

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL  
MUNICIPAL AUDITORIUM  
CALEDONIA, MINNESOTA  
Monday, March 8, 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 City Auditorium.

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 Amanda Ninneman, and Member Brad Rykhus. Council members absent: Robert “Bob” Klug. City staff present: Stephanie Mann, finance officer. Visitor(s) present: Robert Ellenz, Caledonia Township Supervisor; Craig Moorhead, *Caledonia Argus*; Matt Schuldt; Charlene Selbee, *Fillmore County Journal*; and Kevin Weichert.

CONSENT AGENDA: Member Rykhus moved to approve the consent agenda. Member Fitzpatrick seconded the motion. The motion passed 3-0 with Member Ninneman abstaining due to a conflict of interest (i.e., a financial interest in the soft drink license for the Wired Rooster). The consent agenda comprised the following items:

- a. Approve minutes from February 22, 2021 regular City Council meeting
- b. Approve payment application no. 2 from Ricchio, Inc. in the amount of \$15,390 for work performed on Caledonia Pool Gutter Replacement Project
- c. Approve 2021 bowling lane license for MAAD Alley, LLC (for period April 1, 2021 – March 31, 2022)
- d. Approve 2021 3.2% off-sale beer licenses for Kwik Trip, Inc. #733; Kraus Oil Company; and Quillin’s IGA (for period April 5, 2021 – April 4, 2022)
- e. Approve 2021 3.2% on-sale beer license for The Wired Rooster, LLC (for period April 5, 2021 – April 4, 2022)
- f. Approve 2021 soft drink licenses for B&M Service Center; Bonanza Grain; Caledonia Rehabilitation & Retirement; Caledonia Implement Co.; Caledonia ISD 299 (@ 825 N. Warrior Ave.); Caledonia ISD 299 (@ 511 W. Main St.); Caledonia Employee Pop Fund (@ 231 E. Main St.); Caledonia Employee Pop Fund (@ 509 Old Hwy Dr.); General Parts, Inc.; Good Times Restaurant/Bar; Elsie’s Bar & Grill; SEMA; A&A Floral, LLC; Quillin’s IGA Foodliner; MAAD Alley, LLC; Kraus Oil Co., Inc.; Ho. Co. Sheriff’s Office; Kwik Trip #733; Rottinghaus Company, Inc. (d/b/a Subway); Becker Properties; Caledonia Liquor Store; Fourteen Foods, LLC; ABC Works; Caledonia Haulers/Canteen; Caledonia True Value; Miken Sports; Four Seasons Community Center; Houston Co. Agricultural Society; Caledonia Celebrations; Astrup Drug; The American Legion; The Farmhouse Eatery & Gifts; Dollar General 10343; Precision Stainless, Inc./Canteen; Caledonia Elderly Housing MN, LLC; The Wired Rooster, LLC; Babler Auction Service; Ho. County 4-H Federation; and Rustic Tap (for period April 1, 2021 – March 31, 2022)

- g. Approve application from Houston County Fair for 1-day temporary on-sale liquor license on August 18, 2021
- h. Approve application from Houston County Fair for 4-day temporary on-sale liquor license for August 19-22, 2021
- i. Approve application from Eugene Osborne to erect sign advertising “Frankies 2<sup>nd</sup> Chance” at 139 S. Marshall St.
- j. Approve hiring Theresa Huff as manager of baseball and softball program for 2021 summer season at wage of \$14.00/hr.
- k. Approve hiring Maria Schieber as manager of Caledonia Aquatic Center for 2021 summer season at wage of \$15.50/hr.
- l. Approve hiring Tessa Pieper and Austin Heaney as assistant managers of Caledonia Aquatic Center for 2021 summer season at wages of \$14.75/hr. and \$13.25/hr., respectively.
- m. Approve hiring the following lifeguards for Caledonia Aquatic Center for 2021 summer season at the following rates:
  - i. Isaac Denstad \$12.25/hr.
  - ii. Lydia Jennings \$12.00/hr.
  - iii. Sasha McLees \$11.75/hr.
  - iv. Grace Privet \$12.00/hr.
  - v. Lydia Lange \$12.50/hr.
  - vi. Lyza Hoscheit \$12.50/hr.
  - vii. Gracie Heaney \$11.75/hr.
  - viii. Jacob Staggemeyer \$12.25/hr.
  - ix. Alysha Heaney \$12.25/hr.
- n. Approval of following street closure for Founder’s Day Weekend on June 19-20, 2021 from 8 a.m. to 2 a.m.:
  - i. Marshall St. from E. Grove St. to E. Lincoln St.
- o. Approval of following street closure for Founder’s Day on June 19, 2021 from 8 a.m. to 4 p.m.:
  - i. N. Pine St. from E. Lincoln St. to E. Main St.

