

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, MARCH 4, 2024**

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, and Streets, Parks, and Utilities Supervisor Dallager.

AGENDA APPROVAL

Whiting/Farber unanimous to approve the agenda with the following changes:

- **Discussion regarding Bolton & Menk invoices under Public Works Report**

CONSENT AGENDA

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

- a. Approve the minutes from the February 26, 2024 Regular Meeting of the City Council as presented.
- b. Approve the payment of claims (checks #45974 - #45994) in the amount of \$18,336.66 as presented.
- c. Authorize payment to Bolton & Menk for the following invoices (ck #45995), for the period of December 23, 2023 - February 2, 2024, as recommended by staff:
 - Invoice #330406 in the amount of \$62,888.00 for 2024 Lake Fremont Area Improvements; and
 - Invoice #330409 in the amount of \$20,127.46 for Water Supply Improvements including engineering oversight related to the 5th St W Tower and Water Treatment Plant construction.
- d. Adopt **RESOLUTION #2024-03-01** approving Pay Request #11 in the amount of \$387,510.86 (ck #45996) submitted by Magney Construction, Inc., for expenses related to the construction of the 5th Street W Tower and Water Treatment Plant, as recommended by staff and the City Engineer.
- e. Authorize payment to the Zimmerman/Livonia Fire District in the amount of \$92,620.80 (ck #45997) as identified on Invoice #1280 for the first-half payment for 2024 Fire Protection Services as recommended by staff.
- f. Accept the January 2024 Budget/Investment/Funds Report as presented.

OPEN FORUM

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

FIRE DISTRICT REPORT

Fire Protection Update

Fire Chief Ryan Maloney presented the Fire Department report for the month of February 2024. The Department responded to 9 medical calls, 3 injury accidents, a carbon monoxide alarm, 3 fire alarms, 2 vehicle fires and 1 structure fire, while providing mutual aid to 4 structural fires in Elk River, Big Lake, and Baldwin Township. Maloney added that five structure fires in one month is unusual for the Department. In 2023, the Department responded to 297 calls for service, down from 306 in 2022. The Annual Firefighters Banquet is scheduled for early April at Station #1 Event Center.

Council accepted the Fire Department Report for February 2024 by unanimous consensus as presented.

Station #1 Event Center Update

Cindy Hunnicutt introduced herself as the newly hired **Event Center Coordinator** at Station #1 Event Center. Cindy began employment at Station #1 on January 16 and has been busy taking calls and scheduling events for 2024. She comes to the District with over two decades of experience in Banquet Center Management. She is currently getting the website and email re-established and looks forward to working in town. Hunnicutt also commended Chief Maloney for his efforts booking events in November and December.

Council requested regular updates on the happenings at Station #1, welcoming Ms. Hunnicutt to employment with the District and wishing her well in her position.

LAW ENFORCEMENT REPORT

Sheriff's Department Patrol Captain Ryan Broich provided an overview of law enforcement activities for the month of February 2024. The department received 443 calls for service, including 170 traffic stops with 25 offenses charged by citation, not including long form complaints or in-custody arrests. During the same period in 2023, there were 283 calls for service, with 381 calls in 2022. The department responded to 1 burglary, three property damage/theft complaints and 4 motor vehicle accidents with injuries or damage, three of which were on Fremont Avenue/CSAH 4. Captain Broich reported that it was a quiet month overall with no significant trends or incidents reported.

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

PUBLIC WORKS REPORT

Lake Fremont Carp Management Report

Dan Cibulka, Sr. Water Resource Specialist, Sherburne Soil & Water Conservation District (SWCD), was present to review 2023 Lake Fremont Carp Management Report conducted in partnership with the SWCD, the City, the Fremont Lake Association and Livonia Township. The purpose of the study was to generate a carp population estimate in the lake to determine if management of the species is necessary. The SWCD contracted with Carp Solutions, who conducted boat electrofishing surveys in August and September 2023. During the surveys, carp were collected and marked for future research before being returned to the lake. Survey data estimates that Lake Fremont is inhabited by approximately 38,000 carp, which exceeds the management threshold for carp populations by approximately seven (7) times.

The report recommends a management strategy be implemented. Cibulka detailed a potential strategy, citing grant funding opportunities available should the parties decide to proceed with management of the carp population. Cibulka reiterated that his presentation was for information only and he was not seeking approval on any potential course of action at this time.

Comments were heard from **Steve Dank, 12400 Isle Road**, who stated that Lake Fremont is the largest body of water in Sherburne County and has never been managed properly. He feels that adequate lake management will improve the quality of the lake for future generations. There is a lot of real estate in the area that is dependent on the quality of the lake. Dank added that he thinks a Lake Improvement District should be created, because the lake is an asset to the City and the Township. Discussion was held on the process to create a Lake Improvement District.

Chrissy Dimler, 26228 – 120th Street, representing the Lake Fremont Association, stated that there are approximately 120 members in the Lake Association, with only 44 out of the 120 members interested in actively participating.

No action taken.

Municipal State Aid Street Variance Request

Engineer Bittner provided a memo in the Council packet regarding the Lake Fremont Area Road Improvement project, specifically relating to the reconstruction of Fremont Lane. Municipal State Aid Street (MSAS) rules require urban roadways to be designed for a minimum design speed of 30 miles per hour. There are two horizontal curves on the Fremont Lane alignment that will not meet the 30-mph design speed, but a maximum of 20-mph. To keep these segments eligible for MSAS funding, a design variance must be requested.

RESOLUTION #2024-03-02 Stay/Earenfight unanimous to adopt RESOLUTION #2024-03-02, requesting a variance from standard for State Aid Operation for Project NO SAP 251-111-001, as requested by the City Engineer. Motion carried.

Accept Donation for Memorial Park Bench

Public Works Director Koehler has been approached by close friends of Wayne Smith, who lived near Firefighter's Park and frequently used the walking trail at that location. Mr. Smith has recently passed away. John Ahner would like to have a memorial bench placed in Firefighter's Park in Mr. Smith's memory and has made a cash donation to the City to purchase the memorial bench.

RESOLUTION #2024-03-04 Stay/Earenfight unanimous to adopt RESOLUTION #2024-03-03, accepting a donation from John Ahner in the amount of \$860.00 for the purchase of a park bench in memory of Wayne Smith for the City of Zimmerman's Firefighter's Park. Motion carried.

Bolton & Menk Invoices

Member Earenfight is unhappy with the level of detail provided on Bolton & Menk invoices related to the various staff positions working on City projects. Council will have staff request that Bolton & Menk include a brief description of work completed by each staff position on future invoices.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following:

- March Elections – Polls Open 7:00 a.m. – 8:00 p.m.
Precinct 1 – Free Grace United Church – 12844 Fremont Avenue
Precinct 2 – Refuge Evangelical Free Church – 25620 4th Street W
 - **March 5 – Presidential Nominating Primary Election** – Clerk/Treasurer Tillmann reminded Council that the Park Board could not meet during the hours of 6 – 8 p.m. on Election Day (3/5) and the Park Board meeting would either be rescheduled or cancelled.
 - **March 19 – District 27B Special General Election**
- Council agreed by unanimous consensus to cancel the March 11 Committee of the Whole meeting due to a lack of agenda items.
- March 23 -- Passing the Bread Food Distribution – 9 – 11 a.m., UMA Precision Machining
- April 15 – Annual Local Board of Appeal and Equalization Meeting – 9:00 a.m.

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

Stay/Farber unanimous to adjourn the meeting at 8:04 p.m. Motion carried.

Approved this 20th day of March 2023.

Kary Tillmann, Clerk/Treasurer

Approved 03/18/2024