

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, AUGUST 4, 2014**

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 Michels. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Horvath and Engineer Bittner.

AGENDA APPROVAL

Michels/Brisbin unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Mathison/Michels unanimous to approve the minutes of the July 21, 2014 Regular Meeting of the City Council as presented.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #36317 - #36350) in the amount of \$41,581.78 and electronic payments (e-check #1057 - #1063) in the amount of \$31,475.98 as presented.
- b. Approve the semi-annual payment to the MN Public Facilities Authority (ck #36351) in the amount of \$489,604.84, for scheduled principal and interest payments on GO Revenue Bonds as follows and as recommended by staff:
 - 2000 SBR – Interest: \$17,595.00; Principal: \$232,000.00
 - 2007 4th Ave Water – Interest: \$18,018.00; Principal: \$94,000
 - 2010 SBR – Interest: \$23,691.84; Principal: \$104,000.00
- c. Approve final payment to Total Control Systems, Inc., in the amount of \$5,164.00 (ck #36352) for the installation of hardware and software to monitor and alarm Lift Station Panel #4, as identified on Invoice #6988, with funds to be paid from the Sewer Fund (602-49450-408), as recommended by staff.
- d. Adopt the Sign Retroreflectivity Policy as presented and as recommended by staff.
- e. Approve the bowling alley license application for TJP Bowl, Inc., dba the Zimmerman Bowling Alley, 25920 Gateway Drive, Zimmerman, MN, 55398, for the period of August 5 - December 31, 2014, as presented and as requested by Teresa J. Parsons.
- f. Approve the On-Sale Intoxicating and Sunday Liquor license for TJP Bowl, Inc., dba Zimmerman Bowling Alley, 25920 Gateway Drive, for the period of October 1, 2014 – June 30, 2015, pending receipt and acceptance of all application materials, as recommended by staff.
- g. Approve the Optional 2 A.M. Closing Liquor License for TJP Bowl, Inc., dba Zimmerman Bowling Alley, 25920 Gateway Drive, for the period of October 1, 2014 – June 30, 2015, pending receipt and acceptance of all application materials, as recommended by staff.
- h. Adopt **RESOLUTION 14-08-01**, approving the Lawful Gambling Premises Permit Application for the Zimmerman Fire Relief Association to conduct lawful gambling activities at the Zimmerman Bowling Alley, 25920 Gateway Drive, Zimmerman, MN 55398, as requested.
- i. Approve of the fireworks display permit as requested by the Zimmerman Quarterback Club for fireworks/pyrotechnic special effects display by Flashing Thunder Fireworks, to be located at the Zimmerman High School/Middle School, 25900 – 4th Street West, on August 18 & 28, September 19 & 26, October 10 and 21, 2014, and any playoffs games as determined at the end of the 2014 football season.

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 July, 2014. The Department responded to 5 medical assists, 1 gas leak, 1 injury accident, 2 fire alarms, 1 carbon monoxide calls, 2 downed power lines, a water rescue, 2 vehicle fires and a residential house fire. One firefighter sustained minor injuries, during the call. Maloney reported that the annual hose testing will take place later this week.

Council accepted the Fire Department Report for July, 2014 by unanimous consensus as presented.

REQUEST FOR PARTICIPATION – Sherburne County Economic Development Authority

Kathleen Heaney, Sherburne County Attorney and Dan Weber, Sherburne County Assessor/Economic Development Specialist, were present to request Council's consideration to participate in the Sherburne County Economic Development Authority, which was created in 2006. The County EDA provides another "partner" in future development of property within the City, enabling the County to utilize its EDA authority to assist the City and City EDA on future projects. The County EDA would be complimentary to the City's EDA authority, not a replacement of the City's function, much like the County HRA partnered with the City to land and relocate the UMA Precision Machining project in 2013. Without the City's approval by resolution, the County EDA cannot operate within the City of Zimmerman. Both Heaney and Weber reiterated several times that the County EDA does not have levy authority and cannot tax.

RESOLUTION #14-08-02 **Brisbin/Michels unanimous to adopt RESOLUTION #14-08-02, authorizing the City of Zimmerman's support and participation in the Sherburne County Economic Development Authority, as recommended by staff.**

PUBLIC WORKS REPORT – presented by Public Works Director Horvath

Horvath presented a check in the amount of \$1,198.68 for the recycling of scrap metal.

RESOLUTION #14-08-03 **Brisbin/Michels unanimous to adopt RESOLUTION #14-08-03, approving the commitment of \$1,198.68 received from the recycling of scrap metal and copper to the committed Truck Fund to be used towards the purchase of equipment and/or motor vehicles.**

Introduction of New Employee

Aaron Larson, Maintenance Technician, was introduced to the Council as the City's newest hire. Aaron began employment on July 21, filling the vacancy created by Bruce Hooker's retirement. Council welcomed Larson to City employment, and wished him success in his position.

