

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, AUGUST 22, 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 Mathison, and Nathe. Members Brisbin and Smith were excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Johnson, and Engineer Bittner.

AGENDA APPROVAL

Mathison/Nathe unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Nathe/Mathison unanimous to approve the following meeting minutes:

- **August 1, 2016 Regular Meeting of the City Council as presented**
- **August 8, 2016 Committee of the Whole Meeting as presented**

CONSENT AGENDA

Mathison/Nathe unanimous to approve the consent agenda as presented as follows:

- a. Approve the payment of claims (check #38277 - #38327) in the amount of \$38,436.60 and electronic payments (e-check #1366 - #1377) in the amount of \$72,325.20 as presented.
- b. Accept the following invoices to authorizing payment to Bolton & Menk (ck #38329) for contracted Engineering Services for the period of June 4 – July 1, 2016, as follows and as recommended by staff:
 - Invoice #192973 in the amount of \$6,797.50, for Project Management Services related to the 2016 Main Street Improvement Project;
 - Invoice #192831 in the amount of \$6,305.50, for Project Management Services related to the 2016 Pavement Preservation Project.
- c. Approve Pay Request #2 – Final in the amount of \$12,720.66 (ck #38328), submitted by Allied Blacktop for expenses related to the 2016 Pavement Preservation project, as recommended by the City Engineer.
- d. Authorize payment in the amount of \$14,348.04 (ck #38330), submitted by Metron-Farnier, LLC, for the purchase of water meters and related parts and software as approved by Council on July 18, 2016, with funds to be taken from the Water (601) and Sewer (602) Funds, as recommended by staff.
- e. Accept the Monthly Building Permit Surcharge Report for July, 2016 as presented.
- f. Approve the License Application for Sewer and Water Installer for the period of August 23 – December 31, 2016, as requested by Tony Wruck, dba Wruck Excavating, Inc., 15096 – 102nd Street SE, Becker, MN 55330.
- g. Approve the License Application for Sewer and Water Installer for the period of August 23 – December 31, 2016, as requested by Michel Leverty, dba TW Hauling, & Excavating, Inc., 27930 – 96th Street NW, Zimmerman, MN 55398.
- h. Adopt **RESOLUTION #16-08-XX**, approving a Temporary On-Sale Liquor License for the Zimmerman Civic Club for an event to be held October 8, 2016, to be used inside the City of Zimmerman Civic Building located at 25850 Main Street, Zimmerman, MN.

OPEN FORUM

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

LAW ENFORCEMENT REPORT

Patrol Captain Bob Stangler, Sherburne County Sheriff's Department, provided an overview of activities for the month of July, 2016. The department received 369 calls for service, including 88 traffic stops with 48

offenses charged by citation, as opposed 339 calls for service in the same time period in 2015 and 356 calls in 2014. There were 6 thefts reported during the month, with three remaining open at the end of the month. Of the 6 vehicle crashes reported, one resulted in injuries. Four criminal damage to property complaints were received. Stangler reported that in early August, K-9 Axel was retired from the Sheriff's Office K-9 unit due to an injury. Axel has been working with Deputy Tuorila since 2011.

Council accepted the Law Enforcement Report of July, 2016, as presented.

PARK BOARD REPORT

The Park Board met on August 2nd and discussed a replacement sign for the City Civic Building, to match the design of other park signage with City limits. The Lions Club advised that they will be donating the funds to pay for the cost of the new sign. Public Works Director Johnson stated that the address has been corrected since the draft version of the sign was distributed.

Brief discussion was held regarding access issues at the Isle Road access. Anyone with concerns or questions should contact the Sheriff's Department.

Mathison/Nathe unanimous to accept the minutes of the August 2, 2016 Park Board Meeting as presented.

PUBLIC WORKS REPORT

Engineer Bittner was present to provide an update on the City's construction projects:

Fremont Drive Realignment – Muck excavation continues and that portion of the project should be finished next week. Storm sewer replacement will follow, along with curb, gutter and bituminous paving. The temporary signal system should be operational by the end of next week. The contractor hopes to have CSAH 4 and Fremont Drive open by Labor Day weekend.

Main Street Reconstruction – The Main Street project is about a week behind schedule because the contractor found a vein of groundwater while digging the sanitary sewer line. Dewatering was required for about three days. This project timeline is a little more flexible and the contractor feels he will be able to make up any lost time.

No action taken.

FINANCE REPORT – presented by Clerk/Treasurer Tillmann

Re-Investment of City Funds

Tillmann reported that one of the City's investments valued at approximately \$250,000 matured on August 8. After checking current rates with the City's banking institutions and investment brokers, Staff is recommending re-investment with Financial Northeastern for 4 years at a rate of 1.30%.

Mathison/Nathe unanimous to approve the re-investment of \$250,000 with Financial Northeastern for a period of 4 years at a rate of 1.30% with The Bank of Belleville, using proceeds from a maturing CD authorizing a wire transfer from the City's checking account in the amount of \$250,000 before August 26, 2016 to complete the transaction.

2017 General Fund Budget and Levy

Tillmann reported that staff has not made any changes to the proposed budget since the COW meeting last week. If Council is comfortable with the proposed budget and levy as presented by staff on August 8, staff will prepare necessary documentation for Council to approve the preliminary budget and levy at the September 12 meeting. Once the preliminary budget is approved, staff will work with Council to refine the budget prior to final

certification in December, 2016. Council directed staff to prepare documentation to adopt the preliminary budget and levy at the September 12th meeting.

MAYOR/COUNCIL ITEMS

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 10
 - Harvest Festival and Youth Expo – 9 a.m. – 3 p.m. – St. John Lutheran Church
 - Free Community Shred Event – 10 a.m. - 1 p.m. – City Hall Parking Lot
 - Ladies on the Loose – 10 a.m. – 4 p.m.
 - Fire Department Open House 11 a.m. – 3 p.m. – Fire Station
 - Firemen’s Dance – 8 p.m. – Midnight – Fire Station
- Passing The Bread Food Distribution – Saturday, September 24

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

Mathison/Nathe unanimous to adjourn the meeting at 7:29 p.m. Motion carried.

Approved this 12th day of September, 2016.

s/s Kary Tillmann, Clerk/Treasurer

Approved 09/12/2016