

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, NOVEMBER 17, 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, Council Members Bondhus, Earenfight, Farber, and Wells. Also present were Clerk/Treasurer Tillmann, Public Works Director Koehler, and Engineer Cook.

**AGENDA APPROVAL**

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

**CONSENT AGENDA**

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

- a. Approve the minutes of the November 3, 2025 Regular Meeting of the City Council as presented.
- b. Approve the payment of claims (check #47664 - #47698) in the amount of \$25,813.14 and electronic payments (check #3214e - #3223e) in the amount of \$67,225.66 as presented.
- c. Accept invoice #4793 in the amount of \$11,433.57 (ck #47699) authorizing payment to Metro West Inspection Services, Inc., for professional Building Inspection Services in the City of Zimmerman for the month of October 2025, as recommended by staff.
- d. Adopt **RESOLUTION #2025-11-03**, approving Pay Request #15 in the amount of \$42,345.30 (ck #47700) submitted by Keys Well Drilling, Inc., for expenses related to the Wells #4/#5 Project, as recommended by staff and the City Engineer.
- e. Accept the Budget/Investment/Funds Report for October 2025 as presented.
- f. Accept the Building Permit Summary Report for October 2025 as presented.
- g. Adopt **RESOLUTION #2025-11-04** approving the write-off of outstanding sewer and water accounts with outstanding balances totaling \$247.72 as requested and as recommended by staff.
- h. Adopt **RESOLUTION #2025-11-05**, confirming the deferral of special assessments for the 2020 Morrison Addition Improvements for the following properties as requested:
  - PID #95-405-0230 – Bonnie Sanders, 12686 – 1<sup>st</sup> Avenue S
  - PID #95-406-0230 – Ron & Joyce Tegarden, 12695 – 2<sup>nd</sup> Avenue S
- i. Adopt **RESOLUTION #2025-11-06**, confirming the deferral of special assessments for the 2024 Lake Fremont Area Reconstruction Project for the following properties as requested:
  - PID #95-00414-0305 James & Sharon Pettey, 12385 Fremont Lane
  - PIC #95-00414-0360 Steve & Sandra Dank, 12400 Isle Road
  - PID #95-00414-0410 Thomas Hanson, 12401 Isle Road
  - PID #95-00414-0530 Mary Deeth, 12315 Fremont Lane
  - PID #95-00414-0535 Mary Deeth
- j. Approve the agreement between the City of Zimmerman and the Sherburne County Assessor's Office for the provision of assessing services of Real and Personal Property and Mobile Homes by the Sherburne County Assessor's Office for the years 2028, 2029, and 2030, and authorize the Mayor and City Administrator to sign said agreement on behalf of the City, as recommended by staff.
- k. Adopt **RESOLUTION #2025-11-07**, approving the Application for Exempt Permit for the Zimmerman Wrestling Club for a gambling event to be held January 31, 2026, at Zimmerman Bar and Grill/Angeno's Pizza, Pasta, and Bar, 13100 Fremont Avenue, Zimmerman, MN 55398.
- l. Adopt **RESOLUTION #2025-11-08**, approving the Application to Conduct Off-Site Gambling for the Zimmerman Fire Relief Association, for a gambling event to be held February 21 – 22, 2026, at the Station #1 Event Center, 26140 – 136<sup>th</sup> Avenue NW, Zimmerman, MN 55398.

## **OPEN FORUM**

Comments were heard from **Mahloni Hoffarth, 26681 Lake Avenue, Zimmerman**, who requested the City consider posting the dead end of North Drive as “No Parking”. She and her family have had issues with contractors parking in the dead end, blocking their driveway so they can’t get in or out of their property. Public Works Director Koehler requested copies of the photos she had taken of the incident in question and Council will consider adopting “No Parking” signage at a future Council meeting. No action taken.

## **PUBLIC WORKS REPORT**

### Application for LRIP Grant Funding

**Jason Cook, City Engineer**, reported at the November 10, 2025 Committee of the Whole Meeting that engineering staff are working on a grant application for additional funding to complete the extension of 8<sup>th</sup> Avenue South. If awarded, the Local Road Improvement Program (LRIP) grant could provide up to \$500,000 towards the project, which would be used in conjunction with a Federal STBG Grant in the amount of \$815,000 that has already been awarded to the City for the project.

**RESOLUTION #25-11-09 Wells/Farber unanimous to adopt RESOLUTION #2025-11-09, supporting and approving the City’s application for a Local Road Improvement Program (LRIP) grant to complete the 8<sup>th</sup> Avenue South extension project, noting that the City is committed to funding project elements not eligible for LRIP funding, and ensuring the project will comply with all LRIP funding requirements, and following the project schedule identified in the grant application. Motion carried.**

### Engineering Services Proposal – 3<sup>rd</sup> Avenue N Reconstruction

**Jason Cook, City Engineer**, was present to discuss Bolton & Menk’s proposal for engineering services for the preparation of a Feasibility Report for the proposed rehabilitation of 3<sup>rd</sup> Avenue North and 10<sup>th</sup> Street West in 2026. The project as proposed, would reconstruct 3<sup>rd</sup> Avenue North west of 4<sup>th</sup> Street West (CR 45) and resurface 10 Street West. Both 3<sup>rd</sup> Avenue N and 10<sup>th</sup> Street W are designated Municipal State Aid routes, and the City could use MSAS funds to cover a portion of project costs. Staff also anticipates special assessments to fund some of the project. A proposed project schedule was reviewed at the November 10 COW meeting.

