

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, OCTOBER 19, 2020**

CALL TO ORDER

The regular meeting of the Zimmerman City Council was called to order at 7:00 p.m. at City Hall by Acting Mayor Whiting, followed by the Pledge of Allegiance.

ROLL CALL

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

AGENDA APPROVAL

Bondhus/Shepard unanimous to approve the agenda with the following changes:

- **Delay Economic Development Authority Meeting until further notice due to the lack of a quorum**

APPROVAL OF MINUTES

Shepard/Bondhus unanimous to approve the meeting minutes of the October 5, 2020 Regular Meeting with the correction of a typographical error on Consent Agenda item d. Election Judge Appointments.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #42473 - #42525) in the amount of \$39,192.64 and electronic payments (e-check #2088 – #2098) in the amount of \$44,082.98 as presented.
- b. Accept Invoice #1770113 in the amount of \$24,960.00 (ck #42526) presented for payment by Allied 100 for the purchase of 15 Philips HeartStart defibrillators with Infant/Child keys and carrying cases as approved by Council on September 21, 2020 to be paid with the City's allotment of COVID CARES Act Grant Funds, as recommended by staff.
- c. Accept Invoice #257193 in the amount of \$9,694.00 (ck #42527) presented for payment by Bolton & Menk for Engineering and Project Management Services for the period of July 25 – August 21, 2020 for the 2020 Morrison Addition Improvement Project as recommended by staff.
- d. Authorize payment in the amount of \$98,240.00 (ck #42528) to Core & Main for the purchase of water meters and related parts, as recommended by staff, with funds to be taken from the Water (601) and Sewer (602) funds.
- e. Authorize payment to Heins Plumbing in the amount of \$7,800.00 (ck #42529) as partial payment for the replacement and installation of motion sensor bathroom fixtures and drinking fountains at City Hall and the Civic Building, to be paid from COVID CARES Act Grant Funds.
- f. Accept Invoice #2578 in the amount of \$12,173.55 (ck #42530) authorizing payment to Metro West Inspection Services, Inc., for professional Building Inspection Services in the City of Zimmerman for the month of September 2020, as recommended by staff.
- g. Accept Quote #USFQ80818 in the amount of \$12,104.80 from US Fabrics, Inc., to purchase a 60' x 100' Ecotube and 36' x 120' geomembrane liner for the sludge storage system at the Wastewater Treatment Plant (WWTP) to be paid from the Sewer Fund, as recommended by staff.
- h. Approve payment to the Zimmerman/Livonia Fire District in the amount of \$231,987.94 (ck #42532) as identified on Pledge #1087 for Rochon Pay Request #3 for Construction Management Services on the Fire Hall and Event Center through September 30, 2020, to be paid from bond proceeds as recommended by staff.
- i. Approve annual Fire Relief Aid payment to the Zimmerman Fire Department Relief Association in the amount of \$81,932.35 (ck #42531), as identified by the MN Department of Revenue.

- j. Approve the tobacco license renewal application for ZMarket, 26233 – 2nd Street East, Zimmerman for the period of November 1, 2020 – June 30, 2021, pending receipt and acceptance of all application materials, as recommended by staff

OPEN FORUM

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

LAW ENFORCEMENT REPORT

Patrol Captain Bob Stangler, Sherburne County Sheriff's Department, provided an overview of law enforcement activities for the month of September 2020. The department received 378 calls for service, including 83 traffic stops with 40 offenses charged by citation, not including long form complaints or in-custody arrests. During the same period in 2019, there were 484 calls for service, with 417 calls in 2018. Stangler noted that it was a relatively quiet month with not much criminal activity. No burglaries were reported. Several theft reports of minor items were made. The department also responded to 7 vehicle crashes. Stangler reviewed additional types of calls made during the month, noting no significant trends to report.

Council agreed by unanimous consensus to accept the Law Enforcement Report for September 2020 as presented.

