



HAMBURG CITY COUNCIL AGENDA JANUARY 10, 2017

1. Call City Council Meeting to Order

- **Swear In New Mayor & Council Members**
- **Pledge of Allegiance**
- **Designations/Appointments for 2017**
 - **Approve Resolution Number 2017-01**

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 Resolution Number 2017-01 (Designations/Appointments)**
- **Approve Resolution Number 2017-02 (Donations Received in 2016)**
- **Approve Resolution Number 2017-03 (Payment of Claims for 2017)**
- **Approve Resolution Number 2017-03 (Declare Council Vacancy)**
- **Approve Resolution Number 2017-05 (Fill Council Vacancy)**
- **Approve Minutes for:**
 - **September 27, 2016**
 - **November 15, 2016 & November 22, 2016**
 - **December 5, 2016 & December 13, 2016**
- **Approve Time-Off Request for Jeremy Gruenhagen**
- **Cash Flow Statements for September/October/November 2016**
- **Delinquent Utility Bills Report**
- **Water/Wastewater Reports for November 2016**
- **City Offices Closed January 16, 2017 for MLK Jr. Day**

5. Fire Department Report – Chief Justin Buckentin

- **Recognition of Service for Firefighter Brian Siewert (25+ Years)**

6. Kandis Hanson – MNSPECT

- **MNSPECT Services**
- **Plumbing Plan Review Agreement**

7. Public Works & Utilities Department Report

- **Water/Wastewater Services**



***HAMBURG CITY COUNCIL AGENDA
JANUARY 10, 2017***

- 8. City Clerk/Treasurer Report**
 - **NYA Area Chamber of Commerce**
 - **Utility Bills (Billing Procedures)**
 - **City Emails**
 - **Agenda Items (Changes)**
 - **Claims List**
 - **Department Project Lists**
- 9. Approve Payment of December 2016 Claims
Approve Payment of January 2017 Claims**
- 10. City Council Reports**
 - **Councilmember Jason Buckentin**
 - **Councilmember Tim Tracy**
 - **Councilmember**
 - **Councilmember Steve Trebesch**
 - **Mayor Chris Lund**
- 11. Adjourn City Council Meeting**



***HAMBURG CITY COUNCIL AGENDA
JANUARY 10, 2017***

COMMUNITY HALL & PARK ACTIVITIES

JANUARY

**15 – Hamburg Lions Pancake Breakfast
21 – Pheasants Forever
28 – Green Isle CPA**

FEBRUARY

4 – HHFC Fish Fry

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

JANUARY

**1 – Community Center Rental
7 – Community Center Rental
8 – Community Center Rental
9 – HFD Training
10 – Hamburg City Council Meeting – 7:00 PM
10 – Young America Township Meeting
16 – Hamburg Lions Club
19 – Carver County Chief's Meeting
24 – HFD Training
29 – Community Center Rental
30 – Hamburg Fire Dept. (Relief Association) Meeting**

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2017-01**

***RESOLUTION ASSIGNING ANNUAL
DESIGNATIONS AND APPOINTMENTS FOR 2017***

WHEREAS, at the first council meeting certain designations are required to be made by the City Council;

THEREFORE, BE IT RESOLVED, the following designations shall be made for 2017:

1. The Acting Mayor who shall preside and perform duties in the absence of the Mayor shall be Steve Trebesch.
2. Mayor Chris Lund, Council Member Steve Trebesch and City Clerk/Treasurer Jeremy Gruenhagen shall serve on the Personnel Committee for the City.
3. The Hamburg City Council Meeting Start Time for 2017 shall be 7:00 P.M.
4. The official newspaper of the City of Hamburg shall be The NYA Times.
5. The official depository of the City of Hamburg shall be the State Bank of Hamburg.
6. The Building Inspector for the City of Hamburg shall be MNSPECT.
7. The City Engineering Firm shall be S.E.H. Inc., Justin Black shall serve as the primary Engineer for the City of Hamburg.
8. The City Attorney Firm for legal advising, litigation and prosecutions shall be Hubert-Melchert-Sjodin.
9. The Emergency Manager for 2017 shall be Brad Droege.
10. The co-signers for all checks shall be Mayor Chris Lund, Acting Mayor Steve Trebesch and City Clerk/Treasurer Jeremy Gruenhagen.

AND, BE IT ALSO RESOLVED, that the firm for auditing purposes for the year 2016 be Abdo, Eick & Meyers LLP.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 10th day of January, 2017.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2017-02**

RESOLUTION ACCEPTING DONATIONS RECEIVED IN 2016

WHEREAS, Minnesota Statutes Section 465.03 provides that donations to the City be accepted by resolution of the City of Council; and

WHEREAS, the City of Hamburg has received the following donations in 2016:

<u>Donations Received in 2016</u>	<u>Amount</u>
Hamburg Fire Dept. Relief Assoc. (Fire Gear)	\$250.00
Xcel Energy (Fire Equipment)	\$250.00
Hamburg Fire Dept. Relief Assoc. (National Night Out)	\$400.00
Hamburg Classic BBQ (Park)	\$300.00
Hamburg Fire Dept. Relief Assoc. (Air Pack Bottles)	\$1,000.00
Hamburg Hunt & Fish Club (Tables/Chairs for Hall)	\$1,500.00

WHEREAS, the City Council expresses its gratitude for the donations given to the City of Hamburg.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA:

1. The City Council of the City of Hamburg hereby graciously accepts, with great appreciation, the donations given in 2016 and will use them as prescribed.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 10th day of January, 2017.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



"The City of Hamburg is an Equal Opportunity Employer and Provider."

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2017-03**

***RESOLUTION APPROVING THE DELEGATION OF AUTHORITY
FOR PAYING CLAIMS PRESENTED TO THE CITY OF
HAMBURG***

WHEREAS, Minnesota Statute 412.271 Subd. 7 and Subd. 8 authorizes the City to delegate authority to pay certain claims against the City by the City Administrative Official:

WHEREAS, the Clerk/Treasurer is a City Administrative Official;

WHEREAS, the City of Hamburg desires to authorize the City Administrative Official to pay all claims that the City Official deems just and correct and valid for the 2017 Calendar Year.

WHEREAS, all checks drawn for payment of claims must be signed by the City Clerk/Treasurer and the Mayor:

WHEREAS, the City Administrative Official will present to the City Council at the first council meeting after payment of claims a list of the claims paid and an explanation of the payment.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA:

That the Clerk/Treasurer of the City of Hamburg is authorized to pay all claims for the 2017 Calendar Year presented to the City if in the City Official's discretion the claims are just, correct and valid.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 10th day of January, 2017.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



"The City of Hamburg is an Equal Opportunity Employer and Provider."

