

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, OCTOBER 19, 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 Acting Mayor Brisbin, followed by the Pledge of Allegiance.

**ROLL CALL**

Present: Acting Mayor Brisbin, Council Members Mathison, Merwin, and Nathe. Mayor Earenfight was excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, and Public Works Director Johnson.

**AGENDA APPROVAL**

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

- Sewer & Water Installer License Applications
  - Hjort Excavating
  - JP Schmitz Construction Co. LLC

**APPROVAL OF MINUTES**

**Nathe/Merwin unanimous to approve the meeting minutes of the October 5, 2015 Regular Meeting of the City Council as presented.**

**CONSENT AGENDA**

**Mathison/Nathe unanimous to approve the consent agenda, with the addition of items d. Sewer & Water Installer License Applications, as follows:**

- a. Approve the payment of claims (check #37476 - #37506) in the amount of \$10,401.22 and electronic payments (e-check #1236 - #1244) in the amount of \$38,003.04 as presented.
- b. Authorize payment to the Zimmerman/Livonia Fire District in the amount of \$70,932.00 (ck #37508), as final payment for 2015 Fire Protection Services, as recommended by staff.
- c. Authorize payment in the amount of \$12,993.00 (ck #37507) to Midwest Asphalt Maintenance, LLC, for crack sealing in certain areas with City limits in 2015 as identified in the proposal accepted on July 20, 2015, with funds to be taken from the Public Works Budget.
- c. Approve the License Application for Sewer & Water Installer, for the following installers, effective October 19, 2015 through December 31, 2015:
  - Dean Hjort dba Hjort Excavating, Inc., 7454 – 140<sup>th</sup> Street, Milaca, MN 56353
  - John Schmitz dba JP Schmitz Construction Co., LLC, 16450 – 117<sup>th</sup> Avenue North, Maple Grove, MN 55369

**OPEN FORUM**

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

**RECOGNITIONS**

- Council acknowledged the 1-year employment anniversary of **Sara Onarheim, Administrative Assistant**, on October 20, 2015. Onarheim was presented with a certificate commemorating her achievement and thanked for her service to the City.
- The Zimmerman Youth Baseball Association donated \$2,500 to the City for Park maintenance and development as part of a \$5,000 annual pledge to the City.

**RESOLUTION #15-10-02 Mathison/Nathe unanimous to adopt RESOLUTION #15-10-02, accepting the donation of \$2,500 from the Zimmerman Youth Baseball Association for the use and development of field space in Lions Park for 2015.**

- Branden Weber, Boy Scout Troop #91, recently completed his Eagle Scout project and provided an overview of the project to the Council on October 5<sup>th</sup>. Weber secured \$2,700 in financial contributions and organized 40 volunteers that contributed 380 hours towards the construction of two rows of amphitheater seating and five picnic tables in the City Park.

**RESOLUTION #15-10-03 Merwin/Nathe unanimous to adopt RESOLUTION #15-10-03, accepting the donation of amphitheater seating and picnic tables valued at \$2,700.00 to the City of Zimmerman as part of Branden Weber's Eagle Scout project.**

### **LAW ENFORCEMENT REPORT**

**Patrol Captain Bob Stangler, Sherburne County Sheriff's Department**, provided an overview of activities for the month of September, 2015. The department received 293 calls for service, including 51 traffic stops with 11 offenses charged by citation, as opposed 343 calls for service in the same time period in 2014 and 414 calls in 2013. There were six thefts reported during the month of September, with three being resolved with charges, one reported as information only and two with charges pending. The Sheriff's Department responded to 10 property damage vehicle crashes and a criminal damage to property complaint. Stangler reported that a number of homes under construction in Maefield estates have been burglarized in the past month with several thousand dollars in damages being reported. One house was damaged two nights in a row, with significant damage to the interior. Stangler asked residents in that neighborhood to report any suspicious activity to the Sheriff's Department, no matter how inconsequential it seems.

