

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JULY 15, 2024**

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, Farber, and Whiting. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler, and Streets, Parks, and Utilities Supervisor Dallager.

AGENDA APPROVAL

Whiting/Farber unanimous to approve the agenda as presented.

CONSENT AGENDA

Earenfight/Whiting unanimous to approve the consent agenda as follows:

- a. Approve the minutes of the July 1, 2024 Regular Meeting of the City Council as presented.
- b. Approve the payment of claims (check #46351 - #46380) in the amount of \$26,823.42 and electronic payments (e-check #2915e - #2926e) in the amount of \$60,319.52 as presented.
- c. Authorize payment to Bolton & Menk (ck #46381) for Invoice #338991 in the amount of \$13,801.50 for TH 169/CSAH 4 Visual Quality Concept Design for the period of April 27 – May 24, 2024, as presented and as recommended by staff:
- d. Adopt **RESOLUTION #2024-07-03**, approving Pay Request #15 in the amount of \$351,912.41 (ck #46383) submitted by Magney Construction, Inc., for the period of May 1 – June 1, 2024; and adopt **RESOLUTION #2024-07-04**, accepting Pay Request #16 in the amount of \$161,820.15 (ck #46383) as submitted by Magney Construction, Inc., for the period of June 1 – July 1, 2024, for expenses related to the construction of the 5t St W Tower and Water Treatment Plant, as recommended by staff and the City Engineer.
- e. Approve the August 1, 2024 TIF payment to PA Depot Apartments LLC in the amount of \$53,590.39 (ck #46384) for the “Depot On Main” project, as recommended by staff.
- f. Approve the August 1, 2024 TIF payment to Bell Bank in the amount of \$20,733.05 (ck #46381) for the “Reliant Systems” project, as recommended by staff.
- g. Approve the August 1, 2024 TIF payment to Zimmerman ALF LLC for the “Fremont Village” assisted living project in the amount of \$55,807.25 (ck #46385), as presented by staff.
- h. Approve the request of JPB Land LLC to reduce the Letter of Credit for South Side Villas 5th Addition to \$77,968.75.
- i. Adopt **RESOLUTION #2024-07-05** appointing identified persons to serve as Election Judges for the 2024 State Primary and State/Municipal General Elections with the understanding that amendments to the appointments may be necessary in order to fill vacancies and meet party splits; and approve the payment of an hourly wage of \$17 per hour for Head Election Judges and \$16 per hour for Regular Election Judges, plus mileage, during Election Judge trainings, meetings, election set-up and time served on Election Day, as recommended by staff.
- j. Accept the June 2024 Building Permit Summary Report as presented.
- k. Approve the event permit application for the Zimmerman/Livonia Fire Department Open House, to be held September 7, 2024, from 11:00 a.m. – 3:00 p.m., at 26140 – 136th Street NW, Zimmerman, as requested by the Zimmerman/Livonia Fire Relief Association.
- l. Approve the permit application for an outdoor dance for the Zimmerman/Livonia Fire Department, to be held September 7, 2024, from 8:00 p.m. – 12:00 midnight, at 26140 – 136th Street NW, Zimmerman, as requested by the Zimmerman/Livonia Fire Relief Association.
- m. Adopt **RESOLUTION #2024-07-06**, approving a temporary liquor license as requested by the Zimmerman/Livonia Fire Relief Association for the Fire Department Annual Fireman’s Benefit Dance to be held at Station #1, 26140 – 136th Street NW, Zimmerman, MN 55398, on September 7, 2024.

- n. Approve the registration application for a Sewer and Water Installer, for the period of July 16, 2024 – December 31, 2024, as requested by Bryan W. Houle, dba SW Houle, Inc., 1300 W County Road I, Shoreview, MN 55126.
- o. Approve the tobacco license transfer application for Legacy Spirits LLC, dba P & A Liquor, 26025 – 3rd Street E, Suite 400, Zimmerman, for the period of July 16, 2024 – June 30, 2025, as recommended by staff.

LAW ENFORCEMENT REPORT

Patrol Captain Ryan Broich, Sherburne County Sheriff's Department, provided an overview of law enforcement activities for the month of June 2024. The department received 408 calls for service, including 114 traffic stops with 16 offenses charged by citation, not including long form complaints or in-custody arrests. During the same period in 2023, there were 495 calls for service, with 622 calls in 2022. The department responded to two theft complaints and five vehicle crashes, with three (3) accidents occurring on Fremont Avenue (CSAH 4). In addition, the Department recovered a vehicle stolen out of Princeton, and responded to a variety of additional calls throughout the month, noting there was nothing significant in the calls received. The Sheriff's Office continues to investigate break-ins at the Zimmerman and Princeton Subway restaurants.

