

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL  
CITY COUNCIL CHAMBERS, CITY HALL  
CALEDONIA, MINNESOTA  
Monday, April 8, 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: Stephanie Mann, finance officer/deputy clerk; Casey Klug, public works and zoning director. Visitor(s) present: Ryan and Danielle Newman; Tim Gunn; Chuck Schulte; Joe Hoscheit; Luke Onstad; Houston County Assessor’s Office; Michelle Quinn; Houston County Assessor’s Office; Ryan Altman, Congressman Hagedorn Office; Craig Moorhead, *Caledonia Argus*.

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

- a. Approval of minutes from March 25, 2019 regular City Council meeting
- b. Approval of permit for 1-day temporary on-sale liquor license for Caledonia Founders, Inc. on June 15, 2019

PUBLIC COMMENT: Ryan Altman, constituent services representative, was present from the Rochester office of Congressman Jim Hagedorn. He wanted to introduce himself and offer that their office is available for assistance should we need anything or have any questions.

PUBLIC WORKS & ZONING DIRECTOR:

- a. Updates:
  - i. Paving schedule for N. Kingston St. Reconstruction Project and E. South St. & S. First St. Public Improvement Project: Casey Klug reported that Dunn Blacktop would be in town the week of May 5<sup>th</sup> to complete the paving for N. Kingston St. and E. South Street. The final lift of asphalt will be done on N. Kingston and then sod will be laid to repair everything tore up. E. South St. will also get the final lift of asphalt and then landscaping will be done by the lift station.

FINANCE OFFICER/DEPUTY CLERK:

- a. Updates:
  - i. Summer baseball and softball program: Finance Officer/Deputy Clerk Stephanie Mann reported that signups for the summer baseball and softball program began last week on April 1 and will run through April 17. We will also have a separate signup on Saturday, April 13.
  - ii. Carson Coffield employment: Mann reported that the new assistant to the clerk/administrator, Carson Coffield, began part-time on April 1. He will be working 8-11:00 a.m. on Monday, Wednesday, and Friday until he graduates from college.

NEW BUSINESS:

a. Local Board of Appeal & Equalization: Luke Onstad and Michelle Quinn from the Houston County Assessor's Office reviewed the Local Board of Appeal and Equalization rules and duties. Onstad and Quinn reviewed the information in their handout as far as City tax rates, market values, and tax capacity. Onstad and Quinn also reviewed the residential sales in Caledonia from October 1, 2017 through September 30, 2018.

i. Chuck Schulte appeared before the board to discuss the increase in taxable market value on his home at 621 S. Marshall St. Schulte had received a letter April 13, 2018 from the Assessor's Office stating that the value would be reduced to \$155,600 after a visit to Schulte's home on April 9, 2018. This value was not changed and his property tax statement payable for 2019 stated a value of \$194,700. After discussion, Member Fitzpatrick moved to authorize the change in estimated market value to the \$155,600 that the assessor's office had appraised the home at in April 2018. The market value of \$155,600 is for taxes payable in 2020 only and Schulte will have to have the assessor's office come out to do a reappraisal. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

ii. Ryan and Danielle Newman appeared before the board to discuss the increase in taxable market value on their home at 618 E. Adams St. Newman stated that the taxable market value on the property tax statement payable for 2019 has a value of \$174,300, but the new estimated value for 2020 had increased to \$193,300. Onstad stated that he had visited the home last week and that there were some errors in the calculations of the valuation. After looking at the property, Onstad had come up with a new value of \$168,100 and had already changed the value at the county level for the 2021 taxes payable. Member Fisch made a motion to authorize the change in estimated market value to the \$168,100 for taxes payable in 2020. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

iii. Tim Gunn appeared before the board to discuss the increase in taxable market value on his home at 703 N. Marshall St. Gunn stated that the taxable market value on the property tax statement payable for 2018 had a value of \$96,200, but the estimated value for 2019 had increased to \$141,200. Onstad stated that he had visited the home last week and had reappraised the home at \$119,200 and had already changed the value at the county level for the 2021 taxes payable. Member Vick made a motion to authorize the change in estimated market value to the \$119,200 for taxes payable in 2020. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

iv. Onstad had a call from Allen Mechtel to discuss the increase in taxable market value on his home at 402 S. Winnebago St. Mechtel was not able to attend due to health reasons. Onstad stated that the taxable market value on the property tax statement payable 2019 has a value of \$62,700. Mechtel is questioning the continual increase over the years. Onstad stated that he had visited the home last week and had reappraised the home at \$46,700. The home was last appraised in 2001. Member Fisch made a motion to authorize the change in estimated market value to the \$46,700 for taxes payable in 2020. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Consideration of petition by Jennifer G. Rojas for installation of local improvements and special assessment at 424 N. Marshall St.: Council reviewed a petition from Jennifer Rojas to assess the costs of the replacement of a water service line to the property taxes. The total cost of the improvements is \$5,339 and Rojas is requesting a 20 year pay back. In the past years, the City has typically approved special assessments for no more than 10 years and has used the prime interest rate. Member Fisch moved to authorize the special assessment for the property at 424 N. Marshall St. for the total cost of \$5,339 for a 10 year term at 5.5% interest. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Consideration of Change Order No. 4 for N. Kingston St. Reconstruction Project: Council reviewed and discussed a change order for the removal and replacement of sidewalk between Lincoln St. and Grant St., in the NE corner of McKinley St. and Kingston St., and the SE corner of Taft St. and Kingston St. Klug discussed the specifics of the changes that would total \$10,794.50. Member Vick moved to authorize Change Order No. 4 for N. Kingston St. Reconstruction Project for a total of \$10,794.50. Member Rykhus seconded the motion. The motion passed 4-0, with Member Fisch abstaining due to his son being one of the homes affected with the change order. The motion passed 4-0.

d. Consideration of potential public nuisance at 522 E. Monroe St.: Klug reported that the City has received numerous complaints about the condition of the property at 522 E. Monroe St. The property is in violation of several ordinances. There are unlicensed vehicles, junk, and garbage on the property. After numerous letters and contact with the property owners, Klug feels the City has exhausted all efforts and would like to contact Flaherty & Hood for assistance with this matter. Member Schroeder moved to authorize the services of Flaherty and Hood in the matter of the public nuisance at 522 E. Monroe St. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Consideration of potential public nuisance at 603 S. Winnebago St.: Klug reported that the potential public nuisance at 603 S. Winnebago St. had been resolved. No further action was taken by the Council.

f. Consideration of potential public nuisance at 224 E. South St.: Klug reported that the potential public nuisance at 224 E. South St. had been resolved. No further action was taken by the Council.

g. Overtime report: Members reviewed the overtime report for the pay period March 11, 2019 – March 24, 2019. No further action was taken by the Council.

h. Prepaid claims: Members reviewed the prepaid claims for the period March 13, 2019 – April 5, 2019, which totaled \$149,841.57. Member Fisch moved to approve the prepaid claims as presented. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

i. Claims payable: Members reviewed the claims payable for April 2019, which totaled \$90,345.42. Member Fisch moved to approve the claims payable as presented. Member Vick 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 22, 2019, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fisch, seconded by Member Fitzpatrick. All members present voted in favor, and the motion was declared carried to adjourn at 7:57 p.m.

---

DeWayne "Tank" Schroeder  
Mayor

---

Adam G. Swann  
Clerk/Administrator