

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, January 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 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 Schroeder, Paul Fisch, David Fitzpatrick, Brad Rykhus, and Randi Vick. City staff present: Casey Klug, public works and zoning director; and Adam Swann, clerk/administrator. Visitor(s) present: Craig Moorhead, *Caledonia Argus*.

CONSENT AGENDA: Member Vick moved to approve 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 December 23, 2019 regular City Council meeting
- b. Approve minutes from January 7, 2020 special City Council meeting
- c. Approve request from Kevin Bulman for one-year leave of absence as member of Caledonia Fire Department
- d. Approve application from Andrew J. Gleason (T/A AJ’s Bar and Grill) for optional 2 A.M. on-sale liquor license

PUBLIC COMMENT: None.

PUBLIC WORKS/ZONING DIRECTOR:

- a. Updates:
 - i. Well #6 rehab: Public Works and Zoning Director Casey Klug reported that the pump for Well #6 was still being repaired.
 - ii. Sewer digester cleaning: Klug reported that the cleaning of the digester at the wastewater treatment plant had been completed.
 - iii. Abatement of hazardous building at 916 E. Main St.: Klug reported that Braun Intertec had inspected the hazardous building at 916 E. Main Street. Klug further reported that Mavo Systems would be removing any hazardous materials identified by Braun Intertec.

CLERK/ADMINISTRATOR:

- a. Updates:
 - i. Release of state liens on hazardous building at 916 E. Main St.: Clerk/Administrator Swann reported that the State of Minnesota had released medical assistance liens that had been placed on the hazardous building at 916 E. Main Street.
 - ii. New resident guide: Swann reported that copies of Caledonia’s new resident guide were in the Council packets. Swann thanked Carson Coffield, assistant to the clerk/administrator, for his work on the project.

iii. Request for proposals for engineering and architectural services for design, bidding, and construction of well house for Production Well No. 8: Swann reported that proposals for providing engineering and architectural services for design, bidding, and construction of well house for Production Well No. 8 were due January 29, 2020 by 4:00 p.m.

UNFINISHED BUSINESS:

a. Discussion re finalists for liquor store manager position: Council discussed a request from prospective liquor store manager Joseph Holten to be hired at \$20.56/hr. rather than the \$19.97 offered by the City. No further action was taken by the Council.

NEW BUSINESS:

a. Consideration of tentative labor agreement between City of Caledonia and Law Enforcement Labor Services for 2020-2021: Swann reported that he, Mayor Schroeder, and Member Vick had attended a mediation on January 7, 2020 with Law Enforcement Labor Services Local No. 413, regarding a new labor agreement. Swann reported that the City and LELS had reached a tentative agreement, which had been approved by the LELS Local No. 413 members. Member Vick moved to approve the tentative two-year labor agreement with LELS Local No. 413. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Consideration of Capital Improvement Plan for 2020-2024: Mayor Schroeder moved to approve the proposed capital improvement plan for 2020-2024. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of quotes for removing and replacing light poles at Veterans Memorial Field: Council reviewed the following quotes totaling \$54,303.19 for removing and replacing the light poles at Veterans Memorial Field:

Quote of \$16,000 from Dairyland Power for 10 new wooden poles

Quote of \$3,000 for materials to be purchased by City

Quote of \$18,303.19 from Becker & Stemper Electric to wire lights

Quote of \$12,000 from Highland Power to remove old poles and set new ones

Quote of \$5,000 for lift rental

Member Fisch moved to accept the quotes listed above and proceed with the project for an amount not to exceed \$55,000. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Consideration of City of Caledonia & Caledonia EDA business assistance policies and criteria: Swann reported that the Caledonia EDA had reviewed the updated business assistance policies and recommended that they be approved by the City Council. Member Vick moved to approve the updated business assistance policies and criteria. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Discussion re Council committees: Mayor Schroeder reported that he wanted to move Member Rykhus from the Fire and Ambulance Committee to the General Government

Committee and move Member Fisch from the General Government Committee to the Fire and Ambulance Committee. Mayor Schroeder explained the reason was that Member Rykhus was a member of the Fire Department and Ambulance Department, so Mayor Schroeder thought it would be a conflict to have Member Rykhus serving on the Fire and Ambulance Committee.

f. Discussion re auditorium usage and key policy: Council discussed the City's auditorium usage and key policy, including the amount of the key deposit and who could obtain a key. The consensus was that the City should change locks one time per year (on April 1), provide keys to anyone who already had one, charge a new key deposit for anyone who didn't have their key, and provide notice of the new locks to citizens with keys. There were no objections to a key request from Harley Doering (for walking) once the City had a key to give him.

g. Overtime report: Council reviewed the overtime report for the pay period December 16, 2019 – December 29, 2019. No further action was taken by the Council.

h. Prepaid claims: Council reviewed the prepaid claims for the period December 11, 2019 – December 31, 2019, which totaled \$440,134.97. Member Rykhus moved to approve the prepaid claims as presented. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

Council reviewed the prepaid claims for the period January 1, 2020 – January 10, 2020, which totaled \$59,376.25. Member Fisch moved to approve the prepaid claims as presented. Member Fisch seconded the motion. All members present voted in favor of the motion, and the motion passed.

i. Claims payable: Council reviewed the claims payable for January 2020, which totaled \$451,769.71. Mayor Schroeder 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 Council meeting was scheduled for Monday, January 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, and the motion was declared carried to adjourn at 7:09 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk/Administrator