

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, FEBRUARY 27, 2012**

**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 Brisbin, Kowalski, Laney and Mathison. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Horvath and Engineer Bittner.

**AGENDA APPROVAL**

**Brisbin/Kowalski unanimous to approve the agenda as presented.**

**APPROVAL OF MINUTES**

**Mathison/Brisbin to approve the following meeting minutes as presented:**

- **February 6, 2012 Regular Meeting**
- **February 13, 2012 Committee of the Whole Meeting**

**CONSENT AGENDA**

**Mathison/Brisbin unanimous to approve the consent agenda as follows:**

- a. Approve the payment of claims (check #33953 - #33988) in the amount of \$22,779.76 and electronic payments (e-check #745 - #752) in the amount of \$57,193.32 as presented.
- b. Approve the Investment/Funds Report for January, 2012 as presented by the Clerk/Treasurer.
- c. Approve the Monthly Budget Report for January, 2012 as presented by the Clerk/Treasurer.
- d. Adopt **RESOLUTION #12-02-03**, approving a Temporary On-Sale Liquor License for the Zimmerman Lions Club for Wild West Days to be held May 24 – 27, 2012, to be used in designated areas at the City of Zimmerman Municipal Park.
- e. Approve an event permit application for a 5K Run to be held on April 28, 2012, as requested by the Zimmerman High School Baseball Team, 25959 4<sup>th</sup> Street West, with staging at the Zimmerman High School, and approve the closing of certain roads, identified on the map provided, for the duration of the event.

**OPEN FORUM**

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

**PARK BOARD REPORT**

The Park Board has scheduled dedication ceremony for the Yankowiak Rink and Warming House for Saturday, March 3, 2012 at Noon. Discussion was held regarding replacement equipment for Pioneer Ponds Park.

**Kowalski/Brisbin unanimous to accept the minutes of the February 8, 2012 Park Board meeting as presented.**

**RESOLUTION #12-02-04**

**Brisbin/Kowalski unanimous to adopt RESOLUTION #12-02-04, accepting the donation from David Gruhlke/Homework Design in the amount of \$100.00 for the Hockey Rink warming house.**

**PUBLIC WORKS REPORT**

Engineer Bittner presented the feasibility reports for proposed 2012 projects including the reconstruction of CSAH 4 from TH 169 westward to CH 45, and 2<sup>nd</sup> Avenue North and adjacent streets. Council expressed a desire

to consider the project in two phases, focusing on the completion of CSAH 4 during the 2012 construction season and 2<sup>nd</sup> Avenue North in 2013.

#### Feasibility Report – 2012 Street and Utility Project – CSAH 4

Sherburne County has requested the City consider the designing, bidding and managing the reconstruction of CSAH 4 between TH 169 and CH 45, as the City has water main and sidewalk that needs to be replaced prior to street reconstruction. Bittner explained the County would be responsible for county-related costs, including storm sewer, curb panels and paving. The City would remove sidewalk and curb panels on the north side of CSAH 4 and replace with new construction including a larger 10" water main. Water main would be extended the entire length from TH 169 to CH 45 to provide looping of service. City and County staff have also discussed the possibility of constructing a turn lane in the City's property north of Hardee's. This turn lane will likely be included in the construction plans.

Bittner outlined projected costs and provided an estimate of \$411,000, of which \$7,000 would be paid by the County. Assessments are not proposed for the CSAH 4 project, and water and sewer funds were identified as possible funding sources. Piasecki noted that funds from TIF Development Districts 1 & 2 would also be available for potential funding.

**Brisbin/Mathison unanimous to accept the feasibility report for Fremont Avenue Water main Improvement and authorize the City Engineer to prepare plans and specifications for said project.**

#### Feasibility Report – 2012 Street and Utility Projects – 2<sup>nd</sup> Ave N and adjacent streets

Bittner presented the report on reconstructing 2<sup>nd</sup> Ave N between CH 45 and 2<sup>nd</sup> Street East, and 3<sup>rd</sup> Street W, 2<sup>nd</sup> Street W, and Main Street. Bittner explained the assessment process and procedures as noted in Chapter 429 of Statute. Since this is a city initiated project, a super majority of the Council is needed to assess project costs.

