

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, JULY 19, 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 Dahl, Frederick, and Whiting. Member Bondhus was excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler, and Fire Chief Maloney.

**AGENDA APPROVAL**

**Whiting/Frederick unanimous to approve the agenda with the following addition:**

- **Results of Test Well Request for Quotes – Public Works Report**

**APPROVAL OF MINUTES**

**Stay/Dahl unanimous to approve the minutes of the July 12, 2021 Regular Meeting as presented.**

**CONSENT AGENDA**

**Whiting/Dahl unanimous to approve the consent agenda as follows:**

- a. Approve the payment of claims (check #43337 - #43352) in the amount of \$14,296.37 as presented.
- b. Accept invoice #2908 in the amount of \$19,671.57 (ck #43353) authorizing payment to Metro West Inspection Services, Inc., for professional building inspection services in the City of Zimmerman for the month of June 2021, as recommended by staff.
- c. Authorize payment in the amount of \$360,826.89 (ck#43354) to the Sherburne County Auditor/Treasurer for 2021 1<sup>st</sup> 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.
- d. Approve payment to the Zimmerman/Livonia Fire District in the amount of \$41,881.16 (ck #43355) as identified on Pledge #1122, #1124, and #1126, for the City's portion of miscellaneous expenses for the Fire Hall and Event Center, to be paid from bond proceeds, as recommended by staff.
- e. 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.
- f. Approve the permit application for an outdoor dance for ZBG/Angeno's Pizza, Pasta and Bar, to be held July 23, 2021, from 8:00 p.m. – 12:00 midnight, at 13100 Fremont Avenue, Zimmerman, MN, as requested.
- g. Approve the event permit application for a garage sale at St. John Lutheran Church, to be held July 28 – 31, 2021 during daytime and evening hours as indicated on the event permit application, at 13045 Fremont Avenue, Zimmerman, MN, as requested.
- h. Approve the event permit application for the annual Fall Festival with outside vendors at St. John Lutheran Church, to be held September 11, 2021 from 9:00 a.m. – 3:00 p.m. at 13045 Fremont Avenue, Zimmerman, MN, as requested.
- i. Approve the event permit application for the annual Fall Kick-Off being held indoors and outdoors at St. John Lutheran Church, to be held September 12, 2021 from 10:00 a.m. – 4:00 p.m. at 13045 Fremont Avenue, Zimmerman, MN, as requested.
- j. Adopt **RESOLUTION #2021-07-03**, 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 the Station #1, 26140 – 136<sup>th</sup> Street NW, Zimmerman, MN 55398, on September 11, 2021.
- k. Adopt **RESOLUTION #2021-07-04**, approving the Application for Exempt Permit for the Sons of the American Post 560 for a gambling event to be held August 28, 2021, at the Zimmerman American Legion Post 560, 12674 Fremont Avenue, Zimmerman, MN 55398.

## **OPEN FORUM**

**Lewis Cooper, 13216 Oakwood Road**, questioned the City's water/sewer capacity issues with new growth, and the Law Enforcement Contract with Sherburne County. Cooper understands the even-odd restrictions for watering, but with continued growth questioned if the City have adequate capacity for fire protection. Mayor Stay stated Engineer Bittner would be addressing the water concern in the Public Works Report. Law enforcement responses from Council and staff included information regarding start-up cost for a city-owned department being in excess of \$1M, plus annual staffing and equipment expenses, insurance and liabilities of police department. Staff provided information on the 2021 contract price for law enforcement at \$722,000, compared to \$966,000 in Becker, \$1.8M in Princeton, and \$2.1 M in Big Lake. Council also reminded Cooper the County substation in Zimmerman supports a number of county squads that patrol the adjacent townships and continually pass through the city.

## **FIRE DEPARTMENT REPORT**

**Fire Chief Ryan Maloney** presented the Fire Department Activity Report for the month of June 2021. The Department responded to 7 medicals, 2 gas leaks, 8 personal injury motor vehicle accidents, 2 fire alarms, aided 2 individuals in need, a downed power line, 2 grass fires, and a residential house fire in Livonia Township. Maloney stated a citizen reported the house fire with flames through the roof. The first crews responding used 2,000 gallons of water in 2 minutes to contain the fire. The Department will host their annual Open House and Dance on Saturday, September 11<sup>th</sup> at the new fire hall, and the Fire District will also have an Open House for the Station #1 Event Center.

**Council accepted the Fire Department Report for June 2021 by unanimous consensus as presented.**

Maloney also presented a check from the Fire Relief Association in the amount of \$1,800 for basketball hoops in Firefighters Park.

**RESOLUTION #2021-07-05 Whiting/Stay unanimous to adopt RESOLUTION #2021-07-05, accepting a donation from the Zimmerman/Livonia Fire Relief Association in the amount of \$1,800.00 for the purchase of equipment for Firefighter's Park.**

## **PARK BOARD REPORT**

The Park Board is preparing for "Night to Unite" activities at Lion's Park on Tuesday, August 3<sup>rd</sup>, 6:00 p.m. – 8:30 p.m.

