

## **Hamburg City Council Meeting January 14, 2014**

Mayor Richard Malz called the Hamburg City Council Meeting to order at 7:06 p.m. Councilmember Chris Lund, Councilmember Steve Trebesch, Councilmember Robert Gregonis, Councilmember Richard Odoms, City Clerk Jeremy Gruenhagen, Maintenance Worker Greg Schultz, Fire Chief Justin Buckentin, Chief 3 Brad Droege, and Rich Schug were in attendance.

### **Designation/Appointments for 2014**

- Assistant (Acting) Mayor – Steve Trebesch
- Designate Departments for City Council Members
  - Steve Trebesch – Buildings
  - Robert Gregonis – Streets
  - Chris Lund – Parks
  - Richard Odoms – Water & Sewer
  - City Council Meeting Start Time for 2014 – 7:00 p.m.
  - Official Depository (Bank) – State Bank of Hamburg
  - Official Newspaper – Norwood/Young America Times
  - City Engineer – SEH (Justin Black)
- **Councilmember Lund moved to approve the Designations/Appointments for 2014, Councilmember Trebesch seconded and motion unanimously carried. Councilmember Gregonis was absent.**

### **Public Comment**

- No Public Comment

### **Agenda Review (Added Items) and Adoption**

- Temporary On- Sale Liquor License for Hamburg Lions Club
- Updated Claims List for January 2014 Claims List
- Cash Flow Statement for December 2013
- Remove Delinquent Utility Bills Report from Consent Agenda
- **Councilmember Lund moved to approve the Agenda with the added items, seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Gregonis was absent.**

### **Approve Consent Agenda**

- Approve Resolution Number 2014-01 (Donations Received in 2013)
- Approve Resolution Number 2014-02 (Payment of Claims for 2014)
- Approve Minutes for November 27, 2012 (Correction), September 10, 2013 (Correction)
- Approve Minutes for December 3, 2013, December 10, 2013 and December 17, 2013
- Approve MN Lawful Gambling Permit for Hamburg Baseball Club (52 Club Raffle)
- Tentative Board of Appeal/Equalization Schedule for 2014
- NSP (Xcel Energy) Application for Rate Increase
- Park & Ball Programs (Summer 2014)
- January 2014 MNSPECT Minute
- Cash Flow Statements for November & December 2013

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- Water Wells Usage/Water Consumption Report for 2012
- Time Off Requests for Jeremy Gruenhagen
- City Offices Closed January 20, 2014 for MLK Day
- Temporary On-Sale Liquor License for Hamburg Lions Club (Spring Bingo 4/11/14)
- **Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Gregonis was absent.**

### **Fire Department Report**

- 2014 City Contribution to HFDRA Pension Fund
  - The benefit levels weren't recorded properly for the last two years. These benefits will be resubmitted and corrected.
  - **Councilmember Lund moved to have the City's contribution to the pension fund for 2014 be \$18,702.00 and also amending the 2014 Budget, seconded by Councilmember Odoms and motion was unanimously carried. Councilmember Gregonis was absent.**
- The Fireman's Banquet/Dance
  - The Fireman's Banquet will be March 22, 2014. There will be three retirees to honor.
- FEMA Grant
  - Chief 3 Droege and Chris Petz have the grant completed and sent in. The department is waiting to here back on that.
- Fire Department Instructor Conference in Indianapolis
  - Two members of the fire department will be attending the Conference at \$450.00 per person.
  - **Councilmember Odoms moved to approve \$450.00 for each member for a total of \$900.00 to attend the conference in Indianapolis, seconded by Councilmember Trebesch and motion was unanimously carried. Councilmember Gregonis was absent.**
- Chevrons for HFD Trucks
  - Chevrons for Engine 11, Rescue 11 and Rescue 12 were ordered late last year and will be installed sometime in early Spring.
- HFDRA Payment for HD Rescue Truck
  - The payment was made on the Rescue truck. The Relief Association portion for this year's payment will be \$2,400.
- New Fire Department Members
  - There is one new firefighter who has started his FF1 class. There is another new firefighter who broke his arm and will be out for three months.

### **Rich Schug – Hamburg Baseball Club/School Board**

- Hamburg Baseball Club
  - The Baseball Club will be having their annual 52 Club fundraiser on June 1, 2014, it will also be tied in with their fan appreciation day.

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- The Baseball Club will be hosting the 2017 State Baseball Tournament with Norwood and Green Isle.
- There might be some drainage issues that need to be looked at and fixed before the 2017 State Baseball tournament.
- Central School Board Update
  - Construction on the school will start this summer. The school district would like to be moved into the new part of the school by January 2015.

