

## Hamburg City Council Meeting June 16, 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, Brad Droege of Southwest Carver County Fire Explorers, Michelle Swanson of Xcel Energy, Justin Black and Allison Androska of S.E.H., Kelly Dohm of Melchert, Hubert, Sjodin, Fire Chief Justin Buckentin, Fire Chief Two Adam Glander, and Brian and Kari Biermann were present. There were also six firefighters and two other residents in attendance.

### Public Comment

- Brad Droege informed the City Council that there will be a fundraiser held at Hamburg Community Hall on Saturday, September 26, 2015 for Charlie Rademacher. Charlie is a member of the Southwest Carver County Fire Explorers who was in a severe car accident this past Spring. Brad Droege asked the City Council for a reduced rate for the hall rental or to have the fee waived.
- Brian Biermann, 210 Broadway Avenue, brought forth to the Council's attention that at times he has cloudy/dirty water. He brought a sample of water to the meeting for the Council to view. Mr. Biermann will call the office if it happens again. The City Staff will monitor this situation.

### Agenda Review (Added Items) and Adoption

- Updated Resolution Number 2015-07 (Correct Cost of Base Bids)
- April Cash Flow Statement-Consent Agenda
- Joint Ditch #3A Buffer Strip Payment/Special Assessment Notice- Claims List
- Estimates from KS Schauer Construction Inc., Vos Construction Inc, and Yutzy Construction LLC for Community Hall Roof Repairs – Public Works Report
- Updated Utility Delinquent Report – Consent Agenda
- Updated June Claims List
- Use of Community Hall for Charlie Rademacher Benefit on September 26, 2015 for No Fee- Consent Agenda
- **Councilmember Lund moved to approve the Agenda with the added items, seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.**

### Approve Consent Agenda

- Approve Minutes for May 12, 2015
- Approve Liquor License Renewals
  - Parkside Tavern – On/Off Sale & Special Sunday
  - Hamburg Lions Club – 3.2 Malt Liquor
  - Hamburg Baseball Club – 3.2 Malt Liquor
- Notice of Pay Equity Compliance
- Delinquent Utility Bills Report
- Property Inspection (340 Railroad Street)



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- Public Hearing County Code, Chapter 152 (Zoning Code)
- Mediacom TV Channel Line-up (All Digital Service)
- League of MN Cities 2016 Membership Dues
- Met Council 2014 Annual Population Estimate
- 2015 Building Permit Record
- Public Nuisance List
- Water Wells Usage/Water Consumption Report for May 2015
- Zummerfest Festival (June19-20)
- MNSPECT Minute for June 2015
- Time-off Request (Cherie Smith)
- Time-off Request (Greg Schultz)
- **Councilmember Lund moved to approve the Consent Agenda, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**

### Fire Department

- Paid On-Call
  - The Hamburg Fire Department is proposing to the City Council to change from strictly a volunteer fire department to a paid on call department. A preliminary draft was presented to the Council. The draft will be finalized by the fire department and then presented to the City Council for changes or approval.
- J-5 Bombardier/Trailer
  - Lake Bronson Fire Department purchased the J5 Bombardier for \$1500 and picked the J5 up last week. The trailer for the J5 Bombardier will be sold by using the sealed bids method thru the City of Hamburg.
- Gamma Goat (Alternator)
  - New Batteries and a re-built alternator have been installed in the Gamma Goat. The starter will also need to be replaced.
- Xcel Energy Donation
  - The Hamburg Fire Department received a \$250.00 donation from Xcel Energy for the purchase of new fire gear.
- New Fire Department Member Application – Russ Kuenzel
  - **Councilmember Lund moved to approve the application for Russ Kuenzel for the Hamburg Fire Department providing that all background checks are passed, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**
- Firefighter Adam Glander
  - Firefighter Adam Glander informed the City Council that he will be moving out of the City of Hamburg, but would like to stay on the Hamburg Fire Department until the end of February 2016 at which time he will have served on the department for twenty-one years. He will still attend trainings and respond to calls.  
**Councilmember Odoms moved to approve the request from Firefighter Adam Glander to remain on the Hamburg Fire Department until the end of**



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February 2016 at which time he will resign, even though he will be moving out of Hamburg, seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.

