

**MINUTES OF THE REGULAR MEETING  
OF THE ZIMMERMAN CITY COUNCIL  
MONDAY, DECEMBER 1, 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 Administrator Piasecki, Clerk/Treasurer Tillmann, and Public Works Director Koehler.

**AGENDA APPROVAL**

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

**CONSENT AGENDA**

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

- a. Approve the minutes of the November 10, 2025 Committee of the Whole Meeting as presented.
- b. Approve the minutes of the November 17, 2025 Regular Meeting of the City Council as presented.
- c. Approve the payment of claims (check #47702 - #47723) in the amount of \$50,857.23 and electronic payments (e-check #3224e - #3237e) in the amount of \$68,454.42 as presented.
- d. Approve payment in the amount of \$5,099.02 (ck #47724) to D. Ervasti Sales Co. LLC for the purchase of bulk street paint as identified on Invoice #177391448, as recommended by the Public Works Director.

**OPEN FORUM**

Council heard from the following individuals during Open Forum:

- **Trevor J. Brown, 12725 Fremont Avenue, #4, Zimmerman**, requested Council consider updating the City's Noise Ordinance or creating "Quiet Hours" within City limits. He has had several issues with a neighbor playing loud music, with the Sheriff's Department stating the complaint is unenforceable because the City does not have its own noise ordinance, and in Sherburne County, "Quiet Hours" don't start until 10:00 p.m. He has also had issues with a neighbor's goat and dog wandering into his yard. He has issue with the goat specifically because it is not allowed per City code.

Staff provide copies of City Code Section 5.08 Public Nuisance for Council review, as well as Section 5.0313 related to animal noise. No action taken.

- **Mahloni Hoffarth, 26681 Lake Avenue, Zimmerman**, questioned why the City hadn't posted the dead end of North Drive as "No Parking" as she requested at the November 17, 2025 Council Meeting. She reiterated that 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. Her mother stated that they did not want to call the non-emergency phone number because she feels it's a trivial complaint but continues to happen. Patrol Captain Broich and other Council members stressed the importance of reporting the issue when it happens so a record can be made to help with enforcement. Administrator Piasecki added that he and Public Works Director Koehler are working with the City Engineer to determine a course of action due to the width of the road and the areas of right of way available. No action taken.

**FIRE PROTECTION REPORT**

**Fire Department Update**

**Fire Chief Ryan Maloney, Zimmerman/Livonia Fire District**, presented the Fire Department report for the month of November 2025. The Department responded to 7 medical calls, a gas leak, 3 personal injury motor

vehicle accidents, 2 fire alarms, 2 lift assist calls, a vehicle fire, a garage fire and a house fire in Livonia Township and provided mutual assistance to the Elk River Fire Department and responded to the fire at the City of Big Lake Compost Site to support Departments that responded. Maloney stated that the annual Toy Drive will take place on Saturday, December 6 from 12 – 3 p.m. at the Zimmerman American Legion.

Station #1 Event Center Update

**Cindy Hunnicutt, Station #1 Event Center Coordinator**, was present to provide an update of activities for Station #1 Event Center for the month of November 2025. Painting of the Event Center space is 95% complete and the space looks much better. The change of the Board Room to a Bridal Suite is also nearly complete. Hunnicutt continues to schedule tours as requested and has booked several weddings in 2026 as well as one in 2027.

**Council accepted the Fire Department and Event Center Reports for November 2025 by unanimous consensus as presented.**

**LAW ENFORCEMENT REPORT**

**Captain Ryan Broich, Sherburne County Sheriff’s Department**, provided an overview of law enforcement activities for the month of November 2025. The department received 416 calls for service, including 112 traffic stops with 11 offenses charged by citation, not including long-form complaints or in-custody arrests. During the same period in 2024, there were 404 calls for service, with 411 calls in 2023. The department responded to 3 theft complaints, and 2 vehicle crashes with property damage or injuries, as well as a variety of other calls throughout the month. He added that the County addressed 31 parking complaints with several written warnings and one vehicle towed for winter parking violations.

**Council agreed by unanimous consensus to accept the Law Enforcement Report for November 2025 as presented.**

**PUBLIC WORK REPORT**

Payment for Contracted Services – 2025 Crack Filling Project

At the August 4, 2025 City Council meeting, Council approved the contract with ASTECH Corporation for crack filling of streets throughout the City. The project has been completed and ASTECH has submitted a request for payment. Public Works Koehler stated that the work has been completed and approved by the City Engineer and recommends approval of the invoice.

**Earenfight/Wells unanimous to approve payment to ASTECH Corporation in the amount of \$50,583.96 (ck #47725) for the 2025 Crack Fill project, with payment from the Capital Fund (Fund 400). Motion carried.**

**FINANCE REPORT -- PUBLIC COMMENT MEETING – 2026 Proposed Budget and Levy**

Clerk Tillmann began the Public Comment Meeting for the 2026 Proposed Budget and Levy reminding Council this was the public’s opportunity to ask questions about the proposed 2026 Budget and Levy. Tillmann further explained that the Public Comment meeting (formerly known as the Truth In Taxation Hearing) does not address property values for the coming year, but only addresses the amount of property tax dollars the City is proposing to collect to pay for the costs of services the City will provide in 2026. Questions about property valuation are addressed at the Board of Appeal and Equalization meeting held annually in April.

