

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JANUARY 28, 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 Earenfight, followed by the Pledge of Allegiance.

ROLL CALL

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

AGENDA APPROVAL

Mathison/Laney unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Laney/Clough unanimous to approve the meeting minutes of January 7, 2013 Regular Meeting as presented.

CONSENT AGENDA

Mathison/Laney unanimous to approve the consent agenda as follows:

- a. Approve the payment of claims (check #34854 - #34908 and #34909) in the amount of \$60,574.25 and electronic payments (e-check #851 - #859) in the amount of \$31,304.11 as presented.
- b. Adopt **RESOLUTION #13-01-03**, approving the Application for Exempt Permit for Post 560 Sons of the American Legion for gambling events to be held at the Kriesel Jacobsen American Legion Post 560, 12674 Fremont Avenue, Zimmerman, as follows:
 - March 17, 2012
 - May 26, 2012
 - July 14, 2012
 - November 21, 2012

OPEN FORUM

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

ATTORNEY'S UPDATE

Kathleen Heaney, Sherburne County Attorney, was present to provide an update of activities and services provided by the Sherburne County Attorney's Office through the prosecution contract with the City.

In 2012, the City collected approximately \$24,500 in fine revenue, with one-third of that, \$8,192.66, turned back the County Attorney's Office for prosecution services. The County Attorney's Office opened 205 new adult felony cases compared to 209 in 2011, and 86 juvenile cases compared to 111 in 2012. Heaney reported that they are seeing an increase in the number of alcohol related cases processed through the County Attorney's Office. Other trends include increased prescription drug abuse amongst teenagers and an increase in the number of youth being put through the system at younger age and affected by multiple issues. Heaney said she appreciates the working relationship between the City, the County Attorney's Office and the Sherburne County Sheriff's Department.

LAW ENFORCEMENT REPORT

Patrol Captain Bob Stangler, Sherburne County Sheriff's Department, provided an overview of activities for the month of December, 2012. The department received 344 calls for service, including 143 traffic stops, as opposed 253 calls for the same time period in 2012. Stangler detailed a new crime prevention program started in Zimmerman on January 27, aimed at educating people about their risk of theft from automobiles. The program is modeled after a similar successful program in Ramsey County. Stangler also introduced Patrol Sergeant Chris Aleshire, who will be overseeing patrol activities in Zimmerman while Captain Stangler attends a 3-month

educational program out of the area. Discussion was held regarding snowmobile use on the trail along CSAH 4 between County Road 46 and 10th Street West. Stangler reported that no complaints have been received by the Sheriff's Office.

Council accepted the Law Enforcement Report for December 2012 as presented.

Mayor Earenfight declared a recess at 7:21 p.m. and reconvened the meeting at 7:24 p.m.

PARK BOARD REPORT

Tom Wilkinson, Park Board Chair, was present to provide an update of the January 9, 2013 Park Board meeting. Wilkinson reported that to date, fundraising for the completion of the warming house has fallen short of the goal. Originally, Council advanced the group \$7,000 from the Park Fund, anticipating funds would be raised to reimburse the Park Fund. Currently, there is an outstanding balance of \$5,560.27. The Park Board recommends the City forgive the outstanding balance.

Mathison/Clough unanimous to forgive the outstanding balance of \$5,560.27 for the Hockey Rink Warming House Project expenses, due to an insufficient amount of donations received.

Wilkinson reported that Brian Orrock of Custom Creations will donate the name plates, valued at approximately \$300, for the donation board at the hockey rink.

Laney/Clough unanimous to accept the minutes of the January 9, 2013 Park Board meeting as presented.

Public Works Director Horvath reported that a local developer had recently purchased a commercial property in Ramsey which contained a large amount of sports equipment, such as lights and poles, fencing, scoreboards, etc. He would like to donate the equipment to the City for the field space at the City Park. The cost to remove the poles and lights from the current location and re-establish them at the City Park will be at least \$125,000, plus the cost of electricity to run them. Horvath reported he is in the process of securing additional quotes for the work.

Council agreed by consensus to allow the Public Works Director to secure additional bids for improvements to the City Park with the donated equipment.

PUBLIC WORKS REPORT – presented by Public Works Director Horvath

Fire Hall Roof Repair

Horvath reported that the City received a reimbursement in the amount of \$8,023 from the League of Minnesota Cities Insurance Trust for repairs to the roof and interior of the Fire Hall due to water damage. He is recommending that the Fire Department be reimbursed for the cost of supplies and materials to repair and remodel the interior space due to water damage.

