

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

**Regular Meeting**

**Thursday November 4<sup>th</sup>, 2021 6:00 p.m.**

**City Hall**

1. Call to Order/Pledge of Allegiance
2. Amendments/Adoption of Agenda
3. Minutes-10/21/2021 Regular Meeting
4. Accounts Payable 11/4/2021 (Durhman)
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. DFA Construction Update – Terry Johnson
  - b. Delinquent Bills to Be Certified To 2022 Taxes
  - c. Sewer Rate Study Summary
  - d. Lawn Sprinkler/Irrigation program
  - e. CEDA 2022 Contract
  - f. Fire Board Budget Update
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**

**NOVEMBER 4, 2021**

**6:00 P.M.**

**CITY 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, Tina Hostager, Chris Horvath, and Bob Prigge. Others present: City Administrator Brian Grudem Police Chief Pat Callahan, Library Director James Hill, Public Works Director Mike Olson, Brian Haugen, Assistant Finance Director Kim Simonson, Terry Johnson (DFA), Street Supervisor Larry Zielsdorf, Officer Justin Wallerich, Officer Scott Curtis, City Engineer Bill Angerman and News Record Reporter Holly Galbus.

**AMENDMENTS/ADOPTION OF AGENDA**

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

**MINUTES – OCTOBER 21, 2021, MEETING MINUTES**

**MOTION** Horvath, second Hostager to approve the October 21, 2021, meeting minutes. Approved 4-0-1 (Durhman abstaining).

**ACCOUNTS PAYABLE – NOVEMBER 4, 2021**

**MOTION** Durhman, second Hostager, to approve the accounts payable in the amount of \$34,757.29. Approved 5-0-0.

**PUBLIC COMMENT**

**PUBLIC HEARINGS/MEETINGS**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**8-A. DFA Construction Update – Terry Johnson**

Terry Johnson (DFA) was present to give the Council an update on the construction project happening at DFA plant. It is an \$87 million investment in the plant which should be fully complete in July of 2022. The highlights included explanations about the new cheese dryer/air scrubber and the wastewater treatment facility onsite.

**8-B. Delinquent Bills to be certified to taxes**

**MOTION** Durhman, second Prigge to certify the following utility bills to 2022 taxes if unpaid by November 30, 2021:

<b>First Name</b>	<b>Last Name</b>	<b>Account Number</b>	<b>Address</b>	<b>Amount</b>	<b>PID</b>
Brandon	Stevenson	006670	109 Warren Ave	964.84	72.740.0330
Logan Brenny	Jessica Nelson	007290	286 W 3rd Street	547.31	72.160.0110
Michelle	Whitmire	007670	105 W 4th Street	162.45	72.100.0100