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2017-04**

RESOLUTION DECLARING A VACANCY ON CITY COUNCIL

WHEREAS, Chris Lund was duly elected to the office of Mayor, for the period of January 1, 2017 to December 31, 2018, and

WHEREAS, Chris Lund has vacated his council seat for his remaining term which expires December 31, 2018, and

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA:

1. A vacancy exists on the Council.
2. Pursuant to Minnesota Statute 412.02, subd. 2a, the council shall fill the vacancy by appointment.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 10th day of January, 2017.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



"The City of Hamburg is an Equal Opportunity Employer and Provider."

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2017-05**

***RESOLUTION APPOINTING PERSON TO FILL VACANCY
ON CITY COUNCIL***

WHEREAS, a vacancy currently exists on the Hamburg City Council, and

WHEREAS, pursuant to Minnesota Statute 412.02, subd. 2a, the council shall fill the vacancy by appointment, and

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA:

1. The Council hereby appoints Scott Feltmann to fill the vacant council position for the remaining period of January 10, 2017 to December 31, 2018.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 10th day of January, 2017.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



"The City of Hamburg is an Equal Opportunity Employer and Provider."

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: January 5, 2017

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: January 13, 17, 20, 27
February 3, 10, 17, 24
(Off at 4:00 PM)
Each Day 4

How many **Vacation** hours will be used? 4

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

Is there a **Holiday** during your time off? No

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? No

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: _____

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Gruenhagen
Employee Signature

1-05-17
Date

City Clerk/Treasurer

Date

Mayor

Date



"The City of Hamburg is an Equal Opportunity Employer and Provider."

	Beginning Balance 1/1/2016	2016 Budget Income	2016 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 9/30/2016
General Fund	\$302,458.36	\$653,710.00	\$638,710.00	\$317,458.36	\$335,320.27	\$275,870.01	\$361,908.62
General Gov ^t			\$258,269.00			\$147,826.99	
Public Safety (Fire Dept.)			\$105,903.00			\$56,392.39	
Public Works (Streets)			\$196,566.00			\$19,088.86	
Sanitation & Recycling			\$3,500.00			\$931.57	
Parks & Recreation			\$41,371.00			\$33,041.41	
Comm. Hall			\$33,101.00			\$18,588.79	
Special Revenue Funds	\$357,236.57	\$72,321.03	\$72,948.00	\$356,609.60	\$735.73	\$0.00	\$357,972.30
City Of Hamburg (Savings)	\$268,867.73	\$51,635.00	\$72,948.00	\$247,554.73	\$505.06	\$0.00	\$269,372.79
Fire Equipment CD	\$88,368.84	\$20,686.03	\$0.00	\$109,054.87	\$230.67	\$0.00	\$88,599.51
Debt Service	\$44,391.33	\$20,169.00	\$25,584.53	\$38,975.80	\$11,059.66	\$15,107.50	\$40,343.49
Capital Project Fund (2015 Street I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total (Tax Revenue Funds)	\$704,086.26	\$746,200.03	\$737,242.53	\$713,043.76	\$347,115.66	\$290,977.51	\$760,224.41
Enterprise Funds							
Water	\$119,947.90	\$156,421.81	\$157,028.20	\$119,341.51	\$126,916.56	\$131,958.26	\$114,906.20
Sewer	\$323,845.28	\$69,779.04	\$68,695.00	\$324,929.32	\$54,100.58	\$48,206.30	\$329,739.56
Storm Water	\$108,208.59	\$76,944.80	\$74,997.00	\$110,156.39	\$53,520.78	\$74,947.26	\$86,782.11
Total (Enterprise Funds)	\$552,001.77	\$303,145.65	\$300,720.20	\$554,427.22	\$234,537.92	\$255,111.82	\$531,427.87
Totals	\$1,256,088.03	\$1,049,345.68	\$1,037,962.73	\$1,267,470.98	\$581,653.58	\$546,089.33	\$1,291,652.28
Debt Summary	Remaining Balance 1/1/2016	Remaining Assessment 1/1/2016	Cash & Investments	2016 Principle Payments	Date Due	Maturity Date	Unfunded Balance 12/31/2016
1992 Streets	\$0.00	\$6,755.02	\$0.00	\$0.00	Paid	2012	(\$6,755.02)
2007 Streets	\$110,000.00	\$16,577.35	\$36,273.79	\$10,000.00	2/1/16 & 8/1/16	2/11/2023	\$47,148.86
2010 HD Rescue Truck Certificate	\$0.00	\$0.00	\$10,377.03	\$0.00	Paid	11/30/2015	(\$10,377.03)
Water Wells Project	\$96,000.00	\$0.00	\$0.00	\$13,000.00	2/20/16 & 8/20/16	8/20/2022	\$83,000.00
Water Treatment Plant	\$482,000.00	\$0.00	\$0.00	\$49,000.00	2/20/16 & 8/20/16	8/20/2024	\$433,000.00
Sanitary Sewer Improvements	\$201,226.73	\$82,810.23	\$0.00	\$15,000.00	2/20/16 & 8/20/16	8/20/2030	\$103,416.50
Storm Water Improvements	\$995,000.00	\$0.00	\$0.00	\$45,000.00	2/1/16 & 8/1/16	2/11/2032	\$950,000.00
Totals	\$1,884,226.73	\$106,142.60	\$46,650.82	\$132,000.00			\$1,599,433.31

