

**HAMBURG CITY COUNCIL MEETING
JULY 8, 2014**

Acting Mayor Steve Trebesch called the Hamburg City Council Meeting to order at 7:00 p.m. Councilmember Chris Lund, Councilmember Robert Gregonis, Councilmember Richard Odoms, City Clerk Jeremy Gruenhagen, Deputy Clerk Cherie Smith, Maintenance Worker Greg Schultz, Fire Chief Justin Buckentin, Chief 3 Brad Droege, Mike Donnelly of Waste Management, and Tracy Nelson of Elite Waste Disposal were in attendance. Mayor Malz was absent.

Public Comment

Chief Buckentin recognized Chief 3 Droege for receiving the Region 11 Firefighter of the Year Award on June 10, 2014.

Agenda Review (Added Items) and Adoption

- Added – Updated Delinquency Report
- Added – Updated July Claims List
- Added – Minnesota Senior Men's Amateur Baseball Association – Hamburg Host
- Added – Estimate from North Star Pump Service for Replacement of Flow Meters
- **Councilmember Lund moved to approve the Agenda with the added items, seconded by Councilmember Gregonis and motion unanimously carried. Mayor Malz was absent.**

Approve Consent Agenda

- Approve Minutes for March & April 2014
- Approve Election Judges for Primary & General Election 2014
- Cash Flow Statement for April & May 2014
- Water/Wastewater Report for June 2014
- Delinquent Utility Bills Report
- Water Wells Usage/Water Consumption Report 2014
- Building Permit Activity Report
- Time Off Request for Cherie Smith
- **Councilmember Lund moved to approve the Consent Agenda with removing the time off request for Cherie Smith from the Consent Agenda and adding it to the City Clerk Report, seconded by Councilmember Odoms and motion unanimously carried. Mayor Malz was absent.**

Fire Department Report

- Zummerfest Festival
 - The Zummerfest kickball and baseball tournaments were cancelled due to rain, otherwise everything went well.
- Grant Updates
 - DuPont Pioneer- The fire department received a \$2,500 grant that was used to purchase a Rescue Randy Mannequin, a smoke machine, and two helmets for the Captains on the fire department.
 - The fire department also applied for grants from FEMA, DNR, and Center Point Energy and is waiting to hear back on those grants.
- New Hamburg Fire Department Members

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- One applicant needed to be fingerprinted as part of the background check and he is in the process of completing that process. There is also another applicant that has filled out the paperwork for the background check and will be sent in after it is approved on the Claims List. **Councilmember Odoms moved that Chief Buckentin start the background check process for interested applicants without Council's approval as long as there are openings on the Fire Department and the applicant must be approved by the City Council before becoming a member of the Hamburg Fire Department, seconded by Councilmember Lund and motion unanimously carried. Mayor Malz was absent.**
- National Night Out
 - The Hamburg Fire Department Relief Association will be donating \$400 to help support Hamburg's National Night Out which will be held Tuesday, August 5th. There will be fire trucks and an ambulance there and possibly a police car. The City Council will be serving hot dogs and corn on the cob. The Lions will be serving root beer floats and the Chamber of Commerce will be serving freezes.
- Hamburg Fire Department Retiree Clayton Mackenthun
 - Clayton Mackenthun retired for the Hamburg Fire Department on June 30, 2014 with 20 years of service.
- Sewer Back Ups
 - A member of the community who had sewer back up problems due to the recent rain commented to Chief Buckentin on the wonderful job Maintenance Worker Greg Schultz and City Clerk Jeremy Gruenhagen have done handling this issue.

RFP's to Provide Sanitation Services for Residential/Commercial Customers

- Tracy Nelson from Elite Waste Disposal and Mike Donnelly from Waste Management were in attendance to discuss the RFP's their companies submitted for Residential and Business Sanitation Services for the City. When comparing the two companies, Elite Waste Disposal was 2% to 3% lower for residential pick up; however, they were significantly higher than Waste Management for Business Sanitation Services. Waste Management will have a 2.5% increase in years 2 and 3 and Elite Waste Disposal will have a Consumer Price Index increase in year 3. There will be no gas surcharge for either. Waste Management would have a pick up date of Monday, and Elite Waste Disposal will have a pick up date of Thursday.
- After reviewing the RFP's, the City of Hamburg could issue one contract for the residential customers and one contract for the commercial customers. However, the RFP does not clearly state which contract would pick up the five extra events and also the free garbage pick up for the City buildings.
- After discussion among council members, **Councilmember Odoms moved to award one single three year contract to Waste Management for residential and commercial garbage pick up. The motion died due to lack of a second.**
- After more discussion by the City Council, **Councilmember Odoms moved to award one single three year contract to Waste Management for residential and commercial garbage pick up, seconded by Councilmember Gregonis, opposed by Council Member Lund and motion carried 3-1. Mayor Malz was absent.**
- The council discussed changing the RFP's for next time. The council would like the RFP's to state that the businesses make three bids. One bid for just commercial pick up, one bid for just

