



HAMBURG CITY COUNCIL AGENDA JANUARY 8, 2019

1. Call City Council Meeting to Order

- Pledge of Allegiance
- Designations/Appointments for 2019
 - Resolution Number 2019-01

2. Public Comment *(Individuals may address the City Council about any non-agenda item(s) of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council may not take official action on these items and may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*

3. Agenda Review (Added Items) and Adoption

4. Consent Agenda *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*

- Approve Resolution Number 2019-01 (Designations/Appointments)
- Approve Resolution Number 2019-02 (Payment of Claims for 2019)
- Approve Resolution Number 2019-03 (Donations Received in 2018)
- Approve 2018 Minutes for November 27/December 4/December 11
- Approve Payment of December 2018 Added Claims/Transfers (\$303,908.03)
- Approve Payment of January 2019 Claims (\$103,628.73)
- Approve Temporary On-Sale Liquor Licenses from Hamburg Lions Club
 - January 26, 2019, February 2, 2019, February 23, 2019
- Approve Lawful Gambling Permit for Hamburg Lions Club (2/23/19)
- Approve Time-Off Request for Jeremy Gruenhagen
- Cash Flow Statements for September/October 2018
- Delinquent Utility Bills Report
- Employee Project Lists
- NYA Area Chamber of Commerce Newsletter
- City Offices Closed January 21, 2018 for MLK Jr. Day

5. Old City Business

- Community Hall Steps
- New Water Tower
- Storage Container (400 Railroad Street)
- Storm Water Easements for Parcels 45.0282500/11.0282010 (RR Street)
 - Parcel Surveys

6. New City Business

- Set Public Hearing for Annexations (Stuewe/Buckentin)



***HAMBURG CITY COUNCIL AGENDA
JANUARY 8, 2019***

7. City Council Reports

- Councilmember Jason Buckentin
- Councilmember Tim Tracy
- Councilmember Scott Feltmann
- Councilmember Eric Poppler
- Mayor Chris Lund
 - 2019 Legislative Conference

8. Move to Closed Session for purposes of attorney-client privilege discussion of Storm Water Easements for Parcels 45.0282500/11.0282010

9. Move to Reopen the City Council Meeting

10. Adjourn City Council Meeting



***HAMBURG CITY COUNCIL AGENDA
JANUARY 8, 2019***

COMMUNITY HALL & PARK ACTIVITIES

JANUARY

**20 – Hamburg Lions Pancake Breakfast
26 – Green Isle CPA**

FEBRUARY

2 – HHFC Fish Fry

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

JANUARY

**6 – Youngwood 4-H Club
7 – Hamburg Lions Board Meeting
7 – HFD Training
8 – Hamburg City Council Meeting
8 – Young America Township Meeting
20 – Community Center Rental
21 – Hamburg Lions Club
21 – MLK Holiday – City Offices Closed
28 – Hamburg Fire Dept. (Relief Association) Meeting
29 – U of M Extension (Pesticide Recertification Class)**

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2019-01**

***RESOLUTION ASSIGNING ANNUAL
DESIGNATIONS AND APPOINTMENTS FOR 2019***

WHEREAS, at the first council meeting certain designations are required to be made by the City Council;

THEREFORE, BE IT RESOLVED, the following designations shall be made for 2018:

1. The **Acting Mayor** who shall preside and perform duties in the absence of the Mayor shall be .
2. Mayor Chris Lund, **Council Member** and City Clerk/Treasurer Jeremy Gruenhagen shall serve on the Personnel Committee and Fire Board for the City.
3. The Hamburg City Council Meeting Start Time for 2019 shall be 7:00 P.M.
4. The Official Newspaper of the City of Hamburg shall be Times and News (The NYA Times).
5. The Official Depository of the City of Hamburg shall be the State Bank of Hamburg.
6. The Building Inspector for the City of Hamburg shall be MNSPECT.
7. The City Engineering Firm shall be S.E.H. Inc., Justin Black shall serve as the primary Engineer for the City of Hamburg.
8. The City Attorney Firm for legal advising, litigation and prosecutions shall be Hubert-Melchert-Sjodin.
9. The Emergency Manager for 2019 shall be Brad Droege.
10. The Cities Insurance Agent for participation in LMC Insurance shall be Donovan Buckentin.
11. The co-signers for all checks shall be Mayor Chris Lund, **Acting Mayor** and City Clerk/Treasurer Jeremy Gruenhagen.

AND, BE IT ALSO RESOLVED, that the firm for auditing purposes for the year 2018 be Abdo, Eick & Meyers LLP.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 8th day of January, 2019.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2019-02**

***RESOLUTION APPROVING THE DELEGATION OF AUTHORITY
FOR PAYING CLAIMS PRESENTED TO THE CITY OF
HAMBURG***

WHEREAS, Minnesota Statute 412.271 Subd. 7 and Subd. 8 authorizes the City to delegate authority to pay certain claims against the City by the City Administrative Official:

WHEREAS, the Clerk/Treasurer is a City Administrative Official;

WHEREAS, the City of Hamburg desires to authorize the City Administrative Official to pay all claims that the City Official deems just and correct and valid for the 2019 Calendar Year.

WHEREAS, all checks drawn for payment of claims must be signed by the City Clerk/Treasurer and the Mayor:

WHEREAS, the City Administrative Official will present to the City Council at the first council meeting after payment of claims a list of the claims paid and an explanation of the payment.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA:

That the Clerk/Treasurer of the City of Hamburg is authorized to pay all claims for the 2019 Calendar Year presented to the City if in the City Official's discretion the claims are just, correct and valid.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 8th day of January, 2019.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



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

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2019-03**

RESOLUTION ACCEPTING DONATIONS RECEIVED IN 2018

WHEREAS, Minnesota Statutes Section 465.03 provides that donations to the City be accepted by resolution of the City of Council; and

WHEREAS, the City of Hamburg has received the following donations in 2018:

<u>Donations Received in 2018</u>	<u>Amount</u>
Hamburg Fire Dept. Relief Assoc. (Fire Equipment)	\$2,250.00
Hamburg Fire Dept. Relief Assoc. (Fire Equipment)	\$2,250.00
Hamburg Fire Dept. Relief Assoc. (Fire Equipment)	\$5,750.00
Hamburg Fire Dept. Relief Assoc. (National Night Out)	\$400.00

WHEREAS, the City Council expresses its gratitude for the donations given to the City of Hamburg.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA:

1. The City Council of the City of Hamburg hereby graciously accepts, with great appreciation, the donations given in 2018 and will use them as prescribed.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 8th day of January, 2019.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer





HAMBURG CITY COUNCIL AGENDA NOVEMBER 27, 2018

Mayor Chris Lund called the Hamburg City Council meeting to order at 7:02 p.m. Those in attendance were: Councilmen Tim Tracy, Jason Buckentin, Scott Feltmann and Steve Trebesch. City Clerk Jeremy Gruenhagen, Deputy Clerk Tamara Bracht, Maintenance Dept. Greg Schultz, Fire Chief Justin Buckentin, FD members Anthony VanHafton, and Scott Anderson, Residents: Eric Poppler, Mike and Karen Buckentin, and Wendell Stuewe.

Agenda Review (Added Items) and Adoption

MOTION: Councilman Tim Tracy moved to approve the Agenda as-is. Seconded by Councilman Jason Buckentin. Motion was unanimously approved. All Councilmembers were present.

Consent Agenda

- Approve Added Claims List for November 2018 (\$12,267.55)
- Approve Cash Flow Statement for August 2018
- Approve Resolution Number 2018-12 (Community Festival)
- Approve Time Off Request (Jeremy Gruenhagen)

MOTION: Councilman Tim Tracy moved to approve the Agenda as-is. Seconded by Councilman Jason Buckentin. Motion was unanimously approved. All Councilmembers were present.

Hamburg Fire Department

- 2019 HFD Officer Recommendations (Selection Committee)

MOTION: Councilman Jason Buckentin moved to approve the Agenda as-is. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Councilmembers were present.

- Ice Rink – will be completed in mid-December
- New Engine (In Service)
- Approve Expenditures
 - \$5,400 for 1,000 feet of 1.5" and 2.5" Hose for New Engine
 - \$2,500 Rescue 11 Lighting
 - \$2,100 for 2 New Air Bottles
 - \$2,800 for New Radio for Engine 12

MOTION: Councilman Tim Tracy moved to approve the requested purchases. Seconded by Councilman Steve Trebesch. Motion was unanimously approved. All Councilmembers were present.

Annexation of Parcels 11.0331710 and 11.0331600

- Parcel 11.0331710 (Wendell Stuewe)
- Parcel 11.0331600 (Michael Buckentin)

MOTION: Councilman Scott Feltmann moved to approve the annexation of parcels 11.0331710 and 11.0331600. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Councilmembers were present.



HAMBURG CITY COUNCIL AGENDA
NOVEMBER 27, 2018

Old City Business

- Storm Water Easements for Parcels 45.0282500/11.0282010 (RR Street)

DIRECTION: Council directed City Staff to move forward with surveying the parcel

- Timberline WoodProducts C.U.P. (Storage Container)
 - Removal of Storage Container

DIRECTION: Council directed City Staff to send a second letter with a December 11 removal date.

- Set Special Meeting for Budget Workshop
 - December 4, 2018 @ 7:00 PM

MOTION: Councilman Scott Feltmann moved to set the Budget Workshop for December 4, 2018 at 7:00 p.m. Seconded by Councilman Jason Buckentin. Motion was unanimously approved. All Councilmembers were present.

New City Business

- 2018-2019 Snowplowing Contract

MOTION: Councilman Jason Buckentin moved to approve the Snowplowing Contract with Wm. Mueller & Sons for the 2018/2019 season. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Councilmembers were present.