Cash Flow Actuals

	January	February	March	April	May	June	July	August	September	Totals
Beg. Balance	\$1,256,088.03	\$1,184,908.55	\$1,179,749.69	\$1,154,149.92	\$1,134,971.75	\$1,139,636.42	\$1,106,895.56	\$1,415,822.31	\$1,318,425.64	\$1,291,652.28
Income										
Property Taxes	\$3,380.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$228,236.97	\$0.00	\$0.00	\$231,617.35
Licenses & Permits	\$802.77	\$655.09	\$649.98	\$112.00	\$178.00	\$2,351.00	\$270.85	\$2,894.75	\$230.00	\$8,144.44
Intergovt Receipts (Aids)	\$4,223.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,801.00	\$2,000.00	\$16,009.07	\$60,034.04
Charges for Services										
Assessment Searches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Comm Ctr Rentals	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$150.00	\$1,200.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,100.00	\$0.00	\$0.00	\$20,100.00
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Park Rentals	\$0.00	\$0.00	\$150.00	\$150.00	\$150.00	\$450.00	\$0.00	\$150.00	\$0.00	\$1,050.00
Hall Receipts	\$1,903.80	\$811.20	\$992.40	\$2,004.60	\$0.00	\$2,363.80	\$955.20	\$800.00	\$3,649.40	\$13,480.40
Fines	\$60.00	\$123.33	\$0.00	\$274.97	\$339.96	\$0.00	\$0.00	\$0.00	\$166.65	\$1,024.91
Misc. Receipts	\$395.12	\$91.18	\$26.50	\$139.30	\$64.75	\$783.36	\$857.25	\$924.75	\$136.92	\$3,419.13
Other Receipts										
Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income (Savings)	\$0.00	\$0.00	\$244.39	\$0.00	\$0.00	\$243.56	\$0.00	\$0.00	\$247.78	\$735.73
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,507.80	\$2,834.86	\$0.00	\$12,342.66
Water Service	\$14,514.90	\$12,439.42	\$11,612.13	\$11,928.68	\$17,998.10	\$14,090.77	\$14,663.25	\$15,489.35	\$14,179.96	\$126,916.56
Sewer Service	\$6,329.44	\$4,987.18	\$4,420.06	\$4,921.25	\$6,682.29	\$5,183.72	\$4,899.99	\$5,275.63	\$5,118.02	\$47,817.58
Storm Water	\$6,634.69	\$5,646.53	\$5,453.69	\$5,259.64	\$7,261.70	\$5,771.13	\$5,733.59	\$5,892.94	\$5,866.87	\$53,520.78
	\$38,245.07	\$24,753.93	\$24,299.15	\$24,790.44	\$32,734.80	\$31,487.34	\$323,025.90	\$36,562.28	\$45,754.67	\$581,653.58
Expenses										
General Gov't	\$9,703.60	\$14,137.93	\$27,495.14	\$17,114.95	\$14,668.99	\$14,685.37	\$6,131.56	\$23,933.07	\$19,956.38	\$147,826.99
Public Safety	\$5,165.14	\$4,386.01	\$8,814.97	\$5,404.80	\$3,814.51	\$10,740.62	\$1,010.37	\$3,100.31	\$13,955.66	\$56,392.39
Public Works	\$3,273.10	\$1,283.28	\$1,658.41	\$4,985.18	\$289.79	\$2,057.91	\$267.61	\$3,581.59	\$1,691.99	\$19,088.86
Sanitation & Recycling	\$0.00	\$0.00	\$0.00	\$181.69	\$205.31	\$0.00	\$1.36	\$292.81	\$250.40	\$931.57
Park & Recreation	\$100.15	\$23.30	\$3,428.22	\$5,211.81	\$2,165.93	\$4,224.24	\$1,881.38	\$6,351.35	\$9,655.03	\$33,041.41
Hall Expenses	\$1,102.53	\$3,197.51	\$2,176.74	\$1,701.08	\$334.71	\$2,913.28	\$841.34	\$2,101.23	\$3,720.37	\$18,588.79
Debt Service	\$12,882.50	\$0.00	\$0.00	\$0.00	\$0.00	\$2,225.00	\$0.00	\$0.00	\$0.00	\$15,107.50
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
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$2,946.33	\$4,342.87	\$3,904.19	\$4,887.37	\$3,730.92	\$4,533.75	\$2,220.74	\$6,060.65	\$18,715.75	\$51,342.57
Sewer	\$3,572.65	\$2,541.89	\$2,421.25	\$4,487.73	\$2,359.97	\$6,304.28	\$1,744.79	\$3,478.19	\$3,832.45	\$30,737.20
Storm Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$750.00
Total Expenses	\$38,746.00	\$29,912.79	\$49,898.92	\$43,968.61	\$28,070.13	\$47,684.45	\$14,099.15	\$48,899.20	\$72,528.03	\$373,807.28
Other Expenses (DEBT)										
Wells/WTP Bonds	\$6,834.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,834.60	\$0.00	\$75,669.20
Water Imp. Bonds (2011)	\$3,912.51	\$0.00	\$0.00	\$0.00	\$0.00	\$1,033.98	\$0.00	\$0.00	\$0.00	\$4,946.49
Sewer Imp. Bonds (2011)	\$1,243.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,225.15	\$0.00	\$17,469.10
Storm Water Imp. Bonds (2011)	\$58,687.49	\$0.00	\$0.00	\$0.00	\$0.00	\$15,509.77	\$0.00	\$0.00	\$0.00	\$74,197.26
Total Other Expenses	\$70,678.55	\$0.00	\$0.00	\$0.00	\$0.00	\$16,543.75	\$0.00	\$85,059.75	\$0.00	\$172,282.05
Checking Balance	\$1,184,908.55	\$1,179,749.69	\$1,154,149.92	\$1,134,971.75	\$1,139,636.42	\$1,106,895.56	\$1,415,822.31	\$1,318,425.64	\$1,291,652.28	\$1,291,652.28
	(\$71,179.48)	(\$5,158.86)	(\$25,599.77)	(\$19,178.17)	\$4,664.67	(\$32,740.86)	\$308,926.75	(\$97,396.67)	(\$26,773.36)	\$35,564.25

	Beginning Balance 1/1/2016	2016 Budget Income	2016 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 10/31/2017
General Fund	\$302,458.36	\$653,710.00	\$638,710.00	\$317,458.36	\$342,321.37	\$417,655.39	\$227,124.34
General Gov't			\$258,269.00			\$161,159.49	
Public Safety (Fire Dept.)			\$105,903.00			\$58,692.97	
Public Works (Streets)			\$196,566.00			\$141,050.18	
Sanitation & Recycling			\$3,500.00			\$1,136.88	
Parks & Recreation			\$41,371.00			\$35,602.34	
Comm. Hall			\$33,101.00			\$20,013.53	
Special Revenue Funds	\$357,236.57	\$72,321.03	\$72,948.00	\$356,609.60	\$735.73	\$0.00	\$357,972.30
City Of Hamburg (Savings)	\$268,867.73	\$51,635.00	\$72,948.00	\$247,554.73	\$505.06	\$0.00	\$269,372.79
Fire Equipment CD	\$88,368.84	\$20,686.03	\$0.00	\$109,054.87	\$230.67	\$0.00	\$88,599.51
Debt Service	\$44,391.33	\$20,169.00	\$25,584.53	\$38,975.80	\$11,059.66	\$15,107.50	\$40,343.49
Capital Project Fund (2015 Street I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total (Tax Revenue Funds)	\$704,086.26	\$746,200.03	\$737,242.53	\$713,043.76	\$354,116.76	\$432,762.89	\$625,440.13
Enterprise Funds							
Water	\$119,947.90	\$156,421.81	\$157,028.20	\$119,341.51	\$139,462.91	\$135,468.00	\$123,942.81
Sewer	\$323,845.28	\$69,779.04	\$68,695.00	\$324,929.32	\$59,071.72	\$51,408.15	\$331,508.85
Storm Water	\$108,208.59	\$76,944.80	\$74,997.00	\$110,156.39	\$59,283.12	\$74,947.26	\$92,544.45
Total (Enterprise Funds)	\$552,001.77	\$303,145.65	\$300,720.20	\$554,427.22	\$257,817.75	\$261,823.41	\$547,996.11
Totals	\$1,256,088.03	\$1,049,345.68	\$1,037,962.73	\$1,267,470.98	\$611,934.51	\$694,586.30	\$1,173,436.24
Debt Summary	Remaining Balance 1/1/2016	Remaining Assessment 1/1/2016	Cash & Investments	2016 Principle Payments	Date Due	Maturity Date	Unfunded Balance 12/31/2016
1992 Streets	\$0.00	\$6,755.02	\$0.00	\$0.00	Paid	2012	(\$6,755.02)
2007 Streets	\$110,000.00	\$16,577.35	\$36,273.79	\$10,000.00	2/1/16 & 8/1/16	2/1/2023	\$47,148.86
2010 HD Rescue Truck Certificate	\$0.00	\$0.00	\$10,377.03	\$0.00	Paid	11/30/2015	(\$10,377.03)
Water Wells Project	\$96,000.00	\$0.00	\$0.00	\$13,000.00	2/20/16 & 8/20/16	8/20/2022	\$83,000.00
Water Treatment Plant	\$482,000.00	\$0.00	\$0.00	\$49,000.00	2/20/16 & 8/20/16	8/20/2024	\$433,000.00
Sanitary Sewer Improvements	\$201,226.73	\$82,810.23	\$0.00	\$15,000.00	2/20/16 & 8/20/16	8/20/2030	\$103,416.50
Storm Water Improvements	\$995,000.00	\$0.00	\$0.00	\$45,000.00	2/1/16 & 8/1/16	2/1/2032	\$950,000.00
Totals	\$1,884,226.73	\$106,142.60	\$46,650.82	\$132,000.00			\$1,599,433.31

