

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, NOVEMBER 21, 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 Acting Mayor Whiting, followed by the Pledge of Allegiance.

ROLL CALL

Present: Council Members Bondhus, Dahl, Earenfight, and Whiting. Mayor Stay was excused absent. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann, Public Works Director Koehler and PW Streets, Parks, and Utility Supervisor Dallager.

AGENDA APPROVAL

Earenfight/Bondhus unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Earenfight/Dahl unanimous to approve the following meeting minutes as presented:

- **Minutes of the November 7, 2022 Regular Meeting of the City Council**
- **Minutes of the November 14, 2022 Canvassing Board Meeting**

CONSENT AGENDA

Bondhus/Dahl unanimous to approve the consent agenda as follows:

- a. Approve the payment of claims (check #44678 - #44750) in the amount of \$35,037.12 and electronic payments (check #2558e - #2576e) in the amount of \$363,472.99 as presented.
- b. Accept the following invoices presented for payment by Bolton & Menk (ck #44751) for Project Management and Engineering Services for the period of September 3 – 30, 2022, as recommended by staff:
 - Invoice #299313 in the amount of \$17,031.50 for 269th Avenue Improvements
 - Invoice #299815 in the amount of \$64,577.00 for Well/Water Treatment Plant Improvements
- c. Authorize payment to Hawkins, Inc., in the amount of \$11,164.26 (ck #44752) for bulk chemicals to be used at the Wastewater Treatment Plant as identified on Invoice #6328608, with funds to be paid from the SBR Budget in the Sewer Fund, as indicated by the Public Works Director.
- d. Accept Invoice #02-156266 in the amount of \$21,995.00 (ck #44753) authorizing payment to Lano Equipment, Inc., for the purchase of a Multiquip AR14H Asphalt Roller at state bid pricing as approved by Council on October 17, 2022, as recommended by the Public Works Director.
- e. Accept Invoice #3485 in the amount of \$24,222.66 (ck #44754) authorizing payment to Metro West Inspection Services, Inc., for professional Building Inspection Services in the City of Zimmerman for the month of October 2022, as recommended by staff.
- f. Approve payment to the Zimmerman/Livonia Fire District in the amount of \$25,000 (ck #44755) as identified on Pledge #1197 for 2022 financial support of the Station #1 Event Center, as requested by the Zimmerman/Livonia Joint Fire Board.
- g. Adopt **RESOLUTION #2022-11-04**, adopting the deferral of special assessments for the 2020 Morrison Addition Improvements for the following properties as requested:
 - PID #95-405-0230 – Bonnie Sanders, 12686 – 1st Avenue S
 - PID #95-406-0230 – Ron & Joyce Tegarden, 12695 – 2nd Avenue S
- h. Approve the license application for a Sewer and Water Installer, for the period of November 21, 2022 – December 31, 2023, as requested by Josh Deziel, dba Blue Water Plumbing, 1906 – 1st Street, Princeton, MN 55371.

OPEN FORUM

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

LAW ENFORCEMENT REPORT

Captain Ryan Broich, Sherburne County Sheriff’s Department, provided an overview of law enforcement activities for the month of October 2022. The department received 328 calls for service, including 85 traffic stops with 13 offenses charged by citation, not including long form complaints or in-custody arrests. In addition, Deputies conducted 226 security checks in October. During the same period in 2021, there were 374 calls for service, with 330 calls in 2020. The department responded to 4 theft complaints, 3 motor accidents with injuries or damage, and 7 criminal damage to property complaints. Captain Broich reviewed other types of calls made during the month, stating it was a quiet month overall with no significant trends or incidents reported.

Council agreed by unanimous consensus to accept the Law Enforcement Report for September 2022 as presented.

PUBLIC WORKS REPORT – presented by Public Works Director Koehler

Final Pay Request – 2022 Fremont Avenue Watermain Improvements

GM Contracting was awarded the contract to construct the Fremont Avenue Watermain Improvements between 13th Street West and 22nd Street West. The project is complete, and the final pay request has been submitted by the contractor for payment in the amount of \$20,759.51. Koehler added that Public Works staff has seen a significant improvement in waterflow in the area due to the improvement. Engineering and Public Works staff have reviewed the pay request and recommend payment as requested.

