

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JANUARY 6, 2025**

CALL TO ORDER

The regular meeting of the Zimmerman City Council was called to order at 7:00 p.m. at City Hall by Clerk/Treasurer Kary Tillmann, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor-Elect Dahl, Council Member Farber and Council Members-Elect Bondhus and Wells. Council Member Earenfight was excused absent. Also present were Administrator Piasecki and Clerk/Treasurer Tillmann.

OATH OF OFFICE

Oaths of Office were administered by Clerk/Treasurer Tillmann to Mayor-Elect Michael Dahl, and Council Members-Elect Josh Bondhus and Harlan Wells.

AGENDA APPROVAL

Bondhus/Wells unanimous to approve the agenda as presented.

CONSENT AGENDA

Farber/Wells unanimous to approve the consent agenda as presented except for Item a. Minutes of the December 16, 2024 Regular Meeting of the City Council and Item m. Request for Donation – ZHS All-Night Grad Party:

- b. Ratify approval of the payment of claims for 2024 Year End (checks #46865 - #46897) in the amount of \$33,638.03 and electronic payments (e-checks #3019e - #3024e) in the amount of \$53,465.29 as presented.
- c. Accept the December 2024 Building Permit Summary Report as presented.
- d. Approve the payment of January 6, 2025 claims (checks #46898 - #46906) in the amount of \$20,146.75 as presented.
- e. Authorize payment in the amount of \$10,000.00 (ck #46907) to Abdo as partial payment for certified audit services for the year ended December 31, 2024, per the agreement on file in the City Clerk's Office.
- f. Adopt **RESOLUTION #2025-01-01**, approving Change Order #1 in the amount of \$24,500.00 submitted by Keys Well Drilling Company for the increased cost of wells pumps for the Wells #4/#5 project, and approve payment of Pay Request #13 in the amount of \$23,275.00 (ck #46909) for work completed through October 31, 2024, as recommended by staff and the City Engineer.
- g. Adopt **RESOLUTION #2025-01-02**, accepting Pay Request #7, approving payment in the amount \$120,507.15 (ck #46910) submitted by Larson Excavating, Inc., for expenses related to the 2024 Lake Fremont Area Improvement Project as recommended by staff and the City Engineer.
- h. Ratify approval of the investment of \$235,000 with UBS Financial for a period of 3 years at a rate of 4.50%, utilizing funds from the matured CD to complete the transaction, as requested and as recommended by staff.
- i. Approve the semi-annual payment to Northland Trust Services in the amount of \$299,198.14 (ck #46911) for scheduled principal and interest payments on GO Bonds as follows as recommended by staff:
 - Fire Hall (CIP) – Principal: \$91,000; Interest: \$17,707.65; Total -- \$108,707.65
 - Event Center (Tax Abatement) – Principal: \$38,000; Interest: \$7,345.50; Total -- \$45,345.50
 - 269th Ave Recon – Principal: \$65,000; Interest: \$47,950.00; Total -- \$112,950.00
 - Lake Fremont Area Recon – Interest: \$32,194.99
- j. Approve the February 1, 2025 TIF payment to PA Depot Apartments LLC for the “Depot on Main” project in the amount of \$53,590.39 (ck #46912), as presented by staff.
- k. Approve the February 1, 2025 TIF payment to Zimmerman ALF LLC for the “Fremont Village” Assisted Living project in the amount of \$55,807.25 (ck #46913), as presented by staff.
- l. Approve the February 1, 2025 TIF payment to Bell Bank for the “Reliant Systems” project in the amount of \$20,734.01 (ck #46908), as presented by staff.

- n. Adopt **RESOLUTION #2025-01-03**, approving the Application for Exempt Permit for the Sons of the American Legion Post 560 for a gambling event to be held March 15, 2025, at the Zimmerman American Legion Post 560, 12674 Fremont Avenue, Zimmerman, MN 55398.

Consent Agenda Item a. Minutes of the December 16, 2024 Regular Meeting of the City Council

Member Wells requested this item pulled from the consent agenda because he was not present at that meeting and wanted the opportunity to abstain from the approval for that reason.

Farber/Bondhus to approve Consent Agenda Item a. as follows:

- a. **Approve the minutes of the December 16, 2024 Regular Meeting of the City Council as presented.**

Roll call on the motion: Bondhus, aye; Earenfight, absent; Dahl, aye; Farber, aye; Wells, abstained. Motion carried.

Consent Agenda Item n. Request for Donation – ZHS All-Night Grad Party

Member Wells requested this item pulled from the consent agenda for additional information. Clerk/Treasurer Tillmann advised that the City Council has been making donations to the Zimmerman High School All-Night Grad Party since the late 1990's or early 2000's. Since 2005, the donation has been \$500 annually.

Wells/Bondhus to approve Consent Agenda Item n. as follows:

- n. **Approve the donation of \$500 to the Zimmerman High School Booster Club for the 2025 All-Night Graduation party, from account #101-41110-490. Motion carried.**

OPEN FORUM

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

EMPLOYEE RECOGNITION

Clerk/Treasurer Tillmann acknowledged the one-year work anniversary of City Hall Administrative Assistant Kellie Bossen. Kellie began her employment with the City on January 2, 2024 and is the first point of contact in person and by phone for residents and customers. Kellie has proven to be an asset to day-to-day operations at City Hall. Council congratulated Bossen on her anniversary with the City, presenting her with a certificate, and wished her continued success in her position.