Cash Flow Actuals

	January	February	March	April	May	June	July	August	September	October	Totals
Beg. Balance	\$1,256,088.03	\$1,184,908.55	\$1,179,749.69	\$1,154,149.92	\$1,134,971.75	\$1,139,636.42	\$1,106,895.56	\$1,415,822.31	\$1,318,425.64	\$1,291,652.28	\$1,173,436.24
Income											
Property Taxes	\$3,380.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$228,236.97	\$0.00	\$0.00	\$0.00	\$231,617.35
Licenses & Permits	\$802.77	\$655.09	\$649.98	\$112.00	\$178.00	\$2,351.00	\$270.85	\$2,894.75	\$230.00	\$325.00	\$8,469.44
Intergov't Receipts (Aids)	\$4,223.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,801.00	\$2,000.00	\$16,009.07	\$3,464.54	\$63,498.58
Charges for Services											
Assessment Searches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Comm Ctr Rentals	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$150.00	\$225.00	\$1,425.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,100.00	\$0.00	\$0.00	\$0.00	\$20,100.00
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
Park Rentals	\$0.00	\$0.00	\$150.00	\$150.00	\$150.00	\$450.00	\$0.00	\$150.00	\$0.00	\$0.00	\$1,050.00
Hall Receipts	\$1,903.80	\$811.20	\$992.40	\$2,004.60	\$0.00	\$2,363.80	\$955.20	\$800.00	\$3,649.40	\$1,771.90	\$15,252.30
Fines	\$60.00	\$123.33	\$0.00	\$274.97	\$399.96	\$0.00	\$0.00	\$0.00	\$166.65	\$26.66	\$1,051.57
Misc. Receipts	\$395.12	\$91.18	\$26.50	\$139.30	\$64.75	\$783.36	\$857.25	\$924.75	\$136.92	\$1,188.00	\$4,607.13
Other Receipts											
Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income (Savings)	\$0.00	\$0.00	\$244.39	\$0.00	\$0.00	\$243.56	\$0.00	\$0.00	\$247.78	\$0.00	\$735.73
Transfers In	\$0.00	\$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	\$0.00
Debt Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,507.80	\$2,834.86	\$0.00	\$0.00	\$12,342.66
Water Service	\$14,514.90	\$12,439.42	\$11,612.13	\$11,928.68	\$17,998.10	\$14,090.77	\$14,663.25	\$15,489.35	\$14,179.96	\$12,546.35	\$139,462.91
Sewer Service	\$6,329.44	\$4,987.18	\$4,420.06	\$4,921.25	\$6,682.29	\$5,183.72	\$4,899.99	\$5,275.63	\$5,118.02	\$4,971.14	\$52,788.72
Storm Water	\$6,634.69	\$5,646.53	\$5,453.69	\$5,259.64	\$7,261.70	\$5,771.13	\$5,733.59	\$5,892.94	\$5,866.87	\$5,762.34	\$59,283.12
	\$38,245.07	\$24,753.93	\$24,299.15	\$24,790.44	\$32,734.80	\$31,487.34	\$332,025.90	\$36,562.28	\$45,754.67	\$30,280.93	\$611,934.51
Expenses											
General Gov't	\$9,703.60	\$14,137.93	\$27,495.14	\$17,114.95	\$14,668.99	\$14,685.37	\$6,131.56	\$23,933.07	\$19,956.38	\$13,332.50	\$161,159.49
Public Safety	\$5,165.14	\$4,386.01	\$8,814.97	\$5,404.80	\$3,814.51	\$10,740.62	\$1,010.37	\$3,100.31	\$13,955.66	\$2,300.58	\$58,692.97
Public Works	\$3,273.10	\$1,283.28	\$1,658.41	\$4,985.18	\$289.79	\$2,057.91	\$267.61	\$3,581.59	\$1,691.99	\$121,961.32	\$141,050.18
Sanitation & Recycling	\$0.00	\$0.00	\$0.00	\$181.69	\$205.31	\$0.00	\$1.36	\$292.81	\$250.40	\$205.31	\$1,136.88
Park & Recreation	\$100.15	\$23.30	\$3,428.22	\$5,211.81	\$2,165.93	\$4,224.24	\$1,881.38	\$6,351.35	\$9,655.03	\$2,560.93	\$35,602.34
Hall Expenses	\$1,102.53	\$3,197.51	\$2,176.74	\$1,701.08	\$834.71	\$2,913.28	\$841.34	\$2,101.23	\$3,720.37	\$1,424.74	\$20,013.53
Debt Service	\$12,882.50	\$0.00	\$0.00	\$0.00	\$0.00	\$2,225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,107.50
Capital Project Funds	\$0.00	\$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	\$0.00
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$2,946.33	\$4,342.87	\$3,904.19	\$4,887.37	\$3,730.92	\$4,533.75	\$2,220.74	\$6,060.65	\$18,715.75	\$3,509.74	\$54,852.31
Sewer	\$3,572.65	\$2,541.89	\$2,421.25	\$4,481.73	\$2,359.97	\$6,304.28	\$1,744.79	\$3,478.19	\$3,832.45	\$3,201.85	\$33,939.05
Storm Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00
Total Expenses	\$38,746.00	\$29,912.79	\$49,898.92	\$43,968.61	\$28,070.13	\$47,684.45	\$14,099.15	\$48,899.20	\$72,528.03	\$148,496.97	\$522,304.25
Other Expenses (DEBT)											
Wells/WTP Bonds	\$6,834.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,834.60	\$0.00	\$0.00	\$75,669.20
Water Imp. Bonds (2011)	\$3,912.51	\$0.00	\$0.00	\$0.00	\$0.00	\$1,033.98	\$0.00	\$0.00	\$0.00	\$0.00	\$4,946.49
Sewer Imp. Bonds (2011)	\$1,243.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,225.15	\$0.00	\$0.00	\$17,469.10
Storm Water Imp. Bonds (2011)	\$58,687.49	\$0.00	\$0.00	\$0.00	\$0.00	\$15,509.77	\$0.00	\$0.00	\$0.00	\$0.00	\$74,197.26
Total Other Expenses	\$70,678.55	\$0.00	\$0.00	\$0.00	\$0.00	\$16,543.75	\$0.00	\$85,059.75	\$0.00	\$0.00	\$172,282.05
Checking Balance	\$1,184,908.55	\$1,179,749.69	\$1,154,149.92	\$1,134,971.75	\$1,139,636.42	\$1,106,895.56	\$1,415,822.31	\$1,318,425.64	\$1,291,652.28	\$1,173,436.24	\$1,173,436.24
	(\$71,179.48)	(\$5,158.86)	(\$25,599.77)	(\$19,178.17)	\$4,664.67	(\$32,740.86)	\$308,926.75	(\$97,396.67)	(\$26,773.36)	(\$118,216.04)	(\$82,661.79)

