

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, DECEMBER 2, 2019**

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 and Shepard. Member Whiting was excused absent. Also present were Administrator Piasecki and Clerk/Treasurer Tillmann.

AGENDA APPROVAL

Shepard/Frederick unanimous to approve the agenda with the following addition:

- **Letter of Support for Sherburne County Trail Grant Application -- Administrator's Report**

APPROVAL OF MINUTES

Bondhus/Frederick unanimous to approve the minutes of the November 18, 2019 Regular Meeting of the City Council as presented.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #41567 - #41605) in the amount of \$43,001.94 and electronic payments (e-checks #1905 - #1917) in the amount of \$38,487.95 as presented.
- b. Approve payment to the Zimmerman/Livonia Fire Relief Association for 2019 State Fire Aid in the amount of \$76,445.42 (ck #41609), as identified by the MN Department of Revenue.
- c. Authorize payment to the Sherburne County Auditor/Treasurer in the amount of \$343,952.50 (ck #41608) for 2019 2nd half Law Enforcement Contract Services provided by the Sherburne County Sheriff's Department, with funds to be taken from the Public Safety Budget (101-42000-440), as recommended by staff.
- d. Adopt **RESOLUTION #2019-12-01**, approving Pay Request #1 in the amount of \$120,650.00 (ck #41607) as submitted by Pember Companies, Inc., for expenses related to the Lift Station #5 Rehabilitation Project, as recommended by staff and the City Engineer.
- e. Approve payment to Fergus Power Pump, Inc., in the amount of \$17,725.34 (ck#41606) for semi-annual bio-solids hauling, with funds to be taken from the SBR Budget (602-49480-460) as recommended by the Public Works Director.
- f. Adopt **RESOLUTION #2019-12-02** designating the Sherburne County Sheriff's Department Public Safety Building as the polling place for Precinct 1 and Refuge Evangelical Free Church as the polling place for Precinct 2 for any and all 2020 elections as required by MN Statute 204B.16.
- g. Adopt the 2019 – 2020 Snowmobile Trail Map as presented.
- h. Adopt the 2020 City Council Meeting Schedule as presented.
- i. Adopt the 2020 City Holiday scheduled as presented.
- j. Approve the license application for a Garbage and Refuse Hauler submitted by Chad Master, dba Curbside Waste, Inc., 4025 – 85th Avenue N, Brooklyn Park, MN 55443, effective December 3, 2019 – December 31, 2020.
- k. Adopt **RESOLUTION #2019-12-03**, approving a 1-year extension to the Preliminary Plat approval for "Huntington" through December 31, 2020, as requested by Riverside Companies and as recommended by staff.
- l. Adopt **RESOLUTION #2019-12-04**, approving a 1-year extension to the Preliminary Plat approval for "Crescent Ridge", through December 31, 2020, as requested and recommended by staff.

- m. Adopt **RESOLUTION #2019-12-05**, approving a 1-year extension to the Preliminary Plat and Planned Residential Development (PRD) approval for Maefield Estates Townhomes through December 31, 2020, as requested by Paxmar and as recommended by staff.

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 November, 2019. The Department assisted with 8 medical calls including 3 lift assists, 3 motor vehicle injury accidents, 4 fire alarms, a person in distress call, 2 downed power lines, a grass fire, and 2 vehicle fires. Maloney reported that the Fire District has been awarded a grant from the MN State Fire Marshal to purchase a gear dryer, which will cost approximately \$8,600. The grant award is in the amount of \$6,300 and requires a local match of \$2,300. Neighbors Helping Neighbors is currently in progress. The American Legion Toy Drive is Saturday, December 7 from Noon – 3 p.m.

The Fire Department Report for November, 2019 was accepted by unanimous consensus as presented.

FINANCE REPORT – presented by Clerk/Treasurer Kary Tillmann

PUBLIC COMMENT MEETING – 2019 Proposed Budget and Levy

Clerk Tillmann began the Public Comment Meeting for the 2020 Proposed Budget and Levy reminding Council this was the public opportunity to ask questions about the proposed 2020 Budget. Administrator Piasecki further explained the comment meeting also does not to address property values for the coming year, but also addresses the amount of property taxes the City is proposing to collect to pay for the costs of services the City will provide in 2020. Questions about property valuation are addressed at the Board of Appeal and Equalization meeting held annually in April.

The City set its preliminary levy in September, which is what proposed tax statements are based on. Council must certify the final budget and levy to Sherburne County by December 28. To date, no changes have been made to the preliminary budget. Piasecki advised that the preliminary levy set by Council in September for 2020 was \$1,771,894, which included a \$50,000 EDA levy, as well as levy dollars to fund another year of street preservation as recommended by staff and the City Engineer. In addition, the City has three special levies equaling \$106,000 for debt service and capital improvements, and approved additional monies for future capital improvements, bringing the total annual commitment for capital projects to \$200,000. The final levy, which will be presented on December 16, is proposed at \$1,721,894, which is a reduction of \$50,000 due to eliminating the EDA levy because of a statutory deadline. Piasecki also provided a graphical comparison of the proposed budget, levy and net tax capacity, noting that increases in the net tax capacity is due to increases in property appreciation by the Sherburne County Assessor’s Office and increased building activity throughout the City.

There was no one present to address the Council regarding the proposed 2020 budget and levy.

ADMINISTRATOR’S REPORT – presented by Administrator Randy Piasecki

Letter of Support – Sherburne County Transportation Alternatives Grant Application

Administrator Piasecki reported that the Sherburne County Public Works Department is submitting a Transportation Alternatives Grant Application to support Zimmerman Safe Routes to Schools. They have requested a letter of support from the City for their application as part of the grant application. The County is requesting \$300,000 in grant funding to connect discontinuous trail segments between major residential neighborhoods on the west side of Zimmerman to the schools, Lions Park and the Great Northern Trail corridor. The grant, if awarded, would require a local match, which would be provided through the cooperative efforts of

Sherburne County Parks, Public Works, and Health and Human Services with further partnership with the City of Zimmerman and ISD 728.

Bondhus/Shepard unanimous to direct the City Administrator to draft a letter of support from the City Council for Sherburne County’s Transportation Alternatives Grant Application. Motion carried.

MAYOR/COUNCIL ITEMS

Council agreed by unanimous consensus to cancel the Committee of the Whole Meeting scheduled for Monday, December 11, 2019, due to a lack of agenda items.

Mayor Stay noted the following upcoming events and information:

- 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, 2020. During the weekend snowstorm, the Sheriff’s Department was issuing warnings for those violating winter parking rules.
- December 7 – Chamber of Commerce Celebrate the Season with Tree Lighting at 4: p.m.
- December 8 – Breakfast with Santa – Civic Building
- December 12 – American Legion Blood Drive – Noon – 3 p.m.
- December 21 -- Passing the Bread Food Distribution; 9 – 11 a.m. – UMA Precision Machining
- December 24 – Christmas Eve Holiday – All City Offices close at Noon
- December 25 -- Christmas Holiday – All City Offices Close

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

Frederick/Bondhus unanimous to adjourn the meeting at 7:43 p.m. Motion carried.

Approved this 16th day of December, 2019.

s/s Kary Tillmann, Clerk/Treasurer

APPROVED 12/16/2019