Clough/Laney unanimous to reimburse the Zimmerman/Livonia Fire Department up to \$7,000 for supplies and materials to repair and remodel the Fire Hall due to water damage, to be paid from Fund 410 Fire Hall Building.

County Ditch #1

The annual County Ditch #1 meeting was held recently. The reserve fund balance is at approximately \$30,940.55. No action taken.

2013 Water and Sewer Fund budgets

Council reviewed proposed budgets for the Water (601) and Sewer (602) Funds.

Mathison/Clough unanimous to approve the 2013 Water and Sewer Fund budgets as presented and as recommended by staff.

Miscellaneous Items

- The 1-ton truck will be in need of replacement in the near future because the crane is not big enough to adequately service the City's lift stations.
- If the leachate project is successfully completed, the City will need another A operator to assist in running the facility.
- In the future, Horvath would like to discuss the department's 2-man policy for on-call work completed outside of regular work hours.

2013 Street & Utility Improvement Feasibility Report

Engineer Bittner presented the feasibility report for proposed 2013 projects including 2nd Avenue North Street & Utility Improvements, improvements to adjacent cross streets, 3rd Street East Improvements, TH 169 Water main Crossing and a water main extension in Lions Park. After review of the feasibility report and extensive discussion of the proposed projects, Council expressed a desire to consider the project in two parts, placing priority on the TH 169 water main crossing.

Including the water main extension in Lions Park, project costs are estimated at \$1,887,000, with funding options proposed using assessments, Municipal State Aid Street system (MSAS) funding, and water and sewer funds. Project expenses were discussed, and may fluctuate depending upon final design, features, and funding decisions. Bittner suggested any assessments be considered and measured against recent city projects for consistency. Design standards for MSAS streets are used in the preliminary report, including a 38' wide street for 2nd Ave N. The 38' wide street allows parking on both sides of the street, while 32' would allow parking on only 1 side. Property acquisition would be required for land necessary to construct a storm water basin north of 2nd Ave N, between 2nd St W and Main Street. This basin would discharge north and west into existing underground storm water pipes.

Laney/Clough unanimous to authorize the City Engineer to prepare plans and specifications for the TH 169 Water main Crossing project.

Council agreed by unanimous consensus to not include the Lions Park water main in 2013 project planning.

RESOLUTION #13-01-04 Mathison/Clough unanimous to adopt RESOLUTION #13-01-04, accepting the feasibility report for the proposed 2013 Street & Utility Improvement project and call for a public hearing to be held at 7:00 p.m. or as soon as possible thereafter on February 25, 2013.

FINANCE REPORT – presented by Clerk/Treasurer Tillmann

2012 Board of Review Meeting

The County Assessor's Office has notified the City of the scheduled date and time for the annual Local Board of Appeal and Equalization meeting. Due to schedule conflicts, staff had requested additional meeting date options from the Assessor's Office, which were provided to Council.

Laney/Clough unanimous to schedule the annual Local Board of Appeal and Equalization meeting for Monday, April 15 at 6:30 p.m., with the Regular City Council meeting to begin as soon as possible upon completion.

Report of Pay Equity Compliance

Council reviewed the 2012 Report of Pay Equity Compliance. The City is required to submit the report every three years, with 2012 being a required reporting year. The submission deadline is January 31, 2013.

Mathison/Clough unanimous to accept the 2012 Report of Pay Equity Compliance as presented, and authorize the Mayor to sign said report prior to submission, on file in the City Clerk's Office, as recommended by staff.

MAYOR/COUNCIL ITEMS

Goals and Objectives

Discussion was held regarding Council goals and objectives, which include completion of the proposed ball field lighting project, an electronic identification sign for the City, progress on the industrial lots by the Sherburne County Public Safety Center, and a long range Capital Improvement Plan.

Upcoming Events

The Zimmerman Chamber of Commerce Business and Community Expo will be held on Saturday, March 16, from 10 a.m. – 2 p.m. at the Zimmerman High School.

Passing the Bread held a Food Distribution event on Saturday, January 26, with the next distribution event scheduled for Saturday, February 24th, from 8 – 10 a.m. at the Sherburne County Public Safety Building.

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

Mathison/Clough unanimous to adjourn the meeting at 8:54 p.m. Motion carried.

Approved this 4th day of February, 2013.

s/s Kary Tillmann, Clerk/Treasurer

APPROVED 02/04/2013