

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, DECEMBER 2, 2013**

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, Members Clough and Mathison. Member Brisbin was excused tardy and Member Laney was absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann and Public Works Director Horvath.

AGENDA APPROVAL

Mayor Earenfight reported that Member Laney had submitted his resignation as a Member of the City Council via e-mail prior to the meeting. Discussion was held regarding the addition of this item to the agenda for discussion.

RESOLUTION #13-12-01

Clough/Mathison to adopt RESOLUTION #13-12-01, accepting the resignation of Member Laney from the City Council effective immediately and declaring a vacancy on the Council.

Mathison/Clough unanimous to approve the agenda as amended.

APPROVAL OF MINUTES

Mathison/Clough unanimous to approve the minutes of the November 18, 2013 Regular Meeting as presented

CONSENT AGENDA

Clough/Mathison unanimous to approve the consent agenda as presented as follows:

- a. Approve the payment of claims (check #35679 - #35707) in the amount of \$37,045.15, and electronic payments (e-check #961 – #968) in the amount of \$28,780.57 as presented.
- b. Accept Invoice #161714 authorizing payment to Bolton & Menk in the amount of \$15,923.00 (ck #35708) for Project Management Services related to the 2013 Street Improvement Project for the month of October 2013, as recommended by staff.
- c. Approve payment to the Sherburne County Auditor/Treasurer in the amount of \$294,240.00 (ck# 35712) for 2013 2nd half law enforcement contract services provided by the Sherburne County Sheriff's Department, with funds to be taken from the Public Safety Budget (101-42000-440) as recommended by staff.
- d. Approve payment to Fergus Power Pump, Inc., in the amount of \$11,977.49 (ck #35710) 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.
- e. Approve payment to Hawkins, Inc., in the amount of \$6,214.78 (ck# 35711) for bulk chemicals to be used at the Wastewater Treatment Plant as identified on Invoice #3534909, with funds to be taken from the SBR Budget in the Sewer Fund, as indicated by the Public Works Director.
- f. Approve payment to Treatment Resources, Inc., in the amount of \$5,282.32 (ck #35713) for a Roots 68 Blower for the Wastewater Treatment Plant, as identified on Invoice #2013-215-A, with funds to be paid from the Sewer Fund (602-49480-408) as recommended by staff.
- g. Approve payment to DJ Electric Services, Inc., in the amount of \$6,245.00 (ck #35709) for Invoice #1979 as payment for electrical services related to the Hockey Rink Lighting/Electrical Work, as recommended by the Public Works Director, utilizing funds from the Park Fund (Fund 226).
- h. Accept the Investment/Funds Report for October 2013 as presented.
- i. Accept the Monthly Budget Report for October 2013 as presented.
- j. Adopt the 2014 City Council Meeting Schedule as presented and as recommended by staff.

- k. Adopt the 2014 City Holiday Schedule as presented and as recommended by staff.
- l. Approve the transfer of \$25,000 from the Water Fund (601) and \$25,000 from the Sewer Fund (602) to cover 2013 expenses funded wholly by the General Fund as identified and as recommended by staff.
- m. Approve financial assistance for the Lake Fremont Improvement Association in an amount not to exceed \$500, towards the electricity expense to operate the aerator on Lake Fremont during the winter months.
- n. Approve the Sewer & Water Installer License Application for Curtis A. Strandlund, dba Classic Construction of Cedar MN, 18542 Ulysses Street NE, East Bethel, MN 55011, for the period of December 2, 2013 – December 31, 2014.
- o. Adopt **RESOLUTION #13-12-02**, approving a 1-year extension to the Preliminary Plat approval for “Huntington”, through December 31, 2014, as requested by Riverside Companies and recommended by staff.
- p. Adopt **RESOLUTION #13-12-03**, approving a 1-year extension to the Preliminary Plat approvals for “Crescent Ridge” and “Maefield Estates”, through December 31, 2014, as requested by Woodland Development and recommended by staff.