The City set its preliminary levy in September, which is what proposed tax statements are based on. Council must certify the final budget and levy to Sherburne County by December 28. Tillmann advised that the preliminary levy set by Council in September for 2026 was \$3,112,982. This includes special levies for debt service for the City’s share the Fire Hall/Event Center, the 269<sup>th</sup> Avenue Reconstruction, and the Lake Fremont Area Reconstruction projects totaling \$382,000 annually, as well as funds for Capital Improvements and Park capital

purchases. The proposed General Fund expense budget totals \$4,795,600, with a revenue budget for the same amount. The final budget and levy will be presented for consideration and approval on December 15. Tillmann provided a comparison of the proposed budget, levy, and net tax capacity, noting that the increase in the net tax capacity is due to increases in property appreciation by the Sherburne County Assessor's Office and increased building activity throughout the City.

There were no comments from the public. No Council action taken.

Tillmann noted that the City had received information from the League of MN Cities Insurance Trust that Worker's Compensation rates will be decreasing by 25% in 2026 and that there will be a delay in considering an annual dividend due to LMC changing their fiscal year to align with the calendar year in 2025. Staff will prepare final budget documents for review and consideration at the December 15, 2025 meeting.

#### 2026 Employee Wages and Placement

The current employee Grade and Pay Scale was developed by Baker Tilly (formerly Springsted) after completion of a classification-compensation study in late 2018. This study was authorized by Council to ensure the City was paying comparable and competitive wages when measured against comparable positions in similar cities. Each position within the City was assigned a Grade Level with a 7-step progression from entry position to max compensation. Admin staff annually reviews inflation and makes recommendation to modify the Scale to reflect increases for a cost-of-living-adjustment (COLA). Employees who are not at their max scale level may also be eligible for a step increase based upon their performance and service. Staff recommends the 2026 Pay Grade and Scale include a 4% COLA due to the current rate of inflation and recommends step increases and placement of employees on the proposed scale as presented.

**Earenfight/Farber unanimous to approve the 2026 pay grade and pay scale, including a 4% Cost of Living Adjustment (COLA) for all employees. Motion carried.**

**Earenfight/Farber unanimous to approve employee placement on the 2026 pay scale, as presented and as recommended by the City Administrator. Motion carried.**

#### Re-Investment of City Funds

The City had an investment in the amount of \$240,000 called on November 30, 2025. Staff has been in contact with regular brokers to provide a recommendation for reinvestment, based on current holdings and rates available for consideration.

**Wells/Earenfight unanimous to approve the re-investments of \$245,000 with Financial Northeastern Securities (FNC) for 3 years at a rate of 3.75% with Morgan Stanley Bank utilizing funds from the called CD and the money market account to complete the transaction. Motion carried.**

#### Use of City Hall Rental Space

Sherburne County Health & Human Services coordinates a monthly dental clinic for County residents. Currently, the clinic is held at the Station #1 Event Center, but they are looking for new space due to the upcoming roundabout construction. The basement of City Hall has remained unused since the Boys & Girls Club stopped programming in 2020 due to Covid. Sherburne HHS Planner, Jodi Heurung-Dick, has looked at the basement space, and she, along with Children's Dental Services staff, believe it would be a good fit for the Dental Clinic. The space provides privacy for clients, with their own parking lot and access, and their use will not interfere with City residents conducting business at City Hall. Staff would like to make the space available to provide this monthly community service to residents. Council requested staff re-evaluate the agreement in Fall 2026.

**Earenfight/Wells unanimous to authorize the use of the basement of City Hall by Children's Dental Services for monthly dental clinics coordinated by Sherburne County Health and Human Services, starting December 16, 2025 through December 2026. Motion carried.**

**ADMINISTRATOR'S REPORT**

Payment for Contracted Services – Professional Engineering

Administrator Piasecki reviewed three invoices presented by Bolton & Menk for Engineering Services for the period of September 27 – October 24, 2025.

**Farber/Bondhus unanimous to accept the following invoices and approve payment (ck #47726) to Bolton & Menk for Professional Engineering and Project Management Services for the period of September 27 – October 24, 2025, as recommended by staff:**

- **Invoice #379446 in the amount of \$33,526.50 for engineering and inspection services related to The Homes at Fremont development, which will be reimbursed by the Developer; and**
- **Invoice #379448 in the amount of \$10,504.00 for construction management services for 5<sup>th</sup> Street West Tower/Water Treatment Plant; and**
- **Invoice #376235 in the amount of \$13,019.00 for construction management services for the extension of 8<sup>th</sup> Avenue South.**

**Motion carried.**

**MAYOR/COUNCIL ITEMS**

The December 8, 2025 Committee of the Whole Meeting will consist of discussion with the Livonia Town Board regarding the Fire District Joint Powers Agreement.

Mayor Dahl noted the following upcoming events and information:

- Winter Parking restrictions are currently in effect until May 1, 2026. No parking on City streets between the hours of Midnight – 8:00 a.m.
- December 6 – Fire Department Toy Drive – 12 – 3 p.m. – Zimmerman American Legion Post 560
- December 20 -- Passing the Bread Food Distribution; 9 – 11 a.m. – UMA Precision Machining
- December 24 – Christmas Eve Holiday – All City Offices close at Noon
- December 25 -- Christmas Day Holiday – All City Offices Closed
- January 1, 2026 – New Year's Day Holiday -- All City Offices Closed

Before adjourning, Mayor Dahl asked for a moment of silence in honor of US military personnel at home and abroad and their families during the upcoming holiday season.

**Earenfight/Wells unanimous to adjourn the meeting at 7:52 p.m. Motion carried.**

Approved this 15th day of December 2025.

s/s Kary Tillmann, Clerk/Treasurer