



HAMBURG CITY COUNCIL AGENDA NOVEMBER 10, 2020

1. **Call City Council Meeting to Order at 7:00 PM**
 - **Pledge of Allegiance**
2. **Public Comment** *(Individuals may address the City Council about any non-agenda item(s) of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council may not take official action on these items and may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*
3. **Agenda Review (Added Items) and Adoption**
4. **Consent Agenda** *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*
 - **Approve Payment of Added October Claims (\$5,494.67)**
 - **Approve Payment of November Claims (\$59,444.69)**
 - **Approve Cash Flow Statements for September 2020**
 - **Approve Time-Off Request (Jeremy Gruenhagen)**
 - **October 2020 Utility Delinquency Report**
5. **Hamburg Fire Department**
 - **CARES Act Monies**
 - **COVID-19 Related Items**
 - **HFD Standard Operation Procedures Updates**
 - **Accept John Egan to HFD**
 - **Accept Cody Harris to HFD**
 - **2021 Selection Process (HFD Officers) – Board Review**
 - **Old Christmas Lights (Sell)**
6. **Old City Business**
 - **COVID-19 Related Items**
 - **Building Permit for Kevin Subart (340 Railroad Street)**
 - **Water Tower/Water Main Improvement Project (Update)**
 - **Approve Change Order #4 (Seal Old Water Well)**
 - **Trebesch Litigation**
 - **Conditional Use Permit (USS Martha Solar, LLC)**
 - **Canvass Board Meeting for General Election**
 - **November 13, 2020 @ 4:00 PM**



***HAMBURG CITY COUNCIL AGENDA
NOVEMBER 10, 2020***

7. New City Business

- **Garage Addition for 420 Henrietta Avenue (Variance Request)**
 - **Set Public Hearing for December 8, 2020**
- **Compost Bins for Gardens (146 Jacob Street)**
- **Hamburg Wastewater Capacity Analysis (Draft)**
- **Amendment to Professional Service Agreement**
 - **Policing Contract with Carver County**
- **Second City Council Meeting for November 24, 2020**
 - **Employee Reviews/Health Insurance Coverage**
- **Set Special Meeting for Budget Workshop Meeting**
 - **2021 Final Budget (December 1st)**
- **Set Public Hearing to Adopt City Fee Schedule for 2020 (December 8th)**
 - **Set Water/Sewer/Storm Water Rates for 2021**

8. City Council Reports

- **Councilmember Jason Buckentin**
- **Councilmember Tim Tracy**
- **Councilmember Scott Feltmann**
- **Councilmember Eric Poppler**
- **Mayor Chris Lund**

9. Adjourn City Council Meeting



***HAMBURG CITY COUNCIL AGENDA
NOVEMBER 10, 2020***

COMMUNITY HALL & PARK ACTIVITIES

NO RENTALS FOR 2020

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

NOVEMBER

- 2 – HFD Training
- 2 – Hamburg Lions Club
- 3 – General Election
- 4 – Mayors In
- 10 – Hamburg City Council Meeting
- 10 – Young America Township Meeting
- 11 – Veterans Day (City Offices Closed)
- 14 – Canvass Board Meeting (General Election)
- 16 – Hamburg Lions Club
- 26/27 – Thanksgiving Holiday (City Offices Closed)
- 30 – HFD (Relief Assoc) Meeting

DECEMBER

- 1 – Mayors In
- 7 – HFD Training
- 7 – Hamburg Lions Club
- 8 – Hamburg City Council Meeting
- 8 – Young America Township Meeting
- 21 – Hamburg Lions Club
- 24/25 – Christmas Holiday (City Offices Closed)
- 28 – Hamburg Fire Dept (Relief Assoc.) Meeting

CITY OF HAMBURG
NOTICE OF A HAMBURG CITY COUNCIL MEETING
TUESDAY, NOVEMBER 10, 2020
7:00 P.M.

NOTICE IS HEREBY GIVEN, that the City of Hamburg City Council will hold a City Council Meeting on Tuesday, November 10, 2020 at 7:00 p.m., in the Council Chambers, 181 Broadway Avenue, Hamburg, MN.

This meeting is a regular scheduled meeting of the Hamburg City Council. Due to the current health pandemic of COVID-19, the Council Chambers will be closed to the public.

It is anticipated that some or all members of the City Council due to the COVID-19 Pandemic will participate in the meeting by telephone or other electronic means pursuant to Minnesota Statutes, Section 13D.021 rather than in-person at the City Council's regular meeting place at City Hall, 181 Broadway Avenue, Hamburg, Minnesota.

Members of the public can listen to and/or participate in the council meeting live online at <https://us02web.zoom.us/j/6817521480>, the Zoom App on your cellphone via the google play store, or by calling 1-312-626-6799. Use Meeting ID: 681 752 1480 when logging in or calling in. Use # as your participant ID.

To view a copy of the Agenda Packet please refer to the City Website: www.hamburgmn.com by clicking on the City Council Meetings tab. To be added to the Agenda please call City Offices by Noon on Friday.

If you have any questions, please contact City Hall (952) 467-3232 for further information.

