

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, JULY 17, 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 Whiting. Member Farber was absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler, Streets, Parks, and Utilities Supervisor Dallager and Engineer Bittner.

AGENDA APPROVAL

Whiting/Earenfight unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Stay/Dahl unanimous to approve the minutes of the July 10, 2023 Regular Meeting as presented.

CONSENT AGENDA

Clerk/Treasurer Tillmann provided corrections to typographical errors for consent agenda items c. Payment for Contracted Services – Douglas-Kerr Underground; f. Payment for Contracted Services – Magney Construction; and i. August 2023 PFA Loan Payments.

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

- a. Approve the payment of claims (check #45335 - #45356) in the amount of \$26,823.42 and electronic payments (e-check #2713e - #2717e) in the amount of \$52,892.89 as presented.
- b. Authorize payment to Bolton & Menk (ck #45358) for the following invoices for the period of April 29 – May 26, 2023, as presented and as recommended by staff:
 - Invoice #314525 in the amount of \$41,903.68 for Water Supply Improvements including well construction administration and project inspections; and
 - Invoice #314526 in the amount of \$38,228.00 for engineering oversight related to infrastructure improvements to 269th Avenue
- c. Adopt **RESOLUTION #2023-07-03**, accepting Pay Request #2 in the amount of \$834,788.28 (ck #45359) as submitted by Douglas-Kerr Underground for expenses related to the 269th Avenue Reconstruction Project, as recommended by staff and the City Engineer.
- d. Adopt **RESOLUTION #2023-07-04**, approving Pay Request #7 in the amount of \$84,205.63 (ck #45360) submitted by Keys Well Drilling Company for expenses related to the construction of Wells #4 & #5, as recommended by staff and the City Engineer.
- e. Adopt **RESOLUTION #2023-07-05**, approving pay Request #8 in the amount of \$60,206.26 (ck #45360) submitted by Keys Well Drilling Company for expenses related to the construction of Wells #4 & #5, as recommended by staff and the City Engineer.
- f. Adopt **RESOLUTION #2023-07-06**, approving Pay Request #4 in the amount of \$762,665.51 (ck #45361) submitted by Magney Construction, Inc., for expenses related to the construction of the 5t St W Tower and Water Treatment Plant, as recommended by staff and the City Engineer.
- g. Authorize payment to Nelcom Corporation in the amount of \$23,531.60 (ck #45363), for the purchase and installation of a Federal Signal Eclipse 8 Siren to replace a non-functioning siren formerly located on Lake Avenue, as identified on Invoice #30730, and recommended by the staff and the Fire Chief.
- h. Approve payment to Standard & Poor's Financial Services LLC, in the amount of \$14,000.00 (ck #45365) for bond rating services related to the Series 2023B Bond Debt issue.

- i. Approve the semi-annual payment to the MN Public Facilities Authority (ck #45362) in the amount of \$264,635.12 for scheduled principal and interest payments on GO Revenue Bonds as follows and as recommended by staff:
 - 2007 4th Ave Water – \$6,174.00 interest; \$118,000 principal
 - 2010 SBR -- \$11,461.12 interest; \$129,000 principal
- j. Approve the August 1, 2023 TIF payment to Bell Bank in the amount of \$19,467.15 (ck #45357) for the “Reliant Systems” project, as recommended by staff.
- k. Approve the August 1, 2023 TIF payment to PA Depot Apartments LLC in the amount of \$51,438.03 (ck #45364) for the “Depot On Main” project, as recommended by staff.
- l. Approve the interfund loan payment to the Sewer Fund (Fund 602) in the amount of \$9,173.51 for redevelopment purposes as authorized in Resolution #2014-10-02.
- m. Approve the event permit application for the Zimmerman/Livonia Fire Department Open House, to be held September 9, 2023, from 11:00 a.m. – 3:00 p.m., at 26140 – 136th Street NW, Zimmerman, as requested by the Zimmerman/Livonia Fire Relief Association.
- n. Approve the permit application for an outdoor dance for the Zimmerman/Livonia Fire Department, to be held September 9, 2023, from 8:00 p.m. – 12:00 midnight, at 26140 – 136th Street NW, Zimmerman, as requested by the Zimmerman/Livonia Fire Relief Association.
- o. Approve the registration application for a Sewer and Water Installer, for the period of July 18, 2023 – December 31, 2023, as requested by Steve Strandlund, Jr., dba DW Companies LLC, PO Box 129, Isanti, MN 55040.

