

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, MARCH 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, and Whiting. Member Farber was excused absent. Also present were Administrator Piasecki and Clerk/Treasurer Tillmann.

**AGENDA APPROVAL**

**Whiting/Stay unanimous to approve the agenda with the following changes:**

- **Fire Protection Report postponed to April 3, 2023**
- **Remove Public Works Report**

**APPROVAL OF MINUTES**

**Earenfight/Whiting unanimous to approve the minutes of the February 27, 2023 Regular Meeting of the City Council as presented.**

**CONSENT AGENDA**

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

- a. Approve the payment of claims (checks #44987 - #45025) in the amount of \$55,576.49 and electronic payments (e-check #2637e) in the amount of \$50.00 as presented.
- b. Authorize payment to Bolton & Menk for the following invoices (ck #45026), for the period of December 24, 2022 – February 3, 2023, as recommended by staff:
  - Invoice #307047 in the amount of \$9,021.00 for engineering oversight related to Infrastructure Improvements to 269<sup>th</sup> Avenue; and
  - Invoice #307048 in the amount of \$51,807.90 for Water Supply Improvements including Well construction administration and Water Treatment Plant and Tower Design
- c. Adopt **RESOLUTION #2023-03-01** approving Pay Request #4 in the amount of \$34,599.00 (check #45027) submitted by Keys Well Drilling Company for expense related to the construction of Wells #4 and #5, as recommended by staff and the City Engineer.
- d. Accept the January 2023 Budget/Investment/Funds Report as presented.
- e. Authorize execution of the agreement between the City of Zimmerman and the Kreisel-Jacobsen American Legion Post 560, approving payment in the amount of \$15,000.00 (check #45028) as pledged on February 6, 2023, for the construction and maintenance of a Gold Star Families Memorial Monument, allowing the Mayor and Clerk/Treasurer to sign said agreement, on file in the City Clerk's Office, on behalf of the City.
- f. Accept the Building Permit Summary Report for February 2023 as presented.
- g. Approve an event permit application for a 5K Run and Kid's ½ mile Fun Run to be held on Saturday, May 27, 2023, as requested by Lynda Bouley/ZHS Cross-Country & Track Booster Club, with staging at Sherburne County's Grams Park, and approve the closing of certain City streets if needed, identified on the map provided, for the duration of the event.
- h. Adopt **RESOLUTION #2023-03-02**, approving the Application for Exempt Permit for the American Legion Post 560 Auxiliary Unit for a gambling event to be held August 12, 2023 at the Kriesel-Jacobson American Legion Post 560, 12674 Fremont Avenue, Zimmerman, MN 55398.
- i. Approve the license application for a Solicitor for the period of April 1, 2023 – March 31, 2024, for door to door sales for Everlight Solar, 10501 Winnetka Avenue North, Suite 170, Brooklyn Park, MN 55445.

**OPEN FORUM**

There was no one 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 February 2023. The department received 283 calls for service, including 67 traffic stops with 19 offenses charged by citation, not including long form complaints or in-custody arrests. In addition, Deputies conducted 238 security checks in February. During the same period in 2022, there were 381 calls for service, with 346 calls in 2021. The department responded to 1 property damage complaint and identified a suspect and 6 motor vehicle accidents with injuries or damage, three of which were on TH 169 and 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 2023 as presented.**

## **FINANCE REPORT** – presented by Clerk/Treasurer Kary Tillmann

### Completion of Probationary Employment

**Jill Papesh, City Hall Administrative Assistant**, was hired September 7, 2022, to fill a newly created Administrative support position in the 2022 budget. Papesh has been subject to a 6-month probationary employment period, ending March 7, 2023. Staff has conducted an evaluation of Jill's work performance and found her to meet and exceed expectations for her position, successfully completing her probationary period. Completion of the probationary period and permanent employee status has been documented in her employee file. Council congratulated Papesh on her permanent employee status.

## **ADMINISTRATOR'S REPORT** – presented by City Administrator Randy Piasecki

### March 1, 2023 Planning Commission Report

The Planning Commission met on Wednesday, March 1, 2023 to conduct a public hearing to consider a Conditional Use Permit for a multi-family structure in excess of 50 units. Trident Development LLC is requesting the CUP in partnership with Lyon Construction to build and operate a 65-unit Senior Independent Living complex on Lot 3, Block 1, Zimmerman Commercial Center, adjacent to Courtyard I and II apartments on 2<sup>nd</sup> Street East. The structure is proposed as a 3-story building containing 1-bedroom and 2-bedroom units with outdoor and tuck under parking spaces. No public comments were received either for or against the project during the Public Hearing.

**Stay/Earenfight unanimous to approve a Conditional Use Permit for a multiple family structure greater than 50-units in size, for a 65-unit Senior (55+) Independent Living Facility on Lot 3, Block 1, Zimmerman Commercial Park, as requested by Trident Development LLC, and as recommended by staff and the Planning Commission. Motion carried.**

**Stay/Whiting unanimous to accept the Planning Commission Report of March 1, 2023 as presented. Motion carried.**

## **MAYOR/COUNCIL ITEMS**

Mayor Stay noted the following:

- Council agreed by unanimous consensus to cancel the March 13 Committee of the Whole meeting due to a lack of agenda items.
- March 25 -- Passing the Bread Food Distribution – 9 – 11 a.m., UMA Precision Machining
- April 17 – 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

**Dahl/Whiting unanimous to adjourn the meeting at 7:11 p.m. Motion carried.**

Approved this 20th day of March 2023.

s/s Kary Tillmann, Clerk/Treasurer

Approved 03/20/2023