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residential pick up, and one bid for commercial and residential pick up combined. Whoever would receive the commercial pick up contract would have to offer the free garbage pick up to the City buildings and also the free pick up for the five events in town.

Old City Business (Memo)

- Revised NIMS Training Program
 - Council member Gregonis is working on completing the NIMS Program.
- Generator for Lift Station/Flag Pole Wiring/ Lighting for Generator
 - The flag pole wiring and lighting for the generator are completed. The landscape fencing will be completed soon.

Public Works & Utilities Department Report

- **Water/Wastewater Services - June 19, 2014 Rainfall**
 - On June 19, 2014, Hamburg received heavy rainfall on already saturated grounds. The pumps were running, but were unable to keep up. Greg needed to use the six inch pump to bypass into the street to the storm sewer. Greg pumped for approximately nine hours that day. Curt Reetz has completed all reports on that bypass.
 - There were two residential sewer back-ups due to this heavy rainfall.
- **City Shop Garage Door (Insurance Claim)**
 - Greg received one estimate for a new door for the shop garage and has contacted a second business for an estimate. If he does not hear from that business, he will contact someone else to get a second bid.
- **Generator Hook-Up for Community Hall**
 - The City is waiting to receive a proposal from Robb's Electric on this matter.
- **Park Roof and Community Hall Repairs**
 - Received a verbal estimate from Dan Oelfke Construction to fix the leaking Park Roof for \$1,500. All the nails in the roof will need to be removed and then replaced with screws and washers. A written estimate will also be obtained. **Councilmember Lund moved to have the park roof repaired spending up to \$1,500, Councilmember Odoms seconded and motion unanimously carried. Mayor Malz was absent.**
 - Greg will be getting estimates on the roof repairs for the Community Hall.
 - Mold Inspection
 - The mold inspection reports from the Community Hall have been received. The mold levels in the air upstairs are fine. The mold level in the downstairs is higher than the upstairs, with the highest reading coming from the stairway. Jeremy is going to call Techtron and ask for an explanation on what is a safe reading level.
 - Drain in Shop
 - Greg Schultz is going to try to televise the drains in the Shop to see where the drain comes out of the building. Once that is figured out, then he will be able to provide the City with the best way to stop the back ups in the Shop which is what caused the Mold growth.

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- **Accident on June 13, 2014 (Fire Hydrant)**
 - On June 13, 2014, someone pulling a wagon lost the wagon and it hit a telephone pole and a fire hydrant near 291 Jacob Street. The fire hydrant was damaged and needs to be replaced. The City's insurance does not cover fire hydrants. The City will fix the fire hydrant and then will send the bill to the party responsible for the accident.
 - Jeremy is looking into how much it would cost the City to insure all the fire hydrants within the City.
- **Old Pumphouse/Well**
 - There is nothing new on the capping of the well.
- **Cleaning/Televising of Sanitary Sewer Lines**
 - The second phase of cleaning the sanitary sewer lines is completed. Everything went well and Empire Pipe will be sending a report and video to the City.
- **Red Ribbon Ride**
 - The Red Ribbon Ride will be held on Saturday, July 19, 2014. The bikers will be stopping at the Park that afternoon.
- **Lawn Cutting**
 - The Council discussed hiring a contractor or a part time employee to help Greg cut all the lawn around town. This would free Greg up some to get things done that are being neglected. **Councilmember Odoms moved to approve hiring a private contractor to cut the lawn on an as needed basis as Jeremy and Greg sees fit, not to exceed \$400 a week. The Motion died due to a lack of a second.**
 - After further discussion, the Council decided that Greg can prioritize what needs to get done and decided not to hire a contractor for lawn cutting this year and discussed adding it to 2015 Budget.

