

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, MARCH 4, 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, Brisbin, Council Members Brisbin, Clough, Laney and Mathison. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, and Public Works Director Horvath.

AGENDA APPROVAL

Laney/Clough unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Mayor Earenfight requested a change to the February 25, 2013 meeting minutes as follows:

Page 5, SBR Generator

The current generator at the SBR no longer meets the new emissions rules set by the EPA. In order to keep the generator in off-peak demand status, we have to bring it up to the new standards by May 3, ~~2014~~ **2013**. This would include a new exhaust system, different filters and data logger to monitor emissions.

Brisbin/Mathison unanimous to approve the meeting minutes of February 25, 2013 Regular Meeting as amended.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #34969 - #34984) in the amount of \$24,883.18 as presented.

OPEN FORUM

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

Mayor Earenfight acknowledged the TRex Patrol from Zimmerman Boy Scout Troop 91 in the audience.

PRESENTATION – North Ambulance Service

Kevin Novotny, Manger, Director and Dave Pierce, Coordinator, were present to provide an overview of activities and services provided by North Ambulance Service in the City of Zimmerman and surrounding areas. North Ambulance Service is a part of North Memorial Health Care based in Robbinsdale, MN. North Memorial is a Level 1 Trauma Center and a primary center for heart and stroke care, providing assistance 24 hours a day 7 days a week.

North Ambulance Service is a multi-faceted organization which includes a dispatch center, billing and insurance, fleet maintenance, continuing education, medical direction and quality assurance, and clinical research. North Ambulance services 8 regions in Minnesota, including Sherburne, Mille Lacs, Benton, Isanti and Morrison Counties. We are part of the Princeton region, which includes three ambulances with full crews.

LAW ENFORCEMENT REPORT

Patrol Sergeant Chris Aleshire, Sherburne County Sheriff's Department, provided an overview of activities for the month of February, 2013. The department received 379 calls for service, including 182 traffic stops and 51 citations issued, as opposed 322 calls for the same time period in 2012. There were several thefts in February, many were from unlocked vehicles. A suspect has been identified and some items have been recovered.

Aleshire reminded residents to lock their vehicles and remove valuable from plain sight. All the vehicles involved in recent thefts were unlocked.

Council accepted the Law Enforcement Report for February, 2013 by unanimous consensus as presented.

FIRE DEPARTMENT REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of January, 2013. The Department responded to 1 medical assist, 2 fire alarms, and 2 residential garage fires. Maloney reported that the grass fire rig purchased from the Department of Natural Resources will be painted in the near future and should be fully operational by grass fire season. Maloney also noted the Firefight Steven Wegleitner had recently been deployed to Afghanistan.

Council accepted the Fire Department Report for February, 2013 by unanimous consensus as presented.

PUBLIC WORKS REPORT – presented by Public Works Director Horvath

Leachate Project

Shannon Seifert, District Manager of Waste Management, was introduced to the Council.

Operator Licensure

Horvath advised Council that at the last meeting when he was discussing licensing of operators at the Wastewater Treatment Plant, he made reference to the age of some employees in the Public Works Department. He did not mean to infer that employees were too old to take the licensure test. No action taken.

TH 169 Water Main Crossing

Engineer Bittner submitted a memo in the packet requesting approval of the plans and specifications and authorization to advertise for bids on the construction of the TH 169 water main crossing.

Clough/Brisbin unanimous to approve plans and specifications for the TH 169 Water Main Crossing project and authorize the City Engineer to advertise for bids, with bid opening scheduled for March 26, 2012 at 11:00 a.m. at City Hall.

Horvath reported that LMCIT had made a settlement offer on the water main break by Holiday Gas Station, equal to half of the City's expense. Council requested that Horvath contact the agent to ask if the City's rates would be affected by the claim if we accepted the settlement offer.

Replacement of Truck #6

Horvath presented a quote for a truck purchase to replace the Chevrolet ¾ Ton 4x4 (truck #6). The price quoted includes strobe lights, a light bard, decals and seat covers minus of trade-in value of \$4,500. The total cost will be \$22,664.00 plus tax. The 2013 budget includes \$12,000 for the purchase of a replacement truck.

