

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, MAY 4, 2015**

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, Merwin and Nathe. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, and Public Works Director Johnson.

AGENDA APPROVAL

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

- **Consider minutes from April 20, 2015 Board of Appeal and Equalization**
- **Application for Display of Fireworks on Saturday, May 9, 2015**
- **Application for Display of Fireworks on Sunday, May 24, 2015**

APPROVAL OF MINUTES

Nathe/Mathison unanimous to approve the following meeting minutes:

- **April 20, 2015 Board of Appeal and Equalization Meeting as presented**
- **April 20, 2015 Regular Meeting as presented**

CONSENT AGENDA

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

- a. Approve the payment of claims (checks #37043 - #37069) in the amount of \$40,757.04 and electronic payments (e-checks #1166 - #1176) in the amount of \$63,852.91 as presented.
- b. Authorize payment to the Zimmerman/Livonia Fire District in the amount of \$70,932.00 (ck #37071), as partial payment for 2015 Fire Protection Services, as recommended by staff.
- c. Approve the event permit application for Wild West Days events and activities to be held May 22 – 25, 2015, including the closing of Main Street between 2nd Street East and 3rd Avenue South from 12:00 Noon on May 22 through May 24 at 4:00 p.m., as requested by the Zimmerman Civic Club, PO Box 474, Zimmerman, MN 55398.
- d. Approve the application for fireworks/pyrotechnics display by Curt Serbus, as requested by Flashing Thunder Fireworks, 700 Van Buren Street, Mitchell, IA 50461, for a fireworks/pyrotechnics training, to be held on Saturday, May 9, 2015, between the hours of 5:00 – 8:00 p.m., contingent upon review and approval by the Fire Chief, and receipt of current insurance documentation.
- e. Approve the application for fireworks/pyrotechnics display by Curt Serbus, as requested by the Zimmerman American Legion Post 560, 12674 Fremont Avenue, Zimmerman, for a fireworks/pyrotechnics display at Wild West Days, to be held on May 24, 2015, as presented, contingent upon review and approval by the Fire Chief, and receipt of current insurance documentation.

OPEN FORUM

Mayor Earenfight welcomed the Zimmerman High School and Zimmerman Middle School Archery Teams, who will be traveling to Louisville, Kentucky, to participate in the NASP National Archery Tournament later this week. Council heard from **Colton Olson, Zimmerman High School, Cheradin Ralph and Clay Sande, Zimmerman Middle School, and Coach Chad Levos**, about the upcoming competition. The teams are leaving on Thursday, May 7 to compete on Friday and Saturday, May 8 – 9, returning to Zimmerman on Sunday, May 10. The students will compete in both individual and team competitions at the National level, and have done well in prior years, with many students placing in the top 25% of high school students nationally. Mayor and Council wished the students good luck in their competition and looked forward to hearing results upon their return.

FIRE PROTECTION REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of April, 2015. The Department responded to 4 medical assists, 1 gas leak, 2 injury accidents, 1 fire alarm, 8 grass fires, a vehicle fire, provided mutual aid to a commercial building fire in Pease, and 2 residential garage fires in Livonia Township. Maloney reported that the department will be participating in a mock crash at the Zimmerman High School on Thursday, May 21. Local emergency response agencies, including the Sheriff's Department, North Ambulance service, North Aircare, and the MN State Patrol will participate in the activity which will focus on distracted driving. Council was invited to come and watch the drill, which will begin at 9:30 a.m.

Council accepted the Fire Protection Report for April, 2015 by unanimous consensus as presented.

CITY EMPLOYEE RECOGNITIONS

- **Sara Onarheim, City Hall Administrative Assistant**, was hired October 20, 2014 and has been subject to a 6-month probationary employment period, ending April 20, 2015. Staff has conducted an evaluation of Sara's work performance and found her to meet and exceed expectations for her position, successfully completing the probationary period. Completion of the probationary period and permanent employee status has been documented in her employee file.
- **Wayne Faue, Maintenance Technician**, was introduced to the Council as a recent hire with the City's Public Works Department. Wayne began employment in February, 2015, filling the new position approved with the 2015 budget. Council welcomed Faue to City employment, and wished him success in his position.
- Three City employee reached milestone anniversaries in March and April. **Teri Grote, Finance Technician**, celebrated a 10-year anniversary on March 1, **Mike Gwynn, Wastewater Plant Operator** celebrated a 15-year anniversary on March 13, and **Brett Johnson, Maintenance Technician** celebrated a 10-year anniversary on April 26, 2015. Council presented each with a plaque commemorating their achievement and thanked them for their service to the City.

PUBLIC WORKS REPORT

Proposed Eagle Scout Project -- Seating Areas in Lions Park

Branden Weber, Boy Scout Troop 91, presented a power point presentation detailing his proposed Eagle Scout project to build 5 picnic tables and 2-row amphitheater seating in Lions Park. He stated that his troop held an event at the park two summers ago and there wasn't enough seating for a large group of people. He has met with the Park Board and discussed his project with Dave Johnson, Public Works Director. The total cost for the project is approximately \$2900, which he will raise through community donations. He anticipates that the project will be completed by early September, 2015.

