

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, MAY 17, 2021**

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, Frederick, and Whiting. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler and Patrol Captain Broich.

AGENDA APPROVAL

Whiting/Frederick unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Whiting/Dahl unanimous to approve the meeting minutes of the May 3, 2021 Regular Meeting as presented.

CONSENT AGENDA

Whiting/Frederick unanimous to approve the consent agenda as presented as follows:

- a. Approve the payment of claims (check #43134 - #43179) in the amount of \$27,789.28 and electronic checks (e-check #2213 - #2220) in the amount of \$41,738.99 as presented.
- b. Accept Invoice #2836 in the amount of \$12,184.58 (check #43180) authorizing payment to Metro West Inspection Services, Inc., for professional building inspection services in the City of Zimmerman for the month of April 2021, as recommended by staff.
- c. Authorize payment to NHH Roofing Plus in the amount of \$36,096.86 (check #43181) as final payment for repairs due to storm damage at City Hall.
- d. Accept the Budget/Investment Report for January 2021 as presented.
- e. Approve the following transfers to close out dormant fund and eliminate deficit fund balances as necessary as follows and as recommended by staff and the City Auditor:
 - \$256,766.72 from General Special Assessment (Fund 504) to Capital Improvements (Fund 400)
 - \$313,555.91 from 2001 Improvement Project (Fund 510) to Capital Improvements (Fund 400)
 - \$15,200.00 from Water Fund (Fund 601) to 2016 Fremont Drive Realignment (Fund 402)
 - \$38,013.00 from Sewer Fund (Fund 602) to 2016 Fremont Drive Realignment (Fund 402)
- f. Approve liquor license renewals for the following establishments, for the period of July 1, 2021 – June 30, 2022, pending receipt and acceptance of all application materials, as recommended by staff:
 - Bohnhoff Enterprises, Inc., dba Frontier Liquor (Off Sale) – 26207 Fremont Drive
 - Casey's Retail Company, dba Casey's General Store #3458 (3.2 Off Sale) – 13140 Fremont Avenue
 - JDJ Inc., dba Uptown Off-Sale (Off Sale) – 25965 Main Street
 - Kriesel-Jacobsen American Legion Post 560 (Club On-Sale) – 12674 Fremont Avenue
 - Northern Tier Retail LLC dba Speedway Super America #4535 (3.2 Off Sale) – 26075 – 3rd Street East
 - NVL2 LLC dba P & A Liquor (Off Sale) – 26025 – 3rd Street East
 - S & M Zimmerman Enterprises LLC dba Angeno's Pizza, Pasta and Bar/Zimmerman Bar & Grill (On-Sale) – 13100 Fremont Avenue
 - Stroh, Curtis R., dba Papa's Italian (Wine On-Sale) – 26140 – 3rd Street East
 - TJP Bowl, Inc., dba Zimmerman Bowling Alley (On-Sale) – 25920 Gateway Drive
 - Vita Bella LLC, dba Vita Bella Italian Restaurant (On-Sale) -- 12530 Fremont Avenue
- g. Approve the application for fireworks/pyrotechnics display by Curt Serbus, as requested by the Zimmerman American Legion Post 560, 12674 Fremont Avenue, Zimmerman, for fireworks/pyrotechnics display at Wild West Days, to be held on May 30, 2021 (rain date May 31, 2021), as presented, contingent upon review and approval by the Fire Chief, and receipt of current insurance documentation.

- h. Approve an event permit application for a 5K Fun Run and Kid's ½ mile Fun Run to be held on Saturday, May 29, 2021, 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.
- i. Approve an event permit application for an outdoor Prayer March along certain City streets on Saturday, May 22, 2021 beginning at approximately 11:00 a.m., as requested by Restoring Lives Community Church/Pastor Lorraine Daley, 12515 Fremont Avenue.
- j. Approve the permit application for outdoor entertainment to be held on May 28, 29, and 30, 2021, in conjunction with the Wild West Days Celebration, until 12:00 a.m., as requested by ZBG/Angeno's Pizza, Pasta and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398.

