

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JUNE 19, 2017**

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, Nathe, Smith and Whiting. Also present were Clerk/Treasurer Tillmann and Public Works Director Johnson.

AGENDA APPROVAL

Brisbin/Whiting unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Smith/Nathe unanimous to approve the minutes of the June 5, 2017 Regular Meeting as presented.

CONSENT AGENDA

Nathe/Whiting unanimous to approve the consent agenda as presented as follows:

- a. Approve the payment of claims (check #39103 - #39153) in the amount of \$42,732.45 and electronic payments (e-check #1502 - #1507) in the amount of \$33,936.00 as presented.
- b. Authorize payment in the amount of \$73,612.30 (ck #XXXXX) to the Zimmerman/Livonia Fire District for semi-annual 2017 Fire Protection Services, as recommended by staff.
- c. Accept Invoice #203443 authorizing payment to Bolton & Menk in the amount of \$8,952.50 (ck #XXXXX) for Project Management Services related to the 2017 3rd Avenue South Improvement Project, for the period of March 25 – April 21, 2017, as recommended by staff.
- d. Approve the license application for a Solicitor for the period of June 20, 2017 – June 19, 2018, for a mobile ice cream truck for Fasil Agegnehu, 13328 – 89th Avenue N, Maple Grove, MN 55369, pending receipt of all required documentation and necessary fees.

OPEN FORUM

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

LAW ENFORCEMENT REPORT

Patrol Captain Bob Stangler, Sherburne County Sheriff's Department, provided an overview of activities for the month of May, 2017. The department received 419 calls for service, including 118 traffic stops with 45 offenses charged by citation, as opposed 387 calls for service in the same time period in 2016 and 350 calls in 2015. There were no burglaries, but 6 thefts reported during the month of May, plus 1 crash with injuries, 9 property damage vehicle crashes including a hit and run. The City also reported a property damage complaint regarding trees being cut down in the City Park. The complaint is still under investigation by the Sheriff's Department.

Stangler reported that Connexus Energy will set light poles this week to finish the lighting project at crosswalk between Zimmerman High School and Zimmerman Elementary School. He also stated that there were no complaints received by law enforcement during Wild West Days. Stangler was informed by the Civic Club that 6300 people attended the Saturday parade. He thanked the Public Works Department for their cooperation with the event, adding the City staff was very helpful with all aspects of the event and the Sheriff's Office is grateful for their assistance.

Stangler also reported that a significant number of theft from vehicles have occurred since school let out for the summer. Several suspects have been identified for some of the occurrences and charges are in process. The Sheriff's Department has increased patrol coverage in town and is reminding residents to lock their cars, remove

valuables from vehicles and report any suspicious activity the Sheriff's Department. Discussion was also held regarding recent bear sightings in town and the legal use of fireworks.

Council agreed by unanimous consensus to accept the Law Enforcement Report for May, 2017, as presented.

PARK BOARD REPORT

Member Whiting provided an overview of the June 6th Park Board meeting. The Board will be hosting a Night to Unite event in the City Park on Tuesday, August 1, 2017 from 6 – 8:30 p.m. Activities include kickball, disc golf, chalk art, a scavenger hunt, and a possible dunk tank. The Board will be collecting non-perishable food items for Passing the Bread and Keller Williams will show a movie in the park at 9 p.m. that evening.

Member Brisbin wished to discuss potential improvements to Gardenia Park, asking if Public Works Staff could clean up the area to make it more usable. PW Director Johnson stated the park area is very wet and it might not be a simple clean up, depending on what needs to be done to remove water from the area. Brisbin also asked about placing garbage cans at the Boat Landing. Johnson stated that the City used to have garbage cans placed at the Boat Landing, but residents in the area filled the cans with their residential garbage, so the City removed the cans.

Brisbin/Nathe unanimous to accept the June 6, 2017 Park Board Report as presented.

PUBLIC WORKS REPORT

SBR Generator Update

Public Works Director Johnson reported that the City has been able to rent a temporary generator for the SBR, which has been installed. Connexus is able to access the temporary rental generator remotely to activate it during peak times, ensuring the City can remain in the off-peak rebate program. Staff has met with the Engineer who originally designed the plant and the 2009 plant expansion. He is working on plans to size the plant with a new generator that would serve the City through the next plant expansion. Staff will continue to provide information on the potential purchase of a new generator as it becomes available. No action taken.

Appointment of Maintenance Technician

The most recent vacancy in the Public Works Department was advertised in late April and early May. Forty-three applications were received. Staff held interviews at the end of May and have selected a candidate for hire. Public Works Director Johnson is recommending the hire of Karl Anderson for the vacant Maintenance Technician position at Level 2 on the City's Pay scale. Upon hire, Anderson would serve a 6-month probation and would be eligible for benefits.

Brisbin/Nathe unanimous to appoint Karl Anderson to the position of Public Works Maintenance Technician at rate of \$18.14 per hour (2017 Level 2, Step 1), as recommended by the Public Works Director and City Administrator.

ADMINISTRATOR'S REPORT

Annexation Request – PID #30-007-4400

Clerk/Treasurer Tillmann reported that the City has received a petition for annexation from Christopher Flor, who owns the property identified as PID 30-007-4400. The property is a 34.16 acre parcel in the northwest quadrant of CSAH 4 and 136th Street, and is located in an Orderly Annexation area established with Livonia Township in 1999. Staff has provided a copy of the petition to the Livonia Town Board for their consideration. A Joint Resolution by both the Town Board and City will need to be executed in order to formally annex the property into City limits. Staff is currently working with the Township and contracted legal staff to resolve questions

surrounding the terms of annexation. A joint resolution will be presented for adoption by the City Council in the near future. No action taken.

Project Update – 2017 3rd Avenue South Improvement

Staff informed Council that Connexus Energy is on the project site to relocate existing power poles out of the way of construction. Bituminous street removal has begun, with right of way clearing and tree removal to occur later in the week. Sewer and water main connections need to be made in the Main Street and 3rd Avenue South intersection, and that segment of Main Street will be closed for a short time. Power pole relocations were supposed to start a week ago, however Connexus Energy was delayed due to recent storm damage in the area.

Bolton & Menk has an on-site inspector on the construction site every day monitoring construction activity and answering resident questions. No action taken.

MAYOR/COUNCIL ITEMS

July City Council Meeting Dates

The July Council meetings are scheduled for Monday, July 3 and Monday, July 17. Staff anticipates very little activity in City Hall considering Tuesday, July 4 is a federal holiday, and many people will take a long weekend for that reason. Tillmann suggested Council re-schedule the July 3 meeting to Monday, July 10, in place of the Committee of the Whole meeting; and move the July 17th meeting to Monday, July 24. City Hall would still be open regular hours of 7:00 a.m. – 6:30 p.m. on July 3rd.

Smith/Brisbin unanimous to re-schedule the July 3 Regular Council meeting to July 10th in place of a Committee of the Whole meeting, and re-schedule the Monday, July 17th Regular Council meeting to July 24, 2017.

Mayor Earenfight identified the following upcoming events:

- June 20 – Zimmerman Farmer’s Market – City Park
- June 24 – Passing the Bread Food Distribution – UMA Precision Machining

Prior to adjourning the meeting, Mayor Earenfight asked for a moment of silence in honor of US Military Personnel and their families.

Brisbin/Nathe unanimous to adjourn the meeting at 7:44 p.m. Motion carried.

Approved this 10th day of July, 2017.

s/s Kary Tillmann, Clerk/Treasurer