

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, April 23, 2018

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: Casey Klug, public works and zoning director; Stephanie Mann, deputy clerk/finance officer. Visitor(s) present: Cindy Cresswell, assessor, Houston County; Craig Moorhead, *Caledonia Argus*; Greg Hoscheit; Karen Gran; Josh Gran; Zach Stemo.

CONSENT AGENDA: Member Burns moved to approve the consent agenda, with the exception of the encroachment agreement with John and Gloria Schroeder, which was no longer needed. Member Lemke seconded the motion. All members present voted in favor of the motion and the consent agenda was approved. The consent agenda comprised the following items:

- a. Approval of minutes from April 9, 2018 regular meeting

PUBLIC COMMENT: None.

DEPUTY CLERK/FINANCE OFFICER:

a. Review of cash and investments: Deputy Clerk/Finance Officer Stephanie Mann reported that the cash and investments for the City’s governmental, special revenue, and enterprise funds totaled \$3,449,012.41 through March 31, 2018.

b. Review of 2018 budget v. actual for General Fund, enterprise funds, and special revenue funds: Mann reported on the 2018 budget versus actual for the General Fund, enterprise funds, and special revenue funds through March 31, 2018.

NEW BUSINESS:

a. Local Board of Appeal and Equalization: Cindy Cresswell, assessor for Houston County, reviewed the Local Board of Appeal and Equalization Rules and Duties and Minnesota Department of Revenue Rules on Equalization. Cresswell reviewed land values for 2018 as well as home sales and classification rates. Cresswell also reviewed City tax rates, market values, and tax capacity. Greg Hoscheit appeared before the board to discuss the increase in his taxable market value on his commercial property for Lifestyle Enterprises, LLC at 405 State 44/76 South. Hoscheit did make improvements to the building that would justify a change. Cindy would go out to the property to do a reappraisal. Karen Gran was present to discuss the increase in taxable market value on her residential property at 402 West Main Street. Cindy would go out to the property to do a reappraisal. Joshua Gran was in attendance to represent Gran Properties, LLC. The properties are located at 220 East Grant Street, 220 East McKinley Street, and 1315 East Main Street. He objected to the increase in market value based on the purchase price of the property. Cindy would also go out to the three properties to do a reappraisal. Zach Stemo was also present to discuss an issue with his property at 619 North Kingston Street being non-homestead when it should be homestead. Cindy and Zach had resolved the issue earlier that day. Cindy Cresswell will work with the property owners to try to resolve their issues and report back to the council. Member Burns moved to postpone the Local Board of Appeals and Equalization meeting to May 14, 2018. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Consideration of quote from Hoskins Electric Inc. for SCADA for lift station #10 for 2018 E. South Street and S. First St. Public Improvement Project: Public Works and Zoning Director Casey Klug presented the council with a proposal from Hoskins Electric, Inc. in the amount of \$12,108 to install and configure the new lift station to SCADA. The expense was not figured in the original Davy Engineering estimates for the project. Klug also had a request from Hoskins Electric, Inc. to order parts as soon as possible being it will take at least six weeks to get. Member Fisch moved to approve the quote from Hoskins Electric, Inc. for the amount of \$12,108 and to go ahead and order the parts needed. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of quotes for West Main lift station: Public Works and Zoning Director Casey Klug presented Council with two quotes for the rehabilitation and new pumps at the West Main lift station: Electric Pump \$27,526 and Minnesota Pump Works \$25,908. The quotes are very similar with Electric Pump having a Flygt pump and Minnesota Pump Works having an ABS pump. This is the first rebuild for the lift station since it was built. Klug also had a quote from Hoskins Electric, Inc. to install a new control panel and set up SCADA for the West Main lift station for \$1,968. Member Burns moved to approve the quote from Electric Pump for \$27,526 with the Flygt pump because of the N-impeller design and also the Hoskins Electric Inc. quote for \$1,968 to install new control panel. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Consideration of \$50,000 loan from General Fund to Caledonia Economic Development Authority Intermediary Revolving Loan Program: Member Burns discussed that back in 2016 the council approved the transfer of \$50,000 from the general fund to the Caledonia EDA for the provision of loans on an as-needed basis. At that time, the funds were not needed and no transfer was done. The Caledonia EDA is in need of funds again for approved projects and looking for a \$50,000 loan. Member Burns moved to approve a loan of \$50,000 from the General Fund as needed for 2018 to be paid back to General Fund at 1% interest. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Overtime report: Members reviewed the overtime report for the pay period March 26, 2018 – April 8, 2018. No further action was taken by the Council.

ANNOUNCEMENTS: The next regular Council meeting is scheduled for May 14, 2018 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 Burns. All members present voted in favor, and the motion was declared carried to adjourn at 8:19 p.m.

DeWayne “Tank” Schroeder
Mayor

Adam G. Swann
Clerk-Administrator