

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, November 28, 2016

CALL TO ORDER: Following due call and notice thereof, Mayor Joshua Gran called the meeting to order at 6:00 p.m. in the Council Room of City Hall.

PLEDGE OF ALLEGIANCE: Mayor Gran led the Council, City staff, and visitors in stating the Pledge of Allegiance.

ROLL CALL: Council members present: Mayor Joshua Gran, Robert Burns, Paul Fisch, Robert Lemke, and DeWayne Schroeder. City staff present: Stephanie Mann, accountant; Adam Swann, clerk-administrator; Mike Tornstrom, director of Caledonia Ambulance Department. Visitor(s) present: Diana Hammell, *Caledonia Argus*.

AGENDA: Clerk-Administrator Swann requested to add the following item to the agenda under new business: review of bids received by City for dump truck. Member Burns moved to approve the agenda with the amendment requested by Swann. Member Lemke seconded the motion. All members present voted in favor to approve the agenda, and the motion passed.

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

- a. Approval of minutes from November 14, 2016 regular meeting
- b. Accept resignation of Charles Gavin as chief of Caledonia Fire Department, effective January 1, 2017
- c. Approval of application from St. Mary's School to hold gambling event on March 15, 2017
- d. Approval of application from St. Mary's School to hold gambling event on April 7, 2017

PUBLIC COMMENT: None.

CITY ACCOUNTANT:

a. Cash and investments: Stephanie Mann reviewed the cash and investments for the City's governmental funds and enterprise funds through October 2017, which showed total cash and investments of \$4,534,559.78. Mann reported that this amount had decreased by \$305,355.92 from September mostly due to payments on the Caledonia Aquatic Center totaling \$294,060.11. Mann reported the City's cash and investments would increase next month because the City would be receiving the money collected from property taxes.

b. Budget and actuals: Mann reviewed the budget and actuals for the City's governmental funds and enterprise funds through October 31, 2016. Mann reported that the City was 84% of the way through the year and had spent 77.3% of the budget for the General Fund.

c. Proposed budget for 2017: Mann reviewed the proposed General Fund budget for 2017 and reported that the projected surplus was \$84,685 based on a levy increase of 3.71%.

CLERK-ADMINISTRATOR:

a. Updates: Swann reported the following: 1) Jessica Kohnen (utility billing clerk), Matt Blocker (line foreman), and he had been meeting with the businesses and entities affected by the electric undercharges; 2) the City received a thank-you note from the Caledonia Music Boosters for allowing

them to use the Municipal Auditorium basement for the haunted house; 3) Matt Blocker and Nate Becker decorated the downtown light poles with the snowflakes and garland.

UNFINISHED BUSINESS:

a. LED lights on Main Street: Council discussed a proposal to install LED lights on Main Street. Council reviewed information supplied by a wholesaler indicating that the proposed LED lights had a life expectancy of 70,000-90,000 hours versus the 18,000 to 20,000 hours of the City's current lights. No further action was taken by the Council.

b. Line of duty benefits: Council discussed whether the City should contribute to the health insurance premiums for a retired police officer disabled in the line of duty who was unable to obtain coverage through the union health insurance plan offered to City employees. The City had been contributing towards the premiums for a plan on the open market, but the police officer had requested a contribution from the city for the cost of the premium to be covered through his wife's employer. Member Burns moved to contribute up to 75% of the cost of the premiums for the family plan up to a premium of \$1000 for a max monthly contribution of \$750, with the understanding that the retired officer would receive the appropriate tax form to report the contribution as ordinary income. Member Fisch seconded the motion. Members Burns, Fisch, Lemke, and Schroeder voted in favor of the motion. Mayor Gran voted against the motion. The motion passed 4-1.

NEW BUSINESS:

a. Mutual Aid Agreement between Caledonia Ambulance Department and Spring Grove Ambulance Service: Council reviewed and discussed a proposed mutual aid agreement between the Caledonia Ambulance Department and Spring Grove Ambulance Service, Inc. Mike Tornstrom, director of the Caledonia Ambulance Department, addressed the Council and summarized the reasons why the agreement was needed; Tornstrom explained that the state had approved changes in 2015 allowing ambulance services to provide service in primary service areas of neighboring localities under certain circumstances. Swann reported that the mutual aid agreement had been reviewed by the City's legal counsel and had incorporated recommendations from the League of Minnesota Cities as well. Member Burns moved to approve the agreement. Member Schroeder seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Resolution 2016-015: Resolution Authorizing the Assessment of Properties for Unpaid Utility Charges: Council reviewed and discussed Resolution 2016-015, a resolution authorizing the assessment of four properties for unpaid utility charges on six accounts, totaling \$1,067.52. Member Burns moved to approve the resolution. Member Fisch seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Resolution 2016-016: Resolution Authorizing the Assessment of Properties for Unpaid Special Charges: Council reviewed and discussed Resolution 2016-016, a resolution authorizing the assessment of three properties for delinquent charges incurred from lawn mowing and trash removal services. The delinquent charges totaled \$1,234.35. Member Burns moved to approve the resolution. Member Schroeder seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Overtime Report: Council reviewed the overtime report for the pay period November 7 – November 20, 2016. No further action was taken by the Council.

e. Review of bids for City dump truck: Council reviewed two bids received for the City's 1984 "C 70" Chevy 31,000 GVW single axle truck. The City published an advertisement for bids in the *Caledonia*

Argus on November 16, 2016. Member Fisch moved to sell the truck to the high bidder—Meyer Farms Dairy, LLC—which submitted a bid of \$6,107.12. Member Burns seconded the motion. All members present voted in favor of the motion, and the motion passed.

ANNOUNCEMENTS: The next regular meeting will be on Monday, December 12, 2016 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 Lemke. All members present voted in favor, and the motion was declared carried to adjourn at 9:10 p.m.

Joshua D. Gran
Mayor

Adam G. Swann
Clerk-Administrator