

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, AUGUST 7, 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, Farber, and Whiting. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler, Engineer Bittner, and Streets, Parks and Utilities Supervisor Dallager.

AGENDA APPROVAL

Stay/Farber unanimous to approve the agenda with the following change:

- **Employee Recognition delayed until August 21, 2023**

APPROVAL OF MINUTES

Earenfight/Dahl unanimous to approve the minutes of the July 17, 2023 Regular Meeting as presented.

CONSENT AGENDA

Stay/Farber unanimous to approve the consent agenda, pending receipt of details from Engineer Bittner regarding the Bolton & Menk invoice for Water Supply Improvements (Inv #316525) as follows:

- a. Approve the payment of claims (check #45366 - #45397 and #45399 - #45410) in the amount of \$64,561.45 and electronic payments (e-check #2718e - #2724e) in the amount of \$54,052.95 as presented.
- b. Authorize payment to Bolton & Menk (ck #45411) for the following invoices for the period of May 27 – June 23, 2023 as recommended by staff:
 - Invoice #316522 in the amount of \$7,158.00 for engineering oversight for Firefighters Park Trail
 - Invoice #316524 in the amount of \$34,091.50 for 269th Avenue Reconstruction
 - Invoice #316525 in the amount of \$45,601.65 for Water Supply Improvements
- c. Adopt **RESOLUTION #2023-08-01**, accepting Pay Request #9 in the amount of \$77,187.51 (ck #45412) submitted by Keys Well Drilling Company for expenses related to the construction of Wells #4 & #5, as recommended by staff and the City Engineer.
- d. Authorize payment in the amount of \$11,305.36 (ck #45398) to Metro West Inspection Services for professional Building Inspection Services in the City of Zimmerman for the month of June 2023, as identified on Invoice #3766 as recommended by staff.
- e. Approve the semi-annual payment to the MN Public Facilities Authority (ck #45413) in the amount of \$25,226.07 for scheduled principal (\$19,210.00) and interest (\$6,016.07) payments on GO Revenue Bonds for the 5th Street Wells, as recommended by staff.
- f. Accept the monthly Budget/Investment/Funds Report for June 2023 as presented.
- g. Accept the Building Permit Surcharge Report of July 2023 as presented.
- h. Adopt **RESOLUTION #2023-08-02**, supporting Sherburne County's submission of a US Department of Transportation Multimodal Project Discretionary Grant Application for funding the construction of an interchange at the intersection of TH 169 and CSAH 4 in Zimmerman.
- i. Authorize the expenditure of \$2,000 to the Sherburne County Soil & Water Conservation District (SWCD) for the City's participation in a partnership with the SWCD, Livonia Township and the Lake Fremont Improvement Association to conduct a carp study on Lake Fremont, as recommended by staff.
- j. Adopt **RESOLUTION #2023-08-03**, 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 Station #1, 26140 – 136th Street NW, Zimmerman, MN 55398, on September 9, 2023.

OPEN FORUM

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

LAW ENFORCMENT REPORT

Patrol Captain Ryan Broich, Sherburne County Sheriff's Department, provided an overview of law enforcement activities for the month of July 2023. The department received 479 calls for service, including 75 traffic stops with 7 offenses charged by citation, not including long form complaints or in-custody arrests. Deputies also conducted 56 security checks in July. During the same period in 2022, there were 326 calls for service, with 389 calls in 2021. The department responded to 8 theft complaints, 3 vehicle crashes with property damage or injuries and 2 criminal damage to property complaints. Captain Broich reviewed other types of calls made during the month, stating it was a relatively quiet month overall with no significant trends or incidents reported in our community. He did note, however, that thefts from vehicles have been reported in other communities as well, and the suspect appears to be the same person.

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

FIRE PROTECTION REPORT

Fire Chief Ryan Maloney, Zimmerman/Livonia Fire District presented the Fire Department report for the month of July 2023. The Department responded to 12 medical calls, 2 injury accidents, a gas leak, 6 fire alarms, a downed power line, two grass fires, and a person stuck in an elevator. Maloney reported that the civil defense siren on the east side of Lake Fremont is still functioning properly after last week's siren test. The annual Fire Department Open House and Firemen's Dance will be held on Saturday, September 9, 2023 at Station #1, with a Craft Show held in the Event Center.

