

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, AUGUST 20, 2018**

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

**AGENDA APPROVAL**

**Whiting/Brisbin unanimous to approve the agenda with the following addition:**

- **Request by Zimmerman American Legion Post to close the alley for a special event – Law Enforcement Report**

**APPROVAL OF MINUTES**

**Brisbin/Shepard unanimous to approve the meeting minutes of the August 6, 2018 Regular Meeting of the Council with the following change to the Public Works Report on page 3:**

**Replacement of Skid Loader**

At the July 16<sup>th</sup> meeting, Council was informed that the lease program through John Deere the City is currently utilizing to lease a skid loader is being discontinued. Staff has obtained several quotes from local vendors for loaders and had the opportunity to demo several models at the City shop and local show rooms. After reviewing State Contract pricing, staff recommends Council authorize the purchase of a 2018 skid loader (Model #S630HA/C-2 T4 TEL) and an 80" Virnig bucket from Lano Equipment, Inc., at a cost of \$42,873.20, to be paid from ~~committed Truck Fund reserves~~ the Motor Vehicles Capital Expenditure line in the 2018 General Fund Budget (101-49990-550), as recommended by staff.

**Mathison/Whiting unanimous to approve the purchase of a 2018 skid loader (Model #S630HA/C-2 T4 TEL) and an 80" Virnig bucket from Lano Equipment, Inc., at a cost of \$42,873.20, to be paid from ~~committed Truck Fund reserves~~ the Motor Vehicles Capital Expenditure line in the 2018 General Fund Budget (101-49990-550), as recommended by staff.**

**CONSENT AGENDA**

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

- a. Approve the payment of claims (check #40284 - #40333) in the amount of \$40,804.46 as presented.
- b. Authorize payment to Vessco, Inc., in the amount of \$8,648.00 (ck #XXXXXX) as identified on Invoice #73836, for the replacement of two (2) actuator valves at the Wastewater Treatment Plant approved by Council on May 7, 2018, to be paid from the Sewer Fund, as indicated by the Public Works Director.
- c. Approve payment to EH Renner & Sons in the amount of \$5,955.00 (ck #XXXXXX) as payment for electrical work related to the installation of a Variable Frequency Drive on the blower motor at the 6<sup>th</sup> Avenue Plant, as recommended by staff with funds to be taken from the Water Budget (Fund 601).

**OPEN FORUM**

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

**PARK BOARD REPORT**

**Josh Bondhus, Chair, Park Board**, was present to provide the August Park Board Report. In lieu of a meeting, the Park Board hosted Night to Unite festivities in the City Park on their regular meeting night. Approximately 300 people attended the event, which included representatives from the Sheriff's Department and Fire Department with food and ice cream vendors and a movie in the park at the end of the night offered by Mandy Kruse Keller

Williams Realty. Park Board members and City Staff offered bounce houses, kick ball, and a scavenger hunt for attendees. Bondhus thanked the evening's sponsors and prize donors, including Jim's Market, Johnson's Hardware Hank, Zimmerman Home and Garden, PolyShield, Nelson Nursery, Julie's Place Salon, the Zimmerman Youth Football Association, Princeton Rental and Warzecha Auto Parts. The Park Board was pleased with how the event turned out and is looking forward to next year's event.

**Council accepted the Park Board Report of August 7, 2018 by unanimous consensus as presented.**

### **LAW ENFORCEMENT REPORT**

**Captain Bob Stangler, Sherburne County Sheriff's Department**, provided an overview of activities for the month of July, 2018. In the month of July, the department received 465 calls for service, including 175 traffic stops, as opposed 492 calls for service in the same time in 2017 and 370 calls in 2016. There were 60 citations issued, not including long form complaints, with 1 burglary, 2 thefts, 8 property damage crashes, and 5 criminal damage to property complaints received. Stangler reminded the public that students will be going back to school soon and school busses are out driving bus routes. He reminded drivers to pay attention for walkers and busses, especially in school zones. Residents were also reminded to lock their homes, as the Sheriff 's Department sees an uptick in daytime burglaries once kids go back to school.

