

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, June 28, 2021

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 City Auditorium.

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, Member David Fitzpatrick, Member Robert “Bob” Klug, and Member Amanda Ninneman. Council member(s) absent: Member Brad Rykhus. City staff present: Casey Klug, public works/zoning director; Stephanie Mann, finance officer (arrived at 6:30 p.m.); and Adam Swann, clerk/administrator. Visitor(s) present: Randy Mell; Craig Moorhead, *Caledonia Argus*; Eugene Osborne; and Charlene Selbee, *Fillmore County Journal*.

CONSENT AGENDA: Member Ninneman moved to approve the consent agenda, and 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 14, 2021 regular City Council meeting
- b. Approve Payment Application No. 6 from Ricchio, Inc. in the amount of \$109,521.70 for work performed on the Caledonia Pool Gutter Replacement Project
- c. Approve sign permit application from Quillin’s Foods at 510 Vista Drive to replace channel letters on front of building with new 75” x 155” polymetal (non-illuminated) sign
- d. Approve Change Order No. 3 from Ricchio, Inc. to replace 30 square feet of concrete decking at Caledonia Aquatic Center as part of Pool Gutter Replacement Project at cost of \$300
- e. Approve hiring Makena Speltz as part-time liquor store clerk at rate of \$12.00/hr.

PUBLIC COMMENT: None.

PRESENTATION:

- a. Randy Mell
 - i. Proposal to create City-sponsored Friends of Sprague Woods committee: Mr. Mell informed the Council that he had a group of 28 people in the Caledonia area who were interested in helping with management and programming for Sprague Woods. Mr. Mell reported that the group had already organized two work sessions removing garlic mustard. Mr. Mell requested that the Council approve creating a City committee for volunteers who wanted to help with Sprague Woods. Mr. Mell explained that he hoped the group could be similar to other groups of City volunteers like Street Scapes/Caledonia Green, Music in the Park, and Wild Turkey Fest. Mr. Mell expressed that his group of volunteers wanted to be a City committee so that they could apply for grants and have the City hold the money—like the City did with the other City committees. Mr. Mell shared proposed a mission statement and vision statement for the group.

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 \$4,591,924.40 through May 31, 2021, a decrease of \$179,628.80 from April 30, 2021. Mann reported that the Fire Fund had made a payment on the fire pumper. Mann noted that the Water and Sewer Funds had few changes except for engineering fees for Well House No. 8 and the new wastewater treatment facility. Mann further reported that there were no changes in the City’s investments.

b. Report on long-term debt: Mann reported that the City had made a payment on the municipal lease for the fire pumper; the City would make the final payment of \$30,664.35 in 2022. The total debt owed by the City was \$4,970,537.66. Payments on several interfund loans are due in July.

c. Review of 2021 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 through the end of May. Mann noted that the General Fund budget was mostly on target. Mann reported the following: 1) the Ambulance Department gross billing charges were slightly less than budgeted; 2) the Fire Department had received more calls than normal through the first half of the year; 3) the Water and Sewer Funds sales were on target, with expenses down; 4) the Electric Fund sales were slightly under target, but this would change with the warmer weather; and 5) the Liquor Fund sales were up an average of approximately 30% since 2019.

PUBLIC WORKS/ZONING DIRECTOR:

a. Updates

i. Water and sewer access at 820 S. Highway 44/76: Public Works/Zoning Director Klug reported that the owners of the property at 820 S. Highway 44/76 were still trying to resolve sewer access for the property. The owners had installed a new pump, but it was not clear where the current sewer line was discharging. The matter needed to be resolved before the property could be sold.

ii. Water and sewer access at 100 E. Madison St. and 101 E. Madison St.: Klug reported that the owners of 100 E. Madison St. and 101 E. Madison St., which were Mark Becker and Zachary Gengler, respectively, were installing new water and sewer lines through Tim and Sheila Murphy's property at 104 N. Sunnyside Dr. Klug reported that the owners of 100 E. Madison St. and 101 E. Madison St. had previously shared lines but had to replace them when there was a water leak. The new lines would be separate.

iii. Advertisement for bids for new wastewater treatment facility: Klug reported that earlier that day the City had started advertising for bids for construction of a new wastewater treatment facility. Klug reported that bids were due by 2:00 p.m. on August 3.

iv. Caledonia Aquatic Center pool gutter replacement project: Klug reported that the contractor was preparing to apply the third coat of paint and that the City was going to fill the pool next Monday. The Minnesota Department of Health was scheduled to inspect the pool on July 8.

v. Pocket park 3-D mural: Klug reported that Electric Foreman Matt Blocker and Electric Lineman Nate Becker were priming the panels for the 3-D mural that would be installed in the new pocket park.

vi. Stormwater drainage improvements near Sunnyside Dr.: Klug reported that the City had ordered culverts for improving stormwater drainage near 223 N. Sunnyside Dr. and 326 S. Sunnyside Dr.

