

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

CALL TO ORDER: Following due call and notice thereof, Mayor 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, Bob Burns, Paul Fisch (arrived at 6:16 p.m.), Bob Lemke, and DeWayne Schroeder. City staff present: Ashley Dress, library director; Mike Gerardy, administrative coordinator; Stephanie Mann, City accountant; and Adam Swann, clerk-administrator. Visitors present: Marge Birkeland; Lois Greer; Carolyn Medin; Polly Heberlein; Paul Jacobson; Travis Lapham, chief deputy of Houston County Sheriff's Office; Theresa Laudon; Mary Mell; Randy Mell; Tim Murphy; Sheila Murphy; Deanna Pieper; Mary Pieper; Sid Sanocki, ANCOM Communications; Richard Schaffer, USAquatics, Inc.; Dianne Schuldt; Sharon Schulte; Chuck Schulte; Mitchell Speal, ANCOM Communications; Jessica Twite; Darryl Twite; Allison Zard; and Joanne Zard.

AGENDA: Motion by Member Burns to approve the agenda with two additions to items of new business: Tactacam and the Fairbridge Inn. The motion to approve was seconded by Member Schroeder. All members voted in favor to approve the agenda as amended.

CONSENT AGENDA APPROVAL: Member Schroeder moved to approve the consent agenda with one amendment: reduction of Member Burns' salary for 2016 from \$2,900 to \$1,625 rather than \$2,000. The motion to approve the consent agenda as amended was seconded by Member Burns. All members present voted in favor to approve the consent agenda as amended, and the motion was passed. The consent agenda as amended comprised the following items:

- a. Approval of minutes for March 14, 2016 regular meeting
- b. Authorization for Ashley Dress to attend SELCO training course
- c. Approval of Sara Klug's request for a key to Municipal Auditorium
- d. Reduction in salary of Member Burns from \$2,900 to \$1,625 for 2016

PUBLIC COMMENT: None.

CITY ACCOUNTANT: Stephanie Mann provided Council with an update on the City's cash, investments, and long-term debt. Stephanie Mann also provided Council with a brief overview of the budgets for 2015 and 2016.

OLD BUSINESS:

a. Review of bids for Caledonia Aquatic Center: Rick Schaffer of USAquatics, Inc. reviewed the bid results and presented Council with estimates of the costs of building the Caledonia Aquatic Center using three different award scenarios. Council reviewed and discussed the three award scenarios. Council discussed options for financing the project and also listened to comments and opinions from the community members who attended the meeting. Member Burns moved that the City approve scenario 1.5 provided by USAquatics, Inc. and do the following for a project cost of \$1,682,003: 1) award Wieser Brothers General Contractor, Inc. the contract for site flatwork, site work/demo, carpentry, masonry, roofing, mechanical/ventilation, plumbing, and electrical for the bid amount of \$641,500 plus \$17,500 for the alternative option of night lighting and 2) award Neuman Pools, Inc. the contract for the pool package for the bid amount of \$817,200; 3) pursue change orders of \$10,690 for a second pump; 4) approve professional services of up to \$90,390 for bidding, construction, and project management fees; and 5) approve other construction costs and allowances of up to \$104,923. The motion was seconded by Member Fisch. Member Burns requested a roll call vote. Member Burns: YES; Member Schroeder: YES; Member Fisch: YES; Member Lemke: YES; and Mayor Gran: NO. The motion to approve scenario 1.5 and the awards and costs outlined herein was approved 4-1.

