

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, November 25, 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; Nancy Steele, interim liquor store manager; and Adam Swann, clerk/administrator. Visitor(s) present: Mike Gavin; Theresa Huff; Craig Moorhead, *Caledonia Argus*; Mark Schwebach; Susan Schwebach; and Wylie Steele.

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 November 12, 2019 regular City Council meeting
- b. Approve hiring Kayla Connor as part-time liquor store clerk

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 \$3,250,035.40 through October 31, 2019. Mann reported that this was a decrease of \$163,636.77 since September 30, 2019. Mann noted that although the Electric Fund had gained additional cash because of the summer rates, the Sewer Fund had paid \$250,000 for the property formerly owned by the George F. Frisch Trust and Ann M. Frisch Trust.
- 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.

PUBLIC WORKS & ZONING DIRECTOR:

- a. Updates:
 - i. Digester cleaning: Public Works and Zoning Director Casey Klug reported that Ritter and Ritter was still working on cleaning the digester at the wastewater treatment facility.
 - ii. Roof repairs: Klug reported that McCabe Roofing had patched the roofs of the Sewer Division and Electric Division office buildings; in addition, Schwickerts would be done with the liquor store roof tomorrow.
 - iii. Repainting of water towers: Klug reported that KLM Engineering provided the City with an inspection report that indicated the City should repaint the water towers within the next 10 years.

CLERK/ADMINISTRATOR:

- a. Updates:

i. Decorations in North Park: Clerk/administrator Swann thanked Community Spirit, Wild Turkey Fest Committee, Balloon Rally Committee, Farm to Table, and Street Scapes for decorating N. Park.

ii. Winter street decorations: Swann thanked electric foreman Matt Blocker and electric line worker Nate Becker for decorating the street lights in time for Light Up Caledonia.

UNFINISHED BUSINESS:

a. Review of General Fund budget for fiscal year 2020 and levy for taxes payable in 2020: Council reviewed and discussed the proposed General Fund budget for fiscal year 2020 and levy for taxes payable in 2020. No further action was taken by Council.

b. Review of proposed agreement between City of Caledonia and Bolton & Menk for provision of engineering services to City: Member Rykhus moved 1) to approve the proposed master consultant services contract between the City of Caledonia and Bolton & Menk, effective January 1, 2020, pursuant to which Bolton & Menk would provide the City with professional engineering and planning services and 2) to provide WSB & Associates, Inc. with 30-day notice of the City's desire to terminate its existing agreement with WSB & Associates for engineering services. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

NEW BUSINESS:

a. Public hearing re future of municipal liquor store: At 6:01 p.m. Member Vick moved to adjourn the regular City Council meeting to hold a public hearing on the future of the municipal liquor store. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed. The public hearing convened at 6:02 p.m. Clerk/administrator Swann reported that the public hearing was required pursuant to Minn. Stat. § 340A.602 because the liquor store sustained losses in two out of the three prior years—i.e., 2017 and 2018. Swann briefly summarized the factors contributing to the losses.

The following members of the public were present who wanted to address the Council about the future of the municipal liquor store:

- i) Theresa Huff: Huff asked about the profitability of the liquor store in years prior to 2016-2018. Huff supported keeping the liquor store open.
- ii) Nancy Steele: Steele said she and Wylie Steele supported keeping the liquor store open.

Clerk/administrator Swann reported that he had received calls from Jill Knight and Chris Deflorian, who both wanted the City to continue operating the liquor store.

At 6:25 p.m. Member Fisch 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 regular City Council meeting reconvened at 6:25 p.m. No further action was taken by the Council.

b. Consideration of quotes for abatement of hazardous building at 916 E. Main St.: Member Vick moved to accept the following quotes for the abatement of the hazardous building at 916 E. Main Street: 1) quote of \$2,700 from Preferred Property Preservation, LLC to remove household materials; 2) quote of \$2,209.40 from Braun Intertec to inspect the building for hazardous materials; and 3) quote of \$12,700 from A. Allen Construction, Inc. for demolition and removal of building. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of proposed Resolution 2019-018: A Resolution Transferring Funds from Fund 417 to General Fund: Member Fisch moved to approve proposed Resolution 2019-018, a resolution transferring the excess funds from Fund 417 [the N. Kingston Street Reconstruction Project] to the General Fund. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Overtime report: Members reviewed the overtime report for the pay period November 4, 2019 – November 17, 2019. No further action was taken by the Council.

ANNOUNCEMENTS:

a. There was going to be a special City Council meeting on Monday, December 2, 2019 at 6:00 p.m. to work on the update to the City's Comprehensive Plan and to discuss the City's budget for 2020.

b. The next regular City Council meeting would be held on Monday, December 9, 2019 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fisch, seconded by Member Vick. All members present voted in favor, and the motion was declared carried to adjourn at 8:07 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk/Administrator