POSTED BY THE HAMBURG CITY CLERK
Jeremy Gruenhagen, City Clerk/Treasurer

2020 October Claims List

| CHECK # | VENDOR | FUND | CLAIM DESCRIPTION | AMOUNT | APPROVED |
|------------|---------------------------------|--------------------|--|-------------|------------|
| ACH | EFTPS | Divided | Fed, Social Security, MC - September 2020 | \$2,809.84 | 10/20/2020 |
| ACH | MN Dept of Revenue | Divided | State Withholding Tax Payment September 2020 | \$453.00 | 10/20/2020 |
| ACH | PERA | Divided | PERA Withholding for September 2020 | \$446.21 | 10/20/2020 |
| ACH | PERA | Divided | PERA Withholding for September 2020 | \$778.03 | 10/20/2020 |
| ACH | PERA | Divided | PERA Withholding for October 2020 | \$432.00 | 10/20/2020 |
| ACH | HealthPartners | Divided | Health Insurance for October 2020 | \$4,158.10 | 10/20/2020 |
| ACH | Google | General Gov't | Email Accounts (8) by Google G Suite | \$108.00 | 10/20/2020 |
| ACH | Verizon Wireless | General Gov't | (7) Cell Phones Lines | \$290.08 | 10/20/2020 |
| ACH | Kwik Trip | Park & Rec. | Non-Ox Fuel for Small Engines | \$31.15 | 10/20/2020 |
| ACH | ZOOM | General Gov't | Audio/Video Conferencing App (Monthly Fee) | \$16.09 | 10/20/2020 |
| ACH | Greg Schultz | Divided | Wages 9/21/20 to 10/04/20 | \$1,656.96 | 10/20/2020 |
| ACH | Mel Sprengeler | Divided | Wages 9/21/20 to 10/04/20 | \$216.10 | 10/20/2020 |
| ACH | Tamara Bracht | Divided | Wages 9/21/20 to 10/04/20 | \$670.14 | 10/20/2020 |
| ACH | Jeremy Gruenhagen | Divided | October Wages | \$1,962.17 | 10/20/2020 |
| ACH | Greg Schultz | Divided | Wages 10/05/20 to 10/18/20 | \$1,780.72 | 11/10/2020 |
| ACH | Mel Sprengeler | Divided | Wages 10/05/20 to 10/18/20 | \$49.87 | 11/10/2020 |
| ACH | Tamara Bracht | Divided | Wages 10/05/20 to 10/18/20 | \$761.59 | 11/10/2020 |
| ACH | Jeremy Gruenhagen | Divided | October Wages | \$2,031.02 | 11/10/2020 |
| ACH | Security Bank & Trust | General Gov't | ACH Service Fees for September 2020 | \$30.80 | 11/10/2020 |
| ACH | MN Dept of Revenue | Divided | Sales Tax for 3rd Qtr 2020 | \$74.00 | 11/10/2020 |
| Debit Card | Little Giant Ladder Systems | Public Safety (FD) | 2 Aluminum Ladders | \$848.00 | 10/20/2020 |
| Debit Card | USPS | General Gov't | 23rd COVID Newsletter | \$75.06 | 10/20/2020 |
| Debit Card | Amazon | General Gov't | (2) Computer Mouse, Cables for Audio Equipment | \$59.15 | 11/10/2020 |
| Debit Card | Amazon | General Gov't | Cables for 2 Additional Microphones, Office Supplies | \$121.45 | 11/10/2020 |
| Debit Card | Hamburg Post Office | Water | Postage to Overnight Water Samples to Department of Health | \$30.95 | 11/10/2020 |
| Debit Card | USPS | General Gov't | 24th COVID-19 Newsletter | \$75.06 | 11/10/2020 |
| Debit Card | USPS | General Gov't | 25th COVID-19 Newsletter | \$75.06 | 11/10/2020 |
| Debit Card | MN Rural Water Association | Water | Winterizing Your Water System Training Session | \$150.00 | 11/10/2020 |
| Debit Card | MN Rural Water Association | Divided | Water System Training, C & D Wastewater Exam Refresher | \$255.00 | 11/10/2020 |
| 20291 | Banyon | Water/Sewer | 2021 Utility Billing Program Support | \$795.00 | 10/20/2020 |
| 20292 | Bolton & Menk, Inc. | General Gov't | Professional Services August 8 - September 18, 2020 | \$520.00 | 10/20/2020 |
| 20293 | CarQuest Auto Parts | Divided | Seafoam and Carb Cleaner for Small Engines, Pump for Hand Sa | \$57.37 | 10/20/2020 |
| 20294 | Carver County Attorney's Office | General Gov't | 3rd Qtr 2020 Fines - Half Due to Attorney's Office, Surcharge | \$74.28 | 10/20/2020 |
| 20295 | CarverLink/Jaguar | Divided | Telephone/Internet Services | \$160.54 | 10/20/2020 |
| 20296 | Chris Lund | General Gov't | March-September COVID ZOOM Meetings (Carver Cnty, White H | \$3,878.70 | 10/20/2020 |
| 20297 | Core & Main | Divided | 5 Water Meter Touch Pads with 6 MXU Boxes, and 3 IPERL Water | \$4,769.00 | 10/20/2020 |
| 20298 | Ellen Swanson | Hall | Refund from Cancelled Reception on Dec. 31, 2020 | \$150.00 | 10/20/2020 |
| 20299 | Floyd Total Security | Water | Base Alarm Monitoring for WTP 10/24/20-1/23/21 | \$92.07 | 10/20/2020 |
| 20300 | Gopher State One Call | Divided | 8 Locates in September | \$12.15 | 10/20/2020 |
| 20301 | League of MN Cities Ins. Trust | General Gov't | Worker's Comensation Audit from 5/21/19 - 5/21/20 | \$161.00 | 10/20/2020 |
| 20302 | Melchert-Hubert & Sjodin, PLL | General Gov't | Litigation Correspondence and Meetings | \$623.20 | 10/20/2020 |
| 20303 | Menards | General Gov't | 1 Box of 48" 32 Watt T8 Lightbulbs | \$35.04 | 10/20/2020 |
| 20304 | MNSPECT | Public Safety (FD) | Residential Roof Leak Investigation, Mechanical Permit, Plan Re | \$316.66 | 10/20/2020 |
| 20305 | MES | Public Safety (FD) | Adult CPR Mask Kit, 1 Box of Large and X-Large Nitril Gloves | \$150.97 | 10/20/2020 |
| 20306 | MVTL Labs, Inc. | Sewer | Lab Fee's for Final Pre-Pond Discharge, Qtrly Influent, Sample D | \$352.00 | 10/20/2020 |
| 20307 | S.E.H. Inc. | Divided | 2020 General Engineering Services and Mill & Overlay Project | \$1,232.14 | 10/20/2020 |
| 20308 | Security Bank & Trust Co. | Public Safety (FD) | Certificate of Indebtedness for 2018 Fire Engine | \$28,272.00 | 10/20/2020 |
| 20309 | Viking Coca-Cola | Park & Rec. | Pop Machine Refill | \$219.00 | 10/20/2020 |
| 20310 | W.W.O.T.A. Inc. | Divided | Water/Wastewater Training & Assistance for September 2020 | \$405.00 | 10/20/2020 |
| 20311 | Wm. Mueller & Sons | Divided | Fuel for Lawn Mowers and City Vehicles, Maria & Park Ave. Digt | \$2,483.10 | 10/20/2020 |
| 20312 | Xcel Energy | Divided | Electricity/Natural Gas Services | \$856.73 | 10/20/2020 |
| 20313 | Carver County Sheriff's Office | Public Safety (FD) | Officer Arnst Overtime Pay (Parking issue/Missing person case) | \$153.95 | 10/20/2020 |
| | | | | \$66,215.50 | |
| | | | | | |
| | | | October Claims | \$60,721.18 | 10/20/2020 |
| | | | Added October Claims | \$5,494.67 | 11/10/2020 |
| | | | | \$66,215.50 | |