PUBLIC WORKS REPORT – presented by Public Works Director Keith Koehler

Morrison Addition Improvement Project

Engineer Bittner was present to provide an update on the 2020 Morrison Addition Improvement project. The project is substantially complete with the contractor currently working on punch list items. The next step in the process is to conduct the assessment hearing, which is tentatively scheduled for Monday, November 16, 2020 during the Regular Council meeting.

RESOLUTION #20-10-03 **Shepard/Bondhus unanimous to adopt RESOLUTION #2020-10-03, declaring the cost to be assessed and ordering the preparation of the proposed assessment for the 2020 Morrison Addition Improvement Project against benefitting property owners in the amount of \$277,882.80, to be payable over a period of ten (10) years at a rate of 4% interest, as recommended by staff and the City Engineer.**

RESOLUTION #20-10-04 **Bondhus/Shepard unanimous to adopt RESOLUTION #2020-10-04, scheduling a public hearing on the proposed assessment for the 2020 Morrison Addition Improvement Project for Monday, November 16, 2020, at 7:00 p.m. or as soon as possible thereafter and direct staff to publish, post, and mail notice of said hearing as required.**

Purchase of Snow Equipment for John Deere Tractor

The City owns a 3-point snowblower attachment for the John Deere tractor that is seldom used and was approved for sale/disposal by Council earlier this year. Staff has contacted several vendors for quotes on providing a 10-foot snow pusher, frame and hydraulics for the John Deere tractor, which will make the equipment more efficient and usable for staff. Quotes from each vendor were received prior to the meeting and reviewed with Council. Koehler feels the quote from Crysteel is a better option for the City. Crysteel proposes a 10-foot pusher with steel cutting edge, and to construct a push beam frame and hydraulic control to attach the tractor and snow pusher at a price of \$13,435.86. They are also offering a discount for a rubber cutting edge, bringing their quote to \$10,763.06. John Deere's proposal totaled \$19,440.00.

Whiting/Bondhus unanimous to accept the quote from Crysteel Truck Equipment to provide and install a 10-foot Pro-Tech Snow Pusher, hydraulics, and fabrication of a push beam for a John Deere tractor, at a price of \$10,763.06 as recommended by staff.

Public Works Director Koehler reminded residents to remove basketball hoops, garbage cans, recreational vehicles, etc. from roadways considering forecasted snow, in order to facilitate improved snow removal on City streets in the coming days.

ADMINISTRATOR’S REPORT – presented by City Administrator Randy Piasecki

Acknowledgement of Volunteer Service

Administrator Piasecki reported that citizen volunteer Barry Rosar resigned from the City’s Planning Commission and Economic Development Authority (EDA) on September 28, 2020 after 24+ years of service to the City and its residents. Barry and his wife relocated to Zimmerman in 1994. In March 1996, Barry was appointed to the Planning Commission and in August 1996 to the City’s Economic Development Authority. He continuously served on both boards until his recent resignation.

City Staff is grateful for Barry’s dedication to helping the City grow and the many years of service and expertise he has provided. Barry’s contributions to the City, EDA, and Planning Commission are greatly appreciated.

MAYOR/COUNCIL ITEMS

Upcoming Meetings and Events

Council noted the following:

- October 31 -- Passing the Bread Food Distribution – 9 – 11 a.m.; UMA Precision Machining; with set up in the morning on October 30, 2020
- November 3 – State/Local General Election – Polls open 7:00 a.m. – 8:00 p.m. Residents living north of CSAH 4 vote at the Sheriff’s Department Substation. Residents living south of CSAH 4 vote at Refuge Evangelical Free Church. Early Voting is also available at the Sherburne County Government Center during regular business hours until November 2, 2020.

Before adjourning, Acting Mayor Whiting asked for a moment of silence in honor of US military personnel at home and abroad as well as emergency management and health care personnel serving in the community.

Bondhus/Whiting unanimous to adjourn the meeting at 7:24 p.m. Motion carried.

Approved this 2nd day of November 2020.

s/s Kary Tillmann, Clerk/Treasurer