

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, SEPTEMBER 10, 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.

APPROVAL OF AGENDA

Laney/Mathison unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Mathison/Laney unanimous to approve the meeting minutes of the August 20, 2012 Regular Meeting as presented.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #34473 - #34494) in the amount of \$34,806.76 and electronic checks (#809 - #814) in the amount of \$27,334.87 as presented.
- b. Adopt **RESOLUTION #12-09-01**, accepting Pay Request #2 from Kuechle Underground, authorizing payment in the amount of \$359,543.81 (check #34495) for Construction Services related to the CSAH 4 Reconstruction Project through August 29, 2012, as recommended by staff.
- c. Adopt **RESOLUTION #12-09-02**, accepting Pay Request #2, authorizing payment to GM Contracting in the amount of \$57,425.13 (check #34495) for Construction Services related to the Fremont Avenue Water Main Project, through August 24, 2012, as recommended by staff.
- d. Accept the Building Permit Summary Report of August, 2012 as presented.
- e. Adopt **RESOLUTION #12-09-03**, approving the request of Christ Our Light Catholic Parish for an Exempt Permit to conduct lawful gambling at a function to be held at 25909 – 4th Street West, on October 21, 2012.

OPEN FORUM

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

PRESENTATION

CENTENNIAL DAY OF SERVICE – Zimmerman Girl Scout Service Unit

Dee Ralph, Service Coordinator for the Zimmerman Girl Scout Unit, was present with the Zimmerman Girl Scout Service Unit to share information about their Centennial Day of Service. The local service unit will be participating in a community water quality clean-up day on October 13. They will be educating the community about water quality by distributing brochures door to door and cleaning out storm drains around Lake Fremont and the Boat Landing. The community is invited to participate in the event.

SHERIFF'S DEPARTMENT REPORT

Patrol Captain Don Starry provided an overview of Sheriff's Department activities for the month of August 2012, stating that most of the incidents reported happened in the 2 weeks leading up to school starting. Eight thefts were reported, most of which happened on the south side of town, with stolen items including lawn ornaments, landscape lights and a bicycle. The Sheriff's Department responded to 379 calls for service in August 2012, compared to 305 during the same time period in 2011. 139 vehicle stops were made and 65 citations were issued.

Starry reported that the first week of school went very well and reminded drivers of the rules associated with crosswalks. He stated that the bike patrol will be out patrolling again now that the weather has cooled off.

Council accepted the Sheriff's Department Report for August 2012 as presented.

FIRE DEPARTMENT REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of August 2012. The Department responded to 1 medical call, 1 injury accident with extrication, 3 gas leaks, 2 fire alarms, 2 power lines, and assisted the Elk River Fire Department with a residential house fire. Maloney also reported that fire danger is high due to the dry conditions, adding that no burn permits are being issued until at least Tuesday, September 18. The Department will be conducting a training burn on September 22 at a Livonia Township residence. Maloney also thanked that many local businesses and residents that supported the Fire Department over the weekend at their annual Open House and Dance.

Council accepted the Fire Department Report for August 2012 as presented.

PUBLIC WORKS REPORT

RESOLUTION #12-09-04 Mathison/Kowalski unanimous to adopt RESOLUTION #12-09-04, committing \$2,361.04 received from the recycling of scrap metal and copper to the General Fund to be used towards the purchase of motor vehicles.

Leachate Pilot Study

Horvath reported he and the City Engineer will be meeting with representatives from the MPCA on Thursday regarding the City's leachate pilot study.

Fremont Avenue/CSAH 4 Reconstruction Project

Engineer Bittner reported that construction on CSAH 4 is nearly complete. The subcontractor is currently placing the last lift of pavement on the road and the concrete work is complete. Paint and striping will begin on Thursday. Currently, all that remains is striping, reposting the signage and turf restoration. No action taken.

FINANCE REPORT – presented by Clerk/Treasurer Tillmann

2013 Budget Process

Tillmann reported that the preliminary budget and levy must be certified to Sherburne County by September 15, 2012. Council reviewed the budget at three meetings in August and no changes have been made since the August 20 meeting. Staff recommends Council approve the preliminary as presented, allowing for review in greater detail over the months of October, November, and December before final certification in December, 2012.

Acting Mayor Brisbin declared a recess at 7:45 p.m. Mayor Earenfight was present and reconvened the meeting at 7:49 p.m.

RESOLUTION #12-09-05 Mathison/Brisbin to adopt RESOLUTION #2-09-05. Approving the proposed Preliminary General Fund Levy for taxes collectible in 2013 as follows: General Fund: \$1,199,888; Debt Service: \$106,163; Capital Expenditures: \$55,000, for a total levy amount of \$1,361,051 upon taxable property in the City of Zimmerman.

Member Kowalski proposed an amendment to the motion to include the Water and Sewer Fund budgets in the levy amount. Member Mathison did not wish to amend his motion.

RESOLUTION #12-09-05 Mathison/Brisbin to adopt RESOLUTION #12-09-05. Approving the proposed Preliminary General Fund Levy for taxes collectible in 2013 as follows: General Fund: \$1,199,888; Debt Service: \$106,163; Capital Expenditures: \$55,000, for a total levy amount of \$1,361,051 upon taxable property in the City of Zimmerman.

Roll call: Brisbin, aye; Earenfight, aye; Kowalski, naye; Laney, naye; Mathison, aye. Motion carried.

RESOLUTION #12-09-06 Brisbin/Mathison to adopt RESOLUTION #12-09-06, approving the proposed 2013 Preliminary General Fund Budget as presented. Roll call; Brisbin, aye; Earenfight, aye; Kowalski, naye; Laney, naye; Mathison, aye. Motion carried.

RESOLUTION #12-09-07 Laney/Kowalski unanimous to adopt RESOLUTION #12-09-07, setting the public comment meeting for the 2013 General Fund operational budget and levy for Monday, December 3, 2012, at 7:00 p.m., or as soon as possible thereafter, pursuant to MS 275.065, subd 1 and 3.

Re-Investment of City Funds

Tillmann reported that CD #75000164 held by Woodlands National Bank, valued at \$257,923.47, matured on September 4, 2012. Due to several large pending invoices for current capital projects, staff recommends cashing out the CD to assist with cash flow until all projects are completed and paid in full. Remaining funds will then be re-invested. If the CD is renewed now and then cashed out at a later date when the invoices are actually due, the City will pay a penalty equal to six months of interest for the early withdrawal.

Kowalski/Brisbin unanimous to approve cash out of CD #75000164 valued at approximately \$257,923.47, held by Woodlands National Bank, as recommended by staff.

Upcoming Events

Passing the Bread will hold a Food Distribution event on Saturday, October 27, 2012, at the Sheriff 's Department Public Safety Building.

Before adjourning, Mayor Earenfight asked for a moment of silence in honor of US Military Personnel.

Brisbin/Mathison unanimous to adjourn the meeting at 7:55 p.m. Motion carried.

Approved this 17th day of September, 2012.

Kary Tillmann, Clerk/Treasurer