

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, SEPTEMBER 8, 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 Mathison, Merwin, and Michels. Member Brisbin was excused absent. Also present were Administrator Piasecki and Clerk/Treasurer Tillmann.

AGENDA APPROVAL

Michels/Mathison unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Mathison/Merwin unanimous to approve the minutes of the August 18, 2014 Regular Meeting of the City Council as presented.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #36421 - #36441) in the amount of \$36,855.33 and electronic payments (e-check #1069 - #1076) in the amount of \$85,149.50 as presented.
- b. Approve payment to Hawkins, Inc., in the amount of \$6,882.00 for bulk chemicals to be used at the Wastewater Treatment Plant as identified on Invoice #3628294, with funds to be paid from the SBR Budget in the Sewer Fund, as indicated by the Public Works Director.
- c. Approve payment to Midway Ford in the amount of \$34,464.96 for the purchase of a Ford F-450 4x4 cab and chassis under State Contract pricing, with payment from the Sewer Fund.
- d. Accept the Investment/Funds Report for June 2014 as presented.
- e. Accept the Monthly Budget Report for June 2014 as presented.
- f. Accept the Investment/Funds Report for July 2014 as presented.
- g. Accept the Monthly Budget Report for July 2014 as presented
- h. Approve the use of \$10,987.50 from Committed Reserves – Compensated Absences for the payout of accumulated time for Maintenance Technician Bruce Hooker.
- i. Accept the August 2014 Building Permit Summary Report as presented.
- j. Approve the Post Warranty Hardware/Software/Firmware Maintenance and Support Services Agreement between the City of Zimmerman and Election Systems & Software (ES & S) for the M-100 Precinct Scanners, effective January 1, 2014, for a period of four (4) years, until December 31, 2017, as presented and as recommended by staff.
- k. Approve the Sewer & Water Installer License Application for Rick's Plumbing, Inc., 1701 – 221st Avenue NW, Cedar, MN 55011, for the period of September 9 – December 31, 2014.
- l. Approve the license applications to operate Billiard Tables for the period of January 1 – December 31, 2014 for ZBG/Angeno's Pizza, Pasta and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398.
- m. Approve the license application to operate Electronic Entertainment Devices for the period of January 1 – December 31, 2014 for ZBG/Angeno's Pizza, Pasta and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398.
- n. Approve the license application for a Bingo Operator for the period of January 1 – December 31, 2014 for ZBG/Angeno's Pizza, Pasta and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398– ZBG/Angeno's Pizza, Pasta & Bar
- o. Approve the Public Dance Permit Application for an outdoor event to be held on November 1, 2014, from 8 p.m. – 1 a.m., as requested by The Whistling Pickle, 12606 Fremont Avenue, Zimmerman, MN 55398.

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 August, 2014. The Department responded to 5 medical assists, 1 injury accidents, 4 fire alarms, 1 carbon monoxide call, a person in distress call, a water rescue call, a vehicle fire, and 2 residential house fires. The Fire Department Open House and Firemen's Dance were held on Saturday, September 6 and both events were well attended. Maloney thanked the many local businesses that supported their annual event. Maloney also reported that the new sign for Firemen's Park will be installed next week. Maloney provided a short demonstration of the new I Am Responding software used for fire calls. The software is now live and fully operational and is working well. The Fire Board will meet with North Ambulance Service tomorrow evening to discuss the change in hours of operation for the Ambulance Service in Zimmerman.

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

FINANCE REPORT– presented by Clerk/Treasurer Tillmann

Administrative Assistant Position

The City's Administrative Assistant, Kellie McConville, submitted her resignation at the end of the August. The position has been posted and advertised in the Elk River Star News on August 30 and September 6. The opening is also advertised on the League of Minnesota Cities' website and in the Zimmerman and Princeton Today newspapers. Applications will be accepted at City Hall until Monday, September 15. Staff anticipates interviewing within a week after the posting closes, with a hiring decision by October 1. No action taken.

2015 General Fund Budget and Levy

Tillmann reported that only minor changes have been made to the preliminary 2015 budget since the last meeting. Part-time wages in the Clerk's budget have been reduced due to the recent resignation of the City's Administrative Assistant. Council wages have been increased based on Member Michels' suggestion to increase Mayor and Council salaries, which would go into effect in January 2015.

RESOLUTION #14-09-01 Michels/Merwin unanimous to adopt RESOLUTION #2014-09-01, adopting Ordinance No. 319, increasing the salaries of the Mayor and Council members to be effective January 1, 2015.

Michels/Merwin unanimous to approve a \$100 contribution to the Initiative Foundation for 2015.

Piasecki pointed out a spreadsheet prepared by staff and provided to Council for information which gives an overview of taxable market values dating back to the 2007 budget cycle. For the first time since 2010, property values have increased, which will have a direct correlation on the property tax rate. Council will have a final review of the preliminary budget on September 15, when it will be accepted and certified to the Sherburne County Auditor/Treasurer. Once the preliminary budget is approved, staff will work with Council to refine the budget prior to final certification in December, 2014.

ADMINISTRATOR'S REPORT –presented by Administrator Piasecki

Pending Decertification of TIF District #7

Piasecki reported that TIF District #7 was created in July 2008 to provide funding assistance for soil corrections necessary to build the Fairview Clinic. All of the financial obligations have been paid in full according to the terms of the Contract for Private Redevelopment. Since TIF #7 is comprised of only the south half of the clinic site and has no additional financial obligations, staff recommends the District be decertified and the property returned to the tax rolls.

Staff is working with Jim Casserly, the City's financial consultant, to prepare decertification documentation for the State and County. We are also developing a proposed plan for the existing fund balance that, if not utilized for development or eligible expenses, must be returned to the County for redistribution to the City, County and School District. The proposed plan will prepare the City/EDA for the decertification of TIF #7, the pending decertification of TIF #2 (2015), and make recommendation for current debt obligations within the EDA development programs. More information will be provided in the coming months. No action taken.

MAYOR/COUNCIL ITEMS

Mayor Earenfight noted the following events:

- The City sponsored Shred Event on Saturday was a success, with 560 pounds of paper dropped off for shredding
- Zimmerman Chamber of Commerce Krazy Daze and Ladies on the Loose -- Saturday, September 13, 2014; 10 a.m. – 4 p.m. at various location throughout town, with the main event at City Hall
- Ballfield Lighting Dedication -- Saturday, September 13, 2014; 5 p.m. at the City Park
- Member Mathison noted the donation of paintings for the Council Room from Bremer Bank, with framing provided by Art Reflections

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

Mathison/Brisbin unanimous to adjourn the meeting at 7:27 p.m. Motion carried.

Approved this 15th day of September, 2014.

s/s Kary Tillmann, Clerk/Treasurer

Approved 09/15/14 EDA