Councilmember Earenfight was present at 7:08 p.m.

FIRE PROTECTION REPORT

Fire Protection Update

Fire Chief Ryan Maloney presented the Fire Department report for the month of December 2024. The Department assisted with 7 medical calls, 2 injury accidents, 6 fire alarms, a person in distress, 2 grass fires and 4 residential house fires (3 in Zimmerman, 1 in Livonia Township). 2024 data is still being finalized, however, Maloney stated that the Department responded to 316 calls for service in 2024, which is fairly average, and close to the 2023 total.

Station #1 Event Center Update

Cindy Hunnicutt, Station #1 Event Center Coordinator, was present to provide an update of activities for Station #1 Event Center for the month of December 2024. December was a full month. Councilmember Earenfight commented that Hunnicutt did a fantastic job with an event hosted by him and his wife at the end of the month. Hunnicutt stated that January is typically a slower month in the hospitality industry, however, she has events booked for every weekend in February.

Fire Board Meeting Updates

The Fire Board met in early December and again on January 2, 2025 to consider the 2025 Fire Department and Event Center budget. The budget was approved at the January 2 meeting, noting that the Fire District will be seeking a \$60,000 contribution from the City toward Event Center operations.

Council accepted the Fire Protection and Station #1 Events Center Report for December 2024 by unanimous consensus as presented.

LAW ENFORCEMENT REPORT

Captain Ryan Broich, Sherburne County Sheriff’s Department, provided an overview of law enforcement activities for the month of December 2024. The department received 453 calls for service, including 120 traffic stops with 20 offenses charged by citation, not including long-form complaints or in-custody arrests. During the same period in 2023, there were 411 calls for service, with 328 calls plus an additional 226 security checks in 2022. The department responded to 2 theft complaints, and 6 vehicle crashes with property damage or injuries. Captain Broich reviewed other types of calls made during the month, stating it was a quiet month overall, except for the 7 domestic complaints handled by the Department, with four arrests were made, two of which were charged at the felony level. Captain Broich added that Deputies also addressed 69 parking complaints and issued 4 citations for winter parking violations.

Council agreed by unanimous consensus to accept the Law Enforcement Report for December 2024 as presented.

FINANCE REPORT

Appointment of Authorized Signatory on City Financial Accounts

Two signatures are required on all City issued checks and three signatures are required on investment or Certificate of Deposit transactions. Former Mayor Stay is a signer. In addition, former Council Member Dahl (now Mayor Dahl) and Administrator Piasecki are signers on the accounts. Mayor Stay’s term on the City Council ended December 31, 2024, therefore a new signers must be appointed. To maintain proper segregation of duties, staff requests the new signer be seated on the Council and be available during daily business hours on a regular basis.

RESOLUTION #25-01-04 Earenfight/Farber unanimous to adopt RESOLUTION #25-01-04, authorizing Mayor Michael Dahl, Council Member Harlan Wells and City Administrator Randy Piasecki as signers and removing Mayor Nick Stay as a signer on all City financial accounts, effective January 6, 2025. Motion carried.

2025 Board of Appeal and Equalization

The County Assessor’s Office has notified the City of the preferred date and time for the annual Local Board of Appeal and Equalization (LBAE) meeting. Member Farber will be required to attend because he is certified by the MN Department of Revenue for LBAE meetings. Discussion was held regarding the time of the meeting to make it more accessible to residents that work during the day.

Council agreed by unanimous consensus to request the County Assessor consider holding the 2025 Local Board of Appeal and Equalization meeting on Monday, April 14, 2023 at 6:30 p.m.

Staff will contact the Assessor’s Office regarding the proposed new time and report back at a future meeting.

ADMINISTRATOR’S REPORT

Administrator Piasecki provided updates on several 2025 and 2026 construction projects. No action taken.

MAYOR/COUNCIL ITEMS

2025 Annual Appointments

Discussion was held regarding the proposed annual Council appointments for 2025. Comments were heard from Leanne Wells, who questioned why there wasn’t more discussion on appointments and why all Council Members weren’t appointed to something. Mayor Dahl added that members had been consulted about potential appointments ahead of the meeting. Member Bondhus added that he would like to be considered for the Park Board Chair position if Council chooses to revitalize the City Park Board.

RESOLUTION #25-01-05 Earenfight/Wells unanimous to adopt RESOLUTION #2025-01-05, approving the 2025 Annual Appointments and Designations as presented. Motion carried.

Upcoming events

Mayor Dahl noted the following upcoming events:

- January 13 – Committee of the Whole Meeting
- January 20 – Martin Luther King Jr. Holiday – All City Offices Closed
- January 25 – Passing the Bread Food Distribution; 9 – 11 a.m. at UMA Precision Machining with setup on Wednesday, January 22 at 9:00 a.m.
- Winter Parking Regulations are in effect until May 1, 2025. No parking allowed on City streets between midnight and 8:00 a.m.

Before adjourning, Mayor Dahl asked for a moment of silence in honor of US military personnel at home and abroad.

Farber/Wells unanimous to adjourn the meeting at 7:31 p.m. Motion carried.

Approved this 27th day of January 2025.

s/s Kary Tillmann, Clerk/Treasurer

APPROVED 01/27/2025