

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, NOVEMBER 17, 2014**

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 Mathison and Michels. Members Brisbin and Merwin were excused absent. Also present were Clerk/Treasurer Tillmann and Public Works Director Horvath.

AGENDA APPROVAL

Mathison/Michels unanimous to approve the agenda as presented

APPROVAL OF MINUTES

Michels/Mathison unanimous to approve the minutes of the November 3, 2014 Regular Meeting of the City Council as presented.

CONSENT AGENDA

Mathison/Michels unanimous to approve the consent agenda as follows:

- a. Approve the payment of claims (check #36623 - #33676) in the amount of \$23,158.34 as presented.
- b. Accept the Building Permit Summary Report for October, 2014 as presented.

OPEN FORUM

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

PRESENTATION -- Little Free Library – Girl Scout Troop 16162

Girl Scout Troop 16162 attended the Council meeting to discuss the possibility of installing a “Little Free Library” in one of the City Parks in Zimmerman. The troop, consisting of **Allyson Sand, Leader, and Sadie Benjamin, Karly Hermanson, Adriana Montoya, Madalyn Sand, and Anna Tighe**, explained why they felt the free service would be beneficial to the community. They feel that reading is essential in education. The Little Free Library allows people to take books to read and leave books that they have read so others may enjoy them. The troop would check on the Library box once per month to make sure there are enough books available. The girls would make posters advertising the Little Free Library and would accept donations of books to be included. The box is fully weather-proofed, so it would withstand inclement weather. They can also register the location of the library box so it will be listed on the Little Free Library website. The troop will make book marks to be placed in the books so that people know how the library box works.

Council questioned if the City Park or Horvath Park were good options for the library box, suggesting that if it were located in a more public location, like City Hall, there would be more oversight of the box by City Staff and law enforcement and it would be a more visible location for the public.

Michels/Mathison to accept the Little Free Library from Zimmerman Girl Scout Troop 16162 and authorize placement of the library box at the Zimmerman City Hall as requested.

FIRE PROTECTION REPORT

Ryan Maloney, Fire Chief, Zimmerman-Livonia Fire District, provided an overview of activities for the month of October, 2014. According to Maloney, it was the slowest month they have had all year in regards to fire calls, with only four calls for service. October was Fire Prevention Month. Over 1,600 kids participated in Fire Prevention activities at schools within the service area. For the 2014 Christmas season, the Department is partnering with Neighbors Helping Neighbors and the Angel Tree distributions to help families in need. Maloney reminded residents to replace batteries in smoke detectors and check carbon monoxide detectors to make sure they are working properly for the winter season.

Council accepted the Fire Protection Report of October 2014 by unanimous consensus as presented.

LAW ENFORCEMENT REPORT

Patrol Captain Bob Stangler, Sherburne County Sheriff's Department, provided an overview of activities for the month of October, 2014. In the month of October, the department received 309 calls for service, including 92 traffic stops, compared to 417 calls for service in the same time period in 2013 and 302 calls in 2012. There were 35 citations issued, not including long form complaints, with one burglary, ten thefts and nine thefts from vehicles during the month. Stangler reported that all of the thefts from vehicles occurred in vehicles that were unlocked.

Strangler reminded residents that Winter Parking regulations are currently in effect between the hours of Midnight and 8:00 a.m. until May 1, 2015. Anyone violating the ordinance will be issued a laminated fluorescent card on the vehicle indicating the violation and a citation issued via US Mail.

Council accepted the Law Enforcement Report for October, 2014, by unanimous consensus as presented.

PARK BOARD REPORT

Tim Sevcik, Park Board Chair, provided an update of the November 12, 2014 Park Board Meeting. The three new park signs have been ordered as approved by the City Council at the last report. They should be delivered to the City within the next few weeks and will be installed in 2015. Repairs are being made to the Hockey Rink and it was noted that some boards need to be replaced. The terms of three members will be expiring and re-appointments are necessary in the near future. There is currently one vacancy on the Park, and potentially a second that will need to be filled.

