

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, NOVEMBER 19, 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, Public Works Director Horvath and Engineer Bittner.

APPROVAL OF AGENDA

Brisbin/Laney unanimous to approve the agenda with the addition of a report from Public Works Director Horvath.

APPROVAL OF MINUTES

Brisbin/Mathison unanimous to approve the following meeting minutes:

- **November 5, 2012 Regular Meeting as presented**
- **November 13, 2012 Canvassing Board Meeting as presented**

CONSENT AGENDA

Brisbin/Mathison unanimous to approve the consent agenda with the exception of item g. Payment for Professional Services – Leachate Pilot Study, as follows:

- a. Approve the payment of claims (check #34663 - #34732) in the amount of \$29,779.53 and electronic checks (#838 - #842) in the amount of \$28,353.40 as presented.
- b. Accept the City Investment/Funds Report for October 2012, as presented by the Clerk/Treasurer.
- c. Accept the Building Permit Summary Report for October 2012 as presented.
- d. Accept Pay Request #12192-07 from Donohue & Associates, authorizing payment in the amount of \$520.00 (check #34734) for Project Management Services related to the SBR Digester Cover project, through October 20, 2012, as recommended by staff.
- e. Accept Invoice #151695, authorizing payment to Bolton & Menk in the amount of \$7,152.00 (check #34733) for Project Management Services related to the CSAH 4 Improvement Project, for the month of September 2012, as recommended by staff.
- f. Accept Invoice #15696, authorizing payment to Bolton & Menk in the amount of \$480.00 (check #34733) for Project Management Services related to the Water Main Replacement Project, for the month of September 2012, as recommended by staff.

Brisbin/Mathison to approve consent agenda item g. as follows:

- g. Accept Invoice #151686, authorizing payment to Bolton & Menk in the amount of \$15,000.00 (check #34733) for Project Management Services related to the Leachate Pilot Study, for the month of September 2012, as recommended by staff.

Roll call: Brisbin, aye; Earenfight, aye; Laney, aye; Kowalski, naye; Mathison, aye. Motion carried.

EMPLOYEE ANNIVERSARIES

Council acknowledged the employment anniversaries of two current full-time employees. Dave Johnson, Public Works Operations Coordinator, celebrated his 20-year anniversary with the City on October 26, 2012. Tom DeGreeff, Maintenance Technician, celebrated his 5th year of full-time employment with the City on November 1st. Council thanked Johnson and DeGreeff for their dedication and years of service to the City.

OPEN FORUM

John Kastner, 13040 – 9th Avenue S, Zimmerman, was present to address the Council on behalf of the Elk Lake Easy Riders Snowmobile Association. The Easy Riders would like Council to consider amending the City snowmobile map and City ordinance to allow snowmobile access from the trail junction at 136th Street (CR 46) and CSAH 4 to Zimmerman Bar & Grill located at 13100 Fremont Avenue. Council briefly discussed this with Captain Starry during the November 5 Sheriff's Department Report. At that time, Captain Starry suggested a meeting between City staff, Sheriff's Department personnel and the snowmobile club to discuss this request. No action taken.

PUBLIC WORKS REPORT

Public Works Director Horvath reported that a water main broke on Saturday afternoon, with an estimated cost to repair of approximately \$10,000 - \$12,000. The City Public Works crew worked nearly 12 hours to repair the break, which happened behind the Holiday Gas Station. A new main crossing under TH 169 will need to be constructed to fully resolve the issue. Engineer Bittner estimates that cost at approximately \$150,000. More information will be forthcoming as it becomes available.

PARK BOARD REPORT

Kowalski/Brisbin unanimous to accept the Park Board Minutes of November 14, 2012, as presented.

FINANCE REPORT

Certification of Delinquent Utilities

On October 3, 2012, staff mailed 333 letters notifying residents of pending certification of delinquent utilities totaling \$37,682.55. A hearing was held at the November 5, 2012 Council meeting giving residents an opportunity to appeal the pending certification if they so choose, however, no appeals were received. A final certification list was included in the Council packet, which must be approved prior to submission to the County Auditor/Treasurer on November 30. Residents have the opportunity to pay delinquent balances and be removed from the certification list until the close of business on November 29. The amount of delinquent utilities to be certified currently stands at \$23,832.49.

RESOLUTION #12-11-03 Brisbin/Mathison to adopt RESOLUTION #12-11-03, approving the certification of delinquent water and sewer utility accounts as listed (on file at City Hall), to property taxes payable 2012, with the understanding that if a property owner pays their delinquent utilities prior to the November 30, 2011 deadline, no amount will be certified for said property. Roll call: Brisbin, aye; Earenfight, aye; Kowalski, naye; Laney, aye; Mathison, aye. Motion carried.

Longevity Pay

Annually, Council considers longevity payments to employees based on years of service to the City. At the November 5 meeting, Council requested this issue be placed on the agenda for this meeting. There are six employees are eligible to receive longevity payments in 2012, which is typically paid out to eligible employees with the first payroll in December.

Mathison/Brisbin to approve the annual payout of longevity to the following employees: Mike Gwynn, Tom Haugland, Bruce Hooker, Dave Horvath, Randy Piasecki, and Dave Johnson, with the first payroll in December, 2012, according to the schedule established and approved by Council (Resolution #2000-12-11), on file with the City Clerk's Office. Roll call on the motion: Brisbin, aye; Earenfight, aye; Kowalski, naye; Laney, naye; Mathison, aye. Motion carried.

Health insurance options

At the November 5 meeting, Council discussed the potential offering of a high deductible insurance plan with a Health Savings Account option to City employees, in addition to current 80/20 insurance plan. With the HSA, health insurance premiums would be further reduced for those employees that choose to participate. 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 employees Dave Johnson, Tom DeGreeff and Dave Horvath, regarding the HSA option.

Kowalski/Laney unanimous to offer an HSA Health Insurance Option for city employees in conjunction with the current 80/20 insurance plan, with no additional monetary contribution from the City except for the premium contribution.

ADMINISTRATOR’S REPORT

Administrator Piasecki reminded Council that the Public Comment Meeting for the 2013 budget will be held on Monday, December 3, 2013.

MAYOR/COUNCIL ITEMS

Mayor Earenfight noted the following upcoming events:

- Celebrate the Season – December 1; various locations throughout town with Tree Lighting at 4:30 p.m.
- 2013 Budget Public Comment Meeting – December 3; 7 p.m. during Regular Council Meeting
- Passing the Bread Food Distribution -- Saturday, December 21, 2012, Sheriff ‘s Dept. Public Safety Building

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

Brisbin/Laney unanimous to adjourn the meeting at 7:30 p.m. Motion carried.

Approved this 3rd day of December, 2012.

Kary Tillmann, Clerk/Treasurer

APPROVED 12/10/12