

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, October 11, 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 Council Chambers at City Hall. Notice had been posted that the meeting was going to be held in the City Auditorium, but the meeting had to be moved back to the City Hall Council Chambers due to a blown fuse in the Auditorium speaker.

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, Member Amanda Ninneman, and Member Brad Rykhus. City staff present: Casey Klug, public works/zoning director; Adam Swann, city clerk/administrator; Mike Tornstrom, ambulance director. Visitor(s) present: Bob Alsop, Esq., Kennedy & Graven (arrived at 6:40 p.m.); Craig Moorhead, *Caledonia Argus*; Von Peterson, principal/senior architect, TSP, Inc.; Charlene Selbee, *Fillmore County Journal*.

CONSENT AGENDA: Member Klug 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 September 27, 2021 regular City Council meeting
- b. Approve increase in household solid waste fee in 2022 from \$3.90/mo. to \$4.15/mo. due to \$.25/mo. increase in household solid waste fee charged City by Houston County
- c. Approve increase in bulk water rate from \$7.50 per 1,000 gallons to \$8.50 per 1,000 gallons
- d. Approve Payment Application No. 8 from Ricchio, Inc. in the amount of \$713.45 for work performed on the Caledonia Pool Gutter Replacement Project
- e. Approve Payment Application No. 9 (final) from Ricchio, Inc. in the amount of \$4,780.45 for work performed on the Caledonia Pool Gutter Replacement Project

PRESENTATION:

- a. Von Peterson, principal/senior architect, TSP, Inc.
 - i. Preliminary findings re feasibility of constructing joint ambulance and fire station at 615 W. Washington St.: Von Peterson was present and informed the Council that it would be possible to construct a joint ambulance and fire station on the property at 615 W. Washington Street. Von Peterson showed the Council two preliminary joint-facility concept plans. Each concept plan included a facility with approximately 12,000 SF on the main floor. With the first facility, fire trucks would enter and exit the garage through the front. With the second facility, fire trucks could enter and exit the garage through the front and back of the garage. Von Peterson explained that for both concept plans it would be possible to construct a second floor if additional space was needed for storage and office space. Von Peterson estimated that the total cost for a pre-cast metal building with 12,000 SF was approximately \$2.2 million

(i.e., \$183.33 per SF). Von Peterson reported that it would be more expensive for a brick and mortar building, possibly as much as \$330-\$350 per SF.

PUBLIC COMMENT: None.

PUBLIC WORKS/ZONING DIRECTOR:

a. Updates

i. Street patching: Public Works/Zoning Director Klug reported that Public Works staff were filling potholes and that the larger street patches would be done towards the end of October.

ii. Construction of Well House No. 8: Klug reported that Wapasha Construction was still waiting for the excavator to come to the job site.

iii. Electrical service for Houston County Highway Department facility: Klug reported that Electric Foreman Matt Blocker and Electric Lineman Nate Becker had installed the electrical wiring to the new Houston County Highway Department building but delivery of the transformer was delayed due to supply shortages.

iv. Zoning enforcement: Klug reported that new Assistant to the Clerk/Administrator Michelle Ellingson was helping him send out notice letters to properties with nuisances and other zoning violations.

v. Fall cleanup: Klug reported that fall cleanup was scheduled for November 1 through November 8.

CITY CLERK/ADMINISTRATOR

a. Updates

i. Truth-in-Taxation Hearing: Clerk/Administrator Swann reported that the Truth-in-Taxation Hearing on the proposed 2022 budget and proposed taxes payable in 2022 was scheduled for December 13, 2021 at 6:00 p.m.

ii. Recognition of Wild Turkey Fest Committee: Swann thanked the Wild Turkey Fest Committee members of Marian Gavin, Karyl Diersen, Connie Dahlberg, Jean Kinneberg, Rosie Stolz, and Polly Heberlein for decorating North Park and the City sign on the south side of the City with fall decorations.

iii. Credit from MiEnergy for reduced third-party transmission charges: Swann reported that the City had received a credit of \$13,640.83 from MiEnergy in October for the third-party transmission charges that had been waived by Dairyland Power. Swann further reported that MiEnergy was estimating that the City would save \$117,391.15 annually as a result of not having to pay third-party transmission charges.

iv. EDA business assistance to Joshua and Clare O'Brien: Swann reported that the EDA Board had approved providing business assistance to Joshua and Clare O'Brien to rehab the building at 115 E. Main St., which was the former Bubber's Jewelry building. Swann further reported that the EDA was planning on the O'Briens signing the loan documents on Thursday.

v. Rustic Tap: Swann reported that Rustic Tap had made the disappointing announcement that it was closing immediately due to a lack of staff. Swann reported that he had tried contacting the business owner to discuss the situation, but he had not received a call back.

UNFINISHED BUSINESS:

a. Discussion re Caledonia library levy and operations: Member Klug provided Council with additional information in response to the questions at the last Council meeting. Member Klug reported that most of the library's projected budget deficit for 2022 was due to the library hiring a new employee to replace the prior employee whose wages had been paid by a grant. Member Klug reported that the library had \$66,417.10 in its checking account. Member Klug further reported that the library director was working remotely on Fridays because she was doing activities outside the office and that it was uncommon for the library to post changes to its hours. Member Fitzpatrick, Member Ninneman, and Mayor Schroeder observed that the library would not have to hire as much part-time help if the library director worked in the library on Fridays rather than remotely. Member Ninneman further commented, however, that the library's financial challenges were not entirely due to the library director working remotely.