Council agreed by unanimous consensus to accept the Law Enforcement Report for June 2024 as presented.

OPEN FORUM

Mike Adair, 26633 Fremont Drive, Vice President of the Fremont Lake Association, was present to address the Council during Open Forum. Adair expressed concerns that the Fremont Lake Association has been described as a dysfunctional group. He continued that the Lake Association is committed to improving the water quality of Lake Fremont and is excited to work with the City, Livonia Township and Sherburne County on projects or initiatives that would do so. On Monday, July 22, the Association will be meeting with the MN Aquatic Invasive Species Research Center (MAISRC) about their "Labs to Lakes Initiative", of which Lake Fremont is a finalist for the program. The Association has also discussed the creation of a Lake Improvement District (LID) in general terms. Members of the Association are interested in getting more information on the possible creation of a LID. The Lake Association is committed to working with the City to find the best possible solutions to improve the lake and make it more enjoyable for residents and the community. No action taken.

FINANCE REPORT

Re-Investment of City Funds

The City had three (3) investment mature between July 1 – 15 in the amount of approximately \$400,000. Funds from the maturing CD were deposited in the ICD Securities money market account until reinvested. This afternoon, staff contacted regular brokers to provide a recommendation for reinvestment.

Whiting/Farber unanimous to approve the following re-investments, as recommended by staff:

- **\$155,000 with ICD Securities for a period of 18 months at a rate of 4.90% with Bank Hapoalim, NY, utilizing proceeds from the maturity to complete the transaction.**
- **\$155,000 with ICD Securities for a period of 2 years at a rate of 5.05% with First State Bank of DeQueen, AR, utilizing funds from the matured CD and the ICD Securities Money Market account.**
- **\$94,688.61 with First National Bank Milaca for 6 months at a rate of 5.05%.**

Motion carried.

Approved Solicitor's Permits

Clerk/Treasurer Tillmann had earlier fielded a question from Member Dahl regarding whether Justin's Pest Control is an approved Solicitor within City limits. Justin's Pest Control has not applied for a solicitor's permit

and does not have an approved permit to conduct door-to-door sales in City limits. Residents were reminded that anyone conducting door-to-door sales within the City boundary is required to have a permit issued by the City. Tillmann advised that an updated list of approved solicitors would be posted on the City's website by the end of the week. No action taken.

ADMINISTRATOR'S REPORT

Norway Ridge 4th Addition Development Contract

The City approved the Norway Ridge 4th Addition subdivision pending execution of a Development Contract with Monument Development Company. Staff presented the contract, which identified the terms and conditions of the subdivision and development process. The agreement is similar to the agreement for Norway Ridge 3rd Addition, which was approved by Council in 2023.

Whiting/Farber unanimous to approve and authorize execution of a Development Contract between the City of Zimmerman and Monument Development Company LLP for the Norway Ridge 4th Addition Improvements, as presented and as recommended by staff. Motion carried.

TH 169/CSAH 4 Project Update

Administrator Piasecki reported the relocation of utility lines as it relates to this project will begin in Fall 2024. Sherburne County is currently on track to bid the project over Winter 2024/25, with construction of the local connections north and south of the interchange happening in 2025 and the overpass constructed in 2026. No action taken.

Lake Fremont Update

Staff has received information from the contractor regarding a potential project to harvest weeds and cut a navigation channel in Lake Fremont from the boat launch to an area W/SW of the island. The MN DNR will allow a 50-foot-wide navigation channel. The contractor is working with the DNR to determine an acceptable route, required permits and potential cost, which will be relayed to staff when available. No action taken.

MAYOR/COUNCIL ITEMS

Council agreed by unanimous consensus to schedule a Committee of the Whole meeting for July 29, 2024 at 7:00 p.m.

Mayor Stay noted the following upcoming events:

- July 27 – Passing the Bread Food Distribution – 9 - 11 a.m., UMA Precision Machining
- July 30 – August 13 – Municipal Candidate Filing Period

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.

Whiting/Earenfight unanimous to adjourn the meeting at 7:30 p.m. Motion carried.

Approved this 5th day of August 2024.

s/s Kary Tillmann, Clerk/Treasurer