

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, SEPTEMBER 21, 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, and Public Works Director Johnson.

**AGENDA APPROVAL**

**Mathison/Nathe unanimous to approve the agenda as presented.**

**APPROVAL OF MINUTES**

**Nathe/Mathison unanimous to approve the meeting minutes of the September 14, 2015 Regular Meeting of the City Council as presented**

**CONSENT AGENDA**

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

- a. Approve the payment of claims (check #37412 - #37431) in the amount of \$7,575.24 and electronic payments (e-check #1229 - #1232) in the amount of \$35,764.15 as presented.
- b. Accept the Park Board Minutes of September 9, 2015 as presented.

**OPEN FORUM**

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

**PUBLIC WORKS REPORT – presented by Public Works Director Johnson**

**Position Vacancy – Maintenance Technician**

Johnson reported that Maintenance Technician Wayne Faue submitted his resignation and will end his City employment on September 25. Staff has advertised the vacancy with the Elk River Star News, the League of Minnesota Cities and posted on the City's website, anticipating a new hire in November 2015.

**Brisbin/Nathe unanimous to accept the resignation of Maintenance Technician Wayne Faue, effective September 25, 2015.**

**Generator Lift Station #11**

Lift Station #11, located in Marturano Meadows on 15<sup>th</sup> Street West, has a high frequency of power outages, as does the surrounding neighborhood. Staff would like to install an on-site generator at that location to ensure continued function of the Lift Station in power outages, eliminating the need for Public Works Staff to move a portable generator to the site during those times. Johnson has located a pre-owned generator with a diesel engine and transfer switch at a total cost of \$6,000, from the same vendor the City purchased the Lift Station #7 generator from earlier this year.

**Mathison/Brisbin unanimous to approve the purchase of a Spectrum 20 KW Generator at a cost of \$4,500 and transfer switch at a cost of \$1,500, for a total expense of \$6,000, from Power House Systems, LLC, to be paid from the Sewer Fund, as recommended by staff.**

**Zero-Turn Lawn Mower**

Public Works employees have been testing several makes and models of lawn mowers throughout the summer with the intent of purchasing a new mower. Midwest Machinery in Princeton submitted a quote for a John Deere Z930M Commercial ZTrak zero-turn mower, which was the preferred mower after staff tested equipment from John Deere, Toro, Ferris and Kubota. The price provided is state contract pricing and expires on September 30,

2015. Midwest representatives anticipate a 10 – 15% increase to the state contract price after September 30. The Public Works Department would keep the existing mower, which has a blower attachment to be used during the winter season, as well as for summer mowing.

**Brisbin/Nathe unanimous to authorize the Public Works Director to enter into a purchase agreement with Midwest Machinery Company and approve payment for the purchase of a John Deere Z930M Commercial ZTrak zero-turn lawn mower at a state contract price of \$8,434.58 (ck #37432), with funds to be taken from Capital Expenditures (line item 101-49990-580), as recommended by staff.**

Marturano House

Johnson reminded Council that the Marturano House has been vacant for some time. During a recent routine check of the home, staff noticed that the house had been broken into and someone had been inside the structure. The incident was reported to law enforcement and the house has been secured. Johnson asked Council to consider what they would like done with the property as it is becoming a liability, stating the City should develop a plan for removal of the home from the property. In the past, staff had contacted several house movers to secure quotes on moving the home off the property, but was told it would be difficult and costly to remove. No action taken.

**FINANCE REPORT– presented by Clerk/Treasurer Tillmann**

2016 Preliminary Budget and Levy

The preliminary 2016 budget and levy must be certified to Sherburne County by September 30, 2015. Council reviewed the budget throughout the month of August and again at the September 7 meeting. Staff was recently informed by the County Auditor/Treasurer’s Office that they anticipate purchasing new election equipment for use in 2016 elections, and would require a cost-share with the City, so the Election Department budget has been increased by \$10,000 since the initial Council review.

Staff presented two options of the budget and levy for Council to consider. Option #1 includes the budget and levy figures which have been reviewed since August, with an increase to the Election Department budget. Under this option, the budget is proposed at \$2,265,074 and the levy is proposed at \$1,304,092, which is approximately a 6% increase over 2015 levels. Option #2 is the budget and levy with the increase to Elections and an additional \$225,000 proposed to be levied and expended for the first year of a Pavement Preservation Program. Under Option #2, the budget would increase to \$2,490,074, which is a 16.5% increase over the 2015 amount and the levy is proposed to increase from to \$1,529,092, a 24.5% increase.

Mayor Earenfight reminded Council that once the preliminary levy is set, the only option available to Council is to decrease the levy. It cannot be increased. He suggested Council seriously consider option #2 to set the preliminary levy and use the next 3 months to explore options for pavement preservation before certifying the final levy to the County.

**RESOLUTION #15-09-05 Nathe/Mathison unanimous to adopt RESOLUTION #15-09-05 approving the proposed Preliminary General Fund Levy for taxes collectible in 2016 as follows: General Fund: \$1,423,092; Debt Service: \$69,000; Capital Expenditures: \$37,000, for a total levy amount of \$1,529,092 upon taxable property in the City of Zimmerman.**

**RESOLUTION #15-09-06 Brisbin/Mathison unanimous to adopt RESOLUTION #15-09-06, approving the proposed 2016 Preliminary General Fund Budget as presented.**

Tillmann reported that Council must hold a public comment meeting prior to adopting the final 2016 General Fund Operational Budget. According to statute, this meeting must be held after November 24, 2015 and cannot begin before 6:00 p.m. The final budget must be adopted between November 25 and December 29, 2015. The

public meeting date must be certified to the Auditor/Treasurer's Office by September 30. Staff recommends setting the public comment meeting for Monday, December 7, 2015 at or after 7:00 p.m., to coincide with Council's regular meeting schedule and allow staff time to make changes to the budget prior to final adoption on December 21st. Tillmann also noted that the Board of Commissioners will hold Sherburne County's Public Comment Meeting on Tuesday, December 1, 2015 at 6:00 p.m.

**RESOLUTION #15-09-07 Mathison/Nathe unanimous to adopt RESOLUTION #15-09-07, setting the public comment meeting for the 2016 General Fund operational budget and levy for Monday, December 7, 2015, at 7:00 p.m., or as soon as possible thereafter, pursuant to MS 275.065, subd 1 and 3.**

**MAYOR/COUNCIL ITEMS**

Mayor Earenfight noted the following items:

- The Sherburne County Veterans Service Office holds appointments in Zimmerman to provide information and assistance for Veterans living in Sherburne County. Appointments are held on Wednesdays at the Public Safety Building. Veterans interested in scheduling an appointment can contact Bruce Price in the Sherburne County Veteran's Service Office at 763-765-3100
- Farmer's Market – Tuesdays through October 6; 2:30 p.m. – 6:00 p.m. – City Park

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 7:17 p.m. Motion carried.**

Approved this 5th day of October, 2015.

s/s Kary Tillmann, Clerk/Treasurer

Approved 10/05/2015