

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL  
CITY COUNCIL CHAMBERS, CITY HALL  
CALEDONIA, MINNESOTA  
Monday, October 14, 2019

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*; Shannon Sweeney, David Drown Associates.

CONSENT AGENDA: Member Fitzpatrick moved to approve the consent agenda. Member Vick seconded the motion. The motion passed 4-0, with Member Fisch abstaining due to his employment at Gundersen Health System. The consent agenda comprised the following items:

- a. Approve minutes from September 23, 2019 regular City Council meeting
- b. Accept letter of resignation from Officer Kendra Heim as member of Caledonia Police Department
- c. Accept letter of resignation from Sarah Nelson as clerk for Caledonia Liquor Store
- d. Approve land use permit application by Miken Sports to construct 20’ x 40’ loading dock and 30’ x 170’ driveway at 155 Bissen St.
- e. Approve agreement between Gundersen Lutheran Administrative Services and Caledonia Ambulance Service to provide Caledonia Ambulance Service with physician to serve as medical director

PUBLIC COMMENT: None.

PUBLIC WORKS & ZONING DIRECTOR:

- a. Updates:
  - i. Repaving of S. First St.: Public Works and Zoning Director Casey Klug reported that Zenke, Inc. had removed the asphalt on S. First St. and that curb and gutter had been installed in some sections. Klug further reported that the street would hopefully be paved within two weeks.
  - ii. Cleaning of water towers: Klug reported that the exteriors of both water towers had been cleaned.

CLERK/ADMINISTRATOR:

- a. Updates:
  - i. City purchase of property formerly owned by George F. Frisch and Ann M. Frisch Trust: Clerk/Administrator Adam Swann reported that the purchase of the property owned by the George F. Frisch Trust and Ann M. Frisch Trust was completed. The City closed on the property on October 1, 2019.

ii. 2020 Census New Construction Program: Swann reported that Carson Coffield, assistant to the clerk/administrator, had done a good job submitting the City's new construction information to the Census. Swann explained that Coffield's efforts were particularly commendable because the software and instructions provided by the Census were difficult to use.

iii. MN House of Representatives Tax Committee Hearing: Swann reported that the Tax Committee hearing held by the Minnesota House of Representatives on Thursday, October 3, 2019 at the Four Seasons Community Center was a success. Mayor Schroeder spoke on behalf of the City at the hearing.

iv. Public Facilities Authority funding for well no. 8: Swann reported that the City's new well project had been deemed eligible for Drinking Water Revolving Loan funding by the Public Facilities Authority. The next step would be to submit an application for funding, which the City planned to do as soon as possible.

#### NEW BUSINESS:

a. Discussion with Shannon Sweeney of David Drown Associates re update of City's Comprehensive Plan: Shannon Sweeney stated that the purpose of a comprehensive plan was to make decisions regarding future land uses and to use those decisions to guide changes to the City's current zoning map. Sweeney reviewed the City's 2007 Comprehensive Plan and asked Council for their opinions regarding what sections needed to be updated. The Council identified the following main initiatives/desired outcomes for the City: 1) attracting and retaining new businesses; 2) creating a bike trail to connect to other cities; 3) and developing new residential housing. Sweeney reported that preparing a draft of the new comprehensive plan would take approximately six meetings with City Council. Council expressed a willingness to have special meetings on Monday nights to focus on the Comprehensive Plan update. No further action was taken by the Council.

b. Consideration of proposal from Bolton & Menk to provide engineering services for City of Caledonia: Council reviewed and discussed a proposal from Bolton & Menk to provide engineering services for the City of Caledonia. Member Vick moved to have City staff and Bolton & Menk prepare a contract for Council's consideration. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Discussion re operation of golf carts on City streets: Council discussed who should be able to operate golf carts on City streets and what changes the City should make to City Code. The consensus of the Council was that the City should allow citizens to obtain a permit to operate a golf cart on City streets if they had a driver's license and insurance. (City Code restricted permits to those with a medical need.) Council suggested some additional changes to the City Code. Clerk/Administrator Swann was directed to prepare a proposed City Ordinance incorporating these changes.

d. Overtime report: Council reviewed the overtime reports for the pay periods September 9, 2019 – September 22, 2019 and September 23, 2019 – October 6, 2019. No further action was taken by the Council.

j. Prepaid claims: Council reviewed the prepaid claims for the period September 14, 2019 – October 11, 2019, which totaled \$277,033.07. Member Fisch moved to approve the prepaid claims as presented. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

k. Claims payable: Council reviewed the claims payable for October 2019, which totaled \$198,869.14. Member Rykhus 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.

ANNOUNCEMENTS:

a. Wild Turkey Fest was going to be held on Saturday, October 19, 2019 from 10:00 a.m. – 2:00 p.m.

b. The next regular Council meeting was scheduled for Monday, October 28, 2019 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Vick, seconded by Mayor Schroeder. All members present voted in favor, and the motion was declared carried to adjourn at 7:49 p.m.

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DeWayne “Tank” Schroeder  
Mayor

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Adam G. Swann  
Clerk/Administrator