

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, April 11, 2022

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 Hall Council Chambers.

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 Klug, Member Amanda Ninneman, and Member Brad Rykhus. Council member(s) absent: None. City staff present: Casey Klug, public works/zoning director; Stephanie Mann, interim city clerk/administrator; Kurt Zehnder, 2nd assistant fire chief/Police Chief; Kevin Jacobson, fire chief; Storm Davis, police officer. Visitor(s) present: Craig Moorhead, *Caledonia Argus*; Charlene Selbee, *Fillmore County Journal*; Matt Mohs, Bolten & Menk; Chad Davis, MN DNR Warden.

CONSENT AGENDA: Member Rykhus moved to approve the consent agenda. Member Fitzpatrick 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 March 28, 2022 regular City Council meeting
- b. Approve Payment Application No. 6 from Wapasha Construction Co., Inc. in amount of \$242,691.98 for work performed on construction of Well House No. 8
- c. Approve Change Order No. 1 between Wapasha Construction Co., Inc. and City of Caledonia to increase size of overhead doors in cold storage building and remove barbwire on fencing as part of construction of new wastewater treatment facility, for net cost of \$3,476.32
- d. Approve hiring of Jose Martinez as casual, part-time officer for Caledonia Police Department

PUBLIC COMMENT: None.

PRESENTATION:

- a. Swearing-in ceremony for Officer Storm Davis of the Caledonia Police Department
 - i. Mayor Schroeder read and presented the police officer oath of office to Storm Davis. Friends and family were present to congratulate Officer Davis.
- b. Kurt Zehnder, 2nd Assistant Fire Chief and Kevin Jacobson, Fire Chief
 - ii. Overview of proposal to purchase ladder/bucket truck for the Caledonia Fire Department: Kurt Zehnder and Kevin Jacobson presented a proposal to purchase a ladder/bucket truck for the Caledonia Fire Department. The fire department had located a ladder truck on the internet and negotiated a price of \$80,000 for a truck from the Tallman Fire District in Tallman, New York. The fire department would like to use the \$40,000 from Houston County ARPA funds towards the cost of the truck. The fire department gambling/501C3 fund will contribute \$25,000 and the fire department 501C3 will pay for the air fare. There are four firemen willing to fly to New York and drive the truck back to Minnesota. The current Tower 50 ladder truck is

wanted by the previous owner in New Jersey. Zehnder and Jacobson will work with them to sell the truck back to them for \$10-15,000.

c. Matt Mohs, City Engineer Bolten & Menk

iii. Overview of S. Marshall St. and E. Grove St. Reconstruction Project and proposal for engineering design and bidding services: Matt Mohs presented an overview of the S. Marshall and E. Grove Street reconstruction project. Mohs updated prior cost estimates from November 2021. The estimated project is \$1,551,800. The construction cost estimate includes street, sanitary sewer, watermain, and storm sewer. Matt Mohs discussed a timeline of design engineering this summer, bidding and awarding the contract October to November with construction starting in spring 2023 and substantial completion fall 2023. Mohs also discussed whether the City would like to assess the properties in the project area. The City has no assessment policy at this time and would have to create a policy. The council discussed that they would like to look at establishing a policy going forward. City staff will work with Matt Mohs to create a new assessment policy for the City.

PUBLIC WORKS/ZONING DIRECTOR:

a. Updates

i. Water main breaks: Public Works/Zoning Director Klug reported that we had a main break on N. Winnebago in front of the pool house and then in the ballfield by the scoreboard. Zenke was here on Friday, April 8 to repair. There is also a main break at Grove Street and 3rd Street that will be fixed in the next week or so.

ii. WWTP project: Klug reported that most of the silt fence has been installed. City staff had a meeting with the engineers and contractors to discuss the project. There are delays in getting underground pipe needed for construction. It will be late summer before the material will arrive which will delay progress. Contractors may be able to start with the cold storage building construction since no pipe is needed for that building.

iii. Warming house repairs: Klug reported that the street and electric employees have been helping with repairs in the warming house. The bathrooms are getting updated with ADA accessibility, concrete poured in the dugouts, and lime on the fields.

iv. Auditorium boiler: Klug reported that he has been working with Galileo on the auditorium boiler project. The project should be ready to advertise in the next few days. The engineering estimate is coming in over \$120,000 from our original budget figures. We will see if bids come in higher or lower to decide what direction to go.

v. Shade trees: Klug reported that shade trees will arrive next week and will be delivered to citizens Friday, April 22.