Brisbin/Nathe unanimous to approve the proposed Eagle Scout project to construct 5 picnic tables and 2-row amphitheater seating for placement in Lions Park as requested by Branden Weber, Zimmerman Boy Scout Troop 91.

Replacement/Purchase of Pick Up Truck

Council had previously authorized the purchase of 2 pickup trucks for Public Works in October 2014 and March 2015. These vehicles were acquired through MN DOT to replace high mileage vehicles in the City's fleet. The Public Works Department has added a full-time staff person in 2015, and is in need of an additional vehicle. The purchase of an additional truck was budgeted in 2015, with \$20,000 budgeted between the Water and Sewer Funds. Staff has located a used 2011 Ford F-150, extended cab, 2-wheel drive pickup, with 25,785 miles through MNDOT at a cost of \$13,000 plus tax, title and license fees. Staff is requesting approval to purchase the vehicle at a cost of \$13,000 plus tax, title and license.

Brisbin/Mathison unanimous to approve the purchase of and authorize payment for a 2011 Ford F-150 4x2 extended cab pickup for the Public Works Department from the Minnesota Department of Transportation at a cost of \$13,000, plus tax, title and license, to be paid from the Water Department line item 601-49400-550, as recommended by the Finance Department.

ADMINISTRATOR’S REPORT

Application for Appointment to EDA

Administrator Piasecki reported that he had received an application for appointment to the City Economic Development Authority (EDA) from Jan Nicodemus for Council consideration. The EDA is a 7-member board consisting of the Mayor, Council and two citizen representatives. The EDA has had a citizen vacancy since 2012. The vacancy has been posted on the City’s website, cable access channel and noticed in numerous quarterly newsletters with limited interest.

Nicodemus has resided in town for 9 years and is interested in becoming more involved in City government. She has previous experience working with the EDA in Isle, MN, a number of years ago. Nicodemus answered questions of the Council regarding her experience.

Nathe/Mathison unanimous to approve the appointment of Jan Nicodemus to the Zimmerman Economic Development Authority (EDA) effective immediately until December 31, 2020.

Planning Commission Public Hearing – CUP Request

Piasecki provided an overview of the Public Hearing conducted in front of the Planning Commission on April 29, 2015. The Planning Commission heard a request by NCPH Three LLC for a Conditional Use Permit to operate a micro-distillery at 25945 Main Street, formerly the Reliance Electric building. The property is legally described as a portion of Lot 12, Block 1, Andersen Estates, and is identified by tax parcels 95-023-0160 and 95-423-0161. Notice of the public hearing was published in the Star News and mailed to property owners within 350-feet of the site. One resident attended the hearing and asked questions, which were satisfactorily answered by the applicant and Commission. Staff and the Planning Commission recommend approval of the request.

RESOLUTION #15-05-01 Mathison/Brisbin unanimous to adopt RESOLUTION #15-05-01, approving the request for a Conditional Use Permit application for an enclosed manufacturing/micro-distillery business, as submitted by NCPH Three LLC, for property located at 25945 Main Street, and described as tax parcels 95-423-0160 and 95-423-0161, as recommended by the Planning Commission and with the following conditions:

- 1. Modifications to the structure shall be in accordance with applicable Building Codes, and building permits and inspections shall be obtained from the City of Zimmerman.**
- 2. Any outdoor storage or parking of employee, customers or other vehicles must be on paved surfaces.**
- 3. An enclosure must be constructed to screen the garbage dumpster or dumpsters.**
- 4. All discharge of wastewater to the municipal system shall be in compliance with and regulated by City Ordinance No. 189.**

MAYOR/COUNCIL ITEMS

Member Mathison reported that the Zimmerman American Legion Post has submitted a written request for donations towards the Wild West Days Fireworks Display. In 2013 and 2014, Council donated \$200 on behalf of the City to the Legion for the display. Limited funds are available in the Council budget should a donation

towards the annual fireworks display be approved.

Brisbin/Nathe unanimous to approve a donation of \$200 to the Zimmerman American Legion Post #560 towards the Wild West Days Fireworks Display on May 24, 2015, with funds to be paid from the Council budget.

Mayor Earenfight noted the following upcoming events:

- May 7 – National Day of Prayer -- Central Lutheran Church, Elk River
- May 7 - 10 – MN Hooved Animal Rescue Fundraising Tack Sale – Civic Building
- May 9 -- Spring Celebration of Nature – Sherburne National Wildlife Refuge
- May 11 – **Due to a lack of agenda items, Council agreed by unanimous consensus to cancel the Committee of the Whole meeting scheduled for Monday, May 11, 2015.**
- May 16 – Passing the Bread Food Distribution – Public Safety Building
- May 21 – 25 – Zimmerman Wild West Days

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

Mathison/Brisbin unanimous to adjourn the meeting at 7:52 p.m. Motion carried.

Approved this 18th day of May, 2015.

s/s Kary Tillmann, Clerk/Treasurer

Approved 05/18/2015