OPEN FORUM

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

LAW ENFORCEMENT REPORT

Patrol Captain Ryan Broich, Sherburne County Sheriff's Department, provided an overview of law enforcement activities for the month of April 2021. The department received 372 calls for service, including 127 traffic stops with 24 offenses charged by citation, not including long form complaints or in-custody arrests. During the same period in 2020, there were 241 calls for service, with 399 calls in 2019. Several thefts were reported during the month and the department responded to 4 vehicle crashes. Captain Broich reviewed other types of calls made during the month, noting 9 domestic incidents were reported with one arrest made.

Discussion was held regarding the Event Permit Application submitted by Restoring Lives Community Church for their March for Jesus to be held on May 22, 2021. Captain Broich is coordinating activities with Pastor Daley. The group will contain themselves to the sidewalks along County Road 4 from the Church property located at 12515 Fremont Avenue to the stoplights at County Road 45. They do not intend to cross County Road 45 to access County Road 4 west of CR 45 where there are no sidewalks due to pedestrian safety concerns.

Council agreed by unanimous consensus to accept the Law Enforcement Report for April 2021 as presented.

PARK BOARD REPORT

Public Works Director Koehler reported that the Zimmerman Girl Scout Troop 14720 would like to hold an educational event at the City Dog Park on June 6, 2021. The troop will advertise their event and plan all activities to include interactive platforms and climbing structures for dogs in the park.

Whiting/Bondhus to approve the permit application for an outdoor dog park education event at the City Dog Park located at 13125 Woodview Lane on Sunday, June 6, 2021 from 9:00 a.m. – 12:00 Noon as requested by Zimmerman Girl Scout Troop 14720.

PUBLIC WORKS REPORT

WWTP Operational Award

The City recently was awarded a Certification of Commendation from the Minnesota Pollution Control Agency (MPCA) for exceptional compliance of the MPCA/NPDES Wastewater Permit during the 2020 permit review and evaluation. Council acknowledged the contributions of WWTP Plant Manager Mike Gwynn in maintaining compliance with all MPCA and NPDES regulations in the operation of the plant.

Employee Retirement/Advertisement of Position

Public Works Director Koehler reported that Wastewater Plant Operator Mike Gwynn has submitted a letter of resignation and will retire on September 30, 2021 after 21 years of service to the City. Council acknowledged Gwynn's service to the City and thanked him for a job well done.

Koehler would like to advertise the position opening as soon as possible to have a new hire in place at least 30 days prior to Gwynn's retirement.

Stay/Whiting unanimous to accept the resignation of Wastewater Plant Operator Mike Gwynn, effective September 30, 2021.

Stay/Frederick unanimous to authorize staff to advertise the position opening for a Wastewater Treatment Plant Operator due to the retirement of WWTP Operator Gwynn effective September 30, 2021.

Lawn Watering

Koehler reported that the current dry conditions are putting a strain on the City wells. He encouraged residents to follow an odd/even watering schedule, meaning if the property address ends in an even number, lawn watering should be done on even days, and if an odd number, water on odd days. He also encouraged residents to restrict outside watering to between the hours of 7 p.m. and 8 a.m. if possible and contact the Public Works Department if assistance is needed programming irrigation systems.

ADMINISTRATOR'S REPORT

Lease Updates

Administrator Piasecki reported that staff is currently working with vendors on two land lease agreements and possible lease of the City's Fire building. Staff will continue negotiations with all three vendors and report back to Council as necessary. No action taken.

MAYOR/COUNCIL ITEMS

Upcoming Meetings and Events

Mayor Stay noted the following:

- May 27 – Final Punchlist review at new Fire Hall/Event Center
- May 27 – 31, 2021 – Annual Wild West Days Celebration
- May 31, 2021 – Memorial Day Holiday observed – All City offices closed
- June 7 – Red Cross Blood Drive
- June 26 – Passing the Bread Food Distribution – 9 – 11 a.m. -- UMA Precision Machining

Before adjourning, Mayor Stay asked for a moment of silence in honor of military, emergency services personnel and health care workers serving in the community.

Frederick/Stay unanimous to adjourn the meeting at 7:37 p.m. Motion carried.

Approved this 7th day of June 2021.

s/s Kary Tillmann, Clerk/Treasurer