

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, September 28, 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 Chambers of Caledonia 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/zoning director; Stephanie Mann, finance officer (arrived at 7:00 p.m.); Matt Mohs, city engineer; Adam Swann, clerk/administrator. Visitor(s) present: Craig Moorhead, *Caledonia Argus*; and Brian Pogodzinski, Houston County engineer.

CONSENT AGENDA: Member Fisch moved to approve the following items of the consent agenda. Member Rykhus 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 September 14, 2020 regular City Council meeting
- b. Approve pay voucher no. 1 in the amount of \$27,288.75 from Traut Companies for construction of Production Well No. 8
- c. Accept letter of resignation from Matt Ginther as firefighter for Caledonia Fire Department, effective June 30, 2020
- d. Approve land use application from Caledonia Auto Repair to construct 12’ x 12’ walkway addition at 205 S. Marshall St. (Parcel ID 21.8800.000)

PRESENTATION:

- a. Matthew Mohs, P.E., city engineer
 - i. Overview of City’s new GIS system: City Engineer Matt Mohs provided Council with an overview of the GIS system prepared by Bolton & Menk for the City. The GIS system contained information on the City’s water and sewer infrastructure (e.g., main lines, service lines, lift stations, etc.) and could be expanded in the future to include additional information. The information was gathered by Bolton & Menk’s surveyors and from old City records.
 - ii. Briefing on new infrastructure management plan: Mohs provided Council with an overview of the top 7 street, stormwater, water, and sewer projects the City needed to complete based on the infrastructure management plan that was being prepared by Bolton & Menk. Mohs reported that it was his and City staff’s opinion that the City’s top priority should be reconstructing S. Marshall St. (between E. Main St. and E. Washington St.) and E. Grove St. (between S. Kingston St. and S. Pine St.).
 - iii. Water looping projects: Mohs reported that Houston County was likely going to need additional water flow in the southeast corner of the City in order to construct the new Houston

County Highway Department building. Mohs presented Council with preliminary cost estimates for looping projects that would increase water capacity.

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 \$4,614,980.57 through August 31, 2020, a decrease of \$19,170.40 from July.
- b. Report on long-term debt: Mann reported that the General Fund had made its final interfund loan payment of \$5,000 to the Electric Fund for the wood chipper. Mann also reported that the Water Fund had made an interfund loan payment of \$9,670.50 to the Sewer Fund for the water meters.
- 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.

PUBLIC WORKS/ZONING DIRECTOR:

- a. Construction of Production Well #8: Public Works/Zoning Director Klug reported that the drilling of the new well was going better; the contractor had reach 130 feet below ground.
- b. Sidewalk projects downtown and on N. Gjere Ave.: Klug reported that the City had replaced the sidewalk downtown near the laundromat and behind the liquor store. Klug further reported that the City had installed sidewalk on N. Gjere Ave. adjacent to City property between Caledonia Court Apartments and Twin Village Apartments.
- c. Verizon antenna improvements: Klug reported that Verizon had finished replacing its antennas on City Water Tower No. 2. As part of the project Verizon had increased the number of antennas from 5 to 8.

CLERK/ADMINISTRATOR:

- a. Updates
 - i. Termination of MPCA schedule of compliance: Clerk/Administrator Swann reported that the City had completed its action plan to keep the wastewater treatment facility's nitrogen discharge levels under the 10mg/L limit and the wastewater treatment facility had gone six months without exceeding the 10mg/L limit, so the MPCA had agreed to terminate the schedule of compliance between the MPCA and the City, effective September 24, 2020.
 - ii. Negotiation with I.U.O.E. Local 49: Swann reported that he, Mayor Schroeder, and Member Fisch were going to be meeting with I.U.O.E. Local 49 on Wednesday, September 30, for the first negotiation on a new collective bargaining agreement.

NEW BUSINESS:

- a. Discussion re proposed preliminary General Fund, Fire Fund, and EDA Fund budgets for fiscal year 2021 and preliminary levy for taxes payable in 2021: Council discussed the proposed

preliminary General Fund, Fire Fund, and EDA Fund budgets for fiscal year 2021 and preliminary levy for taxes payable in 2021. No further action was taken by the Council.

b. Consideration of proposed Resolution 2020-16: Resolution Adopting Proposed Preliminary Levy for Taxes Payable in 2021 (9.5% Increase): Mayor Schroeder moved to approve proposed Resolution 2020-16, a resolution adopting a proposed preliminary levy increase of 9.5% for taxes payable in 2021. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of proposal to add new ambulance station to 2021-2025 Capital Improvement Plan and to request proposals from architecture firms for design of new ambulance station: Member Fisch moved to approve adding a new ambulance station to the 2021-2025 Capital Improvement Plan and requesting proposals from architecture firms for the design of a new ambulance station. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Discussion re transfer of additional \$5,000 in CARES Act funds to Caledonia EDA for COVID-19 Relief Grant: Clerk/Administrator Swann reported that the EDA would need an additional \$5,000 in CARES Act funds to approve a COVID-19 Relief Grant application from MAAD Alley, LLC, which had been inadvertently omitted from the funds requested at the September 14, 2020 City Council meeting. Member Fisch moved to approve allocating an additional \$5,000 in CARES Act funds to the Caledonia EDA for the EDA's COVID-19 Relief Grant Program, which would increase the total approved to \$161,681. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Closed meeting under M.S. § 13D.05, subd. 3(c) to develop/consider offer for purchase of real property in the City of Caledonia (615 W. Washington St. / parcel ID 21.0933.000): Member Fitzpatrick moved to close the regular City Council meeting at 8:31 p.m. pursuant to M.S. § 13D.05, subd. 3(c) to develop/consider an offer for the purchase of real property at 615 W. Washington St. (parcel ID 21.0933.000) in the City of Caledonia. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the meeting was closed at 8:31 p.m. At 8:45 p.m. the regular City Council meeting was reopened, and Mayor Schroeder verified that the only matters discussed during the closed session pertained to the development/consideration of an offer for the purchase of real property at 615 W. Washington St. (parcel ID 21.0933.000) in the City of Caledonia for a possible new ambulance station.

f. Overtime Report: Members reviewed the overtime report for the pay period September 7, 2020 – September 20, 2020. No further action was taken by the Council.

ANNOUNCEMENTS:

a. The next regular City Council meeting was scheduled for Monday, October 12, 2020 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fitzpatrick, seconded by Member Vick. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 8:56 p.m.

DeWayne “Tank” Schroeder
Mayor

Adam G. Swann
Clerk/Administrator