

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, NOVEMBER 9, 2015**

CALL TO ORDER

The Zimmerman City Council met as the Committee of the Whole in the Council Chambers at City Hall on Monday, November 9, 2015. The meeting was called to order at 7:01 p.m. by Mayor Dave Earenfight, followed by the Pledge of Allegiance.

ROLL CALL

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

AGENDA APPROVAL

Mathison/Nathe unanimous to approve the agenda as presented.

OPEN FORUM

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

ORDER OF DISCUSSION

2016 Preliminary Budget Review

Staff and Council have been reviewing the proposed revenue and expenditure budgets since originally presented in August, 2015. Revenue and expense spreadsheets have been updated to reflect the most current year-to-date figures. Staff provided a broad overview of the 2016 budget and some of the challenges the City is facing as plans for 2016 are made. The primary focus of Council discussion was the expenditure budget and the street preservation program proposed for 2016.

Piasecki identified changes in department spending for all General Fund Departments between the 2015 and 2016 budgets, noting that increased expenses are attributed to the following items:

- A scheduled increase to the Sheriff's Department contract and increased funding for Fire Protection Services
- Primary and General Elections in 2016, plus the purchase of new election equipment for both Municipal precincts
- Annual tax abatement payment for UMA Precision Machining to be paid out of Finance Administration
- Administration suggested 1-step wage increase and a Cost of Living Adjustment (COLA) for employees.
- Increased costs for Building Inspection due to an anticipated increase in building activity
- The first year of a City-wide street preservation program

Extensive discussion centered on the street preservation program versus purchasing a new plow truck for Public Works, and what level of spending for Capital improvements Council was comfortable with. Public Works Director Johnson added that his preference would be to focus on the streets initially due to the age and condition of our roads. All trucks were recently inspected and meet DOT standards. Johnson added that the roads need to be taken care of and Clerk/Treasurer Tillmann has provided a breakdown of committed reserves, indicating that those funds could be used towards the purchase a truck if necessary. There are also other options for financing the purchase of a truck over time. Engineer Bittner's recent report on street preservation reiterates the former Engineer's statement from 2008 that the roads need to be tended to in order to extend their life.

Piasecki stated if Council chooses to move ahead with street preservation, the City Engineer would complete a thorough road inventory to what roads would be the priority for the first project year. He added that our roads are built on a good base, which is working in the City's favor. We have patching and crack filling for a number of years, but the streets need more attention to extend their life and usefulness. Chip sealing would extend the life of the road by 7 – 10 years. Staff

provided documentation from the previous City Engineer showing the age of all roads in the City. Currently, the most recent streets were built about 10 years ago.

Council agreed that it was appropriate to move forward with a street preservation program for 2016. Staff provided options for three different levels of funding for council to consider. Further discussion will take place at the November 16 Council meeting at the December 7 Public Comment meeting regarding the amount of levy dollars to use for road improvements.

Brief discussion was held regarding 2016 employee wages. Nathe reported that the Federal Government is not offering a cost of living adjustment on Social Security payments, and wonders if employee wage increases are warranted. Piasecki provided an overview of the process the Council went through to adopt the current salary schedule and step progression for City position. Nathe also questioned the 4-day work week for City Hall employees. Staff provided an overview of how the 4-day work week came about with the intent to improve customer service and availability of staff due to the number of residents that commute outside of the area for work.

MAYOR/COUNCIL ITEMS

- Winter Parking Restrictions in effect – November 1 – May 1
- Veteran’s Day Holiday – November 11 – City Offices Closed
- Passing the Bread Food Distribution – November 21
- Thanksgiving Holiday -- November 26 & 27, 2015 – City Offices closed

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

Brisbin/Merwin unanimous to adjourn the meeting at 8:33 p.m.

Approved this 16th day of November, 2015.

s/s Kary Tillmann, City Clerk/Treasurer

APPROVED 11/16/2015