

**Hamburg City Council Meeting
April 8, 2014**

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

Public Comment

- Janet Carlson addressed the Council concerning the penalty on Gary Carlson's water bill. **After discussion, Councilmember Odoms moved to not waive the penalty fee due to the City not waiving penalty fees in the past for residents, but to be set up on a payment plan with the City Clerk/Treasurer, seconded by Councilmember Trebesch and motion was unanimously carried. All Council members were present.**

Agenda Review (Added Items) and Adoption

- Added – Updated Unpaid Bills Detail for April 2014
- Added – Updated April 2014 Claims List
- **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

- Mediacom Channel Lineup Change/Service Fees
- MSPECT Minute for March/April 2014
- Delinquent Utility Bills Report
- Time Off Request for Jeremy Gruenhagen
- **Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.**

Fire Department Report

- The Fireman's Banquet/Dance was held March 22, 2014.
- 2013 Young America Township Meeting
 - The cost will increase \$5.00 per unit for 2015
- Severe Weather Awareness Week
 - Severe Weather Awareness Week is the week of April 21 – 25. The siren will be sounding on Thursday, April 24th. The monthly testing of the siren will start the first Wednesday in May.
- Grants
 - The fire department has applied for a grant thru FEMA and working with GLOBE for gear. They also applied for a matching grant from the DNR.

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- Rescue 11, which is used for grass fires, is in need of a new hitch.
 - Fire Chief Buckentin received a max quote of \$1,000 from OEM. The fee for the hitch and installation will come out of the Relief Fund.
Councilmember Odoms moved to approve the purchase, seconded by Councilmember Trebesch and motion was unanimously carried. All council members were present.
- Medical Training
 - The Hamburg Fire Department participated in medical training classes put on by Brad Droege (Chief 3), Brenda Jurek, and Chris Petz using community members for the medical situations.
- Fire Convention
 - The Fire Convention will be held June 12–14, 2014 and currently one member of the fire department is attending.
- Fire Chief Buckentin will be meeting with Councilmember Trebesch, Councilmember Lund, and City Clerk Jeremy Gruenhagen on Wednesday, April 16th at 4:00 to discuss the HFD By-Law/Employee Handbook.
- The Easter Egg Hunt will be on Sunday, April 13th at 2:00 at the park. Council agreed to order the portable handicap bathroom for the eater hunt.

Old City Business (Memo)

- NIMS Training Program
 - The City is making headways on the training.
- City Assessment Policy
 - Justin Black, City Engineer, is checking with other cities on what their city policies are for assessments.
- Water & Sewer Improvements – Generator for Liftstation
 - The generator for the lift station is operational. The generator runs every Friday. Council discussed adding a fence in front of the generator.
- Phone/Internet Service for the City
 - As of April 8, 2014 the City's phone and internet was switched to Jaguar (the Carver County Fiber Optic Line). The new email address for the City of Hamburg is: hamburgcityhall@gmail.com. The phone service is for City Hall Offices. City Clerk and Council Member Odoms are working on getting phone service and internet for the City Hall/City Shop and for phone service at the WTP with Centurylink.

Public Works & Utilities Department Report

- Water/Wastewater Services
 - Greg stated that residents need to shut-off their water due to the water level at the ponds. A post card will be sent out to all residents to let them know they no longer need to run their water to prevent their water lines form freezing.
 - Water Service to Hall Basement is Froze.

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- MN Pollution Control Agency was out to look at a reported leakage coming from one of the Cities manholes, due the Air Relief Valve not working. The Air Relief Valve was shut-off and pulled out and is being repaired. The only permit deficiencies the PCA founds were the condition of the ponds (weeds/trees) and an annual I/I report must be submitted to PCA.
- Burn Weeds/Cut Trees at Stabilization Ponds
 - Greg will be working on burning the weeds and cutting the trees at the Ponds as soon as possible this Spring.
 - All the sliding gates in between the Ponds are old, rusted, and busted. Greg suggested that new aluminum gates be made for all the ponds. The City Council approved getting new gates for all the ponds.
- City Shop Garage Door/Insurance Claim
 - Mayor Malz is going to get Greg phone numbers for quotes to fix the garage door at the City Shop.
- Compost Dumpster/Open Ponds
 - A dumpster for brush composite will be delivered by this weekend.
 - The ponds for the brush composite will be open starting the weekend of April 12th.
- Flag Pole Repairs
 - All the repairs are complete on the flag pole at the Community Center and the flag pole at the park for the State flag.
- Estimates for Hall Doors
 - Estimates were received from Dan Oelfke Construction for two doors for the Hall. **Councilmember Lund moved to purchase one prefinished oak flush solid core door for the Hall by the Men's Bathroom and also one steel flush door for the shop area, seconded by Councilmember Odoms and motion was unanimously carried. All Council members were present.**
- New barricades are needed at the end of George Street. Greg will check into materials and the installation of those barricades.
- LMCIT Loss Control Meeting
 - The last meeting was held on February 26, 2014. No new recommendations were reported.

City Clerk/Treasurer Report

- The Auditors will be attending the next City Council Meeting.
- Mosquito Control
 - **Councilmember Trebesch moved to approve a 3 year contract with Clark Environmental Mosquito Management Inc., seconded by Councilmember Odom and the motion was unanimously carried. All Council members were present.**
- Waste Management Contract – Expires July 2014
 - The contract for Waste Management expires in July. An RFP will be sent out to them and also a few other local sanitation services.

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- Annexation of Cummiskey Property
 - The City and Township have been discussing annexing the Cummiskey property to square off the property lines. City Clerk Gruenhagen will look into the proper procedures for annexation.
- Portable Handicap Bathroom for Park. Council agreed to order for Easter Egg Hunt.
- Jeremy provided The Council with an updated/corrected calendar of hours he worked in January and February 2014.
- Cherie Smith was hired as the Deputy Clerk/Utility Billing Clerk and started on April 2, 2014. Jeremy will look into what it will take to make her a Notary.

Approve Payment of Added March 2014 Claims(\$32,342.01)

- **Councilmember Lund moved to approve claim numbers 16668 and 16676 through 16684 for a total of \$32,342.01, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.**

Approve Payment of April 2014 Claims

- **Councilmember Lund moved to approve the 6 ACH payments, check numbers 16685 through 16719, and the addition of check number 16720 to Clarke Environmental Mosquito for \$2,313.45 for a total of \$39,509.16, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**

City Council Reports

- Councilmember Lund (Parks)
 - He is still looking into what kind of liability the City would have if the City invests in a bouncy house for residents to rent out.
 - There was discussion of having lots for residents to rent who would like to have a garden, but are unable to due to the size/location of their yard.

Adjourn City Council Meeting

Councilmember Trebesch moved to adjourn the Hamburg City Council meeting at 8:46p.m., seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.

Submitted by:

Cherie Smith
Deputy Clerk