

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, SEPTEMBER 22, 2025**

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 Dahl, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor Dahl, Councilmembers Earenfight, Farber and Wells. Member Bondhus was excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler, and Engineer Cook.

AGENDA APPROVAL

Earenfight/Farber unanimous to approve the agenda with the following addition:

- **Designation of “No Parking” area along 8th Street West**

CONSENT AGENDA

Earenfight/Wells unanimous to approve the consent agenda as presented as follows:

- a. Approve the minutes of the August 18, 2025 Committee of the Whole Meeting as presented.
- b. Approve the minutes of the September 8, 2025 Regular Meeting of the City Council as presented.
- c. Approve the minutes of the September 15, 2025 Committee of the Whole Meeting as presented.
- d. Approve the payment of claims (check #47513 - #47547) in the amount of \$17,308.68, and electronic payments (e-check #3177e - #3184e) in the amount of \$56,667.61 as presented.
- e. Authorize payment to the Zimmerman/Livonia Fire District in the amount of \$97,922.20 (check #47550) as second-half payment for 2025 Fire Protection Services as recommended by staff.
- f. Accept the Budget/Investment/Funds Report for August 2025 as presented.
- g. Adopt **RESOLUTION #2025-09-03**, approving the Lawful Gambling Application for Exempt Permit for Pheasants Forever for a gambling event to be held February 28, 2026 at the Station #1 Event Center, 26140 – 136th Street NW, Zimmerman, MN 55398, as requested.

OPEN FORUM

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

PUBLIC WORKS REPORT – presented by Public Works Director Keith Koehler

Employee Recognition

Kyle Cliche, Maintenance Technician I, celebrated 5 years of employment in the Public Works Department on August 19, 2025. Public Works Director Koehler stated Cliche is an excellent employee and an asset to the Department. Cliche was presented with a certificate acknowledging his anniversary and thanked for his service to the City.

Well #5 Change Order #3

Brian Guldan, Project Engineer, Bolton & Menk, was present to discuss Change Order #3 for the Well #5 project. Guldan reminded Council that construction of Wells #4 and #5 started in September 2022, with initial completion in December 2023. Sometime after construction of the wells was completed, both wells experienced sand infiltration when they began pumping water to the water treatment plant. To remedy the issue, Change Order #2 was approved to install a pea gravel support for a new screen with a tighter slot size and a shur-pak system to help filter out smaller grains of sand. With this correction in place, Well #4 has been operational since July 2025.

While completing the change order work on Well #4, it was determined that the approved improvement would not work on Well #5 because there is a potential for the shur-pak beads to migrate into the void from the initial gravel pack because the original concrete plug is no longer in place. The contractor, City staff, and the engineering team believe that a different solution, which includes a pre-packaged screen and shur-pak system, is needed to address sand infiltration in the well. This solution should prevent the shur-pak from migrating into the existing voids left by the missing gravel pack on the outside of the original screen.

Extensive discussion was held regarding who, if anyone, was responsible for the original well failures. Guldan stated that there is no evidence indicating the contractor was at fault, as both wells were tested upon initial completion and were operating as they should, which also shows they were engineered correctly. Once well construction and testing were complete, the wells were not used for approximately one year, while the water tower and water treatment plant were constructed.

Change Order #3 includes expenses for a new base screen in Well #5, less costs associated with Change Order #2 which were not implemented, as well as contractor waived labor costs, reflecting a net cost of \$29,611 for the change. Engineering staff recommends approval of the change order to complete the project and bring Well #5 into service. Installation of the new screen will take 8 – 12 weeks after approval.

RESOLUTION #2025-09-04 Farber/Wells unanimous to adopt RESOLUTION #2025-09-04, approving Change Order No. 3 for the repair for Well #5, at an increase to the contract price in the amount of \$29,611.00, for a total contract price of \$1,081,046.50, as submitted by Keys Well Drilling for the municipal Well #4/#5 Project, as requested and recommended by staff and the City Engineer. Roll call on the motion: Dahl, aye; Earenfight, naye; Farber, aye; Wells, aye. Motion carried.