Michels/ Mathison unanimous to accept the minutes of the November 12, 2014 Park Board meeting as presented.

PUBLIC WORKS REPORT

City-Wide Snow Plowing

Public Works Director Horvath reported that there was a heavy snow event last week and the City received a significant number of complaints about the plowing. Because the snow fell fast and heavy, it took longer for plow crews to clear City streets. Several were not cleared until early afternoon. People were not able to access their driveways so they parked in the streets, which then could not be plowed adequately because there were vehicles in the roadways. Horvath added that staff has noted other impediments to snow clearing, such as basketball hoops and mobile homes/campers that are located very close to the edges of certain roadways.

Horvath also reminded residents that plowing snow across roadways is illegal by Minnesota statute. Law enforcement has been contacted about various properties that are plowing snow across roadways. According to Captain Stangler, plowing across the road is a significant hazard that leaves a wind row, and if a vehicle hits it just right, it can cause significant damage. It falls under the same statute that doesn't allow people to put things close to the road way. Law enforcement personnel will be issuing warnings and/or citations to those residents plowing snow across the roadways.

Miscellaneous Items

- The new tractor arrive don Friday and was put into service on Friday afternoon.
- The Lift station #7 rehabilitation project was supposed to be completed on November 15. The Contractor has asked for an extension and a formal request will be on the December 1, 2014 Council agenda for consideration.

No action taken.

FINANCE REPORT – presented by Clerk/Treasurer Kary Tillmann

Certification of Delinquent Utilities

Tillmann reported that the hearing for residents to appeal pending certification of delinquent utilities is an annual request of the Council. At the hearing on November 4, only one person appeared before the Council to appeal a pending certification. Staff originally mailed 354 letters notifying residents of pending certification of delinquent utilities totaling \$55,983.73. Currently, outstanding delinquencies total approximately \$22,738. Final certification must be approved by Council at this meeting for submission to the County Auditor/Treasurer by the November 30th deadline. Any payments received between now and submission to the County will be applied to delinquent balances as appropriate. Final amounts certified would be collected through property taxes payable in 2015. There was one property owner who addressed the Council during the hearing. His property has been removed from the certification list and he will be entering into a payment arrangement with the Finance Department to take care of the delinquent balance for his rental property.

RESOLUTION #14-11-07 Michels/Mathison unanimous to adopt RESOLUTION #14-11-07, approving the certification of delinquent water and sewer utility accounts as listed and on file at City Hall, to property taxes payable 2015, with the understanding that if a property owner pays their delinquent utilities prior to the November 30 deadline, no amount will be certified for said property.

Re-Investment of City Funds

On November 5, 2014, the City had multiple investments mature and funds were deposited in the City's bank account. Staff would like to re-invest the funds with ICD Securities for a 3-year term and UBS Financial for a 5-year term.

Michels/Mathison unanimous to approve the investment of \$175,000 with ICD Securities, Inc., for 3 years at a rate of 1.50% with Sallie Mae Bank, and invest \$150,000 with UBS Financial for 5 years at a rate of 2.20% with American Express Centurion Bank, authorizing wire transfers from the City's checking account to complete the transactions, as recommended by staff.

MAYOR/COUNCIL ITEMS

Mayor Earenfight noted the following upcoming events:

- Winter Parking Restrictions went into effect November 1st – Residents are urged to remove anything from the streets such as basketball hoops, recreational vehicles, etc., that may impede the removal of snow from the roadways.
- November 22 – Passing the Bread Food Distribution – Sheriff's Department Substation
- December 1 – 2015 Budget & Levy Public Comment Meeting
- December 6 – Chamber of Commerce Celebrate the Season – various locations throughout the City
- December 7 – Zimmerman Lions Breakfast with Santa – Civic Building
- December 20 – Passing the Bread Food Distribution – Sheriff's Department Substation

Mayor Earenfight asked for a moment of silence in honor of US Military Personnel and their families.

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

Approved this 1st day of December, 2014.

s/s Kary Tillmann, Clerk/Treasurer