

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, FEBRUARY 25, 2019**

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 Bondhus, Frederick, Shepard and Whiting. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, and Public Works Director Koehler.

AGENDA APPROVAL

Whiting/Shepard unanimous to approve the agenda, noting that Sheriff Brott would not present the SCSO Annual Report, which will be rescheduled for a future meeting.

APPROVAL OF MINUTES

Frederick/Whiting unanimous to approve the meeting minutes of the February 4, 2019 Regular Meeting as presented.

CONSENT AGENDA

Shepard/Frederick unanimous to approve the consent agenda as follows:

- a. Approve the payment of claims (check #40812 - #40847) in the amount of \$34,875.91 and electronic payments (e-checks #1762 – #1774) in the amount of \$72,813.48, as presented.
- b. Authorize payment in the amount of \$15,000 (ck#40848) to Abdo, Eick, & Meyers, as partial payment for certified audit services for the year ended December 31, 2018, per the agreement on file in the Clerk/Treasurer's office, with funds to be taken from 101-41540-460, as recommended by staff.
- c. Accept invoice #1842 in the amount of \$5,795.87 (ck #40850) authorizing payment to Metro West Inspection Services, Inc., for professional building inspection services in the City of Zimmerman for the month of December 2018, as recommended by staff.
- d. Accept invoice #4439130 in the amount of \$8,943.30 (ck# 40849), authorizing payment to Hawkins, Inc., for the purchase of bulk chemicals to be used at the Wastewater Treatment Plant, with funds to be paid from the SBR budget in the Sewer Fund, as indicated by the Public Works Director.
- e. Support the application of Clerk/Treasurer Tillmann for the Treasurer position for the Municipal Clerks and Finance Officers Association (MCFOA) of Minnesota and authorize the Mayor to sign a letter of support as requested.
- f. Confirm the appointment of Mayor Nick Stay to the MNDOT Region 7W Transportation Policy Board, as recommended by Commissioner Fobbe and the Sherburne County Board of Commissioners.
- g. Adopt **RESOLUTION #19-02-02**, approving the request of Christ Our Light Catholic Parish for an Exempt Permit to conduct lawful gambling at a function to be held at 25909 – 4th Street West, on April 14, 2019.

PRESENTATION – 2019 Water Week Coloring Contest Winner

The Minnesota Rural Water Association (MRWA) Poster Contest is held annually for 4th grade students to showcase their artwork through a poster drawing of water conservation practices. Isaac A., a student at Westwood Elementary School, was awarded a Certificate of Achievement by Mayor Stay and a \$50 gift card to Zimmerman Bowl from Public Works Director Koehler for winning the 2019 MRWA Water Week Coloring Contest amongst Westwood students. Isaac's poster will now be entered into the

statewide contest with winners from other school districts. Council congratulated Isaac on his accomplishment and wished him well in the next phase of the contest.

PARK BOARD REPORT

Member Bondhus provided an update of the February 5, 2019 Park Board Meeting. The Janas family will be donating a tree to be planted in Lions Park and flowers for Maefield Park. The Park Board discussed potential uses for the Marturano property once the house has been removed. Volunteers have been secured to paint the boards at the skating rinks this summer. The Concession committee will meet at the concession building once the snow melts and access to the facility is cleared.

Whiting/Shepard to unanimous to accept the February 5, 2019 Park Board Report as presented.

PUBLIC WORKS REPORT – presented by Public Works Director Keith Koehler

Accept Donation from Zimmerman/Livonia Fire Relief Association

The Zimmerman/Livonia Fire Relief Association recently donated \$2,000 to the Public Works Department towards the purchase of equipment for the front-end loader to assist with fire prevention activities.

RESOLUTION #2019-02-03 Whiting/Bondhus unanimous to adopt RESOLUTION #2019-02-03 accepting a \$2,000 donation from the Zimmerman/Livonia Fire Relief Association towards the purchase of additional equipment to be used by the Public Works Department to assist with fire prevention activities.

Discussion was held recent heavy snows and snow removal activities. Public Works Director Koehler wished to thank residents and the Zimmerman/Livonia Fire Department for clearing snow around fire hydrants, adding that the Sheriff's Department has also been very helpful when it's necessary to have cars removed from streets during plow events. Additional discussion was held regarding residents plowing snow across roadways to clear driveways, which is a violation of state law. Citations can be issued by the Sheriff's Department. Property owners have also been making complaints about snow plows depositing snow in driveways while plowing. Due to the height of snowbanks, it is impossible to avoid snow ending up in driveways during snow events.

FINANCE REPORT – presented by Clerk/Treasurer Kary Tillmann

Investment of City Funds

Tillmann advised that the City currently holds a Money Market account and an investment account with the Bank of Elk River. The money market has had no activity except for interest deposits for three (3) years. BOER will begin charging a monthly dormancy fee due to inactivity in the near future. Staff is recommending Council approve a transfer from the Money Market account to the CDARS Investment account to achieve a higher return on investment and avoid the monthly dormancy fee.

Shepard/Bondhus unanimous to approve the transfer of \$175,000 from the Bank of Elk River Money Market Account to the CDARS Investment Account as recommended by staff.

Cablecast Equipment Upgrade

Council approved an upgrade to the cablecast equipment for meeting broadcasts at the December 3, 2018 meeting. The selected vendor has been unresponsive to requests to schedule the work to be completed. Dustin Hoeper, the City's Cablecast Technician, solicited quotes from additional vendors for the upgrade.

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Z Systems responded, providing a quote for the work, which was \$4,000 higher than the Tierney Brothers quote. Hooper did hear back from Tierney Brothers earlier in the day, with a revised quote, which was \$10,000 more than their original quote. Hooper explained the quote from Z Systems and staff's desired outcomes once the work is complete. Staff is still working with LMCIT on an insurance claim to recover a portion of the cost to repair.

Whiting/Shepard to accept the quote from Z Systems for the repair and upgrade of the cable access system at a cost of \$25,999.45 as recommended by staff. Roll call on the motion: Bondhus, naye; Frederic, aye; Shepard, aye; Stay, aye; Whiting, aye. Motion carried.

ADMINISTRATORS REPORT – presented by City Administrator Randy Piasecki

Administrator Piasecki reminded Council that a public hearing has been scheduled for Monday, April 1 to consider a request for TIF Assistance for a local business seeking to expand their operation within City limits. More information will be provided at future meetings.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following upcoming events:

- March 30, 2019 -- Passing the Bread Food Distribution – 9 – 11 a.m., UMA Precision Machining
- April 15, 2019 -- Board of Appeal & Equalization – 9:00 a.m., Zimmerman City Hall

Before adjourning, Mayor Stay asked for a moment of silence in honor of US military and law enforcement personnel and their families.

Frederick/Bondhus unanimous to adjourn the meeting at 7:36 p.m. Motion carried.

Approved this 4th day of March 2019.

s/s Kary Tillmann, Clerk/Treasurer