Mathison/Brisbin unanimous to approve the purchase of a 2013 Chevrolet 2500 HD Silverado at a cost not to exceed \$24,000, with funds to be paid from the Water Fund (601-49400-550).

SBR Generator

Discussion was held regarding the current generator at the SBR, which no longer meets the new emissions rules set by the EPA. Horvath reiterated that in order to keep the generator in off-peak demand status, we have to bring it up to the new standards by May 3, 2013, which will cost approximately \$20,000. He has received 2 bids for a potential upgrade and is waiting on one more. Mayor Earenfight requested that Horvath ask if an extension to the deadline could be granted by the EPA. No action taken.

Mayor Earenfight declared a recess at 7:44 p.m. and reconvened the meeting at 7:47 p.m.

FINANCE REPORT– presented by Clerk/Treasurer Tillmann

Administrative Assistant Position

The City’s Administrative Assistant position has been vacant since February 14, 2013. Tillmann presented that job posting which will run in the Elk River Star News on March 9 and March 16. The opening will also be advertised on the League of Minnesota Cities’ website, with applications due to City Hall by Thursday, March 28. Staff anticipates interviewing the week of April 8, with a hiring decision later that week.

ADMINISTRATOR’S REPORT– presented by Administrator Piasecki

Emerald Ash Borer Project Volunteers

Gino Hugo from the Sherburne Soil and Water Conservation District (SWCD) presented information at the February 4, 2013 meeting regarding the formation of an Urban Tree committee to combat Emerald Ash Borer in and prepare a plan to address the impacts to forest areas in Sherburne County. Part of the plan is a survey of trees in each jurisdiction to gauge the type and number of trees. Survey results will assist in projecting the anticipated amount of ash loss and document the diversity of tree species in the city. Volunteers are needed. Anyone wanting to volunteer can contact Gina at the SWCD.

MN DOT Master Partnership Agreement

The MN Department of Transportation, through Engineer Bittner, had presented a Master Partnership Agreement for review and consideration at the December 17, 2012 Council meeting. Council tabled action until the February 4th meeting. Staff is waiting for additional documentation from MnDOT regarding the agreement. A MnDOT representative could come to a future meeting if Council prefers. No action taken.

Deferral of SAC/WAC fees

Piasecki reported that a neighboring City is offering a deferral on the payment of sewer and water connection charges on new construction until the time a Certificate of Occupancy is issued. They believe this incentive to builders will spur the purchase and development of vacant properties and the construction of new homes. Zimmerman’s 2013 SAC/WAC fee is \$12,000. Deferring payment would decrease the “upfront” or holding costs of a contractor since they wouldn’t have to finance the cost of the SAC/WAC. Staff believes this proposed deferral could provide sufficient incentive for a builder or builders to consider projects in Zimmerman, and could also be applied to new commercial construction.

This potential deferral has been discussed with contracted legal and finance consultants, both of whom agree the City is able to offer the deferral. While the City cannot offer a discount on connections due to the revenue being pledged for bond payments, a deferral is a reasonable incentive and is secured by the Certificate of Occupancy. Without payment the structure would not receive a Certificate, and without the Certificate, the property would not be legally habitable and a sale could not close. If Council is agreeable to the proposed deferral concept, staff will develop a form to be used and signed by the builder at the time of permitting.

Member Clough stated he would like staff to send letters to area developers to let them know this is being considered by Council. He feels this would save time and eliminate the need for Council approval for each request that may come in. Mayor Earenfight added that this would be a blanket approval, so anyone requesting it, whether for commercial or residential development would be allowed to defer payment of SAC/WAC fees if they meet the criteria. Meter costs would not be eligible for deferment, but would need to be paid at the time the building permit is issued.

Mathison/Brisbin unanimous to allow the deferral SAC/WAC fee payment, except for water fees and inspection charges, for any commercial or residential new construction in City limits until the issuance of the Certificate of Occupancy, as recommended by staff.

MAYOR/COUNCIL ITEMS

Passing the Bread will hold a distribution event for Saturday, March 23rd, 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.

Clough/Laney unanimous to adjourn the meeting at 7:59 p.m. Motion carried.

Approved this 18th day of March, 2013.

s/s Kary Tillmann, Clerk/Treasurer

Approved 03/18/2013