2020 November Claims List

| CHECK # | VENDOR | FUND | CLAIM DESCRIPTION | AMOUNT | APPROVED |
|------------|----------------------------------|------------------------|--|-------------|------------|
| ACH | EFTPS | Divided | Fed, Social Security, MC - October 2020 | \$3,437.52 | 11/10/2020 |
| ACH | MN Dept. of Revenue | Divided | State Withholding Tax Payment October 2020 | \$464.00 | 11/10/2020 |
| ACH | PERA | Divided | PERA Withholding - October 2019 | \$475.60 | 11/10/2020 |
| ACH | PERA | Divided | PERA Withholding - October 2020 | \$764.03 | 11/10/2020 |
| ACH | PERA | Divided | PERA Withholding - November 2020 | \$429.78 | 11/10/2020 |
| ACH | HealthPartners | Divided | Health Insurance for November 2020 | \$4,158.10 | 11/10/2020 |
| ACH | Greg Schultz | Divided | Wages 10-19-20 to 11-01-20 | \$1,887.98 | 11/10/2020 |
| ACH | Tamara Bracht | Divided | Wages 10-19-20 to 11-01-20 | \$418.51 | 11/10/2020 |
| ACH | Jeremy Gruenhagen | Divided | November Wages | \$1,962.17 | 11/10/2020 |
| ACH | Security Bank & Trust Co. | General Gov't | ACH Service Fees for October 2020 | \$30.80 | 11/10/2020 |
| ACH | Google | General Gov't | Email Accounts (9) by Google G Suite | \$108.00 | 11/10/2020 |
| ACH | ZOOM | General Gov't | Video Conferencing | \$16.09 | 11/10/2020 |
| ACH | Optum Bank | General Gov't | City HSA Contribution for 4th Qtr 2020 (Jeremy & Greg) | \$1,250.00 | 11/10/2020 |
| ACH | Verizon Wireless | General Gov't | (7) Cell Phones Lines | \$290.15 | 11/10/2020 |
| Debit Card | Kwik Trip | General Gov't | Election Judge Breakfast Items | \$38.53 | 11/10/2020 |
| Debit Card | Amazon | General Gov't | Office Supplies (Folders/Dividers/Pens/Rubber Bands) | \$90.88 | 11/10/2020 |
| 20314 | Canon Financial Services, Inc. | General Gov't | Canon Copier Gov't Contract for October | \$33.13 | 11/10/2020 |
| 20315 | CarverLink | Divided | Telephone/Internet Services for October | \$160.40 | 11/10/2020 |
| 20316 | Cintas | Hall | Cleaning Supplies for Hall | \$69.52 | 11/10/2020 |
| 20317 | Coordinated Business Systems | General Gov't | Intermedia Monthly Charge Services and Equipment | \$61.77 | 11/10/2020 |
| 20318 | EMTS | Public Safety (FD) | EMR Initial Course - Begins November 5 | \$1,390.00 | 11/10/2020 |
| 20319 | EPA Audio Visual, Inc. | General Gov't | 2 Microphones with Stands, 1 Adapter Cord (CARES ACT) | \$539.66 | 11/10/2020 |
| 20320 | Gopher State One | Divided | October Locates (5 locate requests at \$1.35 each) | \$6.75 | 11/10/2020 |
| 20321 | Hawkins Chemicals | Water | Chemicals for WTP | \$1,982.47 | 11/10/2020 |
| 20322 | Home Solutions | Park & Recreation | RV Anti-Freeze for Park Bathrooms | \$12.93 | 11/10/2020 |
| 20323 | Jeremy Gruenhagen | General Gov't | Mileage Reimbursement, Election Food | \$419.54 | 11/10/2020 |
| 20324 | Loffler Companies, Inc. | General Gov't | September Copies | \$114.73 | 11/10/2020 |
| 20325 | Mathews Sewer Systems LLC | Sewer | Jacob St. Lift Station Pump Out, Hauling, & Disposal - 8/27/2020 | \$425.00 | 11/10/2020 |
| 20326 | Melchert-Hubert & Sjodin, PLLP | General Gov't | Legal Fee's Regarding Litigation and Code Compliance | \$2,760.60 | 11/10/2020 |
| 20327 | Menards | Divided | Ice Melt, Shop Mirrir, Snow Brush, Windshield Fluid, Truck Wa | \$111.42 | 11/10/2020 |
| 20328 | Mini Biff, Inc. | Park & Recreation | Handicap Mini Biff Rental, Damage Waiver & Winterization | \$139.74 | 11/10/2020 |
| 20329 | Minnesota Pump Works | Sewer | 10/27/2020 Jacob Street Grinder Pump Station Clog - Pulled B | \$640.00 | 11/10/2020 |
| 20330 | MN Rural Water Association | Divided | Membership Dues for December 2020 - December 2021 | \$300.00 | 11/10/2020 |
| 20331 | MES | Divided | Cardiac Science G3 Battery, AED Replacement Battery at CC | \$573.66 | 11/10/2020 |
| 20332 | MVTL Labs, Inc. | Sewer | Lab Fees for Pond Discharges - Sample Dates Oct. 20, 28, 30 | \$272.50 | 11/10/2020 |
| 20333 | S.E.H. Inc. | Divided | Pond Capacity Study, Storm Sewer System Review, Water Tow | \$3,095.45 | 11/10/2020 |
| 20334 | Total Compliance Solutions, Inc. | General Gov't | Yearly Consortium Cost for Random Drug/Alcohol Testing | \$160.00 | 11/10/2020 |
| 20335 | W.W.O.T.A. | Divided | Water/Wastewater Training & Assistance for October 2020 | \$592.50 | 11/10/2020 |
| 20336 | Wm. Mueller & Sons | Divided | Snow Plowing Oct. 13th Event, Fuel for City Vehicles and Mow | \$1,103.72 | 11/10/2020 |
| 20337 | Xcel Energy, Inc. | Divided | Electricity / Natural Gas Services | \$1,236.92 | 11/10/2020 |
| 20338 | Carver County Sheriff | Public Safety (FD) | 2020 Police Contract 2nd Half | \$8,786.50 | 11/10/2020 |
| 20339 | Audrey Kamps | General Gov't | Election Judge Training (3 Hours), General Election Nov. 3rd (7 | \$105.00 | 11/10/2020 |
| 20340 | Barb Droege | General Gov't | Election Judge Nov. 3rd (8.75 Hours) | \$87.50 | 11/10/2020 |
| 20341 | CarverLink | Divided | Telephone/Internet Services for November | \$160.47 | 11/10/2020 |
| 20342 | Colleen Johnson | General Gov't | Election Judge Training (3 Hours), General Election Nov. 3rd (7 | \$105.00 | 11/10/2020 |
| 20343 | Diane Hoffman | General Gov't | Election Judge Nov. 3rd (7.5 Hours) | \$75.00 | 11/10/2020 |
| 20344 | Floyd Total Security | Sewer | Base Alarm Monitoring for Sewer Treatment Plant 12/3/20 - 3/2 | 92.07 | 11/10/2020 |
| 20345 | Gerardo Marin | Water | Final Water Bill Overpayment | 4.67 | 11/10/2020 |
| 20346 | Jan Pulkrabek | General Gov't | Election Judge Nov. 3rd (7.75 Hours) | \$77.50 | 11/10/2020 |
| 20347 | Janice Mackenthun | General Gov't | Election Judge Nov. 3rd (8.75 Hours) | \$87.50 | 11/10/2020 |
| 20348 | Judy Perry | General Gov't | Election Judge Training (3 Hours), General Election Nov. 3rd (7 | \$107.50 | 11/10/2020 |
| 20349 | Kohl's Sweeping Service | Public Works (Streets) | Street Sweeping on November 3rd and 4th, 2020 | \$940.00 | 11/10/2020 |
| 20350 | Margaret Cummiskey | General Gov't | Election Judge Training (3 Hours), General Election Nov. 3rd (7 | \$107.50 | 11/10/2020 |
| 20351 | Perry Schroeder | General Gov't | Election Judge Nov. 3rd (7.5 Hours) | \$75.00 | 11/10/2020 |
| 20352 | W.S. Darley & Company | Public Safety (FD) | Gear Extractor and Dryer (CARES ACT) | \$16,175.00 | 11/10/2020 |
| 20353 | Waste Management, Inc. | General Gov't | 30 Yard Flat Green Yard Waste Containers (3 @ \$250.82 each) | \$827.70 | 11/10/2020 |
| 20354 | Xcel Energy, Inc. | Divided | Electricity / Natural Gas Services | \$931.93 | 11/10/2020 |
| | | | | \$60,770.39 | |

