

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, November 24, 2014

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Bob Burns Council Members: DeWayne Schroeder, Bob Lemke, Paul Fisch and Randi Vick. City Staff Present: City Clerk-Administrator Ted Schoonover, Accountant Stephanie Mann. Guests and visitors: Ken and Diane Rask, Fred and Carol Schulze, Joe and Jane Hayes, Ron and Lori Mann, and Mayor Elect Josh Gran.

AGENDA: Motion by Mayor Burns, second by Member Vick to approve the agenda. All present voted in favor and the motion was declared carried.

CONSENT AGENDA APPROVAL: Motion by Member Fisch, second by Member Lemke to approve the consent agenda which consisted of the regular meeting minutes from November 10, 2014. All members present voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: None.

ADMINISTRATIVE COORDINATOR: Mike Gerardy presented the council with two bids for a new tractor for the street department. Caledonia Implements bid for a Case IH tractor was \$15,896.00 plus tax, SEMA's bid for a tractor was at \$21,180.89 plus tax. Gerardy stated that he has not reviewed the bids to ensure both matched the specifications and bid requirements but recommended that we go with the low bid. Motion by Mayor Burns, second by Member Lemke to approve the low bid of \$15,896.00 pending a review of the bid documents. All members present voted in favor and the motion was declared carried.

Gerardy presented the council with a request for a new sign at United Auto parts, they are changing owners and the new corporate office is now named Auto Value. The sign foot print is the same it is just a name change. Motion by Member Schroeder, second by Member Lemke to approve the sign. All members present voted in favor and the motion was declared carried.

Member Vick brought up the outage that occurred on Friday November 14. It was scheduled for the 17<sup>th</sup> but the electrician moved it forward in an effort to complete the project rather than having the crews come back on Monday. Administrator Schoonover stated that we could have attempted to notify people in the area and will put something in place moving forward. No action taken.

Gerardy brought a variance request for the Caledonia Vet Clinic, they are looking to add a 14'6" garage on the existing building they are remodeling and require a variance of 14'6" to the South property line. It will still allow adequate fire access and drainage will be discussed with the contractor. Mayor Burns closed the regular meeting at 6:15 and opened a public hearing. Joe Hayes stated he didn't have a problem with the addition but wanted to know if he would be allowed the same type of variance if he decided to build something in the future. The Mayor stated that he would be given the same opportunity as the Kingsley's have been given. Mayor Burns closed the public hearing at 6:27 and reconvened the regular meeting. Motion by Mayor Burns, second by Member Fisch to approve the 14'6" variance because the business is good for the city and revitalization of the old building is good for the tax base and the city of Caledonia. All members present voted in favor and the motion was declared carried.

CITY CLERK/ADMINISTRATOR:

Mayor Burns closed the regular meeting at 6:29 to discuss a tax abatement for the Micro-Loan for \$232,000 for Winnebago and the pathway projects. Schoonover explained that this abatement does not affect the parcels that are listed it is merely a statutory requirement that the amount of the loan has to be tied to the same amount of real property. The parcel owners will not see an increase or change on their taxes. At 6:35 the Mayor closed the public hearing and reopened the regular meeting. Motion by Mayor Burns, second by Member Vick to approve Resolution 2014-022 Tax Abatement for the Micro-loan. All members present voted in favor and the motion was declared carried. Motion by Mayor Burns, second by Member Fisch to approve Resolution 2014-023 authorizing the Issuance of General Obligation Bond. All members present voted in favor and the motion was declared carried.

Mayor Burns closed the regular meeting at 6:30 for a public hearing to discuss the assessment of past due utility payments. Kenneth Rask was present and questioned the city as to why they allowed the meter to be estimated for several years and that he felt it was our fault for not notifying him of the large amount on the account. Member Schroeder stated he knows for a fact that the meter had been read because he read it on several occasions,

but that if the occupant didn't allow for access the city had no other option but to estimate the reading. He also reminded Mr. Rask that the very large bill was right when we started the electronic reading and that is when the amounts really soared. Schoonover stated that this was certified last year and the city, in talking with Mr. Rask, pulled it from the list because of a pending court date. Since then Mr. Rask has won his judgment and can attempt to collect it through collections the same as the city can do. Schoonover also stated that just because we turn it over to collections doesn't mean you will get payments and you can only recover 75% of the total. Mr. Rask stated that the city should attempt to collect versus the owner of the property. Mr. Rask was reminded that he signed an agreement that he would be responsible for any unpaid utility charges on said property.

Also present was Fred and Carol Schulze who had a similar issue of a tenant leaving with an unpaid utility bill. Her bill was not as large and the Schulze's want to see the city change the policy and have the city retain the deposits for as long as the tenant lives at the property. The Schulze's stated that are going to attempt to contact the person again and then possibly seek court action against her. Mayor Burns asked Schoonover to contact City Attorney Murphy on if we can have a policy for renters only and how long can we retain a deposit. These two items were tabled and removed from Resolution 2014-017. The closed session was then closed and the regular meeting was reconvened at 7:25. Motion by Mayor Burns, second by Member Vick to approve the Resolution 2014-017 with the two parcels removed. All members present voted in favor and the motion was declared carried.

Schoonover presented the council with Resolution 2014-021 appointing the Absentee Ballot Board. Motion by Mayor Burns, second by Member Fisch to approve the Resolution. All members present voted in favor and the motion was declared carried.

Schoonover stated that the new manager at Starlite Lanes asked if the city would pro-rate his liquor license as he is not open during the summer months. Mayor Burns stated that it is his option to be closed during that time and that he feels that is a bad precedent to set and he would rather not start that trend. That was the overall consensus of the council. No further action was taken.

ACCOUNTANT: Stephanie Mann presented the 2014 Budget amendments. She walked through the several items that were being amended and explained why. Motion by Member Fisch, second by Member Vick to approve the 2014 Budget Amendments as presented. All members present voted in favor and the motion was declared carried.

Mann then briefly walked through the 2014 budget and stated everything is going as planned and there are no major issues or concerns at this time. She then presented them with the proposed 2015 budget, it is calculated using a 3% increase in the levy and not withholding the 5% of LGA. Mayor Burns went through the Capital Assets listing that he feels we should budget for and what can be put on hold. He also asked Stephanie to add an increase to the Fire/Ambulance call pay by \$1.00 for both departments. The total amount of Capital Assets budget for 2015 is \$197,545.00 which is where we are estimating we will have a zero balance at years end with no additional funding going into the reserves. It was also discussed about transferring \$50,000 from the Electrical Fund as payment in lieu of taxes. Consensus of the council was to move forward with the Mayors budget proposal for the Truth In Taxation meeting in December. No further action was taken.

Schoonover presented the council with a quote from the Argus for a holiday advertising flyer. The council felt they had already determined what would be placed in the paper and didn't want to do anything more. No action taken. The Council reviewed the overtime report and then the Mayor declared that we would move into closed session at 8:40 in accordance with Minnesota Statute 13D.03 to discuss the Labor Negotiations. The Council reconvened in regular session at 8:57. Motion by Member Fisch, second by Member Lemke to approve the 2015-2017 City of Caledonia and The International Union of Operating Engineers, Local 49 Collective Bargaining Agreement which included an MOU for an additional holiday (day after Thanksgiving). All members present voted in favor and the motion was declared carried.

The next regular meeting will be on Monday, December 8, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Member Schroeder, second by Member Lemke. All voted in favor and the motion was declared carried to adjourn at 9:10 p.m.

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Robert Burns

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Ted Schoonover  
Clerk/Administrator