

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL  
COUNCIL CHAMBERS, CITY HALL  
CALEDONIA, MINNESOTA  
December 8, 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 John Rauk, Member Bob Klug, Member Amanda Ninneman, and Member Dave Fitzpatrick. Staff present: Jake Dickson, City Clerk/Administrator, Casey Klug, Public Works/Zoning Director and Stephanie Mann, Finance Officer. Visitors present: Tracey Knutson, Chuck & Sharon Schulte, Tyler Schulte, Erin Hammel, Jim Reed, *Caledonia Argus*, Kaita Gorsuch, *Caledonia Argus*, Kim Nielsen, *Caledonia Argus*, and Charlene Corson Selbee, *Fillmore County Journal*.

APPROVAL OF MINUTES: Member Rauk moved to approve the minutes from the November 24, 2025 regular City Council meeting. Motion seconded by Member Fitzpatrick, motion passed unanimously, motion carried.

CONSENT AGENDA: Member Klug moved to approve the consent agenda. Member Ninneman seconded the motion. Motion passed unanimously, motion carried. The consent agenda comprised the following items:

- a. Approve Regular Payments and Disbursements
- b. Approve Advertisement for Bids for Legal Publishing in 2026
- c. Approve 2026 Liquor License Renewals
- d. Approve 2026 Employment Agreement with Police Chief
- e. Approve 2026 Tobacco License Renewals
- f. Approve Cannabinoid License Renewals
- g. Approve Resolution 2025-12 Local Road Improvement Program
- h. Approve Resolution 2025-13 Local Partnership Program
- i. Approve Airport Courtesy Car Agreement
- j. Approve 2026 Soft Drink License Renewals

PUBLIC COMMENT: None

PUBLIC WORKS/ZONING DIRECTOR: Public Works/Zoning Director Casey Klug updated the City Council on snow removal, new street signs, improvements to the Street Shop, a repaired light pole, upcoming zoning applications, the amended Verizon Antenna agreement, and the ongoing storm sewer rehab project on Ramsey Street.

CITY CLERK/ADMINISTRATOR: City Clerk/Administrator Dickson updated the City Council on the upcoming ribbon cutting ceremony at Rawlings/Miken, Community Coffee Break, the Local Road Improvement Program and Local Partnership applications for Warrior Ave, the Healthcare Town Hall held on December 2, and upcoming ISD299 Facility Task Force meetings.

NEW BUSINESS:

- a. PRESENTATION: New Library Design and Floorplan: Resident Chuck Schulte presented exterior and interior designs for a proposed Public Library to be built downtown Caledonia. Mr. Schulte announced that he had increased his donation to \$1,625,000 and stated that the rest of the funds must be raised by December 31, 2026.
- b. Truth in Taxation Hearing, Resolution 2025-14 Adopting Final Levy for Taxes Payable in 2026: Motion to open the Public Hearing by Member Rauk, seconded by Member Fitzpatrick, motion passed unanimously. The Public Hearing was opened at 6:35PM. Finance Officer Stephanie Mann presented the proposed 2026 budget, which includes a 12% levy increase for a total levy of \$1,565,646. Resident Tracey Knutson spoke in favor of the proposed levy. Motion made by Member Klug, seconded by Member Rauk to close the Public Hearing and reopen the regular meeting. Motion passed unanimously, the regular meeting reopened at 6:52PM Motion made by Member Fitzpatrick to approve Resolution 2025-14, motion seconded by Member Rauk. Motion passed unanimously, motion carried.
- c. Approve Personnel Policy Update –Flex Time: City Clerk/Administrator Dickson introduced an update to the Personnel Policy concerning Flex Time. The update would add language to the Personnel Policy allowing salaried employees to flex time within a pay period to allow for work-life balance in cases of irregular shifts. Dickson stated that Flex Time is intended for situations where employees are required to work late outside their normal hours, and is not intended to be a PTO bank. Motion made by Member Klug, seconded by Member Ninneman to adopt the Flex Time policy. Motion passed unanimously, motion carried.
- d. 2026 Non Represented Employee Pay Rates: City Clerk/Administrator Dickson presented proposed pay rates for non-represented employees in 2026, this includes department heads, the liquor store, and the City Clerk/Administrator. Dickson reported that the Personnel Committee met and recommended a 5% increase for Department Heads and a 3% increase for the Liquor Store. Motion made by Member Klug, seconded by Member Fitzpatrick to approve the Personnel Committee's recommendation. Motion passed unanimously, motion carried.
- e. December 22<sup>nd</sup> Meeting Cancellation: City Clerk/Administrator Dickson requested that the December 22<sup>nd</sup> City Council meeting be cancelled as there is no more necessary business to conduct in 2025. Motion made by Member Fitzpatrick, seconded by Member Ninneman to cancel the December 22<sup>nd</sup> City Council Meeting. Motion passed unanimously, motion carried.
- f. Overtime Reports: Pay Periods November 10<sup>th</sup> through 23<sup>rd</sup>: The City Council reviewed the overtime reports and took no action.

OLD BUSINESS:

- a. None

ANNOUNCEMENTS:

- a. The next regular Council meeting was scheduled for Monday, January 12<sup>th</sup> at 6:00 p.m.
- b. City Hall is closed December 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup>

ADJOURNMENT: There being no further business before the Council Mayor Leis adjourned the City Council Meeting at 7:01PM

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Jeremy Leis  
Mayor

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Jake Dickson  
Clerk/Administrator