

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, FEBRUARY 3, 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 Mayor Dahl, followed by the Pledge of Allegiance.

**ROLL CALL**

Present: Mayor Dahl, Council Members Bondhus, Earenfight, Farber and Wells. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann and Public Works Director Koehler.

**AGENDA APPROVAL**

**Bondhus/Earenfight unanimous to approve the agenda with the following addition:**

- **Transfer of 2024 TIF Admin Fees – Administrator’s Report**

**CONSENT AGENDA**

**Earenfight/Farber unanimous to approve the consent agenda as follows:**

- a. Approve the minutes of the January 27, 2025 Regular Meeting of the City Council as presented.
- b. Approve the payment of claims (checks #46974 - #46987) in the amount of \$34,415.37 and electronic payments (e-checks #3037e - #3038e) in the amount of \$1,528.41 as presented.
- c. Approve the semi-annual interest payment to the MN Public Facilities Authority (ck #46989) in the amount of \$131,742.75, for scheduled interest on GO Revenue Bonds, as recommended by staff.
- d. Approve the license applications for the Zimmerman/Livonia Fire District to operate Bingo for the period of January 1 – December 31, 2025, at the Zimmerman Bowling Alley, 25920 Gateway Drive, Zimmerman, and Zimmerman Bar & Grill, 13100 Fremont Avenue, Zimmerman, MN 55398, as requested.
- e. Approve the registration application for a Sewer and Water Installer, for the period of January 1 - December 31, 2025, as requested by Apex, dba Hero Home Services, LLC, 10900 Hampshire Avenue S, #120, Bloomington, MN 55438.

**OPEN FORUM**

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

**FIRE DISTRICT REPORT**

Fire Protection Update

**Fire Chief Ryan Maloney, Zimmerman/Livonia Fire District**, presented the Fire Department report for the month of January 2025. The Department responded to 9 medical calls, 2 personal injury motor vehicle accidents, 3 carbon monoxide alarms, 6 fire alarms, a person in distress, a grass fire, and three (3) residential house fires. Maloney reported that ladder testing was recently completed on all department ladders and the ladder truck. All passed and appeared to be in good shape. Sherburne County reprogrammed all department radios. Firefighters will be meeting with 4<sup>th</sup> grade students from Westwood Elementary School in a few weeks for the annual Dictionary Project. Maloney invited available Councilmembers to attend the event and participate in the distribution. Maloney stated that one of the boilers for the sidewalk snow melt system is not working and the contractor is waiting on parts to repair, which is no longer covered under warranty.

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 January 2025. There are several events scheduled in the near future and Hunnicutt continues to facilitate tours and book events. The installation of a new projector and system is complete and appears to be working well. The replacement was covered under warranty.

**Council accepted the Fire District Report for January 2025 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 January 2025. The department received 463 calls for service, including 164 traffic stops with 25 offenses charged by citation, not including long form complaints or in-custody arrests. During the same period in 2024, there were 483 calls for service, with 662 calls in 2023. The department responded to 3 theft complaints, 7 motor vehicle accidents with injuries or damage, and a property damage complaint, along with a small variety of other calls received during the month. He added that the County addressed 30 parking complaints and five (5) school bus stop-arm violations, issuing 1 citation for the winter parking violation and one for the stop-arm violation.

Discussion was held regarding City and County-wide staffing levels as well as the statistical comparison of DWI cases within City limits, Livonia Township and throughout Sherburne County in 2024.

**Council agreed by unanimous consensus to accept the Law Enforcement Report for January 2025 as presented.**

### **PRESENTATION – SHERBURNE COUNTY HOUSING STUDY**

**Brian Fleming, Sherburne County Economic Development Coordinator**, was present to review the results of the Housing Study commissioned by the Sherburne County Board of Commissioners. The study projects County-wide housing needs across all population demographics through the year 2030. It identifies the demand for a total of 5,200 additional housing units to accommodate the needs of the County's population, with growth projected to increase by 10% by 2030. The study further finds that the Zimmerman submarket, which includes Zimmerman and Livonia Township, will increase by approximately 16% during the same time period due to the improvements of TH 169 decreasing commute times to the metro area.

No action taken.

