

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, NOVEMBER 2, 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 Mayor Stay, followed by the Pledge of Allegiance.

ROLL CALL

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

AGENDA APPROVAL

Whiting/Bondhus unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Whiting/Bondhus unanimous to approve the minutes of the October 19, 2020 Regular Meeting of the City Council as presented.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #42533 - #42566) in the amount of \$45,509.68 as presented.
- b. Authorize payment in the amount of \$3,752.22 (ck #42567) to Vision Enterprises, LLC, for 2020 Tax Abatement, as presented by staff per the agreement on file in the City Clerk's Office.
- c. Accept the audit letter of understanding for 2020 audit services and the engagement letter between the City of Zimmerman and Abdo, Eick, & Meyers, LLP, for audit services for the years ending December 31, 2020 through December 31, 2024, and authorize the City Administrator to sign said letter of engagement on behalf of the City as presented, and as recommended by staff.
- d. Approve the provision of health insurance for City employees, effective December 1, 2020 with a City contribution of 100% for single coverage and 85% of family coverage and provide an annual stipend of \$7,500.00 to those eligible employees opting not to participate in the City's health insurance plan.

OPEN FORUM

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

FIRE PROTECTION REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of October 2020. The Department aided on 9 medical calls, a gas leak, 2 personal injury motor vehicle accidents, responded to 5 fire alarms, 3 grass fires and a residential trash can fire.

Maloney reported that the Fire Board approved the purchase of a used ladder truck from the Roseville Fire Department, at a cost of \$35,000, which is a significant savings compared to the cost of a new truck at approximately \$1.2 million. Three probationary firefighters will start the Fire Academy at the end of November. Construction of the new Fire Hall continues. Overhead garage doors will be installed next week, with windows currently being installed and the parking lot being prepped for blacktop. The final bituminous lift will be done in Spring 2021. Maloney added that the Department has received a \$500 donation from Tiller Corporation for assistance in fighting an arson fire south of town on TH 169.

Council accepted the Fire Department Report for October 2020 by unanimous consensus as presented.

PUBLIC WORKS REPORT – presented by Public Works Director Koehler

Compost Site Update

Sherburne County SCORE funding currently supports four compost sites in the County. Earlier this year, the

Municipal Recycling Board, made up the four Cities that operate compost sites, were notified that SCORE funding could not be used to support commercial compost activity because SCORE dollars were intended to support residential recycling efforts. Sherburne County suggested raising the commercial compost access rate to \$1,000 annually. The City of Becker has recently decided they will no longer allow commercial access to their site, with Elk River and Big Lake looking to act soon on whether to allow commercial haulers in their sites in 2021.

Koehler's concern about commercial access centers on how busy our site will become if the others disallow commercial dumping. Our site is already extremely busy and additional commercial dumping will only add to the congestion and the need for more frequent grinding, which will increase costs at the site. If the City's expenses exceed the grant amount, we are not reimbursed for any expenses over the grant amount. Koehler will be looking for direction from Council at the next meeting after Elk River and Big Lake have discussed. No action taken.

FINANCE REPORT – presented by Clerk/Treasurer Kary Tillmann

Certification Hearing – Delinquent Utility Bills

Tillmann reported that on October 1, 2020, staff mailed 205 letters notifying residents and property owners of pending certification of delinquent utilities totaling \$59,436.21. This annual hearing is an opportunity for residents to appeal the pending certification if they so choose. A final certification list will be presented for adoption on November 16th. Final certification must be approved by Council at the November 16th meeting for submission to the County Auditor/Treasurer by the November 30th deadline. In the past, the County has allowed properties to be removed from the certification list into December and sometimes January of the following year, but there is no guarantee that they will continue to do so.

There was no one present to address the Council regarding delinquent utility bills.

Set Date for Municipal Canvassing Board

Typically, Council meets as the Canvassing Board on the Monday after the Election, immediately prior to the COW meeting. At this time, it is unknown if Council will hold a COW meeting on that date. Council must meet to canvass election results between the 3rd and 10th day following the Election, which is between Friday, November 6 and Friday, November 13, 2020. The start time is flexible depending on when members are available, and the meeting typically does not last more than 15 minutes. Staff suggests Council consider Monday, November 9, 2020 at 6:45 pm (prior to a potential November COW Meeting) or an alternate date and time prior to November 13 if desired as the Canvassing Board Meeting.

Shepard/Whiting unanimous to convene a meeting of the Canvassing Board on Monday, November 9, 2020 at 7:00 p.m. at the Zimmerman City Hall, pursuant to MN Statutes 205.185, subd 3, to canvass results from the Municipal Election on November 3, 2020.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following upcoming events:

- November 1 – City-wide Winter parking rules went into effect. No parking on City streets between the hours of Midnight and 8:00 a.m. until May 1, 2021.
- November 3 – Federal/State/Municipal General Election – Polls open 7:00 a.m. – 8:00 p.m.
- November 11 – Veteran's Day Observed -- All City Offices closed
- November 21 – Passing the Bread Food Distribution; 9 – 11 a.m. – UMA Precision Machining
- November 26 & 27 – Thanksgiving Holiday – City Offices Closed

Mayor Stay declared a recess at 7:30 p.m. to convene a meeting of the Economic Development Authority.

The regular meeting was reconvened at 7:39 p.m.

ADMINISTRATOR'S REPORT – presented by City Administrator Randy Piasecki

Piasecki reported that the Sherburne County Engineer forwarded a letter from MN DOT regarding the 2020 Local Road Improvement Program. The County will receive a \$2 million grant from the State of Minnesota for work associated with a proposed interchange at TH 169/CSAH 4. More details will be forthcoming as the design project gets underway. No action taken.

Before adjourning, Mayor Stay asked for a moment of silence in honor of local first responders and military personnel at home and abroad.

Bondhus/Stay unanimous to adjourn the meeting at 7:41 p.m. Motion carried.

Approved this 7th day of December 2020.

s/s Kary Tillmann, Clerk/Treasurer

Approved 12/07/2020