NEW BUSINESS:

a. Discussion re preliminary findings of TSP, Inc. re feasibility of constructing joint ambulance and fire station at 615 W. Washington St.: Council discussed TSP's preliminary findings on the feasibility of constructing a joint ambulance and fire station at 615 W. Washington Street. Member Klug moved to proceed with further preparations for a feasibility plan for a joint fire and ambulance station. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Consideration of proposals to perform a boundary and topographic survey of the property at 615 W. Washington St.: Member Klug moved to accept a proposal from Tri-State Surveying to prepare a boundary and topographic survey of the property at 615 W. Washington St. for a cost of \$2,850. Member Ninneman seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Closed Session: Pursuant to Minnesota Statutes, Section 13D.05, subdivision 2(b), to conduct a closed meeting for preliminary consideration of allegations against firefighter Emily Logging, an individual subject to the authority of the City Council: At 7:00 p.m. Member Ninneman moved to adjourn the regular City Council meeting to hold a closed meeting, pursuant to M.S. § 13D.05, subdivision 2(b), for preliminary consideration of allegations against firefighter Emily Logging, an individual subject to the authority of the City Council. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed. The closed meeting convened at 7:00 p.m. The City's personnel attorney Bob Alsop (of Kennedy & Graven) and Clerk/Administrator Swann were present for the closed meeting. After going into the closed meeting, Member Rykhus recused himself from the closed meeting due to a potential conflict of interest with the subject matter of the closed meeting. At 7:27 p.m. the closed meeting ended, and the regular City Council meeting reconvened. Mayor Schroeder announced that the City Council had not taken any action during the closed meeting regarding the allegations against Emily Logging.

d. Discussion or additional action of the City Council, if necessary, related to the closed session of the City Council (to follow immediately after the closed session): No action was taken by the Council.

e. Consideration of quotes from Glass Service Center and La Crosse Glass Co., Inc./La Crosse Overhead Door Co., Inc. for removal and installation of new doors and windows on main level of City Auditorium: Clerk/Administrator Swann reported that the City had received two quotes for new doors and windows in the Auditorium. The first was from La Crosse Glass Co., Inc./La Crosse Overhead Door Co., Inc. in the amount of \$24,328. The second was from Glass Service Center, Inc. in the amount of \$25,804. Swann further reported that the new windows and doors could be paid for using \$14,000 budgeted for other Auditorium improvements that would not be done in 2021 and using savings of \$10,856.24 from refurbishing the street sweeper, which had been completed under budget. Mayor Schroeder moved to approve the quote from La Crosse Glass Co., Inc./La Crosse Overhead Door Co., Inc. in the amount of \$24,328. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

f. Review of potential public nuisances at 620 S. Marshall St.: Council reviewed photos of the conditions at 620 S. Marshall St., and Public Works/Zoning Director Klug provided a summary of the steps the City had taken to try to work with the property owner, Benjamin Sprain, to address the following concerns: 1) overgrown weeds and vegetation as well as accumulations of debris and junk outside; 2) the property's driveway and apron, which were broken with large portions of asphalt missing and sharp, jagged edges exposed; and 3) a partially constructed garage that was open to the elements and could house vermin and pests. The property owner had been notified of these conditions on April 29, 2021, and the property owner had been cited by the Police Department twice, but the conditions remained. Klug further reported that the property was unoccupied and appeared abandoned.

Member Klug moved to declare the following conditions on the property to be public nuisances: a) the overgrown weeds and vegetation as well as accumulations of debris and junk outside; 2) the driveway and apron, which were broken with large portions of asphalt missing and sharp, jagged edges exposed; and 3) the partially constructed garage that was open to the elements and could house vermin and pests. Member Klug further moved to order the property owner, Benjamin Sprain, to abate the nuisances within 10 days from October 11, 2021, and to authorize the City to abate the nuisances if the nuisances were not abated by that date. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

g. Review of potential public nuisances at 420 W. Caledonia St.: Council reviewed photos of the conditions at 420 W. Caledonia St., and Public Works/Zoning Director Klug provided a summary of the steps the City had taken to try to work with the property owner, Bonnie Konkel, to address the following concerns: 1) overgrown weeds and vegetation as well as accumulations of debris and junk outside, including a car that was full of trash; and 2) noxious smells emanating from the house. Klug explained that the noxious smells were caused by accumulations of feces inside the house, which Klug had observed when the property owner asked City staff to enter the house and shut off the water on January 15, 2021, when the property had a burst water line. Klug explained that the house had no working bathroom. The property owner had been notified of these conditions on April 28, 2021, but the conditions remained. Klug further reported that the property was unoccupied and appeared abandoned.

Member Fitzpatrick moved to declare the following conditions on the property to be public nuisances: 1) the overgrown weeds and vegetation as well as accumulations of debris and junk outside, including a car that was full of trash; and 2) the noxious smells emanating from the house. Member Fitzpatrick further moved to order the property owner, Bonnie Konkel, to abate the nuisances within 10 days from October 11, 2021, and to authorize the City to abate the nuisances if the nuisances were not abated by that date. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

h. Prepaid claims: Council reviewed the prepaid claims for the period September 15, 2021 – October 8, 2021, which totaled \$253,286.32. Member Rykhus moved to approve the prepaid claims as presented. Member Ninneman 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 October 2021, which totaled \$203,988.23. Mayor Schroeder moved to approve the claims payable as presented. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

j. Overtime Report: Members reviewed the overtime report for the pay period September 20, 2021 – October 3, 2021. No further action was taken by the Council.

ANNOUNCEMENTS:

a. The next regular Council meeting was scheduled for Monday, October 25, 2021, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Klug, seconded by Member Fitzpatrick. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 8:35 p.m.

DeWayne “Tank” Schroeder
Mayor

Adam G. Swann
Clerk/Administrator