

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, June 25, 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, finance officer (at 6:30 p.m.). Visitor(s) present: Adam Augedahl; Craig Moorhead, *Caledonia Argus*.

CONSENT AGENDA: Member Burns moved to approve the consent agenda. Member Lemke seconded the motion. Mayor Schroeder and Members Burns, Lemke, and Vick voted in favor of the motion. Member Fisch abstained due to the fact that he was absent from the meeting on June 11, 2018. The consent agenda was approved. The consent agenda comprised the following items:

- a. Approval of minutes from June 11, 2018 regular meeting
- b. Approval of contracts for Caledonia Ambulance Service to provide ambulance service to Brownsville Township, Caledonia Township, Crooked Creek Township, City of Eitzen, Mayville Township, Mound Prairie Township, Sheldon Township, Union Township, Wilmington Township, and Winnebago Township
- c. Approval of request from American Legion Post 191 to change date of one-day temporary on-sale liquor license from June 22, 2018 to July 6, 2018

PUBLIC COMMENT: None.

FINANCE OFFICER:

a. Review of cash and investments: Finance Officer Stephanie Mann reported that the cash and investments for the City’s governmental, special revenue, and enterprise funds totaled \$3,318,369.58 through May 31, 2018. Mann noted that Fund 417 (N. Kingston St.) had received the 2% proceeds from the bond.

b. Review of long-term debt: Mann reported that in May 2018 the City had made a payment of \$30,664.35 on the \$259,371 loan for the fire pumper. Mann reviewed the interfund loans, which she had added to the City’s long-term debt schedule of payments for future reference.

c. 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 May 31, 2018. Council discussed the need to create a stormwater charge to help pay for the City’s stormwater infrastructure needs.

CLERK-ADMINISTRATOR:

a. Updates:

i. Positive citizen feedback re work of street maintenance personnel: Clerk-Administrator Swann shared an email with Council that the City had received from citizen resident Steve Peter thanking Dan Schwirtz and Mark Betz for responding to his request to mow along S. Winnebago Street. The email further stated that the street division did a great job at maintaining the city and that although many of the city’s departments are small, he thought they did a very good job for the people of Caledonia.

ii. New job opportunity for Allison Wagner: Swann reported that Assistant to the Clerk-Administrator Allison Wagner had accepted a position with Community and Economic Development Associates (CEDA) and would be leaving her position with the City. Swann reported that her exact departure date was unknown because the City and CEDA were trying to develop a transition plan that would work for both entities.

iii. N. Kingston St. Reconstruction Project: Public Works and Zoning Director Casey Klug provided Council with an update on the progress of the N. Kingston St. Reconstruction Project, which had started on June 18, 2018.

iv. E. South St. and S. First St. Public Improvement Project: Klug provided Council with an update on the progress of the E. South St. and S. First St. Public Improvement Project, which had started on June 18, 2018.

v. First day of employment for police officer William Persons: Swann reported that the new police officer William Persons started today, and Officer Persons would be attending the City Council meeting on July 9, 2018 to be sworn in by the mayor.

NEW BUSINESS:

a. Public hearing re application by MAAD Properties, LLC for 10-foot setback variance to construct a 40' x 50' addition 30 feet from east property line at 108 E. Bissen St.: At 6:15 p.m. Member Burns moved to adjourn the regular City Council meeting and open a public hearing on an application by MAAD Properties, LLC for a setback variance. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed. At 6:15 p.m. the public hearing was convened. Public Works and Zoning Director Casey Klug reported that MAAD Properties, LLC was requesting a 10-foot setback variance to construct a 40' x 50' addition 30 feet from the east property line at 108 E. Bissen Street. Klug reported that notices of the public hearing had been mailed to property owners within 350 feet and that the City had not received any objections. Klug further reported that the building at 118 E. Bissen St., which was two parcels south of 108 E. Bissen St, was closer to E. Bissen St. than what MAAD Properties, LLC was proposing. At 6:19 p.m. Member Vick moved to close the public hearing and reconvene the regular City Council meeting. Member Burns seconded the motion. All members present voted in favor of the motion, and the motion passed. The regular City Council meeting reconvened at 6:19 p.m.