**Council agreed by unanimous consensus to accept the Law Enforcement Report for September, 2015, as presented.**

### **PUBLIC WORKS REPORT – presented by Dave Johnson, Public Works Director**

#### **Purchase of Snow Blower**

Johnson reported that the blower attachment for the John Deere skid loader is operational but in poor condition. It is approximately 7 years old and in need of replacement. Staff is concerned that if the blower were to break during the snow season, a replacement would be difficult due to seasonal demand. Johnson has researched compatible parts and has found that the Virnig 72" blower attachment is compatible with our skid loader. Three quotes were received, with the lowest price available from Crawford's Equipment. The current blower would be retained as a back-up unit.

**Mathison/Nathe unanimous to approve the purchase and authorize payment for a Virnig VBW72-25 snow blower attachment for the John Deere Skid Loader 326E from Crawford's Equipment at a cost of \$5,477.60 to be paid from the Street Department budget (account #101-43100-229), as recommended by staff.**

#### **Blower motor for the WWTP ponds**

Pond #1 is an aerated pond utilized to treat wastewater under contract from US Distilled Products in Princeton. Three blowers provide aeration to the pond and one of the blowers failed a couple weeks ago. The vendor has removed the damaged blower and found it to be unrepairable. Staff has solicited quotes for a new blower motor and recommends purchasing from Great Northern Environmental, who we have purchased from in the past.

**Merwin/Nathe unanimous to approve the purchase and authorize payment for a Kaeser blower motor from Great Northern Environmental at a cost of \$7,365, to be paid from the Sewer Fund (Fund 602), as recommended by staff.**

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

2016 General Fund Budget and Levy

Tillmann reminded Council that the preliminary budget and levy for 2016 was adopted on September 21 and certified to Sherburne County shortly thereafter. No changes have been made since the preliminary version was approved, and detailed budget reports were provided to Council as a starting point for discussion. Administrator Piasecki noted that Public Works Director Johnson and Operations Coordinator Koehler are currently reviewing Street and Park Department budgets and will potentially have reductions for discussion at the November 2<sup>nd</sup> meeting. Staff will also provide detailed information about employee wages and health insurance and proposed pavement restoration, including tax impacts on the general public. Revisions will be made to the budget as directed by Council for review at the meetings in November, prior to the Public Comment meeting and subsequent certification to Sherburne County in December, 2015. No action taken.

**ADMINISTRATOR’S REPORT** – presented by Randy Piasecki, City Administrator

Modifications to Municipal State Aid Street System

The reconstruction and realignment of Fremont Drive near CSAH 4 impacts existing Municipal State Aid Street (MSAS) designations. Engineer Bittner has suggested revoking the MSAS designation of 2 portions of street in the area, and establishing 2 other MSAS routes of similar length. This action will allow MSAS funds to be extended on the entire portion of Fremont Drive to be relocated and reconstructed, in addition to adding an MSAS route on Main Street. Bittner has discussed this revocation and establishment of MSAS routes with MNDOT staff, who have approved the actions, pending the City submitting resolutions taking those actions.

Staff requests Council adopt both resolutions so they may be forwarded to MNDOT to complete the modifications to the MSAS system.

**RESOLUTION #15-10-04 Mathison/Nathe unanimous to adopt RESOLUTION #15-10-04, revoking Part of MSAS 110: Terrace Drive/Pine Street from Oak Street to Fremont Drive (0.18 existing miles), and Part of MSAS 123: Fremont Drive from CSAH 4 to Pine Street (0.46 existing miles).**

**RESOLUTION #15-10-05 Nathe/Mathison unanimous to adopt RESOLUTION #15-10-05, establishing additional MSAS streets described as an Extension of MSAS 103: Main Street from 2nd Street E. to 3rd Avenue S. (0.20 existing miles), and an Extension of MSAS 123: Fremont Drive from CSAH 4 to Oak Street (0.45 existing miles).**

**MAYOR/COUNCIL ITEMS**

Acting Mayor Brisbin noted that Passing the Bread will hold a food distribution event on Saturday, October 31<sup>st</sup> from 8 – 10 a.m. at the Sherburne County Public Safety Building.

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

**Mathison/Merwin unanimous to adjourn the meeting at 7:28 p.m. Motion carried.**

Approved this 2nd day of November, 2015.

  
Kary Tillmann, Clerk/Treasurer