	Beginning Balance 1/1/2016	2016 Budget Income	2016 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 11/30/2016
General Fund	\$302,458.36	\$653,710.00	\$638,710.00	\$317,458.36	\$350,037.58	\$470,900.00	\$181,595.94
General Gov't			\$258,269.00			\$176,561.03	
Public Safety (Fire Dept.)			\$105,903.00			\$84,142.07	
Public Works (Streets)			\$196,566.00			\$145,423.12	
Sanitation & Recycling			\$3,500.00			\$1,752.81	
Parks & Recreation			\$41,371.00			\$37,174.99	
Comm. Hall			\$33,101.00			\$25,845.98	
Special Revenue Funds	\$357,236.57	\$72,321.03	\$72,948.00	\$356,609.60	\$735.73	\$0.00	\$357,972.30
City Of Hamburg (Savings)	\$268,867.73	\$51,635.00	\$72,948.00	\$247,554.73	\$505.06	\$0.00	\$269,372.79
Fire Equipment CD	\$88,368.84	\$20,686.03	\$0.00	\$109,054.87	\$230.67	\$0.00	\$88,599.51
Debt Service	\$44,391.33	\$20,169.00	\$25,584.53	\$38,975.80	\$11,059.66	\$15,107.50	\$40,343.49
Capital Project Fund (2015 Street I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total (Tax Revenue Funds)	\$704,086.26	\$746,200.03	\$737,242.53	\$713,043.76	\$361,832.97	\$486,007.50	\$579,911.73
Enterprise Funds							
Water	\$119,947.90	\$156,421.81	\$157,028.20	\$119,341.51	\$156,264.78	\$143,926.24	\$132,286.44
Sewer	\$323,845.28	\$69,779.04	\$68,695.00	\$324,929.32	\$67,481.59	\$58,109.99	\$333,216.88
Storm Water	\$108,208.59	\$76,944.80	\$74,997.00	\$110,156.39	\$64,979.33	\$74,947.26	\$98,240.66
Total (Enterprise Funds)	\$552,001.77	\$303,145.65	\$300,720.20	\$554,427.22	\$288,725.70	\$276,983.49	\$563,743.98
Totals	\$1,256,088.03	\$1,049,345.68	\$1,037,962.73	\$1,267,470.98	\$650,558.67	\$762,990.99	\$1,143,655.71
Debt Summary	Remaining Balance 1/1/2016	Remaining Assessment 1/1/2016	Cash & Investments	2016 Principle Payments	Date Due	Maturity Date	Unfunded Balance 12/31/2016
1992 Streets	\$0.00	\$6,755.02	\$0.00	\$0.00	Paid	2012	(\$6,755.02)
2007 Streets	\$110,000.00	\$16,577.35	\$36,273.79	\$10,000.00	2/1/16 & 8/1/16	2/1/2023	\$47,148.86
2010 HD Rescue Truck Certificate	\$0.00	\$0.00	\$10,377.03	\$0.00	Paid	11/30/2015	(\$10,377.03)
Water Wells Project	\$96,000.00	\$0.00	\$0.00	\$13,000.00	2/20/16 & 8/20/16	8/20/2022	\$83,000.00
Water Treatment Plant	\$482,000.00	\$0.00	\$0.00	\$49,000.00	2/20/16 & 8/20/16	8/20/2024	\$433,000.00
Sanitary Sewer Improvements	\$201,226.73	\$82,810.23	\$0.00	\$15,000.00	2/20/16 & 8/20/16	8/20/2030	\$103,416.50
Storm Water Improvements	\$995,000.00	\$0.00	\$0.00	\$45,000.00	2/1/16 & 8/1/16	2/1/2032	\$950,000.00
Totals	\$1,884,226.73	\$106,142.60	\$46,650.82	\$132,000.00			\$1,599,433.31