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

PUBLIC WORKS REPORT – presented by Public Works Director Keith Koehler

PUBLIC HEARING – Wastewater Treatment Plant Facilities Plan

Mayor Stay opened a public hearing at 7:04 p.m. to consider potential improvements and expansion to the City’s Wastewater Treatment Plant (WWTP). Eric Meester, Project Manager, NERO Engineering, provided an overview of the proposal to convert the WWTP from coarse to fine screening bioreactors with anaerobic, anoxic, and aerobic zones for bio-nutrient removal, a membrane bio-reactor solids barrier and a backup ultraviolet disinfection system. Staff has determined it most feasible to complete the project in two phases due to the immediate need for additional solids handling capacity.

There was no one present to address the Council either for or against the proposed facilities plan.

Mayor Stay closed the public hearing at 7:28 pm. and reconvened the regular meeting. No action taken.

120th Street Micro-Surfacing Proposal

Kevin Bittner, City Engineer, was present to review a proposal for the micro-surfacing of 120th Street to extend the useful travel life of the road until such time as construction on the TH 169 interchange is complete and the City can focus on reconstruction of roads in the Lake area.

Engineer Bittner requested quotes from two (2) vendors for the work. One vendor could not provide the MNDOT spec materials and is not available to complete the work this year. Bittner reviewed the quote from Astech Corporation, with Public Works Director Koehler stating he is comfortable with the quote received and proposed process to increase the life of the road.

Stay/Dahl unanimous to accept the quote from Astech Corporation to micro-surface 120th Street from CSAH 4, north to Hickory Street, in the amount of \$52,842.00, to be paid from 2023 Pavement Preservation funds, as recommended by staff and the City Engineer. Motion carried.

ADMINISTRATOR'S REPORT – presented by City Administrator Randy Piasecki

Sale of General Obligation Bonds Series 2023 B

Jessica Green, Financial Consultant, Northland Securities, was present to provide an update on the sale of General Obligation Bonds Series 2023B to fund the 269th Avenue Reconstruction Project. Ms. Green reminded Council that Northland Securities has been working with Administrative staff to secure bond financing for this project, with the bond process nearly complete. Council was presented with a resolution approving the sale of the GO Bonds in the amount of \$2,225,000.00.

RESOLUTION #23-07-07 Whiting/Stay unanimous to adopt RESOLUTION #2023-07-07, authorizing the sale of General Obligation Bonds, Series 2023B, fixing their form and specifications, directing execution and delivery, and providing for payment of said bonds, as recommended by staff and the Financial Consultant. Motion carried.

Planning Commission Report of July 12, 2023

The Planning Commission met in regular session on July 12, 2023 to conduct a public hearing on a request by Monument Development to amend the Planned Residential Development Agreement for Norway Ridge. Monument Development wishes to convert the remaining unconstructed properties into twin homes instead of quad homes. This change would decrease the building density from 76 units to 54 pad sites, based on real estate market demands. Comments were received from three (3) individuals during the public hearing.

Whiting/Stay unanimous to approve an amendment to the Norway Ridge Planned Residential Development Agreement modifying the development plan and conveying adjacent city-owned property to the developer, as recommended by the Planning Commission. Motion carried.

Stay/Earenfight unanimous to approve the Preliminary Plat of Norway Ridge Third Addition, as recommended by the Planning Commission. Motion carried.

Stay/Whiting unanimous to approve the Final Plat of Norway Ridge Third Addition conditioned upon the Developer entering into a Development Contract with the City, as recommended by the Planning Commission. Motion carried.

Council agreed by unanimous consensus to accept the July 12, 2023 Planning Commission Report as presented.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following upcoming events:

- July 29 – Passing the Bread Food Distribution – 9 - 11 a.m., UMA Precision Machining
- August 1 -- Night to Unite in the City Park -- 6:00 p.m. – 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.

Earenfight/Whiting unanimous to adjourn the meeting at 7:47 p.m. Motion carried.

Approved this 7th day of August 2023.

s/s Kary Tillmann, Clerk/Treasurer