- 2019 Final Budget/2019 Final Property Tax Levy
 - Health Insurance Rates/Cost Analysis
 - 2019 City Fee Schedule
 - 2019 Water/Sewer/Storm Water Rates
 - Budget Items for 2018/2019

City Council Reports

Mayor Chris Lund

- ULI Minnesota Regional Council of Mayors info. is in the agenda packets for you to review
- There is an opportunity on Dec. 4 to discuss affordable housing in Minnesota. It is being put on by the MN Housing Tax Force and the MN Veterans Affairs, from 8:00-10:00 a.m. at the Dorsey-Whitney Building downtown.
- Mayor's Time In will be held on Dec. 4 from 6:00 – 7:00 p.m.

MOTION: Councilman Jason Buckentin moved to recess the Council Meeting at 7:44 p.m for Employee Reviews. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Councilmembers were present.

Employee Evaluation(s)

- Tamara Bracht
- Greg Schultz



***HAMBURG CITY COUNCIL AGENDA
NOVEMBER 27, 2018***

MOTION: Councilman Jason Buckentin moved to recess for a Closed Meeting at 8:34 p.m. for an Employee Evaluation. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Councilmembers were present.

- Jeremy Gruenhagen

MOTION: Councilman Tim Tracy moved to re-open the Council Meeting at 9:09 p.m. Seconded by Councilman Jason Buckentin. Motion was unanimously approved. All Councilmembers were present.

Employee Wages/Health Insurance Coverage for 2019

- Tamara Bracht

MOTION: Councilman Tim Tracy moved to raise Tamara Bracht's wages to \$15.00 an hour. Seconded by Councilman Jason Buckentin. Motion was unanimously approved. All Councilmembers were present.

- Greg Schultz

MOTION: Councilman Tim Tracy moved to increase Greg Schult's wages from \$24.02 to \$24.50 per hour and keep his insurance deductible at \$2500.00. Seconded by Councilman Scott Feltmann. Motion was unanimously approved. All Councilmembers were present.

- Jeremy Gruenhagen

MOTION: Councilman Tim Tracy moved to increase Jeremy Gruenhagen's wages from \$60,604.20 to \$61,816.28 and keep his insurance deductible at \$2500.00. Seconded by Councilman Scott Feltmann. Motion was unanimously approved. All Councilmembers were present.

MOTION: Councilman Jason Buckentin moved to adjourn the Council Meeting at 9:44 p.m. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Councilmembers were present.

Submitted by:
Tamara Bracht
Deputy Clerk



**HAMBURG CITY COUNCIL MEETING
DECEMBER 4, 2018**

2019 Proposed Budget Workshop

Mayor Chris Lund called the Budget Workshop to order at 7:00 PM. Council Members Scott Feltmann, Steve Trebesch, Tim Tracy and Jason Buckentin were present as well as City Clerk/Treasurer Jeremy Gruenhagen and Deputy Clerk Tamara Bracht. Residents: Larry Mueller, and Mike Buckentin.

Council discussed setting the Levy at 14.4%

Wish List Includes but not limited to:

- Ordinances - \$10,000
- A/C unit replacement at Comm. Center - \$10,000
- City Phones - \$2,000
- Re-Key Buildings - \$5,000
- FD Truck - \$20,000
- Park Electrical - \$6,500
- Park Bathroom Roof Replacement - \$7,500
- Hall Floors on Bar Side - \$10,000
- Back Hall Steps - \$4,500
- Water Softener for Hall -

General Fund

- Water/Sewer Rate's –
 - Capital Improvement fee
 - increase from \$8.00 to \$10.00
 - Water increase over the next 3 years
 - 2019 \$5.09/month
 - 2020 \$3.21/month
 - 2021 \$3.36/month
- 2019 Seal Coating Projects
- Snowplowing Contract –
 - increased from \$9,000 to \$11,000
- Legal Fee's –
 - increase 3% to \$20,000

MOTION: Councilman Jason Buckentin moved to adjourn the Proposed Budget Workshop at 7:36 PM. Seconded by Councilman Tim Tracy. Motion was unanimously approved. All Councilmember's were present.

Submitted by:
Tamara Bracht
Deputy Clerk



HAMBURG CITY COUNCIL AGENDA DECEMBER 11, 2018

Mayor Chris Lund called the Public Hearing to order at 7:00 p.m. Those in attendance were: Councilman Jason Buckentin, Councilman Scott Feltmann, Councilman Tim Tracy. *Councilman Steve Trebesch was absent.* City Clerk/Treasurer Jeremy Gruenhagen, and Deputy Clerk Tamara Bracht. Hamburg Baseball Club Rep. Rich Schug, Hamburg Fire Department members Anthony Van Hafton, Steven Buckentin, and Joel Glander. Bolton & Menk Rep. Haila Maze. Residents: John & Christin Fugate, Missy Heuer, Cathi Murphy, Paul White, Bruce Widmer, Eric Poppler, and Jeffrey Tollefson.

Public Hearing

- Ordinance Number 160 (2019 City Fee Schedule)
 - Water Rates
 - Increase the monthly base fee, usage fee, and Capital Improvement fee
 - Community Center
 - Lower rental rate to \$150 per cost survey
 - Hall Rates:
 - Increase per pound pop rate for clubs from \$.65 to \$.70
 - Mileage Reimbursement Rate:
 - Use the 2019 IRS mileage rate

Public Comments: none

MOTION: Councilman Tim Tracy moved to close the Public Hearing at 7:09 p.m. Seconded by Councilman Jason Buckentin. Motion was passed. Councilman Steve Trebesch was absent.

City Council Meeting

Mayor Chris Lund called the City Council Meeting to Order at 7:11 p.m.

Agenda Review (Added Items) and Adoption

MOTION: Councilman Jason Buckentin moved to approve the Agenda as written. Seconded by Councilman Tim Tracy. Motion was passed. Councilman Steve Trebesch was absent.



HAMBURG CITY COUNCIL AGENDA DECEMBER 11, 2018

Consent Agenda

- Approve Cigarette License for Parkside Tavern (2019)
- Approve Minutes for October 30, 2018/November 13, 2018
- Approve Claims List for October 2018 (\$1,442.85)
- Approve Claims List for November 2018 (\$6,165.83)
- Approve Claims List for December 2018 (\$33,357.12)
- Approve MN Lawful Gambling Permit for Hamburg Baseball Club
 - 52 Club Raffle on June 2, 2019
- Delinquent Utility Bills Report
- MN Dept. of Health Lead/Copper Tap Water Monitoring Report
- Mediacom Rate Adjustments

MOTION: Councilman Tim Tracy moved to approve the Consent Agenda. Seconded by Councilman Jason Buckentin. Motion was passed. Councilman Steve Trebesch was absent.

Michael Howe

- Delinquent Water Bill
 - Mr. Howe was not present to discuss

Council approved shutting off the water service until payment was made in full or they enter into a payment plan agreement.

City Fee Schedule for 2019

- 2019 City Fee Schedule Rates
- Water/Sewer/Storm Water Rates for 2019
 - Water Monthly Base Fee - increase from \$22.40 to \$23.48
 - Water Per 1,000 Gallons Fee – increase from \$10.51 to \$11.01
 - Capital Improvement Fee – increase from \$8.00 to \$10.00
- Community Center
 - Damage Deposit – increase from \$100 to \$200
 - Rental Rate – lower from \$200 to \$150
- Adopt City Ordinance Number 160

MOTION: Councilman Tim Tracy moved to approve the Consent Agenda. Seconded by Councilman Scott Feltmann. Motion was passed. Councilman Steve Trebesch was absent.



HAMBURG CITY COUNCIL AGENDA
DECEMBER 11, 2018

2019 Final Tax Levy and Final Budget (Set & Adopt)

- Public Comments on 2019 Final Budget & Tax Levy

Q: How is the new water tower cost being covered?

A: The city was able to secure a low interest rate loan which will be paid through resident's water rates. There will be small water rate increases over the next 3 years as follows:

2019 \$5.09 / 2020 \$3.21 / 2021 \$3.36

We are increasing the size of the tower from a 50,000 gallon tank to a 75,000 gallon tank. It will stand higher in the air giving the city better water pressure. The increase in size will also accommodate additional future housing and hopefully one day, industry development.

- Adopt/Approve 2019 Final Tax Levy Certification to Carver County

MOTION: Councilman Tim Tracy moved to approve the 2019 Tax Levy at \$501,530. Seconded by Councilman Scott Feltmann. Motion was passed. Councilman Steve Trebesch was absent.

- Adopt/Approve 2019 Final Budget
- Approve Resolution Number 2018-13 (2019 Budget/Final Tax Levy)

MOTION: Councilman Tim Tracy moved to approve Resolution 2018-13 for \$501,503. Seconded by Councilman Jason Buckentin. Motion was passed. Councilman Steve Trebesch was absent.

Old City Business

- Lois Droege Development (George Street)
 - Will begin in the Spring
- Storm Water Easements for Parcels 45.0282500/11.0282010 (RR Street)
 - Avery surveyed the parcels and we are now waiting for the Certificates of Survey. Next steps are validation of Land Deed and then deal with the Storm Water Easement.
- Timberline WoodProducts C.U.P. (Storage Container)
 - Removal of Storage Container

MOTION: Councilman Scott Feltmann moved to Declare a Public Nuisance on the storage container and turn it over to the County Prosecutors office. Seconded by Councilman Jason Buckentin. Motion was passed. Councilman Steve Trebesch was absent.



