

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JUNE 26, 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 Acting Mayor Whiting, followed by the Pledge of Allegiance.

ROLL CALL

Present: Acting Mayor Whiting, Council Members Dahl, and Farber. Mayor Stay and Councilmember Earenfight were excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler, and Streets, Parks, and Utilities Supervisor Dallager.

AGENDA APPROVAL

Dahl/Farber unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Dahl/Farber unanimous to approve the minutes of the June 5, 2023 Regular Meeting as presented.

CONSENT AGENDA

Farber/Dahl unanimous to approve the consent agenda as presented as follows:

- a. Approve the payment of claims (check #45252, #45254 - #45256, #45258 – #45284 & #45287 - #45300) in the amount of \$38,498.52 and electronic payments (e-check #2694 – #2703) in the amount of \$56,854.42 as presented.
- b. Approve the agreement for contracted legal services with Campbell Knutson PA, establishing 2024 billing rates, and authorizing the City Administrator to sign said agreement on behalf of the City, as recommended by staff.
- c. Authorize payment in the amount of \$10,200.00 (ck #45285) to Hilliard Heating and Cooling for HVAC repairs at City Hall, as identified on Invoices #14268 and \$14270, as recommended by staff.
- d. Approve Pay Request #3 in the amount of \$759,392.95 (ck #45286), submitted by Magney Construction, Inc., for expenses related to the construction of the 5th Street West Water Treatment Plant and Tower, as recommended by staff and the City Engineer.
- e. Approve the semi-annual payment to Northland Trust Services in the amount of \$26,411.60 (ck #45301) for scheduled interest payments on GO Bonds and the annual Paying Agent Fee as follows and as recommended by staff:
 - Fire Hall CIP -- \$18,369.15
 - Event Center Tax Abatement -- \$7,617.45
 - Paying Agent Annual Fee -- \$425.00
- f. Approve the license application for a Solicitor for the period of June 27, 2023 – June 26, 2024, for a mobile food truck for Wariya Thompson, dba Thai 1 On, 27931 – 116th Street NW, Zimmerman, MN 55398.

OPEN FORUM

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

PUBLIC WORKS REPORT

Summer Outdoor Water Usage

Public Works Director Koehler reported that the City has already been experiencing low level warnings in the water towers due to extreme heat and extensive outdoor water usage, similar to last year. Public Works Staff have been educating residents about the City's odd/even sprinkling rules and not watering during the daytime, between the hours of 8:00 a.m. and 8:00 p.m. No action taken.

Great Northern Trail Extension

Sherburne County has been awarded a grant to extend the Great Northern Trail from the City Park, through City limits to 5th Street West. County engineering staff has suggested the City consider the possible elimination of on-street parking along the west side of 2nd Street East between Main Street and CSAH 4. The County project could then be designed to relocate the curb and storm structures in the street, to create a separated biking trail along the western street right of way. Staff questioned if Council had issue with the potential narrowing of this segment of 2nd Street East, and Council expressed no reservations at this time. The County anticipates construction of this segment will be completed by the end of 2024. No action taken.

Project Updates

Koehler provided updates on all major projects currently in process. The 5th Street West wells, tower and water treatment plant are all proceeding on schedule. 269th Avenue was paved earlier in the day and the project is about one month ahead of schedule. Public Works is also looking at a project on 120th to be completed yet this year, depending on how favorable quotes come in. No action taken.

ADMINISTRATOR'S REPORT

Consideration of Assessment Agreement – Water Service Line Repair

The property identified as PID #95-448-0224 has a break in the private water service between the city's water shut off valve and the house, causing water to surface at the valve and drain to the street. Private repair of the line creates a hardship for the owner, and the leak is a continued loss of water during drought current conditions. If the service were to be shut off with the owner financially unable to contract for private repair, the home would not be habitable.

The City can repair the private service line and assess the property for expenses. The owner has consented to an assessment for the repair if approved by Council. Attorney Mattick drafted an Assessment Agreement for the repairs, and staff has inserted an estimated assessment cost of \$9,500 after receiving a quote from Brenteson Companies. Staff also recommends a 10-year term at 4.5% interest.

The owners are in possession of the Agreement and must have consent from their mortgage company to proceed with an assessment. If approved by the Council, the repair would be completed as soon as possible once the City is in receipt of the signed agreement showing consent from the mortgage company. Terms of the executed Assessment Agreement would be modified to reflect actual costs for repair. The Agreement would then be filed with the Sherburne County Auditor-Treasurer for collection with property taxes, first installment due with taxes payable in 2024.

Farber/Dahl unanimous to authorize Brenteson Construction to complete the private water service line repair at 13445 - 2nd Avenue South upon receiving an executed assessment agreement from the property owner, as recommended by staff and the City Attorney. Motion carried.

Lake Fremont Carp Study Funding Request

At the May 15, 2023 meeting, **Mike Thieling, Fremont Lake Association President**, requested Council consider financial assistance to fund a carp study and curly leaf pondweed delineation study on Lake Fremont. Since that meeting, staff has discussed the project with Dan Cibulka, Sr. Water Resource Specialist, with the Sherburne County Soil & Water Conservation District (SWCD), who advised the SWCD will be conducting both studies on the Lake for the Association. If the City chooses to participate financially, the City would be partnering with the SWCD and not the Lake Association for the project. More information will be provided as it becomes available. No action taken.

Bonding Update – Series 2023A and 2023B GO Bonds

The City’s Tower and Water Treatment Plant project is moving along according to schedule; however, the State has not yet shared a timeline for the availability of PFA funding. Closing on the Series 2023A bonds to fund the project will close on July 6. On Wednesday, June 28, staff will participate in a rating call with Standard and Poor (S & P) to establish a bond rating for the issuance of the Series 2023B bonds to fund the 269th Avenue Reconstruction project. No action taken.

MAYOR/COUNCIL ITEMS

Upcoming Meetings and Events

The following upcoming events were noted:

- July 4 – Independence Day Observed – All City Offices closed
- July 10 & 17 – Regular City Council meetings due to Independence Day Holiday
- July 29 -- Passing the Bread Food Distribution – 9 – 11 a.m.; UMA Precision Machining
- August 1 – Night to Unite in the City Park – 6 – 8:30 p.m.

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

Farber/Dahl unanimous to adjourn the meeting at 7:27 p.m. Motion carried.

Approved this 10th day of July 2023.

s/s Kary Tillmann, Clerk/Treasurer

APPROVED 07/10/2023