

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, October 28, 2019

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

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, Paul Fisch, David Fitzpatrick, Brad Rykhus, and Randi Vick. City staff present: Casey Klug, public works and zoning director; Stephanie Mann, finance officer; and Adam Swann, clerk/administrator. Visitor(s) present: Craig Moorhead, *Caledonia Argus*; Dave Olson; Marion Olson; Dave Rask; and Jeff Wild.

CONSENT AGENDA: Member Vick moved to approve the consent agenda. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed. The consent agenda comprised the following items:

- a. Approve minutes from October 14, 2019 regular City Council meeting
- b. Accept letter of resignation from Kendra Heim as member of Caledonia Ambulance Service
- c. Accept letter of resignation from William Persons as member of Caledonia Ambulance Service

PUBLIC COMMENT: None.

FINANCE OFFICER:

- a. Report on cash and investments: Finance Officer Mann reported that the cash and investments for the City’s governmental, special revenue, and enterprise funds totaled \$3,413,672.17 through September 30, 2019. Mann reported that this was an increase of \$18,681.79 since August 31, 2019.
- b. Review of 2019 budget v. actual for General Fund, enterprise funds, and special revenue funds: Mann reported on the budget v. actual expenses for the General Fund, enterprise funds, and special revenue funds. Mann reported that the Police Department was probably going to be over budget for 2019, largely due to unexpected part-time hours for training a new officer. The Fire Department was also going to be over budget because the City purchased the brush truck.

PUBLIC WORKS & ZONING DIRECTOR:

- a. Updates:
 - i. Digester cleaning: Public Works and Zoning Director Casey Klug reported that Ritter and Ritter was going to be cleaning the digester.
 - ii. Water tower cleanings: Klug reported that both water towers had been cleaned on the inside and outside, and the mixer had been installed in water tower #1 (located behind City Hall).
 - iii. Conservation programs for former Frisch property: Klug reported that he had met with a representative from the USDA and SWCD about a conservation program that would help cover the cost of designing and installing plants and trees on the property the City recently acquired from the George F. Frisch Trust and Ann M. Frisch Trust.

CLERK/ADMINISTRATOR:

- a. Updates:

i. Twin Village Apartments: Clerk/administrator Swann reported that Twin Village Apartments was going to be having an open house in a few weeks. Swann reported that the sidewalk in front of the first building was scheduled to be installed this year. Swann further reported that Twin Village Apartments wasn't planning on starting the second building until next spring.

ii. Additional power at North Park: Swann thanked Electric Line Foreman Matt Blocker and Electric Line Worker Nate Becker for installing additional power capacity at North Park.

iii. Light poles at City Hall: Swann thanked Electric Line Foreman Matt Blocker and Electric Line Worker Nate Becker for painting the light poles around Gazebo Park.

NEW BUSINESS:

a. Public hearing re proposal to assess properties for portion of cost of 2018 E. South St. and S. First St. Public Improvement Project: At 6:01 p.m. Member Vick moved to adjourn the regular City Council meeting to hold a public hearing on a proposal to assess the properties for a portion of the cost of the 2018 E. South St. and S. First St. Public Improvement Project. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

The public hearing convened at 6:01 p.m. Clerk/administrator Swann reminded the Council that prior to approving the 2018 E. South St. and S. First St. Public Improvement Project, the Council had held a public hearing on the project in 2017 and provided property owners with an estimate that an assessment for the project would not exceed 25% of the estimated project cost of \$527,553.49, which meant that property owners would pay a total of \$109,247.50. This amount equaled \$4,603.55 for a property receiving access to public sewer service and \$1,908.50 for a property receiving access to public water service. Swann further reported that at the 2017 public hearing the Council had discussed allowing the assessment to last 30 years at 0% interest. Swann further reported that the current proposal was to assess the properties over 15 years at 1% interest.

Mr. David Rask was present and requested that the Council assess the properties over 30 years at 0% interest as had been discussed at the public hearing in 2017.

Ms. Marion Olson and Mr. Dave Olson were present and requested that Council assess the properties for a longer period of time than 15 years and at 0% interest.

Mr. Jeff Wild was present and requested that Council assess the properties for a longer period of time than 15 years and at 0% interest.

Clerk/administrator Swann and Public Works & Zoning Director Klug reported that they had not received any written comments or feedback from the public.

At 6:23 p.m. Member Rykhus moved to adjourn the public hearing and reconvene the regular City Council meeting. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed. The City Council meeting reconvened at 6:23 p.m.

b. Consideration of proposed Resolution 2019-015: A Resolution Approving Special Assessment for Portion of Cost of 2018 E. South St. and S. First St. Public Improvement Project: Mayor Schroeder moved to approve proposed Resolution 2019-015, which would assess the properties over 15 years, with the amendment that the properties be assessed at 0% interest. The motion failed for lack of a second. Mayor Schroeder moved to approve proposed Resolution 2019-015, with the amendment that the properties be assessed over 20 years at 0% interest. Member Fisch seconded the motion. Mayor Schroeder requested a vote by roll call. The members voted the following:

Member Fisch: YES
Member Fitzpatrick: YES
Member Rykhus: YES
Mayor Schroeder: YES

Member Vick: YES

The motion passed 5-0.

c. Consideration of recommendation to promote part-time police officer Mike Rasmussen to full-time officer position effective November 4, 2019: Member Vick moved to approve promoting part-time officer Mike Rasmussen to a full-time police officer position at step 2 on the police step structure (i.e., hourly wage of \$24.35), starting November 4, 2019. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Consideration of recommendation to appoint Mark Schiltz to position of assistant ambulance director effective November 4, 2019: Member Fisch moved to approve appointing Mark Schiltz to the position of assistant ambulance director effective November 4, 2019, for 10 hours per month at \$16/hr. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Discussion re Statewide Volunteer Firefighter Retirement Plan: Clerk/administrator Swann reported that the Caledonia Volunteer Fire Department Relief Association had expressed interest in joining Minnesota's Statewide Volunteer Firefighter Retirement Plan, so the City had collected some information about the program from PERA, but the Caledonia Volunteer Fire Department Relief Association had withdrawn its interest in making a change. No action was taken by Council.

f. Overtime report: Members reviewed the overtime report for the pay period October 7, 2019 – October 20, 2019. No further action was taken by the Council.

ANNOUNCEMENTS:

- a. Fall cleanup would be held Monday, October 28, 2019 - Friday, November 1, 2019.
- b. Alternative side parking would start November 1, 2019.
- c. The next City Council meeting would be held on Tuesday, November 12, 2019 because City offices were going to be closed on Monday, November 11, 2019 in observance of Veteran's Day.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Rykhus, seconded by Member Fitzpatrick. All members present voted in favor, and the motion was declared carried to adjourn at 7:48 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk/Administrator