Payment for Contracted Services – Lift Station #3 Rehabilitation – Magney Construction

Magney Construction, Inc., was awarded the bid for the Lift Station #3 Rehab project and has submitted Pay Request #2 for consideration and payment. The invoice is for labor, equipment, and materials through September 2, 2025 in the amount of \$1,155.50. Public Works Director Koehler and Engineer Cook have reviewed the Pay Request and recommend approval.

RESOLUTION #2025-09-05 Farber/Wells unanimous to adopt RESOLUTION #2025-09-05, approving Pay Request #2 in the amount of \$1,155.50 (ck #47549) submitted by Magney Construction, Inc., for expenses related to the rehabilitation of Lift Station #3, as recommended by staff and the City Engineer. Motion carried.

Purchase of Public Works Pickup Truck

At the September 15, 2025 Committee of the Whole (COW) Meeting, Public Works Director Koehler discussed the City's fleet of vehicles and a structured plan for rotating older vehicles out of the fleet. Koehler is looking at purchasing a new ¾ ton pickup truck for the department and selling the truck currently used for meter readings due to age and condition. Staff has reviewed specs and options available through the State bid for a Ford F250 Super Cab pickup, with the preferred package totaling \$52,469.45.

Farber/Earenfight unanimous to approve the purchase of a 2026 F250 4x4 Super Cab pickup truck for the Public Works Department, at a MN State bid price of \$52,469.45, from Midway Ford Commercial, as requested and as recommended by staff. Motion carried.

8th Street West “No Parking” Designation

At the September 8th meeting, discussion was held regarding the designation of a section of 8th Street West, lying adjacent to Pioneer Ponds Park A, as a “No Parking” zone after complaints were received from residents living in

that area. Significant on-street parking occurs at this location during school events, as spectators use the park trail to access the school fields. The trail is also part of the Safe Routes to School corridor.

RESOLUTION #2025-09-06 Wells/Farber unanimous to adopt RESOLUTION #2025-09-06, designating a segment of 8th Street West near Pioneer Ponds Park A as “No Parking” in the interest of public safety. Motion carried.

FINANCE REPORT – presented by Clerk/Treasurer Kary Tillmann

2025 Employee Longevity Pay

Annually, Council considers longevity payments to employees based on years of service to the City. The City has four employees eligible to receive longevity payments in 2025 including Administrator Piasecki (31 years), Finance Technician Grote (20 years), Clerk/Treasurer Tillmann (19 years), and Public Works Director Koehler (10 years). If approved, longevity is paid to eligible employees with the first payroll in December.

Wells/Earenfight unanimous to approve the annual payout of longevity to employees who have at least 10 years of continuous full-time City employment in 2025, with the first payroll in December 2025, according to the schedule established and approved by Council (Resolution #2000-12-11), on file in the City Clerk’s Office, and as recommended by staff. Motion carried.

2026 Employee Insurance Benefits

Currently, the City is covered by Medica for employee health insurance with the City paying 100% of single coverage and 85% of family coverage. There are 12 employees on the plan, with 2 eligible employees opting out of coverage, accepting a stipend instead. The stipend amount was increased in 2024, and staff does not recommend an increase to the amount approved last year. Staff budgeted for a 10% increase for medical insurance in 2025 and recently received confirmation that rates will increase approximately 9.5%. Dental insurance premium amounts will not change from the current rate.

Wells/Farber unanimous to approve the provision of medical and dental insurance for City employees, effective December 1, 2025 with a City contribution of 100% for single coverage and 85% of family coverage and provide an annual stipend of \$8,000 to those eligible employees opting not to participate in the City’s medical insurance plan. Motion carried.

2026 Preliminary General Fund Budget and Levy

Council and staff have been reviewing the 2026 General Fund Budget at Council meetings since the beginning of July. Clerk/Treasurer Tillmann summarized discussion held at the last review and identified minor modifications to both the proposed levy and General Fund budget for 2026. Council was reminded that once the preliminary levy is adopted and certified to the County Auditor/Treasurer, it can only be decreased ahead of final certification in December.

