

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL  
COUNCIL CHAMBERS, CITY HALL  
CALEDONIA, MINNESOTA  
March 11, 2024

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

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

ROLL CALL: Council members present: Mayor Schroeder, Member Amanda Ninneman, Member Ryan Stenzel, Member Dave Fitzpatrick, and Member Robert “Bob” Klug. City staff present: Jake Dickson, City Clerk/Administrator, Casey Klug, Public Works/Zoning Director, Stephanie Mann, Finance Officer, Mike Tornstrom, Ambulance Director. Visitors present: Rose Korabek, *Caledonia Argus*, and Charlene Colson-Selbee, *Filmore County Journal*, Brian Spears, Tracy Knutson, Peggy Purcell, Dennis Gavin, *Caledonia Haulers*, Bill Croell, *Croell Redi Mix*.

APPROVAL OF MINUTES: Member Fitzpatrick moved to approve the minutes from the February 12, 2024 regular City Council meeting. Motion seconded by Member Ninneman, motion passed 5-0. Motion carried.

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

- a. Approve Regular Payments and Disbursements
- b. Approve Resolution 2024-3 Appointing Election Judges
- c. Approve Sign Permit 162 Bissen Street
- d. Approve Tree Site Attendant Hire, Al Klug
- e. Approve Soft Drink and 3.2 License Renewals

PUBLIC COMMENT: None.

PUBLIC WORKS/ZONING DIRECTOR: Public Works/Zoning Director Casey Klug updated the City Council on upcoming spring-cleaning activities, general public works activities, tree trimming, and the Wastewater Treatment Plant project.

CITY CLERK/ADMINISTRATOR: City Clerk/Administrator Dickson updated the City Council on the primary election, upcoming REV meetings, new accounting software, construction project meetings, upcoming and potential legislation, a new housing study, and upcoming meetings.

NEW BUSINESS:

- a. Height Variance at 134 Bissen Street: Motion made by Member Ninneman to close the regular City Council meeting and open the Public Hearing at 6:02. Motion seconded by Member Fitzpatrick. Motion passed 5-0, motion carried. Public Works/Zoning Director Casey Klug introduced a zoning application from Croell Redi

- Mix for new concrete silos. The existing concrete silos are 60 feet tall and were granted a variance from the 40 foot limit. The proposed silos are 60 feet tall. Motion made by Member Fitzpatrick to close the public hearing and reopen the regular City Council meeting at 6:05PM. Motion seconded by Member Stenzel, motion passed 5-0. Motion made by Member Klug, seconded by Member Stenzel, to approve the height variance for new concrete silos. Motion passed unanimously, motion carried.
- b. Setback Variance at 314 Lincoln Street: Motion made by Member Fitzpatrick, seconded by Member Ninneman, to close the City Council meeting and open the Public Hearing at 6:08PM, motion passed unanimously. Public Works/Zoning Director Casey Klug introduced the zoning application. Caledonia Haulers is requesting a 25 foot rear yard and 10 foot side yard setback variance to build a storage building on the former Argus site. Resident Peggy Purcell expressed concern over increased noise and emissions from the new building, Caledonia Haulers owner Dennis Gavin responded that repair work is not planned for this building and that it will store equipment that is normally stored outside. Motion made by Member Fitzpatrick, seconded by Member Ninneman to close the public hearing and reopen the regular City Council meeting at 6:20PM. Motion passed unanimously. Motion made by Member Klug to grant the requested setback variances, seconded by Member Fitzpatrick. Motion passed unanimously, motion carried.
  - c. Pre-Audit Financials: Finance Officer Stephanie Mann presented 2023 pre-audit financials. Mann reported that several departments came in under budget amounting to a bottom line of approximately \$184,000. Mann recommended that the City Council transfer \$150,000 from the General Fund to Fund 352 for future projects and purchases. Motion made by Member Klug to approve the fund transfer, seconded by Member Fitzpatrick. Motion passed unanimously, motion carried.
  - d. Planning Commission Reestablishment: City Clerk/Administrator Dickson introduced a draft ordinance and work plan for the establishment of the Caledonia Planning Commission. Dickson stated that the Planning Commission exists by ordinance but there is no record of the Planning Commission meeting. The draft ordinance sets terms, powers, and duties of the Planning Commission. The consensus among the Council was to publish the ordinance for hearing and adoption at a later meeting.
  - e. Ambulance Station Proposals: City Clerk/Administrator Dickson presented the proposals received for a design/build project for a new ambulance station. Dickson stated that the intent behind the RFP was nontraditional and the proposals received did not fit the intent and needs for the project and recommended rejecting the bids and publishing an RFP for design services at a later date. Ambulance Director Mike Tornstrom expressed disappointment with the proposals and agreed that soliciting design services is appropriate. Motion made by Mayor Schroeder to reject all proposals, motion seconded by Member Klug. Motion passed unanimously, motion carried.
  - f. Approve Advertisement and Authorize Hire for Liquor Store Clerk Position: City Clerk/Administrator Dickson presented an employment advertisement for the vacant Liquor Store Clerk position. Dickson requested hiring authority to expedite the process and fill the vacant position. Motion made by Member Klug to approve advertisement for liquor store clerk position and authorize the City Clerk/Administrator to hire one liquor store clerk, motion seconded by Member Fitzpatrick. Motion passed unanimously, motion carried.
  - g. Overtime Report Pay Period February 18<sup>th</sup> through February 19<sup>th</sup>: The City Council reviewed the overtime report and took no action.

## OLD BUSINESS

- a. Grove/Decorah Parking Lot: City Clerk/Administrator Dickson presented two proposals for the purchase of City owned property located at the intersection of Grove and Decorah, both proposals were for different parcels and did not propose immediate construction projects. Member Ninneman spoke to the importance of downtown parking for future businesses and needs. Mayor Schroeder asked if it was possible to reject one proposal and accept another, Dickson stated that it was. Motion made by Member Ninneman to reject both proposals, seconded by Member Stenzel. Motion passed 4-1 with Mayor Schroeder voting in the negative. Motion carried.

## ANNOUNCEMENTS:

- a. The next regular Council meeting was scheduled for Monday, March 25, 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 7:48p.m.

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DeWayne "Tank" Schroeder  
Mayor

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Jake Dickson  
Clerk/Administrator