

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, MAY 2, 2022**

CALL TO ORDER

The regular meeting of the Zimmerman City Council was called to order at 7:02 p.m. at City Hall by Mayor Stay, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor Stay, Council Members Bondhus, and Dahl. Members Frederick and Whiting were excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann and Streets, Parks, and Utilities Supervisor Dallager.

AGENDA APPROVAL

Bondhus/Dahl unanimous to approve the agenda with the following additions:

- **Fire Protection Report delayed until May 16, 2022 meeting**
- **Council Vacancy – Finance Report**
- **Out of State Travel – moved from Consent Agenda to Administrator’s Report**

APPROVAL OF MINUTES

Stay/Bondhus unanimous to approve the minutes of the April 18, 2022 Regular Meeting as presented. Motion carried.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #44128 - #44158) in the amount of \$50,429.59 and electronic payments (e-check #2438e - #2443e) in the amount of \$39,657.07 as presented.
- b. Approve payment to Heins Plumbing & Heating in the amount of \$12,000.00 (ck #44159) for the replacement and installation of heating and air conditioning units, plus all duct work, piping, venting and removal of old HVAC equipment in the Civic Building to be paid from Capital Funds.
- c. Accept the January 2022 Investment/Budget/Funds Report as presented.
- d. Accept the February 2022 Investment/Budget/Funds Report as presented.
- f. Approve the re-appointment of Barry Wendorf and Jay Whiting to the Park Board through January 2025 or until such time as replacements can be found, as recommended by the Park Board.
- g. Approve the Event Permit application submitted by ZBG/Angeno’s for an outdoor DJ and live music as part of the annual Wild West Days Celebration on May 27, 28, and 29, 2022, at the property located at 13100 Fremont Avenue, Zimmerman.
- h. Adopt **RESOLUTION #2022-05-01**, approving the Application to Conduct Off-site Gambling for the Elk River Lions Club for a gambling event to be held May 29, 2022 during the annual Wild West Days Celebration at the Zimmerman City Park, 25850 Main Street, Zimmerman, MN 55398.

OPEN FORUM

The following persons addressed the Council during Open Forum:

- Steven Heibert, 26660 – 136th Street, Zimmerman expressed concern over the condition of 269th Avenue in Livonia Township. He feels the road is becoming dangerous to drive on due to the number of potholes on the road.
- Velma Olson, 13205 – 269th Avenue, Zimmerman, reiterated Mr. Heibert’s concerns about the road, adding that the road is a “warzone” from all the heavy truck traffic driving on it. Olson questioned if the City plans to address the conditions of the road in the near future.

Mayor Stay reported City Staff has been working with the City Engineer on a plan for the repair or replacement of the road. Challenges stem from the fact that it is a Township road, with the agreement that the City only maintain

it, as well as costs for reconstruction based on how the road was originally constructed and heavy traffic that use the road. Additional information and a plan for repair will be provided by the City Engineer at an upcoming meeting.

LAW ENFORCEMENT REPORT

Patrol Captain Ryan Broich, Sherburne County Sheriff's Department, provided an overview of law enforcement activities for the month of April 2022. The department received 471 calls for service, including 160 traffic stops with 29 offenses charged by citation, not including long form complaints or in-custody arrests. During the same period in 2021, there were 372 calls for service, with 241 calls in 2020. Overall, it was a quiet month, with very few incidents reported, but an increased number of preventative checks on residences and businesses requested. 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 April 2022 as presented.

PUBLIC WORKS REPORT

Introduction of Maintenance Technician I

Streets, Parks, and Utilities Supervisor Dallager introduced Maintenance Technician I, John Stangler, to the Council. John began his employment with the City on April 25 and has spent the past two weeks getting acclimated to the City and Public Works processes and procedures. Council welcomed Stangler to employment with the City and wished him well in his new position. No action taken.

FINANCE REPORT

Council Vacancy

Clerk/Treasurer Tillmann reported that Councilmember Frederick submitted her written resignation from the City Council on Thursday, April 28, 2022. Frederick's term expires on December 31, 2022. The City must make its best effort to appoint a person to fill the position and cannot choose to leave the seat vacant until the term expires. Because there is less than 2 years remaining of her term, a Special Election is not required, and Council may appoint someone to fill the balance of the term. When there was a Council vacancy in 2018, Council advertised the opening and solicited applications from interested persons to fill the seat and appointed from among the applicants. Staff provided samples of the posting and application updated for 2022, should Council choose to follow the same process.

Stay/Bondhus unanimous to accept the resignation of Councilmember Linda Frederick from the City Council effective May 2, 2022 and declare a vacancy on the City Council.

Stay/Bondhus unanimous to appoint Dave Earenfight to fill the Council seat vacated by Linda Frederick until December 31, 2022.

Appointment of Authorized Signatory on City Financial Accounts

Two signatures are required on all City issued checks and three signatures are required on investment or Certificate of Deposit transactions. Currently Mayor Stay, former Councilmember Frederick and Administrator Piasecki are signers on the accounts. Since Member Frederick has resigned her seat on the City Council, a new signer must be appointed. To maintain proper segregation of duties, staff requests the third signer be a Councilmember.

RESOLUTION #22-05-02 Stay/Dahl unanimous to adopt RESOLUTION #22-05-01, authorizing Council Member Michael Dahl as a signer on all City financial accounts in place of Linda Frederick effective May 2, 2022.

Stay/Bondhus unanimous to appoint Michael Dahl as the Alternate City Representative on the Zimmerman/Livonia Fire Board, effective immediately.

ADMINISTRATOR’S REPORT – presented by City Administrator Randy Piasecki

Consent Agenda Item e. Out-of-State Travel for Mayor Stay

Administrator Piasecki reported Sherburne County Administrative Staff have invited Mayor Stay to travel to Washington D.C. with a contingent of Board Members and staff from the County on May 17 – 19, 2022. The purpose of the visit is to meet with Federal elected representatives to discuss funding for TH 169/CSAH 4 improvements. The delegation will participate in meetings throughout their time there, depending on availability of Federal Legislative members. Sherburne County will make all travel arrangements and invoice the City for the City’s share of expenses.

Dahl/Bondhus unanimous to approve out-of-state travel for Mayor Stay to travel to Washington DC on May 17 – 19, 2022, with a delegation of Sherburne County Board Members and staff to meet with Federal Elected representatives regarding funding for improvements to the TH169/CSAH 4 interchange in Zimmerman, at a cost not to exceed \$2,000.

MAYOR/COUNCIL ITEMS

Council agreed by unanimous consensus to cancel the May 9, 2022 Committee of the Whole meeting due to a lack of agenda items.

Upcoming Meetings and Events

Mayor Stay noted the following:

- May 21 – Passing the Bread Food Distribution – 9 – 11 a.m. at UMA Precision Machining
- May 26 – 30, 2022 – Annual Wild West Days Celebration
- May 30, 2022 – Memorial Day Holiday observed – All City offices closed

Before adjourning, Mayor Stay asked for a moment of silence in honor of US military personnel at home and abroad as well as emergency and healthcare workers serving in the community.

Stay/Bondhus unanimous to adjourn the meeting at 7:24 p.m. Motion carried.

Approved this 16th day of May 2022.

s/s Kary Tillmann, Clerk/Treasurer