**Whiting/Stay unanimous to accept the June 2021 Park Board Report.**

**PUBLIC WORKS REPORT** – presented by Public Works Director Keith Koehler

### **Water Supply Improvement – Future Well #4**

Engineer Bittner summarized the excessive demand on the City's water supply during this year's drought. Winter consumption is approximately 350,000 gallons per day, but during irrigation season consumption increases 5 times to approximately 1,700,000 gallons per day. Wells # 2 and #3 are experiencing excessive run times without shutoff to meet demand, sometimes 2-3 days without shutoff. Staff has been aware of increased demand on the water system by current and projected growth, and has been working with Bittner and staff for almost a year on increasing water production and storage. A new well, treatment plan and water tower are proposed for construction on land acquired from the County adjacent to the Sheriff's substation on 5<sup>th</sup> Street West.

Bittner presented quotes for drilling a test well on the proposed location to verify the aquifer capacity at this location. Quotes were received from 5 vendors, ranging in cost from \$59,910 to \$77,675. E.H. Renner provided the lowest quote and has constructed and serviced the City's 2 existing wells. Renner proposes to rotary drill the well which should lessen impacts/vibrations to adjacent industrial businesses.

**Stay/Whiting unanimous to award the test well contract to E.H. Renner in the amount of \$59,910, to be paid from the Water Fund.**

Lion's Park – Parking Lot Paving Update

Bittner updated Council on paving project progress for Lion's Park parking lot and 2<sup>nd</sup> Avenue North improvements. Bittner anticipates bids for consideration on the August 16, 2021 agenda.

Streets, Parks & Utilities Supervisor Position

Koehler requested Council consider filing the Supervisor position in Public Works that has been vacant since he was promoted to Public Works Director. Activity within Public Works is increasing due to continued development and pending city projects, requiring more of Koehler's time being spent on administrative activities and less on day-to-day supervision. The position and job description exists in the City's Compensation Program, at a Level 10 pay grade. Staff recommends an internal posting of the position opening if acceptable to Council.

**Stay/Whiting unanimous to approve the internal posting of the Streets, Parks and Utilities Supervisor position.**

Koehler summarized a letter from the MNDNR regarding water conservation and the State Drought Plan. The DNR is requesting cities over 1,000 in population reduce the amount of ground water pumped from aquifers to 50% above their January pump totals. For Zimmerman, that would be roughly pumping 450,000 gallons per day. The City's even-odd ban, ordinance modification and enforcement efforts have water pumping trending downward.

**ADMINISTRATOR'S REPORT** – presented by City Administrator Randy Piasecki

Adopt-a-Storm Drain Program

Piasecki presented information provided by the Sherburne County SWCD and Sherburne County Public Works regarding a new "Adopt-a-Storm-Drain" Program. They are requesting all cities in the County participate in the program which would be administered by the SWCD, and operate much like Adopt-a-Highway. Volunteers wishing to participate would coordinate with the SWCD and provide basic cleaning of storm drains to eliminate trash, debris and pollution of the receiving waters. The County Attorney has prepared a joint powers agreement to consider if the City wishes to participate, allowing the SWCD to operate in the City with the volunteer program. Staff requested Council review the information for discussion and consideration at an upcoming meeting.

Road Maintenance Agreement – Livonia Township

The City and Township adopted a Road Maintenance Agreement in 2007 to define responsibility for several shared roadways bordering the city-township line. This Agreement terminated 12/31/2020 and Livonia has submitted a new Agreement for consideration as the shared roadways still exist. The City retains responsibility for maintaining 120<sup>th</sup> Street, and 136<sup>th</sup> Street and 269<sup>th</sup> Avenue between CSAH 4 and CH 45. Normal maintenance duties are well defined, as is the process and participation of both parties for reconstruction of roadways. The Agreement has been reviewed by the City Attorney, and if Council is comfortable with the shared roadways identified, the Agreement is in approval form.

**Stay/Frederick to approve Road Maintenance Agreement between the City of Zimmerman and Livonia Township as presented and as recommended by staff and the City Attorney. Roll call: Dahl, aye; Frederick, aye; Stay, aye; Whiting, aye. Motion carried.**

**MAYOR/COUNCIL ITEMS**

Mayor Stay noted the following upcoming events:

- July 22 – Zimmerman Youth Baseball Majors/Minors vs. Travel Teams – City Park
- July 24 – Passing the Bread Food Distribution – 9 - 11 a.m., UMA Precision Machining with set up on Friday, July 23
- August 3 -- Night to Unite in the City Park -- 6:00 p.m. – 8:30 p.m.

Clerk/Treasurer Tillmann reported that the Sherburne County Sheriff’s Department and Health and Human Services staff conducted Tobacco Compliance checks in the City in July. All Zimmerman licensees passed compliance testing with no sales to underage persons.

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.

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

Approved this 2<sup>nd</sup> day of August 2021.

s/s Kary Tillmann, Clerk/Treasurer

Approved 08/02/2021