### **FINANCE REPORT**

#### **Request for Water Bill Adjustment**

Utility Billing staff have received a request from **Neil and Lorraine Daley**, who pastor the **Restoring Lives Church** located at **12515 Fremont Avenue** (utility account #03-093-00-3) requesting the City consider waiving a portion of their outstanding water bill. The Daleys, who were present at the meeting, stated that there was a slow leak in a pipe in the wall of the kitchen of the church building. City Public Works staff found a running toilet in the building during that same time period; however, the excessive water usage was from the pipe in the wall, which was discovered after a crack appeared in the kitchen floor.

Council discussed how adjustments have not been made in similar situations, however, allowances have been made to waive late fees and allow long-term payment arrangements to accommodate high bills. The Daleys stated that the bill has been paid, and the leaking pipe has been fixed, adding that water escaped through the crack in the floor and did not go down the floor drain and enter the sewer system.

**Bondhus/Farber unanimous to approve a \$300 credit to the sewer fee for Restoring Lives Church (Utility Account 03-093-00-3) because leaking water did not enter the sewer system. Motion carried.**

#### **Payment for Contracted Services – Engineering and Project Management – Bolton & Menk**

Staff reviewed Invoice #354201 presented by Bolton & Menk for Engineering Services for the period of November 22, 2024 – January 3, 2025.

**Wells/Farber unanimous to authorize payment to Bolton & Menk (ck #46988) as identified on Invoice #354201 in the amount of \$5,609.48 for project management related to the Lake Fremont Area Reconstruction for the period of November 22, 2024 – January 3, 2025, as presented and as recommended by staff:**

December 2024 Budget/Investment/Funds Report

Clerk/Treasurer Tillmann reviewed the December 2024 Budget/Investment/Funds Report in detail. Council accepted the report by unanimous consensus.

Non-Corporate Resolution – Financial Northeastern Companies

At the January 27, 2025 City Council meeting, Council approved the purchase of investments brokered by Financial Northeastern Companies. When the Clerk/Treasurer communicated the approved purchase to FNE after the Council meeting, the purchase could not be made. The City Administrator, who is a signer on the account, was out of the office for an extended period, and the two other signers on the account (the former Mayor and a former City Councilmember), are no longer serving on the Council. The Clerk/Treasurer is only authorized to solicit rates from the broker and cannot facilitate the purchase of any investments.

The Non-Corporate Resolution would update the authorized persons on the brokerage account to the current account signers and add the Clerk/Treasurer to act on behalf of the City for purchases at the direction of the Council as it relates to this brokerage account.

**Earenfight/Bondhus unanimous to adopt the Non-Corporate Resolution for Financial Northeastern Companies, identifying Mayor Dahl, Councilmember Wells, Administrator Piasecki and Clerk/Treasurer Tillmann as authorized persons to conduct investment activities with FNE Companies on behalf of the City, as recommended by staff. Motion carried.**

**ADMINISTRATOR’S REPORT**

Transfer of 2024 TIF Admin Fees

The City/EDA Redevelopment Program includes the administration of the Tax Increment Financing (TIF) Plans within Development District #1. The TIF Plans provide for a 10% administrative fee, which may be collected annually from the Districts. Ten percent (10%) of the annual TIF generated is withheld in the District prior to paying out of obligations. The administrative fee, less payments of third-party administrative functions or services (bond counsel, financial consultants, etc.) may be transferred from the Districts to the EDA fund.

In 2024, administrative fees totaled \$33,356.71 from TIF Districts 8, 9, 10, 11, and 12.

**Earenfight/Wells unanimous to approve the transfer of 2024 TIF District Administration Fees totaling \$33,356.71 to the EDA Fund, as requested and as recommended by staff. Motion carried.**

**MAYOR/COUNCIL ITEMS**

Mayor Dahl noted the following upcoming events:

- Winter Parking in effect until May 1, 2025 – No parking on City Streets from Midnight – 8:00 a.m.
- February 10 – Committee of the Whole Meeting – 7:00 p.m.
- February 13 – Labs to Lakes Open House – 5 – 7:30 p.m. – Station #1 Event Center
- February 17 – President’s Day Holiday – All City Offices closed
- February 22 -- Passing the Bread Food Distribution – 9 - 11 a.m. -- UMA Precision Machining

Before adjourning Mayor Dahl called for a moment of silence in support of United States military and emergency services personnel and their families both at home and abroad.

**Farber/Wells unanimous to adjourn the meeting at 8:24 p.m. p.m. Motion carried.**

Approved this 24th day of February 2025.

s/s Kary Tillmann, Clerk/Treasurer

Approved 02/24/2025