| | Beginning Balance 1/1/2020 | 2020 Budget Income | 2020 Budget Expense | Budget Year-End Balance | Total Income Received | Total Expenses | Ending Balance 9/30/2020 | |
|-------------------------------------|-----------------------------------|--------------------------------------|-------------------------------|--------------------------------|-----------------------|-----------------------|-----------------------------|------------------------------------|
| General Fund | \$458,469.19 | \$551,692.00 | \$550,297.00 | \$459,864.19 | \$400,050.62 | \$482,901.89 | \$375,617.92 | |
| General Gov't | | | | | | | | |
| Public Safety (Fire Dept.) | | | \$276,263.00 | \$276,263.00 | | \$214,188.71 | | |
| Public Works (Streets) | | | \$119,310.00 | \$119,310.00 | | \$88,893.27 | | |
| Sanitation & Recycling | | | \$49,535.00 | \$49,535.00 | | \$142,824.73 | | |
| Parks & Recreation | | | \$3,500.00 | \$3,500.00 | | \$1,187.70 | | |
| Comm. Hall | | | \$46,591.00 | \$46,591.00 | | \$16,167.38 | | |
| | | | \$55,098.00 | \$55,098.00 | | \$19,640.10 | | |
| Special Revenue Funds | \$468,412.44 | \$15,167.00 | \$0.00 | \$483,579.44 | \$1,398.95 | \$0.00 | \$469,811.39 | |
| City Of Hamburg (Savings) | \$460,271.65 | \$15,107.00 | \$0.00 | \$475,378.65 | \$1,331.87 | \$0.00 | \$461,603.52 | |
| Fire Equipment CD | \$8,140.79 | \$60.00 | \$0.00 | \$8,200.79 | \$67.08 | \$0.00 | \$8,207.87 | |
| Debt Service | \$26,707.52 | \$39,158.19 | \$46,158.25 | \$19,707.46 | \$10,127.93 | \$1,001.25 | \$35,834.20 | |
| Total (Tax Revenue Funds) | \$953,589.15 | \$606,017.19 | \$596,455.25 | \$963,151.09 | \$411,577.50 | \$483,903.14 | \$681,263.51 | |
| Enterprise Funds | | | | | | | | |
| Water | \$84,222.25 | \$182,742.02 | \$166,472.08 | \$100,492.19 | \$593,153.15 | \$602,124.34 | \$75,251.06 | |
| Sewer | \$350,263.94 | \$70,473.24 | \$80,053.70 | \$340,683.48 | \$52,205.29 | \$60,145.74 | \$342,323.49 | |
| Storm Water | \$44,244.27 | \$70,818.00 | \$70,485.00 | \$44,577.27 | \$51,063.65 | \$13,705.77 | \$81,602.15 | |
| Total (Enterprise Funds) | \$478,730.46 | \$324,033.26 | \$317,010.78 | \$485,752.94 | \$696,422.09 | \$675,975.85 | \$499,176.70 | |
| Totals | \$1,432,319.61 | \$930,050.45 | \$913,466.03 | \$1,448,904.03 | \$1,107,999.59 | \$1,159,878.99 | \$1,380,440.21 | |
| | Remaining Balance 1/1/2020 | Remaining Assessment 1/1/2020 | Cash & Investments | 2020 Principle Payments | Date Due | Paid | Maturity Date | Unfunded Balance 12/31/2020 |
| Debt Summary | | | | | | | | |
| 1992 Streets | \$0.00 | \$3,825.56 | \$0.00 | \$0.00 | | | 2012 | (\$3,825.56) |
| 2007 Streets | \$60,000.00 | \$0.00 | \$30,128.52 | \$15,000.00 | 2/1/20 & 8/1/20 | | 2/1/2023 | \$14,871.48 |
| Cert. of Indebtedness (2018 Pumper) | \$91,200.00 | \$0.00 | \$13,489.00 | \$22,800.00 | 10/31/2020 | | 10/31/2023 | \$54,911.00 |
| Water Wells Project | \$43,000.00 | \$0.00 | \$0.00 | \$14,000.00 | 2/20/20 & 8/20/20 | | 8/20/2022 | \$29,000.00 |
| Water Treatment Plant | \$280,000.00 | \$0.00 | \$0.00 | \$53,000.00 | 2/20/20 & 8/20/20 | | 8/20/2024 | \$227,000.00 |
| Sanitary Sewer Improvements | \$135,088.23 | \$57,470.79 | \$0.00 | \$15,000.00 | 2/20/20 & 8/20/20 | | 8/20/2030 | \$62,617.44 |
| Storm Water Improvements | \$810,000.00 | \$0.00 | \$0.00 | \$50,000.00 | 2/1/20 & 8/1/20 | | 2/1/2032 | \$760,000.00 |
| Totals | \$1,419,288.23 | \$61,296.35 | \$43,617.52 | \$169,800.00 | | | | \$1,144,574.36 |

Cash Flow Actuals

| | January | February | March | April | May | June | July | August | September | Totals |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Income | | | | | | | | | | |
| Property Taxes | \$2,473.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$269,463.20 | \$0.00 | \$0.00 | \$271,936.40 |
| Licenses & Permits | \$299.37 | \$0.00 | \$66.00 | \$268.74 | \$2,484.20 | \$1,330.82 | \$12,526.56 | \$163.00 | \$332.34 | \$17,461.03 |
| Intergov't Receipts (Aids) | \$6,700.05 | \$0.00 | \$0.00 | \$0.00 | \$2,500.00 | \$1,000.00 | \$79,855.00 | \$0.00 | \$0.00 | \$92,055.05 |
| Charges for Services | \$0.00 | \$20.00 | \$40.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$20.00 | \$60.00 |
| Assessment Searches | \$450.00 | \$150.00 | \$300.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$900.00 |
| Comm Ctr Rentals | \$0.00 | \$0.00 | \$6,873.89 | \$0.00 | \$0.00 | \$0.00 | \$6,820.00 | \$0.00 | \$0.00 | \$13,693.89 |
| Township Contribution | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$450.00 | \$450.00 |
| Fire Dept. Revenues | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 | \$500.00 |
| Park Rentals | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 | \$0.00 | \$0.00 | \$500.00 |
| Hall Receipts | \$812.00 | \$1,916.50 | \$1,066.00 | \$0.00 | \$0.00 | \$150.00 | \$0.00 | \$150.00 | \$0.00 | \$4,094.50 |
| Fines | \$0.00 | \$35.00 | \$30.00 | \$60.00 | \$0.00 | \$133.32 | \$0.00 | \$0.00 | \$64.99 | \$323.31 |
| Misc. Receipts | \$805.07 | \$693.23 | \$403.65 | \$798.97 | \$364.25 | \$3,074.09 | \$303.43 | \$329.21 | \$507.89 | \$7,279.79 |
| Other Receipts | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Insurance Recovery | \$201.87 | \$144.28 | \$105.00 | \$73.72 | \$66.11 | \$61.49 | \$56.00 | \$55.75 | \$76.93 | \$841.15 |
| Interest Income (Checking) | \$0.00 | \$0.00 | \$905.28 | \$0.00 | \$0.00 | \$493.67 | \$0.00 | \$0.00 | \$0.00 | \$1,398.95 |
| Interest Income (Savings) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Transfers In | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Transfers In (Savings) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Debt Proceeds/Sale of Assets | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$453,754.91 | \$0.00 | \$453,754.91 |
| Special Assessments | \$0.00 | \$4,300.14 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,755.43 | \$0.00 | \$0.00 | \$8,055.57 |
| Water Service | \$14,718.96 | \$15,915.84 | \$15,148.00 | \$13,987.24 | \$14,788.30 | \$14,926.56 | \$19,993.67 | \$14,724.72 | \$15,194.95 | \$139,398.24 |
| Sewer Service | \$4,896.00 | \$5,415.46 | \$4,901.62 | \$4,807.67 | \$5,013.42 | \$4,748.15 | \$5,566.94 | \$4,634.96 | \$4,728.93 | \$44,713.15 |
| Storm Water | \$5,773.31 | \$5,959.14 | \$5,843.96 | \$5,417.17 | \$5,680.91 | \$5,310.80 | \$6,322.00 | \$5,340.25 | \$5,408.11 | \$51,063.65 |
| | \$39,329.83 | \$34,559.59 | \$35,673.40 | \$35,413.51 | \$30,897.19 | \$31,228.90 | \$404,762.23 | \$479,152.80 | \$26,982.14 | \$1,107,999.59 |
| Expenses | | | | | | | | | | |
| General Gov't | \$19,883.63 | \$23,738.22 | \$27,641.41 | \$18,980.26 | \$31,758.83 | \$18,058.23 | \$18,651.06 | \$17,453.09 | \$38,023.98 | \$214,188.71 |
| Public Safety | \$29,802.55 | \$4,067.03 | \$6,617.17 | \$9,171.66 | \$12,281.79 | \$2,926.48 | \$19,872.65 | \$3,434.92 | \$719.02 | \$88,893.27 |
| Public Works | \$3,445.23 | \$3,871.12 | \$3,661.50 | \$14,752.16 | \$2,906.06 | \$11,094.56 | \$519.85 | \$97,809.45 | \$4,764.80 | \$142,824.73 |
| Sanitation & Recycling | \$360.00 | \$0.00 | \$0.00 | \$0.00 | \$275.90 | \$275.90 | \$0.00 | \$0.00 | \$275.90 | \$1,187.70 |
| Park & Recreation | \$421.35 | \$127.21 | \$392.23 | \$2,420.07 | \$2,246.20 | \$2,170.47 | \$2,907.62 | \$3,039.50 | \$2,442.73 | \$16,167.38 |
| Hall Expenses | \$2,655.20 | \$2,846.33 | \$2,787.83 | \$1,675.29 | \$1,901.39 | \$3,144.70 | \$2,701.71 | \$1,224.52 | \$703.13 | \$19,640.10 |
| Debt Service | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,001.25 | \$0.00 | \$0.00 | \$0.00 | \$1,001.25 |
| Capital Project Funds | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Transfers Out | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Transfers to Savings | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water | \$5,079.10 | \$10,545.48 | \$3,573.07 | \$12,517.88 | \$123,188.89 | \$270,773.34 | \$67,744.80 | \$18,868.66 | \$9,627.96 | \$521,919.18 |
| Sewer | \$2,873.74 | \$4,409.68 | \$2,357.62 | \$2,516.70 | \$3,799.02 | \$3,540.82 | \$3,379.19 | \$3,960.87 | \$14,841.30 | \$41,679.04 |
| Storm Water | \$0.00 | \$2,631.00 | \$0.00 | \$0.00 | \$0.00 | \$2,454.54 | \$0.00 | \$0.00 | \$0.00 | \$5,085.54 |
| | \$64,520.80 | \$52,236.07 | \$47,030.83 | \$62,034.02 | \$178,358.08 | \$315,440.29 | \$115,776.88 | \$145,791.11 | \$71,398.82 | \$1,052,586.90 |
| Other Expenses (DEBT) | | | | | | | | | | |
| Wells/WTP Bonds | \$3,811.35 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$70,811.35 | \$0.00 | \$0.00 | \$74,622.70 |
| Water Imp. Bonds (2011) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water Tower Project | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,582.46 | \$0.00 | \$0.00 | \$5,582.46 |
| Sewer Imp. Bonds (2011) | \$848.35 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$17,618.35 | \$0.00 | \$0.00 | \$18,466.70 |
| Storm Water Imp. Bonds (2011) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$8,620.23 | \$0.00 | \$0.00 | \$8,620.23 |
| Total Other Expenses | \$4,659.70 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$102,632.39 | \$0.00 | \$0.00 | \$107,292.09 |
| Checking Balance | \$1,402,468.94 | \$1,384,792.46 | \$1,373,435.03 | \$1,336,814.52 | \$1,189,353.63 | \$905,142.24 | \$1,091,495.20 | \$1,424,856.89 | \$1,380,440.21 | \$1,380,440.21 |
| | (\$29,850.67) | (\$17,676.48) | (\$11,357.43) | (\$36,620.51) | (\$147,460.89) | (\$284,211.39) | \$186,352.96 | \$333,361.69 | (\$44,416.68) | (\$51,879.40) |