HAMBURG CITY COUNCIL AGENDA DECEMBER 11, 2018

New City Business

- 2040 Comprehensive Plan Update – Haila Maze with Bolton & Menk
 - S.E.H. is working on a few changes to the Waste Water section
 - Working on land use clarifications, housing descriptions, and the DNR included some comments regarding tree's, wildlife etc...
 - December 31, 2018 is the deadline for submission to the Met Council
- Hamburg Baseball Club – Rich Schug
 - 2019 looks like a typical year for the Hamburg team. In 2020 Plato is asking us for help with the Regional Tournament, in 2021 we will be the 3rd site for the Waconia/Chaska State Tournament, and 2022 we host the State Tournament. We are looking into upgrading the lighting and scoreboard.
- NYA School Board – Rich Schug
 - Interviews for a new Superintendent for School District 108 will be happening soon and we would like to have a few Hamburg leaders participate on the interview panel. More info. to come.
- New Water Tower Location
 - By City Hall and Water Treatment Plant. There will be a circular driveway around it off of the back-parking lot of City Hall with a fill spot for large fill ups.

City Council Reports

Mayor Chris Lund –

Regional Council of Mayors meeting discussed priorities in 2019. The new word for Climate Change is now Resiliency. Bond Rates will be based on each cities ability to handle public emergencies.

MOTION: Councilman Tim Tracy moved to adjourn the Hamburg City Council Meeting at 8:25 p.m. Seconded by Councilman Scott Feltmann. Motion was passed. Councilman Steve Trebesch was absent.

Submitted by:
Tamara Bracht
Deputy Clerk

2018 December Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - November 2018	\$2,490.38	12/11/2018
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment November 2018	\$457.00	12/11/2018
ACH	PERA	Divided	PERA Withholding for November	\$707.04	12/11/2018
ACH	PERA	Divided	PERA Withholding for December	\$420.30	12/11/2018
ACH	HealthPartners	Divided	Health Insurance for December 2018	\$3,580.06	12/11/2018
ACH	Optum Bank	Divided	City Contribution to Employees H.S.A (4th Qtr 2018)	\$1,250.00	12/11/2018
ACH	Google	General Gov't	Email Account Service for November 2018	\$80.00	12/11/2018
ACH	KwikTrip	Public Safety (FD)	Vehicle 2 Fuel Fill	\$44.87	12/11/2018
ACH	Greg Schultz	Divided	Wages 11-19-18 to 12-02-18	\$1,615.99	12/11/2018
ACH	Tamara Bracht	Divided	Wages 11-19-18 to 12-02-18	\$532.72	12/11/2018
ACH	Jeremy Gruenhagen	Divided	December Wages	\$1,878.79	12/11/2018
ACH	EFTPS	Divided	Fed, Social Security, MC -December 2018	\$5,866.76	1/8/2019
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment December 2018	\$476.00	1/8/2019
ACH	AT&T	General Gov't	Cell Phone Payment (December)	\$28.85	1/8/2019
ACH	PERA	Divided	PERA Withholding for December	\$426.20	1/8/2019
ACH	PERA	Divided	PERA Withholding for November	\$707.04	1/8/2019
ACH	PERA	Divided	PERA Withholding for December	\$735.04	1/8/2019
ACH	Tamara Bracht	Divided	Wages 12-03-18 to 12-16-18	\$555.08	1/8/2019
ACH	Greg Schultz	Divided	Wages 12-03-18 to 12-16-18	\$1,720.45	1/8/2019
Debit Card	Econo Foods	General Gov't	Supplies & Parts for December City Council Meeting	\$83.92	1/8/2019
Debit Card	Amazon	General Gov't	ViewSonic Projector	\$1,299.99	1/8/2019
Debit Card	Amazon	General Gov't Bldgs	Black and Decker Vacuum	\$41.99	12/11/2018
Debit Card	Hamburg Post Office	Divided	Postcard Stamps for Water Bills (3 Rolls)	\$105.00	12/11/2018
19352	Ancom Communications Inc.	Public Safety (FD)	Battery Charger for Radios installed in Engine 12	\$615.00	12/11/2018
19353	Carver County Taxpayer Services Dept.	General Gov't	2019 Truth in Taxation Billing	\$191.32	12/11/2018
19354	CarverLink/Jaguar	General Gov't	Telephone/Internet Services December 2018	\$109.44	12/11/2018
19355	CenturyLink	Divided	Phone Service for Hall/WTP	\$184.71	12/11/2018
19356	ECM Publishing, Inc.	General Gov't	Notice of Ordinance 160 Public Hearing for 2019 City Fee Sched	\$26.46	12/11/2018
19357	Gopher State One Call	Divided	November Locates (8)	\$10.80	12/11/2018
19358	Halfmoon Technologies	General Gov't	Domain Name Renewal Fee 1 Year - 12 Months of Website Host	\$170.00	12/11/2018
19359	Hutchinson Fire & Safety	Divided	Yearly Extinguisher Inspection 2018	\$389.42	12/11/2018
19360	Kohls Sweeping Service	Public Works	Swept City Streets on 11/6/18	\$825.00	12/11/2018
19361	Loffler Companies, Inc.	General Gov't	November Copies	\$51.54	12/11/2018
19362	Mini Biff, Inc.	Park & Rec.	Final 2018 Handicap Mini Biff Rental & Damage Waiver	\$71.91	12/11/2018
19363	MNSPECT, LLC	Public Safety (FD)	Residential Permit Fee's and Inspection (Plumbing & Mechanic	\$206.50	12/11/2018
19364	NAPA Auto Parts	General Gov't Bldgs	Vehicle Wax and Cloth	\$34.44	12/11/2018
19365	Quill	General Gov't	Office Supplies: Copy Paper, Binders, Highlighters, Pencil Leac	\$313.71	12/11/2018
19366	Spartan Nash (Econo Foods)	General Gov't	Coffee and Creamer for Election Judges	\$13.99	12/11/2018
19367	W.W.O.T.A. Inc.	Divided	Water/Wastewater Training & Assistance for October 2018	\$540.00	12/11/2018
19368	Waste Management, Inc.	Sanitation	Recycle Contamination Charge from 11/29/18 Incident #134114	\$44.00	12/11/2018
19369	Wm. Mueller & Sons, Inc.	Divided	Fuel for City Vehicles and Bobcat, 1/2 Bucket of Redrock for All	\$310.26	12/11/2018
19370	Xcel Energy, Inc.	Divided	November Electricity/Natural Gas Services (Bill 1 & 2 of 3)	\$1,237.53	12/11/2018
19371	Omega Rail Management, Inc.	Divided	Right-of-way Rental Agreement with Railroad (MVRRA)	\$852.25	12/11/2018
19372	Chris Lund	General Gov't	2018 Mayor Wages/Special Meetings (42)/Mileage (2,139 Miles)	\$4,490.36	12/11/2018
19373	Steve Trebesch	General Gov't	2018 Council Wages & Special Meetings (10)	\$1,385.25	12/11/2018
19374	Scott Feltmann	General Gov't	2018 City Council Wages & Special Meetings (4)	\$1,108.20	12/11/2018
19375	Jason Buckentin	General Gov't	2018 City Council Wages & Special Meetings (4)	\$1,108.20	12/11/2018
19376	Tim Tracy	General Gov't	2018 City Council Wages & Special Meetings (4)	\$1,108.20	12/11/2018
19377	Justin Buckentin	Public Safety (FD)	2018 Fire Chief One Salary	\$1,108.20	12/11/2018
19378	Steven Siwert	Public Safety (FD)	2018 Fire Chief Two Salary	\$554.10	12/11/2018
19379	Jared Mackenthun	Public Safety (FD)	2018 Fire Chief Three/Training Chief Salary/Air Pak Maintenanc	\$784.97	12/11/2018
19380	Steve Buckentin	Public Safety (FD)	2018 Captain One/Asst. Training Officer	\$554.10	12/11/2018
19381	Scott Anderson	Public Safety (FD)	2018 Captain Two/Equipment Captain Salary	\$554.10	12/11/2018
19382	Jayson Hansen	Public Safety (FD)	2018 HFD Secretary Salary	\$554.10	12/11/2018
19383	John Michels	Public Safety (FD)	2018 Truck Maintenance Salary	\$664.92	12/11/2018
19384	Cheryl Bergmann	Water/Sewer/SW	Reimbursement for Utility Bill	\$80.33	1/8/2019
19385	Aaron Prim	Public Safety (FD)	2018 Mileage (1,231 Miles)	\$670.89	1/8/2019
19386	Remie Hall	Public Safety (FD)	2018 Training/On-Call Pay (1 Calls)	\$9.24	1/8/2019
19387	Aaron Prim	Public Safety (FD)	2018 Training/On-Call Pay (7 Calls)	\$64.65	1/8/2019
19388	Scott Anderson	Public Safety (FD)	2018 Training/On-Call Pay (32 Calls)	\$295.52	1/8/2019
19389	Justin Buckentin	Public Safety (FD)	2018 Training/On-Call Pay (36 Calls)	\$332.46	1/8/2019
19390	Steve Buckentin	Public Safety (FD)	2018 Training/On-Call Pay (34 Calls)	\$313.99	1/8/2019
19391	Jeff Eggers	Public Safety (FD)	2018 Training/On-Call Pay (36 Calls)	\$332.46	1/8/2019
19392	Matt Eischens	Public Safety (FD)	2018 Training/On-Call Pay (27 Calls)	\$249.35	1/8/2019
19393	Joel Glander	Public Safety (FD)	2018 Training/On-Call Pay (22 Calls)	\$203.17	1/8/2019
19394	Jayson Hansen	Public Safety (FD)	2018 Training/On-Call Pay (31 Calls)	\$286.29	1/8/2019
19395	Matt Jaus	Public Safety (FD)	2018 Training/On-Call Pay (34 Calls)	\$313.99	1/8/2019
19396	Bob Kranz	Public Safety (FD)	2018 Training/On-Call Pay (25 Calls)	\$230.88	1/8/2019
19397	Bruce Kranz	Public Safety (FD)	2018 Training/On-Call Pay (35 Calls)	\$323.23	1/8/2019
19398	Russel Kuenzel	Public Safety (FD)	2018 Training/On-Call Pay (43 Calls)	\$397.11	1/8/2019
19399	Jared Mackenthun	Public Safety (FD)	2018 Training/On-Call Pay (43 Calls)	\$397.11	1/8/2019
19400	Nick Mackenthun	Public Safety (FD)	2018 Training/On-Call Pay (45 Calls)	\$415.58	1/8/2019
19401	John Michels	Public Safety (FD)	2018 Training/On-Call Pay (25 Calls)	\$230.88	1/8/2019
19402	Chris Petz	Public Safety (FD)	2018 Training/On-Call Pay (20 Calls)	\$184.70	1/8/2019