CLERK/ADMINISTRATOR:

a. Updates

i. Request for proposals for architectural and construction management services for new ambulance station: Clerk/Administrator Swann reported that on June 24 the City had issued a request for proposals for architectural and construction management services for a new ambulance station. Proposals were due by August 14 at 4:00 p.m.

ii. New credit card machines: Swann reported that the City was installing new credit card machines at City Hall and the Caledonia Liquor Store. Swann thanked Finance Officer Stephanie Mann and Utility Billing Clerk Jessica Kohnen for dedicating a significant amount of time to the project and overcoming some difficult challenges.

iii. Opening of Caledonia Aquatic Center for 2021 summer season: Swann reported that if the pool passed inspection by the Minnesota Department of Health on July 8, the City would try to open the pool on July 9 if sufficient lifeguards were available.

iv. Music in the Park: Swann reported that Music in the Park was starting next Tuesday, July 6 at Gazebo Park. Food would be available at 5:30 p.m., and the music would start at 6:00 p.m.

UNFINISHED BUSINESS:

a. Discussion re use of City Auditorium by Sacred Noise Society for Spring Grove-Caledonia Film Festival from July 20 – July 25, 2021: Council discussed the Sacred Noise Society's request to use the Auditorium for the Spring Grove-Caledonia Film Festival from July 20 – July 25, 2021—and more specifically, the request to have a dinner theater in the Auditorium on July 24, 2021. Organizer Katie O'Regan had been scheduled to attend the Council meeting to answer questions, but she had notified the City prior to the Council meeting that she was out of town. Member Ninneman moved to approve allowing the Sacred Noise Society to use the Auditorium for the Spring Grove-Caledonia Film Festival and for a dinner theater on condition that the Sacred Noise Society provided an insurance policy. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

NEW BUSINESS:

a. Public hearing re application by Frankie's 2nd Chance, LLC for on-sale intoxicating liquor and Sunday liquor license at 139 S. Marshall St.: At 6:32 p.m. Member Fitzpatrick moved to adjourn the regular City Council meeting to hold a public hearing on an application by Frankie's 2nd Chance, LLC for an intoxicating liquor license and Sunday liquor license at 139 S. Marshall Street. Member Ninneman seconded the motion. All members present voted in favor of the motion, and the motion passed. The public hearing convened at 6:32 p.m.

Clerk/Administrator Swann reported that the applicant had provided proof of liquor liability insurance and had obtained a restaurant license. Swann further reported that Eugene Osborne, who owned and managed the business, had submitted the information needed for a background check and would pay the \$800 license fees if the application was approved.

Eugene Osborne was present and addressed the Council. He reported that working with the City during the application process had been good. He praised Assistant to the Clerk/Administrator Carson Coffield's assistance. Osborne explained that he and his wife were going to be operating the business. The restaurant would be open until midnight. He was trying to shop local by working with Caledonia Lumber and Klug Insurance. Osborne said that he was excited about being part of the Caledonia community.

At 6:37 p.m. Member Klug moved to close 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 6:37 p.m.

b. Consideration of application by Frankie's 2nd Chance, LLC for on-sale intoxicating liquor and Sunday liquor license at 139 S. Marshall St.: Member Fitzpatrick moved to approve the on-sale

intoxicating liquor license and Sunday liquor license for Frankie's 2nd Chance, LLC on condition that Eugene Osborne passed the background investigation. Member Ninneman seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of proposal to create City-sponsored Friends of Sprague Woods committee: Member Klug moved to approve creating a City-sponsored Friends of Sprague Woods Committee. Member Ninneman seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Consideration of proposal from Rattle Snake Coulee Goat Farms to provide at least 30 goats to help remove noxious weeds, undergrowth, vines, box elder, and invasive species at Sprague Woods for cost not to exceed \$2,050: Member Fitzpatrick moved to approve a proposal from Rattle Snake Coulee Goat Farms to provide at least 30 goats to help remove noxious weeds, undergrowth, vines, box elder, and invasive species at Sprague Woods for a cost not to exceed \$2,050. Member Ninneman seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Review of bids for construction of Well House No. 8: Council reviewed and discussed a letter from project engineer Ray Theiler recommending that the City accept the bid from Wapasha Construction for construction of Well House No. 8 for the base bid amount of \$1,114,000. The City had also received bids from Olympic Builders General Contractors (in the amount of \$1,134,192) and Wieser Brothers General Contractors (in the amount of \$1,206,800). Member Klug moved to accept the bid from Wapasha Construction in the amount of \$1,114,000. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

f. Overtime report: Members reviewed the overtime report for the pay period May 31, 2021 – June 13, 2021. No further action was taken by the Council.

ANNOUNCEMENTS:

a. The next regular City Council meeting was scheduled for Monday, July 12, 2021, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Mayor Schroeder, seconded by Member Ninneman. All members present voted in favor, and the motion was declared carried to adjourn at 7:31 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk/Administrator