

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, NOVEMBER 5, 2012**

**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, Kowalski, Laney and Mathison. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, and Public Works Director Horvath.

**APPROVAL OF AGENDA**

**Brisbin/Laney unanimous to approve the agenda as presented.**

**APPROVAL OF MINUTES**

**Kowalski/Brisbin unanimous to approve the meeting minutes of the October 15, 2012 Regular Meeting as presented.**

**CONSENT AGENDA**

**Kowalski/Laney unanimous to approve the consent agenda except item d. Payment for Contracted Services – Zimmerman/Livonia Fire District, as follows:**

- a. Approve the payment of claims (check #34619 - #34658) in the amount of \$60,418.66 and electronic checks (#829 - #837) in the amount of \$56,320.96 as presented.
- b. Accept the Monthly Budget Report for September 2012 as presented by the Clerk/Treasurer.
- c. Adopt the 2012 – 2013 Snowmobile Trail Map as presented.
- e. Approve payment to Fergus Power Pump in the amount of \$14,977.71 (ck #34659) for semi-annual bio-solids hauling, with funds to be taken from the SBR Budget (602-49480-460), as recommended by the Public Works Director.
- f. Approve payment to Knife River Corporation in the amount of \$18,784.00 (ck #34660) for asphalt work as identified on Invoice #7826, with funds to be paid as follows: 410-41900-400 (Fire Hall Building Repair) \$1,900.00; 101-43100-225 (Streets – Grading/Bituminous Repairs) \$14,100.00; 101-43100-226 Streets – Crack Sealing) \$2,784.00, as recommended by the Public Works Director.
- g. Approve payment to Rocky Mountain Construction in the amount of \$8,860.00 (ck #34661) for the installation of an irrigation system at Firemen's Park, as identified on Invoice #203793, with funds to be paid from the Park Fund (Fund 226), as recommended by the Public Works Director.

**Roll call on the motion: Brisbin, naye; Earenfight, naye; Kowalski, aye; Laney, aye; Mathison, naye. Motion failed.**

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

- a. Approve the payment of claims (check #34619 - #34658) in the amount of \$60,418.66 and electronic checks (#829 - #837) in the amount of \$56,320.96 as presented.
- b. Accept the Monthly Budget Report for September 2012 as presented by the Clerk/Treasurer.
- c. Adopt the 2012 – 2013 Snowmobile Trail Map as presented.
- d. Approve payment to the Zimmerman/Livonia Fire District in the amount of \$71,430.00 (ck #34662) as final payment for 2012 Fire Protection Services, as recommended by staff.
- e. Approve payment to Fergus Power Pump in the amount of \$14,977.71 (ck #34659) for semi-annual bio-solids hauling, with funds to be taken from the SBR Budget (602-49480-460), as recommended by the Public Works Director.
- f. Approve payment to Knife River Corporation in the amount of \$18,784.00 (ck #34660) for asphalt work as identified on Invoice #7826, with funds to be paid as follows: 410-41900-400 (Fire Hall Building Repair)

\$1,900.00; 101-43100-225 (Streets – Grading/Bituminous Repairs) \$14,100.00; 101-43100-226 Streets – Crack Sealing) \$2,784.00, as recommended by the Public Works Director.

- g. Approve payment to Rocky Mountain Construction in the amount of \$8,860.00 (ck #34661) for the installation of an irrigation system at Firemen’s Park, as identified on Invoice #203793, with funds to be paid from the Park Fund (Fund 226), as recommended by the Public Works Director.

**Roll call on the motion: Brisbin, aye; Earenfight, aye; Kowalski, naye; Laney, naye; Mathison, aye. Motion carried.**

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

**SHERIFF’S DEPARTMENT REPORT**

**Patrol Captain Don Starry** provided an overview of Sheriff’s Department activities for the month of October 2012. One burglary and five thefts were reported, along with 14 motor vehicle accidents and 8 property damage complaints. The Sheriff’s Department responded to 297 calls for service in October, compared to 299 during the same time period in 2011. Eighty-six vehicle stops were made and 45 citations were issued, which does not include long form or in-custody complaints. Starry reminded residents that calendar parking went into effect on November 1 through April 1. No parking is allowed on city streets from 12:01a.m. to 8:00 a.m. Halloween was good and uneventful for law enforcement. Deputies were on bike patrol and received many positive comments from parents who were out in neighborhoods with their children.

**Council accepted the Sheriff’s Department Report for October 2012 as presented.**

**FIRE DEPARTMENT REPORT**

**Fire Chief Ryan Maloney** presented the Fire Department report for the month of October 2012. The Department responded to 3 medical calls, 2 injury accidents with extrication, 1 carbon monoxide alarm, 1 downed power line, 6 grass fires, 2 vehicle fires and a mutual aid standby call. Maloney reported that the Neighbors Helping Neighbors (NHN) Toy Drive is starting soon. There will 16 drop locations in the city this year. Last year, NHN helped 70 family and 250 children. Woodlands National Bank is also taking cash donations.

