

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, September 11, 2017

CALL TO ORDER: Following due call and notice thereof, Mayor Schroeder called the meeting to order at 6:00 p.m. in the Council Chambers 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 DeWayne “Tank” Schroeder, Robert Burns, Robert Lemke, and Randi Vick. Council member(s) absent: Paul Fisch. City staff present: Casey Klug, public works and zoning director; Stephanie Mann, accountant; Adam Swann, clerk-administrator. Visitor(s) present: Joe and Virgieann Rud; Craig Moorhead, *Caledonia Argus*.

CONSENT AGENDA APPROVAL: Member Burns moved to approve the consent agenda. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed. The consent agenda comprised the following items:

- a. Approval of minutes from August 28, 2017 regular meeting
- b. Approval of land use permit application from Henry Becker for removal and replacement of section of commercial office building at 320 1st St. South (Parcel ID 210381000)

PUBLIC COMMENT: None.

CLERK-ADMINISTRATOR:

- a. Updates
 - i. Small Cities Development Grant surveys: Swann reported that survey responses for owner-occupied housing were due September 20, 2017, and survey responses for commercial and rental properties were due September 25, 2017. Swann encouraged owners to respond if they might be interested and reported that property owners could contact the City if they had questions or needed a survey.
 - ii. Updated feasibility study from Davy Engineering Co. re E. South St. sewer: Swann reported that Davy Engineering had updated the feasibility study to include the cost of providing gravity sewer to five properties on South First Street. Adding the five properties to the sewer extension project would increase the cost of the project by an estimated \$62,465—i.e., from \$266,510 to \$328,975.
 - iii. Negotiations with Local 49: Swann reported that he, Councilmember Burns, and Councilmember Fisch were going to be meeting with the International Union of Operating Engineers Local 49 on September 12, 2017 to begin negotiations with the union on a new collective bargaining agreement.

UNFINISHED BUSINESS:

- a. Third review of proposed General Fund budget for 2018: Accountant Stephanie Mann summarized the changes that had been made to the proposed General Fund budget since the last Council meeting. Council reviewed and discussed the proposed changes. No further action was taken by the Council.

NEW BUSINESS:

- a. Public hearing re application by Joe Rud for five-foot setback variance at 524 S. Winnebago St.: At 6:21 p.m. the regular meeting was adjourned to hold a public hearing on an application by Joe Rud for a five-foot setback variance to construct a 28’ by 28’ garage 5 feet from the north property line of his

property at 524 S. Winnebago St. (parcel ID 210952000). Mr. Rud explained that the setback was needed to provide sufficient space for a lift from the house to the garage. Council reviewed a diagram of the proposed garage. No members of the public—besides the applicant—were present who wanted to address Council. At 6:21 p.m. the public hearing was closed, and the regular meeting of the City Council was reconvened.

b. Consideration of application by Joe Rud for five-foot setback variance at 524 S. Winnebago St.: On the basis that the property was located in the older part of the City and the setback was needed to allow space for a lift, Member Burns moved to approve a 5-foot setback variance for construction of a 28' by 28' garage 5 feet from the north property line. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of revised land use permit fees: Public Works and Zoning Director Casey Klug presented Council with a list of revised land use permit fees. The revisions included adding a \$50 permit fee for any of the following activities: i) relocating or removing a building; ii) constructing a new garage; iii) constructing a new utility shed; or iv) constructing a new deck, patio, or concrete slab. The revisions also included adding a \$25 permit fee for the following: i) installing a fence; ii) erecting a sign (larger than 250 sq. ft.); iii) excavating on City property; and iv) altering a structure. Member Burns moved to approve the increased fees as presented by Klug effective Oct. 1, 2017. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Overtime report: Members reviewed the overtime report for the pay period August 14-27, 2017. No further action was taken by the Council.

e. Prepaid claims: Members reviewed the prepaid claims for the period August 16, 2017 – September 8, 2017. Member Burns moved to approve the prepaid claims listed below. The motion was seconded by Member Vick. All members present voted in favor of the motion, and the motion passed.

