

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, MAY 6, 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, and Shepard. Member Whiting was excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, and Public Works Director Koehler.

AGENDA APPROVAL

Bondhus/Shepard unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Shepard/Frederick unanimous to approve the following meeting minutes as presented:

- **April 15, 2019 Board of Appeal and Equalization**
- **April 15, 2019 Regular Meeting of the City Council**

CONSENT AGENDA

Bondhus/Frederick unanimous to approve the consent agenda as presented as follows:

- a. Approve the payment of claims (check #40979 - #41020) in the amount of \$51,347.45 and electronic payments (e-check #1798 - #1802) in the amount of \$34,459.30 as presented.
- b. Approve payment to Fergus Power Pump, Inc., in the amount of \$17,370.83 (ck #41021) as identified on Invoice #41022 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.
- c. Accept invoice #1951 in the amount of \$5,028.14 (ck #41022) authorizing payment to Metro West Inspection Services, Inc., for professional Building Inspection Services in the City of Zimmerman for the month of March 2019 as recommended by staff.
- d. Approve payment to Metron-Farnier, LLC in the amount of \$7,854.20 (ck#41023) for the purchase of water meters and related parts and software, as recommended by staff, with funds to be taken from the Water Fund (601) and Sewer Fund (602), as recommended by the Public Works Director.
- e. Authorize payment in the amount of \$5,996.55 (ck #41024) to Monroe Moxness Berg for financial consulting services through March 31, 2019 as identified on Invoice #177734, as recommended by staff.
- f. Accept the Building Permit Summary Report for April 2018 as presented.
- g. Approve the application for a fireworks/pyrotechnics display by Curt Serbus, as requested by the Zimmerman American Legion Post 560, 12674 Fremont Avenue, Zimmerman, for a fireworks/pyrotechnics display at Wild West Days, to be held on May 26, 2019 (rain date May 27, 2019), as presented, contingent upon review and approval by the Fire Chief, and receipt of current insurance documentation.
- h. Approve the license application for a Sewer and Water Installer, for the period of May 7 – December 31, 2019, as requested by Matt Brenteson, dba Brenteson Companies, Inc., PO Box 335, Big Lake, MN 55309.
- i. Approve the permit application for public dances and entertainment to be held May 24 – 26, 2018, until 12:00 a.m., as requested by ZBG/Angeno's, 13100 Fremont Avenue, Zimmerman, MN 55398.

OPEN FORUM

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

LMCIT INSURANCE PRESENTATION

Jim Brown, Foster White Insurance, was present to provide renewal information regarding the City's property and liability and Worker's Compensation (WC) insurance policies. Coverage has been bound since March 7, 2019. The 2019 property and liability renewal showed a slight decrease from the 2018 – 19 renewal, while the

Worker's Compensation renewal showed a slight increase over last year. The Worker's Compensation mod is determined by a 3-year history of the City's WC claims. A large claim will "fall off" next year, which should result in a lower mod and therefore a lower WC premium. Brown will continue to work with staff during the plan year to develop a strategy for a decreased WC premium at the time of renewal in 2020. He feels that the City is very conservative with the policies and not taking any unusual or unnecessary risks.

Council agreed by unanimous consensus to accept the Property/Liability and Worker's Compensation Insurance Renewals as presented.

FIRE PROTECTION REPORT

Fire Chief Ryan Maloney presented the Fire Department Activity Report for the month of April 2019. The Department responded to 6 medicals, a gas leak, 3 personal injury motor vehicle accidents, 2 carbon monoxide calls, 8 grass fires, a vehicle fire and 2 residential house fires in Livonia Township. Chief Maloney reported that two (2) firefighters graduated from the Firefighter Academy on May 1. He thanked Mayor Stay and Administrator Piasecki for attending the ceremony and supporting Academy graduates. He also thanked the Council for allowing the use of the Marturano House for the recent training burn. The Department will participate in a mock crash on May 15 in cooperation with the Sheriff's Department, ISD 728 and other emergency service providers. Lastly, Maloney stated that the Fire Board has had conversations recently with the MN DNR about construction of a joint Fire Hall Building. DNR staff have advised Maloney they will be updating the buildings at their current location across from City Hall instead of participating in a cooperative facility on the Fire District's property.

