

**CITY OF ZUMBROTA
COUNCIL MEETING MINUTES
JULY 13, 2023
6:00 P.M.
TOWN HALL**

Pursuant to due call and notice thereof, acting Mayor Sara Durhman 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: Mayor Todd Hammel (remote) City Administrator Brian Grudem, Public Works Director Mike Olson, Finance Director Kim Simonson, Community Development Director Kurt Meister, City Attorney Matt Rockne, Officer Tyler Evenson, Sergeant Justin Wallerich, Police Chief Pat Callahan, Beth Stumm, Scott Huneke, Blake Stiller, Holly Galbus (remote) Connie and Steve Groth.

AMENDMENTS/ADOPTION OF AGENDA

MOTION Amundson, second Prigge to adopt the agenda with the addition of “8-A. Absentee Balloting”. Approved 4-0-0

MINUTES – JUNE 15, 2023, MEETING MINUTES

MOTION Prigge, second Amundson to approve the June 15, 2023, meeting minutes with a date correction to the heading of the minutes. Approved 4-0-0.

ACCOUNTS PAYABLE – JULY 13, 2023

MOTION Bucher, second Prigge to approve the accounts payable in the amount of \$2,155,263.93. Approved 4-0-0.

PUBLIC COMMENT

Steve and Connie Growth addressed with Council their concerns about the conditions of sidewalks, infrastructure and spraying of chemicals for weed control. The public comment concluded at 6:15 pm.

PUBLIC HEARING

6-A. ESTABLISHMENT OF REURAL SERVICE DISTRICTS AND URBAN SERVICE DISTRICTS

The public hearing opened at 6:18 pm. This is to verify that the parcels which are currently are related within the City of Zumbrota have not changed status. There was no comment and the public hearing closed at 6:20 pm.

UNFINISHED BUSINESS

NEW BUSINESS

8-A. ORDINANCE 2023-1 ESTABLISHMENT OF RURAL SERVICE DISTRICTS AND URBAN SERVICE DISTRICTS.

MOTION Amundson, second Bucher approve Ordinance 2023-1 Establishment of Rural Service Districts and Urban Service Districts. Approved 4-0-0.

9-B. NORTH ZUMBRO SANITARY DISTRICT UPDATE

Grudem gave an update on the North Zumbro Sanitary District Update.

9-C. RESOLUTION 2023-10 NORTH ZUMBRO SANITARY DISTRICT SUPPORT RESOLUTION FOR THE 2024 BONDING REQUEST

MOTION Prigge, second Amundson to approve Resolution 2023-10 North Zumbro Sanitary District Support Resolution For The 2024 Bonding Request. Approved by roll call: Durhman, aye; Prigge, aye; Bucher, aye; Amundson, aye.

9-D. RESOLUTION 2023-11 NORTH ZUMBRO SANITARY DISTRICT SUPPORT RESOLUTION FOR THE 2024 BONDING REQUEST

MOTION Prigge, second Amundson to approve Resolution 2023-11 North Zumbro Sanitary District Support Resolution For The 2024 Bonding Request. Approved by roll call: Durhman, aye; Prigge, aye; Bucher, aye; Amundson, aye.

9-E. RESOLUTION 2023-12 APPROVAL OF A VARIANCE AT 1443 ANTHONY COURT

A variance request has been made for 1443 Anthony Court asking to encroach five feet into the rear yard setback. Planning and Zoning recommended the approval of the variance.

MOTION Amundson, second Prigge to approve Resolution 2023-12 Approval of a Variance of 1443 Anthony Court. Approved by roll call: Durhman, aye; Prigge, aye; Bucher, aye; Amundson, aye.

9-F. RESOLUTION 2023-13 DENIAL OF A VARIANCE REQUEST AT 407 EAST 3RD AVE

Planning and Zoning recommended denial of a variance request for 407 East 3rd Avenue. The property owner wants to build a garage which would extend into setbacks. Planning and Zoning stated a garage could be built which fits on the property but is not in the location where the property owner wants it.

MOTION Bucher, second Prigge to approve Resolution 2023-13 Denial of a Variance Request at 407 East 3rd Ave. Approved by roll call: Durhman, aye; Prigge, aye; Bucher, aye; Amundson, aye.

9-G. JEFFERSON PAY REQUEST 4

MOTION Prigge, second Amundson to approve Pay Request #4 for the Jefferson Avenue Project to Schumacher Excavating for \$841,440.37. Approved 4-0-0.