2018 December Claims List

19403	Marty Rademacher	Public Safety (FD)	2018 Training/On-Call Pay (23 Calls)	\$212.41	1/8/2019
19404	Steven Siewert	Public Safety (FD)	2018 Training/On-Call Pay (32 Calls)	\$295.52	1/8/2019
19405	Justin Spande	Public Safety (FD)	2018 Training/On-Call Pay (16 Calls)	\$147.76	1/8/2019
19406	Kipp Trebesch	Public Safety (FD)	2018 Training/On-Call Pay (17 Calls)	\$157.00	1/8/2019
19407	Anthony Van Haften	Public Safety (FD)	2018 Training/On-Call Pay (54 Calls)	\$498.69	1/8/2019
19408	Joe Weverka	Public Safety (FD)	2018 Training/On-Call Pay (48 Calls)	\$443.28	1/8/2019
19409	Brad Droege	Public Safety (FD)	Rescue Reserves (17 Calls)	\$235.49	1/8/2019
19410	Sharon Ehrich	Public Safety (FD)	Rescue Reserves (10 Calls/9 Trainings)	\$221.64	1/8/2019
19411	Ryan Benjamin	Public Safety (FD)	2018 Training/On-Call Pay (17 Calls)	\$64.85	1/8/2019
19412	Lorri Gales	Public Safety (FD)	Rescue Reserves (10 Calls/6 Trainings)	\$193.94	1/8/2019
19413	Sandy Griffith Nellen	Public Safety (FD)	Rescue Reserves (1 Call)	\$13.85	1/8/2019
19414	Angie Kranz	Public Safety (FD)	Rescue Reserves (6 Calls)	\$83.12	1/8/2019
19415	Canon Financial Services	General Gov't	Canon Copier Government Contract for December	\$33.13	1/8/2019
19416	Carver County Taxpayer Service Dept	General Gov't	Primary/General Election Ballot Setup/Test Ballots/Maintenance	\$294.86	1/8/2019
19417	Centurylink	Hall/Water	Phone Service for Hall/WTP	\$180.25	1/8/2019
19418	Cintas	General Gov't	City Shirt and Sweater with Logo	\$85.93	1/8/2019
19419	EATI	Public Safety (FD)	LED Lights for Rescue Truck	\$2,499.72	1/8/2019
19420	Fire Safety USA	Public Safety (FD)	Paul Conway Style 6-2 Shield	\$65.00	1/8/2019
19421	Hawkins Chemicals	Water	Sodium Permanganate, Azone 15, Fuel & Freight	\$1,826.84	1/8/2019
19422	Kirvida Fire, Inc.	Public Safety (FD)	Stainless Steel Handrail and End Brackets, Shipping	\$59.36	1/8/2019
19423	Melchert-Hubert & Sjodin, PLLP	General Gov't	Review and Correspondence regarding Land Management, CUP	\$863.00	1/8/2019
19424	Menards	Divided	Hitchpin, Ice Melt, All Season Spreader, Lightbulbs, Laundry Pr	\$263.70	1/8/2019
19425	MN Fire Service Cert. Board	Public Safety (FD)	Certification Exam for Aaron Prim	\$115.00	1/8/2019
19426	MN Pollution Control Agency	Sewer	Class D Renewal for Jeremy Gruenhagen	\$23.00	1/8/2019
19427	Motorola	Public Safety (FD)	1 FD Radio with Set-up	\$3,006.75	1/8/2019
19428	Municipal Emergency Services Inc	Public Safety (FD)	Hose and Air Cylinders	\$7,656.60	1/8/2019
19429	MVTL Labs Inc	Sewer	Lab Fee for Qtrly Influent Samples 12-12-18	\$79.50	1/8/2019
19430	NYA Chamber of Commerce	General Gov't	2019 Membership	\$75.00	1/8/2019
19431	Plunkett's Pest Control	Divided	City Hall & FD General Pest Maintenance 12-19-18	\$39.37	1/8/2019
19432	Robb's Electric, Inc.	General Gov't	Electrical Work, Parts, Labor and Bucket Truck to repair Light	\$562.42	1/8/2019
19433	S.E.H., Inc.	Water	Water Tower Project Initiation, Prelim. Engineering, and Design	\$13,594.00	1/8/2019
19434	State Bank of Hamburg	General Gov't	2019 Deposit Box Rental Fee	\$35.00	1/8/2019
19435	USA Blue Book	Water	Hach Flouride	\$36.05	1/8/2019
19436	W.W.O.T.A.	Divided	Water/Wastewater Training & Assistance for October 2018	\$684.38	1/8/2019
19437	Xcel Energy, Inc.	Divided	Electricity & Natural Gas	\$1,527.06	1/8/2019
19438	Tamara Bracht	General Gov't	Mileage for 2018 (413.5 Miles)	\$225.36	1/8/2019
19439	Jeremy Gruenhagen	General Gov't	Mileage for 2018 (852 Miles) - Office Supplies	\$502.78	1/8/2019
19440	Hamburg Fire Dept. Relief Association	Public Safety (FD)	City Contribution to HFDRA/HFDRA State Aid	\$29,851.26	1/8/2019
Transfer	City of Hamburg	General Fund	Transfer from General Fund to Storm Water Fund	\$6,800.00	1/8/2019
Transfer	City of Hamburg	General Fund	Transfer from General Fund to City Savings Account	\$14,000.00	1/8/2019
Transfer	City of Hamburg	Water Fund	Transfer from Water Fund to City Savings Account	\$19,680.00	1/8/2019
Transfer	State Bank of Hamburg	Fire Equipment Fund	Transfer from Fire Equipment CD to General Fund	\$117,924.00	1/8/2019
Transfer	City of Hamburg	City Savings	Transfer from City Savings Account to General Fund	\$61,500.00	1/8/2019
				\$337,265.15	
			December Claims	\$33,357.12	
			December Added Claims	\$303,908.03	
			Total December Claims	\$337,265.15	



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Hamburg Lions Club		Date organized July 22, 1982	Tax exempt number 0239
Address 181 Broadway Ave. P.O. Box 248	City Hamburg	State Minnesota	Zip Code 55339
Name of person making application Tamara Bracht		Business phone (952)451-0852	Home phone
Date(s) of event January 26, 2019	Type of organization: <input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name Chris Lund - President	City Hamburg	State Minnesota	Zip Code 55339
Organization officer's name Diana Kroells - Treasurer	City Hamburg	State Minnesota	Zip Code 55339
Organization officer's name Mallory Hunt - Secretary	City Lester Prairie	State Minnesota	Zip Code 55354
Organization officer's name	City	State Minnesota	Zip Code

Location where permit will be used. If an outdoor area, describe.
Hamburg Community Hall, 351 Henrietta Ave., Hamburg, MN 55339

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
NO

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Yes - Christensen Group - \$1,000,000 Each Occurrence, \$2,000,000 Aggregate

APPROVAL
 APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization: Hamburg Lions Club Date organized: July 22, 1982 Tax exempt number: 0239

Address: 181 Broadway Ave. P.O. Box 248 City: Hamburg State: Minnesota Zip Code: 55339

Name of person making application: Tamara Bracht Business phone: (952)451-0852 Home phone:

Date(s) of event: February 2, 2019 Type of organization: Club Charitable Religious Other non-profit

Organization officer's name: Chris Lund - President City: Hamburg State: Minnesota Zip Code: 55339

Organization officer's name: Diana Kroells - Treasurer City: Hamburg State: Minnesota Zip Code: 55339

Organization officer's name: Mallory Hunt - Secretary City: Lester Prairie State: Minnesota Zip Code: 55354

Organization officer's name: City: State: Minnesota Zip Code:

Location where permit will be used. If an outdoor area, describe.
Hamburg Community Hall, 351 Henrietta Ave., Hamburg, MN 55339

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
NO

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Yes - Christensen Group - \$1,000,000 Each Occurrence, \$2,000,000 Aggregate

APPROVAL
 APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

_____	_____
City or County approving the license	Date Approved
_____	_____
Fee Amount	Permit Date
_____	_____
Date Fee Paid	City or County E-mail Address
_____	_____
	City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____
 CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

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**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Hamburg Lions Club		Date organized July 22, 1982	Tax exempt number 0239
Address 181 Broadway Ave. P.O. Box 248		City Hamburg	State Minnesota
		Zip Code 55339	
Name of person making application Tamara Bracht		Business phone (952)451-0852	Home phone
Date(s) of event February 23, 2019	Type of organization: <input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name Chris Lund - President	City Hamburg	State Minnesota	Zip Code 55339
Organization officer's name Diana Kroells - Treasurer	City Hamburg	State Minnesota	Zip Code 55339
Organization officer's name Mallory Hunt - Secretary	City Lester Prairie	State Minnesota	Zip Code 55354
Organization officer's name	City	State Minnesota	Zip Code

