



City of Hinckley

City Council Meeting Minutes

Thursday, September 24, 2026, at 4:35 PM

Council Chambers (Community Room)

106 First Street SE, P. O. Box 366 | Tel: (320) 384.7491 | Fax: (320) 384.7492 | www.hinckleymn.gov

***Mayor and Councilmembers: Mayor Don Zeman | Councilmember Tim Burkhardt
Councilmember John Frank | Councilmember Judy Hopkins | Councilmember Jace Scharpnick***

PRESENT: Mayor Donald Zeman, Tim Burkhardt, John Frank, Judy Hopkins, Jace Scharpnick. ABSENT: None.

ALSO PRESENT: City Administrator Leah Jackson.

1. Call to Order

Zeman called the meeting to order at 4:37 p.m.

1. Approve Agenda- No additions; special meeting

2. Unfinished Business

A. Parking Lot Improvement Hinckley Liquor Store

Staff worked with Bolton & Menk to put together a basic bid notice. The notices were due on September 14, 2026. We received four proposals: Winberg Companies (\$188,457.61), Gardner (\$225,336.00), Diversified Paving (\$224,995.00), and Capital Paving (\$301,819.07). Staff will work with the selected contractor to find an acceptable project timeline. **Motion made by Burkhardt, Seconded by Hopkins, to approve the bid from Winberg Companies at \$188,457.61, provided they can clarify in writing that they understand the basics of the project. They can come together for an acceptable project timeline/schedule. Voting Yea: Mayor Zeman, Burkhardt, Frank, Hopkins, Scharpnick. Motion carried 5-0.**

B. Pine County Sheriff Contract Update

Mayor Zeman updated the council on the meeting held with the City representatives, Sheriff Jeff Nelson, and County Administrator Kelly Schroeder. During that meeting, there was much discussion on the items presented by the Cities, but items continued to lack consensus. Mayor Zeman and Administrator Jackson also attended the Pine County Board meeting on September 15, 2026. The County Board agreed to allow two board representatives to meet with the City of Pine City, Hinckley, Sandstone, County Administrator Kelly Schroeder, and Sheriff Jeff Nelson to continue working on the upcoming contract.

3. Adjournment

Motion made by Burkhardt, Seconded by Scharpnick, to adjourn the meeting at 5:25 p.m. Voting Yea: Mayor Zeman, Burkhardt, Frank, Hopkins, Scharpnick. Motion carried 5-0.