City Clerk/Treasurer Report

- **Statewide Health Improvement Program**
 - Jeremy met with Carver County to discuss short and long term ideas for the S.H.I.P. monies. One short term idea would be to create a community garden. A few long term ideas are: path to Emmanuel School/Church, paths to the park, and also some type of path connecting Hamburg to Norwood-Young America. Another idea would be to create shoulders on County Road 31 and County Road 50 for biking purposes. If there are any other ideas, please let Jeremy know and he will pass them on to the S.H.I.P. representatives.
- **Election Judges Needed (August 12th/ November 4th)**
 - The Primary Election is August 12th and the General Election is November 4th. Jeremy is still looking for one more election judge for the morning session which is 6:30 – 2:00. If you know of anybody interested, please let Jeremy know.
 - Jeremy and Cherie will be out of the office Thursday, July 24th in the afternoon, Wednesday, July 30th in the morning and also Thursday, July 31st in the afternoon due to training for the election.
 - Due to the Primary Election on Tuesday, August 12th, the Council Meeting will need to be changed. **Councilmember Lund moved to move the Tuesday, August 12, 2014 Council Meeting to Tuesday, August 19, 2014, seconded by Councilmember Gregonis and motion unanimously carried. Mayor Malz was absent.**

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- **Flow Meters at Lift Station**
 - The flow meters stopped working due to a lighting strike in late Spring. The City was informed that these meters can not be fixed, but will need to be replaced. The cost of replacing the meters is \$6,800 with an additional \$1,600 to \$2,300 for installation. Jeremy has turned this claim into insurance and is and waiting to hear back from them.
Councilmember Lund moved to replace the two flow meters and turn the bill for the meters and installation to insurance, seconded by Councilmember Odoms and the motion unanimously carried. Mayor Malz was absent.
- **Vacation for Jeremy (July 14 to 23) – Deputy Clerk Hours**
 - Jeremy will be out of the office from July 14–23, 2014. The City Offices will be open from 9:00 to 4:00 on July 15–23, 2014 and will be closed Monday, July 14, 2014.
Councilmember Lund moved to approve the time off request for Cherie Smith for July 10,11, & 14, 2014, seconded by Councilmember Odoms and motion unanimously carried. Mayor Malz was absent.
- **Minnesota Senior Men's Amateur Baseball Association Advertisement**
 - **Councilmember Lund moved to purchase a quarter page ad for \$50 for the Minnesota Senior Men's Amateur Baseball Association program using the same advertisement in the NYA Area Guide, seconded by Councilmember Gregonis and motion unanimously carried. Mayor Malz was absent.**

Approve Payment of Added June 2014 Claims (\$12,425.96)

Councilmember Lund moved to approve the one ACH payment and check numbers 16834 through 16848 for a total of \$12,425.96, seconded by Councilmember Gregonis and motion unanimously carried. Mayor Malz was absent.

Approve Payment of June 2014 Claims (\$34,207.27)

Councilmember Lund moved to approve the four ACH payments and check numbers 16849 through 16874, for a total of \$34,207.27, seconded by Councilmember Odoms and motion unanimously carried. Mayor Malz was absent.

City Council Reports

- Councilmember Gregonis (Streets)
 - Councilmember Gregonis expressed concern about the balance of a few of the delinquent water accounts.
 - Councilmember Gregonis showed concern that there have been 20 criminal incidents in the first six months of the year, compared to three incidents last year. Jeremy will be contacting the Carver County Sheriff's Office to ask for an explanation on the criminal incidents that have taken place.
 - There is an area in the Park and also by the dumpster at the Community Hall where the pavement needs to be patched. Wm. Mueller and Sons have been contacted and will be patching those holes.
- Councilmember Lund (Parks)
 - Councilmember Lund is close to completing all the paperwork/drawings for the handicap bathrooms at the Park.

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- **Councilmember Lund moved to donated \$3,000 to the Hamburg Lions Zummerfest Committee, the Zummerfest Committee can use those funds as they see fit, seconded by Councilmember Gregonis, and motion unanimously carried. Mayor Malz was absent.**
- **Councilmember Lund moved to add check number 16875 for \$3,000 payable to the Hamburg Lions to the July Claims List, seconded by Councilmember Gregonis, and motion unanimously carried. Mayor Malz was absent.**
- Councilmember Trebesch (Buildings)
 - Councilmember Trebesch suggested putting in a lighted stop sign at the intersection of Jacob Street and Broadway Avenue.

Adjourn City Council Meeting

Councilmember Gregonis moved to adjourn the Hamburg City Council meeting at 8:52 p.m., seconded by Councilmember Lund and motion unanimously carried. Mayor Malz was absent.

Submitted by:

Cherie Smith
Deputy Clerk