Location where permit will be used. If an outdoor area, describe.
Hamburg Community Hall, 351 Henrietta Ave., Hamburg, MN 55339

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
NO

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Yes - Christensen Group - \$1,000,000 Each Occurrence, \$2,000,000 Aggregate

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**

ORGANIZATION INFORMATION

Organization Name: Hamburg Lions Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 612 Kim Ave

City: Hamburg State: MN Zip: 55339 County: Carver

Name of Chief Executive Officer (CEO): Chris Lund

CEO Daytime Phone: 612-710-2107 CEO Email: radahs71@msn.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

Current calendar year Certificate of Good Standing
Don't have a copy? This certificate must be obtained each year from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? Yes No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

one of four or fewer bingo events held this year. Dates: 02/23/2019

-OR-

conducted on up to 12 consecutive days in connection with a:

county fair Dates: _____

civic celebration Dates: _____

Minnesota State Fair Dates: _____

Person in charge of bingo event: Mallory Hunt Daytime Phone: 612-501-4329

Name of premises where bingo will be conducted: Hamburg Community Hall

Premises street address: 351 Henniretta Ave

City: Hamburg If township, township name: _____ County: Carver

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p>On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%; text-align: center;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p>On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
--	--

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: Chris Lund

MAIL OR FAX APPLICATION & ATTACHMENTS

<p>Mail or fax application and a copy of your proof of nonprofit status to:</p> <p style="padding-left: 20px;">Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Fax: 651-639-4032</p> <p>An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.</p> <p>Questions? Call a Licensing Specialist at 651-539-1900.</p>	<p>Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the LIST OF LICENSEES tab, or call 651-539-1900.</p> <p style="text-align: center;">This form will be made available in alternative format (i.e. large print, braille) upon request.</p>
--	--

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: January 4, 2019

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: January 10, 18, 24, 25, 31
(Off at 4:00PM)
January 14th (off)

How many **Vacation** hours will be used? 0

How many **Compensation** hours will be used? 0

Is there a **Holiday** during your time off? No

Will there be any time off **without pay**? No

Will there be any scheduled **Sick Leave** used? No

Are you requesting more than three consecutive days off? No

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: January 8, 2019

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Gruenhagen
Employee Signature

1-4-2019
Date

City Clerk/Treasurer

Date

Mayor

Date



	Beginning Balance 1/1/2018	2018 Budget Income	2018 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 9/30/2018	
General Fund	\$280,932.53	\$614,238.00	\$618,002.00	\$277,168.53	\$334,069.88	\$332,440.74	\$282,561.67	
General Gov't								
Public Safety (Fire Dept.)			\$247,375.00	\$247,375.00	\$165,838.87	\$165,838.87		
Public Works (Streets)			\$138,137.00	\$138,137.00	\$70,218.24	\$70,218.24		
Sanitation & Recycling			\$107,835.00	\$107,835.00	\$44,720.07	\$44,720.07		
Parks & Recreation			\$3,500.00	\$3,500.00	\$256.89	\$256.89		
Comm. Hall			\$68,780.00	\$68,780.00	\$33,203.99	\$33,203.99		
Special Revenue Funds			\$52,375.00	\$52,375.00	\$18,202.68	\$18,202.68		
City Of Hamburg (Savings)	\$594,478.31	\$45,768.00	\$61,500.00	\$578,746.31	\$1,740.96	\$0.00	\$596,219.27	
Fire Equipment CD	\$469,494.09	\$34,830.00	\$61,500.00	\$442,824.09	\$1,035.95	\$0.00	\$470,530.04	
Debt Service	\$124,984.22	\$10,938.00	\$0.00	\$135,922.22	\$705.01	\$0.00	\$125,689.23	
Debt Service	\$46,674.78	\$19,257.00	\$19,221.25	\$46,710.53	\$5,563.43	\$19,221.25	\$33,016.96	
Total (Tax Revenue Funds)	\$922,085.62	\$679,263.00	\$698,723.25	\$902,625.37	\$341,374.27	\$351,661.99	\$911,797.90	
Enterprise Funds								
Water	\$109,544.19	\$167,722.74	\$167,446.20	\$109,820.73	\$127,182.40	\$130,823.22	\$105,903.37	
Sewer	\$353,124.75	\$70,473.24	\$80,508.50	\$343,089.49	\$50,488.61	\$64,564.07	\$339,049.29	
Storm Water	\$111,910.12	\$77,618.00	\$73,148.37	\$116,379.75	\$52,025.90	\$73,687.05	\$90,248.97	
Total (Enterprise Funds)	\$574,579.06	\$315,813.98	\$321,103.07	\$569,289.97	\$229,696.91	\$269,074.34	\$535,201.63	
Totals	\$1,496,664.68	\$995,076.98	\$1,019,826.32	\$1,471,915.34	\$571,071.18	\$620,736.33	\$1,446,999.53	
Debt Summary	Remaining Balance 1/1/2018	Remaining Assessment 1/1/2018	Cash & Investments	2018 Principle Payments	Date Due	Paid	Maturity Date	Unfunded Balance 12/31/2018
1992 Streets	\$0.00	\$5,387.88	\$0.00	\$0.00			2012	(\$5,387.88)
2007 Streets	\$90,000.00	\$0.00	\$46,674.78	\$15,000.00	2/1/17 & 8/1/17		2/1/2023	\$28,325.22
Water Wells Project	\$70,000.00	\$0.00	\$0.00	\$13,000.00	2/20/17 & 8/20/17		8/20/2022	\$57,000.00
Water Treatment Plant	\$383,000.00	\$0.00	\$0.00	\$51,000.00	2/20/17 & 8/20/17		8/20/2024	\$332,000.00
Sanitary Sewer Improvements	\$165,088.23	\$68,585.14	\$0.00	\$15,000.00	2/20/17 & 8/20/17		8/20/2030	\$81,503.09
Storm Water Improvements	\$905,000.00	\$0.00	\$0.00	\$45,000.00	2/1/17 & 8/1/17		2/1/2032	\$860,000.00
Totals	\$1,613,088.23	\$73,973.02	\$46,674.78	\$139,000.00				\$1,353,440.43

Cash Flow Actuals

	January	February	March	April	May	June	July	August	September	Totals
Income										
Property Taxes	\$2,873.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$254,511.50	\$0.00	\$0.00	\$257,384.67
Licenses & Permits	\$51.00	\$113.75	\$116.00	\$56.00	\$25.00	\$1,893.00	\$4.00	\$203.00	\$172.00	\$2,633.75
Intergov't Receipts (Aids)	\$0.00	\$2,737.08	\$0.00	\$4,848.50	\$0.00	\$3,092.00	\$42,732.50	\$76.70	\$0.00	\$53,486.78
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$40.00	\$0.00	\$80.00
Assessment Searches	\$550.00	\$0.00	\$600.00	\$200.00	\$400.00	\$400.00	\$400.00	\$0.00	\$0.00	\$2,350.00
Comm Ctr Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Township Contribution	\$50.00	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	\$1,950.00	\$2,350.00
Fire Dept Revenues	\$200.00	\$200.00	\$0.00	\$300.00	\$300.00	\$0.00	\$200.00	\$200.00	\$0.00	\$1,400.00
Park Rentals	\$1,922.00	\$431.30	\$1,000.00	\$176.15	\$724.75	\$743.00	\$230.00	\$965.00	\$1,428.45	\$7,620.66
Hall Receipts	\$25.00	\$60.00	\$202.53	\$384.10	\$173.32	\$0.00	\$19.99	\$0.00	\$26.66	\$891.60
Fines	\$471.39	\$3,944.93	\$119.00	\$3,738.95	\$2,329.05	\$132.75	\$62.40	\$24.85	\$49.10	\$10,872.42
Misc. Receipts										
Other Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Recovery	\$0.00	\$0.00	\$520.64	\$0.00	\$0.00	\$68.25	\$0.00	\$0.00	\$652.07	\$1,740.96
Interest Income (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Proceeds/Sale of Asse	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,067.91	\$0.00	\$0.00	\$4,067.91
Special Assessments	\$15,503.94	\$13,026.41	\$13,248.28	\$14,173.37	\$13,322.44	\$15,915.67	\$13,427.54	\$13,655.34	\$14,909.41	\$127,182.40
Water Service	\$5,103.22	\$5,081.32	\$5,238.41	\$5,627.70	\$5,063.04	\$5,539.69	\$5,001.90	\$5,032.55	\$5,296.30	\$46,984.13
Sewer Service	\$5,804.57	\$5,621.70	\$5,729.11	\$5,869.93	\$5,551.60	\$6,039.62	\$5,759.15	\$5,813.28	\$5,836.94	\$52,025.90
Storm Water	\$32,554.29	\$31,566.49	\$26,773.97	\$35,374.70	\$27,889.21	\$34,323.98	\$326,056.89	\$26,010.72	\$30,520.93	\$571,071.18
Expenses										
General Gov't	\$19,763.64	\$11,078.15	\$26,743.47	\$15,283.26	\$24,970.84	\$17,433.44	\$23,412.50	\$15,575.66	\$11,142.43	\$165,403.39
Public Safety	\$15,620.53	\$800.31	\$10,322.89	\$14,842.15	\$15,564.66	\$2,014.22	\$5,887.31	\$2,405.25	\$2,760.92	\$70,218.24
Public Works	\$1,621.68	\$3,031.07	\$4,106.11	\$3,407.47	\$4,705.36	\$3,545.48	\$18,363.63	\$2,655.25	\$3,284.02	\$44,720.07
Sanitation & Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$256.89	\$0.00	\$0.00	\$0.00	\$256.89
Park & Recreation	\$823.32	\$130.87	\$14,372.11	\$417.17	\$1,701.20	\$4,767.35	\$4,773.57	\$4,419.03	\$1,799.37	\$33,203.99
Hall Expenses	\$1,990.46	\$3,716.08	\$2,623.26	\$3,429.22	\$1,059.86	\$1,065.75	\$1,963.38	\$1,192.29	\$1,162.38	\$18,202.68
Debt Service	\$17,552.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,668.75	\$0.00	\$0.00	\$19,221.25
Capital Project Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers Out	\$0.00	\$435.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$435.48
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$3,023.73	\$3,875.00	\$13,898.18	\$4,203.42	\$5,140.35	\$4,441.73	\$3,405.08	\$4,042.04	\$9,266.57	\$51,298.10
Sewer	\$3,025.47	\$3,241.05	\$3,355.29	\$18,091.59	\$8,339.44	\$3,812.93	\$2,586.28	\$2,976.25	\$2,062.27	\$47,490.57
Storm Water	\$27.50	\$0.00	\$0.00	\$50.37	\$50.46	\$442.72	\$0.00	\$0.00	\$67.17	\$638.22
Total Expenses	\$63,448.83	\$26,308.01	\$75,421.31	\$59,724.65	\$61,532.17	\$37,780.51	\$62,060.50	\$33,265.77	\$31,547.13	\$451,088.88
Other Expenses (DEBT)										
Wells/WTP Bonds	\$5,352.60	\$0.00	\$0.00	\$0.00	\$0.00	\$69,352.60	\$0.00	\$0.00	\$0.00	\$74,705.20
Water Imp. Bonds (2011)	\$3,849.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$970.70	\$0.00	\$0.00	\$4,819.92
Sewer Imp. Bonds (2011)	\$1,036.75	\$0.00	\$0.00	\$0.00	\$0.00	\$16,036.75	\$0.00	\$0.00	\$0.00	\$17,073.50
Storm Water Imp. Bonds (20	\$57,738.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,310.55	\$0.00	\$0.00	\$73,048.83
Total Other Expenses	\$67,976.85	\$0.00	\$0.00	\$0.00	\$0.00	\$85,389.35	\$16,281.25	\$0.00	\$0.00	\$169,647.45
Checking Balance	\$1,397,793.29	\$1,403,051.77	\$1,354,404.43	\$1,330,054.48	(\$32,861.67)	(\$121,707.55)	\$126,007.59	\$118,752.54	\$117,726.34	\$1,446,999.53
	(\$98,871.39)	\$5,258.48	(\$48,647.34)	(\$24,349.95)	(\$33,642.96)	(\$88,845.88)	\$247,715.14	(\$7,255.05)	(\$1,026.20)	(\$49,665.15)

