

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, AUGUST 17, 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, and Nathe. Member Merwin was excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Johnson, and Engineer Bittner.

AGENDA APPROVAL

Nathe/Mathison unanimous to approve the agenda with the following additions to the Consent Agenda:

- **Temporary Liquor License Application – Zimmerman Area Chamber of Commerce**
- **Event Permit Application – ZBG/Angeno’s Pizza, Pasta and Bar**

APPROVAL OF MINUTES

Brisbin/Nathe unanimous to approve the following meeting minutes:

- **August 3, 2015 Regular Meeting of the City Council as presented**
- **August 10, 2015 Committee of the Whole Meeting as presented**

CONSENT AGENDA

Mathison/Nathe unanimous to approve the consent agenda, with the addition of items d. Temporary Liquor License Application and item e. Event Permit Application, as follows:

- a. Approve the payment of claims (check #37304 - #37346) in the amount of \$23, 058.98 and electronic payments (e-check #1212 - #1218) in the amount of \$34,632.55 as presented.
- b. Accept the Monthly Building Permit Surcharge Report for July, 2015 as presented.
- c. Adopt **RESOLUTION #15-08-02**, approving an amendment to the 2015 General Fund Building Department Expenditure Budget as recommended by staff.
- d. Adopt **RESOLUTION #15-08-03**, approving a Temporary On-Sale Liquor License for the Zimmerman Area Chamber of Commerce for an October Fest event to be held October 10, 2015, to be used in designated areas at the City of Zimmerman Municipal Park, 25850 Main Street, Zimmerman, MN 55398.
- e. Approve the Event Permit Application as requested by ZBG/Angeno’s Pizza, Pasta and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398, for an outdoor music event to be held on Saturday, August 29, 2015 from 8:00 p.m. to 12:00 Midnight.

OPEN FORUM

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

PARK BOARD REPORT

Tim Sevcik, Park Board Chair, presented a report of the August 12, 2015 Park Board meeting. The Park Board continued its discussion and brainstorming on a potential comprehensive park plan, looking at potentially surveying residents in Zimmerman and Livonia Township to see what people would like to see in the area. They also discussed potential funding sources. Currently, park development is funded through park dedication fees, however, additional sources might be needed in the future, such as bonding or a levy. Brief discussion was held regarding an access issue on Lake Fremont. Sevcik noted that there is currently two vacancies on the Park Board. Tim expressed the Park Board’s appreciation to the Public Works Department for the planter boxes that have been constructed around several park signs.

Brisbin/Nathe unanimous to accept the minutes of the August 12, 2015 Park Board Meeting as presented.

PUBLIC WORKS REPORT

Feasibility Study – Fremont Drive Realignment, Lift Station 2 & 8 Improvements and Main Street Improvements
Kevin Bittner, City Engineer, Bolton & Menk, presented the Feasibility Report addressing the Fremont Drive Realignment and Utility Improvements, Improvements to Lift Station 2 & 8, and improvements to Main Street.

The Feasibility Report was authorized by the City Council because Sherburne County has proposed a relocation of the intersection of County State Aid Highway (CSAH) 4 and Fremont, currently located 240 feet east of northbound Highway 169. The current configuration causes traffic to back up into the 169 turn lane and intersection during peak traffic periods, causing unsafe conditions. The County plans to relocate the intersection approximately 430 feet east of its current location, in order to develop improved turn lane queuing distances for both east and west bound traffic. Sherburne County has been approved for federal funding for a portion of the project costs. The County has also acquired right-of-way for the road realignment and will advance-fund the project so it can be bid and constructed as part of their planned 2016 improvement of CSAH 4. MN DOT is also proposing turn lane pedestrian crossing improvements as part of the project.

Additional recommended improvements outlined in the report include the extension of gravity sanitary sewer south of Lift Station #8 to serve any potential development on the east side of Fremont Drive, the realignment of the Lift Station #8 force main, the replacement of the Lift Station #2 force main, the overlay of the remainder of bituminous portion of Fremont Drive, the extension of a trail connection east from Hwy 169, and the removal and replacement of bituminous pavement and water main on a small portion of Main Street.

Extensive discussion was held regarding the proposed projects, including the age and condition of existing infrastructure, timing and costs for all three projects, state aid funding, and potential cost-saving alternatives. A formal resolution to adopt the feasibility study will be presented at the next Council meeting.

Pavement Management Program

Over recent months, Engineer Bittner and City staff have been discussing the benefits of a pavement management and restoration plan for City Streets, particularly the pros and cons of crack sealing and chip sealing as a way to extend the life of city roads. Bittner recommends the City consider the development of seal coat program for City roads, rotating restoration of streets over a 7-year cycle. A program such as this would extend the time period before a street would need to be overlaid with new bituminous. With a regular maintenance cycle of crack sealing and chip sealing, road life could be extended to about 50 years, as opposed to 20 – 30 years with only crack filling and patching.

Council discussed the potential costs for a routine maintenance program. Bittner advised that a solid program would cost approximately \$4.00 per square yard of pavement, with the City having over 400,000 square yards of bituminous road surfaces. A 7-year rotation would require a maintenance budget of approximately \$250,000 per year. Council should consider the development of a pavement restoration program so that critical pavements can be addressed in the short-term and other pavements can be programmed into a cycle, all coordinated with the City's overall Capital Improvement and Long-Range Financing Plan. No action taken.

FINANCE REPORT – presented by Clerk/Treasurer Tillmann

Re-Investment of City Funds

Tillmann reported that two of the City's investments, with a combined total of approximately \$365,000, will be maturing this week. Staff would like to re-invest a portion of the proceeds with ICD Securities, and delay investing the balance of the maturing funds until September.

Brisbin/Nathe unanimous to approve the re-investment of \$175,000 with ICD Securities for a period of 4 years at a rate of 2.10% with Capital One Bank USA, using proceeds from a maturing CD and interest

earnings from the City's money market account, both currently held by ICD Securities, as recommended by staff.

2016 General Fund Budget and Levy

Tillmann reported that staff has not made any changes to the proposed budget since the COW meeting last week. There will be review of the budget at the next regular Council meeting on September 14 before the preliminary budget and levy is presented for acceptance on September 21. Once the preliminary budget is approved, staff will work with Council to refine the budget prior to final certification in December, 2015. No action taken.

MAYOR/COUNCIL ITEMS

Joint Community Picnic with Livonia Township

Brief discussion was held regarding a joint community picnic hosted by the City and Livonia Township. Staff was directed to contact the Township for proposed dates and report back at the next meeting.

Mayor Earenfight noted the following upcoming events:

- Farmer's Market – Tuesdays 2:30 – 6:00 p.m. – City Park
- City Wide activities on Saturday, September 12
 - Ladies On The Loose – 10 a.m. – 4 p.m.
 - Fire Department Open House 11 a.m. – 3 p.m. – Fire Station
 - Fall Festival and Youth Expo – 9 a.m. – 3 p.m. – St. John Lutheran Church
 - Community Shred Event – 1 – 3 p.m. – City Hall Parking Lot
 - Firemen's Dance – 8 p.m. – Midnight – Fire Station

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

Brisbin/Mathison unanimous to adjourn the meeting at 8:08 p.m. Motion carried.

Approved this 14th day of September, 2015.

s/s Kary Tillmann, Clerk/Treasurer

APPROVED 09/14/2015