

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, FEBRUARY 6, 2023**

**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 Dahl, Earenfight, Farber and Whiting. Also present were Clerk/Treasurer Tillmann, Public Works Director Koehler, Parks and Utilities Supervisor Dallager, and Engineer Bittner.

**AGENDA APPROVAL**

**Whiting/Dahl unanimous to approve the agenda with the following change:**

- **Fire Protection Report delayed to March 6, 2023**

**APPROVAL OF MINUTES**

**Whiting/Earenfight unanimous to approve the minutes of the January 23, 2023 Regular Meeting as presented.**

**CONSENT AGENDA**

**Stay/Whiting unanimous to approve the consent agenda as follows:**

- a. Approve the payment of claims (checks #44915 - #44950) in the amount of \$51,434.54 and electronic payments (e-checks #2618e - #2623e) in the amount of \$52,094.29 as presented.
- b. Authorize payment in the amount of \$8,570.00 (check #44951) to Abdo as partial payment for certified audit services for the year ended December 31, 2022, per the agreement on file in the Clerk/Treasurer's Office, as recommended by staff.
- c. Adopt **RESOLUTION #23-02-01**, approving Pay Request #3 in the amount of \$38,703.00 (check #44952), submitted by Keys Well Drilling Company for expenses related to the construction of the Wells #4 and #5 project through January 19, 2023, as recommended by staff and the City Engineer
- d. Accept invoice #35877 in the amount of \$5,443.81 (check #44953) authorizing payment to Metro West Inspection Services, Inc., for professional Building Inspection Services in the City of Zimmerman for the month of January 2023, as recommended by staff.
- e. Accept the December 2022 Budget/Investment/Funds Report as presented.
- f. Agree to not waive the statutory liability limits of municipal tort liability established by Minnesota Statutes 466.04 for the liability insurance policy through the League of Minnesota Cities Insurance Trust, as recommended by staff and the City's Insurance Agent.
- g. Support the application of Clerk/Treasurer Tillmann for the President position for the Minnesota Clerks and Finance Officers Association (MCFOA) and authorize the Mayor or City Administrator to sign a letter of support as requested.
- h. Accept the January 2023 Building Permit Summary Report as presented.
- i. Approve license application to operate as a Garbage & Refuse Collector within City limits for the period of January 1 – December 31, 2023 for Waste Management of MN Inc., – 1505 – 11<sup>th</sup> Avenue NE, Cambridge, MN 55008.
- j. Adopt **RESOLUTION #23-02-02**, approving the request of the American Legion Riders Post 560 for an Application for Exempt Permit to conduct lawful gambling at a function to be held at the American Legion Post #560, 12674 Fremont Avenue, on June 4, 2023.
- k. Adopt **RESOLUTION #23-02-03**, approving the request of the Zimmerman Community Club for an Application to conduct Excluded Bingo to conduct lawful gambling in conjunction with Zimmerman Wild West Days to be held in the City Park, 25850 Main Street, on May 27 – 28, 2023.
- l. Approve the license application for a Solicitor for the period of February 7, 2023 – February 6, 2024, for door to door sales for Evan Thompson, dba Swift Restoration and Cleaning Solutions, 27931 – 116<sup>th</sup> Street NW, Zimmerman, MN 55398.

## **OPEN FORUM**

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

## **LAW ENFORCEMENT REPORT**

**Sheriff's Department Patrol Captain Ryan Broich** provided an overview of law enforcement activities for the month of January 2023. The department received 307 calls for service, including 63 traffic stops with 14 offenses charged by citation, not including long form complaints or in-custody arrests. In addition, Deputies conducted 355 security checks in January. During the same period in 2022, there were 346 calls for service, with 325 calls in 2021. The department responded to 2 theft complaints, 11 motor vehicle accidents with injuries or damage, and a small variety of other calls made during the month. Captain Broich reported that it was a quiet month overall with no significant trends or incidents reported, adding that the Sheriff's Department was able to staff a Deputy at the January 28, 2023 event at the Station #1 Event Center on extremely short notice.

**Council agreed by unanimous consensus to accept the Law Enforcement Report for January 2023 as presented.**

## **PUBLIC WORKS REPORT** – presented by **Public Works Director Keith Koehler**

### **Bid Award – 5<sup>th</sup> Street W Water Treatment Plant/Tower**

Brian Guldán, Environmental Engineer, Bolton & Menk, was present to report on the bid opening for the 5<sup>th</sup> St W Tower and Treatment Plant. Bid opening was held on January 31, 2023, with five (5) bids received for the project, which includes a 1.2 million gallon/day (MGD) water treatment plant and 400,000 gallon capacity water tower. The engineer's estimate for the project was \$10,700,000. Two bid options were available, with one option being a composite tower and one a spheroid tower, which would match to the two other towers currently in use in town. Magney Construction appeared to be the lowest responsible bidder for a spheroid tower, in the amount of \$8,991,800.00. Staff estimates the project could be substantially complete by June 1, 2024.

**RESOLUTION #2023-02-04 Whiting/Farber unanimous to adopt RESOLUTION #23-02-04, accepting the bid and awarding the contract for the construction of a 1.2mgd water treatment plant and 400,000-gallon water tower to Magney Construction, at a total bid price of \$8,991,800, as recommended by staff and the City Engineer. Motion carried.**

### **TH 169 Visual Concept Design**

Beth Engum, Transportation Project Manager and Josh Shields, Landscape Architect, Bolton & Menk, were present to walk Council through the Visual Concept Design process for the TH 169/CSAH 4 Interchange project. Project grant funds will cover a limited scope of visual quality improvements to the interchange. Additional aesthetic enhancements can be added to the project if the City identifies and assumes costs associated with including and maintaining additional features. Bolton & Menk provided an overview of options available to Council and the City to enhance the interchange, including but not limited to local themes, signage, landscaping, and branding. Comments were heard from **Harley Wells, 25993 – 22<sup>nd</sup> Street W, Zimmerman**, who questioned the lifespan of plantings in medians due to Minnesota winter conditions (salt/sand), adding that the City of Blaine has recently removed all plantings from within the medians in the City due to how labor intensive it had become for staff to maintain. Based on comments received from Council, engineering staff will provide an updated visual design plan at the March 20, 2023 City Council meeting. No action taken.

**MAYOR/COUNCIL ITEMS**

**Request for Donation – Gold Star Families Memorial Monument**

The Kriesel-Jacobsen American Legion Post 560 is working to establish a Gold Star Families Memorial Monument in Zimmerman. They are seeking donations to construct the memorial, estimated to cost about \$105,000. To date, the Legion has secured approximately \$75,000 in monetary and in-kind donations.

**Earenfight/Whiting unanimous to pledge \$15,000 to the Zimmerman Gold Star Families Memorial Monument. Motion carried.**

Council agreed by unanimous consensus to cancel the February 13 Committee of the Whole Meeting due to a lack of agenda items.

Mayor Stay noted the following upcoming events:

- February 20 – President’s Day Holiday – All City Offices closed
- February 25 -- Passing the Bread Food Distribution – 9 - 11 a.m., UMA Precision Machining with set up on Friday, February 24

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

**Whiting/Stay unanimous to adjourn the meeting at 8:32 p.m. p.m. Motion carried.**

Approved this 27th day of February 2023.

s/s Kary Tillmann, Clerk/Treasurer

Approved 02/27/2023