

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, OCTOBER 7, 2024**

**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, Streets, Parks, and Utilities Supervisor Dallager, and Engineer Bittner.

**AGENDA APPROVAL**

**Earenfight/Farber unanimous to approve the agenda with the following amendment:**

- **Reinvestment of Funds (Finance Report) postponed to October 21 meeting**

**CONSENT AGENDA**

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

- a. Approve the minutes of the September 23, 2024 Regular City Council meeting as presented.
- b. Approve the payment of claims (check #46584 - #46620) in the amount of \$57,871.35, and electronic checks (#2969e - #2978e) in the amount of \$54,710.13 as presented.
- c. Adopt **RESOLUTION #2024-10-01**, approving Change Order No. 3 for the 2024 Lake Fremont Area Reconstruction Project as submitted by Larson Excavating increasing the contract price by \$9,414.00 to \$2,375,499.62, as recommended by staff and the City Engineer.
- d. Adopt **RESOLUTION #2024-10-02**, approving Pay Request No. 4 in the amount of \$620,639.35 (ck #46622) as submitted by Larson Excavating Inc. for expenses related to the 2024 Lake Fremont Area Reconstruction Project, as recommended by staff and the City Engineer.
- e. Authorize payment to MacQueen in the amount of \$7,260.76 (ck #46623) as identified on invoice #E00131 for the tax, title, and licensing of the L22091 Sewer Vac Truck.
- f. Accept the Budget/Investment/Funds Report of August 2024 as presented.
- g. Adopt **RESOLUTION #2024-10-03** appointing identified persons to serve as additional Election Judges for the 2024 State/Municipal General Election with the understanding that amendments to the appointments may be necessary in order to fill vacancies and meet party splits; and approve the payment of an hourly wage of \$17 per hour for Head Election Judges and \$16 per hour for Regular Election Judges, plus mileage, during Election Judge trainings, meetings, election set-up and time served on Election Day, as recommended by staff.
- h. Accept the September 2024 Building Permit Surcharge Report as presented.
- i. Approve the license application for a Solicitor for the period of October 8, 2024 – October 7, 2025, for door-to-door estimating and sales for window, bath and kitchen remodeling for John Kittleson, dba Mad City Windows and Baths, 2621 Fairview Avenue, Roseville, MN 55113.
- j. Adopt **RESOLUTION #2024-10-04** approving the request of American Legion Riders Post 560 for an Exempt Permit to conduct lawful gambling at a function to be held at the Station #1 Event Center, 26140 – 136<sup>th</sup> Street NW, on January 25, 2025.
- k. Adopt **RESOLUTION #2024-10-05** approving the request of American Legion Riders Post 560 for an Exempt Permit to conduct lawful gambling at a function to be held at the Station #1 Event Center, 26140 – 136<sup>th</sup> Street NW, on March 29, 2025.

**OPEN FORUM**

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

## **LAW ENFORCEMENT REPORT**

**Patrol Captain Ryan Broich, Sherburne County Sheriff's Department**, provided an overview of law enforcement activities for the month of September 2024. The department received 417 calls for service, including 148 traffic stops with 30 offenses charged by citation, not including long form complaints or in-custody arrests. Deputies also conducted 30 security checks in September. During the same period in 2023, there were 388 calls for service, with 550 calls in 2022. The department responded to 1 theft complaint, 2 vehicle crashes with either damage or injuries. Captain Broich reviewed other types of calls made during the month, stating there were a lot of calls, but overall it was a quiet month with no significant trends or incidents reported in the community.

**Council agreed by unanimous consensus to accept the Law Enforcement Report for September 2024 as presented.**

## **FIRE DISTRICT REPORT**

**Cindy Hunnicutt, Event Center Coordinator**, was present to provide an update of activities for Station #1 Event Center for the month of September 2024. Hunnicutt continues to book out events for the Event Center into 2025 and 2026. Tuesday afternoon Farmer's Markets have been well attended. Lighting and décor inside the Event Center has been updated and well received. Hunnicutt is receiving a significant number of referrals through the Wedding Wire and booking tours as requested.

**Council accepted the Event Center Report for September 2024 by unanimous consensus as presented.**

## **PUBLIC WORKS REPORT** – presented by City Engineer Kevin Bittner

### Accept Donation from Zimmerman Community Club

Public Works Director Koehler reported that Public Works Staff continues to make improvements to the Civic Building, including new exterior paint and signage on the building. The Zimmerman Community Club donated funds to purchase paint for the project.