Cash Flow Actuals

	January	February	March	April	May	June	July	August	September	October	November	Totals
Beg. Balance	\$1,256,088.03	\$1,184,908.55	\$1,179,749.69	\$1,154,149.92	\$1,134,971.75	\$1,139,636.42	\$1,106,895.56	\$1,415,822.31	\$1,318,425.64	\$1,291,652.28	\$1,173,436.24	\$1,143,655.71
Income												
Property Taxes	\$3,380.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$228,236.97	\$0.00	\$0.00	\$0.00	\$0.00	\$231,617.35
Licenses & Permits	\$802.77	\$655.09	\$649.98	\$112.00	\$178.00	\$2,351.00	\$270.85	\$2,894.75	\$230.00	\$325.00	\$5,228.96	\$13,698.40
Intergov't Receipts (Aids)	\$4,223.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,801.00	\$2,000.00	\$16,009.07	\$3,464.54	\$0.00	\$63,498.58
Charges for Services												
Assessment Searches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00
Comm Ctr Rentals	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$150.00	\$225.00	\$150.00	\$1,575.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,100.00
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
Park Rentals	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	\$450.00	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$1,050.00
Hall Receipts	\$1,903.80	\$811.20	\$992.40	\$2,004.60	\$0.00	\$2,363.80	\$955.20	\$600.00	\$3,649.40	\$1,771.90	\$753.90	\$16,006.20
Fines	\$60.00	\$123.33	\$0.00	\$274.97	\$399.96	\$0.00	\$0.00	\$0.00	\$166.65	\$26.66	\$0.00	\$1,051.57
Misc. Receipts	\$395.12	\$91.18	\$26.50	\$139.30	\$64.75	\$783.56	\$857.25	\$924.75	\$136.92	\$1,188.00	\$1,558.35	\$6,165.48
Other Receipts												
Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest Income (Savings)	\$0.00	\$0.00	\$244.39	\$0.00	\$0.00	\$243.56	\$0.00	\$0.00	\$247.78	\$0.00	\$0.00	\$735.73
Transfers In	\$0.00	\$0.00	\$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	\$0.00	\$0.00
Debt Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Service	\$14,514.90	\$12,439.42	\$11,612.13	\$11,928.68	\$17,998.10	\$14,090.77	\$9,507.80	\$2,834.86	\$14,179.96	\$12,546.35	\$16,801.87	\$156,264.78
Storm Service	\$6,329.44	\$4,987.18	\$4,420.06	\$4,921.25	\$6,682.29	\$5,183.72	\$4,899.99	\$5,275.63	\$4,971.14	\$4,909.87	\$8,409.87	\$61,198.59
Storm Water	\$5,646.53	\$5,634.69	\$5,453.69	\$5,259.64	\$7,261.70	\$5,771.13	\$5,733.59	\$5,892.94	\$5,866.87	\$5,762.34	\$6,996.21	\$64,978.33
	\$38,245.07	\$24,753.93	\$24,289.15	\$24,790.44	\$32,734.80	\$31,487.34	\$323,025.90	\$36,562.28	\$45,754.67	\$50,280.93	\$36,624.16	\$650,558.67

Expenses												
General Gov't	\$9,703.60	\$14,137.93	\$27,495.14	\$17,114.95	\$14,666.99	\$14,685.37	\$6,131.56	\$23,933.07	\$19,956.38	\$13,332.50	\$15,401.54	\$176,561.03
Public Safety	\$5,165.14	\$4,386.01	\$8,814.97	\$5,404.80	\$3,814.51	\$10,740.62	\$1,010.37	\$3,100.31	\$13,955.66	\$2,300.58	\$25,449.10	\$84,142.07
Public Works	\$3,273.10	\$1,283.28	\$1,658.41	\$4,985.18	\$286.79	\$2,057.91	\$267.61	\$3,581.59	\$1,691.99	\$121,961.32	\$4,372.94	\$145,423.12
Sanitation & Recycling	\$0.00	\$0.00	\$0.00	\$181.69	\$205.31	\$0.00	\$1.36	\$292.81	\$615.93	\$205.31	\$615.93	\$1,752.81
Park & Recreation	\$100.15	\$23.30	\$3,428.22	\$5,211.81	\$2,165.93	\$4,224.24	\$1,881.38	\$6,351.35	\$9,655.03	\$2,560.93	\$1,572.65	\$37,174.99
Hall Expenses	\$1,102.53	\$3,197.51	\$2,176.74	\$1,701.08	\$834.71	\$2,913.28	\$841.34	\$2,101.23	\$3,720.37	\$1,424.74	\$5,832.45	\$25,845.98
Debt Service	\$12,862.50	\$0.00	\$0.00	\$0.00	\$0.00	\$2,225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,107.50
Capital Project Funds	\$0.00	\$0.00	\$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	\$0.00	\$0.00
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$2,946.33	\$4,342.87	\$3,904.19	\$4,887.37	\$3,730.92	\$4,533.75	\$2,220.74	\$6,060.65	\$18,715.75	\$3,509.74	\$8,458.24	\$63,310.55
Sewer	\$3,572.65	\$2,541.89	\$2,421.25	\$4,481.73	\$2,359.97	\$6,304.28	\$1,744.79	\$3,478.19	\$3,832.45	\$3,201.85	\$6,701.84	\$40,640.89
Storm Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00
Total Expenses	\$38,746.00	\$29,912.79	\$49,898.92	\$43,968.61	\$28,070.13	\$47,684.45	\$14,099.15	\$48,899.20	\$72,528.03	\$148,496.97	\$68,404.69	\$590,708.94
Other Expenses (DEBT)												
Wells/WTP Bonds	\$6,834.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,834.60	\$0.00	\$0.00	\$0.00	\$75,669.20
Water Imp. Bonds (2011)	\$3,912.51	\$0.00	\$0.00	\$0.00	\$0.00	\$1,033.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,946.49
Sewer Imp. Bonds (2011)	\$1,243.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,225.15	\$0.00	\$0.00	\$0.00	\$17,469.10
Storm Water Imp. Bonds (20	\$58,687.49	\$0.00	\$0.00	\$0.00	\$0.00	\$15,509.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$74,197.26
Total Other Expenses	\$70,678.55	\$0.00	\$0.00	\$0.00	\$0.00	\$16,543.75	\$0.00	\$86,059.75	\$0.00	\$0.00	\$0.00	\$172,282.05
Checking Balance	\$1,184,908.55	\$1,179,749.69	\$1,154,149.92	\$1,134,971.75	\$1,139,636.42	\$1,106,895.56	\$1,415,822.31	\$1,318,425.64	\$1,291,652.28	\$1,173,436.24	\$1,143,655.71	\$1,143,655.71

(\$71,179.46) (\$5,158.86) (\$25,599.77) (\$19,178.17) \$4,664.67 (\$32,740.86) \$308,926.75 (\$97,396.67) (\$26,773.36) (\$118,216.04) (\$29,780.53) (\$112,432.32)

City of Hamburg
Water/Wastewater Report
November, 2016

DRINKING WATER

I. Facilities Data:

Total Finished Water Metered From Filter:				
Avg. daily - 26,432 gal		Max. day - 36,022 gal		Month Total - 792,969 gal
Water Pumped through Filters (from Well #2):				
Avg. daily - 15,395 gal		Max. day - 27,101 gal		Month - 461,837 gal
Water Pumped through Filters (from Well #3):				
Avg. daily - 11,166 gal		Max. day - 19,248 gal		Month - 334,972 gal
Fluoride Test Info:				
Avg. daily concentration - 0.78 mg/l		Required concentration - 0.5 -0.9 mg/l		
Total Chlorine Test Info:				
Avg. daily concentration - 0.82 mg/l		Recommended concentration - 1.0 -2.0 mg/l		
Treatment Chemicals Used for the Month:				
Chlorine - 12.25 gal	Fluoride - 15.5 gal (8.5:1 mix)	Permanganate -	12.25	gal

II. Water Operations Information:

- The MN Dept. of Health (MDH) Monthly Fluoridation report was completed/submitted.
- The State schedule for sample collection and submittal required no extra samples to be collected/submitted to the state in November-2016.
- Weekly fluoride and chlorine residual analysis was complete during the month from samples collected from different areas of town. Greg does these onsite water analysis for fluoride and chlorine.
- The water plant detention tank was flushed.
- Some time was spent on locating information on the two current city wells and the old well by the tower. Information was also researched for the old well in the carwash bldg. This work was done because the MN Dept. of Health would like the city to consider sealing the old well by the tower and working with the landowner to get the old well in the carwash bldg. sealed. We found original drilling records for all of the wells including depths, soils and materials drilled through, etc.