### **City Fee Schedule for 2014**

**Councilmember Lund moved to adopt Ordinance Number 146 (2014 City Fee Schedule), seconded by Councilmember Odoms and motion unanimously carried. Councilmember Gregonis was absent.**

### **Old City Business (Memo)**

- Revised NIMS Training Program
  - Councilmember Lund is working on getting thru the program. The Council will look at his progress next meeting.
- City Assessment Policy
  - The City Assessment Policy needs to be updated this year.
- Water & Sewer Improvements – Generator for Liftstation
  - The new generator will be installed the last week in February, depending on the weather.
- Extended Service Agreement for Electronic Sign with Daktronics
  - Councilmember Trebesch has been looking at service agreements for the Electronic Sign for repairs and maintenance. There is an extended warranty that the City can purchase for \$1,325 a year that covers all labor and parts.
  - Councilmember Odoms moved to approve the extended service agreement with
  - Jeremy will check if there are any extra fees for travel and report back to the Council next meeting.

### **Public Works & Utilities Department Report**

- Water/Wastewater Services
- People Services will no longer be working with the City of Hamburg after February 1, 2014. Jeremy will be contacting Curtis Reetz with Water/Wastewater Operations Assistance for the City's water/wastewater assistance needs.
  - **Councilmember Odoms moved to authorize Jeremy Gruenhagen, City Clerk/Treasurer to make a decision on the contract with Curtis Reetz, seconded by Councilmember Trebesch and motion was unanimously carried. Councilmember Gregonis was absent.**
- Force Main Relief Valve MH. The culvert at the end of Martha Street was plugged. After the culvert was jetted, there were complains that there was still a sewer smell. Greg found a small crack in the cement that is leaking from the Force Main MH. Greg will contact People Services to get the MH pumped out and see what is causing this issue.

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- The new Bobcat is working great and is cutting down on the amount of time for snow removal due to the large bucket.
- Greg purchased a weed whip with a blade attachment and also a handheld leaf blower and mulcher.
- Sewer Inspections
  - A few sewer inspections were done around town for houses that are selling. All the inspections turned out fine.
- Cell Phone
  - The battery on the cell phone that Greg is using is not working very well due to its age and the phone also needs to be replaced.
  - **Councilmember Trebesch moved to purchase a pay as you go phone with 1000 minutes for \$100 a year with a new phone number for Greg, seconded by Councilmember Odoms and motion unanimously carried. Councilmember Gregonis was absent.**
- Purchase Chairs/Tables for Community Hall
  - The Hall is in need of some new chairs. The bar stools also need to be replaced or refurbished.
- The flag pole at the Community Center needs to be taken down and fixed.

### **City Clerk/Treasurer Report**

- Proposal from Jaguar Communications – Phone/Internet Service
  - Jaguar Communications will be able to offer phone and internet service to the Community Center for \$292 a month. Century Link will have the service at the Community Hall, The Shop, and the Water Treatment Plant for \$43.95 a month for the first year and then after that it would be \$53.95 a month for phone and internet. Jeremy is going to do some final checking on the prices before a decision is made at next month's Council Meeting.
- Deputy Clerk/Utility Billing Clerk Position
  - **Councilmember Trebesch moved to run the ad for the Deputy/Utility Clerk one more week in the paper and to extend the deadline for applicants to January 31, 2014, seconded by Councilmember Lund and motion unanimously carried. Councilmember Gregonis was absent.**
- Employee Handbook
  - The Personnel Committee will meet to look at the Employee Handbook and update it.
- Community Hall Parking
  - Renters of the Community Hall have been backing their vehicles on the sidewalks to the steps which is not advised.

### **Approve Payment of December 2013 Claims (\$76,552.83)**

- **Councilmember Lund moved to approve the six added ACH payments, claim numbers 16510-16512 and claims 16540-16567 and the four transfers from the general fund for \$76,552.83, seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Gregonis was absent.**

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**Approve Payment of January 2014 Claims (\$126,338.70)**

- **Councilmember Lund moved to approve the ACH and claim numbers 16568 – 16603 for a total of \$128,977.70, seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Gregonis was absent.**

**City Council Reports**

- **Councilmember Lund Report (Parks)**
  - Chris found two organizations; Animal Arc (651-772-8983) and Feline Rescue (651-642-5900), that will help sterilize stray cats in the City for little to no cost.
  - **Councilmember Odoms moved to contact Animal Arc to start the process of sterilizing stray cats in the City, seconded by Councilmember Lund and motion unanimously carried. Councilmember Gregonis was absent.**

**Adjourn City Council Meeting**

**Councilmember Odoms moved to adjourn the Hamburg City Council meeting at 9:20 p.m., seconded by Councilmember Trebesch and motion unanimously carried. Councilmember Gregonis was absent.**

Submitted by:

Cherie Smith  
Deputy Clerk