

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, JANUARY 6, 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 Engineer Bittner.

**AGENDA APPROVAL**

**Whiting/Shepard unanimous to approve the agenda with the addition of the Re-investment of City Funds added to the Consent Agenda.**

**APPROVAL OF MINUTES**

**Frederick/Bondhus unanimous to approve the minutes of the December 16, 2019 Regular Meeting of the City Council as presented.**

**CONSENT AGENDA**

**Shepard/Bondhus unanimous to approve the consent agenda with the addition of Item m. Reinvestment of City Funds as follows:**

- a. Ratify approval of the payment of claims for 2019 Year End (checks #41645 - #41679) in the amount of \$36,516.31 and December 2019 electronic payments (e-checks #1918 - #1937) in the amount of \$122,707.19 as presented.
- b. Ratify approval of the December 31, 2019 payment (ck #41680) to Bolton & Menk for Project Management Services for the period of November 2 – 29, 2019 as follows and as recommended by staff:
  - Invoice #243725 in the amount of \$12,290.00 for the 2020 Morrison Addition Reconstruction Project
  - Invoice #243727 in the amount of \$10,313.50 for the Lake Fremont Improvement Project
- c. Approve the payment of January 6, 2020 claims (checks #41681 - #41686) in the amount of \$9,309.02 as presented.
- d. Approve the Building Permit Summary Report for December, 2019 as presented.
- e. Approve the license application to operate Billiard Tables for the period of January 1 – December 31, 2020 for the following establishments:
  - Kriesel Jacobson American Legion Post #560 – 12674 Fremont Avenue, Zimmerman, MN 55398
  - ZBG/Angeno’s Pizza, Pasta and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398
- f. Approve the license application to operate Bingo for the period of January 1 – December 31, 2020, for the following:
  - Kriesel Jacobson American Legion Post #560 – 12674 Fremont Avenue, Zimmerman, MN 55398
  - Zimmerman/Livonia Fire Relief Association, 13028 Fremont Avenue, Zimmerman, MN 55398 to operate at Zimmerman Café, Bar and Bowl, 25920 Gateway Drive, Zimmerman, MN 55398 and ZBG/Angeno’s Pizza, Pasta and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398
- g. Approve the license application to operate a Bowling Alley for the period of January 1 – December 31, 2020, for Daniel Freih, dba Zimmerman Café, Bar and Bowl, 25920 Gateway Drive, Zimmerman, MN 55398.
- h. Approve the license application to operate Electronic Entertainment Devices for the period of January 1 – December 31, 2020 for the following establishments:
  - Kriesel Jacobson American Legion Post #560 – 12674 Fremont Avenue, Zimmerman, MN 55398
  - ZBG/Angeno’s Pizza, Pasta and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398
- i. Approve license application to operate as a Garbage & Refuse Collector within City limits for the period of January 1 – December 31, 2020:
  - Ace Solid Waste, Inc. – 6601 McKinley Street NW, Ramsey, MN 55303
  - Jim’s Mille Lacs Disposal, Inc., -- PO Box 275, 205 – 2<sup>nd</sup> Avenue NE, Milaca, MN 56353

- Randy's Sanitation, Inc. dba Randy's Environmental Services – PO Box 169, 4351 US Highway 12, Delano, MN 55328
  - Waste Management, 1505 – 11<sup>th</sup> Avenue NE, Cambridge, MN 55008
- j. Approve license applications for the following gasoline sales vendors for the period of January 1 – December 31, 2020:
- Casey's Retail Company, dba Casey's General Store #3458, 13140 Fremont Avenue, Zimmerman, MN
  - Holiday Station Stores, Inc., dba Holiday Station Store #239 – 26125 Highway 169, Zimmerman, MN
  - Northern Tier Retail, LLC, dba Speedway Store #4535 – 26075 – 3<sup>rd</sup> Street E, Zimmerman
- k. Approve the license application to operate a pawn shop for the period of January 1 – December 31, 2020, for David Ziemke, dba Zimmerman Trading Post, 25860 Highway 169, Zimmerman, MN 55398.
- l. Approve applications for the following Sewer and Water Installers, for the period of January 1 – December 31, 2020:
- Bradley Bartz, dba Advanced Excavating, Inc., PO Box 277, Zimmerman, MN 55398
  - Matt Brenteson, dba Brenteson Companies, PO Box 335, Big Lake, MN 55398
  - Curtis Stranlund, dba Classic Construction of Cedar, MN Inc., 18542 Ulysses Street NE, East Bethel, MN 55011
  - Steve Strandlund, dba Dirtworks, Inc., PO Box 169, Cedar, MN 55011
  - Ryan Sarkinen, dba RC Grading & Excavating, PO Box 405, Montrose, MN 55363
  - Richard Carty, dba Rick's Plumbing, Inc., Richard Carty – 1701 – 221<sup>st</sup> Avenue NW, Cedar, MN 55011
- m. Approve the re-investment of \$335,000 with Financial Northeastern as follows:
- \$200,000 for 2 years at a rate of 1.80% with Wells Fargo Bank National Association
  - \$135,000 for 3 years at a rate of 1.90% with Wells Fargo National Bank West

**OPEN FORUM**

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

**FIRE DEPARTMENT REPORT**

**Fire Chief Ryan Maloney** presented the Fire Department report for the month of December, 2019. The Department assisted on 11 medical calls, 4 personal injury accidents, 3 fire alarms, 1 vehicle fire and aided a person in distress. Maloney stated that on average, the Department responds to 4 medical calls per month. Progress continues on the new Fire Hall Building design. The Fire Board will be meeting with the architect on Thursday of this week.