B & M Service Center	Street Equip – Fuel	185.00
Caledonia Conv & Tour Bureau	Tourism	1,817.32
FS3, Inc	Traffic Eng – Cones	373.73
Meyer Concrete LLC	Mult – Misc	1,702.00
S&S Fleet Service of LaCrosse	Amb – Parts/Labor	187.25
Baycom, Inc	Amb – Battery	47.00
Bellboy Corporation	Liquor Store Inventory	216.91
Connor & City, Kelsey	Meter Deposit Refund & Interest	250.68
Glacial Ridge Winery	Liquor Store Inventory	410.52
Hefner & City, Harry	Meter Deposit Refund & Interest	251.71
Indian Island Winery	Liquor Store Inventory	344.16
Louks & City, Seth	Meter Deposit Refund & Interest	252.41
Meyer & City, Laurie	Meter Deposit Refund & Interest	250.17
Meyer's Lawn Service	Lawn Mowing & Stump Removal	445.00
Northern Beverage Dist	Liquor Store Inventory	2,940.90
Northern Hollow Winery	Liquor Store Inventory	377.88
Piggott & City, Katie	Meter Deposit Refund & Interest	250.17
Rollins & City, Chris & Kayla	Meter Deposit Refund & Interest	251.49
Skadsen & City, Kelsey	Meter Deposit Refund & Interest	251.49
Spring Grove Soda Pop, Inc	Liquor Store Inventory	146.10
W Klaetsch Paving, LLC	Streets – 6 Streets/6 Patches	97,003.00
Wild Mountain Winery, Inc	Liquor Store Inventory	342.00

Ziebell's Hiawatha Foods, Inc	Liquor Store Inventory	43.59
Bank of Zumbrota	Stp – TE Micro Loans	16,480.00
Becker & Stemper Electric	Aud – Replace Ballast	30.62
Buttall's Lighting	Mult – Misc	1,000.56
Jeff's Automotive Repair	Light – Van Repairs/Parts/Maint	240.95
RDO Equipment Co	Mult – Misc	30,551.80
Ness, Paul	Wage Study – Payment #2 (final)	934.29
Principal Life	Mult – Life/AD&D/Dep Life	501.44
Becker, Nathan	Electric – Phone Stipend Aug	25.00
Betz, Mark G	Street – Phone Stipend Aug	25.00
Boesen, Dan	Personal Phone Stipend Aug	25.00
Houston County Treasurer	Ho Co Coll Site Setp 2017	4,686.50
Jack Neumann Trucking	Liquor – Freight Exp	142.00
Johnson Brothers Liquor Co	Liquor Store Inventory	2,926.90
Klug, Casey	Public Works – Phone Stipend	25.00
Nelson, Craig	Personal Phone Stipend	25.00
Phillips Wine & Spirits Co	Liquor Store Inventory	2,209.57
Rask, Nicholas D	Animal Control – Rent/Misc	75.00
Richard's Sanitation, LLC	Recycling Billed	7,055.60
Schott Distributing Co, Inc	Liquor Store Inventory	5,363.55
Schwartz, Dan	Street – Phone Stipend	25.00
Streicher's – Minneapolis	PD – Standard Issue K Heim	49.99
Tornstrom, Michael	Amb – Phone Stipend Aug 2017	25.00
Eitzen Truck Shop & MFG LLC	Street Equip – Truck 07 Repair	1,499.95
Business Financial Planning	Café Plan Payday	311.53
Commissioner of Revenue	State W/H – Payday	1,974.35
MN Child Support Payment Ctr	1 Case Id	203.04
MN State Retirement System	MNDGP/Roth – Payday	745.00
Public Emp Retirement Assn	Pera Payday	8,190.10
Merchant's Bank	Fed/FICA/MED – Payday	10,373.93
G & F Distributing	Liquor Store Inventory	289.55
Gaspard, John	Streetscapes – Refinish Bench	100.00
Gerardy, Michael F	Public Works Consulting Aug	720.00
King, Randy	Reim – Tourney Fee Summer 2017	200.00
Mayo Clinic	Amb – Health Care Provider	150.00
MN Municipal Beverage Assn	Reg Fee – Patty Gavin	15.00
Moss & Barnett	Mediacom Franchise Renewal	2,246.00
Northern Beverage Dist	Liquor Store Inventory	3,072.95
Schott Distributing Co, Inc	Liquor Store Inventory	5,555.90
Southern Glazer's of MN	Liquor Store Inventory	1,712.48
Spring Grove Soda Pop, Inc	Liquor Store Inventory	119.00
Vinocopia, Inc	Liquor Store Inventory	388.00
MN Dept of Revenue	Sales/Use Tax – August 2017	22,001.00
True Brands	Liquor Store – Shelf Accessories	91.96
Verizon Wireless	Mult – Comm Exp	194.56
Visa	Mult – Misc	770.38
Northern Beverage Dist	Liquor Store Inventory	2,353.60
Schott Distributing Co, Inc	Liquor Store Inventory	2,233.40
Spring Grove Soda Pop, Inc	Liquor Store Inventory	151.25
Acentek Ascending Technology	Mult – Comm Exp	1,275.87
Caledonia Oil Co	Mult – Fuel	2,095.65
Coffield, Mark	PD – Health Insurance	450.00

