

## Hamburg City Council Meeting November 10, 2014

Mayor Richard Malz called the Hamburg City Council Meeting to order at 7:04 p.m. Councilmember Steve Trebesch, Councilmember Robert Gregonis, Councilmember Richard Odoms, City Clerk Jeremy Gruenhagen, Maintenance Worker Greg Schultz, Deputy Clerk Cherie Smith, Fire Chief Justin Buckentin, Firefighter Gene Stier, Brian & Maggie Cumiskey, and Allan Roth from A.T. Group were in attendance. Also there were 10 other residents in attendance. Councilmember Lund was absent.

### Public Comment

- No Public Comment

### Agenda Review (Added Items) and Adoption

- Water Wells Usage/Water Consumption Report for October 2014
- Minnesota Pollution Control Agency Letter- November 5, 2014
- Updated Delinquency Report
- Memorandum on City of Hamburg Health Insurance Renewal
- Updated November Claims List
- Amendment to Agenda – Remove Closed Meeting of City Council Meeting and reschedule for November 25, 2014.
- **Councilmember Odoms moved to approve the Agenda with the added items and removing the closed portion of the City Council Meeting, seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Lund was absent.**

### Approve Consent Agenda

- Approve Service Agreement for Joint Assessment with Carver County
- Approve Snowplowing Contract with Wm. Mueller & Sons
- Cash Flow Statements for September 2014
- 2015 MNSPECT Holiday Schedule
- MPCA Letter (August 26, 2014 - Completion of Corrective Action)
- Delinquent Utility Bills Report
- Time Off Request for Jeremy Gruenhagen
- City Offices Closed November 11<sup>th</sup> for Veteran's Day
- City Offices Closed November 27<sup>th</sup> & November 28<sup>th</sup> for Thanksgiving
- **Councilmember Odoms moved to approve the Consent Agenda, seconded by Councilmember Gregonis and motion unanimously carried. Councilmember Lund was absent.**

### Fire Department Report

- Certificate of Recognition for Firefighter Gene Stier
  - The City Council presented Gene Stier with a Certificate of Recognition for his 21 years and 4 months of service on the Hamburg Fire Department.
- Fire Gear (4 Sets)



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- The fire department will be ordering four sets of new gear. The fire department will be reimbursed for one of those sets of gear from a matching DNR Grant.
- Rescue 11 Repairs (AC)
  - The air conditioning is not working in Rescue 11. Fire Chief Buckentin got a quote of \$1,100 to have a new air conditioning condenser installed. Chief Buckentin will get this fixed before the end of the year.
- Christmas Lights
  - The Hamburg Fire Department will be participating in the Arlidazzle Parade in Arlington on Saturday, December 6<sup>th</sup>.
- Veteran's Day
  - Chief Buckentin will check if the United States flags have been put up around town for Veteran's Day in past years.

### Brian & Maggie Cummiskey – 724 Park Avenue

- Annexation of Property in Young America Township
  - A letter was sent to the Cummiskey's asking if they would be interested in voluntarily annexing their property, which is in Young America Township, into the City of Hamburg. This would be a joint orderly annexation with Young America Township and was brought forth by the township. The reason Young America Township would like to have this land annexed into the City of Hamburg is so that the property lines are squared off. The purpose of the letter was to find out from the Cummiskey's how they felt about the voluntary annexation.
  - The Cummiskey's brought to the City Council's attention that if they had to annex their property into the City, they would no longer be able to have their livestock on their property.
  - The Cummiskey's told the City Council that they are not interested in having their property that is located in Young America Township annexed into the City of Hamburg. The Cummiskey's felt that the City of Hamburg had no specific or logical reason to require the annexation.

### Allan Roth – A.T. Group

- 2015 Health Insurance Rates/Coverage for City Employees
  - Allan Roth from A.T. Group was present to talk to the City Council about the City's Health Care Renewal and the significant rate increase for 2015. One of the reasons for the increase in Health Insurance Coverage is because of the Affordable Health Care Act. Another reason for the significant increase is because last year the City renewed their Insurance Policy in December so the Affordable Health Care Act wouldn't affect the coverage rates until this year.
  - **Councilmember Odoms moved to accept the Insurance Proposal from Health Partners for Health Insurance Coverage for City Employees for 2014-2015, seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Lund was absent.**



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- The City Council will discuss at the next City Council meeting what percentage the City will be responsible for and what percentage the employees will be responsible for.

### Old City Business

- Nothing to report.

