

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, September 26, 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: Michael Gerardy, administrative coordinator; Stephanie Mann, accountant; Adam Swann, clerk-administrator. Visitor(s) present: Shirley Compton; Michael Connor; Dianas Hammell, *Caledonia Argus*; Donna Huttner; Sheila Schroeder, Caledonia High Music Boosters; and Melissa Wruck, Caledonia High Music Boosters.

AGENDA: Member Burns requested to add the following item to the agenda: discussion re purchase of property from State of Minnesota for new well or Fire Dept./Ambulance Dept. building. Member Lemke requested to add the following item to the agenda: discussion re land available for sale near Veterans Memorial Park. Member Burns moved to approve the agenda with the amendments requested by Member Burns and Member Lemke. Member Lemke seconded the motion. All members present voted in favor to approve the agenda, and the motion passed.

CONSENT AGENDA: Member Lemke moved to approve the consent agenda, and Member Burns seconded the motion. Mayor Gran and Members Burns, Lemke, and Schroeder voted in favor of the motion; Member Fisch abstained because he was not present for the September 12, 2016 meeting. The motion to approve the consent agenda was approved 4-0. The consent agenda comprised the following items:

- a. Approval of minutes for September 12, 2016 regular meeting
- b. Approval of application from Caledonia Founder's Day to hold gambling event on 10/22/16
- c. Approval of application from Knights of Columbus Council 1198 to hold gambling event on 10/22/16
- d. Approval of Resolution 2016-011: Resolution Certifying Craig G. Wurzel Meets Requirements for PERA Police and Fire Plan and Requesting Craig Wurzel Be Accepted as Member of PERA Police and Fire Plan
- d. Approval to install little free libraries at Veterans Memorial Park and North Park
- e. Approval of destruction orders for weeds and grass

PRESENTATIONS:

- a. Sheila Schroeder, Caledonia High Music Boosters:
 - i. Rental of Municipal Auditorium basement for haunted house: Ms. Schroeder presented a request from the Caledonia High Music Boosters to use the Municipal Auditorium basement for a haunted house during the period October 16-30, with the event open to the public on October 21, 22, 28, and 29. Mayor Gran moved to approve the request and waive the rental fee for the event, which was a fundraiser for a music trip. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed.

CITY ACCOUNTANT:

- a. Cash and investments: Stephanie Mann reviewed the cash and investments for the City's governmental funds and enterprise funds through August 2016, which showed total cash and investments of \$5,116,135.53.

b. Budget and actuals: Mann reviewed the budget and actuals for the City's governmental funds and enterprise funds through August 31, 2016. Mann reported that the projected surplus for the general fund in 2016 would probably be closer to \$100,000 than the \$84,315 originally budgeted. Member Burns moved to make the following changes to the 2016 general fund budget: 1) allocate \$45,000 from the general fund surplus in 2016 towards the purchase of a new snowplow/sand-hauling truck; 2) transfer \$30,000 from Fund 352 to the general fund for the purchase of a new snowplow/sand-hauling truck; and 3) allocate \$20,000 from the general fund surplus in 2016 for the purchase of a vehicle for the Police Department. Member Schroeder seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Proposed levy for 2017: Mann reviewed the proposed general fund budget for 2017 and addressed the proposed 2016 levy, which entailed a 3.71% increase. Mann reported that the 3.71% increase would increase indebtedness payments but not general fund revenues.

ADMINISTRATIVE COORDINATOR:

a. Results of Bids for Street Improvement Project: Michael Gerardy reported that the City received two bids for the street improvement project (Contract Number 2016-03), and the low bid for repaving three streets was \$60,191.25 and was submitted by Mathy Construction Company.

NEW BUSINESS:

a. Ordinance 2016-004: Ordinance Amending Section 92.04 of the Caledonia Code of Ordinances Relating to the Annual License Fee for Dogs and Cats: Council reviewed and discussed the proposed ordinance to set the animal license fee at \$10 and change the deadline for obtaining a license from March 1 to December 31. Member Burns moved to approve the ordinance with the following amendments: 1) set the animal license fee at \$8 for male dogs or cats that are altered and female dogs or cats that are spayed, and 2) limit private ownership of dogs and cats to three of each species. The motion was seconded by Member Fisch. Members Burns, Fisch, Lemke, and Schroeder voted in favor of the motion, and Mayor Gran voted against the motion. The motion passed 4-1.

b. Resolution 2016-012: Resolution Adopting Proposed 2016 Tax Levy (3.71% Increase): Council reviewed the proposed 2017 general fund budget and proposed 2016 levy. Member Burns moved to approve Resolution 2016-012, adopting the proposed 2016 tax levy—a 3.71% increase over the 2015 tax levy. 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.

c. City policy re leave for part-time, non-bargaining agreement employees: Council discussed the City's policy re holidays, bereavement leave, vacation leave, and sick leave for part-time, non-bargaining agreement employees. No further action was taken by the Council.

d. Purchase of state property for Fire Department: Member Burns reported that MnDOT representatives were willing to meet to negotiate the sale of a portion of the property located at 174 Bissen St. No further action was taken by the Council.

e. Property available for sale near Veterans Memorial Park: Member Lemke reported that land owned by Gary Haugen near Veterans Memorial Park might be up for sale. No further action was taken by the Council.

f. Overtime report: Council reviewed the overtime report for City employees for the pay period August 29-September 11, 2016. No further action was taken by Council.

ANNOUNCEMENTS: The next regular meeting will be on Monday, October 10, 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 Fisch. All members present voted in favor, and the motion was declared carried to adjourn at 8:50 p.m.

Joshua D. Gran
Mayor

Adam G. Swann
Clerk-Administrator