Sound System.
- Council discussed the wording in the EPA Project Proposal under System Costs that stated “84”x”84 Manual Wall Screen”. Council was under the impression that the projector screen would be mounted in the ceiling with a remote control to lower it.
 - Council discussed what they would like to have installed an automatic or manual screen. The decided to go with the manual pull down screen but have it installed in the ceiling.
 - City Clerk Gruenhagen will follow up on this with EPA Audio Visual.

Hamburg 2010 audit Engagement Letter (Abdo, Eick & Meyers)

- Council received a letter from Abdo, Eick & Meyers on their auditing fees for the 2010 Financial Statement. The cost would be \$15,810.
 - The City of Hamburg does have a three year contract with Abdo, Eick & Meyers, this being the second year of the contract.
- *Councilmember Barnes move to approve the audit agreement with Abdo, Eick & Meyers for the amount of \$15,810, Councilmember Mueller seconded and motion unanimously carried. All Council members were present.*

Annexation Request by Brett & Julie Gamber (851 William Street)

- Brett & Julie Gamber have requested that the land they had their pool constructed which is located in Young America Township be Orderly Annexed into the City of Hamburg.
- Council will act on the requested annexation at the next City Council Meeting when the Young America Township has their meeting also.
- City Clerk Gruenhagen will have Ann Perry (City Planning Consultant) draw up the paper work.

2011 Policing Plan (Contract) for the City of Hamburg

- Council reviewed the 2011 City of Hamburg Police Plan. Total police service costs for 2011 would be \$13,125.
- *Councilmember Mueller moved to approve the 2011 Carver County Policing Contract for the amount of \$13,125, Councilmember Trebesch seconded and motion unanimously carried. All Council members were present.*

Review 2010 Budgeted Items to be completed in 2010

- The projected cash flow for the City at the end of the year will be approximately 60%. The City Auditors recommend a 40-50% cash flow.
 - Dollar amount estimated for the end of 2010 is between \$300-350,000 in the General Fund.
- Council discussed several different ideas on what could be done to lower the end of year cash flow to around 40 – 50%.

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- The number one priority would be to try and set the property tax levy to 0%.
- Council will make their final decision on or before December 7th.

Statewide Health Improvement Program (SHIP)

- City Clerk Gruenhagen will be working with Ann Perry (City Planning Consultant) to submit a request to receive up to \$10,000 for the Improve Your Health Walk Ability Program.
 - Council came up with several ideas on how the City could use the money especially for handicap accessibility access to the playground equipment at both City parks.

General Election

- Reminder that the General Election is on November 2nd.
- Canvass Board Meeting will be during the November 9, 2010 City Council Meeting.

Request for Time Off (Maintenance Worker Byerly) – Reported by City Clerk Gruenhagen

- Maintenance Worker Byerly had requested time off from November 5, 2010 through November 15, 2010.

Request for Time-Off

- City Clerk Gruenhagen requested November 12, 2010 off.
- *Councilmember Mueller approved City Clerk Gruenhagens Time-Off Request for November 12th, Councilmember Barnes seconded and motion unanimously carried. All Council members were present.*

City Council Reports

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

Councilmember Cummiskey (Streets) had nothing further to report.

Councilmember Trebesch (Buildings)

- Councilmember Trebesch asked if City Clerk Gruenhagen had reported to Xcel that the street light located at Sophia and Jacob is continually on.
 - City Clerk Gruenhagen commented that he did report the one by 311 Jacob Street is out. He will check with Xcel to find out if there is a reason why some of the street lights turn off then on again during the evening hours.

Councilmember Barnes (Parks) had nothing further to report.

Mayor Malz had nothing further to report.

The Hamburg Fire Department will be patrolling the streets again for Halloween starting at 5:30 p.m.

Approve Claims List for October 2010

Claims List October 2010

- Councilmember Trebesch questioned claim #14705, Robb's Electric. He thought that the bill had already been paid.
 - City Clerk Gruenhagen stated that Robb's Electric has been doing several different Electrical jobs at the Hall and this one is different from the last bill that was submitted.
- Councilmember Barnes questioned why there were four (4) members of the Fire Department attending the Fire Chiefs Convention in Rochester.

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- Mayor Malz and Councilmember Cummiskey commented that this convention is for Fire Department Officers. Attendees to the Fire Chiefs Convention from Hamburg were:
 - Brad Droege – Hamburg Fire Chief
 - Adam Glander – Chiefs Assistant
 - Jared Mackenthun – Hamburg Training Officer
 - Brenda Droege – Secretary/Treasurer
- \$3,500 is budgeted every year for members of the Fire Department to attend conventions. Convention Expenses cover room, mileage, and meals.
 - About \$3,100 will be use this year for conventions.
- ***Councilmember Mueller moved to approve the October Claims List from claim number 14687 through 14708 plus the three (3) added ACH payments, seconded by Councilmember Barnes and motion unanimously carried. All Council members were present.***

Councilmember Cummiskey moved to remove tonight's Closed Session Meeting from the agenda, Councilmember Mueller seconded and motion unanimously carried. All Council members were present.

Councilmember Barnes moved to adjourn the Hamburg City Council meeting at 9:09 p.m., seconded by Councilmember Mueller and motion unanimously carried. All Council members were present.

Submitted by:

Sue Block
Deputy Clerk