

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, SEPTEMBER 11, 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 Acting Mayor Whiting, followed by the Pledge of Allegiance.

ROLL CALL

Present: Acting Mayor Whiting, Councilmembers Dahl, Earenfight, and Farber. Mayor Stay 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/Farber unanimous to approve the agenda with the following addition:

- **Payment for Contracted Services – WWTP Expansion – NERO Engineering**

APPROVAL OF MINUTES

Earenfight/Dahl unanimous to approve the meeting minutes of the August 21, 2023 Regular Meeting of the City Council as presented. Motion carried.

CONSENT AGENDA

Farber/Dahl unanimous to approve the consent agenda as presented as follows:

- a. Approve the payment of claims (check #45454 - #45499) in the amount of \$61,044.72, and electronic payments (e-check #2734e - #2747e) in the amount of \$106,411.73 as presented.
- b. Authorize payment to Bolton & Menk (ck #XXXXXX) for the following invoices for the period of June 24 – July 21, 2023, as recommended by staff:
 - Invoice #318259 in the amount of \$11,435.40 for 269th Avenue Reconstruction
 - Invoice #318257 in the amount of \$7,210.50 for Firefighter’s Park and 120th Street Improvements
 - Invoice #318261 in the amount of \$23,767.25 for Water Supply Improvements
- c. Adopt **RESOLUTION #23-09-01**, authorizing payment to Keys Well Drilling in the amount \$17,337.51 (ck #XXXXXX) as identified on Pay Request #10 for the Wells #4 & #5 project, as recommended by staff and the City Engineer.
- d. Accept the resignation of Sara Onarheim, City Hall Administrative Assistant, effective September 14, 2023.
- e. Accept the resignation of Amana Rodriguez, Public Works Maintenance Technician I, effective September 20, 2023.
- f. Accept the Building Permit Summary Report of August 2023 as presented.
- g. Approve the registration application for a Sewer and Water Installer, for the period of September 11 - December 31, 2023, as requested by Darrin & Cherrish Emslander., dba Siteworx Excavating LLC, 2025 Gateway Circle #2, Centerville, MN 55038.

OPEN FORUM

Jeffrey Saeger, 13022 – 1st Avenue South, Zimmerman, was present to express his concerns with the level of noise coming from the Zimmerman High School Athletic fields, particularly the PA system and fireworks display at football games. He requested the City communicate the noise ordinance to the District and request the school be more respectful of surrounding neighborhoods when holding events at the field. No action taken.

EMPLOYEE RECOGNITION

Clerk/Treasurer Tillmann acknowledged the one-year work anniversary of City Hall Administrative Assistant Jill Papesh. Jill began her employment with the City on September 7, 2022 and has proven to be an asset to day-to-

day operations at City Hall. Council congratulated Papesh on her anniversary with the City, presenting her with a certificate, and wished her continued success in her position. No action taken.

FIRE PROTECTION REPORT

Fire Chief Ryan Maloney, Zimmerman/Livonia Fire District presented the Fire Department report for the month of August 2023. The Department responded to 6 medical calls, 2 injury accidents, 2 gas leaks, 4 carbon monoxide calls, 5 fire alarms, a vehicle fire, and a rubbish fire and two residential house fires. The annual Fire Department Open House and Firemen’s Dance was held on Saturday, September 9, 2023 at Station #1, with a Craft Show held in the Event Center. The event was well attended, and Maloney thanked the community for its support of the Department.

Council agreed by consensus to accept the Fire Protection Report for August 2023 as presented.

LAW ENFORCEMENT REPORT

Patrol Captain Ryan Broich, Sherburne County Sheriff’s Department, provided an overview of law enforcement activities for the month of August 2023. The department received 431 calls for service, including 70 traffic stops with 11 offenses charged by citation, not including long form complaints or in-custody arrests. Deputies also conducted 76 security checks in August. During the same period in 2022, there were 391 calls for service, with 376 calls in 2021. The department responded to 2 theft complaints, and 5 criminal damage to property complaints, with 2 vehicle crashes with property damage reported. 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.

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

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

Consider Mower Purchase

Public Works utilizes commercial grade zero turn lawn mowers to perform most park, open space, and right of way mowing. Staff wishes to add a new 60” mower unit while rotating an existing mower to the WWTF for site maintenance. Council approved this purchase from another vendor in 2022. However, due to supply chain issues, the order could not be filled, and the mower was never purchased. Princeton Rental is offering a Toro Z-Master 4000 31HP 60” zero turn mower at a price of \$11,000, which is \$706.28 less than MN State bid pricing. Staff requests Council approval to purchase the Toro mower with payment from the 2023 Public Works budget.

Earenfight/Farber unanimous to approve the purchase of and authorize payment for a Toro Z-Master 4000 31HP 60” mower from Princeton Rental at a cost of \$11,000.00, as requested and recommended by the Public Works Director. Motion carried.

Project Updates

Koehler reported that the Firefighter’s Park projects are underway. Concrete for the basketball court was poured today with the help of Magney Construction, the Contractor for the Water Treatment Plant project. Trail improvements will be starting soon. No action taken.

FINANCE REPORT – presented by **Kary Tillmann, Clerk/Treasurer**

2024 General Fund Budget and Levy – Employee Health Insurance Renewal

Staff will present a draft of the proposed 2024 General Fund Budget in a workshop session immediately following the Council meeting. At the time the budget was prepared, renewal rates hadn’t been provided by the City’s

agent, so staff budgeted for a 5% increase in renewal rates. Since that time, Victory Insurance has received notice that the renewal increase will be 3.9% over 2023 rates.

Earenfight/Dahl unanimous to approve the provision of health insurance for City employees effective December 1, 2023, with a City contribution of 100% for single coverage and 85% of family coverage and provide an annual stipend of \$7,500 to those eligible employees opting not to participate in the City’s health insurance plan. Motion carried.

ADMINISTRATOR’S REPORT – presented by Administrator Piasecki

Request for Payment – NERO Engineering

The City and Nero Engineering entered into an Engineering Services Agreement in 2020, authorizing the start of the facility planning process for expansion/modification of the Wastewater Treatment Facility (WWTF). The Facility Plan is complete and has received Council approval. Nero has submitted the facility plan to the MPCA, submitted a financing application to the PFA, and conducted an antidegradation analysis for the MPCA. The antidegradation and Environmental Assessment Worksheet process were not quoted in the original Facility Plan quote due to unknown MPCA parameters and flow modeling for County Ditch No. 1. These processes have been completed and Nero has submitted Invoice #1333 in the amount of \$25,235.00 for expenses incurred March 1, 2023 – May 26, 2023.

Earenfight/Farber unanimous to accept Invoice #1333 from NERO Engineering in the amount of \$25,325.00 (check #XXXXX) for project management services relating to the Wastewater Treatment Plant Facility Plan. Motion carried.

MAYOR/COUNCIL ITEMS

Before adjourning, Acting Mayor Whiting asked for a moment of silence in honor of emergency responders and US military personnel and their families, both at home and abroad and in memory of lives lost on September 11, 2011.

Dahl/Farber unanimous to adjourn the meeting at 7:27 p.m. Motion carried.

Approved this 18th day of September 2023.

Kary Tillmann, Clerk/Treasurer