NEW BUSINESS:

a. Proposal to place microwave antennas on City water tower: Council discussed a request from Travis Lapham, chief deputy of the Houston County Sheriff's Office, to authorize Houston County to add a microwave antennas on top of the City water tower behind City Hall, which was needed for Minnesota's allied radio matrix emergency response radio (ARMER). Mayor Gran moved to approve the request; the motion was seconded by Member Lemke. The motion to approve was amended by Member Burns to make the approval contingent 1) on Houston County providing insurance for the antennas and listing the City as an additional insured and 2) Houston County providing certification from a structural engineer that the antennas would not harm the structural integrity of the water tower. Member Lemke seconded the amendment. All members present voted in favor of the motion as amended, and the motion passed.

b. Authorization to modify library hours: Council reviewed a proposal from Library Director Ashley Dress to modify the hours the library was open during the week, starting April 1. The plan including keeping the library open until 8:00 p.m. on Tuesdays, Wednesdays, and Thursdays, and having the library open on Saturdays from 10 a.m. to 2:00 p.m. The plan would keep the library open more hours each week but did not require additional funding for staffing because overlaps in staffing would be reduced. Mayor Gran moved to approve the new library hours; the motion was seconded by Member Fisch. All members present voted in favor of the motion, and the motion passed.

c. Application for construction permit (103 109 Gjere Ave): Council reviewed an application from Caledonia Court Apartments, LLC to construct a garage and install an underground barrel for a slab drain at 103 109 Gjere Ave. Mayor Gran moved to approve the application; Member Fisch seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Public hearing re request for variance (123 W. Lincoln St.): At 8:45 p.m. the regular meeting was adjourned to hold a public hearing regarding a request from ICAN, LLC to construct a 28'8" by 30' addition onto an existing commercial building at 123 W. Lincoln Street and to obtain a 7' variance so that the building could be 18' from the east property rather than the 25 feet required for a property zoned as Central Business District (B-1). Michael Gerardy, administrative coordinator, reported that the City had mailed notices about the public hearing to the property's neighbors, but no one had responded or objected. Mayor Gran moved to approve the construction permit and 7' variance. Member Burns seconded the motion. All members present voted in favor of the motion, and the motion passed. At 8:49 p.m. the public hearing was closed, and the regular meeting was reconvened.

e. Authorization to purchase new tractor: Council reviewed a request from Michael Gerardy, administrative coordinator, to purchase a tractor for \$6,900 plus tax (if applicable). Member Burns moved to approve the purchase of the tractor for a cost of up to \$6,900 plus tax if applicable. Member Fisch seconded the motion. All members present voted in favor of the motion, and the motion passed.

f. Authorization to purchase new truck: Council discussed a request from Michael Gerardy, administrative coordinator, to purchase a new truck from Ellingson Motors for \$34,450.00 plus tax, title, and licensing. Michael Gerardy verified that he had obtained two quotes for the truck—one from Ellingson Motors and one from Zeimetz Motors, Inc. The quotes were \$34,450 and \$37,000 respectively. Member Burns moved to approve the acquisition of the Ellingson Motors truck for the Street Department. Member Lemke seconded the motion. Members Burns, Lemke, Schroeder, and Fisch voted in favor of the motion. Mayor Gran voted against the motion. The motion passed 4-1.

g. Ordinance 2016-001: An ordinance amending Chapter 111 of the City to expressly authorize the City to issue wine licenses. The Council discussed Ordinance 2016-001, which would amend Section 111.55 of the City Code to expressly authorize the City to issue on-sale wine licenses. No further action was taken by the Council.

h. Overtime report: Council reviewed the overtime report for City employees for the period Feb. 29-Mar. 13, 2016. No action was taken.

i. CEDA consultant for Tactacam proposal: Council discussed utilizing CEDA to revise the City's proposal of financial incentives to Tactacam. Member Burns moved to authorize the City to retain the services of CEDA to update the City's proposal of financial incentives to Tactacam if Houston County did not take further action. Member Fisch seconded the motion. Members Burns, Lemke, Schroeder, and Fisch voted in favor of the motion. Mayor Gran voted against the motion. The motion passed 4-1.

ANNOUNCEMENTS: The next regular meeting will be on Monday, April 11, 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 9:35 p.m.

Joshua D. Gran
Mayor

Adam G. Swann
Clerk-Administrator