Public Works Staff Report

Horvath highlighted the following items:

- The light for the large flag pole on Fremont Avenue has been stolen. The flag has been taken down until replacement bulbs arrive from Connexus Energy.
- The Schultz field dugout roofs have been replaced.
- Horvath would like Council to consider allowing City employees to use the Civic Building at no charge.
- Lift Station #4, located at the public access on Lake Fremont, had a pump failure last week. Upon further investigation, the piping and interior mechanics have deteriorated and need to be replaced. Horvath is requesting approval to rebuild the interior lift station mechanics for Lift Station #4.

Brisbin/Merwin unanimous to approve the request to rebuild the interior mechanics for Lift Station #4 at a cost not to exceed \$20,000, with funds to be taken from the Sewer Fund Replacement line (602-49450-408), as recommended by the Public Works Director.

19th Street Drainage Issue

Engineer Bittner was present to discuss the drainage issue on 19th Street West after the site visit by Council on July 21. Currently, a 12-inch storm sewer from 19th Street West discharges into the 20-foot utility easement centered on the side property line. Water travels east to the back lot line and then north for three lots before discharging to the east into the road ditch of CSAH 46 and on to the Wetland Management Area.

The property owners of 25719 and 25733 – 19th Street West are concerned about sediment discharged from the storm sewer, the volume and velocity of water which has caused some erosion of the sod in both yards, and the water which accumulates along the back yard while flowing north to the Wetland Management Area. Sediment has also collected over time, which causes the water to travel in two directions from the easement into each yard. The Sherburne County Surveyor shot elevations of the storm sewer apron last week and has found the current elevation to be within an inch of the elevation noted on the record drawings for the 2001 construction.

Bittner recommends the side yard easement be cleaned out and shaped into a more defined drainage swale, utilizing the entire 20-foot easement to contain the discharge within the easement. The swale could then be restored with sod or reinforcing turf and seeded. Bittner also presented two options to remove sediment in the area, each at a cost of approximately \$10,000.

Brisbin/Michels unanimous authorize staff to clean out and shape the side yard easement located between 25719 and 25733 19th Street West, and install a manhole device behind the curb line for sediment removal, as recommended by the City Engineer.

FINANCE REPORT –presented by Clerk/Treasurer Tillmann

2015 General Fund Budget and Levy

Tillmann provided an overview of the preliminary 2015 Budget and Levy for discussion. The 2015 General Fund budget includes a scheduled increase in the law enforcement contract with the Sheriff's Department, increases in membership dues, and property, liability and Worker's Compensation insurances through the League of Minnesota Cities, a mandated increase to both the Employer and Employee contributions to PERA, a 15% increase for health insurance per the City's Insurance Agent, and increases to employee wages, additional limited overtime for Public Works employees, the addition of a Maintenance Technician in the Public Works Department, and an increase in the City's allotted LGA (Local Government Aid).

The City will have until September 30, 2014 to certify the preliminary budget and levy to Sherburne County. This change enacted by the 2014 Legislature allows the City more time than in previous years to review the proposed budget and levy before certification. Extensive discussion regarding the 2015 Preliminary Budget will take place the COW meeting on August 11.

ADMINISTRATOR'S REPORT –presented by Administrator Piasecki

Piasecki reported that to date, the City has issued 18 new home permits, which can be attributed largely to the reduction in SAC/WAC fees approved by Council earlier this year. Interest in commercial project is picking up, and City staff is working with Sherburne County on the potential development of several lots in the County's Public Safety Addition.

MAYOR/COUNCIL ITEMS

Mayor Earenfight noted the following upcoming events:

- Farmer's Market – Tuesdays 3 – 6:30 p.m. – City Park
- Sherburne County Night to Unite – August 5, 2014
- Filing for Municipal Office – Currently open until August 12

- State Primary Election – August 12 -- Polls open 7 a.m. – 8 p.m.
- City Wide activities on Saturday, September 6
 - Community Shred Event at City Hall – 10 a.m. – 12 Noon
 - Fire Department Open House 11 a.m. – 3 p.m. – Fire Station
 - Firemen’s Dance – 8 p.m. – Midnight – Fire Station
- City Wide activities on Saturday, September 13
 - Krazy Daze – 10 a.m. – 4 p.m.
 - Ladies On The Loose – 10 a.m. – 4 p.m.

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 August, 2014.

s/s Kary Tillmann, Clerk/Treasurer

Approved 08/18/2014