

**MINUTES OF THE ZIMMERMAN CITY COUNCIL  
COMMITTEE OF THE WHOLE MEETING  
MONDAY, MAY 12, 2025**

**CALL TO ORDER**                   The Zimmerman City Council met as the Committee of the Whole at City Hall on Monday, May 12, 2025. Mayor Dahl called the meeting to order at 7:00 p.m.

**ROLL CALL**                       Present: Mayor Dahl, Council Members Earenfight, Farber and Wells. Member Bondhus was excused absent. Also present were Administrator Piasecki and Clerk/Treasurer Tillmann.

**AGENDA APPROVAL**           **Wells/Earenfight unanimous to approve the agenda with the following additions:**

- **Elevator at Pine Cone Manor Apartment Building**
- **Regulation of Home Occupations**

**ORDER OF DISCUSSION**

- Fire District Joint Powers Agreement – the 1-year extension to the Fire District JPA expires on July 12, 2025. Livonia Town Board Chair Kevin Hiller would like a joint meeting to include himself, the Town Board Vice Chair, City Mayor and Vice Mayor and Township and City staffs to begin discussion on an updated JPA. In the meantime, Attorney Mattick has drafted an amendment that would extend the JPA to December 31, 2025, to allow ample time for discussion and drafting a new agreement. Administrator Piasecki will share the document with the Town Clerk and arrange an initial meeting.
- City IT Services – The City has been contracting with a local provider for IT support for many years. Mid-Continent Communications will be installing a fiber optic network around City Hall as part of the CR 4 reconstruction project. Three years ago, staff discussed the possibility of contracting with Sherburne County for IT services, but it was cost-prohibitive because the City did not have access to fiber. Council is amenable to discussion with Sherburne County regarding the provision of IT services to the City and directed staff to solicit cost information from Sherburne County for review and discussion at a future meeting.
- Septic Regulations and Management – The City has been notified by the MPCA that it must update its SSTS ordinance by August 6, 2025 to be compliant with MN Rule 7082.0050, Sub. 1B. Sherburne County adopted updates to their SSTS ordinance 2024, and for the City to be compliant, our rules must be at least as restrictive as the County’s ordinance. Because the number of private septic systems within City limits is small, staff has contemplated delegating regulation and management of systems within the City to Sherburne County. Council is amenable to that possibility and directed City staff to meet with County Zoning staff to discuss and provide more information to Council at a future meeting.
- Classification and Compensation and Organizational Design Studies – Staff has distributed a Request for Proposal (RFP) for Classification and Compensation, and Organizational Design Studies with a due date of May 22, 2025. The last Classification and Compensation Study was completed in 2018 and effective January 1, 2019. The intent of the organizational design study is to assist in future planning of City staffing needs as the City grows. Presentation of the RFPs to Council is anticipated in June. Council also discussed the vacant

Maintenance Technician I and City Planner positions and the possibility of creating a Code Enforcement position to address nuisance issues and other code violations within the City.

- Legal Services for Code Enforcement – The City has been advised that the Sherburne County Attorney’s Office will no longer prosecute code violations. Staff has been researching various avenues for prosecution of these infractions. The City Attorney suggested a law firm located in Anoka, that has also recently entered into an agreement with the City of Big Lake for their code violation prosecution. Administrator Piasecki has spoken with Attorney Scott Baumgartner of Berglund, Baumgartner, and Glaser, LLC, who provided an agreement for Code Enforcement Services for Council review. Baumgartner will be invited to the June Committee of the Whole Meeting for further discussion and a more detailed explanation of his process and procedure. Council also suggested placing an article in the newspaper regarding nuisance issues and code enforcement.
- Future Building Facility Needs – Council again discussed future staffing and building needs to accommodate future growth of the City, suggesting the formation of a committee for Facility Planning. Any discussion at this point would be conceptual based on projected population growth. Staff will pull together ideas based on projections, with further discussion on the formation of a committee when all Councilmembers are present.
- Road Construction Updates – Construction continues on County Road 4 in anticipation of roundabout (RAB) construction over the summer. Currently, contractors are working on relocating small utilities and Michels is working with CenterPoint Energy to locate new natural gas service lines to all properties in the construction corridor, then the new watermain will be completed. The traffic drums will be removed when that work is finished. The RAB at CR 4/45 will be constructed after school is out for the summer and will be completed by September. The RAB at CR 4/10<sup>th</sup> Street will also be done this summer. It is unknown at this point if construction of both RABs will occur simultaneously.

The Hwy 169 project has not been bid yet due to an additional required review at the Federal level. The County is hopeful the 2025 work will still be completed this year. The third RAB to be completed in 2025 will be at CR 4/2<sup>nd</sup> St E as part of the Hwy 169 interchange project, with two additional RABs for the on and off ramps at 169 completed in 2026. In addition, the County will install a RAB at CR 4/46 in 2026.

- Elevator at Pine Cone Apartment Building – Councilmembers have been made aware that an elevator at Pine Cone Manor has been inoperable for some time. Staff will monitor the situation and report any new information at the next Council meeting.
- Regulation of Home Occupations – Member Farber requested further discussion at the next COW meeting on how to better regulate home occupations. Administrator Piasecki will provide a copy of Home Occupation Ordinance to Council to assist the discussion.
- Staff and Council discussed parking restrictions on Fremont Trail due to potential access issues for Emergency vehicles. Staff will review past Council discussion and provide an update at a future Council meeting.

**Earenfight/Farber unanimous to adjourn the meeting at 8:29 p.m.**

Approved this 19th day of May, 2025.

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Kary Tillmann, City Clerk/Treasurer

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