

## Hamburg City Council Meeting FEBRUARY 10, 2015

Mayor Richard Malz called the Hamburg City Council Meeting to order at 7:00 p.m. Councilmember Steve Trebesch, Councilmember Chris Lund, Councilmember Robert Gregonis, Councilmember Richard Odoms, City Clerk Jeremy Gruenhagen, Maintenance Employee Greg Schultz, Deputy Clerk Cherie Smith, and Fire Chief Justin Buckentin were present.

### Public Comment

- No Public Comment

### Agenda Review (Added Items) and Adoption

- Updated January 2015 Claims List
- Updated Delinquent Utility Report
- Proposed Schedule for Street Improvement Project for 2015
- Two Applications for On-Sale Liquor Licenses for the Hamburg Lions Club for March 21, 2015 and March 27, 2015
- **Councilmember Lund 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 MN Lawful Gambling Permit for Hamburg Lions Club for March 27, 2015 for Spring Bingo
- Order Approving Annexation (Ed Hatterschide Parcel)
- MN Valley Regional Rail Authority Agreement (Easements)
- February 2015 MNSPECT Minute
- 2014 Water Use Report
- 2015 Pay Equity Report
- Delinquent Utility Bills Report
- City Offices Closed February 16, 2015 for President's Day
- Approve On Sale Liquor Licenses for the Hamburg Lions Club for March 21, 2015 and March 27, 2015
- **Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**

### Fire Department Report

- The Hamburg Fire Department Dance/Banquet will be held March 21, 2015.
- The Easter Egg Hunt will be held March 29, 2015.
- Pork Chop Dinner/Hamburg Fire Department Open House
  - The Hamburg Fire Department will be holding a Pork Chop Dinner/Open House on April 19, 2015 from 10:00 – 2:00.
- The fire department has applied for the two following grants:
  - MN Valley Electric Grant which would be for Rope Rescue Gear which will be added to the gear that the department already has.

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- McLeod County Cooperative Grant which will be for an Anhydrous/Ammonia Monitor.
- Fire Board Meeting Update
  - The Fire Board Meeting was February 5, 2015, Mayor Malz and Councilmember Trebesch attended.
- Township Fees (Share of Fire Department Expenses)
  - Chief Buckentin asked if the City Council wants to set the rates with Young America Township and Green Isle Township for shared expenses for the fire department or if the department should set them. Mayor Malz stated that the City Council can pass a Resolution setting the rates for both townships.
- Auto Aid Agreements
  - The fire department is working on Mutual Auto Aid Agreements with the Norwood Young America Fire Department and also with the Green Isle Fire Department. When these agreements are approved by the fire departments, they will be presented to the City Council for approval.
- J5 Rig and Trailer (Sell)
  - The members of the fire department have agreed to sell the J5 Rig and Trailer. The department has had it for six years and it rarely gets used. Chief Buckentin will be contacting the DNR before selling it. If the department sells the J5 and Trailer, they will accept sealed bids only.
- Fire Hall Maintenance Items (Southeast Service Door/Lights)
  - Chief Buckentin stated that the lock on the service door on the Southeast side of the Fire Hall freezes shut from water dripping off the roof. He asked if a gutter could be placed over that door to stop that from happening. City Clerk Gruenhagen will get two estimates to have gutters installed on the East side of the Fire Hall.
  - Chief Buckentin also suggested installing a light switch by the far East door of the Fire Hall for the lights in the East Bank. Members of the fire department requested a switch be installed there so the lights are easily assessable when responding to calls at night. City Clerk Gruenhagen will contact Robb's to have that light switch installed.

### Justin Black – S.E.H

- 2015 Street Improvements
  - City Clerk Gruenhagen talked with Justin Black, City Engineer, about the Proposed Schedule for the 2015 Street Improvement Project. Justin Black recommends to have the soil borings completed within the next month on Jacob Street and Sophia Street. He would then bring the results of the boring samples to the March Council Meeting. After the findings are presented to the Council, then the Council can authorize the preparation of plans and specifications of the project. In April, the final plans and specifications would be presented to the Council and then Council could authorize advertisement for bids. The bids can then be opened in May.  
**Councilmember Lund moved to have three soil borings completed on Jacob Street and three soil borings completed on Sophia Street for an approximate cost of \$3500, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**

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- City Assessment Policy
  - City Clerk Gruenhagen is contacting surrounding areas for examples of their Assessment Policies.