\$1,159,878.99

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: November 9, 2020

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: November 17th & 25th
December 28th & 29th

How many **Vacation** hours will be used? 32

How many **Compensation** hours will be used? 0

Is there a **Holiday** during your time off? Yes

Will there be any time off **without pay**? No

Will there be any scheduled **Sick Leave** used? No

Are you requesting more than three consecutive days off? Yes

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: 11-10-2020

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Gruenhagen 11-9-2020
Employee Signature Date

City Clerk/Treasurer Date

Mayor Date



OCTOBER DELINQUENCY REPORT 2020

| NOTES | Account # | AMOUNT OVER DUE | CURRENT BILL OCTOBER USAGE | ACCOUNT BALANCE | PAYMENTS | UPDATED BALANCE |
|--|-------------------|-------------------|----------------------------|-------------------|-------------------|-------------------|
| Last Payment received on Oct. 29 | 01-00017617-00-9 | \$372.29 | \$153.60 | \$525.89 | | |
| PAID 11-6-2020 | 01-00011881-00-4 | \$181.71 | \$123.25 | \$304.96 | \$182.00 | \$122.96 |
| Last Payment received on Oct. 7 | 01-00017613-00-5 | \$377.15 | \$161.90 | \$539.05 | | |
| Last Payment received on Sept. 30 | 01-00002611-00-5 | \$173.94 | \$133.91 | \$307.85 | | |
| PAID 11-6-2020 | 01-000015801-00-6 | \$122.58 | \$102.60 | \$225.18 | \$112.32 | \$112.86 |
| Last Payment received on Aug. 31 | 01-00014410-00-1 | \$242.89 | \$100.07 | \$342.96 | | |
| Last Payment received on Oct. 5 | 01-00014320-00-7 | \$88.15 | \$89.88 | \$178.03 | | |
| Last Payment received on Oct. 14 | 01-00007619-00-8 | \$9.56 | \$110.88 | \$120.44 | | |
| PAID 11-3-2020 | 01-00016604-00-4 | \$180.42 | \$176.97 | \$357.39 | | |
| Last Payment received on Dec. 12, 2019 | 01-00011780-00-6 | \$160.80 | \$86.39 | \$247.19 | | |
| Last Payment received on Oct. 31 | 01-00011941-00-9 | \$6.60 | \$127.36 | \$133.96 | | |
| PAID 11-9-2020 | 01-00007625-00-7 | \$738.38 | \$158.27 | \$896.65 | \$600.00 | \$296.65 |
| Last Payment received on Sept. 30 | 01-00009321-00-0 | \$94.36 | \$102.05 | \$196.41 | | |
| PAID 11-9-2020 | 01-00015811-00-9 | \$133.08 | \$118.15 | \$251.23 | \$252.00 | (\$0.77) |
| Last Payment received on Oct. 31 | 01-00006190-01-2 | \$166.56 | \$147.76 | \$314.32 | | |
| PAID 11-6-2020 | 01-00005490-00-1 | \$254.88 | \$222.48 | \$477.36 | \$233.32 | \$244.04 |
| Last Payment received on Sept. 11 | 01-00016602-00-2 | \$114.87 | \$90.85 | \$205.72 | | |
| Last Payment received on Jul. 24 | 01-00003619-00-2 | \$324.60 | \$103.15 | \$427.75 | | |
| PAID 11-6-2020 | 01-00017610-00-2 | \$171.47 | \$147.91 | \$319.38 | \$156.77 | \$162.61 |
| Last Payment received on Sept. 3 | 01-00017621-00-6 | \$437.60 | \$196.97 | \$634.57 | | |
| PAID 11-10-2020 | 01-00002490-00-4 | \$844.25 | \$72.39 | \$916.64 | \$916.64 | \$0.00 |
| Last Payment received on Aug. 17 | 01-00002470-01-1 | \$275.57 | \$118.53 | \$394.10 | | |
| PAID 11-6-2020 | 01-00009350-00-8 | \$152.46 | \$152.22 | \$304.68 | \$152.46 | \$152.22 |
| Last Payment received on Oct. 26 | 01-00014481-00-3 | \$7.70 | \$208.28 | \$215.98 | | |
| Last Payment received on Oct. 16 | 01-00017615-00-7 | \$154.14 | \$133.91 | \$288.05 | | |
| | | \$5,786.01 | \$3,339.73 | \$9,125.74 | \$2,605.51 | \$1,090.57 |



Jeremy Gruenhagen
<cityadmin@cityofhamburgmn.com>

340 RR St. Code Enforcement Update for 11/10/2020

1 message

Ronald G. Blum <rblum@mhslaw.com> Tue, Nov 10, 2020 at 10:50 AM
To: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>
Cc: Jeff Munsterteiger <JMunsterteiger@mnspect.com>

Jeremy,

Spoke with Jeff from MNSPECT and you this morning on 340 RR St. and here is my summary update for the Council. The site has previously been inspected and we have outlined multiple times all of the compliance points that need attention. The owner is communicating with MNSpect, but not complying. The owner is generally claiming that he is having difficulty getting contractors to do the work – this is most likely a pricing issue on his end, rather than a true availability issue. A change in the season may or may not give more opportunities for owner to address requirements. Continuing to work with the owner is at the City's discretion. We are ready to initiate a suit to enforce the code at any time.

