

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JANUARY 7, 2013**

CALL TO ORDER

The regular meeting of the Zimmerman City Council was called to order at 7:00 p.m. at City Hall by Mayor-Elect Earenfight, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor-Elect Earenfight, Council Members Brisbin and Laney, Council Members-Elect Clough and Mathison. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Horvath and Engineer Bittner.

OATH OF OFFICE

The Oath of Office was administered by Clerk/Treasurer Tillmann to David Earenfight, Mayor-Elect, and Gary Clough and Ronald Mathison, Council Members-Elect.

AGENDA APPROVAL

Brisbin/Mathison unanimous to approve the agenda with the following amendments:

- Add Agreement for Engineering Services – Administrator’s Report
- Sheriff’s Department Report delayed until January 28
- Remove consideration of 2013 Water/Sewer Fund Budgets

APPROVAL OF MINUTES

Mathison/Clough unanimous to approve the minutes of the December 17, 2012 Regular Meeting of the City Council as presented.

CONSENT AGENDA

Brisbin/Clough unanimous to approve the consent agenda as follows:

- a. Ratify approval of the payment of claims for 2012 Year End (check #34807 - #34844) in the amount of \$39,100.22 and December 2012 electronic payments (e-check #848 - #850) in the amount of \$27,344.47 as presented.
- b. Approve the payment of January 7, 2013 claims (check #34845 - #34852) in the amount of \$3,865.22 as presented.
- c. Accept the Building Permit Summary report for December 2012, as presented.
- d. Accept the Building Permit Summary report for 2012 as presented.
- e. Approve the license application to operate a Billiard Table for the period of January 1 – December 31, 2013 for the Kriesel Jacobson American Legion Post #560 – 12674 Fremont Avenue, Zimmerman, MN 55398.
- f. Approve the license application to operate Electronic Entertainment Devices for the period of January 1 – December 31, 2013 for the Kriesel Jacobson American Legion Post #560 – 12674 Fremont Avenue, Zimmerman, MN 55398.
- g. Approve license applications for the following Garbage & Refuse Collectors for the period of January 1 – December 31, 2013:
 - Ace Solid Waste, Inc. – 6601 McKinley Street NW, Ramsey, MN 55303
 - Randy’s Sanitation, Inc. – PO Box 169, 4351 US Highway 12, Delano, MN 55328
- h. Approve license applications for the following gasoline sales vendors for the period of January 1 – December 31, 2013:
 - Holiday Station Stores, Inc., dba Holiday Station Store #239 – 26125 Highway 169, Zimmerman, MN
 - Northern Tier Retail, LLC, dba SuperAmerica Store #4535 – 26075 – 3rd Street E, Zimmerman, MN
- i. Approve the license application to operate a pawn shop for the period of January 1 – December 31, 2011, for the following establishments:

- Gerald Lewandowski, dba A – Z Pawn, 12617 Fremont Avenue, Zimmerman, MN 55398
 - David Ziemke, dba Zimmerman Trading Post, 25860 Highway 169, Zimmerman, MN 55398
- j. Approve license applications for the following Sewer and Water Installers, for the period of January 1 – December 31, 2011:
- Steve Weissenfluh Excavating, Inc. – 29119 – 100th Street, Zimmerman, MN 55398
 - RC Grading and Excavating, Inc. – PO Box 405, Montrose, MN 55363
- k. Adopt **RESOLUTION #13-01-01**, approving an amendment to the 2012 General Fund Expenditure Budget, reducing the Debt Service Principal line item (#101-47000-601) by \$80,000 and reducing the Debt Service Interest line item (#101-47000-611) by \$26,163 for a total of \$106,163 to reflect no expenditures actually made through the General Fund because project expenses were paid at the time of the project, however the City is still collecting funds to repay the expense.
- l. Accept Invoice #153143, authorizing payment to Bolton & Menk in the amount of \$12,513.60 (check #34853) for Project Management Services related to the CSAH 4 Improvement Project, for the month of November, 2012, as recommended by staff.

OPEN FORUM

There was no one present to address the Council during open forum.

FIRE DEPARTMENT REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of December, 2012. The Department assisted on 1 medical call, a gas leak, 3 injury accidents with extrication, 3 fire alarms, a vehicle fire, 3 grass fires, and a garage fire. Maloney reported that the remodel of the meeting room in the fire hall is almost complete and the department would like to move ahead with renovations to the bathroom and the kitchen area, which would be paid by the Relief Association.

