

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, MARCH 2, 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, Public Works Director Koehler and Engineer Bittner.

**AGENDA APPROVAL**

Whiting/Frederick unanimous to approve the agenda as with the following additions:

- **Temporary Liquor License Application for Christ Our Light Catholic Church – Consent Agenda**
- **Application for Lawful Gambling for Christ Our Light Catholic Church – Consent Agenda**
- **Highway 169 Interchange Grant Application – Administrator’s Report**

**APPROVAL OF MINUTES**

Bondhus/Shepard unanimous to approve the minutes of the February 24, 2020 Regular Meeting of the City Council as presented.

**CONSENT AGENDA**

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

- a. Approve the payment of claims (check #41800 - #41820) in the amount of \$35,465.82 as presented.
- b. Accept Invoice #B-52220 and B-52221 in the amount of \$19,690.58, (ck# 41821) authorizing payment to Nelson Sanitation and Rental, Inc., for sewer televising and vector services as part of the design phase of Lake Fremont Infrastructure planning, to be paid from the project fund, as recommended by staff and the City Engineer.
- c. Adopt **RESOLUTION #20-03-01**, approving a Temporary On-Sale Liquor License for the Zimmerman Lions Club on May 21 – 24, 2020, at the property located at 25850 Main Street, Zimmerman, as part of the annual Wild West Days event.
- d. Adopt **RESOLUTION #20-03-02**, approving a Temporary On-Sale Liquor License for the Christ Our Light Catholic Parish for an event to be held April 25, 2020, at the Christ Our Light South Campus located at 25909 – 4<sup>th</sup> Street West, Zimmerman.
- e. Adopt **RESOLUTION #20-03-03**, approving the Application for Exempt Permit for the Christ Our Light Catholic Parish, for a gambling event to be held on April 25, 2020 at Christ Our Light South Campus, 25909 – 4<sup>th</sup> Street West.

**OPEN FORUM**

Council heard from the following individuals during Open Forum:

**Wyatt Norby, 26334 25<sup>th</sup> Street West, Zimmerman**, is a Senior at Zimmerman High School. Norby questioned if there was an orphanage or hospital located in town at one time. Mayor Stay also noted for the record that Wyatt Norby and Blake Olson arrived for the Council meeting 40 minutes prior to the start of the meeting as part of their ZHS Government Class assignment.

Father Kevin Anderson, representing Christ Our Light Catholic Parish, 804 – 7<sup>th</sup> Avenue South, Princeton, was present to discuss the church South Campus located at 25909 – 4<sup>th</sup> Street West, Zimmerman. The

property is currently for sale after St. Pius X Catholic Church in Zimmerman and St. Edwards Catholic Church in Princeton merged about 10 years ago. The Church has recently purchased property in Baldwin Township to house a combined church building and both Princeton and Zimmerman properties are for sale. Father Anderson and the Church Board would like the City to consider purchasing the property for future municipal use. Council agreed that with additional information, they would be interested in meeting with the COLC Church Council to explore future possibilities for the use of the property.

### **EMPLOYEE ANNIVERSARY RECOGNITION**

Finance Technician Teri Grote celebrated 15 years of employment with the City on March 1, 2020. Grote was hired in 2005 as the Utility Billing Clerk and was re-classified to Finance Technician in 2009 when her duties were expanded to assist the Clerk/Treasurer with finance activities. Council presented Grote with a plaque commemorating her achievement and thanked her for her service and dedication to the City.

### **FIRE PROTECTION REPORT**

**Fire Chief Ryan Maloney** presented the Fire Department report for the month of February 2020. The Department responded to 5 medical calls, 2 gas leaks, 2 personal injury motor vehicle accidents, and 2 fire alarms, as well a good intent call, a residential garage fire and provided extensive assistance to the Becker Fire Department throughout the fire at Northern Metals Recycling.

Chief Maloney recently finished the ISO review with Public Works Directory and is currently waiting for results to come back. Fire Department staff and Fire Board are meeting with the architectural team on a bi-weekly basis regarding design of the future fire hall. Trees in the right-of-way areas of the property have been removed by Sherburne County and City Public Works staff to improve line of sight access to and from the property.

**Council accepted the Fire Department Report for February 2020 by unanimous consensus as presented.**

### **PUBLIC WORKS REPORT**

#### Sale of Snowblower Attachment

The Public Works Department has a snowblower attachment that is no longer compatible with equipment in the shop because we no longer have the New Holland tractor that it was purchased for. Koehler would like to advertise the equipment for sale.

**Whiting/Bondhus unanimous to authorize the Public Works Department to sell the New Holland tractor snowblower attachment as requested. Motion carried.**

#### Public Works Department Staffing

Koehler advised that new hires in the Department will be starting throughout the month of March 2020. Jay Stewart will start on March 9. Jason Stanius' first day will be March 16. Jon Niebuhr will start on March 30, 2020. No action taken.

