

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, FEBRUARY 24, 2020**

**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 Stay, followed by the Pledge of Allegiance.

**ROLL CALL**

Present: Mayor Stay, Council Members Frederick, Shepard and Whiting. Member Bondhus was excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann and Public Works Director Koehler.

**AGENDA APPROVAL**

**Whiting/Frederick unanimous to approve the agenda as presented.**

**APPROVAL OF MINUTES**

**Whiting/Shepard unanimous to approve the minutes of the February 3, 2020 Regular Meeting as presented.**

**CONSENT AGENDA**

**Shepard/Whiting unanimous to approve the consent agenda as follows:**

- a. Approve the payment of claims (check #41756 - #41794) in the amount of \$38,714.25 and electronic payments (e-check #1943 - #1974) in the amount of \$93,692.64 as presented.
- b. Authorize payment in the amount of \$16,000 (ck #41796) to Abdo, Eick & Meyers as partial payment for certified audit services for the year ended December 31, 2019, per the agreement on file in City Clerk's Office.
- c. Accept the following invoices presented by payment by Bolton & Menk (ck #41797 and #41799) for Engineering and Project Management services for the period of November 30 - December 27, 2019 as follows and as recommended by staff:
  - Invoice #245460 in the amount of \$13,177.00 for the 2020 Morrison Addition Improvement Project
  - Invoice #245461 in the amount of \$11,863.50 for Lake Fremont Area Infrastructure Planning and Design Servicesand for the period of December 28, 2019 – January 24, 2020 as follows:
  - Invoice #246286 in the amount of \$8,854.00 for the 2020 Morrison Addition Improvement Project
  - Invoice #246288 in the amount of \$41,936.50 for Lake Fremont Area Infrastructure Planning and Design Services
- d. Authorize payment in the amount of \$9,824.82 (ck#41798) to Metron-Farnier LLC for the purchase of water meters and related parts as recommended by staff, with funds to be taken from the Water (601) and Sewer (602) funds.
- e. Accept the Budget/Investment Report for January 2020 as presented.
- f. Approve the interfund loan payment to the Water Fund (Fund 601) in the amount of \$8,320.00 for the final installment for the purchase of the New Holland tractor, as authorized in Resolution #2014-11-02.
- g. Support the application of Clerk/Treasurer Tillmann for the Treasurer position with the Minnesota Municipal Clerks and Finance Officers Association (MCFOA) and authorize the Mayor to sign a letter of support as requested.
- h. Approve the license registration for a Sewer and Water Installer, for the period of February 25 – December 31, 2020, as requested by Randy Kasper, dba Kasper Excavating, 8322 – 122<sup>nd</sup> Avenue SE, Becker, MN 55308.
- i. Approve the license registration for a Sewer and Water Installer, for the period of February 25 – December 31, 2020, as requested by Tim Neutgens, dba Neutgens Excavating, 11230 – 54<sup>th</sup> Street NE, St. Michael, MN 55376.

- j. Adopt **RESOLUTION #20-02-02**, approving a On-Sale Liquor License for Vita Bella, LLC, for the property located at 12530 Fremont Avenue, Suite 600, Zimmerman, MN 55398, effective February 25, - June 30, 2020, pending receipt and acceptance of all application materials, as recommended by staff.
- k. Adopt **RESOLUTION #20-02-03**, approving the Application for Exempt Permit for Knights Of Columbus 8571 for a gambling event to be held at an event at Christ Our Light Catholic Church, 25909 – 4<sup>th</sup> Street West, on April 3, 2020.
- l. Approve the permit application for fireworks sales for Jim Kreml dba Funworks Fireworks, 24690 – 116<sup>th</sup> Street, Zimmerman, MN 55398, at the location of Angeno’s Pizza and Pasta/Zimmerman Bar & Grill, 13100 Fremont Avenue, Zimmerman, for the period of May 20 – July 20, 2020, as requested.
- m. Approve an event permit application for events on the property located at 12515 Fremont Avenue, as requested by Restoring Lives Community Church/Pastor Lorraine Daley, to be held on the following dates:
  - Children’s Day – July 25, 2020; 10 a.m. – 4 p.m.
  - Outdoor Worship Service – September 12, 2020; Noon – 4 p.m. 20 & 21, 2019; 7 – 10 p.m.
- n. Approve an event permit application for an outdoor Gospel Concert at the Civic Building located at 25850 Main Street, as requested by Restoring Lives Community Church/Pastor Lorraine Daley, to be held on August 22, 2020.
- o. Accept the January 2020 Building Permit Summary Report as presented.

