

**CITY OF ZUMBROTA  
COUNCIL MEETING MINUTES  
MAY 16, 2024  
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: Sara Durhman, Joan Bucher, Bob Prigge, and Kevin Amundson. Others present: City Administrator Brian Grudem, Public Works Director Mike Olson, Finance Director Kim Simonson, City Attorney Matt Rockne, Community Development Director Kurt Meister, Library Director James Hill, NewsRecord reporter Holly Galbus (remote), Police Chief Pat Callahan, Officer Tyler Evenson, Bill Angerman (WHKS), Blake Stiller (WHKS), Roger Ballstadt, Flinton Stehr, Tim Hunsucker, Mark McConaughy, Thomas and Nancy McNamara.

**AMENDMENTS/ADOPTION OF AGENDA AS AMENDED**

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

**MINUTES – APRIL 10, 2024, WORK SESSION MEETING MINUTES**

**MOTION** Durhman, second Amundson to approve the , April 10, 2024, work session meeting minutes. Approved 4-0-1 (Prigge abstaining).

**MINUTES – APRIL 30, 2024, NORTH ZUMBRO SANITARY SEWER DISTRICT JOINT POWERS MEETING**

This item was informational only.

**MINUTES – MAY 2, 2024, REGULAR MEETING MINUTES**

Durhman, second Amundson to approve the May 2, 2024, regular meeting minutes. Approved 5-0-0.

**MINUTES – MAY 8, 2024, WORK SESSION MEETING MINUTES**

**MOTION** Amundson, second Bucher to approve the , April 18, 2024, meeting minutes. Approved 4-0-1 (Hammel abstaining).

**ACCOUNTS PAYABLE – MAY 16, 2024**

**MOTION** Prigge, second Durhman to approve the accounts payable in the amount of \$91,979.79. Approved 5-0-0.

**PUBLIC COMMENT**

Tim Hunsucker, 438 Forestview Curve, asked about how his tax money is spent and had concerns about his water bill. He was thanked for his comments and asked to call whenever he has questions or concerns.

**PUBLIC HEARING**

**9-A. EAST 9<sup>TH</sup> STREET PUBLIC HEARING**

The public hearing opened at 6:11 pm. Angerman spoke about the scope of the project which is to get the road paved and eliminate the horseshoe curve. Four properties will be assessed on the north side of 9<sup>th</sup> Street and one property will be assessed on the south side. The project will involve land owned by the Champa family to be annexed into the City of Zumbrota from Zumbrota Township. Angerman explained the special assessment process as defined by Minnesota State statute. The project is estimated to cost \$770,000. Of that amount, \$260,000 will be assessed to property owners. Prigge

asked about the water retention pond included in the project. Angerman said that was required by the State. The hearing closed at 6:19 pm.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

#### **11-A. RESOLUTION 2024-16 ORDERING IMPROVEMENTS & DIRECTING PREPARATION OF PLANS AND SPECIFICATIONS**

**MOTION** Durhman, second Amundson to approve Resolution 2024-16 Ordering Improvements and Directing Preparation of Plans and Specifications for 9<sup>th</sup> Street. Approved 5-0-0 by roll call: Hammel: aye; Durhman: aye; Prigge: aye; Bucher: aye; Amundson: aye.

#### **11-B. RESOLUTION 2024-15 CALLING FOR A SPECIAL ELECTION ON \$3,100,000 GENERAL OBLIGATION BONDS FOR A NEW MUNICIPAL POOL FACILITY**

Grudem presented this item. This item will be on the August ballot and voters will get to decide on whether a new pool should be constructed. The wording for the ballot is contained in the resolution. Amundson stated he would rather this item be included in the November General Election. **MOTION** Durhman, second Prigge to approve Resolution 2024-15 Calling for a Special Election on \$3,100,000 General Obligation Bonds for a new Municipal Pool Facility. Approved 4-1-0 by roll call: Hammel: aye; Durhman: aye; Prigge: aye; Bucher: aye; Amundson: nay.

#### **11-C. MINOR SUBDIVISION AT 356 CENTRAL AVENUE**

Meister presented the request to split the property at 356 Central into two parcels. The Planning and Zoning Commission is recommending approval **MOTION** Prigge, second Amundson to approve the minor subdivision of 356 Central Avenue. Approved 5-0-0.