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

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

Proposed Eagle Scout Project

Theron Johnson, Life Scout with Boy Scout Troop 91, was present to discuss his proposal for an Eagle Scout project in the City Park. Johnson is proposing to construct a "GaGa Ball" pit, which is a 15' – 20' octagon structure used to play a form of dodgeball. He suggested locating it near the ice rinks and provided an aerial map of the proposed location. The Public Works Department will work with Johnson on locating the structure in an appropriate spot and user-friendly materials for the year-round fixture.

Earenfight/Whiting unanimous to approve the construction and placement of a GaGa Ball pit in the Zimmerman City Park, as proposed by Theron Johnson, Life Scout, Boy Scout Troop 91. Motion carried.

Firefighter's Park Trail Replacement

Engineer Bittner was present to provide an overview of the bid opening for the Firefighter's Park Trail Replacement Project. A virtual bid opening was held on July 27th, with seven (7) qualified bids received. Novco, Inc., was the apparent low bidder, with a projected cost of \$54,745.00.

Whiting/Earenfight unanimous to accept a bid in the amount of \$54,745.00, from Novco Inc., for the replacement of the bituminous park trail lying within Firefighter's Park, with funds to be taken from Fund 400 (Capital Improvement), as recommended by staff and the City Engineer. Motion carried.

Engineer Bittner added that micro surfacing of 120th Street will begin on Wednesday, August 9th, and the 269th Avenue Reconstruction Project is nearing completion. No action taken.

ADMINISTRATOR’S REPORT – presented by City Administrator Randy Piasecki

Request for Payment – Great Northern Trail Master Plan

The City entered into a Memorandum of Understanding (MOU) in 2021 regarding the planning and development of the Great Northern Trail. The MOU was signed by Sherburne and Mille Lacs Counties, as well as the Cities of Elk River, Zimmerman, and Princeton. The stakeholder committee developed the Master Plan for the Trail which focused on the extension of the trail system from Zimmerman, north to Milaca. It also identified financial responsibilities for each stakeholder for the plan development, based on the length of trail segment in each jurisdiction. Sherburne has invoiced the City for Zimmerman’s share of the plan development, in the amount of \$7,116.48, as identified on Invoice #4145.

Council questioned why Mille Lacs County was not paying anything for the plan development and why Sherburne County, Zimmerman and Elk River were being charged for Mille Lacs County’s portion. Administrator Piasecki will seek clarification.

Stay/Whiting unanimous to delay consideration of Invoice #4145 from Sherburne County Parks & Trails for a portion of expenses related to the development of the Master Plan for the Great Northern Trail until August 21, 2023. Motion carried.

Planning Commission Report of July 26, 2023

The Planning Commission met in regular session on Wednesday, July 26, 2023 for the purpose of conducting a Public Hearing for a request to amend the South Side Villas Planned Residential Development (PRD) Agreement. STMA Town Center LLC requests to modify the PRD for the fifth and final phase of South Side Villas. The developer proposes to construct townhomes following the original design but is requesting approval for larger lots and building sizes, causing three (3) buildings to encroach into identified setbacks. Public comments were received and addressed by the developer.

Whiting/Stay unanimous to approve an amendment to the South Side Villas Planned Residential Development Agreement, modifying the development plan for a proposed Fifth Addition, as recommended by the Planning Commission. Motion carried.

Stay/Dahl unanimous to approve the Final Plat of South Side Villas Fifth Addition, conditioned upon the Developer entering into a Development Contract with the City of Zimmerman, as recommended by the Planning Commission. Motion carried.

Stay/Farber unanimous to accept the Planning Commission of July 26, 2023, as presented. Motion carried.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following upcoming events

- August 14 – COW Meeting with Introduction of 2024 Budget
- August 26 -- Passing the Bread Food Distribution – 9 - 11 a.m., UMA Precision Machining

Before adjourning Mayor Stay called for a moment of silence in support of United States military and emergency services personnel and healthcare workers.

Earenfight/Dahl unanimous to adjourn the meeting at 7:28 p.m. Motion carried.

Approved this 21st day of August 2023.

s/s Kary Tillmann, Clerk/Treasurer

Approved 08/21/2023