

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JULY 10, 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 Mayor Stay, followed by the Pledge of Allegiance.

ROLL CALL

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

AGENDA APPROVAL

Earenfight/Stay unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Stay/Earenfight unanimous to approve the minutes of the June 26, 2023, Regular Meeting with the following corrections under the Administrator's Report on Page 2:

Consideration of Assessment Agreement – Water Service Line Repair

Stay/Whiting 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.

Motion carried.

CONSENT AGENDA

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

- a. Approve the payment of claims (check #45302 - #45330) in the amount of \$40,808.22 and electronic payments (e-check #2704e - #2712e) in the amount of \$53,822.30 as presented.
- b. Authorize payment of Invoice #7652 in the amount of \$8,430.00 (ck #45331) from EH Renner & Sons for repairs to Well #2 at the 6th Avenue Water Treatment Plant, to be paid from the Water Fund, as recommended by staff.
- c. Authorize payment to Hawkins, Inc., in the amount of \$10,929.60 (ck #45332) for bulk chemicals to be used at the Wastewater Treatment Plant as identified on Invoice #6494885, with funds to be paid from the SBR Budget in the Sewer Fund, as indicated by the Public Works Director.
- d. Authorize payment to the Sherburne County Public Works Department in the amount of \$5,489.53 (ck #45334) for bulk fuel used in City vehicles in the month of March 2023, as identified in Invoice #4135, as recommended by staff.
- e. Approve the semi-annual payment to the Sherburne County Auditor/Treasurer's Office in the amount of \$378,544.81 (ck #45333) for 2023 1st half Law Enforcement Contract Services provided by the Sherburne County Sheriff's Department, with funds to be taken from the Public Safety Budget (101-42000-440) as recommended by staff.
- f. Accept the May 2023 Investment/Budget/Funds Report as presented.
- g. Accept the Building Permit Summary Report for June 2023 as presented.
- h. Adopt **RESOLUTION #23-07-01**, approving the request of the American Legion Riders Post 560 for an Application for Exempt Permit to conduct lawful gambling at a function to be held at the Station #1 Event Center, 26140 – 136th Street NW, Zimmerman, on November 4, 2023.
- i. Adopt **RESOLUTION #23-07-02**, approving the request of the American Legion Riders Post 560 for an Application for Exempt Permit to conduct lawful gambling at a function to be held at the Station #1 Event Center, 26140 – 136th Street NW, Zimmerman, on January 27, 2024.

- j. Approve the license application for a Solicitor for the period of July 10, 2023 – July 9, 2024, for door-to-door sales of educational materials for Michal Pawlak, Southwestern Advantage, 81 – 120th Lane NW, Coon Rapids, MN 55448, pending receipt of all required documentation and necessary fees.

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 June 2023. The department received 495 calls for service, including 96 traffic stops with 25 offenses charged by citation, not including long form complaints or in-custody arrests. During the same period in 2022, there were 622 calls for service, with 422 calls in 2021. Three thefts reports were made. The department also responded to seven vehicle crashes with property damage or injuries and two criminal damage to property complaints. Broich reviewed other types of calls made during the month, noting that 44 security checks were made, with no significant trends or incidents were reported.

Council agreed by unanimous consensus to accept the Law Enforcement Report for June 2023 as presented.

FIRE PROTECTION REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of June 2023. The Department assisted on 12 medical calls, 2 motor vehicle personal injury accidents, 6 fire alarms, a downed power line, 2 grass fires, a rubbish fire and responded to a call of someone stuck in an elevator. Chief Maloney also stated the emergency sirens are tested monthly and sounding as necessary, with the new warning siren installed and operating as it should. The Department had pump testing of all vehicles last week, with minor repairs noted. The Fire Relief Association golf tournament is scheduled for July 22, 2023.

Council accepted the Fire Department Report for June 2023 by unanimous consensus as presented.

PUBLIC WORKS REPORT

Soil Boring Proposal – WWTP Phase I Construction

American Engineering Testing (AET) has submitted a proposal to perform all geotechnical exploration for the proposed WWTF Phase 1 upgrades. The proposal was submitted at the request of Nero Engineering, the City's engineer on the WWTF project. The proposal includes physical borings of the project site and reports on soil conditions at a cost not-to-exceed \$13,750.00. These reports will be used in the design of Phase 1 and full reconstruction of the WWTF.

Stay/Dahl unanimous to accept and authorize execution of Proposal No. P-0024531 submitted by American Engineering Testing for geotechnical exploration for Phase I of the WWTP Construction, at a cost not-to-exceed \$13,750.00, as recommended by staff and the Project Engineer. Motion carried.

FINANCE REPORT – presented by Clerk/Treasurer Kary Tillmann

Event Permit Application – 2023 RibFest

The American Legion Post 560 has submitted an event permit application for the annual RibFest event scheduled for Saturday, August 26 from 7 a.m. – 10 p.m. In addition to utilizing their parking lot for the event, they have asked permission from the City to block traffic from accessing 2nd Street E from Fremont Avenue to 1st Avenue S, and the alley that parallels 1st Avenue S, west of the Legion parking lot for the duration of the event, due to public safety concerns.

Stay/Farber unanimous to approve an event permit application for the annual Ribfest at the Zimmerman American Legion Post 560 located at 12674 Fremont Avenue, to be held in the back parking lot and Alley behind the building on August 26, 2023, including blocking 2nd St E from Fremont Avenue to 1st Avenue S for the duration of the event. Motion carried.

ADMINISTRATOR’S REPORT

Bonding Update – Series 2023A and 2023B GO Bonds

The City’s 2023 construction projects are ongoing according to schedule. Staff participated in a rating call on Wednesday, June 28, with financial analysts from Standard & Poor. S & P Global returned a bond rating for the City of AA-, which will be used when pricing the Series 2023B bonds for the 269th Avenue Reconstruction project. The closing on the Series 2023A bonds to fund the Water Tower and Treatment Plant project happened on July 6 and funds were received into the City’s bank account that day. No action taken.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following upcoming events:

- July 22 – Zimmerman FRA Golf Tournament
- July 29 – Passing the Bread Food Distribution from 9 – 11 a.m. at UMA Precision Machining
- August 1 – Night to Unite in the City Park – 6 – 8:30 p.m.

Before adjourning Mayor Stay called for a moment of silence in support of United States military and emergency services personnel and their families both at home and abroad.

Stay/Farber unanimous to adjourn the meeting at 7:18 p.m. Motion carried.

Approved this 17th day of July 2023.

s/s Kary Tillmann, Clerk/Treasurer

APPROVED 07/17/2023