

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
January 13, 2025

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

PLEDGE OF ALLEGIANCE: Mayor Leis led the Council, City staff, and visitors in stating the Pledge of Allegiance.

ROLL CALL: Council members present: Mayor Jeremy Leis, Member Bob Klug, Member Amanda Ninneman, and Member Dave Fitzpatrick. Staff present: Jake Dickson, City Clerk/Administrator, Casey Klug, Public Works/Zoning Director, Fire Chief Kevin Jacobson, Ben Logging, Training Officer, Logan Thiele, Fire Safety Officer, and Mike Tornstrom, Ambulance Director. Visitors present: Charlene Corson Selbee, *Filmore County Journal*, Olivia Schmidt, *Caledonia Argus*, and Dan Schwirtz.

APPROVAL OF MINUTES: Member Fitzpatrick moved to approve the minutes from the December 9, 2024 regular City Council meeting. Motion seconded by Member Ninneman, motion passed unanimously, motion carried.

PUBLIC COMMENT: None

CONSENT AGENDA: Member Klug moved to approve the consent agenda. Member Fitzpatrick seconded the motion. Four members voted in favor of the motion and the motion passed. The consent agenda comprised the following items:

- a. Approve Regular Payments and Disbursements
- b. Approve 2025 Utility Deposit Interest Rate
- c. Approve Resolution 2025-01 Designating Official Depositories of Funds
- d. Approve Tobacco License Renewal

PUBLIC WORKS/ZONING DIRECTOR: Director Klug updated the City Council on stormwater projects, watermain breaks, and the Wastewater Treatment Plant construction project.

CITY CLERK/ADMINISTRATOR: No report.

NEW BUSINESS:

- a. Resolution 2025-02 Declaring a City Council vacancy: Councilmember Ryan Stenzel resigned his seat on the City Council on December 31, 2024. City Clerk/Administrator Dickson introduced a resolution declaring a vacancy on the City Council and advertising for a new member. Interested residents are instructed to submit a letter of interest or appear at the January 27 City Council meeting. Motion made by Member Klug, seconded by Member Ninneman to approve Resolution 2025-02. Motion passed unanimously, motion carried.

- b. Appointments to Positions, Boards, and Committees: Tabled to January 27th Regular City Council Meeting.
- c. Designate 2025 Official Newspaper of Record: City Clerk/Administrator Dickson presented two sealed bids for legal publishing. *The Caledonia Argus* bid \$3/column inch, *The Fillmore County Journal* bid \$4/column inch. Motion made by Member Ninneman, seconded by Member Fitzpatrick, to name *The Caledonia Argus* the Official Newspaper of Record for 2025. Motion passed unanimously, motion carried.
- d. Utility Customer Policies and Procedures: City Clerk/Administrator Dickson introduced a proposed change to Utility Customer Policies and Procedures. Current policy allows for double-billing on base charges when a property is sold or transferred. Dickson recommended new language that directs staff to only assess base charges once a month to a property. Motion made by Member Klug, seconded by Member Fitzpatrick, to approve the Utility Customer Policies and Procedures. Motion passed 3-0-1, Member Ninneman abstained.
- e. Approve Custom Fire Pumper Contract: City Clerk/Administrator Dickson introduced the Custom Fire Pumper Contract for purchase. Previously the City Council had approved a purchase contract for the chassis at \$143,600. The contract price for the rest of the truck is \$554,427 with a grand total of \$698,027. Discussion tabled to January 27th, 2025 while staff gather information.
- f. Approve Request for Proposals for Engineering Services: City Clerk/Administrator Dickson introduced the request for proposals for engineering services. Dickson recommended approval and advertisement for civil engineering services from qualified firms. Proposals are due February 14, staff will bring firms for possible interview and approval in February. Motion made by Member Fitzpatrick, seconded by Member Klug, to approve the Request for Proposals for Engineering Services. Motion passed unanimously, motion carried.
- g. Approve Pay Equity Compliance Report: City Clerk/Administrator Dickson presented the Pay Equity Compliance Report and stated that the City passed its evaluation is compliant with state pay equity laws. The City will have to complete this report again in three years. Motion made by Member Klug, seconded by Member Ninneman, to approve the Pay Equity Compliance Report. Motion passed unanimously, motion carried. Dickson will submit and certify the report to the State of Minnesota.
- h. Overtime Reports: Pay Periods December 23rd through January 5th, December 9th through 22nd, and November 25th through December 8th: The City Council reviewed the overtime reports and took no action.
- i. Approve 2025 Ambulance Rates and Subsidy Notice: Ambulance Director Mike Tornstrom presented 2025 ambulance rates with a 6% increase. Ambulance rates had not changed in three years. Tornstrom also presented a subsidy increase notice for the townships in Caledonia Ambulance territory and requested a \$8/per capita increase to \$24. If approved, the townships will levy for the increase in 2026. Motion made by Member Klug, seconded by Member Fitzpatrick to approve the 2025 ambulance rates and subsidy notice. Motion passed unanimously, motion carried.

OLD BUSINESS:

- a. None.

ANNOUNCEMENTS:

- a. The next regular Council meeting was scheduled for Monday, January 27th at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Klug, seconded by Member Fitzpatrick. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 7:05PM

Jeremy Leis
Mayor

Jake Dickson
Clerk/Administrator