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

FIRE DEPARTMENT REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of November, 2013. The Department assisted on 3 medical calls, 3 injury accidents, 1 fire alarm, 1 carbon monoxide alarms, a “Good Intent” call, a downed power line, an attempted arson, a vehicle fire and a residential house fire. Maloney reported the house burn on November 23rd went well. On December 3, the Department will hold homeland security training for the Nuclear Power plant. Next Saturday, they will be driving Santa to the tree lighting during Celebrate the Season.

Council accepted the Fire Department Report for November, 2013 as presented.

Member Brisbin was present at 7:08 p.m.

2014 PROPOSED LEVY PRESENTATION AND PUBLIC COMMENT MEETING

Mayor Earenfight explained the purpose for the public comment period was to take public input on the 2014 proposed budget and the amount of property taxes the City is proposing to collect to pay for the costs of services the City will provide in 2014. The city does not set market valuation of properties. The City set its preliminary levy in September, which is what proposed tax statements are based on. Council has to certify the final budget to the County by December 28.

The preliminary levy set by Council in September for 2014 was \$1,246,736. In addition, the City has three special levies equaling \$106,163 for debt service and capital improvements. The final levy, which will be presented on December 16, is proposed at \$1,212,901, which reflects a 2.7% decrease from what was certified in September. The Expenditure budget has been decreased since originally presented due to a reduction in the cost for the Law Enforcement contract, resulting in an 8% increase to expenditures over 2013 levels.

There were no comments from the public and the public comment meeting was closed.

Further discussion on the budget and levy will be held at the Committee of the Whole Meeting on Monday, December 9, 2013 or during the Regular City Council meeting on Monday, December 16, 2013, with final approval of the 2014 budget and certification of the final levy at that time. Staff is also available to answer questions during regular business hours and copies of the meeting handouts regarding the budget and levy are available at City Hall.

FINANCE REPORT – presented by Clerk/Treasurer Tillmann

2014 Budget and Levy Review

Tillmann reported that Council last reviewed the 2013 proposed budget on November 18 and engaged in lengthy discussion at that time. Staff is looking for direction on additional revisions Council would like to see prior to the COW meeting on the 10th or final adoption on December 17. No action taken.

2014 Employee Health Insurance

Staff provided quotes from three service providers, Blue Cross Blue Shield, HealthPartners, and Medica, for health insurance coverage that meets the new requirements of the Affordable Care Act. Costs range from an increase in premium amounts by 16.5% to a decrease in premium amounts by 4.5% if we change providers. Council requested additional information from the City's Insurance agent regarding the Blue Cross Blue Shield and HealthPartners plans, with additional discussion at the December 9 COW meeting.

2014 Fire Board Appointment

Member Brisbin's term as the City Council representative on the Zimmerman/Livonia Fire Board expires on December 31, 2013. Per the Joint Powers Agreement, the City must have two representatives sitting on the Board. Mayor Earenfight is the other appointee, with a term expiration of December 31, 2014.

Mathison/Clough unanimous to approve the re-appointment of Member Tony Brisbin as a City Council representative to the Zimmerman/Livonia Joint Fire Board for a two-year term, effective January 1, 2014 – December 31, 2015.

MAYOR/COUNCIL ITEMS

Mayor Earenfight noted the following upcoming events:

- Chamber of Commerce Celebrate the Season – December 7; 10 a.m. – 4 p.m.
- Toy Drop – December 7; 12 – 3 p.m., American Legion Post 560
- Annual Tree Lighting – December 7; 4:30 p.m.
- Breakfast with Santa – December 8; 8 a.m. – 12 Noon, Civic Building
- Santa & Polar Train Display for Tots – December 10 & 11 – 9 a.m. to Noon, Civic Building
- Passing the Bread Food Distribution – December 21; 8 – 10 a.m., Sheriff's Dept. Substation

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

Clough/Brisbin unanimous to adjourn the meeting at 7:20 p.m. Motion carried.

Approved this 16th day of December, 2013.

s/s Kary Tillmann, Clerk/Treasurer