INTERIM CITY CLERK/ADMINISTRATOR

a. Updates

i. No new updates.

NEW BUSINESS:

- a. Consideration of proposal to purchase ladder/bucket truck for Caledonia Fire Department: Member Klug moved to approve the purchase of the 1998 Pierce Lance 2000/0/100' Tower for \$80,000 from Tallman Fire District. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.
- b. Consideration of quote from GForce Wraps to print 7 two-sided signs for City parks for cost of \$1,848: The signs will be put at Veterans Park, ballfield, gazebo, North park, the park by Sunnyside, and two for Sprague Woods. There will be additional cost for posts and cement. Member Ninneman moved to approve the purchase of 7 two-sided signs from GForce Wraps at a cost of \$1,848. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.
- c. Consideration of quote from B&D Sealcoating to crack fill and sealcoat approximately 1,477 linear feet of city asphalt trail between North Park and Foltz Dr.: Member Ninneman moved to approve the quote from B&D Sealcoating to crack fill and sealcoat the asphalt trail from North Park to Foltz Drive. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.
- d. Consideration of quotes to crack fill and sealcoat city streets in 2022: Mayor Schroeder moved to approve the quote from Fahrner Asphalt for crack filling in 2022 at an estimated cost of \$8,218.35. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.
- e. Consideration of proposal to increase wages of summer baseball and softball umpires from \$27/game to \$30/game for 12U-14U games and from \$22/game to \$25/game for 8U-11U games: Interim Clerk/Administrator Mann said that the coaches from the prior season expressed concern with problems of hiring umpires. Mann and former Clerk/Administrator Swann researched umpire pay in the area and decided an increase was needed. Member Klug moved to approve the increases in wages for summer baseball and softball umpires to the \$30/game for 12U-14U and \$25/game for 8U-11U for the 2022 season. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.
- f. Consideration of Memorandum of Understanding No. 3 between City of Caledonia and International Union of Operating Engineers Local 49 for appointment of interim city clerk/administrator: Mayor Schroeder discussed the terms of the MOU for Stephanie Mann to be appointed as interim city clerk/administrator. Member Klug moved to approve the Memorandum of Understanding No. 3 to appoint Stephanie Mann as interim city clerk/administrator at an hourly wage of \$35.61 until a new clerk/administrator is hired or September 1st, whichever occurs first. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.
- g. Consideration of recommendation from Personnel Committee to hire Pete Muenkel as water/wastewater operator at step 1 of pay grade 6, effective April 13, 2022: The personnel committee, Craig Nelson, Casey Klug, and Stephanie Mann interviewed Pete Muenkel for the water/wastewater operator position. Muenkel is interested in furthering his career at the city and has skills that would make him a good candidate for the position. Member Rykhus moved to approve the hire of Pete Muenkel as the water/wastewater operator at step 1 of pay grade 6, effective April 13, 2022. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

h. Selection of candidates to interview for city clerk/administrator position: The personnel committee, interim city clerk/administrator Mann, and former city clerk/administrator Adam Swann reviewed the applicants for the city clerk/administrator position. There are three applicants that seemed to stand out and would be recommended to interview. Council agreed by consensus. Interviews will be conducted Monday, April 18, 2022.

i. S. Marshall St. and E. Grove St. proposal for engineering design and bidding services: Member Klug moved to approve Task Order No 002 for professional services for Bolten & Menk to complete Task I, II, and III at a cost of \$88,425, geotechnical borings and report \$6,250, and contaminated soil remediation management design consultation \$1,000 for a total task order cost of \$95,675. Member Rykhous 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 March 21, 2022 – April 3, 2022. No further action was taken by the Council.

k. Prepaid claims: Council reviewed the prepaid claims for the period March 16, 2022 – April 8, 2022, which totaled \$390,744.19. Member Klug 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.

l. Claims payable: Council reviewed the claims payable for April 2022, which totaled \$182,039.81. Member Fitzpatrick moved to approve the claims payable as presented. Member Klug seconded the motion. All members present voted in favor of the motion, and the motion passed.

ANNOUNCEMENTS:

a. The next regular Council meeting was scheduled for Monday, April 25, 2022, 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 Ninneman. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 8:09 p.m.

DeWayne “Tank” Schroeder
Mayor

Stephanie Mann
Interim Clerk/Administrator