**RESOLUTION #2024-10-06 Earenfight/Dahl unanimous to adopt RESOLUTION #2024-10-06, accepting a donation from the Zimmerman Community Club in the amount of \$3,206.72 for the purchase of a paint and materials to upgrade the Civic Building. Motion carried.**

### Extension of 8<sup>th</sup> Avenue South

Engineer Bittner updated Council on a proposed extension of 8<sup>th</sup> Avenue South east from its current dead-end in the South Side Villas (SSV) development to Morrison Avenue (aka 2<sup>nd</sup> Street East) as part of the south local connection associated with the TH 169 Overpass project. The City has been approved to receive a grant in the amount of \$825,000 for the project, with funding scheduled for 2028. City and Engineering staff feel it would be beneficial to complete the connection in 2026, as it would alleviate traffic pressure on downtown roads during the interchange construction. However, the City would need to front the construction expense if completed in 2026. This extension has been a part of the City's transportation plan for several years and is designated as a potential Municipal State Aid route, so MSAS funding could also be used for the project.

Council reviewed a concept map of the proposed project and discussed additional expenses related to the project, such as wetland delineation, survey work and preliminary engineering.

**Farber/Dahl unanimous to authorize Bolton & Menk to complete preliminary engineering work on the proposed 8<sup>th</sup> Avenue South extension from its current dead-end location in South Side Villas to 2<sup>nd</sup> Street E, at an estimated cost of \$25,000, as recommended by staff. Motion carried.**

### Lake Fremont Area Reconstruction

Engineer Bittner provided an update on the 2024 Lake Fremont Area Reconstruction project. Underground work is finished. Concrete curbs will be set this week with asphalt laid next week. Councilmember Farber stated that he has heard many positive things about the Contractor.

Engineer Bittner also announced that he intends to retire at the end of 2024. Engineer Jason Cook will become the City's Engineer as of January 1, 2025. Acting Mayor Whiting thanked Bittner for his hard work on behalf of the City for the past 13 years and wished him well in retirement. No action taken.

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

#### Cell Tower Lease Extension

In 2004 the City entered into a 25-year lease with Voicestream T-Mobile for the cell tower at the rear of the City Hall property. Crown Castle has acquired the lease and currently provides cell infrastructure for T-Mobile. The lease has entered the last of its 5-year automatic renewal periods, and is set to expire in 2029.

Crown Castle wishes to renew the lease and has submitted proposed terms for consideration. Staff reviewed the terms as submitted and negotiated, at Council direction, a quarterly lease amount significantly higher than what the City is currently being paid. Representatives for Crown Castle have indicated a willingness to accept the Staff proposed terms. A formal lease extension agreement will be presented for Council approval before the end of 2024. No action taken.

#### Payment for Contracted Services – Professional Engineering

Administrator Piasecki reviewed two invoices presented by Bolton & Menk for Engineering Services for the period of August 3 – 30, 2024.

**Farber/Earenfight unanimous to approve payment to Bolton & Menk for invoice #345701 in the amount of \$16,024.00 (ck #46621) for engineering oversight related to the 5<sup>th</sup> Street West Tower and Water Treatment Plant, as recommended by staff. Motion carried.**

**Earenfight/Dahl unanimous to approve payment to Bolton & Menk for invoice #345696 in the amount of \$48,304.74 (ck #46621) for engineering oversight related to the Lake Fremont Area Reconstruction Project, as recommended by staff. Motion carried.**

### **MAYOR/COUNCIL ITEMS**

Mayor Stay noted the following upcoming events:

- October 6 - 12 – Fire Prevention Week
- October 9 – Zimmerman Candidate Forum – 5:30 p.m. at City Hall
- October 14 -- Committee of the Whole meeting was cancelled by unanimous consensus
- October 16 – ZHS Football with Fireworks – 7:00 p.m.
- October 26 – Passing the Bread Food Distribution – 9 - 11 a.m., UMA Precision Machining with set up on Wednesday, October 23

Before adjourning Acting Mayor Whiting called for a moment of silence in support of United States military and emergency services personnel and their families both at home and abroad.

**Stay/Dahl unanimous to adjourn the meeting at 7:23 p.m. Motion carried.**

Approved this 21st day of October 2024.

s/s Kary Tillmann, Clerk/Treasurer

Approved 10/21/2024