	Beginning Balance 1/1/2018	2018 Budget Income	2018 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 10/31/2019
General Fund	\$280,932.53	\$614,238.00	\$618,002.00	\$277,168.53	\$573,762.42	\$781,710.64	\$72,984.31
General Gov't							
Public Safety (Fire Dept.)			\$247,375.00	\$138,137.00		\$203,463.45	
Public Works (Streets)			\$107,835.00	\$3,500.00		\$45,579.41	
Sanitation & Recycling			\$68,780.00	\$0.00		\$770.67	
Parks & Recreation			\$52,375.00	\$0.00		\$34,813.40	
Comm. Hall			\$61,500.00	\$0.00		\$20,639.93	
Special Revenue Funds	\$594,478.31	\$45,768.00	\$61,500.00	\$578,746.31	\$1,740.96	\$0.00	\$596,219.27
City Of Hamburg (Savings)	\$469,494.09	\$34,830.00	\$61,500.00	\$442,824.09	\$1,035.95	\$0.00	\$470,530.04
Fire Equipment CD	\$124,984.22	\$10,938.00	\$0.00	\$135,922.22	\$705.01	\$0.00	\$125,689.23
Debt Service	\$46,674.78	\$19,257.00	\$19,221.25	\$46,710.53	\$5,563.43	\$19,221.25	\$33,016.96
Total (Tax Revenue Funds)	\$922,085.62	\$679,263.00	\$698,723.25	\$902,625.37	\$581,066.81	\$800,931.89	\$702,220.54
Enterprise Funds							
Water	\$109,544.19	\$167,722.74	\$167,446.20	\$109,820.73	\$141,112.35	\$135,330.76	\$115,325.78
Sewer	\$353,124.75	\$70,473.24	\$80,508.50	\$343,089.49	\$55,138.82	\$68,225.08	\$340,038.49
Storm Water	\$111,910.12	\$77,618.00	\$73,148.37	\$116,379.75	\$57,376.62	\$73,687.05	\$95,599.69
Total (Enterprise Funds)	\$574,579.06	\$315,813.98	\$321,103.07	\$569,289.97	\$253,627.79	\$277,242.89	\$550,963.96
Totals	\$1,496,664.68	\$995,076.98	\$1,019,826.32	\$1,471,915.34	\$834,694.60	\$1,078,174.78	\$1,253,184.50
Debt Summary	Remaining Balance 1/1/2018	Remaining Assessment 1/1/2018	Cash & Investments	2018 Principle Payments	Date Due	2012 Maturity Date	Unfunded Balance 12/31/2018
1992 Streets	\$0.00	\$5,387.88	\$0.00	\$0.00		2/11/2023	(\$5,387.88)
2007 Streets	\$90,000.00	\$0.00	\$46,674.78	\$15,000.00	2/11/17 & 8/1/17	8/20/2022	\$28,325.22
Water Wells Project	\$70,000.00	\$0.00	\$0.00	\$13,000.00	2/20/17 & 8/20/17	8/20/2024	\$57,000.00
Water Treatment Plant	\$383,000.00	\$0.00	\$0.00	\$51,000.00	2/20/17 & 8/20/17	8/20/2030	\$332,000.00
Sanitary Sewer Improvements	\$165,088.23	\$68,585.14	\$0.00	\$15,000.00	2/20/17 & 8/20/17	2/11/2032	\$81,503.09
Storm Water Improvements	\$905,000.00	\$0.00	\$0.00	\$45,000.00	2/1/17 & 8/1/17		\$860,000.00
Totals	\$1,613,088.23	\$73,973.02	\$46,674.78	\$139,000.00			\$1,353,440.43

Cash Flow Actuals

	April	May	June	July	August	September	October	Totals
Beg. Balance	\$1,354,404.43	\$1,330,054.48	\$1,296,411.52	\$1,207,565.64	\$1,455,280.78	\$1,448,025.73	\$1,446,999.53	\$1,253,184.50
Income								
Property Taxes	\$0.00	\$0.00	\$0.00	\$254,511.50	\$0.00	\$0.00	\$0.00	\$257,384.67
Licenses & Permits	\$56.00	\$25.00	\$1,893.00	\$4.00	\$203.00	\$172.00	\$132.00	\$2,765.75
Intergovt Receipts (Aids)	\$4,848.50	\$0.00	\$3,092.00	\$42,732.50	\$76.70	\$0.00	\$942.72	\$54,429.50
Charges for Services	\$0.00	\$0.00	\$0.00	\$40.00	\$40.00	\$0.00	\$40.00	\$120.00
Assessment Searches	\$200.00	\$400.00	\$400.00	\$0.00	\$0.00	\$200.00	\$400.00	\$2,750.00
Comm Ctr Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,950.00	\$27,300.00	\$29,650.00
Fire Dept. Revenues	\$300.00	\$300.00	\$0.00	\$200.00	\$200.00	\$0.00	\$0.00	\$1,400.00
Park Rentals	\$176.15	\$724.76	\$743.00	\$230.00	\$965.00	\$1,428.45	\$2,859.00	\$10,479.66
Hall Receipts	\$384.10	\$173.32	\$0.00	\$19.99	\$0.00	\$26.66	\$0.00	\$891.60
Fines	\$3,738.95	\$2,329.05	\$132.75	\$62.40	\$24.85	\$49.10	\$94,018.82	\$104,891.24
Misc. Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Receipts	\$0.00	\$0.00	\$568.25	\$0.00	\$0.00	\$0.00	\$0.00	\$568.25
Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$652.07	\$0.00	\$1,740.96
Interest Income (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$114,000.00	\$114,000.00
Debt Proceeds/Sale of Asse	\$0.00	\$0.00	\$0.00	\$4,067.91	\$0.00	\$0.00	\$0.00	\$4,067.91
Special Assessments	\$0.00	\$0.00	\$0.00	\$13,915.67	\$13,655.34	\$14,909.41	\$13,929.95	\$57,376.62
Water Service	\$14,173.37	\$13,322.44	\$15,513.67	\$13,427.54	\$13,655.34	\$14,909.41	\$13,929.95	\$141,112.35
Sewer Service	\$5,627.70	\$5,063.04	\$5,539.69	\$5,001.90	\$5,032.55	\$5,296.30	\$4,650.21	\$51,634.34
Storm Water	\$5,869.93	\$5,551.60	\$6,039.62	\$5,759.15	\$5,813.28	\$5,836.94	\$5,350.72	\$57,376.62
	\$35,374.70	\$27,889.21	\$34,323.98	\$326,056.89	\$26,010.72	\$30,520.93	\$263,623.42	\$834,694.60
Expenses								
General Gov't	\$15,283.26	\$24,970.84	\$17,433.44	\$23,412.50	\$15,575.66	\$11,142.43	\$37,514.50	\$202,917.89
Public Safety	\$14,842.15	\$15,564.66	\$2,014.22	\$5,887.31	\$2,405.25	\$2,760.92	\$406,225.54	\$476,443.78
Public Works	\$3,407.47	\$4,705.36	\$3,545.48	\$18,363.63	\$2,655.25	\$3,284.02	\$859.34	\$45,579.41
Sanitation & Recycling	\$0.00	\$0.00	\$256.89	\$0.00	\$0.00	\$0.00	\$513.78	\$770.67
Park & Recreation	\$417.17	\$1,701.20	\$4,767.35	\$4,773.57	\$4,419.03	\$1,799.37	\$1,619.74	\$34,823.73
Hall Expenses	\$3,429.22	\$1,059.86	\$1,065.75	\$1,963.38	\$1,192.29	\$1,162.38	\$2,537.00	\$20,739.68
Debt Service	\$0.00	\$0.00	\$0.00	\$1,668.75	\$0.00	\$0.00	\$0.00	\$19,221.25
Capital Project Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$435.48
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$4,203.42	\$5,053.50	\$4,441.73	\$3,405.08	\$3,955.19	\$9,268.57	\$4,768.09	\$55,805.64
Sewer	\$18,091.59	\$8,426.29	\$3,812.93	\$2,586.28	\$3,063.10	\$2,062.27	\$3,400.46	\$51,151.58
Storm Water	\$50.37	\$50.46	\$442.72	\$0.00	\$0.00	\$67.17	\$0.00	\$638.22
Total Expenses	\$59,724.65	\$61,532.17	\$37,780.51	\$62,060.50	\$33,285.77	\$31,547.13	\$457,438.45	\$908,527.33
Other Expenses (DEBT)								
Wells/WTP Bonds	\$0.00	\$0.00	\$69,352.60	\$0.00	\$0.00	\$0.00	\$0.00	\$74,705.20
Water Imp. Bonds (2011)	\$0.00	\$0.00	\$0.00	\$970.70	\$0.00	\$0.00	\$0.00	\$4,819.92
Sewer Imp. Bonds (2011)	\$0.00	\$0.00	\$16,036.75	\$0.00	\$0.00	\$0.00	\$0.00	\$17,073.50
Storm Water Imp. Bonds (20	\$0.00	\$0.00	\$0.00	\$15,310.55	\$0.00	\$0.00	\$0.00	\$73,048.83
Total Other Expenses	\$0.00	\$0.00	\$85,389.35	\$16,281.25	\$0.00	\$0.00	\$0.00	\$169,547.45
Checking Balance	\$1,330,054.48	\$1,296,411.52	\$1,207,565.64	\$1,455,280.78	\$1,448,025.73	\$1,446,999.53	\$1,253,184.50	\$1,253,184.50
	(\$24,349.95)	(\$33,642.96)	(\$88,845.88)	\$247,715.14	(\$7,255.05)	(\$1,026.20)	(\$193,815.03)	(\$243,480.18)