### Old City Business

- Time Clock
  - City Clerk Gruenhagen asked if employees should be clocking in on weekends when rounds are being completed. After some discussion, Council decided to have employees clock in when doing rounds on weekends.
  - Maintenance Employee Schultz asked to have a time clock for in the City Shop. **Councilmember Trebesch moved to purchase another time clock to be placed in the City Shop, seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.**

### Public Works & Utilities Department Report

- Community Hall, Community Center, and Water Tower Well Repairs
  - A new LED, photocell light has been installed on the North Side of the Hall. It is also run on a switch in the Hall. Maintenance Employee Shultz turns the switch on before a rental and shuts the switch off after the rental, so the light is not on everyday.
  - The photo eye for the light on the North Side of the Community Center has been replaced and the light now works properly.
  - The wiring for the Heater under the Water Tower Well was converted from a 220 to a 110 outlet.
- Snow Blower Attachment (Bobcat)
  - The snow blower attachment for the Bobcat will be picked up this week.
- Sprayer
  - Maintenance Employee Shultz will be ordering the sprayer this next week from Running's in Hutchinson.
- Jetter (Sell)
  - Maintenance Worker Employee suggested that the City sell the Jetter. It has only been used once in the ten years the City has owned it. Maintenance Employee Shultz and City Clerk Gruenhagen will contact Rural Water and the League of Cities to try to sell it.
- One Ton Truck
  - Greg has replaced both fuel pumps and the sender on the One Ton Truck.
- Sterilization Pond Seminar
  - There is a Pond Seminar from April 21 – 23, 2015 in Owatonna. Maintenance Employee Schultz will be able to take his Class D Test after the seminar. City Clerk Gruenhagen will be renewing his. **Councilmember Trebesch moved to have Maintenance Employee Schultz and City Clerk Gruenhagen attend this seminar at a cost of \$300 per person plus \$55.00 for Employee Schultz's Class D test,**



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**seconded by Councilmember Odoms and motion passed unanimously. All Council members were present.**

- Mayor Malz recommended that the next time Maintenance Employee Schultz reads meters, he makes notes of properties that should receive nuisance notices.
- Drain/Mold in City Shop
  - Councilmember Trebesch asked if there is any new information on the drain and mold situation in the City Shop. Maintenance Employee Schultz will contact Jeff Dale of Rural Water to seek advice on the situation. If Mr. Dale doesn't have any solutions, Maintenance Employee Schultz will contact Jesse Triebel to look at the drain problem.
  - Maintenance Employee Schultz will be purchasing an air purifier for the City Shop.
- Councilmember Odoms inquired if there was any new information on the bathrooms at the Park. Maintenance Employee Schultz stated he was waiting until Spring to do anything with those bathrooms.

### City Clerk/ Treasurer Report

- Tower Site Lease Agreement with Broadband Corporation
  - **Councilmember Odoms moved to renew the Tower Site Lease Agreement with Broadband Corporation for \$50.00 per month, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**
- CarverLink Internet Fees
  - City Clerk Gruenhagen was notified by CarverLink that the internet fees starting this month will decrease from \$75 per month to \$50 per month.
- 2015 NYA Area Chamber of Commerce Membership
  - **Councilmember Trebesch moved to renew our annual membership to the NYA Area Chamber of Commerce Membership for \$105, seconded by Councilmember Odoms and motion carried 4-0 with Councilmember Lund abstaining. All Council members were present.**
- 2014 Financial Audit (Abdo, Eick & Myers)
  - The auditors will be at the City offices this Thursday and Friday.
- Lions Items at the Hall
  - City Clerk Gruenhagen asked Councilmember Lund if the Lion's items that are being stored on the stage at the Hall could be stored somewhere else. Councilmember Lund is going to look at possibly storing those items in the coat room at the Hall or above the kitchen area at the Hall.

### Approve Payment of January 2015 Claims (\$32,950.26)

**Councilmember Trebesch moved to approve the two ACH payments and check number 17210 through 17230, for a total of \$32,950.26, seconded by Councilmember Lund and motion unanimously carried. All Council members were present.**



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### **Approve Payment of February 2015 Claims (\$18,941.83)**

**Councilmember Odoms moved to approve the five ACH payments and check numbers 17231 through 17256 and add check number 17257 for \$105 made payable to the NYA Area Chamber of Commerce for a total of \$18,941.83, seconded by Councilmember Lund and motion unanimously carried. All Council members were present.**

### **City Council Reports**

- Councilmember Odoms (Water/Sewer)
  - Councilmember Odoms inquired about the status of the delinquent utility bill at 418 Jacob Street. City Clerk Gruenhagen informed Council that the delinquent bill has been paid in full.
- Councilmember Gregonis (Water/Sewer)
  - Councilmember Gregonis informed City Clerk Gruenhagen that the Men's Bathroom in the Community Hall runs out of paper towels frequently. City Clerk Gruenhagen will check with Maintenance Worker Schultz on this issue.
- Councilmember Lund (Parks)
  - Councilmember Lund informed the City Council that at the last Carver County Leaders Meeting the discussion was on "The Aging Population". The next meeting will be held April 28, 2015 and there will be a representative from the Met Council attending that meeting.
- Councilmember Trebesch (Buildings)
  - Councilmember Trebesch inquired about the new residents in Hamburg.

### **Adjourn City Council Meeting**

**Councilmember Gregonis moved to adjourn the Hamburg City Council meeting at 8:12 p.m., seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.**

Submitted By:

Cherie Smith  
Deputy Clerk



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