**Council accepted the Fire Department Report for October 2012 as presented.**

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

**Contract for Distillery Waste Processing**

The contract with US Distilled Products for distillery waste processing is up in December 2012. Horvath has presented an amended contract to USDP for consideration and signature and would have it for Council consideration at the November 19 meeting. No action taken.

**Project Updates**

- SBR Digester Cover is about 97% complete and should be finished on Tuesday, November 6 after the final walk through.
- The retaining wall is finished.

**FINANCE REPORT**

**Certification Hearing – Delinquent Utility Bills**

On October 3, 2012, staff mailed 333 letters notifying residents of pending certification of delinquent utilities totaling \$37,682.55. This hearing is an opportunity for residents to appeal the pending certification if they so

choose. A final certification list will be presented for adoption on November 19. Final certification must be approved by Council at the November 19 meeting for submission to the County Auditor/Treasurer by November 30.

There was no one present to appeal the pending certification of delinquent utility bills and the certification hearing was closed.

#### 2012 Longevity Payout

Member Brisbin wished to delay discussion on the longevity payout and wages to allow him more time to research what other municipalities are doing for employees. No action taken.

#### Employee Health Insurance Options

At the October COW meeting, Council approved changing service providers for employee health insurance, effective 1/1/2013. The change to Blue Cross Blue Shield (BCBS) will save the City and employees approximately 20% in premium costs from what we are currently paying. Because of the number of employees participating in the health insurance program, the City has the ability to offer a dual plan option for health insurance, which means employees may choose between two coverage plans offered by BCBS. One offering would be the current deductible plan approved by Council on October 15. The second option would be a plan that includes a Health Savings Account (HSA).

With the HSA, health insurance premiums would be further reduced for those employees that choose to participate. Council could also choose to contribute funds to an employee's HSA as part of the City's contribution towards insurance, such as \$50 for single coverage and \$100 for family coverage, or whatever dollar amount Council deems appropriate. Staff provided a short fact sheet about HSAs and a rate table identifying premium amounts for the two plans, should Council choose to offer a dual plan option.

Comments were heard from Wastewater Plant Operator Mike Gwynn, who is in favor of Council offering the dual plan option. He would participate in the HSA if Council contributed towards the plan in addition to the premium contribution.

Most on the Council are in favor of offering a dual plan option for employees, however are unsure what level of contribution, if any, would be appropriate. Mayor Earenfight requested discussion and consideration of this issue be deferred until the November 19 Council meeting.

### **ADMINISTRATOR'S REPORT**

#### Planning Commission Report of October 24, 2012

On October 24, 2012, the Planning Commission held a public hearing to consider an application for a Conditional Use Permit (CUP) for a business involving automobile sales and service in the C-2 Highway Commercial District. The request was submitted by Jeff and Bridget Lien as lessees of a commercial property owned by Nelson Nursery and located at 25810 US Highway 169. The site previously housed the Circle C Convenience Store and Twice As Nice Thrift Store. Liens wish to operate/lease the vacant space to relocate their existing automobile related businesses, "Minnesota Auto Glass" and "J&B Auto Sales", one block south from their current location at 25874 US Highway 169. The hearing notice was published in the October 13, 2012 Star News and notices were mailed to property owners within the 350-foot radius as required. No comments were received either for or against the application.

The Planning Commission and staff believe the application is consistent with the code-required criteria for issuing a CUP and found no reason to modify, deny or place conditions on the request. The Planning Commission recommends approval.

**RESOLUTION #12-11-xx**      **Brisbin/Kowalski unanimous to adopt RESOLUTION #12-11-XX, approving the Conditional Use Permit application for a commercial business in the C-2 Highway Commercial District including automobile sales, as submitted by Jeff and Bridget Lien, dba “J & B Auto Sales”, for property located at 25810 US Highway 169, identified as tax parcel 95-016-1305, as recommended by the Planning Commission.**

**Brisbin/Kowalski unanimous to accept the Planning Commission minutes of October 24, 2012, as presented.**

**MAYOR/COUNCIL ITEMS**

Mayor Earenfight noted the following upcoming events:

- Applications for Neighbors Helping Neighbors available
- Municipal General Election -- Tuesday, November 6; Polls open 7 a.m. – 8 p.m.
- Municipal Canvassing Board – Tuesday, November 13; 6:45 p.m.
- Passing the Bread Food Distribution -- Saturday, November 17, 2012, Sheriff ‘s Dept. Public Safety Building

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

**Mathison/Brisbin unanimous to adjourn the meeting at 7:44 p.m. Motion carried.**

Approved this 19th day of November, 2012.

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Kary Tillmann, Clerk/Treasurer

APPROVED 11/19/2012