RESOLUTION #2025-09-07 Farber/Earenfight unanimous to adopt RESOLUTION #2025-09-07 approving the proposed 2025 General Fund Levy for taxes collectible in 2026 as follows: General Fund: \$2,298,982.00; Capital Expenditures: \$450,000.00; Fire Hall/Event Center Debt: \$188,000.00; 269th Avenue Improvement Debt: \$107,000.00; Lake Fremont Improvement Debt: \$87,000.00; for a total levy amount of \$3,130,982.00 upon taxable property in the City of Zimmerman. Motion carried.

RESOLUTION #2025-09-08 Earenfight/Wells unanimous to adopt RESOLUTION #2025-09-08, approving levy for the Zimmerman Economic Development Authority

(EDA) in the amount of \$50,000.00 for taxes collectible in 2026 upon taxable property in the City of Zimmerman. Motion carried.

RESOLUTION #2025-09-09 Earenfight/Farber unanimous to adopt RESOLUTION #2025-09-09, approving the 2026 Preliminary General Fund operational budget in the amount of \$4,795,600.00, as presented. Motion carried.

Tillmann reported that the Council must hold a public comment meeting prior to adopting the final 2026 General Fund operational budget. According to statute, this meeting must be held after November 25, 2025 and cannot begin before 6:00 p.m. The final budget must be adopted between November 25 and December 30, 2025. The public meeting date must be certified to the Auditor/Treasurer's Office by September 30. Staff recommends setting the public comment meeting for Monday, December 1, 2025 beginning at or as soon as possible after 7:00 p.m., to coincide with Council's regular meeting schedule and allow staff time to amend the budget prior to final adoption on December 15th. Sherburne County's Public Comment Meeting is scheduled for December 4, 2025 at 6 p.m.

RESOLUTION #2025-09-10 Farber/Wells unanimous to adopt RESOLUTION #2025-09-10, setting the public comment meeting for the 2026 General Fund operational budget and levy for Monday, December 1, 2025, at 7:00 p.m., or as soon as possible thereafter, pursuant to MS 275.065, subd 1 and 3. Motion carried.

Mayor Dahl declared a recess at 7:55 p.m. and reconvened the meeting at 7:58 p.m.

ADMINISTRATOR'S REPORT – presented by City Administrator Randy Piasecki

Project Update and Payment Request – Lake Weed Removal

At the June 16, 2025 meeting, Council authorized staff to enter into an Agreement with Lake Weed Removal Inc to cut a navigation channel in Lake Fremont at a cost not to exceed \$12,500. The City paid a \$2,500 deposit prior to the contractor starting the project. Lake Weed Removal INC has completed the navigation channel as approved by MN DNR-Water staff and submitted an invoice in the amount of \$10,000 as final payment.

Discussion was held regarding the project and outcome. Staff shared a report from Lake Weed Removal regarding the amount of weeds harvested, including photos of the process. The report indicated the removal of 32.5 tons of weeds by the contractor, which were placed on shore at the public access, and collected and disposed of by the City Public Works Department.

Farber/Earenfight unanimous to approve payment to Lake Weed Removal Inc in the amount of \$10,000 (ck #47548) as indicated on Invoice No. 12980 Fremont – 2, for weed removal to create a navigation channel in Lake Fremont, as authorized on June 16, 2025 per the agreement on file in the City Clerk's Office, as recommended by staff. Motion carried.

MAYOR/COUNCIL ITEMS

Mayor Dahl noted the following event:

- September 26 – ZHS Thunder Football with Fireworks – 6:00 p.m.
- September 27 – Passing the Bread Food Distribution – 9 – 11 a.m., UMA Precision Machining
- September 29 – Lake Fremont Carp Management Showcase – 5 – 6:30 p.m. – Grams Park

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

Farber/Wells unanimous to adjourn the meeting at 8:09 p.m. Motion carried.

Approved this 7th day of October 2024.

s/s Kary Tillmann, Clerk/Treasurer

Approved 10/6/2025