

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, March 27, 2017

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, Robert Burns, Paul Fisch, Robert Lemke, and Randi Vick. City staff present: Michael Gerardy, administrative coordinator; Stephanie Mann, accountant; Adam Swann, clerk-administrator. Visitor(s) present: Polly Heberlein; Nicholas Holty; Andy Milde; Craig Moorhead, *Caledonia Argus*; and Mark Schiltz.

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

- a. Approval of minutes from March 13, 2017 regular meeting
- b. Accept letter of retirement from Michael Gerardy, City of Caledonia administrative coordinator
- c. Approval of Cody Zehnder as EMT for Caledonia Ambulance Department
- d. Approval of application by Houston County Fair for 4-day temporary on-sale liquor license
- e. Approval of application by Houston County Fair for 1-day temporary on-sale liquor license

PUBLIC COMMENT: None.

CITY ACCOUNTANT:

a. Review of cash, investments, and long-term debt: City Accountant Stephanie Mann reported that the cash and investments for the City’s governmental, special revenue, and enterprise funds totaled \$4,757,129.42 through February 2017. Mann reviewed the City’s long-term debt payment schedule; Mann reported that on February 1, 2017 the City made the final payment (of \$101,200) on a \$765,000 general obligation refunding bond.

b. Review of budget and actuals through February: Mann provided Council with the 2017 budget versus actual through February 2017.

CLERK-ADMINISTRATOR:

a. Caledonia Aquatic Center fundraising update: Swann reported that the City had received \$20,966.50 in pool donations since the City Council meeting on March 13, 2017, with much of the money coming the week of March 13-March 17—the final week of the City’s spring donation drive. Swann reported that of this amount, \$8,494 had been donated to upgrade the steel on the drop slide, \$5,000 had been donated towards the tot slide, and \$7,472.50 had been donated without restrictions.

b. Additional updates: Swann reported the following updates: 1) the City’s new phone system was going to be installed later that week, and 2) the Municipal Liquor Store was going to be open on Sundays for 3-4 months (starting in July) as part of a trial period to determine whether the additional hours increased revenues.

UNFINISHED BUSINESS:

a. Truck and boom for Sewer Department: Administrative Coordinator Mike Gerardy reported that the Sewer Department was requesting authorization to purchase \$4,520 in optional equipment for the truck and boom that were approved at the Council meeting on March 13, 2017. Mayor Schroeder moved to approve the purchase. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

NEW BUSINESS:

a. Public hearing re application by Nicholas Holty for conditional use permit and setback variance at 1111 Courtney Drive: At 6:15 p.m. the regular meeting was adjourned to hold a public hearing on an application by Nicholas Holty for 1) a conditional use permit to use the property at 1111 Courtney Drive (Parcel ID 211291000) for a duplex, pursuant to City Code § 153.078, and 2) a setback variance of 9 feet 4 inches (9' 4") to be 20 feet 8 inches (20' 8") from the east property line—the rear of the property. The Council reviewed the plat for the subdivision and discussed which parcels were originally approved to have a multifamily structure. Member Fisch provided the Council with a copy of an amendment to the Doering Estates protective covenants and restrictions that had been recorded October 4, 2016, allowing lot 15, block 2 to have a multifamily structure. Members of the community questioned why they hadn't been notified about the change by the Doering Estates Architectural Review Board. Applicant Nicholas Holty explained to the Council the reasons why he needed a setback variance. Members of the community questioned the need for the variance. At 7:00 p.m. the public hearing was closed, and the regular meeting of the City Council was reconvened.

b. Consideration of application by Nicholas Holty for conditional use permit and setback variance at 1111 Courtney Drive: Based upon the information in the application and the information received during the public hearing, the Council made the following findings of fact about the proposed use, pursuant to City Code § 153.415(B):

- (i) the use would not create an excessive burden on existing parks, schools, streets and public facilities and utilities which serve the area;
- (ii) the use was compatible with adjacent residentially zoned land so that existing homes would not be depreciated in value and there would be no deterrence to development of vacant land;
- (iii) the structure and site would not have an appearance that would have an adverse impact upon adjacent residential properties;
- (iv) the proposed use was reasonably related to the overall needs of the City and to the existing land use;
- (v) the use was consistent with the purposes of the chapter and the purposes of the zoning district (R-1) in which the applicant intended to locate the proposed use;
- (vi) the use was not in conflict with the comprehensive plan of the City, which zoned the area for residential development
- (vii) the use would not cause traffic hazards or congestion; and
- (viii) adequate utilities, drainage, and necessary facilities were available or could be provided.

Member Burns moved to approve the conditional use permit to use the property at lot 15, block 2 (with street address 1111 Courtney Drive and also designated as Parcel ID 211291000) for a duplex. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed.

Mayor Schroeder moved to approve a setback variance of 9 feet 4 inches (9' 4") so that the duplex could be 20 feet 8 inches (20' 8") from the east property line—the rear of the property. Member Burns seconded the motion. The motion passed 3-2, with Members Fisch and Vick voting against the motion.

c. Resolution 2017-003: Resolution Proclaiming April 2, 2017 as Mary Ann Schmitz Day in the City of Caledonia: Member Burns moved to approve Resolution 2017-003, a resolution proclaiming April 2, 2017 as Mary Ann Schmitz Day in the City of Caledonia. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Resolution 2017-004: Resolution Certifying Part-time Police Officers in the Caledonia Police Department Satisfy the Requirements to be Covered under the Minnesota Public Employees Retirement Association Police and Fire Retirement Plan: Member Fisch moved to approve Resolution 2017-004, a resolution certifying that part-time police officers in the Caledonia Police Department satisfy the requirements to be covered under the Minnesota Public Employees Retirement Association Police and Fire Retirement Plan. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Hiring of Mike Rasmusson as part-time police officer: Member Burns moved to approve hiring Mike Rasmusson as a part-time police officer. Member Lemke seconded the motion. The motion passed 4-0, with Member Fisch abstaining due to the fact that he briefly left the Council Chambers.

f. Scoreboard for Veterans Memorial Field: Members reviewed a quote of \$3,015 from Fair-Play for an electronic scoreboard at Veterans Memorial Field. The City received a \$1,000 donation from American Legion Post 191 towards the cost of the new scoreboard. Member Burns moved to 1) approve the purchase of the scoreboard for \$3,015 plus the estimated cost of \$1,500 for City personnel to install the scoreboard and 2) transfer money from the Liquor Fund to the General Fund to cover the cost of the scoreboard and installation—net of the \$1,000 donation.

g. Overtime report: Members reviewed the overtime report for the pay period February 27, 2017 through March 12, 2017. No further action was taken by the Council.

ANNOUNCEMENTS:

- a. The Houston County fluorescent light bulb collection was scheduled for April 8, 2017.
- b. The next regular meeting would be on Monday, April 10, 2017 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Burns, seconded by Member Vick. All members present voted in favor, and the motion was declared carried to adjourn at 7:47 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk-Administrator