Thanks,

Ron

Ronald G. Blum

Attorney

Melchert Hubert Sjodin, PLLP





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for All of Us®

CHANGE ORDER

City of Hamburg, Minnesota

October 22, 2020

OWNER

DATE

OWNER'S PROJECT NO.

Four

CHANGE ORDER NO.

New 75,000 Gallon Elevated Water Storage Tank
and Water Main Improvements

HAMBU 148674 71.50

PROJECT DESCRIPTION

SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

Add additional well abandonment items to Base Bid – Well Abandonment, as shown on Attachment A.

Purpose of Change Order:

To abandon a 745 ft 6" diameter well in a pumphouse in accordance with MDH Sealing and Boring. Includes pulling existing pumping system and capping all discharges.

Basis of Cost: Actual Estimated

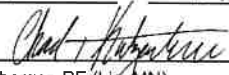
Attachments (list supporting documents)

Attachment A and Commercial Well Proposal from Steffl Drilling & Pump dated October 2, 2020.

Contract Status

| | Time | Cost |
|--|--------------------|----------------|
| Original Contract | June 20, 2020 | |
| | July 31, 2020 | \$1,173,000.00 |
| Net Change Prior C.O.'s <u>1</u> to <u>3</u> | September 25, 2020 | |
| | October 30, 2020 | (\$4,627.93) |
| Change this C.O. | N/A | \$49,380.00 |
| Revised Contract | September 25, 2020 | |
| | October 30, 2020 | \$1,217,752.07 |

Recommended for Approval: **Short Elliott Hendrickson Inc.** by


Chad Katzenberger, PE (Lic. MN)

Agreed to by Contractor:

Approved for Owner:

BY Maguire Iron, Inc.

BY City of Hamburg, Minnesota

TITLE

Distribution Contractor 1 Owner 1 Project Representative 1

TITLE

SEH Office 1

k:\fj\h\hambu\148674\17-const-svcs\171-mgmt\50-chg-order\co#4.docx

ATTACHMENT A
 CHANGE ORDER NO. FOUR
 NEW 75,000 GALLON ELEVATED WATER STORAGE TANK
 AND WATER MAIN IMPROVEMENTS
 HAMBURG, MINNESOTA
 SEH NO. HAMBU 148674
 OCTOBER 22, 2020

| <u>Item No.</u> | <u>Description</u> | <u>Unit</u> | <u>Qty.</u> | <u>Unit Price</u> | <u>Total Price</u> |
|------------------------------------|---|-------------|-------------|-------------------|--------------------|
| BASE BID - WELL ABANDONMENT | | | | | |
| 1 | WELL SEALING PERMIT AND FILING FEE | EACH | 1.00 | \$510.00 | \$510.00 |
| 2 | MOB AND DEMOB OF CRANE AND VAC | EACH | 1.00 | \$4,620.00 | \$4,620.00 |
| 3 | CRANE TIME & LABOR | EACH | 1.00 | \$9,990.00 | \$9,990.00 |
| 4 | F&I TOOLS TO DRILL TO 700' | HOUR | 20.00 | \$414.00 | \$8,280.00 |
| 5 | F&I REMOVE WATER TIGHT DUMPSTER | EACH | 1.00 | \$1,260.00 | \$1,260.00 |
| 6 | VIDEO WELL | EACH | 1.00 | \$1,680.00 | \$1,680.00 |
| 7 | GAMMA LOG WELL | EACH | 1.00 | \$2,160.00 | \$2,160.00 |
| 8 | F&I REMOVE TREMIE PIPE TO 700' FOR SAND/GROUT | EACH | 1.00 | \$2,520.00 | \$2,520.00 |
| 9 | NEAT CEMENT GROUT & LABOR | CU YD | 20.00 | \$810.00 | \$16,200.00 |
| 10 | IMPORT SAND STONE/PEA ROCK (IF NEEDED) | CU YD | 12.00 | \$180.00 | \$2,160.00 |
| TOTAL CHANGE ORDER NO. FOUR | | | | | \$49,380.00 |

COMMERCIAL WELL PROPOSAL



Estimate Date 10/2/2020

Location
 Name **HAMBURG CITY WELL ABANDONMENT**
 Site Address **230 Railroad St Hamburg MN**
 different) **Bret Teymer**
 Phone **605.838.6861**
 Email **teymerb@magulfrain.com**

CONTRACTOR INFO
 Company **STEFFL DRILLING & PUMP**
 Address **2295 66th AVE NE**
 City, State ZIP **WILLMAR, MN 56273**
 Phone **(320) 235-8484**
 Email **STEFFL@WATERWELLDILLING.COM**

Requirements: Request for quote to abandon a 745 ft 6" diameter well in a pumphouse in accordance with MDH Sealing and Boring. Includes pulling existing pumping system and capping all discharges.

| | EST. QTY | UNIT | TASK DESCRIPTION | TYPE/SIZE | UNIT PRICE | TOTAL |
|---|----------|-------|---|--------------------------------|------------|-------------|
| WELL ABANDONMENT | 1 | ea | Well Sealing Permit and Filing Fee | | \$510.00 | \$510.00 |
| | 1 | ea | Job and Demob of Crane and Vac | | \$4,620.00 | \$4,620.00 |
| | 1 | ea | Crane Time & Labor | | \$9,990.00 | \$9,990.00 |
| | 20 | hr | F&I Tools to Drill to 700' | | \$414.00 | \$8,280.00 |
| | 1 | ea | F&I Remove Water Tight Dumpster | | \$1,260.00 | \$1,260.00 |
| | 1 | ea | Video Well | | \$1,680.00 | \$1,680.00 |
| | 1 | ea | Gamma Log Well | | \$2,160.00 | \$2,160.00 |
| | 1 | ea | F&I Remove Tromie Pipe to 700' for sand/grout | | \$2,520.00 | \$2,520.00 |
| | 20 | cu/yd | Neat Cement Grout & Labor | | \$810.00 | \$16,200.00 |
| | 12 | cu/yd | Import Sand Stone/Pea Rock if needed | | \$180.00 | \$2,160.00 |
| WELL ABANDONMENT SUBTOTAL - | | | | \$49,380.00 | | |
| OPTIONAL | 0 | ea | Job and Demob Brush and Perf Eq if Req'd | <i>If required</i> | \$1,500.00 | \$0.00 |
| | 0 | ft | Brush & Perf 6" Casing per ft if Req'd | <i>If required</i> | \$29.40 | \$0.00 |
| | 0 | ea | Provide 3' x 3' Roof Opening Access | <i>Provided by others/city</i> | | |
| OPTIONAL SUBTOTAL (not included in estimate) - | | | | \$0.00 | | |

TERMS OF AGREEMENT

The prices and specifications stated are satisfactory and are hereby accepted. By signing, you are authorizing Steffl Drilling & Pump to do the work as specified. Payment will be made as outlined herein. These are good faith estimates, billing will be for actual units used at the stated rates.

Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions (MN Statute 514.001).

Total payment of amount billed is due & payable (10) days from date of invoice. A) Interest will be charged at a rate of 1.5% per month on any unpaid balance. B) Any and all attorney's fees and cost of collection incurred by Steffl Drilling & Pump in the enforcement of the terms or provisions of this agreement shall be payable by the customer in the event of any default. C) Customer verifies septic tanks and drain fields meet all regulations. Pressure testing or replacement of lines to septic tank to meet fifty foot separation distance (MN Dept. of Health rule 4725.4450) must be done before drilling of well. It will be the property owner's responsibility to bring one or all into compliance. D) Water must not be used for human consumption until test results indicate the absence of total coliform bacteria. Steffl Drilling & Pump is not responsible for the quantity or quality of water.

If paid by credit card, a 4% convenience fee will apply. Site will be left in rough grade condition and will require landscaping to original condition

Sign Below to Accept Quote:

CUSTOMER SIGNATURE

DATE OF ACCEPTANCE

CONTRACTOR SIGNATURE

DATE OF ACCEPTANCE

| | |
|------------------|-------------|
| SUBTOTAL | \$49,380.00 |
| OPTIONALS | \$0.00 |
| TOTAL | \$49,380.00 |

**CITY OF HAMBURG
NOTICE OF HAMBURG CITY COUNCIL
CANVASS BOARD MEETING
FRIDAY, NOVEMBER 13, 2020
4:00 P.M.**

NOTICE IS HEREBY GIVEN, that the City of Hamburg City Council will hold its Canvass Board Meeting for the November 3, 2020 General Election on Friday, November 13, 2020 at 4:00 p.m., in the Council Chambers, 181 Broadway Avenue, Hamburg, MN.

This meeting is a special meeting of the Hamburg City Council to meet as canvassing board for the municipal election held on November 3, 2020. Due to the current health pandemic of COVID-19, the Council Chambers will be closed to the public.

It is anticipated that some or all members of the City Council due to the COVID-19 Pandemic will participate in the meeting by telephone or other electronic means pursuant to Minnesota Statutes, Section 13D.021 rather than in-person at the City Council's regular meeting place at City Hall, 181 Broadway Avenue, Hamburg, Minnesota.

Members of the public can listen to and/or participate in the council meeting live online at <https://us02web.zoom.us/j/6817521480>, the Zoom App on your cellphone via the google play store, or by calling 1-312-626-6799. Use Meeting ID: 681 752 1480 when logging in or calling in. Use # as your participant ID.

If you have any questions, please contact City Hall (952) 467-3232 for further information.

POSTED BY THE HAMBURG CITY CLERK
Jeremy Gruenhagen, City Clerk/Treasurer

City of Hamburg – Land Use Application

Applicant Information:

| | | | |
|---|--|-----------------------------|------------------------------|
| Name <i>Relay Construction (w/air)</i> | Address <i>4114 Central Ave S</i> | City <i>NYA</i> | State/Zip <i>MN 55339</i> |
| Home Phone <i>NA</i> | Email <i>Watten@RelayConstruction.com</i> | Cell <i>612-900-5119</i> | Other Phone |

Location of Property: (attach a separate sheet if necessary)

| | |
|--|-----------------------------------|
| Street address if known: <i>420 Henrietta Ave</i> | Addition: <i>Garage</i> |
| Property ID# <i>45050300</i> | Lot: <i>006</i> Block: <i>003</i> |

Land Use Request & Fee Amt: (please check any that apply)

| | | | | | |
|-------------------------------------|-------------------|-----------|--|--|----------|
| <input checked="" type="checkbox"/> | *Variance | \$300.00 | | *Minor Subd 3 or less | \$300.00 |
| <input checked="" type="checkbox"/> | *Conditional Use | \$300.00 | | Subd. Sketch Plan | \$ None |
| | Land Disturb/Fill | \$50.00 | | *Subd Prel. Plat \$300/+ \$5 per lot | |
| | *Rezoning | \$300.00 | | Subd Final Plat \$300/+ \$5 per lot | |
| | *Comp Plan Amend | \$300 ea. | | Park Dedication Fees 10% land or \$300 per lot | |
| | Other: | | | Subd Deposit for Prof. fees \$1000.00 | |

Property Owner Information:

| | | | |
|---|-------------------------------------|-----------------------------|------------------------------|
| Do you Own the Property? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (if no please fill in the information below) | | | |
| Owners Name <i>Mike Royal</i> | Address <i>420 Henrietta Ave</i> | City <i>Hamburg</i> | State/Zip <i>MN 55339</i> |
| Home Phone <i>952-467-3657</i> | Fax | Cell <i>952-457-6374</i> | Other Phone |

NOTICE OF FEES: The Property Owner and Applicant shall reimburse the city for all costs that it incurs in reviewing, investigating and administering the application for land use permit[s] in amounts provided in the Fee Schedule. Such Costs may include, but are not limited to, direct city payroll and overhead costs, fees paid to consultants and other professionals, including attorneys and engineers, and the cost of printing, mailing and supplies. These Fees are due immediately upon billing by the City. Bills shall be mailed to the address above and shall also be emailed. The city shall provide, upon request, an itemized statement of the various costs incurred by the city. The city may deny final action on a land use application and/or rescind prior action until all Fees are paid; unless the provisions of Minn. Stat. 462.353 subd. 4(d) are utilized and the deposit contemplated therein is made. The city may require additional deposits, if deemed necessary.

PROPERTY ENTRY. The Property Owner and Applicant agrees to allow city staff, commission members and council members access to the property, at reasonable times after reasonable notice to the Property Owner and Applicant by mail, email or verbal notification. Notice shall be provided at least 48 hours before desired entry. Any entry onto the Property is for the limited purpose of viewing the Property related to the Application made herein.

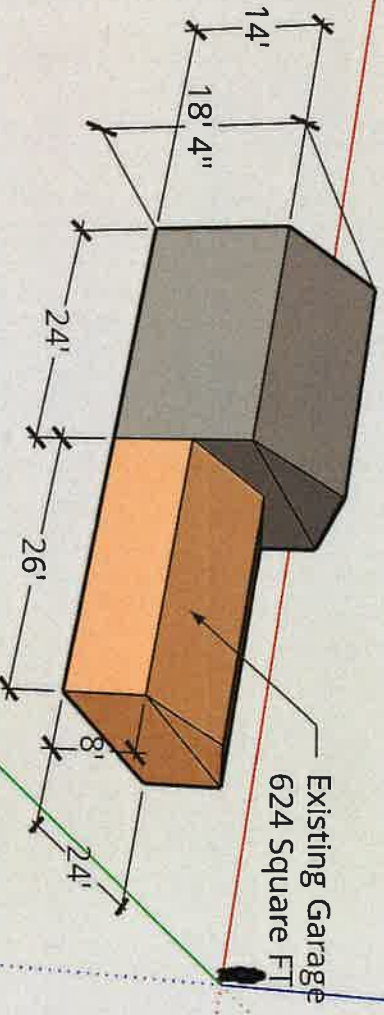
I acknowledge that I have read the above statement and agree to the terms set forth above, including the responsibility for Fee reimbursement. If there is both an Applicant and Owner, they shall be jointly and severally responsible for all fees incurred and fully understand that I am responsible for all costs incurred by the City in the processing and reviewing of this application.

 and 
 Applicant Signature Owner Signature

Dated this 27 day of October, 2020.

