

**CITY OF ZUMBROTA  
COUNCIL MEETING MINUTES  
APRIL 4, 2024  
6:00 P.M.  
TOWN HALL**

**This is a summary only. A complete text is available for inspection at city hall.**

Pursuant to due call and notice thereof, Mayor Todd Hammel called the Zumbrota City Council to order at 6:00 PM. PRESENT: Council members Sara Durhman, Joan Bucher, Bob Prigge, and Kevin Amundson. Others present: Public Works Director Mike Olson, Finance Director Kim Simonson, City Attorney Matt Rockne, Brian Grudem, Community Development Director Kurt Meister, Police Chief Pat Callahan, Library Director James Hill, Police Sergeant Tony Pasquale, NewsRecord reporter Holly Galbus (remote). WWTP Operator Jeff Meyers, WWTP Operator Paul Zielsdorf, City Engineer Bill Angerman, Jessica Cook, Flinton Stehr, Bob Keller, Andy Baartman, Rich Meyerhofer, Mick Klug, Goodhue County Commissioner Brad Anderson, Jody Coady, Paul Coady, Bev Weness, Bev Holzheu, Flinton Stehr, Nick Sinclair, Elizabeth Sunday, Stacy Lindhart, Jim Lindhart, Nancy Olson, Patrick Michner, Buffy Beranek, Glenn Gustafson, Colby Schroeder, Kim Schroeder, Ethan Schroeder, Jacob Schroeder, Susan Schroeder, Gary Schroeder Sr., and Paul Merwin.

**AMENDMENTS/ADOPTION OF AGENDA AS AMENDED**

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

**MINUTES – MARCH 21, 2024, MEETING MINUTES**

**MOTION** Durhman, second Amundson to approve the March 21, 2024, meeting minutes. Approved 5-0-0.

**ACCOUNTS PAYABLE – APRIL 4, 2024**

**MOTION** Amundson, second Bucher to approve the accounts payable in the amount of \$79,389.64. Approved 5-0-0.

**PUBLIC COMMENT**

**PUBLIC HEARING**

**6-A. SEMMCHRA SMALL CITIES DEVELOPMENT GRANT**

The public hearing opened at 6:05 p.m. Patrick Michner and Buffy Beranek from SEMMCHRA gave a synopsis of the process for this grant program to fix up homes in the City of Zumbrota. The plan is to start the grants in late 2024 for owner/occupied home rehab. There are income qualification guidelines and loans will be a seven-year forgivable loan. Hopefully started late 2024. Owner occupied rehab. The following items were discussed: housing needs of the community were identified, the proposed SCDP activities within the application and the benefiting location, overall costs and project financing, implementation schedule, past performance of staff proposed to carry out the project, compliance with historic requirements, and consideration of any historic buildings in conjunction with federal regulations for historic properties. The hearing closed at 6:10 p.m.

**6-B. PUBLIC HEARING FOR FACILITIES PLAN FOR WASTEWATER SYSTEM IMPROVEMENTS**

This public hearing opened at 6:12 pm. Bill Angerman gave a presentation about the sanitary district. A public hearing and question and answer session is required by law to be considered for funding. There is a funding shortage across the country for wastewater plants. Also, waste is going to be

treated with processes the current plant cannot do. Because of these reasons the cities of Goodhue, Pine Island, Wanamingo and Zumbrota are looking to consolidate into a wastewater district. The primary reasons are economic. . The State of Minnesota awarded funds for the purchase of land and the design of the facility. There is a purchase agreement with Jim and Connie Wendt for land east of Zumbrota to build the new wastewater treatment facility because Zumbrota is the geographic center of the four communities. The District is pursuing additional funding and Congressionally directed spending and the goal is to begin construction in 2026 with a completion date of 2028. The District will be pursuing congressionally directed spending and other funding avenues. Angerman asked for questions and comments and the public hearing was closed at 6:35 p.m.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

#### **8-A. RESOLUTION 2024-09 AUTHORIZING APPLICATION FOR THE SMALL CITIES DEVELOPMENT PROGRAM**

**MOTION** Durhman, second Bucher approve Resolution 2024-09 Authorizing Application for the Small Cities Development Program. Approved by roll call 4-1-0; Hammel, aye; Durhman, aye; Prigge, aye; Bucher, aye; Amundson, nay.

#### **8-B. RESOLUTION 2024-10 ADOPTING A FACILITIES PLAN FOR WASTEWATER SYSTEM IMPROVEMENTS**

Motion Durhman, second Bucher to approve Resolution 2024-10 Adopting a Facilities Plan for Wastewater System Improvements. Approved by roll call 5-0-0; Hammel, aye; Durhman, aye; Prigge, aye; Bucher, aye; Amundson, aye.

