

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JULY 1, 2019**

CALL TO ORDER

The regular meeting of the Zimmerman City Council was called to order at 7:01 p.m. at City Hall by Mayor Stay, followed by the Pledge of Allegiance.

ROLL CALL

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

AGENDA APPROVAL

Shepard/Whiting unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Bondhus/Whiting unanimous to approve the minutes of the June 18, 2018 Regular Meeting of the City Council as presented.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #41126 - #41161) in the amount of \$43,649.89 as presented.
- b. Accept invoice #234585, authorizing payment to Bolton & Menk (ck #41162) in the amount of \$10,807.00 for Project Management Services related to the Lift Station #5 Rehabilitation Project, for the period of May 4 – 31, 2019, as recommended by staff.
- c. Accept Invoice #KPS0370 in the amount of \$12,994.00 (ck #41163), authorizing payment to Kodiak Power Systems, for the purchase of a Cummins 30kw generator for the Fire Station, to be paid from the Fire Hall Building Improvement Fund, as recommended by staff.
- d. Authorize payment to Total Control Systems as identified on invoice #8862 in the amount of \$20,475.00 (ck #41164), for the installation of SCADA hardware and software at Lift Stations #6, #8, and #10, with funds to be taken from the Sewer Fund Budget (602-49450-408), as recommended by the Public Works Director.
- e. Approved payment to Trueman Welters for a Notch Manufacturing 102” Grapple Bucket identified on Invoice #EB19521, in the amount of \$8,946.07 (ck #41165), with payment from the 2019 General Fund with a 50% SCORE Grant funding match from Sherburne County upon payment of the invoice
- f. Approve the permit application for outdoor music to be held Saturday, July 13, 2019, from 8:00 p.m. – 12:00 midnight, at ZBG/Angeno’s, 13100 Fremont Avenue, Zimmerman, MN, as requested.
- g. Adopt **RESOLUTION #2019-07-01**, approving the Application for Exempt Permit for the Knights of Columbus Council #8571, for a gambling event to be held September 20, 2019 at Christ Our Light Catholic Church, 25909 – 4th Street West, Zimmerman, MN 55398.
- h. Approve the license application for a Solicitor for the period of July 2, 2019 – July 1, 2020, 2019, for two (2) mobile ice cream trucks for Fasil Agegnehu, 2144 Druid Road, Clearwater, FL 33764, pending receipt of all required documentation and necessary fees.

OPEN FORUM

Karen Michels, 26172 – 10th Street W, wished to address Council regarding the dog park currently under construction in Firemen’s Park. Michels expressed her appreciation for improvements to the park but expressed concern about the size of the fenced dog area in relation to the rest of the park space. Michels feels the fenced dog area is too large, especially if Council intends other improvements such as a pavilion or picnic tables in the future. She stated that the park is heavily used for family functions in the summer and cold weather activities in the winter. She added that she would have preferred Council asked the adjacent property owners for input before beginning work on the dog area. Michels also feels that the addition of solar lighting would help reduce the amount of vandalism in the park area.

Additional comments regarding the dog area were heard from **Chris Nicolai and Nicoleena Sutherland, 26178 – 10th Street West**, who stated their daughter, Madison, likes to go sledding on the hill in the wintertime. They have deer that frequent their yard and are concerned that dogs will scare the wildlife away. They bought their house because of the park behind it (Firemen's Park). Nicolai agrees with Michels that the amount of space allotted for the dog area is too large, commenting that dogs were being granted more space than people in the park and suggested the dog area be reduced in size until resident use warrants it be made bigger. Sutherland added that the dog area will take away the space their daughter currently plays in and questioned if dogs must be registered in city limits. She suggested the entry location be moved to the other side away from their property and added that she is also concerned about how close the fence is to the play structure.

Mayor Stay stated that staff is using guideline provided by the League of Minnesota Cities regarding construction of fenced dog parks. He continued that both dogs and children should be supervised when in any City park areas. Dogs living in city limits are required to be licensed. The Park Board recommended approval of the fenced dog park area and it was approved by Council earlier this year.

Council agreed to place the dog park improvement on the July 15, 2019 Council agenda for further discussion.

FIRE PROTECTION REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of June, 2019. The Department provided 1 medical assist and 8 personal injury motor vehicle accidents, responded to a carbon monoxide report, 2 downed power lines, a vehicle fire, 4 residential house fires and 2 other fire calls within city limits. 2 different suspects have been identified in those calls and restitution requests have been made for the Fire Department response.

Council accepted the Fire Protection Report for June, 2019 by unanimous consensus as presented.

EVENT PERMIT APPLICATION – AWF Wrestling Match

Shawn and Missy Dielke, owners of ZBG/Angeno's, 13100 Fremont Avenue, Zimmerman, were present to discuss their request for an event permit to hold an AWF Wrestling Match in the parking lot of their establishment on Saturday, July 13 from 5 – 7 p.m. They are also requesting the City consider designating portions of 9th Street West, 10th Street West and 1st Avenue South as no on-street parking from 2 – 8 p.m. to accommodate the residents living in the area. Dielke is working with local establishments with larger parking lots, such as Christ Our Light Catholic Church, to allow parking for attendees and will offer shuttle service to the restaurant. Dielke will work with local law enforcement, fire protection and City Public Works for signage, parking and traffic enforcement issues.