- The water plant chlorination liquid feed system had several problems during November that we are working to get the issue corrected.
- Water service line/curb boxes were located and marked on several lots that are for sale.
- We contacted a well contractor to try to get an estimate on what it costs to seal large municipal wells. Right now we have no idea on what an estimated cost range would be. When an estimate is received we will forward it to Jeremy.
- We spent some time getting the files set up on Greg's computer after Jeremy got the computer fixed and restarted after the hard drive issue.

WASTEWATER TREATMENT

I. Facilities Data:

Wastewater Pumped to Ponds:			
Avg. Daily Flow - 38,462 gal		Avg. Wet Weather Design - 63,000 gal/day	
Max. Day Flow - 61,938 gal		Monthly Total - 1,153,850 gal	
Pond Discharge Volume: POND DISCHARGE WAS RESTARTED FOR A 2nd DISCHARGE ON OCTOBER 31st, AND CONTINUED INTO NOVEMBER until November 4th.			
Avg. Daily Flow - 412.400 Gal/day for <u>5 days</u>		Monthly Total - 2,062,000 gal	
CBOD Concentration (Wastewater Strength)			
Quarterly Influent - N/A mg/l		Design - 204 mg/l	
Effluent (Cal. Month Avg.) - 2.0 mg/l		Permit Limit - 25 mg/l	
- 0.52 kg/day		Permit Limit - 53.6 kg/day	
Effluent (Max. Cal. Week Avg.) - 2 mg/l		Permit Limit - 40 mg/l	
- 0.52 kg/day		Permit Limit - 94.6 kg/day	
Solids, Total Suspended (TSS) Concentration			
Quarterly Influent - N/A mg/l			
Effluent (Cal. Month Avg.) - 2.5 mg/l		Permit Limit - 45 mg/l	
- 0.65 kg/day		Permit Limit - 96.5 kg/day	
Effluent (Max. Cal. Week Avg.) - 2.5 mg/l		Permit Limit - 65 mg/l	
- 0.65 kg/day		Permit Limit - 139 kg/day	
Phosphorus Concentration			
Quarterly Influent - N/A mg/l			
Effluent (Cal. Month Avg.) - 1.5 mg/l		Permit Limit - Monitor Only	
Fecal Coliform Geometric Mean (Applicable May - October)			
Effluent (Cal. Month Geo. Mean) - N/A CFU/100ml		Permit Limit - 200 CFU/100ml	
pH			
Influent	Quarterly Result - N/A		
Effluent	Cal. Month Min. - 8.7	Cal. Month Max. - 8.9	Permit Limit 6.0 - 9.0
Dissolved Oxygen (DO)			
Effluent (Cal. Month Minimum) - 7.2 mg/l		Permit Limit - Monitor Only	

II. Wastewater Operations Information:

- The MPCA Monthly Discharge Monitoring Report was completed and submitted.
- Note – Greg's laptop hard drive "crashed" and hadn't worked since September. Jeremy did get the laptop fixed for the December completion of the Nov-2016 MPCA DMR. I completed the Oct-2016 MPCA report on my computer and got it submitted.
- We discharged the early part of October to finish a discharge that was started the end of September. After doing a water transfer and pre-discharge testing again in late October, we started a transfer on October 31st and discharged up to November 4th.
- Allot of time was spent on the ponds with moving water, checking pH and doing predicharge sampling to prepare for discharging.
- Greg got all of the insulated covers installed at the ponds to protect the transfer manholes from freezing and to allow water movement during the winter months as needed.

Please let me know of any questions that you may have.

Sincerely,

Curt Reetz 

Consulting Water/Wastewater Operator
W.W.O.T.A. Inc

[illegible]



MNSPECT^{LLC}

HELPING YOU COMPLY WITH THE CODE

235 First Street West • Waconia, MN 55387-1302

DATE: December 27, 2016

TO: City of Bayport
City of Hamburg *Jeremy*
City of Hampton
City of Lakeland
City of Lakeland Shores
City of Litchfield
City of Plato

FROM: Kandis Hanson, Relationship Manager

RE: Plumbing Plan Review Agreement

The Opportunity. MNSPECT client cities may establish a formal agreement with the State of Minnesota and become authorized to perform plumbing plan review in lieu of a review by the State Department of Labor and Industry (DLI). With this authority, plumbing plans may be submitted directly to those cities for review, except for the following instances, as defined in Minnesota Statutes, Section 326b103, subd 13, public buildings as defined in 326b.103, subd 11, and projects of special nature, which must be forwarded to DLI for review and approval. In those instances cities may not collect any plan review related fee for projects that are forwarded to DLI.

[Exceptions, per citations above: Hospitals, nursing homes, supervised living facilities, free-standing outpatient surgical centers, correctional facilities, boarding care homes, or residential hospices, and similar state-licensed facilities, must be submitted to DLI; public buildings which are owned and paid for by the state or a state agency regardless of cost, and school district building projects or charter school building projects regardless of cost, must be submitted to DLI; and, projects of a special nature, including dialysis facilities and other projects for which a department plan review is requested by either the municipality or the state, must be submitted to DLI.]

The History: In 2007, the State imposed a moratorium on issuing delegations of this type. It has since lifted that moratorium. The MNSPECT contract with cities anticipated this decision by the State and we are now encouraging that cities seize this opportunity and take official action approving the attached Building Code Ordinance as it relates to Plumbing Plan Review and Inspection. This delegation agreement will pertain to plumbing systems that include public-use and commercial facilities. They apply to commercial plan review and inspection responsibilities. The resulting agreements will be subject to review by the State Department of Labor and Industry and will be altered, if deemed necessary, to assure compliance with the Plumbing Code.

The benefits include: 1) Local retention of plan review fees, and 2) Prompt turn-around versus 5 to 6 weeks when performed by the State of MN Department of Labor and Industry.

The Steps: Cities must submit to MNSPECT a copy of their Building Code Ordinance requiring that the city review plumbing plans and perform inspections. If you do not have such an Ordinance in place, please take action approving the Ordinance at an upcoming City Council Meeting. Upon adoption of the Ordinance related to Plumbing Review and Inspections, the City will be further directed by our office as to how to meet the application requirements for review by the MN Department of Labor and Industry. More information on Next Steps will follow. Please call our office with any questions at 952-442-7520.

