

Hamburg City Council Meeting November 26, 2013

Mayor Richard Malz called the Hamburg City Council Meeting to order at 7:00 p.m. Councilmember Steve Trebesch, Councilmember Chris Lund, Councilmember Richard Odoms, Councilmember Bob Gregonis, City Clerk Jeremy Gruenhagen, and Deputy Clerk Susan Block were in attendance.

Agenda Review (Added Items) and Adoption

- Added - Updated November Claims List
- Added - Move the Public Meeting from December 10, 2013 to January 14, 2014 @ 7:00 p.m.
- ***Councilmember Odoms moved to approve the Agenda with the added items, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Approve Consent Agenda

- Approve Minutes for October 8, 2013
- Move Public Hearing to adopt 2014 City Fee Schedule from December 10, 2013 to January 14, 2014 at 7:00 p.m.
- Hold Special Budget Workshop Meeting December 3, 2013 at 6:30 p.m.
- Approve Time-off Request (Jeremy Gruenhagen)
- October Cash Flow Statement
- Delinquent Utility Bills Report
- City Offices Closed November 28th & 29th for Thanksgiving
- ***Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Old City Business (Memo)

- Recycling Container at Community Hall
 - The four (4) yard recycling container placed at the City Hall is not very well marked as a recycling container. City Clerk Gruenhagen will contact Waste Management and ask if a recycling container with a yellow top can be exchanged for the one that was delivered.
- The transfer switch for the Liftstation generator will be installed next year.
- Dialer for the Water Treatment Plant.
 - The new UPS was received from Amazon.com but was defective and a new one will be delivered in three to five days.
 - Next Tuesday the UPS will be installed and it will be set to have a ten minute time delay the same as the Liftstation alarm.
- Extended Service Agreement for Electronic Sign.
 - Daktronics will be sending in an extended Parts and Service Agreement, they are also setting up a work order to fix the temperature reader on the sign.
- Tower Site/Lease Agreement with Broadband Corporation.
 - Ann Perry (City Planner), Mac Willemsen (City Attorney), and Council reviewed the Lease Agreement with Broadband and suggested;
 - Tower Site Agreement should only be for twelve months.
 - Charge \$10 per month for electricity usage or ask for \$60 per month rental fee instead of the proposed \$50.
 - Free Internet site service for the City Hall and Shop.

Hamburg City Council Meeting November 26, 2013

- Insurance liability should be one million dollars per occurrence coverage. The City should receive proof of coverage directly from the insurance carrier.
- The waiver in Section 9, Subsection (c) should be deleted.
- Remove Section 13, Subsection (c) (ii) from agreement.
- Schedule to approve or decline the Lease Agreement at the December 3rd Special Meeting.

Public Works & Utilities Department Report

- Budget Items for 2014 was submitted to Council.
 - Weed Whip
 - Leaf Blower
 - Tools
 - Replace Bob Cat - approximate cost \$38,322
- WTP Repairs
 - Heating element burnt out in the WTP and Metro Air will be called to fix the element.
 - Water facet is broke and needs to be replaced.
- Community Center Flag Pole
 - Flag cable is not working properly and Countryside Flagpole from Hutchinson will be contacted to have it fixed.
- Cell Phone Plan
 - City Clerk Gruenhagen will look at different packages and plans for a City cell phone.
- Reflective Cones
 - Maintenance Worker Schultz will compare CarQuest and Napa for purchase prices.

City Clerk/Treasurer Report

- Council decided not to hold a City Clean Up Day for 2014.
- Carver County Fiber Optic/Phones for City Offices
 - Jaguar Communications will submit pricing for City phones and internet service some time next week.
- Hall Rental (UFC) - December 18, 2013
 - Companies doing business within the City will be billed half the Hall rental price.
- 2014 Final Budget/2014 Tax Levy
 - Health Insurance decreased by 7%
 - Work Compensation Ins increased by 10%
 - Property & Casualty Insurance will be at 0%
 - Equipment and Improvements added \$2,000 to the 2014 Budget
 - Purchase tools and shop equipment
 - Fire Fighters Volunteer Workers Comp. Insurance increased by 13%
 - Public Works Workers Comp. Insurance increased by 10%
 - Added Engineering Fees for upcoming street projects
 - Net Income roughly \$48,626 for 2014 Budget
 - Transfer from Savings to the General Fund the amount needed to purchase a new Bob Cat in 2014.
 - ***Councilmember Odoms moved to approve the purchase of a new Bobcat from the Equipment Replacement Fund, order now and with payment due upon delivery in 2014, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Hamburg City Council Meeting November 26, 2013

- LGA (\$72,948) will not be added to the 2014 Budget, if received it will be added to City Maintenance fund.
- Next Budget Meeting - Decide
 - Leaving Sewer rates the same
 - Increasing the Water rates
 - Increase Storm Water rates
- City Fee Schedule
 - Leave the Hall, Community Center, Park rental rates the same.
 - Keep the other fees as they are now.

City Council Reports

- Councilmember Odoms Report (Streets)
 - Remove Christmas lights from the damaged light pole on Park Avenue.
 - Looking into a new water meter reader gun that will down load the information into a computer program.
- Councilmember Lund Report (Parks)
 - Re-look at the proposed design of the handy-cap bathroom in the Park. It looks like the placement of the door will interfere with the inside electrical box.
- Mayor Malz
 - Update the City sign.

Approve Payment of Added November October 2013 Claims (\$16,958.66)

- Check number 16478 (\$2,256.92) to Medica was voided and a new check will be issued in December.
- ***Councilmember Lund moved to approve check number 16499 to check number 16507 for a total of \$16,958.66, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Recess City Council Meeting

- ***Councilmember Lund moved to recess the City Council Meeting at 8:25 p.m., seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Move to Close Closed Meeting for Employee Reviews

- ***Councilmember Lund moved to close the Closed Meeting at 9:36 p.m. for Employee Reviews, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.***

Move to Reopen the City Council Meeting

- ***Councilmember Trebesch moved to reopen the City Council Meeting at 9:37, seconded by Councilmember Odoms and motion unanimously carried. All Council members were resent.***

Employee Wages - City Clerk Jeremy Gruenhagen

**Hamburg City Council Meeting
November 26, 2013**

- *Councilmember Odoms moved to give City Clerk Jeremy Gruenhagen a 3% wage increase plus an additional \$100 per month, motion failed for lack of second.*
- *Councilmember Lund moved to increase City Clerk Jeremy Gruenhagen wages by 3% starting January 2014, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

Health Insurance - City Employees

- *Councilmember Trebesch moved to approve the City of Hamburg to pay for family insurance coverage for full time City employees and contribute \$3,000 per year to their HSA account, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.*

Employee Wages - Deputy Clerk Susan Block

- *Councilmember Lund moved to approve Deputy Clerk Block a pay increase of 1.5% contingent on a Performance Review during the first council meeting in March, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.*

Adjourn City Council Meeting

Councilmember Trebesch moved to adjourn the Hamburg City Council meeting at 9:59 p.m., seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.

Submitted by:

Susan Block
Deputy Clerk/Utility Billing Clerk