DECEMBER 2018 DELINQUENCY REPORT

Updated Balances	payments	BALANCE (current + over due)	CURRENT DECEMBER	Total \$ overdue	30 days over			Account #
					1 Per. Overdue NOVEMBER	2 Per. Overdue OCTOBER	3 Per. Overdue SEPTEMBER	
		\$450.71	\$147.39	\$303.32	\$174.84	\$128.48	\$0.00	01-00003619-00-2
		\$232.99	\$111.37	\$121.62	\$121.62			01-00005421-00-1
		\$380.47	\$182.26	\$198.21	\$198.21			01-00005490-00-1
		\$260.12	\$106.97	\$153.15	\$153.15			01-00006153-00-0
	Payment Plan	\$357.33	\$130.42	\$226.91	\$126.03	\$100.88		01-00006190-01-2
		\$278.15	\$136.29	\$141.86	\$141.86			01-00006511-00-4
		\$283.51	\$133.35	\$150.16	\$150.16			01-00007612-00-1
		\$139.40	\$71.78	\$67.62	\$67.62			01-00007619-00-8
	Payment Plan	\$720.17	\$159.74	\$560.43	\$161.21	\$212.24	\$186.98	01-00007625-00-7
\$138.66	\$127.08	\$265.74	\$126.05	\$139.69	\$139.69			01-00008420-00-7
		\$247.45	\$123.34	\$124.11	\$124.11			01-00009350-00-8
		\$223.49	\$109.96	\$113.53	\$113.53			01-00009451-00-6
		\$156.62	\$86.44	\$70.18	\$70.18			01-00010150-00-6
		\$247.79	\$117.23	\$130.56	\$130.56			01-00011724-00-2
		\$129.00	\$127.49	\$1.51	\$1.51			01-00012330-00-2
		\$389.97	\$107.49	\$282.48	\$132.97	\$115.61	\$33.90	01-00014410-00-1
		\$223.30	\$102.57	\$120.73	\$120.73			01-00016602-00-2
		\$378.17	\$184.67	\$193.50	\$193.47	\$0.03		01-00016604-00-4
		\$472.16	\$127.49	\$344.67	\$181.06	\$139.38	\$24.23	01-00017613-00-5
		\$352.01	\$111.45	\$240.56	\$119.92	\$120.64		01-00017617-00-9
		\$432.27	\$123.10	\$309.17	\$159.74	\$149.43		01-00017621-00-6
\$138.66	\$127.08	\$6,620.82	\$2,626.85	\$3,993.97	\$2,782.17	\$966.69	\$245.11	

Activity/Project List Deputy Clerk December 2018 - January 2019

Date	Activity/Project/Issue	Outcome
12/3/2018	Meeting minutes, entered bills, entered receipts, entered water payments	
12/4/2018	Ran water bills	
12/5/2018	Meeting minutes,	
12/6/2018	Safety Training Meeting, meeting minutes	
12/7/2018	Entered bills, updated Claims list, typed up Meeting minutes, Ran water delinquency report and sent out letters, sent out results letters to residents who participated in the 2nd round of water testing	
12/10 to 12/14	Entered bills, entered water bill payments, worked out a payment plan with a resident, worked on meeting minutes, Printed Checks, prepared for Council Meeting mailed out bill payments	
12/17/2018	Entered bills in QB, Entered receipts in QB, entered water bill payments, entered check numbers in QB, Dan Oelke started on Hall steps, emailed specifications of hall steps to MNSPECT,	
18th - 20th	Entered Profit & Loss in Quick Books, Organized, Updated Website Calendar,	
24th - 28th	Covered office for Jeremy's vacation days, issued a permit, entered bills, entered water payments, cleaned office, etc...	
Jan. 3-4, 2019	Ran Water bills, prepared for Council Meeting	

CITY CLERK/TREASURER

Date	Activity/Project	Due Date	Comments/Update
Monthly	Month End Reports	Monthly	Completed Monthly
Monthly	PERA Reports	Bi-Weekly	Due 14 Days after Payroll
Monthly	FICA Withholding Deposit	15th	Due 15th of each Month
Monthly	MN State WH Tax Deposit	20th	Due 20th of each Month
Monthly	Cash Flow Statement	Monthly	Completed Monthly
Monthly	Building Permits Report	Monthly	Completed Monthly
Monthly	US Census Report	Monthly	Due 5th of each Month
Quarterly	Payroll/FICA/State WH Reports	Quarterly	Due 30th of each Quarter
Quarterly	Sales & Use Tax Report	Quarterly	Due 20th of each Quarter
Yearly	Year End Reports	Yearly	Due 31st of January
12/31/2017	Compost Grant (Send Reimbursements to Carver County)	1/16/2019	Currently Working On
12/31/2017	Send Out W-9 Forms	January	Currently Working On
12/31/2017	December Month End Reporting	January	Currently Working On
1/1/2018	Order 1096 & 1099 Forms	1/5/2018	Ordered on 1/4/18
1/1/2018	Auditor list of things needed by their scheduled audit	JAN/FEB	Currently Working On
1/1/2018	Certification of New/Paid-Up Special Assessment to County	1/3/2018	Completed 1/3/19
1/1/2018	Certification of Special Assessment Listing Proofing Report	1/11/2018	
1/1/2018	Report Sales & Use Tax for previous Year (1 Hour)	1/20/2018	
1/1/2018	Payroll Quarterly (End of Year) Reports (2 Hours)	1/31/2018	
1/1/2018	W-2's and Report to Federal Govt - (4 Hours)	1/31/2018	
1/1/2018	W-2's and Report to State of MN - (1 Hour)	2/28/2018	
1/1/2018	1099's and Report to Federal Govt. - (4 Hours)	1/31/2018	
1/1/2018	Outstanding Debt Report to County (1 Hour)	1/31/2018	
1/1/2018	Summary Budget to State Auditor (2-3 Hours)	1/31/2018	
1/1/2018	Lobby Expenditure Report (10 Min)	1/31/2018	
1/1/2018	4 th Quarter/Year End Reports	1/31/2018	
1/1/2018	Final/Year-End Tax Settlement from County	1/31/2018	
1/1/2018	2018 Gas Usage for HFD	1/31/2018	
1/1/2018	2018 Water Usage - Wm. Mueller & Sons	1/31/2018	
1/1/2018	Rounds	1/1/2018	Completed Rounds on January 1, 2019
1/3/2019	Sanitary Sewer Service Line for 820 Park Avenue	1/4/2019	Service Line is Blocked/Checked Maps for Service Lateral Location



The mission of the Norwood Young America Chamber is to lead and promote the business community of the greater NYA area, creating an environment in which businesses will prosper.