#### Lift Station #5 Pay Request

Engineer Bittner presented Pay Request #5 and Change Order #1 from Pember Companies for the Lift Station #5 Rehabilitation Project. Pay Request #1 was paid in December 2019 and Pay Request #2 was submitted for expenses through January 13, 2020. The City is hold 5% retaining until the project is fully complete and accepted by staff. Change Order #1 relates to additional materials acquired to install a valve on the sewer bypass line as requested by City staff. Bittner and City staff have reviewed the pay request and recommend approval of Change Order #1 and Pay Request #2 as presented.

**RESOLUTION #2020-03-04 Frederick/Shepard unanimous to adopt RESOLUTION #20-03-04, accepting Pay Request #2 in the amount of \$79,766.71 (ck #41822) and Change Order #1 in the amount of \$1,064.96 submitted by Pember Companies, Inc., for expenses related to the Lift Station #5 Rehabilitation Project, as recommended by staff and the City Engineer. Motion carried.**

#### 2020 Morrison Addition

Bids for the 2020 Morrison Addition Improvement Project were opened on Thursday, February 27<sup>th</sup>. Seven (7) qualified bids were received with C & L Contracting being the low bidder. The bid also included an overlay addendum for street overlays on 8<sup>th</sup> Avenue North, 5<sup>th</sup> Avenue North, and 3<sup>rd</sup> Street East. The bid received from C & L was 15% over the Engineer's estimate of \$1.2 million. In reviewing bids, Engineer Bittner found that there has been a substantial increase in pricing of concrete, particularly pipe and manhole structures. There is also considerable construction work available in the region at this time.

Staff has worked with C & L on two past City projects and have found them capable of the completing work requested of them. Bittner stated he did not see a benefit to rebidding the project since the bids received reflected an overall construction market increase. The City has budgeted adequately to cover the overlay costs, and 70% of the Morrison Addition project will come from Municipal State Aid monies.

**RESOLUTION #2020-03-05 Whiting/Shepard to adopt RESOLUTION #2020-03-05, accepting the bid from C & L Excavating in the amount of \$1,380,325.65 for the 2020 Morrison Addition Improvement Project and 2020 Street Overlay, and authorize the City Administrator to sign related contractual documents on behalf of the City as necessary. Roll call on the motion: Bondhus, aye; Frederick, naye; Shepard, aye; Stay, aye; Whiting, aye. Motion carried.**

#### FINANCE REPORT

##### Re-Investment of City Funds

One of the City's investments through Financial Northeastern (FNE) valued at approximately \$250,000 matured on March 2. Staff solicited rates from brokers throughout the day, however, due to the volatility of the market, it was difficult to secure acceptable rates. Staff will have the funds deposited into the FNE Money Market account re-visit the re-investment at the March 16 meeting. No action taken.

Mayor Stay declared a recess at 7:38 p.m. and reconvened the meeting at 7:42 p.m. Member Bondhus was excused absent.

#### ADMINISTRATOR'S REPORT

##### Planning Commission Report

At their meeting on February 27, the Planning Commission discussed the future TH 169 and CSAH 4 interchange, construction and development opportunities along TH 169 and possible zoning code amendments or additional zoning districts. No action taken.

##### Highway 169 Interchange Grant Application

County Highway Engineer Andrew Witter contacted Administrator Piasecki with a request to partner with Sherburne County for federal grant funding for the Highway 169 interchange construction through the BUILD grant. The grant application has a May deadline.

**Stay/Shepard unanimous to approve up to \$15,000 in financial assistance towards the Federal Highway Administration BUILD grant application for funding future construction of a TH 169 interchange in partnership with the Sherburne County Public Works Department.**

**MAYOR/COUNCIL ITEMS**

Mayor Stay noted the following upcoming events:

- March 3 -- Presidential Nominating Primary Election – Polls open 7 a.m. – 8 p.m.; City Residents living north of County Road 4 vote at the Sheriff’s Department Public Safety Building. City Residents living south of County Road 4 vote at Refuge Evangelical Free Church.
- March 9 – Council agreed by unanimous consensus to cancel the March 9 Committee of the Whole meeting due to a lack of agenda items.
- March 28 -- Passing the Bread Food Distribution – 9 – 11 a.m., UMA Precision Machining
- April 13 – Annual Local Board of Appeal and Equalization Meeting – 9:00 a.m.

**Frederick/Stay unanimous to adjourn the meeting at 7:55 p.m. Motion carried.**

Approved this 16th day of March 2020.

s/s Kary Tillmann, Clerk/Treasurer

Approved 03/16/2020