Council accepted the Fire Department Report for April 2019 by unanimous consensus as presented.

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

Proposals for Marturano Property Clean Up

Council authorized the Fire Department to use the Marturano House for a training burn on April 20th. Staff has requested quotes from area contractors to clean up the property, including removal and disposal of the ash and concrete foundation and abandonment of the existing septic tank. One contractor provided a quote for clean up prior to the Council agenda being posted. A second quote was received the afternoon the agenda was posted and was provided to Council at the meeting.

Bondhus/Shepard unanimous to accept the quote from Brenteson Companies, Inc., for the demolition and removal of concrete walls and foundation, removal of ash, septic tank pump and crush and mobilization of the basement and septic, in the amount of \$5,745.49, as recommended by staff.

Koehler advised that the Public Works crew began road patching today because the hot mix plants are finally open. Staff was working on 269th Avenue and will move over to the lake area after that. No action taken.

ADMINISTRATOR'S REPORT – presented by **City Administrator Randy Piasecki**

2019 Community Shred Event

For the past 9 years, the City has held a free Community Shred Event at City Hall in conjunction with other events happening in town after Labor Day. Previous events have been well attended and utilized by the public and also allows the City to purge documents per the City's adopted records retention schedule. Staff would like to schedule the 2019 event in order to secure a vendor for the day.

Bondhus/Shepard unanimous to approve the 2019 Community Shred Event for Saturday, September 7, 2019 from 10:00 a.m. – 1:00 p.m. at City Hall and authorize staff to secure a vendor for the event, as requested and recommended by staff.

2019 Pavement Preservation

The City established a pavement preservation program in 2015 to crack fill and chip seal City streets to extend the useful life of our roads. Beginning with the 2016 budget, Council approved an additional General Fund levy in the amount of \$225,000 for the annual project and has continued to do so every year, including the 2019 season. Due to favorable bid prices in past years, the City has been able to accelerate the project from a 7-year cycle down to 4 years. The City Engineer has advertised for bids for the 2019 project, with bid opening scheduled for May 15th. Bid results will be reviewed and summarized by Engineer Bittner at the May 20 Council meeting. No action taken.

Other Project Updates

- Staff will provide quotes for pedestrian crossing signs for Council review at the May 20th Meeting.
- Sherburne County has scheduled a joint meeting with County, Township and City staff and elected representatives for tomorrow afternoon from 2 – 4 p.m. at the Livonia Town Hall. The County has requested no more than two Council/Board representatives attend with staff. Mayor Stay and Member Frederick will attend with Administrator Piasecki.

MAYOR/COUNCIL ITEMS

Request for Donation – Wild West Days Fireworks

The Zimmerman American Legion Post has submitted a written request for donations towards the Memorial Day Fireworks display. Since 2013, Council has annually donated monies on behalf of the City to the Legion for the display. Funds are available in the Council budget should a donation towards the annual fireworks display be approved.

Shepard/Bondhus unanimous to approve a donation of \$100 to the Zimmerman American Legion Post #560 towards the Memorial Day Fireworks Display on May 26, 2019, with funds to be paid from the Council budget.

Upcoming Events

Bondhus/Shepard unanimous to cancel the Committee of the Whole meeting scheduled for May 13, 2019 due to a lack of agenda items.

- May 13 – Household Hazardous Waste Collection – Sherburne County Public Works Building (Zimmerman); 3 – 6 p.m.
- May 18 -- Passing the Bread Food Distribution – 9 – 11 a.m., UMA Building, 26833 – 5th Street West
- May 23 – 27 – Wild West Days – City Park with fireworks on May 26 at dusk
- June 4 – Chamber of Commerce Golf Tournament – Fairway Shores Golf Course
- June 22 – Fire Department Golf Tournament – Princeton Golf Course Golf Course

Before adjourning, Mayor Stay asked for a moment of silence in honor of US Military personnel and their families as well as local law enforcement and emergency responders.

Frederick/Shepard unanimous to adjourn the meeting at 7:33 p.m. Motion carried.

Approved this 20th day of May 2019.

s/s Kary Tillmann, Clerk/Treasurer