

Agenda
Zumbrota City Council

Regular Meeting

Thursday January 20th, 2022 6:00 p.m.

City Hall

1. Call to Order/Pledge of Allegiance
2. Amendments/Adoption of Agenda
3. Minutes-1/6/2022 Regular Meeting
4. Accounts Payable 1/20/2022 (Horvath)
5. Public comments *(Individuals may address the City Council about any item of concern. Speakers must state their name and limit their remarks to five minutes. Generally, the City Council will not take official action on these items but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*
6. Public Hearings/Meetings
 - a.
7. Unfinished Business
 - a.
8. New Business
 - a. Emerald Ash Borer Presentation
 - b. Police Sergeant MOU for 2022
 - c. American Rescue Plan Act Requests
 - d. Public Works & Wastewater Year End Review
 - e. Capital Planning Request for Proposal
 - f. Fire Board 2023 Budget
 - g. Minor Subdivision for Witmer PID 72.730.0100
9. Reports
 - a. City Assistant Finance Director / Community Development Director / Public Works Director / City Engineer / Library Director/Police Chief / City Attorney / City Administrator
 - b. Mayor Hammel
 - c. Council members, Durhman, Hostager, Horvath, Prigge
10. Adjournment

**CITY OF ZUMBROTA
COUNCIL MEETING MINUTES
JANUARY 20, 2022
6:00 P.M.
TOWN HALL**

Pursuant to due call and notice thereof, Mayor Todd Hammel called the Zumbrota City Council to order at 6:00 PM. PRESENT: Mayor Todd Hammel; Council members Chris Horvath, Sara Durhman, Tina Hostager (remote) and Bob Prigge. Others present City Administrator Brian Grudem (remote), Assistant Finance Director Kim Simonson, City Attorney Matt Rockne, NewsRecord reporter Holly Galbus, Community Development Director Dylan Armstead, Library Director James Hill, Public Works Director Mike Olson, Officer Tyler Evenson, Police Chief Pat Callahan, and Jonathan Osthus (Minnesota Department of Agriculture).

AMENDMENTS/ADOPTION OF AGENDA

MOTION Durhman, second Horvath, to adopt the agenda. Approved 5-0-0 (Hostager voting aye by roll call).

MINUTES – JANUARY 20, 2022, MEETING MINUTES

MOTION Durhman, second Horvath, to approve the January 20, 2022, meeting minutes minutes. Approved 5-0-0.

ACCOUNTS PAYABLE – JANUARY 6, 2022

MOTION Horvath, second Durhman, to approve the accounts payable in the amount of \$412,103.83. Approved 5-0-0 (Hostager voting aye by roll call).

PUBLIC COMMENT

PUBLIC HEARINGS/MEETINGS

UNFINISHED BUSINESS

NEW BUSINESS

8-A. Emerald Ash Borer Presentation

Jonathan Osthus, from the Minnesota Department of Agriculture, joined the meeting remotely to discuss the status of emerald ash borer in the City of Zumbrota. It is here and with the substantial number of ash trees within the City it will be a significant issue. Osthus discussed how to recognize EAB and ways to deal with the infestation.

8-B. Police Sergeant MOU for 2022

MOTION Durhman, second Prigge to approve the Police Sergeant MOU for 2022. Approved 5-0-0 (Hostager voting aye by roll call).

8-C. American Rescue Plan Act Requests

The ARPA Committee has met four times to discuss best ways to use ARPA funds. The committee has decided to move forward with some of the city requests including a new cloud based financial system, 5HP Jockey Pump the North Booster Station, two-year subscription to the Goodhue County GIS, and GIS locating equipment including a tablet so that our Public Works staff can locate all water/sewer services, and shut offs. It is a total spending of \$117,937. \$73,362 will be left to spend from the first allocation

MOTION Prigge, second Horvath to approve \$117,937 be spent of the ARPA monies. Approved 5-0-0 (Hostager voting aye by roll call).

8-D. Public Works & Wastewater Year End Review

Olson gave a presentation highlighting completed work in the parks, Pool, streets, and wastewater departments. He talked about future projects and needs. Council thanked him for his informative presentation.

8-E. Capital Planning Request for Proposal

Grudem explained the City is faced with a growing list of capital improvement projects moving into the future. Staff has met to discuss this, and thinks it is advisable to hire a reputable company to assist with five- and ten-year Capital Improvement Planning. A Capital Improvement Plan will help to identify capital improvement projects, identify, and forecast funding sources, prioritize improvements based on funding available, and estimate a timeline for completion of individual improvements. Staff recommends approval of the request for proposal for Capital Improvement Planning. **MOTION** Durhman, second Horvath to approve issuing a capital planning request for proposal. Approved 5-0-0 (Hostager voting aye by roll call).

8-F. Fire Board 2023 Budget

To satisfy the funding requirements of the townships the 2023 Fire Board budget needs approval. The Fire Board is asking for a 13% increase in dues to pay for a roof replacement and radios. Durhman asked if there would be a decrease in 2024 since the increase was substantial. Grudem stated the increase would remain but the 2024 should only be closer to 3%. **MOTION** Hostager, second Durhman, to approve the 2023 Fire Board Budget. Approved 3-0-2 (Hostager voting aye by roll call; Horvath and Prigge abstaining).

8-G. Minor Subdivision for Witmer PID 72.730.0100

MOTION Horvath, second Prigge to the minor subdivision for Witmer PID 72.730.0100.

MOTION Durhman, second Horvath to approve issuing a capital planning request for proposal. Approved 5-0-0 (Hostager voting aye by roll call).

REPORTS

City Administrator Brian Grudem

Reported there will be a second meeting for Jefferson coming up next week. Design work will begin for the reconstruction of Mill and 6th Street. Water looping behind DFA will also be looked at

Community Development Director Dylan Armstead

Informed the Council that Dave Dahlen is interested in filling one of the two vacancies on the EDA.

The meeting adjourned 7:07 p.m.

Brian Grudem, City Administrator