Mathison/Clough unanimous to approve the request to remodel the bathroom and kitchen areas of the Fire Hall, with the understanding that all materials and construction services will be paid by the Fire Department and no City funds will be expended for the project.

Maloney reported that he has received several quotes to install windows in the overhead garage doors in the bay area at the Fire Hall. He believes that by installing windows in the overhead doors, electricity costs can be reduced as there would be more natural light in the space and less need to have the lights on whenever the bay area is in use. The panel replacement would be paid for by the Relief Association.

Mathison/Laney to unanimous to approve the request to replace certain panels in the overhead garage doors at the Fire Hall with windowed panels, with the understanding that all materials and construction services will be paid by the Fire Department and no City funds will be expended for the project.

The Elk River Fire Department has invited the Department to participate in an upcoming 3ECHO training, which addresses response to an active shooter situation or situations where there may be a large number of injuries involved. The training will include members of local law enforcement agencies, fire departments and EMS staff and will be held in the middle of January.

Council accepted the Fire Department Report for December, 2012 by unanimous consensus.

PUBLIC WORKS REPORT

2nd Avenue North Improvement

Engineer Bittner was present to discuss a proposed reconstruction of 2nd Avenue North. This project was addressed in the feasibility report completed by Bolton & Menk in 2012; however Council decided to delay any

consideration on an improvement to 2nd Avenue North until the CSAH 4 Improvements were completed. With Council permission, Bittner would like to update the feasibility report with current cost estimates. Council could also consider a reconstruction of 3rd Street East at the same time. Bittner is not asking for Council to authorize any project at this time, just update the feasibility report at a cost of approximately \$500. The report would be ready for presentation at the January 28th meeting.

Holiday Gas Station Water Main

Horvath reminded Council that in late 2012, there was a water main break by the Holiday Gas Station. There is currently no back up for feeding water to the east side of Highway 169. Staff is recommending a directional bore similar to what was done at 120th and CSAH 4. MnDOT is proposing a road improvement to Highway 169 in 2013, so it would be a good time to a project such as this. Bittner approximated the expense for this project at \$150,000.

Brisbin/Mathison unanimous to approve the completion of a feasibility report for the reconstruction of 2nd Avenue North, including 3rd Street East, at a cost of approximately \$500, with expenses to be paid out of Fund 450 (2nd Avenue North Project Fund), and authorize the completion of a feasibility report for the repair or replacement of the water main located at 26125 Highway 169 (Holiday Gas Station), with funds to be taken from the Water Fund, as recommended by staff.

Federal Project Funding

Bittner is submitting an application for a federal aid project for 2017. Sherburne County is planning to relocate the intersection of Fremont Drive and CSAH 4 to the east in order to eliminate congestion and stacking at the stoplight. Since it is a City road, there would be some city expense involved. The application deadline is Friday, January 11, 2013.

ADMINISTRATOR'S REPORT –presented by Administrator Piasecki

TIF Payments

Mathison/Clough to approve the payment of February 1, 2013 TIF and Tax Abatement payments (check #34909 – #34910) in the amount of \$36,678.33, as presented and as recommended by staff.

Bolton & Menk Engineering Contract Renewal

Bolton and Menk, the City's engineering firm, has agreed to extend 2012 engineering rates into 2013. Attorney Mattick has reviewed the agreement and no concerns with the agreement as written.

Laney/Brisbin unanimous to approve the Professional Agreement for General Engineering Services between the City of Zimmerman and Bolton & Menk for a one-year period, and authorize execution of all necessary contract documents, authorizing the Mayor and City Administrator to sign said agreement on behalf of the City, as recommended by staff.

Mayor Earenfight declared a recess at 7:27 p.m. and convened a meeting of the Economic Development Authority. The regular meeting was reopened at 7:47 p.m.

MAYOR/COUNCIL ITEMS

2013 Appointments

RESOLUTION #11-01-02 Brisbin/Laney unanimous to adopt Resolution #13-01-02, approving the 2013 Annual Appointments and Designations as presented.

Council agreed by consensus to cancel the January COW meetings and address 2013 goal setting during regular meetings in January and February, 2013.

Before adjourning, Mayor Earenfight asked for a moment of silence in honor of US military personnel.

Clough/Laney unanimous to adjourn the meeting at 7:49 p.m. Motion carried.

Approved this 28th day of January, 2013.

s/s Kary Tillmann, Clerk/Treasurer

Approved 01/28/2013