Stay/Whiting unanimous to approve the event permit application requested by ZBG/Angeno's for an AWF Wrestling Match to be held on Saturday, July 13, 2019 from 5:00 – 7:00 p.m., at 13100 Fremont Avenue, Zimmerman, MN, and designate portions of 9th Street West, 10th Street West and 1st Avenue South as no on-street parking from 2 – 8 p.m. to accommodate access to residential properties in the area, as requested.

PUBLIC WORKS REPORT – presented by Public Works Director Keith Koehler

Lift Station #5 Rehabilitation Project

Staff reviews existing lift stations for necessary repair, maintenance and reconstruction to ensure proper performance, function and efficiency. Due to growth, function and aging, Lift Station #7 was relocated and reconstructed in 2014, and Lift Station #1 was reconstructed in 2017. Lift #5 was last reconstructed in 2001, with pump replacement in 2006 due to clogging issues. After consulting with the City Engineer, staff is recommending Lift #5 be rehabilitated in 2019, to include new pumps, rails, control/SCADA panel, lift station cover and the addition of an on-site back generator, as it is nearly 20 years old. This station handles a significant

amount of waste and reconstruction prior to the 2020 Street Project and future Lake Fremont reconstruction. Engineer Bittner also recommends minor modifications to Lift Station #7, estimated at approximately \$10,000.

Staff has worked with Engineer Bittner on the project design and approved Bittner advertising the proposed project for bids. Bid opening was held Wednesday, June 26th at 11:00 a.m. at City Hall. Five (5) bids were received from contractors, with Pember Companies submitting the lowest bid at \$209,900.00. Engineer Bittner provided a memo summarizing the bid, recommending award of the project to Pember Companies, and a resolution authorizing the project. Staff agrees with Bittner's recommendation.

RESOLUTION 2019-07-02 Whiting/Shepard unanimous to adopt RESOLUTION #19-07-02, authorizing the Lift Station #5 Rehab Project and award the bid to Pember Companies at a cost of \$209,900.00, as recommended by staff and the City Engineer, with payment from Fund 602 (Sewer Fund).

Authorize Sale of Pickup Truck

Council approved the purchase of 2 half-ton trucks from MNDOT Fleet Services at the June 17th meeting, including staff authorization to sell a 2010 Ford F-150 4 x 2 extended cab pickup truck. After consideration, Public Works wishes to keep the 2010 F-150 and requests authorization to dispose of the 2002 Chevrolet 1500 4x2 extended cab. The 2002 Chevy has 109,800 miles and has been utilized by seasonal summer employees for park maintenance, and by office staff doing monthly water meter readings.

Whiting/Shepard unanimous to authorize staff to dispose of a 2002 Chevrolet 1500 Extended Cab 4 x 2 pickup and retain a 2010 Ford F-150 Extended Cab pickup previously approved for sale at the June 17, 2019 Council meeting.

FINANCE REPORT – presented by Clerk Treasurer Kary Tillmann

Employee Participation in MN State Retirement System

City employees have requested participation in the Minnesota Deferred Compensation Plan (MNDCP) administered by the Minnesota State Retirement System (MSRS). It is a voluntary savings plan intended for long-term investing for retirement and authorized under Section 457 of the Internal Revenue Code. The MNDCP is available to any full-time, part-time, or temporary Minnesota public employee (state, city, county, township, school districts, etc.). There is no cost to the City for employees to participate, other than staff time to administer the program. Staff met with an MSRS representative last week to receive an overview of the program and have employee questions answered.

Whiting/Bondhus unanimous to approve participation in the Minnesota Deferred Compensation Plan (MDCP) administered by the Minnesota State Retirement System (MSRS) and authorize the City Administrator to sign the Plan Service Center Agreement Form on behalf of the City to initiate employee contributions to the program, as requested and recommended by staff.

ADMINISTRATOR'S REPORT – presented by City Administrator Randy Piasecki

Planning Commission Report

The Planning Commission met on Wednesday, June 26, 2019 and granted a variance for a detached garage at a residential property and conducted interviews for a vacant Planning Commission seat. No action taken.

MAYOR/COUNCIL ITEMS

Due to a lack of agenda items, Mayor Stay cancelled the COW meeting scheduled for Monday, July 8, 2019.

Mayor Stay noted the following upcoming events:

- July 4 – Independence Day Holiday – All City Offices closed
- July 27 – Passing the Bread Food Distribution – 9 – 11 a.m. at UMA Precision Machining, with set up on Friday, July 26
- August 6 – Night to Unite in the City Park – 6 – 8:30 p.m.
- August 7 – Facebook Live prize drawings for Night to Unite

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

Whiting/Bondhus unanimous to adjourn the meeting at 8:03 p.m. Motion carried.

Approved this 15th day of July, 2019.

s/s Kary Tillmann, Clerk/Treasurer

Approved 07/15/2019