**Council accepted the Fire Department Report of December, 2019 by unanimous consensus as presented.**

**PUBLIC WORKS REPORT** – presented by City Engineer Kevin Bittner

2019 Pavement Preservation Project Close-Out

Engineer Bittner was present to discuss the 2019 Pavement Preservation Project. The Final Pay Request was recently submitted by Astech Corporation. The pay request includes a change order for cost overruns due to additional crack sealing materials and striping of streets outside the project area requested by the City.

**RESOLUTION #2020-01-01 Shepard/Bondhus unanimous to adopt RESOLUTION #20-01-01, approving Change Order #1 in the amount of \$15,264.30 for additional materials and road striping, and approve final payment in the amount of \$30,798.61 (ck #41689), submitted by Astech Corporation to close out the 2019 Pavement Preservation Project, as recommended by the City Engineer.**

2020 Morrison Addition Street Reconstruction Project

Engineer Bittner advised that Council had ordered the improvement and preparation of plans and specifications for the Morrison Addition Street Reconstruction Project in September 2019. Bittner provided a resolution

requesting Council approve the plans and specifications for the project and order the advertisement of bids. Bittner further stated that the project design includes angled parking on the east side of 3<sup>rd</sup> Street West, adjacent to the multi-unit dwelling on the southeast corner of 3<sup>rd</sup> Street and Fremont Avenue. Because this is Municipal State Aid Route, the City must enter into a cooperative agreement with MN DOT in order to allow for the angled parking.

**RESOLUTION #2020-01-02** Whiting/Stay unanimous to adopt RESOLUTION #20-01-02 approving plans and specifications for the 2020 Morrison Addition Reconstruction Project and order the advertisement of bids, to be opened at 11:00 a.m. on February 19, 2020, as recommended by staff and the City Engineer.

**RESOLUTION #2020-01-03** Bondhus/Shepard unanimous to adopt RESOLUTION #20-01-03, authorizing a cooperative agreement with the MN Commissioner of Transportation to allow for diagonal parking along 3<sup>rd</sup> Street West, as requested and as recommended by staff and the City Engineer.

#### Gramstad Property

Engineer Bittner reported that PSD LLC has purchased the property north of The Bank of Elk River formerly owned by Harold Gramstad. PSD LLC Principal Matt Kuker has asked Bolton & Menk to serve as the private Engineer for the development of the property. The property development would not be overseen by Engineer Bittner, but a different Engineer within the firm. As Bolton & Menk is also the City's contract provider for Engineering Services, Bittner wanted to make Council aware of this partnership and asked if Council felt there was any conflict with this arrangement. Councilmembers advised there were no concerns at this time and feel the partnership worked throughout the Depot on Main project. No action taken.

#### Meter Reading Software

Administrator Piasecki reported that staff has encountered an issue with the meter reading software currently used as part of the utility billing process. The software is no longer supported by the vendor, necessitating a change in the future. Staff is currently researching options and costs and will present a request for new meter reading hardware and software in the near future. No action taken.

### MAYOR/COUNCIL ITEMS

#### 2020 Appointments

Discussion was held regarding 2020 Annual Appointments. Clerk/Treasurer reviewed appointments regularly approved by the Council, highlighting which of the appointments needed discussion by the Council, including Acting Mayor and Fire Board representatives.

**RESOLUTION #2020-01-04** Whiting/Shepard unanimous to adopt RESOLUTION #20-01-04, approving the 2020 Annual Appointments and as presented.

**Bondhus/Shepard unanimous to cancel the January 13, 2020 Committee of the Whole Meeting due to a lack of agenda items.**

#### Upcoming Events

Mayor Stay noted the following upcoming events:

- January 20 – Martin Luther King Jr. Holiday – All City Offices closed
- January 25 – Passing the Bread Food Distribution – 9 – 11 a.m.; UMA Precision Machining – with event setup up in the morning on January 24.

Before adjourning, Mayor Stay asked for a moment of silence in honor of US military personnel and emergency service members both at home and abroad.

**Frederick/Bondhus unanimous to adjourn the meeting at 7:27 p.m. Motion carried.**

Approved this 27th day of January, 2020.

s/s Kary Tillmann, Clerk/Treasurer

Approved 01/27/2020