#### **8-C. DRY BONES OPEN HOUSE EVENT**

Nick Sinclair from Dry Bones Ink is requesting road closure on West Ave between 3-4<sup>th</sup> Streets on May 4<sup>th</sup> from 9am-4pm for an open house free event with a car/bike show, some art, and a possible food truck. Motion Prigge, second Amundson to approve a road closure on West Avenue between 3<sup>rd</sup> and 4<sup>th</sup> Streets on May 4<sup>th</sup> from 9am to 4pm. Approved 5-0-0.

#### **8-D. RESOLUTION 2024-11 APPLICATION FOR A WORKFORCE HOUSING GRANT & COMMITTING TO PROVIDE MATCHING FUNDS**

Keller-Baartman would like to build an apartment complex on the downtown Frandsen site and is pursuing work-force housing and TIF money. Jessica Cook, from Ehlers, explained the process of developing a TIF and pursuing this grant. KB properties identified the old bank building downtown as a redevelopment site for 38 units of family housing. The grant program is designed to promote market rate housing and the assistance requested was a bit over \$2million. KB also requested certain fees would be waived. Cook recommended the City consider waiving the SAC and WAC fees but not the other fees requested. Also, the City would set a condition would be that KB pay the upfront costs estimated to be around \$37,000 and those funds be set in escrow. **MOTION** Durhman, second Bucher to approve Resolution 2024-11 Application for a Workforce Housing Grant and Committing to Provide Matching Funds. Approved by roll call: Hammel: aye; Durhman: aye; Prigge: nay; Bucher: aye; Amundson: aye. Approved 4-1-0.

#### **8-E. PROCLAMATION**

Mayor read a proclamation establishing April 17<sup>th</sup> as Police Officer Gary Schroeder Day. Officer Schroeder's family was present for the proclamation.

#### **8-F. WWTP OPERATIONAL AWARD**

Wastewater operators Paul Zielsdorf and Jeff Meyers were recognized by the MPCA for their exemplary running and maintenance of the Zumbrota wastewater treatment facility. Zielsdorf and Meyers were thanked for their good work.

#### **8-G. CHARLIE NELSON ENCROACHMENT AGREEMENT**

The Nelson's have signed the encroachment agreement. **MOTION** Durhman, second Amundson to approve the Charles and Diane Nelson encroachment agreement. Approved 5-0-0.

#### **8-H. FUNDS TRANSFER**

Simonson requested the Council approve the transfer of funds necessary to satisfy the interfund loan from Water Restricted (Fund 600) to Capital Projects Funds 436 and 437 in the amount of 74,064.81. The residual cash and special assessments housed in Funds 436 and 437 would be moved to the Capital Projects Fund (Fund 106).

**MOTION** Amundson, second Prigge to approve the satisfaction of the interfund loan between Fund 600 and Funds 436 and 437 as well as the transfer of the remaining assets of Funds 436 and 437 to Fund 106. Approved 5-0-0

#### **8-I. CLOSE OUT BOND FUND 518 – 2010B BONDS motion Amundson, second Prigge**

The 2010B bonds have been paid in full. Simonson requested the Council approve the close out of Fund 518 – 2010B Bonds with the assets being transferred to the Municipal Reserve Fund (Fund 104). **MOTION** Durhman, second Prigge to approve the transfer of remaining assets from Fund 518 – 2010B Bond Fund to the Municipal Reserve Fund (Fund 104) in the amount of 28,650.47. Approved 5-0-0.

#### **8-J. NILSSEN'S CBD LICENSE REQUEST**

**MOTION** Durhman, second Amundson to approve Nilssen's CBD license request. Approved 5-0-0.

#### **8-K. SET WORK SESSIONS**

Staff is requesting the scheduling of an April work session to discuss budget and ARPA money and a May work session to discuss Budget and Public Safety dollars. **MOTION** Durhman, second Amundson to set work session for April 10, 2024, and May 29, 2024. Approved 5-0-0.

#### **8-L. "PURSUANT TO MINNESOTA STATUTE 13D.05, SUBD 3(B), THE CITY COUNCIL WILL MEET IN CLOSED SESSION TO DISCUSS ATTORNEY-CLIENT PRIVILEGED MATTERS RELATED TO LITIGATION IN THE MATTER OF SCHUMANN V. CITY OF ZUMBROTA."**

The public meeting was closed at 7:15 pm to discuss attorney-client privileged matters related to litigation in the matter of Schumann V. City of Zumbrota.

#### **REPORTS**

##### **Council Member Kevin Amundson**

Told those present that EMS week is May 19<sup>th</sup>-25<sup>th</sup>.

**Police Chief Pat Callahan**

Reported on the progress for the memorial garden for fallen officer Gary Schroeder.

The meeting was reopened at 8:29 pm. The meeting was adjourned at 8:30 pm.

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City Administrator Brian Grudem