9-H. PROFESSIONAL SERVICES AGREEMENT FOR EAST 9TH RECONSTRUCTION

It is proposed that East 9th Street be improved. WHKS has proposed the City enter into a professional services agreement to assess the scope of the project and assist with the special assessment portion.

MOTION Amundson, second Prigge to enter into a professional services agreement with WHKS for East 9th Street reconstruction. Approved 4-0-0.

9-I. JEFF MEYERS CLASS "A" OPERATOR

Meyers has been a valuable part of the water/wastewater team for almost 9 years and has recently passed the Class A test. He has requested a pay raise to Level 9, Senior Water/Wastewater Operator at step 7. His current level is level 6, Water/Wastewater Operator, he is at step 7 in that level. The increase in salary would be from \$30.07 per hour to a salary of \$34.48. Staff along with the personnel committee recommend approval of the reclassification and salary increase effective July 14, 2023.

MOTION Prigge, second Bucher to moving Jeff Meyer to a Level 9, Step 7 effective July 14, 2023. Approved 4-0-0.

9-J. SQUAD REPLACEMENT FOR 2016 FORD EXPLORER

The 2016 Ford Explorer was recently considered a total loss from LMCIT and needs to be replaced. The loss value according to LMCIT on the 2016 is \$10,100. The insurer is covering the costs of tear down of

the 2016+ and upfitting of the new vehicle. Staff found a 2021 Explorer for \$31,995. Vehicles closer to the year of the original totaled vehicle are in poor shape so a newer vehicle is a better option. A deposit has been put on the vehicle and this request is for a post approval. **MOTION** Bucher, second Amundson to approve the purchase of a 2021 Ford Explorer from White Bear Lincoln for \$31,995. Approved 4-0-0.

9-K. MIXER FOR THE GSR

Public Works Director Olson is requesting purchase of a mixer for the ground storage unit on Mount Pleasant to reduce age, stagnation, stratification, and cold climate buildup. The following quotes were received:

Cleanwater1	\$19,500.00
IXOM	\$11,708.00

MOTION Prigge, second Amundson to approve the purchase of a mixer for the GSR from IXOM for \$11,708.00. Approved 4-0-0.

9-L. CLEANING OF THE GSR

The GSR needs to be cleaned to remove sediment and replace anodes. Olson has received a quote of \$8,374.00 from Midco Diving which includes video, cathodic protection anode package of four and removal of up to three inches of material from the floor. Anything over that amount will be removed for an additional charge with an estimated price given on site. Installation of the mixer will extend the length of time between cleanings. **MOTION** Prigge, second Bucher to approve quote of \$8,374.00 from Midco Diving which includes video, cathodic protection anode package of four and removal of up to three inches of material from the floor. Approved 4-0-0.

9-M. CITY HALL SIDEWALK

Olson presented two quotes for sidewalk work for the Police Station and a repair of sidewalk and curb on West Avenue and 2nd Street:

Creative Concrete Design	\$5,500.00
Doyle Conner Co.	\$19,050.00

MOTION Amundson, second Prigge to approve the sidewalk work with Creative Concrete for a cost of \$5,500.00. Approved 4-0-0.

9-N. SET A WORK SESSION FOR 5:30 ON WEDNESDAY AUGUST 9TH – DISCUSS PRELIMINARY BUDGET

MOTION Amundson, second Bucher to set a work session for 5:30 pm Wednesday, August 9, 2023, to discuss the preliminary budget. Approved 4-0-0.

9-O. ABSENTEE BALLOTING

The process of absentee balloting has expanded and will require additional staff time and cost. Staff is requesting the City decline to do absentee balloting.

MOTION Amundson, second Bucher to have the City of Zumbrota decline being designated as an absentee balloting site. Approved 4-0-0

COMMENTS

Public Works Director Mike Olson
Gave an update on Jefferson Drive.

Police Chief Pat Callahan

Reported on Lexipol progress and informed the Council the ZPD has been approved for another DRE officer. Officer Evenson will be receiving training.

City Administrator Brian Grudem

Gave an update on the Highway 52 Study Group.

Council Member Kevin Amundson

Updated the Council on the most recent Zumbrota Area Ambulance meeting.

The meeting adjourned 7:04 p.m.

City Administrator Brian Grudem