**Council accepted the Law Enforcement Report of July, 2018 as presented.**

### **Request by Zimmerman American Legion Post to close the alley for a special event**

**Kae Legg**, representing the **Zimmerman American Legion Post 560, 12674 Fremont Avenue**, was present to discuss the Legion's request to close the alley behind the Legion from 2<sup>nd</sup> Street West to 3<sup>rd</sup> Street West to traffic for an event on Saturday, August 25<sup>th</sup>. Staff has discussed the request with Fire Chief Maloney, who stated the Fire Department would have no issue with the closure if they knew in advance it was happening, so they can inform the ambulance service. Captain Strangler added he did not see an issue with it from a Law Enforcement point of view, as there are other ways for adjacent residents and businesses to access their properties besides the alley. Public Works Director Koehler stated that the City would have no issues with the alley being closed for the day.

**Brisbin/Shepard unanimous to approve the request to close the alley behind the Zimmerman American Legion Post 560, 12674 Fremont Avenue, from 2<sup>nd</sup> Street West to 3<sup>rd</sup> Street West, for a special event to be held on Saturday, August 25, 2018, from 7:00 a.m. – 6:00 p.m., as requested.**

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

#### **Request for Payment -- 2018 Pavement Preservation**

Council approved the 2018 Pavement Preservation Project and awarded the contract to Allied Blacktop Co., in the amount of \$207,728.14 to crack fill, chip seal and fog seal selected city streets and bituminous trails. Much of the work has been completed and Allied Blacktop has submitted Pay Request #1 in the amount of \$161,045.90 for work completed through August 10, 2018.

**Shepard/Whiting unanimous to approve Pay Request #1 in the amount of \$161,045.90, as submitted by Allied Blacktop Co., as partial payment for the 2018 Pavement Preservation Project, as recommended by staff and the City Engineer.**

#### **Water Main Break at 6<sup>th</sup> Avenue Plant**

Koehler reported that there was a significant water main break at the 6<sup>th</sup> Avenue Water Plant this past Friday afternoon. The break was located between the wellhead and the water plant and required extensive work to repair. Brenteson Companies was called to assist and Koehler contacted the MN Department of Health to apprise them of the situation. There was no loss of water service to the community. No action taken.

**ADMINISTRATOR'S RE PORT – presented by City Administrator Randy Piasecki**

**Cancel Public Hearing – Reliant Systems**

At the June 18 meeting, Council called for a public hearing to be held at this meeting regarding the proposed addition of properties to Development District #1 and the creation of a new TIF District. Reliant Systems is choosing to delay their project until early 2019, which would affect the amount and duration of TIF funding available to them if the request was approved in 2018 as planned. Therefore, the public hearing previously scheduled for this meeting has been cancelled. Staff will continue to work with the City's Financial Consultant and Reliant Systems to reschedule their hearing for a future date.

**Call for New Public Hearing – Development District #1 and TIF District #10**

Piasecki reviewed the proposed chronology for the creation TIF District No. 10 as it relates to the Depot on Main project as submitted by PSD LLC. The proposed chronology shows the EDA reviewing the request at a regular EDA Meeting as well as a public hearing in front of the City Council on Monday, October 15. Staff requests Council call for the public hearing to keep moving forward on the project.

**RESOLUTION #18-08-05      Shepard/Mathison unanimous to adopt RESOLUTION #18-08-05, calling for a public hearing on the modification of the development program for Development District No. 1 and the tax increment financing plans for Tax Increment Financing Districts No. 8 – 9, the creation of Tax Increment Financing District No. 10 and the adoption of a Tax Increment Financing plan relating thereto.**

**MAYOR/COUNCIL ITEMS**

**Upcoming Events**

Mayor Earenfight noted the following upcoming events:

- August 27 -- 2019 General Fund Budget Workshop
- September 9 City-wide events
  - Fall Festival and Youth Expo – 9 a.m. – 3 p.m. – St. John Lutheran Church
  - Chamber of Commerce 5K and Community Expo – 9 a.m. -- City Hall
  - Community Shred Event – 10 a.m. – 1 p.m. – City Hall Back Parking Lot
  - Ladies On The Loose – 10 a.m. – 3 p.m.
  - Fire Department Open House and Dance -- 11 a.m. – 3 p.m./8 p.m. – Midnight – Fire Station

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

**Brisbin/Whiting unanimous to adjourn the meeting at 7:25 p.m. Motion carried.**

Approved this 10th day of September 2018.

s/s Kary Tillmann, Clerk/Treasurer