Commissioner of Revenue	State W/H – Payday	270.73
IUOE Local 49 Benefit Fund	Mult – Misc	24,640.00
Merchant's Bank	Fed/FICA/Med – Payday	1,465.56
Minnesota Energy Resources	Mult – Nat'l Gas	1,783.87
Petty Cash	Replenish Petty Cash	65.99
Public Emp Retirement Assn	Pera Payday	920.72
Dress, Ashley	Library – Reim Summer Reading	37.28
Jack Neumann Trucking	Liquor – Freight Exp	136.00
Johnson Brothers Liquor Co	Liquor Store Inventory	4,301.57
Northern Beverage Dist	Liquor Store Inventory	745.60
Phillips Wine & Spirits Co	Liquor Store Inventory	1,751.01
Ziebell's Hiawatha Foods, Inc	Liquor Store Inventory	41.76
G & F Distributing	Liquor Store Inventory	434.85
US Postal Service	Clerk's Office – Stamped Env	1,746.75
Nelson, Craig T	Water – Reim Exp Dot/CDL	50.00
Total:		\$288,768.39

f. Claims payable: Council reviewed the claims payable for September 2017. Member Lemke moved to approve payment of the claims listed below. The motion was seconded by Mayor Schroeder. All members present voted in favor of the motion, and the motion passed.

Ability Building Center, Inc	Rec Park – Groundkeeping Crew	85.50
Abrams & Schmidt LLC	Consulting Attorney – Labor/Svcs	121.50
Airgas USA, LLC	Street – Oxygen/Acetylene	146.52
American Safety Utility Corp	Mult – Misc	537.19
Artic Glacier USA, Inc	Ice	473.79
Auto Value Parts Store	Mult – Misc	105.89
Baker & Taylor Books	Library – Books	296.03
Baycom Inc	PD – Radio Batteries	81.25
Bonanza Grain, Inc	Mult – Misc	978.40
Bound Tree Medical, LLC	Mult – Misc	2,578.75
Buttall's Lighting	City Hall – Ballasts	69.90
Caledonia Haulers, Inc	FD – Tower 50 Repairs/Maint	624.62
Caledonia Implement Co	Street Equip – Skidloader Repair	170.00
Caledonia Oil Co	PD – Car #22 Maint	627.45
Carquest Auto Parts Store	Water – Misc	4.39
City of Caledonia – Utilities	Mult – Misc	13,850.02
Davy Engineering	Stp – Replace Boiler/Heat Exch	540.00
Davy Laboratories	Stp – Lab	89.25
E O Johnson Company	Mult Misc	468.47
ECM Publishers, Inc	Mult – Misc	1,153.10
Expert T. Billing	Amb – Contracted Billing	999.00
Farmers Coop Elevator Co	Mult – Misc	319.54
Farrell Equipment & Supply Co	Street Equip – Cutting Blades	399.96
First Supply LLC	Water – Repair Parts	203.16
Gopher State One Call	Light – Location Notification	39.15
Hammell & Murphy, PLLP	City of Cal – General	125.00
Hawkins, Inc	Pool/ Stp – Chemicals, Chlorine Cyl	414.46
Innovative Office Solution	Mult – Office Supplies	26.10
J P Cooke Co	Animal Control – 2018 Lic/Tags	168.03
Ken's Small Engine, Inc	Light – Chain Saw Oil, Part	24.98