### Public Works & Utilities Department Report

- Water/Wastewater Services
  - The Pond releases are completed for the year.
  - There were a few muskrats in the Ponds trying to build a nest in the release manhole on top of the valve. Greg put a gate in front of the hole so they can no longer get into the hole.
- All the streets have been swept in the City.
- Greg cleaned the leaves out of all the manholes.
- Fire Hydrant on Jacob Street
  - Henning's will be fixing the hydrant on Jacob Street within the next few days.
- Grinder Station
  - Robb's Electric has ordered the LED light and generator cord and will be installing them when they come in.
  - If the fence doesn't get installed this fall due to the weather, it will be installed first thing in Spring.
- Community Hall Roof
  - There are no new updates on the hall roof. Greg is waiting to hear back from Jason Yutcy from Conklin Roofing Products.
- Heaters for the Shop
  - The Shop heaters are installed. The second estimate for the electrical work will be in by tomorrow. After the second estimate is received, the electrical work for the heaters will be completed.
- A snow blower (walk behind) was purchased from Lano Equipment for \$999.
- The leak in the Park Bathrooms is from a broken pipe under the floor. Greg asked the City Council if there are plans in the near future to make those bathrooms handicap. Greg will talk to Henning's to find out if they know exactly where the pipes are located in the bathrooms at the Park.
- Greg brought up the following items he would like to be added to the 2015 Final Budget: a sprayer to use on the four wheeler, water testing equipment, and a leveling bar for grading the alleys and ball fields.
- Mayor Malz will be purchasing a time clock for City Employees.
- The phone in the City Shop is not working and new phones will be purchased for the City Shop.
- The City Council agreed to use pure salt on the roads in the City this year. Mayor Malz will contact Wm. Mueller & Sons and inform them to use pure salt on the roads.



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### City Clerk/ Treasurer Report

- Property Insurance Claims
  - The City has been paid for the claims at the Grinder Station, Lift Station, and the Garage Door repairs. The only outstanding claim is the fire hydrant claim for the hydrant has not been replaced yet and no bill has been received.
- Extended Service Agreement for Electronic Sign
  - The cost for the one year Platinum Plus Extended Plan for the City sign is \$1,365. The cost for the two year Platinum Plus Extended Plan is \$2,430. After discussion, the City Council decided to add the decision on the Extended Service Agreement to the agenda for the next City Council Meeting on November 25, 2014.
- Approve 2015 Policing Contract
  - The 2015 Policing Contract increased by \$119. **Councilmember Gregonis moved to accept the 2015 Policing Contract, seconded by Councilmember Trebesch, and motion unanimously carried. Councilmember Lund was absent.**
- Employee Handbook
  - There are a few changes in the Handbook that need to be approved.
  - All benefits have been removed for part-time employees.
  - In order to get overtime, the employee needs to work 40 hours in a week, this excludes using sick time, vacation time and also comp time.
  - Employee Evaluations will be completed at the employees six month anniversary and then every November after.
  - The City Council also agreed to keep the Organizational Structure/Chain of Command the same as it has been in the past.
  - **Councilmember Gregonis moved to adopt the revisions of the Employee Handbook, seconded by Councilmember Odoms and motion unanimously carried. Councilmember Lund was absent.**
- **Councilmember Trebesch moved to hold a second City Council meeting for November on Tuesday, November 25, 2014 at 7:00 p.m., seconded by Councilmember Odoms and motion unanimously carried. Councilmember Lund was absent.**
- Any mileage or expenses that are outstanding for the year 2014 need to be turned in by the December Council Meeting.
- If Council has any other suggestions for the 2015 Budget, let Jeremy know as soon as possible.
- Councilmember Odoms brought to the attention of the City Council that the roof on the Northeast corner of the Community Center is damaged. There could be a possible flashing issue in that area. This issue has been discussed during the Budget Workshops.
- **Councilmember Odoms moved to hold a Special Budget Workshop Meeting on Tuesday, December 2, 2014 at 6:30p.m., seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Lund was absent.**
- **Councilmember Odoms moved to hold a Public Hearing to Adopt the 2015 Fee Schedule on Tuesday, December 9, 2014 at 6:45 p.m., seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Lund was absent.**



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- Public Nuisance letters were sent out this past week.
- Spruce tips have been donated for the City Memorial.

### **Approve Payment of Added October 2014 Claims (\$17,391.26)**

**Councilmember Gregonis moved to approve three ACH payments and check numbers 117036 and 17054 for a total of \$17,391.26, seconded by Councilmember Odoms and motion unanimously carried. Councilmember Lund was absent.**

### **Approve Payment of November 2014 Claims (\$23,075.89)**

**Councilmember Gregonis moved to approve the four ACH payments and check numbers 17055 through 17081, for a total of \$23,075.89, seconded by Councilmember Odoms and motion unanimously carried. Councilmember Lund was absent.**

### **City Council Reports**

- Councilmember Odoms ( Water/Sewer)
  - Councilmember Odoms has been trying to get more information about having a flashing stop light installed at the Jacob Street/Broadway Avenue Intersection; however, he has not received any information at this time.
- Councilmember Trebesch (Buildings)
  - Councilmember Trebesch had some questions concerning some accounts on the delinquent water bill report.

### **Adjourn City Council Meeting**

**Councilmember Trebesch moved to adjourn the Hamburg City Council meeting at 9:40 p.m., seconded by Councilmember Odoms and motion unanimously carried. Councilmember Lund was absent.**

Submitted by:

Cherie Smith  
Deputy Clerk



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