ORDINANCE NO. _____

(Building Code)

CITY OF _____
_____ COUNTY, MINNESOTA

_____ XX, 2017

AN ORDINANCE AMENDING SECTION _____ OF THE MUNICIPAL CODE OF _____ PERTAINING TO THE BUILDING CODE TO INCLUDE PLUMBING PLAN REVIEW AND INSPECTIONS.

THE CITY COUNCIL OF THE CITY OF _____ COUNTY, MINNESOTA, ORDAINS:

Section 1. Sec. _____ of the Municipal Code of _____, Minnesota (Applications, administration and enforcement of the building code) is hereby amended to read as follows:

Sec. _____. Application, administration and enforcement.

- (a) The application, administration, and enforcement of the building code shall be in accordance with Minnesota Rules, Chapter 1300. The building code shall be enforced within the extraterritorial limits permitted by M.S.A. 16B.62, Subd. 1, when so established by ordinance, including electrical inspection and permits.
- (b) The code shall be enforced by a Minnesota Certified Building Official designated by the city to administer the code pursuant to M.S.A. 16B 65, Subd. 1 and 2, including plumbing plan review and inspection.
- (c) Prior to installation of a system of plumbing other than for a single-family dwelling with independent plumbing service, complete plumbing plans and specifications, together with any additional information that the Building Official may require, shall be submitted in triplicate and approved by the Building Official. No construction shall proceed except in accordance with the approved plans. Any alteration or extension of any existing plumbing system shall be subject to these same requirements.
- (d) A plumbing system installation, as described herein, shall be subject to inspection as required by the State Plumbing Code.

Section 2. Effective Date. This ordinance shall be in full force and effect from and after the date of its passage and publication accordingly to law.

Passed and adopted by the City Council of the City of _____ this _____ day of _____, 2017.

_____, Mayor

Attest:

_____, City Clerk/Administrator

Published in the XXXXXXXX on _____ day of _____, 2017.



The mission of the Norwood Young America Chamber is to lead and promote the business community of the greater NYA area, creating an environment in which businesses will prosper.

December 2016

Dear Local Business Owner,

The Norwood Young America Area Chamber of Commerce would like to take this opportunity to thank you for your continued support as a Chamber Member or the potential to gain you as a new Chamber Member! As part of our commitment to helping our local businesses thrive, we are continuing to expand our Chamber coverage to include the surrounding areas in which our community members live and shop. The partnership created between the Chamber and area businesses is imperative to strengthening our local community and economy.

The 2016 Chamber Board would like to thank outgoing board members Julie Schmidt (Schmidt Chiropractic Center), Jamie Smith (Tanglez Salon), Brad Droege (Wm Mueller & Sons), and Jen Storms, Chamber Executive Director for their many years of time and dedication to the Chamber. As of January 1, 2017, the existing Chamber board of Donna Stacken (Ameriprise Financial), Richard Hantge (Hantge Funeral Home) and Kaarin Foede (Beyond the Yellow Ribbon Campaign), welcomes new board members Mackenzie Alberts (Hantge Funeral Home), Jake Melchert (KleinBank NYA), Lisa Valiant (Lisa Valiant Insurance), to-be 2017 Chamber President Robynne Schoenbauer (Wm. Mueller & Sons) and Karen Hallquist as the new Chamber Executive Director. Karen has been an active resident of NYA since 1991 and is passionate about increasing success for local businesses. She is currently employed at Schmidt Chiropractic Center in NYA as an Office Assistant.

As listed on the Membership Dues schedule, the "Associate Membership" will now have the same membership benefits as a full Chamber Member. We are very excited about this change as it gives ALL of our Chamber Members the opportunity to showcase their businesses/organizations with community promotions, visibility, marketing/networking benefits, accessibility to the Chamber website and social media...all while showing support to the community. Every Chamber Member will now have the opportunity to be an active committee or board member. Another amazing perk to being a Chamber Member is the eligibility for your high school senior employees to apply for a "Chamber Only" scholarship. We also recommend checking with your business insurer as you may qualify for discounted premiums with a valid Chamber Membership.

Please review the enclosed 2017 Membership Application. If you have any questions in regards to the Norwood Young America Area Chamber of Commerce, becoming a member or general information, please contact us at 952-467-4003 or email info@nyachamber.org.

The Chamber Board and I wish you success and prosperity in 2017!

Sincerely,

Donna Stacken

Donna Stacken, 2016 President
NYA Area Chamber of Commerce



2017 Membership Application

The mission of the Norwood Young America Area Chamber of Commerce is to lead and promote the business community of the greater NYA area by creating an environment in which all businesses will prosper.

Member Information

Business Name: _____

Contact Name: _____

Mailing Address: _____

Street Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

Email address: _____

Business Web Site: _____

List All Employees Email Addresses to Receive Chamber Updates: _____

Brief Business Description/Category: _____

Number of Employees: _____

I would like to become more involved with the NYA Chamber: _____

Please call or email me at: _____

2017 Membership Dues

Number of full-time employees

- 1-3\$110.00
- 4-10\$125.00
- 11-25\$175.00
- 26-50\$230.00
- 51-100\$280.00
- 101+\$330.00

**Two part-time employees equal one full-time employee*

Associate Membership \$75.00

**local churches * non-profit civic organizations *retired business people *individual community supporter*

Associate Membership is available to those individuals or non-profit organizations that wish to be a part of the promotional activities through the NYA Area Chamber.

This member will have full voting privileges.

As a Member of the NYA Area Chamber of Commerce

- *Promote the NYA Area Communities
- *Engage in Marketing Opportunities
- *Increase Business to the NYA Area
- *Advocate for Your Business on a Local, Regional & State Level
- *Make Your Business More Visible
- *Access Social Media
- *Participate in Networking Opportunities

Any questions please call the Chamber message line at (952)467-4003 or

Email the Chamber at info@nyachamber.org.

Mail this application and dues to:

NYA Area Chamber of Commerce - PO Box 292, NYA, MN 55368



HAMBURG CITY COUNCIL AGENDA FEBRUARY 14, 2017

1. **Call City Council Meeting to Order**
 - **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 Resolution Number**
 - **Approve Minutes**
 - **Approve Added Claims List for January 2017**
 - **Approve Claims List for February 2017**
 - **Employee Worksheets/Projects List**
 - **MNSPECT Minute**
 - **Cash Flow Statement for January 2017**
 - **Delinquent Utility Bills Report**
5. **Joe Hancock – City Business**
 - **City Items**
6. **Old City Business**
 - **County Road Maintenance Agreement (Carver County)**
7. **New City Business**
 - **Water/Wastewater Services 2017**
8. **City Council Reports**
 - **Councilmember Jason Buckentin**
 - **Councilmember Tim Tracy**
 - **Councilmember**
 - **Councilmember Steve Trebesch (Buildings)**
 - **Mayor Chris Lund**
9. **Adjourn City Council Meeting**