Kinneberg, Myron O	Aud – Travel Exp	9.90
League of Minnesota Cities	2017-2018 Membership Dues	3,121.00
League of Minnesota Ins Trust	Mult – Prepaid Ins, Claim	1,188.00
Mayo Clinic	Amb – Heartsaver/First Aid Cards	50.00
Menard's	Mult – Elec Svc Parts, Tools	102.17
Mienergy Cooperative	Mult – Elec Energy, Tree St, Green Acr	196,666.58
Minnesota Dept of Commerce	Light – 2 nd Qtr Fiscal Year 2018	542.61
Minnesota Dept of Health	Water Svc Conn Fee 3 rd Qtr 2017	1,809.00
Mississippi Welders Supply Co	Amb – Oxygen	128.58
MN Dept of Labor & Industry	Mult – Pressure Vessel & Boiler Fee	60.00
Richard's Sanitaiton, LLC	Refuse Disposal	293.67
Riverland Community College	FD – Training/SCBA Training	1,000.00
S & S Fleet Service of LaCrosse	Amb – Parts/Labor	296.05
Safe-Fast, Inc	Light – Gloves/Safety Glasses	176.74
Scholastic Library Publishing	Library – Books	156.00
Schott Distributing Co, Inc	Liquor Store Inventory	5,909.45
Schreiber, Savana C	Liquor Store Inventory	33.25
SE Libraries Cooperating	Library – Misc	701.60
Sema Equipment, Inc	City Hall – Generator Repairs	459.27
Seven Rivers Surplus LLC	Water – Hook/Clevis	16.00
Sherwin-Williams Co	Traffic Eng – Crosswalk Paint	487.25
Southern Glazer's of MN	Liquor Store Inventory	2,508.39
Star Energy Services	Light – Eng Fees	425.00
Storlie Portable Pit Stops LLC	Park Areas – Toilet Rent	110.00
Stuart C Irby Co	Light – Testing Expense	990.55
Tactical Solutions	PD – Radar Re-Certification	141.00
Tri-State Ambulance, Inc	Intercept Fee Run	750.00
United Parcel Service	Mult – UPS Fee	109.83
Viking Electric Supply	Light – Misc	35.99
Water Systems Company	Clerk's Office – Drinking Water	14.70
Zarnoth Brush Works, Inc	Street Equip – Broom Refill/Disp	872.00
Total:		\$244,858.98

g. Closed meeting under M.S. § 13D.05, subd. 3(c) to consider purchase of real property in the City (parcels 21071900 and 21072300): Pursuant to M.S. § 13D.05, subd. 3(c), Mayor Schroeder closed the regular meeting at 6:56 p.m. to consider the purchase of real property in the City designated by parcel IDs 21071900 and 21072300. Mayor Schroeder reopened the regular meeting at 7:15 p.m. and reported that during the closed meeting the Council had discussed the possible purchase of real property in the City—designated by parcel IDs 21071900 and 21072300.

ANNOUNCEMENTS:

a. The next regular Council meeting was scheduled for Monday, September 25, 2017 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 Member Vick. All members present voted in favor, and the motion was declared carried to adjourn at 7:18 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk-Administrator