

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, MAY 21, 2012**

CALL TO ORDER

The regular meeting of the Zimmerman City Council was called to order at 7:01 p.m. at City Hall by Acting Mayor Brisbin, followed by the Pledge of Allegiance.

ROLL CALL

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

AGENDA APPROVAL

Kowalski/Mathison unanimous to approve the agenda with the addition of:

- **Commitment of General Fund Balance for Skate Park Rehabilitation**

APPROVAL OF MINUTES

Mathison/Laney unanimous to approve the meeting minutes of the May 7, 2012 Regular Council Meeting as presented.

CONSENT AGENDA

Kowalski/Laney unanimous to approve the consent agenda with the exception of k. Establish Investment Account with UBS as follows:

- a. Approve the payment of claims (check #34177 - #34216 and #34222) in the amount of \$38,161.62, and electronic payments (e-check #776 – #780) in the amount of \$29,472.34 as presented.
- b. Accept the City Investment/Funds Report of April 2012 as presented by the Clerk/Treasurer.
- c. Accept the Monthly Budget Report for April 2012 as presented.
- d. Authorize payment in the amount of \$16200 (ck #34217) to Abdo, Eick & Meyers, as partial payment for certified audit services for the year ended December 31, 2011, per the agreement on file in the Clerk/Treasurer's Office.
- e. Accept Invoice #147129 authorizing payment to Bolton & Menk in the amount of \$24,297.00 (ck #34218) for Project Management Services related to the CSAH 4 Improvement Project, for the month of March 2012, as recommended by staff.
- f. Accept Pay Request #12192-01 from Donohue & Associates, Authorizing payment in the amount of \$4,670.00 (ck #34219) for Project Management Services for the SBR Digester Cover project, as recommended by staff.
- g. Approve payment to Fergus Power Pump, Inc., in the amount of \$10,984.41, (ck #34220) for semi-annual hauling of bio-solids, with funds to be taken from the SBR Budget (602-49480-460), as recommended by the Public Works Director.
- h. Approve payment to Minnesota/Wisconsin Playground (invoice #2012087) in the amount of \$5,809.83 (ck #34221) for wood fiber and installation of a Game Time Play Structure for Firemen's Park, with funds to be taken from the Park Fund (226-45000-530) as recommended by staff.
- i. Approve the destruction of unused bank checks #104625 - #14768 and unused payroll checks #5904 – #6100, as recommended by staff.
- j. Approve the license application for a Sewer and Water Installer for Steinbrecher Companies – 13792 – 247th Avenue, Zimmerman, for the period of May 21 – December 31, 2012, as presented.
- l. Approve the permit application for an outdoor dance for Christ Our Light Catholic Church, to be held July 21, 2012, from 6:00 p.m. – 10:00 p.m., at 25909 – 4th Street West, Zimmerman, MN 55398.

OPEN FORUM

There was no one present to address the Council during Open Forum.

PRESENTATION – LMCIT Insurance Renewal

Mary Eberley, Agency Manager, Liberty Insurance, was present to provide renewal information for the city’s property and liability insurance policies. Coverage has been bound since March 7, 2012. In terms of general activities and rate changes, property coverages have increased due park improvements and the addition of park equipment in several locations. The experience rating for Worker’s Compensation has increased from .90 to 1.18, which resulted in a significant increase to the renewal premium. Brief discussion was held regarding the effect on the overall premium if Council opted to increase the deductible amount for liability insurance. In past years, Council has chosen not to increase the deductible and Eberley does not recommend changing the deductible at this time.

Mathison/Kowalski unanimous to approve the 2012 – 2013 League of Minnesota Cities Insurance Trust policy renewal as presented, and authorize premium payment to the League of Minnesota Cities Insurance Trust as recommended by staff.

PUBLIC WORKS REPORT – Presented by Public Works Director Horvath

Fremont Avenue Water Main Replacement

Engineer Bittner detailed the potential repair to the water main located near Fremont Avenue and 120th Street. Plans and specifications for the construction of a new water main at that location were reviewed with the Council. The new water main will replace the leaking water main that runs along the open ditch and through the driving range at the corner of County Road 4 and Highway 169.

It is anticipated that bids will be opened on June 12 at 11:00 a.m. and awarded at the June 18 Council meeting. The winning contractor will be required to complete the project by August 1, 2012.

Mathison/Kowalski unanimous to approve the plans and specification for the construction of a new water main along Fremont Avenue and 120th Street, and authorize the advertisement of bids for the project, as recommended by the City Engineer.

Miscellaneous

Horvath updated Council on the following items:

- Discoloration of City Water Supply – Horvath reported that on the evening of Sunday, May 13, there were reports that the City’s water supply appeared to be discolored. Public Works staff discovered sedimentation in a filter which caused the discoloration. Staff flushed all the interior lines throughout the City overnight on May 13 and the problem appeared to be resolved after a couple days.
- OSHA Pre-Inspection – OSHA conducted a walk-through of City facilities and the Fire Station on May 15th and 16th. Once the report is received, the City will have 60 days to correct any infractions.
- Leachate Study Results – Phase 2 is currently underway.

MAYOR/COUNCIL ITEMS

Mayor Earenfight noted the following upcoming events:

- Passing the Bread held their last food distribution event of the Spring on Saturday, May 19 at the Zimmerman Sheriff’s Department Substation. Distribution events will begin again in the Fall.
- Wild West Days will be held on May 24 – 28 at various locations throughout the City.
- The Fire Department Golf Tournament will be held on June 2 at the Princeton Golf Course, with the Chamber Golf Tournament scheduled for June 15 at the same location.

Member Kowalski reported that there was an error in the payment for Campbell Knutson, resulting in an overpayment. Piasecki advised that the check would be corrected before it was mailed.

FINANCE REPORT – presented by Clerk/Treasurer Tillmann

Tillmann reported that when Council approved the commitment of General Fund Balance in December 2011, there was a typographical error on the resolution. The amount committed for the Skate Park Rehabilitation should have been \$14,500, but was approved at \$14,000. A resolution must be adopted to commit the additional \$500 for audit purposes.

RESOLUTION #12-05-02 Mathison/Kowalski unanimous to adopt RESOLUTION #12-05-02, committing an additional \$500 of General Fund Balance for Skate Park Rehabilitation, to bring the total commitment for this purpose to \$14,500, as recommended by staff and the City Auditor.

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

Mathison/Laney unanimous to adjourn the meeting at 7:27 p.m.

Approved this 4th day of June, 2012.

Kary Tillmann, Clerk/Treasurer

APPROVED 06/04/2012