

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, March 23, 2020

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 Room 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; Adam Swann, clerk/administrator. Visitor(s) present: Steve Bauer, Caledonia Lumber; Craig Moorhead, *Caledonia Argus*.

AGENDA REVISIONS: Mayor Schroeder asked if there were any additions to the agenda. Member Fisch requested to add two items to the agenda: 1) discussion re whether the City should pay for part-time Officer Trent Prince’s ballistic vest, and 2) discussion re the upcoming City Council meeting schedule.

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 March 9, 2020 regular City Council meeting
- b. Approve hiring Anthony Moore as part-time clerk at Caledonia Liquor Store at rate of \$12/hr., starting March 24, 2020
- c. Approve increasing pay for umpires for summer baseball and softball program:
 - i. Raise umpire pay for 12U, 13U, 14U baseball and 12U and 14U softball from \$20/game to \$25/game
 - ii. Raise umpire pay for 9U, 10U, and 11U baseball and 10U softball from \$17/game to \$20/game
- d. Approve application from Felton Chevrolet of Caledonia RE, LLC to erect signs at 205 N. Kingston St.

PUBLIC COMMENT: None.

PUBLIC WORKS/ZONING DIRECTOR:

- a. Updates
 - i. Repair of wastewater treatment plant digester: Public Works and Zoning Director Casey Klug reported that it was going to cost an additional \$38,000 (on top of the \$55,000 originally quoted) to repair the cover of the digester at the wastewater treatment plant.
 - ii. Repair of Well #6 motor: Klug reported that Bergerson Casswell was going to be coming to the City to reinstall the motor for Well #6, hopefully by the end of the week.

CLERK/ADMINISTRATOR:

- a. Updates
 - i. Start date for Op2Myz contract: Clerk/Administrator Adam Swann reported that Greg Paul of Op2Myz, LLC agreed to revise the contract with the City to start his services with the City on April 1, 2020 rather than May 1, 2020.

ii. City response to COVID-19: Clerk/Administrator Swann reported that all City facilities besides the liquor store had been closed to the public starting Wednesday, March 18, 2020. Swann reported that utility bills should be paid online through PSN or placed in the drop box at City Hall; Swann further noted that customers could pay their bills over the phone by calling City Hall. Swann reported that the Police Department had implemented new procedures for interacting with citizens, and the Fire Department and Police Department would respond to medical calls only if requested.

iii. 2020 Census: Clerk/Administrator Swann reminded the Council and citizens to complete the 2020 Census.

NEW BUSINESS:

a. Public hearing re application by Eitzen State Bank for the following setback variances to construct a 52' x 92' building (4,784 square feet) on parcel IDs 210579000 and 210578000:

- i. Parcel ID 210579000
 - a) Setback variance of 77 feet, resulting in a 53-foot setback from the east property line
- ii. Parcel ID 210578000
 - a) Setback variance of 77 feet, resulting in a 53-foot setback from the east property line
 - b) Setback variance of 59 feet, resulting in a 31-foot setback from the west property line
 - c) Setback variance of 30 feet, resulting in a 60-foot setback from the north property line

At 6:04 p.m. Member Fisch moved to adjourn the regular City Council meeting to hold a public hearing regarding the application by Eitzen State Bank for the setback variances listed above. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed. The public hearing convened at 6:04 p.m.

Public Works/Zoning Director Klug reported that Eitzen State Bank had signed a purchase agreement to purchase Parcel ID 210578000 and wanted to replace the existing structure on said property with a new 52' x 92' building that would be an expansion of the existing building on the adjacent Parcel ID 210579000. Klug reported that the setback requirements overlapped on Parcel IDs 210578000 and 210579000, so without setback variances, it would be impossible to build on the properties. Klug further reported that Eitzen State Bank planned on merging the properties if the setback variances were approved and the sale was completed. At 6:10 p.m. Member Rykhus moved to adjourn the public hearing and reconvene the regular City Council meeting. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed. The regular City Council meeting reconvened at 6:10 p.m.

b. Consideration of application by Eitzen State Bank for the following setback variances to construct a 52' x 92' building (4,784 square feet) on parcel IDs 210579000 and 210578000:

- i. Parcel ID 210579000
 - a) Setback variance of 77 feet, resulting in a 53-foot setback from the east property line
- ii. Parcel ID 210578000
 - a) Setback variance of 77 feet, resulting in a 53-foot setback from the east property line
 - b) Setback variance of 59 feet, resulting in a 31-foot setback from the west property line
 - c) Setback variance of 30 feet, resulting in a 60-foot setback from the north property line

Council made the following findings regarding the requested setback variances:

- (i) Exceptional or extraordinary circumstances applied to the properties that did not apply generally to other properties in the same zone or vicinity and resulted from lot size or shape, topography or other circumstances over which the owners of the properties had no control since

enactment of Chapter 153 of the City Code; due to the shape of the properties and their close proximity to N. Hi-way St. and Highway 44/76, it would not be possible to build on the properties without setback variances;

(ii) The literal interpretation of the provisions of Chapter 153 would deprive the applicants of rights commonly enjoyed by other properties in the same district because other properties in the B-2, Highway Business District and the proposed structure was not going to be larger than the existing building on Parcel ID 210578000 and would only slightly increase the size of the existing building on Parcel ID 210579000;

(iii) The special conditions or circumstances did not result from the actions of the applicants;

(iv) The granting of the variances requested would not confer on the applicant any special privilege that was denied by Chapter 153 to owners of other lands, structures, or buildings in B-2, Highway Business Districts;

(v) The variances requested were the minimum variances that would alleviate the hardship;

(vi) The variances would not be materially detrimental to the purposes of Chapter 153 or other properties in the B-2, Highway Business District; and

(vii) The proposed variances would not impair an adequate supply of light and air to adjacent properties or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood.

Based on the preceding findings of fact, Member Fisch moved to approve the requested setback variances for the two properties (Parcel IDs 210578000 and 210579000) if Eitzen State Bank merged the two adjoining parcels into one parcel. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of proposed Resolution 2020-04: A Resolution Authorizing the City of Caledonia to Apply to the Minnesota Public Facilities Authority for a Loan of \$1,275,480 from the Drinking Water Revolving Fund for Improvements to its Drinking Water System: Member Vick moved to approve proposed Resolution 2020-04, a resolution authorizing the City of Caledonia to apply to the Minnesota Public Facilities Authority for a loan of \$1,275,480 from the Drinking Water Revolving Fund for improvements to the City's drinking water system. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Consideration of proposed schedule of compliance between the Minnesota Pollution Control Agency and the City of Caledonia: Mayor Schroeder moved to approve the proposed schedule of compliance between the Minnesota Pollution Control Agency and the City of Caledonia, regarding the operation of the City's wastewater treatment plant. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Consideration of proposed Amendment No. 2 to Engineering Services Agreement between Donohue & Associates and the City of Caledonia for the wastewater treatment facility plan: Council reviewed a proposed Amendment No. 2 to the engineering services agreement between Donohue & Associates and the City of Caledonia for the wastewater treatment facility plan. The proposed amendment would reduce the compensation for services from \$59,170 to \$54,970, a reduction of \$4,200. Member Fitzpatrick moved to approve proposed Amendment No. 2 to the engineering services agreement between

Donohue & Associates and the City of Caledonia for the wastewater treatment facility plan. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

f. Issuance of mayoral Declaration 2020-01, Declaring a Local Emergency: Mayor DeWayne “Tank” Schroeder issued mayoral Declaration 2020-01 declaring that a local emergency existed in the City of Caledonia because of COVID-19, effective at 9:00 p.m. on March 23, 2020.

g. Consideration of proposed Resolution 2020-05: A Resolution Enacted Pursuant to Minnesota Statutes Section 12.29 Extending the Period of a Mayor-Declared Local Emergency: Council reviewed proposed resolution 2020-05, a resolution extending Declaration 2020-01 issued by Mayor DeWayne “Tank” Schroeder declaring that a local emergency existed in the City of Caledonia because of COVID-19. The proposed resolution would extend the declaration of a local emergency until further action by City Council. Member Fisch moved to approve proposed Resolution 2020-05. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

h. Overtime Report: Members reviewed the overtime report for the pay period February 24, 2020 – March 8, 2020. No further action was taken by the Council.

i. Discussion re whether City should pay for part-time police officer Trent Prince’s ballistic vest: Member Fisch requested more information on whether ballistic vests for part-time officers were eligible for reimbursement through the State of Minnesota.

j. Discussion re upcoming City Council meeting schedule: The consensus of the Council was that the Council should cancel the special meeting (regarding the comprehensive plan) that was scheduled for April 6, 2020 at 6:00 p.m. The Council discussed the meeting options for the next regularly scheduled City Council meeting on April 13, 2020 at 6:00 p.m. The consensus of the Council was that the meeting should be held by telephone rather than in person.

ANNOUNCEMENTS:

a. The next regular Council meeting was scheduled for Monday, April 13, 2020 at 6:00 p.m. The Local Board of Appeal and Equalization meeting would be held at the beginning of the City Council meeting.

b. Houston County’s fluorescent bulb collection was scheduled for April 18, 2020. Caledonia residents could drop off fluorescent bulbs at the Houston County drop-off site for household materials, located at 5154 County 9.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Rykhus, seconded by Member Vick. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 6:49 p.m.

DeWayne “Tank” Schroeder
Mayor

Adam G. Swann
Clerk/Administrator