### City Ordinance Number 149 (Electric Franchise Agreement with Xcel Energy)

- Councilmember Odoms moved to adopt City Ordinance 149 accepting the Electric Franchise Agreement with Xcel Energy, seconded by Councilmember Lund and motion unanimously carried. All Council members were present.

### 2015 Street Improvement Project (Base Bid/Alternates)

- Two bids were received for the 2015 Street Improvement Projects and were opened at City Offices on June 2, 2015 at 10:00 a.m. The City received two bids for this project, with the lowest bid coming from Wm. Mueller and Sons.
- The bids came in as follows:

Base Bid – Jacob Street	\$115,292.45
Alternate #1 – Sophia Ave & Small Portion of Railroad St.	\$162,593.60
Alternate # 2 – Parking Lot in Park	\$ 51,672.85
Alternate # 3 – Hydrant on Sophia Ave	<u>\$ 12,731.50</u>
Total	\$342,290.40
- Since the bids came in low and to the City's advantage, Mayor Malz suggested having the base bid and most or all the alternates completed.
- City Clerk Gruenhagen looked into using monies from the City's Savings and Reserves for the Street Project, however, City Clerk Gruenhagen pointed out that there are major hall repairs that will need to be completed this year and some of those funds will be used for that project.
- After extensive discussion, the City Council decided to complete the base bid along with Alternates One, Two, and Three. This Street Improvement Project will be completed in Spring of 2016. The project will be funded by 2014 – 2016 LGA Monies, City Reserves and 2015 Budgeted Monies for Street Improvements.
- Councilmember Lund moved to approve Resolution 2015-07 amending bullet #1 under "NOW THEREFORE, BE IT RESOLVED" to state " The work as contained in the base bid improvements and alternates #1,#2,#3 are hereby ordered for a total of \$342,290.40", seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.
- City Engineer Justin Black will bring the change order for the completion date to the July City Council Meeting for approval.

### Old City Business

- Good Government & Meeting Presentation (LMC)
  - City Attorney Kelly Dohm reviewed information presented to the City Council and City Employees at the June 1, 2015 training on Good Government and Meeting Presentation by the League of Minnesota Cities. The main points she touched on



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- were the roles of Council Members, Data Practices, and Open Meeting Law (what can and can't be done with closed meeting data).
- Several Council members and residents expressed their concerns about this matter and the reputation the City of Hamburg is receiving.
  - **Councilmember Lund moved to authorize City Attorney Kelly Dohm to contact Information Policy Analysis Division (IPAD) on scenarios concerning issues that the City Council was briefed on in the Good Government and Meeting Presentation , seconded by Councilmember Odoms and motion unanimously carried. All Council members were present.**
  - City Clerk Gruenhagen suggested that only employees should have keys for any of the City Buildings. **Councilmember Trebesch moved that Councilmember Odoms return all keys for the City Buildings to City Offices by Wednesday, June 17, 2015, seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.**
  - The City Council also discussed the emergency call list for Floyd's Security. The Council decided that City employees should be the first point of contact from any vendor including Floyd's Security. The City Council asked City Clerk Gruenhagen to contact Floyd's Security and have Maintenance Employee Schultz listed as the first point of contact for text messages.

### Public Works & Utilities Department Report

- Water/Wastewater Services
  - The second release of the ponds is completed.
  - The City received a memo from the Minnesota Department of Health containing the finalized new guidelines for the fluoride concentration in public water. The City can apply for a variance to lower the fluoride concentration in the public drinking water to be at an average of .7 mg/L, within the range of .5 to .9 mg/L. **Councilmember Lund moved to apply for the variance request to MN Rule 4720.0030 – reducing the concentration of fluoride in the drinking water, seconded by Councilmember Trebesch, and motion unanimously carried. All Council members were present.**
  - Maintenance Employee Schultz has fixed the leak at the sewer dump site in the City Park. Due to the high volume of usage by non residents of the City of Hamburg, Maintenance Employee Schultz suggested putting a lock on that site and having residents pick up the key at City Offices when needing to use that site.
  - **Councilmember Odoms moved to amend the motion to award Maintenance Employee Schultz a \$1.00 per hour raise effective May 11, 2015 instead of May 18, 2015 due to him receiving his Class D Sewer License, seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.**
- Part-time Help (Summer)
  - Mel Sprengeler started as the summer help on June 1, 2015.
- Community Hall Repairs
  - The City received three bids to repair the Community Hall roof. After looking at the bids, the City decided that the bid from Yutzy Construction LLC will not work for