Mike Royal
Henrietta Ave
Hamburg MN

Mike Royal
Henrietta Ave
Hamburg MN



Total Proposed Square feet
1200

Total Height Won't exceed
19 ft

Total Proposed Square feet
1200

Total Height Won't exceed
19 ft



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MEMORANDUM

TO: City of Hamburg

FROM: Jessica Hedin, PE (Lic. MN)

DATE: November 5, 2020

RE: Hamburg WWTF Capacity Analysis
SEH No. HAMBU 157379 14.00

When evaluating the capacity of the Hamburg Wastewater Treatment Facility (WWTF) it is important to determine the following:

- Total capacity of the system (both hydraulic and organic).
- Capacity currently being used (calculated using daily monitoring report [DMR] data).
- Capacity remaining for future growth (both hydraulic and organic).

EFFLUENT LIMITS

The Hamburg WWTF is a stabilization pond system that consists of two primary ponds and one secondary pond. The facility operates under NPDES/SDS Permit MN0025585 that expired on July 31, 2015. Each primary pond is 2.75 acres and the secondary pond is 3.33 acres. The pond facility was designed for an average wet weather flow of 63,000 gpd. The limits for the Hamburg facility are shown in the table below.

Table 1 – NPDES/SDS Permit Limits

| Parameter | Limit | Limit Type |
|----------------------------|---------|-------------------------------|
| cBOD ₅ , mg/L | 25 | Calendar month average |
| cBOD ₅ , kg/day | 53.6 | Calendar month average |
| TSS, mg/L | 45 | Calendar month average |
| TSS, kg/day | 96.5 | Calendar month average |
| Fecal Coliform, MPN | 200 | Calendar month geometric mean |
| pH | 6.0-9.0 | Calendar month min and max |
| Flow, total phosphorus | | Monitor Only |

TOTAL CAPACITY OF POND SYSTEM

To determine the total capacity of the system both organic loading rate and storage must be evaluated. In Minnesota the recommended design loading rate for a stabilization pond system is 22 lb cBOD/acre/day in the primary ponds and the storage capacity required in Southern Minnesota is 180 days in the entire pond system. Based on these criteria the pond system has a total capacity as shown in the table below.

Table 2 – Total Pond Capacity

| Parameter | Value | Units |
|---|-------|--------|
| Organic Loading (cBOD ₅) ¹ | 121 | lb/day |
| Storage volume ² | 11.5 | MG |

¹Based on 22 lb cBOD/acre/day

²Based on volume of storage for 4' operating depth

CURRENT CAPACITY USED

The DMR data from January 2017 – August 2020 was used to determine the average wet weather flow during the 180 wettest days during a May-October or November-April timeframe according to MPCA guidelines. The wettest 180 day timeframe was November 2018 – April 2019 and based on the average flow from this period and the average load data for all cBOD, TSS, and TP samples, the amount of hydraulic and load capacity currently being used at the Hamburg WWTF is shown in the table below.

Table 3 – Capacity Currently Used at WWTF

| Parameter | Value | Units |
|--------------------------|-------|--------|
| Average wet weather flow | 0.043 | MGD |
| cBOD5 | 54 | lb/day |
| TSS | 37 | lb/day |
| TP | 1.9 | lb/day |

REMAINING POND CAPACITY

The remaining pond capacity is calculated by subtracting the capacity currently being used at the WWTF from the total pond capacity. Both organic load capacity and storage capacity must be considered to determine the limiting factor for remaining capacity. Both the remaining organic load and storage capacities have been equated to Residential Equivalent Units (REUs). One REU is equivalent to one household and the Minnesota State Demographer has estimated 2.51 persons per household for the City of Hamburg.

Table 4 – Remaining Capacity of WWTF using MPCA Guidelines for Average Wet Weather Flow Determination

| Parameter | Total Capacity | Current Capacity | Remaining Capacity | REU Equivalent |
|-----------------------------------|----------------|------------------|--------------------|----------------|
| Organic Load (cBOD ₅) | 121 lb/day | 54 lb/day | 67 lb/day | 122 |
| Storage Volume | 11.5 MG | 7.8 MG | 3.7 MG | 82 |

Please note that the results in Table 4 are based on MPCA Guidelines for determining the Average Wet Weather (AWW) flow based on the wettest 180 days using precipitation data. However, the wettest 180 days based on precipitation does not necessarily correlate to the highest average flowrates due to variations in wet weather events, such as the time for the recorded amount of precipitation each day to fall. Those variations can directly impact inflow and infiltration at the WWTF. When adding more data from 2015 and 2016 and reviewing the historical average flowrates for the May-October and November-April timeframes, the maximum average flow regardless of precipitation amounts is 0.053 MGD which occurred in May-October 2019. This is higher than the AWW flow calculated using MPCA Guidelines of 0.043 MGD (see in Table 3). While this doesn't impact the organic load capacity significantly, it does impact the hydraulic capacity by reducing the storage available. The results of the remaining capacity using the maximum average flow is shown in Table 5 below.

Table 5 – Remaining Capacity of WWTF using Maximum Average Flowrate

| Parameter | Total Capacity | Current Capacity | Remaining Capacity | REU Equivalent |
|-----------------------------------|----------------|------------------|--------------------|----------------|
| Organic Load (cBOD ₅) | 121 lb/day | 57.5 lb/day | 63.5 lb/day | 115 |
| Storage Volume | 11.5 MG | 9.6 MG | 1.9 MG | 43 |

CONCLUSION

While the pond system has organic load capacity for future growth of 122 REUs, the limiting factor for the capacity of the Hamburg WWTF is the storage volume. At average flow and load conditions the pond system has capacity for an additional 82 REUs and at maximum average flow and load conditions the pond system has capacity for an additional 43 REUs. Because the storage capacity is based on flow, reduction of I&I to the pond system may help gain additional REUs.

jah/mrb

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DRAFT

AMENDMENT TO PROFESSIONAL SERVICE AGREEMENT
Contract for Police Services

WHEREAS, Carver County and the City of Hamburg entered into a Contract for Police Services for 2020 and 2021, and:

WHEREAS, the cost for policing services for 2021 was projected as \$18,203.00.

WHEREAS, the actual costs for policing services in 2021 is \$17,573.00.

WHEREAS, the Sheriff shall invoice one half of the total amount of the 2021 police staffing option costs hereunder, or \$8,786.50 to be paid on or before June 30 of the 2021 contract year. The Sheriff shall invoice the amount, or \$8,786.50 to be paid on or before November 30 of the 2021 contract year.

WHEREAS, in this Amendment and to be incorporated under ARTICLE VI in successor police contracts, if either party terminates this agreement or elects to discontinue contracted services, or in any way decrease contracted police services, the City shall still be obligated to pay all unpaid personnel costs as determined by the County. The total unpaid costs shall not exceed 5% of the total cost for police services excluding unpaid overtime.

WHEREAS, under ARTICLE VII of the policing contract, if the City requests coverage for compensated days off as defined under 1.1.1 of Police Staffing Options, additional hours for deputies will be billed at \$68.42 for the contract year 2021.

WHEREAS, in this Amendment and to be incorporated under ARTICLE VII of successor police contracts, the County, upon receiving continuing education reimbursement, shall reimburse the city pursuant to the MN Administrative Rules, Peace Officer Standards and Training Board, Chapter 6700, part 6700.1800:

THEREFORE, BE IT RESOLVED that the above terms and conditions be in effect and the amended cost of the Contract for Policing for 2021 is \$17,573.00 and:

BE IT FURTHER RESOLVED that all other terms and conditions of this contract remain in effect as per the original contract.

City of Hamburg

County of Carver

Mayor

City Administrator

County Administrator Date

Sheriff Date