

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL  
CITY COUNCIL CHAMBERS, CITY HALL  
CALEDONIA, MINNESOTA  
Monday, June 22, 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 (arrived at 6:01 p.m.), and Randi Vick. City staff present: Casey Klug, public works and zoning director; Stephanie Mann, finance officer (arrived at 7:00 p.m.); and Adam Swann, clerk/administrator. Visitor(s) present: Samantha Gavin; Craig Moorhead, *Caledonia Argus*; Bridget Thiele; and Logan Thiele.

CONSENT AGENDA: Member Vick moved to approve the consent agenda. Member Fitzpatrick 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 June 8, 2020 regular City Council meeting
- b. Approve purchase of 10 portable acrylic barrier shields for protection of election judges, at a cost of \$2,426.93
- c. Approve temporary on-sale liquor license permit for American Legion Post 191 on July 10, 2020 at Veterans Memorial Park baseball field
- d. Accept letter of resignation from Jeremy Reinhart as firefighter for City of Caledonia

PUBLIC COMMENT:

- a. Bridget Thiele and Logan Thiele were present and wished to address the Council. They were concerned about the property the City had purchased behind their house at 103 W. Jackson St. Bridget Thiele and Logan Thiele were concerned about the survey showing that the City’s property line went through their garage. They also expressed concern about a stormwater pipe in their backyard and wanted to be able to put a fence around their backyard.

FINANCE OFFICER:

- a. Report on cash and investments: Finance Officer Stephanie Mann reported that the cash and investments for the City’s governmental, special revenue, and enterprise funds totaled \$3,164,151.71 through May 31, 2020, a decrease of \$57,282.74. Mann reported that the City had made its final retainage payment to Neuman Pools for the Caledonia Aquatic Center project.
- b. Report on long-term debt: Mann reported that the City had made a payment of \$30,664 on its loan for the fire pumper, leaving a loan balance of \$58,485.24. Mann reported that the EDA had made an interfund loan payment of \$10,301.94 to the General Fund, leaving an interfund loan balance of \$30,298.

c. Review of 2020 budget v. actual for General Fund, enterprise funds, and special revenue funds: Mann reported on the budget v. actual for the General Fund, enterprise funds, and special revenue funds. Mann reported that there had been a few capital purchases. The Police Department had purchased tasers using funds from the George F. Frisch donation. The Fire Department had purchased a new gator, using the donation from the Caledonia Volunteer Fire Relief Association. Mann reported that most of the General Fund expenses were in line with the budget or under budget.

PUBLIC WORKS/ZONING DIRECTOR:

a. Updates

i. Shade tree program: Public Works and Zoning Director Casey Klug reported that the City had delivered 56 trees last Friday that were purchased by residents as part of the City's shade tree program.

CLERK/ADMINISTRATOR:

a. Updates

i. Coronavirus Aid, Relief, and Economic Security (CARES) Act: Clerk/Administrator Swann reported that he did not have further information about how the CARES Act funding would be allocated by the state other than what he had forwarded to the Council from the Coalition of Greater Minnesota Cities.

ii. Caledonia Aquatic Center 2020 summer season: Swann reported that the pool had opened last week and that so far the City had not exceeded the reduced capacity limit. Swann reported that so far the City had enough swimming lessons for City residents wanting them; Swann further noted that there were some available spots for group lessons, but most of the private lessons had been taken.

iii. Miscellaneous:

a. Liquor store surveillance cameras: Swann thanked Joe Jennings (of TruValue Hardware) for his assistance installing the new surveillance cameras at the liquor store.

NEW BUSINESS:

a. Discussion re encroachments on City property purchased from George and Ann Frisch Trusts: Council discussed the encroachments on the property the City had purchased from the George and Ann Frisch Trusts in fall 2019. Public Works/Zoning Director Casey Klug reported that the encroachments included two movable sheds and two immovable sheds/garages; there was also a shed on a City right-of-way near the property. The sheds on City property encroached less than four feet. Klug further reported that the encroachments also included trees and plants that had been planted by adjoining property owners. Member Fisch inquired about what the City should do about sheds and encroachments in utility easements near the property. The consensus of the Council was that the City should require the movable encroachments to be moved off the property and that City Attorney Mike Flaherty should draft proposed license agreements that would allow the two property owners with immovable sheds on City property to remain for up to five years on condition that the encroachments be removed if the properties were sold. No further action was taken by the Council.

b. Consideration of proposal to refund registration fees for City's 2020 summer softball and baseball program: Clerk/Administrator Swann reported that the Coulee Region Sports League had cancelled its baseball and softball season because of COVID-19. Swann reported that the City's program was going to try to provide a good program to the extent possible by scheduling games, paying for umpires, and paying for minor equipment, but due to the Coulee Region Sports League's decision and the uncertainty of what would happen the remainder of the summer because of COVID-19, he and City staff were recommending that the City refund 143 registration fees, totaling \$10,725. Swann further reported that because of COVID-19 the program costs were going to be less than budgeted, so refunding the registration fees would not have a negative impact on the budget. Member Vick moved to approve refunding registration fees for the City's 2020 summer softball and baseball program. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of quotes from Scott Construction and Fahrner Asphalt Sealers to seal coat City roads: Public Works/Zoning Director Casey Klug reported that the City had received two quotes for seal coating approximately 23 blocks of City streets. The first quote was from Scott Construction in the amount of \$53,779. The second quote was from Fahrner Asphalt Sealers in the amount of \$53,098. Mayor Schroeder moved to accept the quote from Fahrner Asphalt Sealers in the amount of \$53,098. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Discussion re enforcement of judgment against owners of former hazardous building at 916 E. Main St.: Clerk/Administrator Swann reported that the district court had granted the City a judgment in the amount of \$23,351.75 against Gordon J. Tippman and Eunice D. Tippman, the owners of 916 E. Main St., for the costs of abating the hazardous building at 916 E. Main Street. By consensus the Council authorized City staff to contact the property owners or their legal representatives to negotiate the transfer of the property to the City in exchange for the City not enforcing the judgment against the property owners.

e. Discussion re repair of stainless steel gutter at Caledonia Aquatic Center: Clerk/Administrator Swann reported that the City had contacted Waters Edge Aquatics to request a proposal for repairing the stainless steel gutter at the Caledonia Aquatic Center. Swann reported that having a second proposal could help the City evaluate whether to negotiate a contract with Burbach Aquatics for the design work. No action was taken by the Council.

f. Overtime Report: Members reviewed the overtime report for the pay period June 1, 2020 – June 14, 2020. No further action was taken by the Council.

#### ANNOUNCEMENTS:

- a. There was going to be a special City Council meeting on Monday, July 6, 2020 at 6:00 p.m. to discuss the City's Comprehensive Plan update.
- b. The next regular City Council meeting was scheduled for Monday, July 13, 2020 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Vick, seconded by Member Fisch. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 8:04 p.m.

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DeWayne "Tank" Schroeder  
Mayor

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Adam G. Swann  
Clerk/Administrator