

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, July 13, 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, and Randi Vick. City staff present: Casey Klug, public works and zoning director (arrived at 6:05); Seth Louks, police officer (arrived at 6:30 p.m.); Nate Pearson, police officer (arrived at 6:30 p.m.); Jim Stemper, police sergeant (arrived at 6:30 p.m.); Adam Swann, clerk/administrator; and Kurt Zehnder, police chief (arrived at 6:30 p.m.). Visitor(s) present: Craig Moorhead, *Caledonia Argus*; Bridget Thiele; Logan Thiele; and Chuck Schulte.

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 22, 2020 regular City Council meeting
- b. Approve minutes from July 6, 2020 special City Council meeting
- c. Approve proposed Resolution 2020-09: A Resolution Appointing Election Judges for Primary Election on August 11, 2020
- d. Approve Resolution 2020-10: A Resolution Authorizing the City of Caledonia to Submit a Point Source Implementation Grant Application to the Minnesota Public Facilities Authority and to Authorize City Officials to Execute Grant Documents on Behalf of the City of Caledonia for the Caledonia Wastewater Treatment Facility Improvements
- e. Approve Resolution 2020-11: A Resolution Accepting the Offer of the Minnesota Public Facilities Authority to Purchase a \$333,149 General Obligation Water Revenue Note of 2020, Providing for Its Issuance and Authorizing Execution of a Bond Purchase and Project Loan Agreement
- f. Approve quote from Fahrner Asphalt Sealers, LLC to crack fill 5,200 pounds of asphalt crack sealant for cost of \$13,025
- g. Approve purchase of 11 Starfire voting booths from American Made Election Equipment for cost of \$1,730
- h. Approve request from Caledonia Volunteer Fire Relief Association to increase pension benefit from \$1,100 to \$1,200

PUBLIC COMMENT:

- a. Chuck Schulte was present and addressed the Council. Mr. Schulte opposed the application by David VanRavenhorst for an interim use permit to use the building at 623 S. Pine St. for short-term lodging. Mr. Schulte opposed the application because he didn't think short-

term lodging would be good in an R-2 district and the property did not have off-street parking. Clerk/Administrator Swann reported that the application for the IUP had been withdrawn. Mr. Schulte also expressed concern about the condition of the home at 214 E. Monroe Street. Mr. Schulte reported that the home was in disrepair and had been vacant for 15 years. Mr. Schulte also stated that the neighbors had been doing the mowing and snow shoveling.

PUBLIC WORKS/ZONING DIRECTOR:

a. Updates

i. Replacement of Verizon antennas on Water Tower No. 2: Public Works and Zoning Director Casey Klug reported that Verizon was doing the prep work to replace the antennas on Water Tower No. 2.

ii. Construction of Production Well No. 8: Klug reported that the drilling of Production Well No. 8 had been delayed for several weeks and would start at the end of July.

CLERK/ADMINISTRATOR:

a. Updates

i. Citizen appreciation for Officer Philip Rettke: Clerk/Administrator Adam Swann reported that City resident Kari Neumann had called to thank part-time police officer Philip Rettke for recently helping slow down traffic near the Caledonia Aquatic Center and Veterans Memorial Park.

ii. Meeting with Houston County officials and city administrators re CARES Act funding: Swann reported that he had recently participated in a virtual meeting with Houston County officials and city administrators regarding the money the jurisdictions would be receiving as part of the CARES Act. Many of the local administrators wanted to collaborate with Houston County on a joint application process for business assistance funding.

iii. Neighborhood meeting re Production Well No. 8: Swann reported that on July 8, 2020, the City held a neighborhood meeting with residents who lived near the future site of Production Well No. 8. Swann reported that the attendees included him, Mayor Schroeder, Member Fisch, Public Works/Zoning Director Casey Klug, project engineer Ray Theiler, and two residents.

NEW BUSINESS:

a. Discussion re whether to fill sixth full-time police officer position: Police Chief Kurt Zehnder reported on the Police Department's staffing needs. The consensus of the Council was that the City should postpone filling the sixth full-time police officer position until the end of the year because of the potential Local Government Aid cuts due to COVID-19.

b. Consideration of proposed license agreements for Wylie Steele at 423 S. Hokah St. and Logan and Bridget Thiele at 103 W. Jackson St.: Council discussed the proposed license agreements that would allow Wylie Steele, owner of 423 S. Hokah St., and Logan and Bridget Thiele, owners of 103 W. Jackson St., to keep their encroachments on City property for up to five years, subject to the terms and conditions set forth in the license agreements. Member Fisch

moved to approve the proposed license agreements. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of whether to submit Coronavirus Relief Fund Certification Form: Clerk/Administrator Swann reported that in order for the City to receive \$212,761 from the Coronavirus Relief Fund, the City needed to submit the Coronavirus Relief Fund certification form. Mayor Schroeder moved to approve submitting the Coronavirus Relief Fund certification form. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Discussion re use of Coronavirus Relief Fund (from CARES Act): The Council discussed how the City should allocate the \$212,761 from the Coronavirus Relief Fund. The consensus of the Council was that once the City covered its COVID-19 expenses, the City should use the remaining Coronavirus Relief Fund money to provide financial support to businesses and non-profit organizations and to support community programs like the food shelf.

e. 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.

f. Prepaid claims: Council reviewed the prepaid claims for the period June 10, 2020 – July 10, 2020, which totaled \$646,335. Member Fisch moved to approve the prepaid claims as presented. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

g. Claims payable: Council reviewed the claims payable for July 2020, which totaled \$374,965.29. Member Fitzpatrick moved to approve the claims payable as presented. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

ANNOUNCEMENTS:

a. The next regular City Council meeting was scheduled for Monday, July 27, 2020 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 Fitzpatrick. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 7:30 p.m.

DeWayne “Tank” Schroeder
Mayor

Adam G. Swann
Clerk/Administrator