#### **11-D. RESOLUTION 2024-17 APPROVING A VARIANCE AT 511 WEST 1<sup>ST</sup> STREET**

The property owner is requesting a variance to allow an addition to his home to encroach into the setback for the rear yard. The rear yard setback is required to be 25 feet, but the proposed structure would be 18 feet from the rear yard. Several neighbors attended the Planning and Zoning meeting and did not have issues with the proposal. Planning and Zoning recommended approval. **MOTION** Durhman, second Amundson to approve Resolution 2024-17 Approving a Variance at 511 West 1<sup>st</sup> Street. Approved 5-0-0 by roll call: Hammel: aye; Durhman: aye; Prigge: aye; Bucher: aye; Amundson: aye.

#### **11-E. RESOLUTION 2024-14 RESOLUTION APPROVING SUPPORT FOR THE US 52 AND ENVIRONMENTAL LINKAGES**

**MOTION** Prigge, second Bucher to approve Resolution 2024-14 A Resolution Support for the US 52 Environmental Linkages. Approved 5-0-0 by roll call: Hammel: aye; Durhman: aye; Prigge: aye; Bucher: aye; Amundson: aye.

#### **11-F. ZIBA BLOCK PARTY ROAD CLOSURE AND POLICE COVERAGE REQUEST**

ZIBA is requesting East 3<sup>rd</sup> be closed noon to 9:00 pm on June 6<sup>th</sup> to host a downtown event. They are also asking for police coverage during that time. **MOTION** Durhman, second Amundson to approve the ZIBA Block Party road closure and police coverage request for June 6, 2024, for the hours between noon and 9:00 pm. Approved 5-0-0.

**11-G. FALL PROTECTION (PUBLIC WORKS)**

Two fall harnesses need to be purchased for the public works department. Anytime a harnessed worker falls the harness need to be replace. The cost of the two harnesses is \$1815.43. **MOTION** Durhman, second Amundson to approve the purchase of two fall harnesses for \$1,851.43. Approved 5-0-0.

**11-H. PAY REQUEST #1 – SHADE TREE PROGRAM – HATHAWAY TREE SERVICES (BOULEVARD TREES)**

**MOTION** Durhman, , second Amundson to approve Pay request #1 – Shade Tree Program – Hathaway Tree Services for \$19,356.25. Approved 5-0-0.

**11-I. PAY REQUEST #1 – RELEAF PROGRAM – HUEMANN TREE SERVICE (PARK TREES)**

**MOTION** Durhman, , second Prigge to approve Pay request #1 – Releaf Program – Huemann Tree Service for \$21,470.00. Approved 5-0-0.

**11-J. LIQUOR LICENSE RENEWALS**

**MOTION** Prigge, second Amundson to approve the following liquor license renewals:

<b>APPLICANT NAME</b>	<b>LICENSE TYPE</b>
<b>COVERED BRIDGE SUPPER CLUB INC.</b>	ON & OFF SALE & SUNDAY LIQUOR
<b>STARY-YERKA POST VFW 5727</b>	ON & OFF SALE & SUNDAY LIQUOR
<b>THE GUILTY GOOSE INC.</b>	ON & OFF SALE & SUNDAY LIQUOR
<b>ZUMBROTA GOLF CLUB</b>	ON SALE & SUNDAY LIQUOR
<b>BRIDGETT’S CAFÉ</b>	ON SALE WINE & BEER
<b>KWIK TRIP INC. #463</b>	OFF SALE BEER
<b>ZUMBROTA AREA ARTS COUNCIL</b>	ON SALE WINE & BEER SUNDAY

Approved 4-0-1 (Durhman Abstaining).

**11-K. NEW LIQUOR LICENSE – FAMILY DOLLAR**

**MOTION** Amundson, second Prigge to approve a new liquor license for Family Dollar. Approved 5-0-0.

**11-L. MANAGED INFORMATION TECHNOLOGY REQUEST FOR PROPOSALS**

Grudem requested he be allowed to ask for RFPs for an IT managed program to take care of City needs and have centralized support over the number of technology platforms with the City. **MOTION** Durhman, second Amundson start the managed information technology request for proposals. Approved 5-0-0.

**11-M. SET WORK SESSION**

A work session is currently set for May 29, 2024, at 5:30 pm. Additional work session times will be discussed at that meeting.

**REPORTS**

**Brian Grudem**

Updated the Council on the Sanitary District’s path to funding. No movement was seen as of the meeting.

**Police Chief Pat Callahan**

Told the Council the suicide awareness patches have sent on sale. Those proceeds will go towards funding the Gary Schroeder Memorial Garden.

**City Engineer Bill Angerman**

Introduced Blake Stiller, WHKS Construction Engineer. He also gave an update on the sanitary district.

The meeting adjourned at 7:11 pm.

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City Administrator Brian Grudem