

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, DECEMBER 20, 2021**

CALL TO ORDER

The regular meeting of the Zimmerman City Council was called to order at 7:28 p.m. at City Hall by Mayor Stay, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor Stay, Council Members Bondhus and Whiting. Members Dahl and Frederick were excused absent. Also present were Administrator Piasecki and Clerk/Treasurer Tillmann.

AGENDA APPROVAL

Whiting/Bondhus unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Stay/Whiting unanimous to approve the minutes of the December 6, 2021 Regular Meeting as presented.

CONSENT AGENDA

Whiting/Stay unanimous to approve the consent agenda as follows:

- a. Approve the payment of claims (check #43777 - #43810) in the amount of \$23,644.71 as presented.
- b. Authorize payment to Elk River Winlectric in the amount of \$6,391.04 (ck #43811) for the purchase and installation of 8 light poles for the parking lot project in Lions Park, as identified in Invoice #343791, as recommended by staff.
- c. Accept Invoice #3098 in the amount of \$5,069.61 (ck # 43812) authorizing payment to Metro West Inspection Services, Inc., for professional Building Inspection Services in the City of Zimmerman for the month of November 2021, as recommended by staff.
- d. Approve payment to Nelson Electric Motor Repair in the amount of \$17,624.00 (ck #43813) for the purchase and installation of 2 Hydromatic 7.5 hp pumps plus freight costs as identified on Invoice #1857, with payment from the Sewer Fund Replacement line item (602-49450-408).
- e. Approve the transfer of \$25,000 from the Water Fund (Fund 601) and \$25,000 from the Sewer Fund (Fund 602), to cover 2020 expenses funded wholly by the General Fund as identified and as recommended by staff.
- f. Accept the November 2021 Building Permit Surcharge Report as presented.
- g. Adopt the 2022 City Council Meeting Schedule as presented.
- h. Adopt the 2022 City Holiday Schedule as presented.
- i. Approve financial assistance for the Lake Fremont Improvement Association in an amount not to exceed \$500, towards the electricity expense to run the aerator on Lake Fremont during the 2021 - 2022 winter season.
- j. Approve the license application for a Solicitor for the period of December 21, 2021 – December 20, 2022, for a mobile food truck for Wariya Thompson, dba Thai 1 On, 27931 – 116th Street NW, Zimmerman, MN 55398.
- k. Adopt **RESOLUTION #2021-12-03**, approving the Application for Exempt Permit for the Sons of the American Legion Post 560 for a gambling event to be held March 19, 2022 at the Zimmerman American Legion Post 560, 12674 Fremont Avenue, Zimmerman, MN 55398.
- l. Adopt the 2021 – 2022 Snowmobile Trail Map as presented.

OPEN FORUM

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

PUBLIC WORKS REPORT

Change Order #1/Pay Request #2 – Lions Park Parking Lot Project

New Look Contracting was awarded the contract for the improvements at Lions Park earlier this year, including the reconstruction and paving of the parking lot. The improvements have been completed and Change Order #1 has been submitted by the contractor for additional Class V material to correct a drainage issue, plus deductions for lighting which was installed by City Staff and extending the completion date to avoid paving prior to Wild West Days. The resulting increase is \$5,337.93.

Staff and the City Engineer have reviewed the Change Order and recommend approval of both Change Order #1 and Pay Request #2.

RESOLUTION #21-12-04 Stay/Bondhus unanimous to adopt RESOLUTION #2021-12-04, approving Change Order #1 in the increased amount of \$5,337.93 and Pay Request #2 in the amount of \$179,647.69 (ck #43814) for work completed on the Lions Park Parking Lot Improvement Project through November 19, 2021, as recommended by staff and the City Engineer. Motion carried.

FINANCE REPORT

Public Hearing – Proposed 2022 Fee Schedule

Mayor Stay closed the regular meeting at 7:30 p.m. for the purpose of conducting a Public Hearing on the proposed 2020 Fee Schedule.

Administrator Piasecki explained that a public hearing for the fee schedule is required because Planning and Zoning related fees are subject to public hearing. Piasecki and Clerk/Treasurer Tillmann reviewed the proposed changes to the fee schedule including water and sewer rates and connection fees per the recommended schedule established during the last rate study.

There being no public comment, Mayor Stay closed the hearing at 7:32 p.m.

RESOLUTION #21-12-05 Stay/Whiting unanimous to adopt RESOLUTION #2021-12-05, approving Ordinance No. 345, adopting the 2022 Fee Schedule and authorizing publication of the summary ordinance as presented and recommended by staff. Motion carried.

2022 General Fund Budget and Levy

Council has reviewed the General Fund Budget since presented in August 2021. In September, Council certified a preliminary levy of \$2,161,894, which included \$220,000 for Capital Expenditures plus \$224,894 for existing debt service for CSAH 45 and the City's share of the Fire Hall/Event Center. An additional EDA levy in the amount of \$50,000 was also certified to Sherburne County. The proposed budget and levy were discussed at the public comment meeting on December 6, 2020 and remains unchanged since presented at the Public Comment Meeting. The final levy is proposed at \$2,161,894. The expenditure budget totals \$3,161,025. The final levy must be certified to the County Auditor/Treasurer by December 28, 2021.

RESOLUTION #21-12-06 Whiting/Bondhus unanimous to adopt RESOLUTION #21-12-06, approving the 2021 General Fund Levy for taxes collectible in 2022 as follows: General Fund, Parks and Capital Expenditures: \$1,717,000; Capital Improvements: \$220,000; Fire Hall/Event Center Debt: \$188,000; CSAH 45 Debt: \$36,894, for a total levy amount of \$2,161,894, upon taxable property in the City of Zimmerman. Motion carried.

RESOLUTION #21-12-07 Stay/Bondhus unanimous to adopt RESOLUTION #21-12-07, approving the 2021 EDA levy in the amount of \$50,000 for taxes collectible in 2022 upon taxable property in the City of Zimmerman. Motion carried.

RESOLUTION #21-12-08 Stay/Bondhus unanimous to adopt RESOLUTION #21-12-08, approving the 2022 operational budget for the General Fund and Parks in the amount of \$3,543,600.00, as presented, and as recommended by staff. Motion carried.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following upcoming events:

- Upcoming Holidays – City Offices closed as follows:
 - December 23 – Christmas Eve – Close at Noon
 - December 24 & 31 – Closed in observance of Christmas and New Year’s Day
- January 29, 2022 – Passing the Bread Food Distribution; 9 – 11 a.m. at UMA Precision Machining

Before adjourning, Mayor Stay asked for a moment of silence in honor of US military personnel and first responders at home and abroad.

Stay/Whiting unanimous to adjourn the meeting at 7:38 p.m.

Approved this 3rd day of January 2022.

s/s Kary Tillmann, Clerk/Treasurer

Approved 01/06/2022