b. Consideration of application by MAAD Properties, LLC for 10-foot setback variance to construct a 40' x 50' addition 30 feet from east property line at 108 E. Bissen St.: On the basis that 1) the proposed addition was not going block traffic or views on E. Bissen St., 2) the proposed addition would be farther back from E. Bissen St. than the other buildings on the street, and 3) none of the surrounding property owners had objected to the application, Member Burns moved to approve the 10-foot setback variance so that MAAD Properties, LLC could construct a 40' x 50' addition 30 feet from east property line at 108 E. Bissen Street. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of Resolution 2018-011: A Resolution Approving a Collective Bargaining Agreement between the City of Caledonia and Law Enforcement Labor Services, Inc.: Swann reported that he and Member Burns had reached a tentative agreement with Law Enforcement Labor Services, Inc. during the mediation on June 14, 2018. Swann summarized some of the key provisions of the 2-year agreement, which would cover 2018 and 2019. The agreement would provide officers with a cost-of-living adjustment of 4% in 2018 and 2%, and the City would contribute \$1,100 towards total monthly

health insurance premiums in 2018 and \$1,150 towards total monthly health insurance premiums in 2019. Member Burns reported that the City's initial proposal would have increased wages more for officers on the lower steps than the top steps in response to recommendations from Paul Ness, who conducted the City's wage study, but the police officers at the higher steps objected. The City reached a tentative agreement by reducing the increase for lower steps and offering a uniform cost of living adjustment for all steps. The tentative agreement did not cost the City more than the City's original proposal; it just reallocated how the wages and health insurance benefits were distributed. Member Fisch moved to approve Resolution 2018-011: A Resolution Approving a Collective Bargaining Agreement between the City of Caledonia and Law Enforcement Labor Services. Member Burns seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Consideration of Memorandum of Agreement between City and IUOE Local 49 re wage scale for water/wastewater operator Craig Nelson: Swann reported that when water/wastewater operator Craig Nelson was hired in 2015, the memorandum of agreement had provided him with a step pay scale that was based on a percentage of the water/wastewater supervisor's pay. The maximum hourly wage he could have earned was 87.5% of the water/wastewater supervisor's pay. Swann further reported that under the step pay scale approved as part of the bargaining agreement with IUOE Local 49 for 2018-2020, Nelson's pay was not based on the water/wastewater supervisor's pay, and the maximum Nelson could earn was 84% of water/wasterwater supervisor's pay. Swann reported that Local 49 had requested that the City sign an MOA providing Craig with the same step pay scale that was offered when he was hired. Swann emphasized that the proposed MOA would apply only to Craig Nelson and would not apply to future water/wastewater operators. Future water/wastewater operators would be paid according to the step pay structure set forth in the 2018-2020 collective bargaining agreement between the City of Caledonia and IUOE Local 49. Member Burns moved to approve the Memorandum of Agreement between the City and IUOE Local 49 that would provide Craig Nelson with the original wage grid that was provided to him when he was hired. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Consideration of Change Order No. 2 for E. South St. and S. First St. Public Improvement Project: Public Works and Zoning Director Casey Klug reported that the proposed change order for \$8,792 would replace several valves at the intersection of E. South St. and S. Second St. and add a connection for future water lines on S. Second Street. The consensus of the Council was that the City should obtain a quote for replacing one of the valves. No further action was taken by the Council.

f. Overtime report: Members reviewed the overtime report for the pay period June 4, 2018 – June 17, 2018. No further action was taken by the Council.

ANNOUNCEMENTS:

a. The next regular Council meeting was scheduled for July 9, 2018 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 Mayor Schroeder. All members present voted in favor, and the motion was declared carried to adjourn at 7:24 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann

Clerk-Administrator