

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, MARCH 7, 2016**

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, Mathison, Nathe and Smith. Also present were Administrator Piasecki and Public Works Director Johnson.

AGENDA APPROVAL

Brisbin/Nathe unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Mathison/Smith unanimous to approve the meeting minutes of February 22, 2016 Regular Meeting as presented.

CONSENT AGENDA

Nathe/Smith unanimous to approve the consent agenda as follows:

- a. Approve the payment of claims (check #37853 - #37884) in the amount of \$46,220.61 and electronic payments (e-checks #1299 – #1307) in the amount of \$517,48.75, as presented.
- b. Authorize payment in the amount of \$22,000 (ck#37885) to Abdo, Eick & Meyers, as partial payment for certified audit services for the year ended December 31, 2015, per the agreement on file in the Clerk/Treasurer's Office.
- c. Accept invoice #187331 in the amount of \$9,702.00 and invoice #187323 in the amount of \$9,709.00, authorizing payment to Bolton & Menk in the total amount of \$19,411.00 (ck# 37886) for Project Management Services related to the Fremont Drive Realignment Project, for the period of January 2016, as recommended by staff.
- d. Adopt **RESOLUTION #16-03-01**, approving the designation of General Fund Reserves for Compensated Absences as presented and as recommended by staff.
- e. Accept the Building Permit Surcharge Report for February 2016 as presented.
- f. Approve the license application to conduct Bingo for the period of January 1 – December 31, 2016 for the Zimmerman/Livonia Fire Department Relief Association at The Whistling Pickle, 12606 Fremont Avenue, Zimmerman, MN 55398.
- g. Approve the permit application for public dances and entertainment to be held May 26 – 29, 2016, until 1:00 a.m., as requested by Kraigger's Inc., dba The Whistling Pickle, 12606 Fremont Avenue, PO Box 9, Zimmerman, MN 55398.

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 February, 2016. The Department responded to 5 medical calls, 4 motor vehicle accidents, including three with injuries, 3 fire alarms, 1 carbon monoxide call, 2 vehicle fires, a residential garage fire in Baldwin Township and 4 residential house fires within the district. Chief Maloney has submitted a grant request to the EMSRB for reimbursement of fire fighter training expenses. Maloney also described a house fire the department responded to in southern Livonia Township. Maloney witnessed smoke in the distance while out of the office, and drove to the scene to find a house fire. District trucks were on scene within 7 minutes of Maloney's call to dispatch. Within 3 minutes of trucks responding, the structure collapsed. Maloney stated the family was out of town and no District personnel had entered the home before it collapsed.

Council accepted the Fire Department Report for February, 2016 by unanimous consensus as presented.

PUBLIC WORKS REPORT – presented by Public Works Director Dave Johnson

4th Avenue/6th Avenue Water Tower Cleaning

Staff solicited three proposals for the cleaning of the 4th Avenue and 6th Avenue water towers in 2016. Water Tower Mixing Systems/Water Tower Clean and Coat submitted the lowest bid amongst the three.

Nathe/Smith unanimous to accept the proposal from Water Tower Mixing Systems/Water Tower Clean and Coat, Inc., for exterior cleaning of both the 6th Avenue and 4th Avenue Water Towers as detailed in the proposal, at a cost of \$8,400.00, with funds to be taken from the Water Fund Budget (601-49400-402 and 601-49410-402), as recommended by the Public Works Director, and authorize the City Administrator to sign said agreement on behalf of the City, on file in the City Clerk's Office.

Johnson explained the quote provided by Water Tower Mixing Systems also included 2 Air Mixer /Tank Agitation Systems, which are installed inside the water towers to keep water in the tower from freezing. Staff will review these systems and speak with area cities that have installed them in their towers. Johnson stated he believes these units would be beneficial to prevent future freezing and the potential damage to the towers. This item will be presented to Council for consideration on an upcoming agenda.

ADMINISTRATOR'S REPORT – presented by City Administrator Randy Piasecki

Administrator Piasecki provided the following project updates:

- **2015 Audit** – Piasecki informed Council that audit staff from Abdo, Eick & Meyers were on-site to conduct the 2015 Audit during the week of February 15th. Staff believes the process went extremely well and is awaiting a draft audit document for review. Staff anticipates a Final audit presentation before Council at either the April 18th or May 2nd meeting.
- **Water/Sewer Rate Study and Long-Term Financial Plan** - Piasecki stated that Abdo, Eick & Meyers is nearing completion of both the Water/Sewer Rate Study and the Long-Term Financial Plan. The Rate Study will address a proposed utility rate structure for the next 5 years, with presentation and recommendation to Council in April or May. The Long-Term Financial Plan will be a valuable tool for Capital Improvement Planning and Equipment projects and purchases, and will allow Council and staff to project impacts to future budgets and property tax levies, etc.

MAYOR/COUNCIL ITEMS

Mayor Earenfight announced that the March 14th COW Meeting will be cancelled due to a lack of agenda items.

Mayor Earenfight also noted the following upcoming events:

- Chamber of Commerce Business and Community Expo -- Saturday, March 12; 10 a.m. – 2 p.m., Zimmerman High School
- Passing the Bread Food Distribution – March 26, 2016; 8 – 10 a.m.; Set up March 27 at 9 a.m., Sheriff's Department Public Safety Building
- Local Board of Appeal and Equalization – Monday, April 18, 2016; 9:00 a.m., Zimmerman City Hall

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

Brisbin/Mathison unanimous to adjourn the meeting at 7:20 p.m. Motion carried.

Approved this 21st day of March, 2016.

s/s Randy Piasecki, City Administrator

Approved 03/21/2016