The proposed project is a complete reconstruction effort including replacement of water and sewer lines, addition of storm water collection and a retention basin, curb/gutter, bituminous paving and sidewalks. Bittner explained this would be a very public process, with affected property owners invited to a series of open house meetings prior to construction.

Estimated project costs of \$1,567,000 were presented, 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 2<sup>nd</sup> Ave N, and 32' wide streets for all others. The 38' wide street allows parking on both sides of the street, while 32' allows parking on only 1 side. Property acquisition would be required for land necessary to construct a storm water basin north of 2<sup>nd</sup> Ave N, between 2<sup>nd</sup> St W and Main Street. This basin would discharge north and west into existing underground storm water pipes. Bittner reviewed four funding options for the project, including assessing a portion of the project, borrowing MSA funds, and water, sewer and general funds. Planning for this project will begin in Fall of 2012.

**Brisbin/Mathison to accept feasibility report for 2<sup>nd</sup> Avenue North Street and Utility Improvements as presented. Roll call: Brisbin, aye; Earenfight, aye; Kowalski, naye; Laney, aye; Mathison, aye. Motion carried.**

Public Works Director Horvath provided updates on the following:

- Fire Hall Roof Repair – Fire Department staff has noticed lifting of the roof since it was repaired earlier this year. The contractor will be coming back to evaluate the issue before taking any action. Horvath will be

meeting with the City's insurance company regarding the repair of interior water damage. Three quotes have been received.

- MN Dot will begin a mill and overlay of TH 169 project in June from CR 101 to approximately 700 feet south of CR 4.
- The Sherburne County Board of Commissioners awarded a SCORE grant to the Municipal Recycling Board for grinding services through Sylva Company.

## **ADMINISTRATOR'S REPORT**

### **Sale of Surplus Equipment**

Staff has been contacted by 2 national on-line auctions regarding the purchase/sale of public surplus equipment and supplies. Their MN representatives are establishing accounts with surrounding county and city jurisdictions, allowing those parties to both purchase and sell via on-line auctions with nationwide reach. Costs for posting and selling are borne by the purchasers, who pay a percentage of the purchase price, which is common in most if not all auctions. Staff has discussed using an on-line auction service for selling surplus City equipment, such as blowers and covers from the original SBR which were replaced in 2010's expansion, and salvaged equipment from abandoned Well #1, because a larger audience than the League of MN Cities website could generate increased revenue.

**Brisbin/Laney unanimous to authorize staff to pursue to sale of surplus equipment through an on-line auction service, as requested.**

### **Editorial Analysis of Re-Codification**

Piasecki reported that Member Kowalski had requested Council members receive copies of completed Editorial Analysis documentation submitted by General Code, the contractor retained for the codification project. Copies were included in the Council packet. Staff continues to work on sewer, water, nuisance and sexually oriented business code amendments for review and discussion with Attorney Mattick on March 19.

## **MAYOR/COUNCIL ITEMS**

### **Upcoming Events**

Passing the Bread held a Food Distribution event on Saturday, February 25 and served about 100 families. The next event is on Saturday, March 24, from 8 – 10 a.m. at the Sherburne County Public Safety Building.

New boundaries for State and Federal election districts will takes effect in August. Member Laney presented a map of the new district boundary lines.

The Zimmerman Chamber of Commerce Business Expo will be held on Saturday, March 17, from 10 a.m. – 2 p.m. at the Freshwaters United Methodist Church.

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

**Brisbin/Mathison unanimous to adjourn the meeting at 8:11 p.m. Motion carried.**

Approved this 5th day of March, 2012.

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Kary Tillmann, Clerk/Treasurer