

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, APRIL 4, 2022**

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, Dahl, and Whiting. Councilmember Frederick was excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler, and Streets and Utilities Supervisor Dallager.

AGENDA APPROVAL

Whiting/Stay unanimous to approve the agenda as presented.

MEETING MINUTES

Stay/Bondhus unanimous to approve the minutes of the March 21, 2022 Regular Meeting of the City Council as presented.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #44064 - #44090) in the amount of \$45,422.40 and electronic payments (e-check #2402e - #2422e) in the amount of \$128,850.62 as presented.
- b. Authorize payment in the amount of \$10,142.56 (ck #44091) to Hawkins, Inc., for bulk chemicals used at the Wastewater Treatment Plant as identified in Invoice #6146196, with funds to be paid from the SBR budget in the Sewer Fund, as indicated by the Public Works Director.
- c. Approve the annual Fire Relief Aid payment to the Zimmerman Fire Department Relief Association in the amount of \$87,740.21 (ck #44092), as identified by the MN Department of Revenue.
- d. Adopt **RESOLUTION #22-04-01**, approving the Lawful Gambling Application for Exempt Permit for the Sons of the American Legion Post 560 for a gambling event to be held November 23, 2022, at the Zimmerman American Legion, 12674 Fremont Avenue, Zimmerman, MN 55398.
- e. Adopt **RESOLUTION #22-04-02**, approving the Lawful Gambling Application for Exempt Permit for the American Legion Riders for a gambling event to be held June 5, 2022, at the Zimmerman American Legion, 12674 Fremont Avenue, Zimmerman, MN 55398.
- f. Adopt **RESOLUTION #22-04-03**, approving a temporary liquor license for the Elk River Lions Club, PO Box 736, Elk River, MN 55330 during Wild West Days to be held at the Zimmerman City Park, 25850 Main Street, Zimmerman, MN 55398, on May 26 – 29, 2022.

FIRE PROTECTON REPORT

Fire Chief Ryan Maloney presented the Fire Department Activity Report for the month of March 2022. The Department responded to ten medicals, 3 personal injury motor vehicle accidents, 2 carbon monoxide calls, a fire alarm, a grass fire and two vehicle fires and provided mutual aid to the Elk River Fire Department for a commercial structure fire. Maloney stated that the Civil Defense siren located at Lake Avenue and Elm Street is not operational. He has solicited quotes for both a new and refurbished siren for consideration by Council in the near future.

Council accepted the Fire Department Report for March 2022 by unanimous consensus as presented.

LAW ENFORCEMENT REPORT

Patrol Captain Ryan Broich, Sherburne County Sheriff's Department, provided an overview of law enforcement activities for the month of March 2022. The department received 359 calls for service, including 179 traffic stops with 21 offenses charged by citation, not including long form complaints or in-custody arrests. During the same period in 2020, there were 360 calls for service, with 265 calls in 2019. Overall, it was a quiet

month, with one theft complaint and three property damage accidents reported. Captain Broich reviewed other types of calls made during the month, noting there was nothing significant in the calls received.

Council agreed by unanimous consensus to accept the Law Enforcement Report for March 2022 as presented.

PUBLIC WORKS REPORT – presented by Public Works Director Keith Koehler

Appointment of Maintenance Technician I

A recent resignation in the Public Works Department has created an opening for a Maintenance Technician I. The vacancy was advertised, with interviews being held with six selected candidates on March 21 and 25. Staff was pleased with the pool of applicants and interviewees and has selected a finalist to fill the position, with a potential start date of April 25, 2022.

Stay/Whiting unanimous to approve the hiring of John Stangler to the position of Maintenance Technician I in the Public Works Department at Level 4, Step 1 of the 2022 Pay Scale, as recommended by staff. Motion carried.

Storm Water Basin Repairs – 13028 Fremont Avenue

DNR Forestry is exercising their option to purchase the City-owned fire hall property at 13028 Fremont Avenue. During the property inspection, DNR staff requested the City correct a drainage issue lying between the fire hall and steel building to the south. The area between is a drive-around paved traffic lane, sloping to the west and discharging into the City’s storm basin. There is no storm water structure in place to catch this water, and it is causing significant erosion to the two parcels.

Staff had agreed to review corrections to the drainage issue and to repair the eroded eastern bank of the storm pond. Public Works staff met with a local contractor to review options. Brenteson Companies submitted a proposal to add a catch basin between the paved driveway area and the storm basin, which would allow water to enter a storm drain on the surface, and discharge via pipe into the basin. The eroded soils within the basin would be excavated and removed, and eastern slope would be landscaped with rock rip rap and vegetation to prevent further erosion.

Stay/Bondhus unanimous to accept the proposal from Brenteson Companies, Inc., for maintenance and repairs to the storm basin located on Outlot A, City Center, as detailed in their proposal on file in the City Clerk’s Office, at a cost of \$28,200.00 as recommended by staff. Motion carried.

ADMINISTRATOR’S REPORT – presented by City Administrator Randy Piasecki

6th Avenue S Construction Reimbursement

The City entered into a Development Contract with Birch Grove Estates of Zimmerman, LLLP for the development of the Birch Grove apartment complex. The project included the improvement of the gravelled surface of 6th Avenue South to current street standards with utilities, stormwater collection and bituminous paving. In the Development Contract, Birch Grove agreed to install the improvements per city specifications, and the City agreed to reimburse the developer for the costs. Construction of the utilities is complete, and the developer has submitted an invoice requesting payment in the amount of \$61,118.40. Staff has reviewed the documentation and recommends payment as requested, with payment from the Capital Improvement fund.

Stay/Whiting unanimous to approve payment to Birch Grove Estates of Zimmerman, LLLP in the amount of \$61,118.40 (ck # 44124), for reimbursement of costs associated with the reconstruction of 6th Avenue South, as noted in the Development Contract between Birch Grove Estates and the City of Zimmerman. Motion carried.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following upcoming events:

- April 11 – Local Board of Appeal and Equalization – 9:00 a.m., Zimmerman City Hall
- April 11 – Committee of the Whole Meeting – 7:00 p.m., Zimmerman City Hall
- April 23 -- Passing the Bread Food Distribution – 9 – 11 a.m.; -- UMA Precision Machining
- April 30 – Zimmerman/Livonia Clean Up Day – 8 a.m. – 12 Noon – Livonia Town Hall

Whiting/Stay unanimous to adjourn the meeting at 7:14 p.m. Motion carried.

Approved this 18th day of April 2022.

s/s Kary Tillmann, Clerk/Treasurer

Approved 04/18/2022