**RESOLUTION #2025-11-12 Farber/Earenfight unanimous to adopt RESOLUTION #2025-11-12, ordering the preparation of a Feasibility Report for the proposed reconstruction of 3<sup>rd</sup> Avenue North west of 4<sup>th</sup> Street West and the rehabilitation of 10<sup>th</sup> Street West as recommended by staff and the City Engineer. Motion carried.**

### 2026 Water and Sewer Fund Budgets

Public Works Director Koehler presented proposed 2026 Water and Sewer Fund Budgets, stating that budgets for the two funds are close to 2025 numbers. Discussion was held regarding annual increases for WAC and SAC charges and connection fees.

**Wells/Bondhus unanimous to approve the proposed 2024 Water (601) and Sewer (602) Fund revenue and expenditure budgets as presented and as recommended by staff. Motion carried.**

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

Magney Construction, Inc. was awarded the bid for the Lift Station #3 Rehabilitation Project at a cost of \$243,000. Staff presented Pay Request #4 for work completed and materials on site through October 1, 2025, less retainage and totaling \$60,394.35. Bolton & Menk and city staff have reviewed the pay request and recommend Council accept Pay Request #4, approving payment as requested.

**RESOLUTION #2025-11-10 Earenfight/Wells unanimous to adopt RESOLUTION #2025-11-10, approving Pay Request #4 in the amount of \$60,394.35 (ck #47701) authorizing payment to 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 Loader Tires

The tires on the City's loader are showing signs of extreme wear and will not last through another snow season. Staff secured quotes from local vendors and Big J's Service Station (formerly Billings Service) provided the lowest quote. Public Works Director Koehler is seeking approval to purchase new loader tires and have them installed on the loader as soon as possible, as the loader is a frequently used piece of equipment. Funds are available in the Street Maintenance budget to cover the cost of the purchase.

**Bondhus/Wells unanimous to accept the quote from Big J's Service Station for the purchase of four (4) 20.5R25 Titan MXL loader tires and related equipment, plus mounting, balancing and labor, as identified on Estimate #000023 dated November 11, 2025 in the amount of \$8,222.00 as requested and recommended by staff. 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 1/2 ton pickup truck for the department and selling an older truck in the fleet due to age and condition. Staff has reviewed specs and options available through the State bid for a Ford F150 Super Cab pickup, with the preferred package totaling \$49,295.13.

**Wells/Farber unanimous to approve the purchase of a 2026 F150 4x4 Super Cab pickup truck for the Public Works Department, at a MN State bid price of \$49,295.13, from Midway Ford Commercial, as requested and as recommended by staff. Motion carried.**

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

Certification of Delinquent Utilities

Tillmann reported that the hearing for residents to appeal pending certification of delinquent utilities is an annual request of the Council and was held on November 3, 2025. No one was present at the hearing to appeal a pending certification. Staff originally mailed 180 letters notifying residents of pending certification of delinquent utilities totaling \$45,540.28. Currently, outstanding delinquencies total approximately \$12,477 plus certification fees. Final certification must be approved by the Council at this meeting for submission to the County Auditor/Treasurer by the November 30<sup>th</sup> deadline. Any payments received between now and submission to the County will be applied to delinquent balances as appropriate. Final amounts certified would be collected through property taxes payable in 2026.

**RESOLUTION #25-11-11 Farber/Bondhus unanimous to adopt RESOLUTION #2025-11-11, approving the certification of delinquent water and sewer utility accounts as listed and on file at City Hall, to property taxes payable 2026, with the understanding that if a property owner pays their delinquent utilities prior to the November 30, 2025 deadline, no amount will be certified for said property. Motion carried.**

**MAYOR/COUNCIL ITEMS**

Upcoming Events and Items of Note

Mayor Dahl noted the following upcoming events:

- Winter Parking Restrictions went into effect November 1<sup>st</sup> and are in effect until May 1, 2026. No parking on any City streets between Midnight and 8:00 a.m.
- November 19 – Landfill Expansion Informational Meeting – 5:30 – 7 p.m. – Station #1 Event Center
- November 22 – Passing the Bread Food Distribution -- 9 – 11 a.m. at UMA Precision Machining
- November 27 & 28 – Thanksgiving Holiday – All City Offices Closed
- December 1 – 2026 Budget and Levy Public Comment Meeting – 7:00 p.m.

Mayor Dahl asked for a moment of silence in honor of US Military Personnel at home and abroad, and their families.

**Farber/Earenfight unanimous to adjourn the meeting at 7:34 p.m. Motion carried.**

Approved this 1st day of December 2025.

s/s Kary Tillmann, Clerk/Treasurer

Approved 12/1/2025