

**Agenda**  
**Zumbrota City Council**

**Regular Meeting**

**Thursday, February 18, 2021, 6:00 p.m.**

**City Hall**

1. Call to Order/Pledge of Allegiance
2. Amendments/Adoption of Agenda
3. Minutes-2/4/2021 Regular Meeting
4. Accounts Payable 02/18/2021 (Hostager)
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. Water / Sewer Shut Off's Update
  - b.
8. New Business
  - a. 2019 Street Improvements Final Pay Request
  - b. Chip Sealing and Crack Sealing Quotes
  - c. Cleaning and Inspection of Sanitary Sewer Lines
  - d. Frozen Water Service Discussion
  - e.
  - f.
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  
FEBRUARY 18, 2021  
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, Tina Hostager, Sara Durhman and Bob Prigge. Others present City Administrator Brian Grudem, Assistant Finance Director Kim Simonson, Public Works Director Mike Olson (remote), Police Chief Pat Callahan, Police Officer Scott Curtis, City Attorney Matt Rockne, NewsRecord reporter and Holly Galbus (remote).

**AMENDMENTS/ADOPTION OF AGENDA**

**MOTION** Durhman, second Hostager, to adopt the agenda. Approved 5-0-0.

**MINUTES – FEBRUARY 4, 2021 MEETING MINUTES**

**MOTION** Hostager, second Horvath, to approve the February 4, 2021 with a correction to date of accounts payable. Approved 4-0-1 (Durhman abstaining).

**ACCOUNTS PAYABLE – FEBRUARY 18, 2021**

**MOTION** Hostager, second Durhman, to approve the accounts payable in the amount of \$197,012.87. Approved 5-0-0.

**PUBLIC COMMENT**

**PUBLIC HEARINGS/MEETINGS**

**UNFINISHED BUSINESS**

**7-A. Water/Sewer Shutoff Discussion**

Simonson gave the Council an update on the delinquent water and sewer bills. She reported that 40 letters were sent out to residents with delinquent bills 90+ days old. Staff is reaching out to try to assist these residents in making payment arrangements to address the issues. Council asked to continue to be updated on the progress made.

**NEW BUSINESS**

**8-A. 2019 Street Improvements Final Pay Request**

A walk-through has been done and the 2019 street project has been completed. **MOTION** Hostager, second Durhman to approve the 2019 Street Improvements final pay request and close the project. Approved 5-0-0.

**8-B. Chip Sealing and Crack Sealing Quotes**

Olson received two quotes for the 2021 Chip Sealing Project. The first quote is from Pearson Bros. Inc. for an estimated 30,373 square yards and a price of \$1.58 per square yard for a total of \$47,989.34. The second quote is from Fahrner Asphalt for the same square yards and a price of \$1.55 per square yard and a total of \$47,132.72. He also had a crack sealing quote from Brock White for 4,200 pounds of Crafcop plexi sealer for a total of \$2,436.00. In the past the crack sealing machine has been rented and staff has done the crack sealing. The machine rental is \$1,500.00. **MOTION** Hostager, second Horvath to approve the quote for chip sealing from Fahrner Asphalt for \$47,132.72. Approved 5-0-0.

**MOTION** Durhman, second Prigge to approve the crack sealing from Brock White for a quote of \$3936.00. Approved 5-0-0.

#### **8-C. Cleaning and Inspection of Sanitary Sewer Lines**

Larson Drive and Mill Street have a portion of clay tile sanitary sewer which has had some issue with infiltration. This causes calcium buildup which can slough off and block flow causing backups. Olson is requesting he be allowed to televise the lines to get an idea what is needed for repair. He would also like to televise a portion of storm sewer at 7<sup>th</sup> Street and West Avenue which will be included in an upcoming intersection project. **MOTION** Horvath, second Prigge hiring Empire Pipe to televise pipes at a cost of \$10,839.50. Approved 5-0-0.

#### **12-D. Frozen Water Service Discussion**

There have been some frozen services within the City. Olson is encouraging residents to monitor their water temperature and to run water if necessary. The Council discussed the policy for this which was adopted in 2014. That policy allowed for a discount of usage over 5000 gallons if City Hall was contacted. **MOTION** Hostager, second Durhman to approve a credit up to 5,000 gallons over regular usage to those who call City Hall and inform staff they are running water for the next 2 months. Approved 5-0-0.

### **REPORTS**

#### **City Administrator Brian Grudem**

Gave a schedule of upcoming meeting regarding the bonding for Jefferson Avenue. He also spoke about interviews which took place for the upcoming vacancy for the Community Development Director.

#### **Community Development Director Ryan Soukup**

Stated there would be an opportunity to be part of a cohort for the Blandin Foundation in 2022. Those interested should let him know.

#### **Council Member Bob Prigge**

Said the grant received by the Fire Department for the purchase laundry equipment was approved to be used to recoup money for installation and fittings.

The meeting adjourned 6:21 p.m.

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Brian Grudem, City Administrator