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- what repairs need to be completed on the roof. There were some slight differences in the bids between KS Schauer Construction and Vos Construction. Maintenance Employee Schultz will be contacting those two contractors to get clarification on those items and also on the availability to complete the project. He will report back with the findings at the next council meeting.
- After the roof is repaired on the Community Hall, then the City will fix the drain issue in the City Shop.
  - City Clerk Gruenhagen will contact Service Pro/Service Master to clean up the mold in the Shop.
  - Park Open Shelter (Re-Roof) & Lions Building Shelter
    - Maintenance Employee Schultz will get two bids to have the Open Shelter at the City Park re-roofed.
    - The roof on the Lions Building that was fixed last fall, still leaks in spots. Maintenance Employee Schultz will have a contractor look at the roof to get an opinion on the City's options to fix the roof.
  - Baseball Park Catch Basin
    - The catch basin on the east side of the baseball field has sunk down about two feet and is a hazard. Maintenance Employee Schultz will contact Wm. Mueller & Sons to have them look at that catch basin issue.
  - The City Council decided to start advertising the Jetter to sell. It will be sold using the sealed bid method.
  - Lights in the Fire Station
    - The City received two bids to install a light switch by the Far East door of the Fire Hall for lights in the East Bank. **Councilmember Odoms moved to have Robb's Electric install an additional light switch on the far side of the Fire Hall and one additional T-fixture for \$1300.00, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**

### City Clerk/Treasurer Report

- Business Resumptions Plan (State Bank of Hamburg)
  - **Councilmember Gregonis moved to accept the Business Resumption Plan received from the State Bank of Hamburg with the exception being the City of Hamburg has priority of the Community Center if needed, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**
- Health Insurance Renewal
  - The City's health insurance for next year will have an estimated 4.7% increase.
- Jaguar Communications (Cable Franchise)
  - City Clerk Gruenhagen has left several messages with Jaguar Communications, but has not heard back from them about a cable franchise in Hamburg.
- Street Parking (Semi Trucks)



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- The City was contacted by a resident who would like to park a semi on the street for a weekend. City Clerk Gruenhagen informed the resident that they can park the truck in the Community Center parking lot for that weekend instead of on the street.
- National Night Out will be on August 4, 2015 in the City Park.
- The City got Assessed \$6,253.61 for a Buffer Strip on Joint #3A (by Hamburg Baseball Park). The Council decided to add the full payment to the Claims List.
- The City received a bill from Countryside Veterinary for a dog that was impounded in the City of Hamburg. The City never received a report from the CSO for this incident. After Council discussed this matter, they feel the City is not responsible for paying that bill.

### **Approve Payment of May 2015 Claims (\$30,475.21)**

**Councilmember Lund moved to approve the one ACH payment and check numbers 17399 through 17420 and add an additional \$109 for a total of \$6040.00 to check number 17398 payable to League of MN Cities Insurance Trust for a total of \$30,475.21, seconded by Councilmember Trebesch and motion unanimously carried. All Council members were present.**

### **Approve Payment of June 2015 Claims (\$28,416.75)**

**Councilmember Lund moved to approve the four ACH payments and check numbers 17421 through 17450 for a total of \$28,416.75, seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.**

### **City Council Reports**

- There were no City Council Reports

### **Adjourn City Council Meeting**

**Councilmember Trebesch moved to adjourn the Hamburg City Council meeting at 10:13 p.m., seconded by Councilmember Gregonis and motion unanimously carried. All Council members were present.**

Submitted By:

Cherie Smith  
Deputy Clerk



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