**OPEN FORUM**

Wendy Kowalski, 26412 Lake Avenue, Zimmerman, was present to address the Council regarding an anticipated franchise fee ordinance with Centerpoint Energy, which Council will be considering on a future agenda. Kowalski is specifically looking for information on how the franchise fees will be calculated, what they will be used for and who will be charged. Mayor Stay advised that Kowalski’s questions will be reviewed by the City Attorney and staff will get back to her in the near future. No action taken.

**PUBLIC WORKS REPORT** – presented by **Public Works Director Keith Koehler**

Department Staffing/Appointment of Maintenance Technicians

Council approved the addition of 2 new Maintenance Technicians with the 2020 budget. A recent employee resignation left three (3) full-time vacancies in the Department. Forty-one (41) applications were received when the positions were advertised and Koehler and Administrator Piasecki interviewed 10 applicants during the week of February 4, 2020. Koehler stated that the applicant pool was excellent and they have identified three candidates recommended for hire. Staff recommends hiring John Niebuhr, Jason Stanius and Jay Stewart at Level 4, Step 1 of the City’s approved salary schedule. Upon hire, each will serve a 6-month probationary period and would be eligible for benefits after 1 month of employment.

**Whiting/Shepard unanimous to appoint John Niebuhr, Jason Stanius and Jay Stewart to the position of Public Works Maintenance Technician at rate of \$21.75 per hour (2020 Level 4, Step 1), as recommended by the Public Works Director and City Administrator. Motion carried.**

Candidates Jason Stanius and Jay Stewart were present and introduced to Council. Candidate John Niebuhr was unable to attend the meeting due to a schedule conflict. All three will begin employment with the City sometime in March. Council welcomed Stanius and Stewart to employment with the City and wished them well in their new positions.

**FINANCE REPORT** –presented by Clerk/Treasurer Kary Tillmann

Re-investment of City Funds

The City had an investment mature on February 24<sup>th</sup> with a value close to \$255,000. The funds were deposited in the ICD Securities money market account by the brokerage firm. Staff has been in contact with regular brokers to provide a recommendation for re-investment based on current holdings and rates available for consideration.

**Whiting/Shepard unanimous to approve the re-investment of \$250,000 through ICD Securities for three (3) years at a rate of 1.70% with Bryn Mawr, authorizing a transfer from the City’s ICD Securities Money Market account in the amount to complete the transaction. Motion carried.**

**ADMINISTRATOR’S REPORT** –presented by Administrator Randy Piasecki

Centerpoint Energy Franchise Agreement

Administrator Piasecki reported that Centerpoint Energy representatives and the City Attorney have come to an agreement on language in the draft franchise ordinance. The City has had a franchise agreement with Centerpoint Energy for about 40 years. The current agreement extends the agreement for an additional 15 years. Staff and the City Attorney continue to work through the Franchise Fee Ordinance which will be presented at a future meeting.

**Shepard/Frederick unanimous to adopt Ordinance No. 336 and Summary Ordinance No. 336 granting Centerpoint Energy a non-exclusive natural gas franchise within the boundaries of the City of Zimmerman, effective upon publication, as recommended by staff and the City Attorney. Motion carried.**

**MAYOR/COUNCIL ITEMS**

Clerk/Treasurer Tillmann provided follow-up from discussion at the February 3 meeting regarding a Council meeting at Westwood Elementary School. Principal Stowe suggested March 24 or 25. Tillmann will coordinate the proposed meeting with the Council and Westwood Elementary School Student Council and report back with sufficient time to meeting all statutory notice requirements.

Mayor Stay noted the following upcoming events:

- March 2 – Red Cross Blood Drive – Noon – 6 p.m.; American Legion Post 560
- March 3 -- Presidential Nominating Primary Election – Polls open 7 a.m. – 8 p.m.; City Residents living north of County Road 4 vote at the Sheriff’s Department Public Safety Building. City Residents living south of County Road 4 vote at Refuge Evangelical Free Church.
- March 28 -- Passing the Bread Food Distribution – 9 - 11 a.m., UMA Precision Machining with set up on Friday, March 27
- April 13 – Annual Local Board of Appeal and Equalization – 9 a.m.; City Hall

Before adjourning Mayor Stay called for a moment of silence in support of United States military and emergency services personnel and their families both at home and abroad.

**Frederick/Whiting unanimous to adjourn the meeting at 7:27 p.m. Motion carried.**

Approved this 2nd day of March 2020.

s/s Kary Tillmann, Clerk/Treasurer