

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, SEPTEMBER 12, 2022**

**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, Councilmembers Bondhus, Dahl, Earenfight, and Whiting. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler and Streets, Parks and Utilities Supervisor Dallager.

**AGENDA APPROVAL**

**Earenfight/Bondhus unanimous to approve the agenda as presented.**

**APPROVAL OF MINUTES**

**Stay/Earenfight unanimous to approve the meeting minutes of the August 22, 2022 Regular Meeting of the City Council as presented. Motion carried.**

**CONSENT AGENDA**

**Bondhus/Dahl unanimous to approve the consent agenda with the exception of item f. Temporary Liquor License Application – Elk River Lions, which was pulled for separate consideration:**

- a. Approve the payment of claims (check #44475 - #44500) in the amount of \$51,542.50, and electronic payments (e-check #2513e - #2519e) in the amount of \$43,192.03 as presented.
- b. Authorize payment to Bolton & Menk (ck #44501) for the following invoices for the period of June 25 – July 22, 2022, as recommended by staff:
  - Invoice #295196 in the amount of \$7,586.50 for planning and design services related to the potential reconstruction of 269<sup>th</sup> Avenue
  - Invoice #295194 in the amount of \$9,117.50 for engineering oversight related to Tall Pines II
  - Invoice #295198 in the amount of \$46,240.50 for Water Supply Improvements
- c. Adopt **RESOLUTION #22-09-01**, authorizing payment to GM Contracting in the amount \$394,430.63 (ck #44503) as identified on Pay Request #1 for 2022 Fremont Avenue Watermain Improvements, as recommended by staff.
- d. Approve payment to the Zimmerman/Livonia Fire District in the amount of \$2,116.52 (ck #44502) as identified on Pledge #1156 as 2<sup>nd</sup> half payment for 2022 Fire Protection Services, as recommended by staff.
- e. Accept the Building Permit Summary Report of August 2022 as presented.

Discussion was held regarding consent agenda item f. Temporary Liquor License Application – Elk River Lions.

- f. Adopt **RESOLUTION #22-09-03**, approving a temporary liquor license for the Elk River Lions Club, PO Box 736, Elk River, MN 55330 for a private event hosted by the Zimmerman Area Lions Club on October 15, 2022, at the Zimmerman City Park, 25850 Main Street, Zimmerman, MN 55398.

**OPEN FORUM**

Brief discussion was held regarding the ISD 728 Tennis Court construction project currently in process. No action taken.

**FIRE PROTECTION REPORT**

The Fire Protection Report will be delayed until October 3, 2022.

**LAW ENFORCEMENT REPORT**

**Patrol Captain Ryan Broich, Sherburne County Sheriff's Department**, provided an overview of law enforcement activities for the month of August 2022. The department received 393 calls for service, including

115 traffic stops with 29 offenses charged by citation, not including long form complaints or in-custody arrests. Deputies also conducted 232 security checks in August. During the same period in 2021, there were 376 calls for service, with 329 calls in 2020. The department responded to 2 burglary reports and 4 theft complaints, which included 1 gas-drive off from a local gas station, with suspects identified in one theft and items recovered in another. There were also 3 criminal damage to property complaints received and 4 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 2022 as presented.**

**PRESENTATION – Great Northern Trail Master Plan**

Gina Hugo, Sherburne County Parks Coordinator, was present to discuss the County’s Master Plan for the Great Northern Trail Corridor. Sherburne and Mille Lacs Counties, and the Cities of Elk River, Zimmerman, Princeton, Pease and Milaca, have partnered in the development of the Master Plan for the trail corridor which starts in Elk River, with a focus on extending the trail from Zimmerman to Milaca. The County intends to submit an application to the State of Minnesota to have the Great Northern Trail designated as a Regional Trail Corridor. On behalf of Sherburne County, Ms. Hugo asked for the City’s support of the application for Regional Trail designation.

**RESOLUTION #2022-09-02 Stay/Whiting unanimous to adopt RESOLUTION #22-09-02 supporting Sherburne County’s application to the State of Minnesota for Regional Trail Designation for the Great Northern Trail. Motion carried.**

**PUBLIC WORKS REPORT**

Public Works Director Koehler informed Council that the dock at the public access at Lake Fremont has been installed and is available for use by the public. No action taken.

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

**2023 General Fund Budget and Levy – Employee Health Insurance Renewal**

Staff presented a draft of the proposed 2023 General Fund Budget based on discussion at the August 22nd Council meeting and provided updated information relating to the proposed General Fund levy and tax rate. Council was reminded that the final preliminary 2023 budget and levy would be presented at the next meeting to be certified to Sherburne County by the September 30, 2022 deadline.

Discussion was held regarding the employee health insurance renewal as included in the budget. At the time the budget was prepared, renewal rates hadn’t been provided by the City’s agent, so staff budgeted a 10% increase in renewal rates. Since that time, Victory Insurance has received notice that the renewal increase will be 2.6% over 2022 rates. Staff will amend the budget, reducing the amount budgeted for health insurance upon Council’s acceptance of the 2023 plan renewal.

**Stay/Whiting unanimous to approve the provision of health insurance for City employees effective December 1, 2022, 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**

**Amended Option to Purchase Fire Hall Building**

The City and the MN Department of Natural Resources (DNR) have entered into an Option Agreement for the sale/acquisition of the former Fire Hall property located at 13028 Fremont Avenue, legally described as Lot1, Block 3, City Center. Since the option was executed, the DNR has determined they cannot own the portion of the property currently leased by the City to Mid-Co. Bolton & Menk has prepared a property survey and legal description to split the MidCo leased parcel from Lot 1.

Due to the decrease in the size of the parcel, the appraised value/purchase price has been adjusted to reflect the reduction in lot size. The DNR has submitted an Amendment to the Option document for execution by the City to move the sale forward at a sale price of \$780,000, which is a \$20,000 reduction from the original offer. The City Attorney has reviewed the document and is comfortable with the amendment.

**Stay/Whiting unanimous to accept the Amendment to Option between the MN Department of Natural Resources and the City of Zimmerman, authorizing execution and return of the option for the DNR purchase of the property located at 13028 Fremont Avenue, as identified in the amended option agreement. Motion carried.**

**MAYOR/COUNCIL ITEMS**

Council agreed by unanimous consensus to reschedule the September 19, 2022 Regular City Council meeting to Monday, September 26, 2022 at 7:00 p.m.

Before adjourning, Mayor Stay asked for a moment of silence in honor of healthcare workers, emergency responders and US military personnel and their families, both at home and abroad.

**Stay/Dahl unanimous to adjourn the meeting at 7:47 p.m. Motion carried.**

Approved this 26th day of September 2022.

s/s Kary Tillmann, Clerk/Treasurer