

**CITY OF ZUMBROTA
COUNCIL MEETING MINUTES
MARCH 17, 2022
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, Sara Durhman, Tina Hostager, and Bob Prigge. Others present City Administrator Brian Grudem, Assistant Finance Director Kim Simonson, City Attorney Matt Rockne, Community Development Director Dylan Armstead, Library Director James Hill, Public Works Director Mike Olson, Communication and Account Technician Miranda Raasch, Police Chief Pat Callahan, Officer Tyler Evenson, Officer Justin Wallerich, Mike Bubany (DDA), John Schumann, Brian Haugen, Tony and Amy Pasquale, LeRoy, and Deb Schliep.

AMENDMENTS/ADOPTION OF AGENDA

MOTION Horvath, second Hostager, to adopt the agenda with addition "8-G Office Hours. Approved 5-0-0.

MINUTES – MARCH 3, 2022, MEETING MINUTES

MOTION Durhman, second Prigge, to approve the March 3, 2022, meeting minutes minutes. Approved 4-0-1 (Hostager abstaining).

ACCOUNTS PAYABLE – MARCH 17, 2022

MOTION Durhman, second Horvath, to approve the accounts payable in the amount of \$142,201.54. Approved 5-0-0.

PUBLIC COMMENT

PUBLIC HEARINGS/MEETINGS

UNFINISHED BUSINESS

NEW BUSINESS

8-A. Approve Hiring of new Police Sergeant

Tony Pasquale has been offered the job as Police Sergeant. He is recommended to start at Grade 11, step 5 and will begin work on April 4, 2022. **MOTION** Hostager, second Durhman to approve the hiring of Tony Pasquale as Police Sergeant with at start date of April 4, 2022. Approved 5-0-0.

8-B. Capital Improvement Planning Presentation – Mike Bubany, DDA

Mike Bubany from DDA spoke about the possibility of serving as the City's advisor regarding capital improvement planning and financial advice. He gave a presentation highlighting the process DDA could provide.

8-C. Resolution 2022-08 Schumann Variance

John Schumann was present to ask the Council to allow construction of a post frame gambrel style garage. Currently he is in violation of the maximum number of accessory structures on a property, the maximum height allowed in a residential zone, and of an alternative building method not allowed by ordinance. A public hearing was held at the Planning and Zoning Commission after which the Commission recommended to deny the variance. Schumann requested the matter be brought before the Council. Schumann began by telling the Council that he should have applied for a conditional use permit. Staff stated the normal procedure is to request a variance for this type of project. This request was unusual because it was asking to have a variance for multiple ordinance violations. Armstead also said that a conditional use permit is not the norm for dealing with an issue like this and he and Rockne cannot answer specifics until they have the ordinance in front of them. Schumann expressed his frustration with the process. Staff was directed to meet with Schumann to see if there

was another way to deal with the issue. **MOTION** Horvath, second Durhman to deny Resolution 2022-08 but to waive any CUP fee if one is allowed to be issued. Approved 5-0-0

8-D. Lot Consolidation Request

Deb and LeRoy Schliep came to Council to request the combination of two parcels they purchased on 9th Street to build a house on a larger lot. Hostager said in the past this has not been allowed. However it was noted that the lots in question have remained vacant for decades. Council and City Staff spoke about the possibility of creating a process for these types of requests and that they would go before the Planning Commission first. **MOTION** Durhman, second Hostager to approve the combination of the lots owned by Deb and LeRoy Schliep. Approved 5-0-0.

8-E. EDA Action Plan (Informational)

Armstead presented the 2022 EDA Action Plan to the Council. He amended the report's format to make the goals and steps more concise and reworked the EDA's goals for the year. The intention was to steer the goals towards specific steps that can be accomplished in any given year.

8-F. Set a Work Session to Discuss Hiring a Capital Investment Planning Partner

Staff is recommending a work session to discuss moving forward with a capital investment planning partner. Council was asked to suggest other items for discussion. **MOTION** Hostager, second Durhman to set a work session for March 31, 2022, at 4:30pm. Approved 5-0-0.

8-D. Office Hours

MOTION Durhman, second Horvath to set City Hall office hours at 7:00am-4:30pm Monday-Wednesday, 7:00am-5:30pm Thursdays and 7:00am-noon Fridays. Approved 5-0-0.

REPORTS

City Administrator Brian Grudem

Spoke about the most recent Park Board Meeting. The Park Board is moving ahead with applying for a grant. The grant will come back to Staff for review next week. Last week the sanitary district was presented to the House Industrial Ed Committee and has progressed to the Ways and Means Committee. Sanitary district representatives also had a meeting with the Prairie Island Tribal Committee to see if they would be interested in participating in the district. The Custom Iron Work Group had met to discuss solutions to Custom Iron's access issues. It was decided to move the City's fence fourteen feet to allow access to the trail and to give Custom Iron trucks more room to make the turn. A Jefferson Project video will be added to the website in the coming weeks.

City Attorney Matt Rockne

Said the City should review the lot consolidation to make certain no utility easements need to be dealt with.

Public Works Director Mike Olson

Congratulated Paul Zielsdorf and Jeff Meyers, of the Wastewater Treatment Plant, for receiving a commendation from the Minnesota Pollution Control Agency for 2021.

Mayor Todd Hammel

Was happy to report the city has been awarded approximately \$1,000,000 for water looping from United States Congressionally Directed Spending.

The meeting adjourned 7:16 p.m.

Brian Grudem, City Administrator