



City of Hinckley

City Council Special Meeting Minutes

Thursday, June 18, 2026, at 2:30 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, Jace Scharpnick. ABSENT: Judy Hopkins
ALSO PRESENT: City Administrator Leah Jackson and Planning & Zoning Administrator Mark Perry.

1. Call to Order-Pledge of Allegiance

Zeman called the meeting to order at 2:30 p.m.

2. Approve Agenda

Motion made by Burkhardt, Seconded by Frank, to approve the agenda as presented. Voting Yea: Mayor Zeman, Burkhardt, Frank, Scharpnick. Motion carried 4-0.

3. Unfinished Business

A. USDOT Thriving Communities Program- Bollig Engineering Draft Report

Barbara Marks from Bollig Engineering presented the draft Conceptual Design Report titled "Main Street Infrastructure and Pedestrian Safety Improvements." This report is an outcome of the USDOT Thriving Communities Program. The presentation included an introduction, community engagement and feedback, existing conditions, basic design concepts for pedestrian crossings and wayfinding signage, and recommendations. The Councilmembers provided feedback and asked some questions. Bollig will incorporate the feedback as they finish the report.

B. 2026 Road Maintenance- 1st St & Sullivan S

Leaha Jackson reported that she is working with Jacob Crispo from Bolton & Menk to formulate a few questions to clarify the scope of work for the 1st St & Sullivan S road maintenance project for the next council meeting.

4. Adjournment

Motion made by Frank, Seconded by Scharpnick, to adjourn the meeting at 3:36 p.m. Voting Yea: Mayor Zeman, Burkhardt, Frank, Scharpnick. Motion carried 4-0.

Don Zeman, Mayor

Attest:

Leaha Jackson, City Administrator