

**CITY OF ZUMBROTA
COUNCIL MEETING MINUTES
DECEMBER 7, 2023
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: Council members Sara Durhman, Joan Bucher, Bob Prigge, and Kevin Amundson. Others present: Public Works Director Mike Olson, Finance Director Kim Simonson, City Administrator Brian Grudem, Community Development Director Kurt Meister, Library Director James Hill, Police Chief Pat Callahan, City Attorney Matt Rockne, City Engineer Bill Angerman, Beth Stumm, Tiffany Stensland, Amanda Stehr, Flinton Stehr, Heidi Classemann, Dan Will, Moncia Capra, Paul Tschann, Kristin Donovan, Chelsey Tschann, Isaac Tschann, and NewsRecord reporter Holly Galbus (remote).

AMENDMENTS/ADOPTION OF AGENDA

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

MINUTES – NOVEMBER 16, 2023, MEETING MINUTES

MOTION Durhman, second Prigge to approve the November 16, 2023, meeting minutes. Approved 4-0-0

ACCOUNTS PAYABLE – DECEMBER 7, 2023

MOTION Bucher, second Amundson to approve the accounts payable in the amount of \$175,060.98. Approved 5-0-0.

PUBLIC COMMENT

PUBLIC HEARING

6-A. 2023 FINAL BUDGET AND LEVY

The public hearing opened at 6:06 pm. There was no comment. Simonson gave a short presentation on the levy and the impact it will have on next year's taxes. The levy will be lower than the initial certification barring any unforeseen changes in the next two weeks. She also highlighted market value increases in the area. The public hearing closed at 6:15 pm.

6-B. JEFFERSON TRUCK ROUTE

The public hearing opened at 6:16 pm. Residents living along Jefferson were commented to the Council about their concerns about Jefferson being designated as a truck route between 1st and 5th Streets. They are concerned about speed, noise, parking, and pedestrian safety. They stated the road is too new to be designated as a truck route and asked that the designation be studied. Also, they were frustrated with the no parking signs stating most of their properties are narrow and without on street parking there are hardships created. Grudem stated there was never parking along Jefferson, but people did leave their cars on the right of way. Also, most trucks take that portion of Jefferson when leaving town even though it is not a designated truck route. The public hearing was closed at 6:40pm.

UNFINISHED BUSINESS

NEW BUSINESS

7-A. ACT ON THE JEFFERSON TRUCK ROUTE ORDINANCE AMENDMENT

The council discussed concerns about the amendment to the truck route allowing truck traffic on Jefferson between 1st and 5th Streets. Durhman said the experts are saying this will work as a truck route and the trucks are already taking the route. She suggested approval with a revisit to the topic in six months. She would like the ZPD to monitor the traffic situation during this time and to be diligent in patrolling the area. **MOTION** Durhman, second Amundson to approve designating Jefferson between 1st and 5th Street as a truck route. Approved 5-0-0.

9-B. JEFFERSON PAY REQUEST #9

MOTION Durhman, second Amundson to approve Jefferson Pay Request #9 for \$779,455.70. Approved 5-0-0.

9-C. JEFFERSON CHANGE ORDER #8

MOTION Prigge, second Amundson to approve Jefferson Change Order #8 for \$10,200.00. Approved 5-0-0.

9-D. 2023 SCANLON, MURCH AND ASSOCIATES AUDIT ENGAGEMENT LETTER

MOTION Durhman, second Bucher to approve the Scanlon, Murch and Associates audit engagement letter for \$24,000 for the fiscal year of 2023. Approved 5-0-0.

9-E. LMCIT COVEREAGE – WAIVER FORM

MOTION Durhman, second Amundson to not wave monetary limits on municipal tort liability for LMCIT. Approved 5-0-0.

9-F. FIRE BOARD FUNDING DISCUSSION

At the last Fire Board meeting, city representatives were asked to present a matrix which would have the City of Zumbrota paying 57% of the dues for the organization and the townships paying 43% of the dues. Research was done by City Staff regarding area funding metrics, and none could be found with a percentage higher than 54%. Staff had previously presented a blended matrix to the Fire Board or suggested using the Wanamingo model. Hammel stated he felt the City should consider a city run fire department as the percentage was getting so high. If agreement is not reached at the next meeting, mediation could follow with mediator costs estimated at \$500 per hour. Representatives were directed to go back to the Fire Board with an offer no higher than 54% and votes must stay unanimous.

9-G. NEW SWEEPER PURCHASE

The streets sweeper is dead and the very old used interim sweeper is not compliant with dust. Olson got the state bid for a new Elgin Pelican street sweeper with the MN State Contract. The cost will be \$267,081.00 and orders are out for nine months. **MOTION** Durhman, second Amundson to approve purchasing a new Elgin Pelican street sweeper on the Minnesota State Bid. Approved 5-0-0.

9-H. SELL WASTEWATER TREATMENT PLANT MIXER

The WWTP staff is asking to sell the mixer for bio-solids. The mixer has not been used since the City discontinues spreading their own solids. They are requesting it be put on auction. **MOTION** Durhman, second Prigge to sell the WWTP bio-solid mixer on auction. Approved 5-0-0.

9-I. 2024 RENTAL EQUIPMENT BID

One bid was received for equipment rental rates. This bid came from Schumacher Excavating and is as follows:

Motor patrol

Schumacher Excavating--\$160.00 per hour summer, \$1180.00 per hour winter.

Four Wheel Drive Articulating Loader (with operator) two-yard minimum bucket Schumacher
Excavating-----\$170.00 per hour 950H.
\$205.00 per hour 972H

Tandem Axle Dump Truck

Schumacher Excavating-----\$135.00 per hour.

Pickup Sander (with operator)

Schumacher Excavating -----\$125.00 per hour.

Plow Trucks

Schumacher Excavating -----\$125.00 per hour.

Snow Pusher

Schumacher Excavating -----\$210.00 per hour 950H 14-foot Pusher.
\$240.00 per hour 972H 16-foot Pusher

Skid Loader

Schumacher Excavating -----\$160.00 per hour.

MOTION Durhman, second Amundson to approve moving the 2024 equipment rental rates. Approved 5-0-0.

9-J. NEW POLICE OFFICER HIRE

MOTION Prigge, second Durhman to approve hiring Zachary Cameron as a new officer pending successful background and psychological evaluations. Approved 5-0-0.

9-K. VARIANCE FOR A COUGAR HEAD SIGN AT THE HIGH SCHOOL

ZM High School is requesting to install a sign larger than the allowed which requires a variance. This sign would face the parking lot. The variance has been recommended for approval by Planning and Zoning. **MOTION** Durhman, second Amundson to approve a variance for a cougar head sign at the ZM High School. Approved 5-0-0.

9-G. AMEND SECTION 3, SUBD 3 (2) AREA OF ACCESSORY BUILDINGS

MOTION Durhman, second Amundson to amending section 3, subd 3(2) area of accessory buildings. Approved 5-0-0.

COMMENTS

Public Works Director Mike Olson

Said the PLC at the Wastewater Treatment Plan has been installed. He thanked the staff for the smooth installation and said the bypass went extremely well.

Mayor Todd Hammel

Reported on the Senate Bonding Committee Tour stop in Zumbrota regarding the sanitary district.

Council Member Kevin Amundson

Said Zumbrota Area Ambulance will be changing its billing service.

The meeting was adjourned at 7:58 pm.

City Administrator Brian Grudem