RESOLUTION #22-11-05 Bondhus/Earenfight unanimous to adopt RESOLUTION #2022-11-05, approving the Final Pay Request submitted by GM Contracting in the amount of \$20,759.51 (ck #44779) for Fremont Avenue Watermain Improvements, as recommended by staff and the City Engineer. Motion carried.

Purchase of Watermain Valves and Equipment

The City Public Works Department typically keeps watermain valves and repair equipment on hand in case emergency repairs or replacement is necessary. Considering recent supply chain issues and material availability, it makes sense to have an assortment of parts on hand in the shop. Staff has solicited quotes from retailers, with Dakota Supply Group (DSG) providing the most cost-effective option. Staff requests approval to purchase valves and related equipment per the quote provided from DSG.

Dahl/Earenfight unanimous to approve the purchase of watermain valves and related equipment and supplies from Dakota Supply Group (DSG) at a quoted price of \$6,725.35, with payment from the Water Fund 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 7, 2022. No one was present at the hearing to appeal a pending certification. Staff originally mailed 150 letters notifying residents of pending certification of delinquent utilities totaling \$51,042.40. Currently, outstanding delinquencies total approximately \$20,494.33. Final certification must be approved by Council at this meeting for submission to the County Auditor/Treasurer by the November 30th 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 2023.

RESOLUTION #22-11-06 **Bondhus/Earenfight unanimous to adopt RESOLUTION #2022-11-06, approving the certification of delinquent water and sewer utility accounts as listed and on file at City Hall, to property taxes payable 2023, with the understanding that if a property owner pays their delinquent utilities prior to the November 30th deadline, no amount will be certified for said property. Motion carried.**

2022 Election Recount Results

City Council candidate Travis Wiskur requested a recount of the 2022 City Council Election returns from the November 8, 2022 Municipal Election. Staff conducted a recount earlier in the day on Monday, November 21, 2022 in cooperation with the Sherburne County Auditor/Treasurer’s Office. Through the recount, the vote total for Wiskur increased by two votes with Earenfight’s vote totals confirmed to be the same as the election night returns. Upon completion of the recount, Earenfight received 700 votes, with Wiskur receiving 699 votes.

RESOLUTION #22-11-07 **Dahl/Bondhus unanimous to accept the results of the November 21, 2022 City Council recount, confirming the election of Dave Earenfight to the Zimmerman City Council with a total of 700 votes, effective January 9, 2023. Motion carried.**

ADMINISTRATOR’S REPORT – presented by City Administrator Randy Piasecki

MN PFA Water Revenue Note

The MN Public Facilities Authority (PFA) has recently approved project financing for the addition of two new wells for the City’s drinking water system. The PFA will provide a Drinking Water SRF Loan in the amount of \$1,136,210 for a period of 20 years at a rate of 2.675%. Financing for the Water Tower and Water Treatment Plant will be considered at a later stage of the project.

RESOLUTION #22-11-08 **Earenfight/Bondhus unanimous to adopt RESOLUTION #2022-11-08, accepting the offer from MN Public Facilities Authority to purchase a General Obligation Water Revenue Note, Series 2022, in the original aggregate principal amount of \$1,136,210.00; providing for its issuance; and authorizing execution of a project loan agreement and other related documents as required.**

MAYOR/COUNCIL ITEMS

Acting Mayor Whiting noted the following upcoming events:

- Winter Parking Restrictions went into effect November 1st and are in effect until May 1, 2023. No parking on any City streets between Midnight and 8:00 a.m.
- November 24 & 25 – Thanksgiving Holiday – All City Offices Closed
- December 5 – 2023 Budget Public Comment Meeting – 7:00 p.m. or shortly thereafter
- December 17 – Passing the Bread Food Distribution – 9 – 11 a.m. at UMA Precision Machining

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

Earenfight/Dahl unanimous to adjourn the meeting at 7:22 p.m. Motion carried.

Approved this 5th day of December 2022.

s/s Kary Tillmann, Clerk/Treasurer

Approved 12/05/2022