December 2019

Dear Local Business Owner/Organization,

The Norwood Young America Area Chamber of Commerce would like to take this opportunity to thank you for your continued support as a Chamber Member...or the potential to gain you as a new Chamber Member! As part of our commitment to helping our local businesses thrive, we continue to expand our Chamber coverage to include the surrounding Western Carver County areas in which our community members live and shop. The partnership created between the Chamber and area businesses is imperative to strengthening our local community and economy.

The 2018 Chamber Board would like to thank outgoing board member Robynne Schoenbauer (Wm Mueller & Sons) for her many years of time and service to the Chamber. As of January 1, 2019, the existing Chamber Board is Mackenzie Alberts (Hantge Funeral Home), Lisa Valiant (Lisa Valiant Insurance), Joe Butler (Good Time Liquors), and to-be President Jason Lueth (Choice Insurance Agency). Thank you to our new board members Julie Wigfield (Wigfield Design), Mona Platt (SLS, Inc.) and Jamie Smith (Tanglez Salon).

Listed on the back of this letter is the 2019 Year of Events the Chamber will be hosting. The board has approved two additional events for 2019 which include a Spring-Shop Local event in April and a Fall Bean Bag Tournament. One amazing perk as Chamber Member is an offering for our high school graduating senior employees or employee's child. They are eligible for a "Chamber Member Only" specific scholarship at the end of the 2019 school year. We also recommend checking with your business insurer as you may qualify for discounted premiums with a valid Chamber Membership.

In 2018, the Chamber worked in a joint partnership with the City of NYA and its Commissions to create an action plan to promote and develop our two historic downtown districts. Creative funding opportunities with the Carver Co CDA, Open to Business program, NYA EDC and local banks are available for updates/renovations for business owners and building owners starting in 2019. The Chamber will also be working with city officials and MnDOT to create a marketing plan for our area businesses in preparation for the Hwy 212 Mill/Overlay & Underpass project occurring in 2020.

It is the Board and my hope, that as a Chamber Member you will see the many opportunities the Chamber can help to showcase your businesses/organization with community promotions, visibility, marketing/networking benefits, accessibility to the Chamber website and social media...all while showing support to the area community.

Please review the enclosed 2019 Membership Application. If you have any questions in regard to the NYA Area Chamber of Commerce, becoming a member or general information, please contact us at 952-200-8431 or email info@nyachamber.org.

The Chamber Board and I wish you success and prosperity in 2019!

Sincerely,

Karen Hallquist

Karen Hallquist, Executive Director
NYA Area Chamber of Commerce



2019 Year of Events

January

- 01/02 Board Meeting @ 7:30am @ Midtown
- 01/24 Annual Chamber Banquet – King Pin Pub, Plato

February

- 02/06 Board Meeting @ 7:30am @ Resto Espresso
- 02/16 Chilly Pub Crawl/Chili Cook Off/Indoor Bean Bag Tourney @ Hamburg Hall

March

- 03/06 Board Meeting @ 7:30am @ OnPoint Nutrition

April

- 04/03 Board Meeting @ 7:30am @ Quilting Grounds
- 04/17 General Membership Meeting @ Unhinged
- 04/?? Spring Event

May

- 05/01 Board Meeting @ 7:30am @ Midtown
- 05/01-05/04 – City Wide Garage Sales
- 05/08 Small Business Week Breakfast

June

- 06/05 Board Meeting @ 7:30am @ Resto Espresso
- 06/13 Music in the Park featuring “Sherwin Linton” – sponsored by NYA Area Chamber of Commerce

July

- 07/03 Board Meeting @ 7:30am @ OnPoint Nutrition
- 07/16 Taste of NYA – Willkommen Park

August

- 08/03 Tour de Tonka – NYA Legion Park
- 08/06 National Night Out – NYA Legion Park & BiCentennial Park Hamburg
- 08/07 Board Meeting @ 7:30am @ Quilting Grounds
- 08/17 MinneRod Event
- 08/21 General Membership Meeting @ Lazy Loon Lanes

September

- 09/04 Board Meeting @ 7:30am @ Midtown

October

- 10/02 Board Meeting @ 7:30am @ Resto Espresso
- 10/05 Fall Bean Bag Tourney
- 10/14-19th Manufacturer’s Week
- 10/16 Manufacturer’s Week Luncheon
- 10/23 General Membership Mtg – Location TBD

November

- 11/06 Board Meeting/Annual Planning Meeting – 7:30am @ McBride Funeral Chapel
- 11/11 National Veteran’s Small Business Week
- 11/23 Central Craft Sale (booth)
- 11/30 Small Business Saturday & Holiday Extravaganza

December

- 12/04 Board Meeting @ 7:30am @ OnPoint Nutrition



The NYA Area Chamber of Commerce
Cordially Invites You to the

ANNUAL Chamber Banquet

Thursday, January 24, 2019

5:30 p.m. – Social Hour

6:30 p.m. – Dinner (catered by Northside Grill)

7:00 p.m. – Presentation & Year In Review

The “New” NYA Area Chamber Website

7:30 p.m. – Entertainment

Local Artist Isaiah Mueller

King Pin Pub – Banquet Room
132 Main Street, Plato MN

Please join us for an evening of excellent food, socializing and relaxing
entertainment in celebration of the upcoming 2019 year!

Cost: \$20.00 per person (Chamber Member/Guest)
 \$25.00 per person (Non-Chamber Member)



RSVP by Friday, January 18, 2019

Name of Business: _____

Number of Attendees: _____

Amount Enclosed: _____ Contact: _____

Mail payment/RSVP to: NYA Area Chamber of Commerce, PO Box 292, NYA MN 55368
Questions? Call 952-200-8431 or email info@nyachamber.org



2019 Legislative Conference

Register now! (*Link to: <https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=2993>*)

Share your voice and help cities be heard Feb. 20-21!

The 2019 legislative session will start with many new faces at the Capitol: a new governor and administration, 39 new house members, a new state auditor, and more. As new state leaders work on setting the state's two-year budget and deal with unresolved issues like tax conformity, you can help advance city priorities at the 2019 Legislative Conference for Cities.

Join more than 150 city officials in St. Paul as you learn more about what cities can expect from the Legislature this year, discover how city priorities are faring so far, and explore the best ways to advocate for cities in Minnesota's new political environment.

Come early Wednesday afternoon for a pre-conference session at the League where you'll learn about critical issues and get tips for advocating on behalf of your city. Wednesday evening, you'll be able to connect with legislators, League staff, and other city officials during a reception at the Rathskeller Cafe.

Then, on Thursday you will:

Hear directly from state policymakers on how different legislative proposals are impacting cities

Learn how League legislative priorities are faring at the Capitol this session

Get prepared to advocate for city priorities

Increase the visibility of Minnesota cities as key partners in policymaking

Connect with your fellow city officials and League staff

Build relationships with your state legislators during afternoon visits

View the full agenda. (*Link to: <http://www.lmc.org/page/1/2019LegConf-Agenda.jsp>*)

Start getting ready for the 2019 legislative session with the League's free legislative preview and city advocacy webinar (*Link to: <http://www.lmc.org/page/1/Webinar-2019LegPreview.jsp>*) on Jan. 18.

It's never too early to schedule a meeting with your legislators!

Start planning your trip to the Capitol by arranging time to meet with your legislators during the afternoon on Feb. 21.

Need contact information for your legislators? Visit the Minnesota Senate website (*Link to: <https://www.senate.mn/members/index.php?ls=#header>*) and the Minnesota House of Representatives website (*Link to: <http://www.house.leg.state.mn.us/members/hmem.asp>*) to find your legislators.

Tips for getting in touch with your legislators:

Earlier is better! Schedules fill up quickly—make sure you're on the calendar early to help ensure you have a quality meeting with your legislators

If this is the first time you're meeting with your legislators, try setting up a meeting through their legislative assistant. You can find assistants' phone numbers on the legislators' webpages

Can't find details for someone's legislative assistant? Try calling your legislator before emailing them—people tend to have more luck when setting up meetings over the phone

Schedule more time with your legislators! Come down early and meet with your legislators on Wednesday, followed by a reception at the Rathskeller Cafe at the State Capitol

Fee:

\$99, lodging is not included in the conference fee.

Date/Location:

Feb. 20-21—Christ on Capitol Hill Lutheran Church

105 University Ave. W. (view map) (Link to:

<https://www.google.com/maps/place/105+University+Ave+W,+St+Paul,+MN+55103/@44.956185,-93.1064156,17z/data=!3m1!4b1!4m5!3m4!1s0x87f62aa9bcb276a1:0x36ecf2a150784a62!8m2!3d44.956185!4d-93.1042269>)

St. Paul, MN 55103

Find information on conference hotels. (Link to: <http://www.lmc.org/page/1/2019LegislativeConference-Hotels.jsp>)

Transportation and Parking During the Conference

Christ on Capitol Hill is located two blocks from the League building and approximately four blocks from the Capitol Ridge Hotel. Those staying at the League hotels can keep their vehicles parked at the hotels, those not staying at a hotel can park at the League. The League will provide a free looping shuttle bus that will go from the conference hotels, Christ on Capitol Hill Church, and the Capitol. **Not staying overnight?** You can also park at the League—the conference is being held only one block away!

Your LMC Resource

Contact Chris White

Event Planner

(651) 215-4069 or (800) 925-1122

cwhite@lmc.org (Link to: <mailto:cwhite@lmc.org>)

Cancellation Policy

If you cannot attend, please consider sending a substitute. All cancellations must be submitted in writing seven days prior to the start of this event and are subject to a \$20 cancellation fee. All cancellation requests submitted after this timeframe will be billed at the full conference rate; no refunds will be made.

New LMC Blog - The Pipeline



(Link to: <http://www.lmc.org/ads/103201>)