Kristin	Matthees	003920	653 West Avenue	110.69	72.100.0940
Travis	Plank	003800	1145 West Avenue	222.48	72.100.0640
Christine	Johnson	015590	672 East 18th Street	557.93	72.802.0300
Jovan	Siems	015610	774 E 18th Street	565.25	72.802.0320
Jerame & Marjorie	Schulz	015690	489 East 18th Street	220.15	72.802.0070
Custom Iron		00690	288 East 1st Street	342.38	72.140.0050
Custom Iron		000700	288 East 1st Street	598.78	72.140.0080
Adam	Veiseth	004660	80 1/2 East 6th St Apt 3	148.60	72.100.1740
Brent	Moore	006330	655 First Ave E	265.02	72.540.0270
Shyann	Siemieniewski	005020	1365 East Avenue	186.28	72.100.2480
Jasmine	Echols	002470	405 Forestview Curve	296.44	72.340.0250
Jason	Ryan	009690	942 Larson Drive	155.64	72.385.0010
Stacy	Tiedemann	010100	925 Mill Street	178.80	72.240.0100
John & Alice	Blakstad	015750	683 East 18th St	625.10	72.802.0130
Donna	Palenschat	001040	415 East 4th Street	131.86	72.540.0410
Monica	Groth	001540	708 Pleasant Ave	154.20	72.440.0340
Kevin	O'Reilly	002280	455 Forestview Curve	154.20	72.340.0040
Nicole	Estrem	005030	1365 1/2 East Ave	282.02	72.100.2480
Tristy	Auger	005090	265 East 13th Street	280.56	72.410.0140
Sarah	Fox	005260	520 Lally Lane	197.88	72.260.0150
Amy	Wendt	005780	307 East 11th St	154.20	72.520.0090
Amanda	Hillesheim	006110	745 1st Avenue E	196.30	72.140.0310
Tammy	Gruhlke	006300	207 East 6th St	168.28	72.540.0100
Zach	Paider	006910	1037 Toccata Lane	210.52	72.413.0060
Corrine	Sjostrand	007020	875 W 2nd Street	184.40	72.740.0701
Kelly	Mann	007260	232 3rd Street W	208.48	72.160.0070
Marilyn	Szymanski	008580	585 Zumbrota Ave	126.04	72.250.0040
Derik	Flotterud	008910	456 West 6th Street	175.32	72.620.0120
Barb	Aunan	009390	940 Mill Street	126.04	72.490.0040
Aaron & Rebecca	Ebertowski	009520	910 Marie Lane	174.97	72.360.0260
Jenna	Harsted	015640	494 East 18th Street	144.34	72.802.0020
Camron	Pohlen	016660	820 Dubuque	123.08	72.801.0860
Mike	Goplen	016700	780 Dubuque	133.08	72.801.0900
Nick	Liffrig	031090	952 Golfview	290.80	72.387.0600
Kenneth	Siems		1087 West 4th Street	791.00	72.480.0040
<b>Total</b>				<b>10,555.71</b>	

Approved 5-0-0.

### 8-C. Sewer Rate Summary

Grudem and Angerman spoke about the utility rates. Due to the changes at DFA rates will need to change as well and a new rate structure with increases for commercial and residential users will be forthcoming. Jessica Cook from Ehlers will be present at the next meeting to discuss the new rate structure.

**8-D. Lawn Sprinkler/Irrigation Program**

Staff is working on a permitting and tracking program for lawn sprinklers/irrigation systems. Per the State of Minnesota all backflow preventers within sprinkler/irrigation systems need to be professionally installed and tested each year. Staff is working with the building officials to develop a program for inspection and tracking of compliance. When it is completed, an ordinance based on a model ordinance from the League of Minnesota Cities will be presented for the Council’s approval.

**8-E. CEDA 2022 Contract**

**MOTION** Hostager, second Horvath to approve the 2022 CEDA contract with a 3% increase. Approved 5-0-0.

**8-F. Fire Board Budget Update**

Hostager reported on the most recent Fire Board meeting. The Board will be asking for a 13% increase in dues for 2023. The budget needs to be nailed down early so the townships can fulfill their timeline obligations.

**REPORTS**

**CITY ADMINISTRATOR BRIAN GRUDEM**

Reported that the County will be bringing recycling back to town. Staff has been working on a fenced enclosure to house it. The Mayor and Grudem will be traveling to Austin to give a 10-minute presentation to the House Bonding Committee on the sanitary district. There will be a ARPA meeting this evening. Grudem also asked if staff could remove the large pine on the corner of West Ave and 2<sup>nd</sup> St. The tree poses a visibility issue.

**STREET SUPERVISOR LARRY ZIELSDORF**

Showed the Council a sample piece of pipe and outlined the challenges with some of our older infrastructure. He asked if he could designate set times to have public parking lots emptied out to sweep and remove snow. Council is considering a once-a-month schedule. Staff had installed a new sign in front of the City Garage. Fencing has been installed around the recycling site. Staff did the install and saved a considerable amount of money.

**POLICE CHIEF PAT CALLAHAN**

State the forfeited SUV had sold for \$1660.

**CITY ENGINEER BILL ANGERMAN**

Said the Jefferson Drive design is continuing to move forward. He and Olson have been meeting with business owners.

**PUBLIC WORKS DIRECTOR MIKE OLSON**

Reported footings are being dug for the park shelter bathroom.

The meeting adjourned 6:48 p.m.

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Brian Grudem,  
City Administrator