**PUBLIC COMMENT:**

a. Two Caledonia Township residents from Green Acres development, Matt Schuldt and Kevin Weichert, were present to discuss repairs and maintenance of the portion of Green Acres Drive in the City limits. Schuldt voiced concerns over the deterioration of the 300 feet of road and would like the City and Township to work something out. He said the road provides access for 48 residents and has fears the condition will get worse as winter comes to an end. Robert Ellenz of the Caledonia Township board was also present. He discussed that he was not aware that the City had offered to cost share in the repairs during the summer of 2020 and that the township had turned down the offer. Ellenz would also like to work together with the City to resolve the issue and get the road repaired. It was the consensus of the Council members that City staff should contact Township officials to work out an agreement.

**PUBLIC WORKS/ZONING DIRECTOR:** None.

FINANCE OFFICER/DEPUTY CLERK:

a. Report on final budget v. actual for 2020 (pre-audit): Finance Officer Stephanie Mann reported on the final budget versus actual for all funds for year-end 2020. Mann reported that the general fund did net revenues over expenditures of \$125,397. This surplus comprises savings from various areas, including the following:

Athletic Field: \$21,515

Legal: \$15,837

Streets, etc.: \$13,419

PD: \$9,957

Street: \$8,176

Parks: \$6,978

Pool: \$6,802

Sidewalk: \$6,481

Tree site: \$4,580

The plan would be to possibly transfer some of the excess to the Capital Improvement Fund for future street improvements.

UNFINISHED BUSINESS:

a. Discussion re City's utility customer policies and procedures re voluntary removal of water and electric meters: Mann reported that Assistant to the Clerk/Administrator Carson Coffield researched the policies that other cities have in regards to voluntarily removing meters and compiled a list of the cities he contacted. In the findings, it seems that each city handles the situation differently. City staff proposed a \$50 disconnection fee for each service (ie: water, sewer, electric) and the reconnection fee would be the connection fee we charge for new services (ie: water \$100 and sewer \$250). After discussion, Council agreed they would like to discourage owners from temporarily disconnecting services to avoid base charges and that building owners are required to keep at least one water, sewer, and electric meter in the building. Council questioned whether such a high fee for sewer was necessary when there is nothing to disconnect for a sewer service. Mann reported she will discuss the concerns with City Clerk/Administrator Swann and bring information back to the next meeting.

NEW BUSINESS:

a. Consideration of proposal to transfer \$100,000 of net income from 2020 General Fund budget to 352 Capital Improvement Fund for future street improvements: Mann discussed the General Fund net revenue over expenses of \$125,397 for 2020. With the transfer of \$100,000, that would leave \$25,397 to be added to the unassigned fund balance for the general fund. This would put the fund balance at approximately 64% at the end of 2020. Member Ninneman moved to approve the transfer of \$100,000 of net income to the Capital Improvement Fund for future street improvements. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Discussion re future water and sewer rates: Mann presented possible increases in water and sewer rates to be implemented July 2021 and thereafter. Water rates would be increased in July 2021 and July 2022 to adjust for the new bond from the MN Public Facilities Authority for well #8 and the future bond for the well house. Sewer rates would be increased July 2021 and then annually thereafter for 3 years to adjust for the new bond for the new WWTP. After

discussion Council decided Member Klug would return for the next council meeting and they would approve the rate increases at that time.

c. Prepaid claims: Council reviewed the prepaid claims for the period February 10, 2021 – March 3, 2021, which totaled \$454,632.59. 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.

d. Claims payable: Council reviewed the claims payable for March 2021, which totaled \$38,062.84. Member 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.

e. Overtime Report: Members reviewed the overtime report for the pay period February 8, 2021 – February 21, 2021. No further action was taken by the Council.

ANNOUNCEMENTS:

a. The next regular City Council meeting was scheduled for Monday, March 22, 2021 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fitzpatrick, seconded by Member Rykhus. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 7:26 p.m.

---

DeWayne “Tank” Schroeder  
Mayor

---

Adam G. Swann  
Clerk/Administrator