

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, February 27, 2017

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 Room 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, Robert Burns, Paul Fisch, Robert Lemke, and Randi Vick. City staff present: Michael Gerardy, administrative coordinator; Stephanie Mann, accountant; Adam Swann, clerk-administrator. Visitor(s) present: Andy Allen, A. Allen Construction; Buck Cordes; Craig Moorhead, *Caledonia Argus*; Amanda Ninneman; and Michael Rogich.

AGENDA: Clerk-Administrator Swann requested to add a report from the City accountant to the agenda. Member Burns moved to approve the agenda with the amendment requested by Swann. Member Lemke seconded the motion. All members present voted in favor to approve the agenda, and the motion passed.

CONSENT AGENDA: Member Burns moved to approve the consent agenda, and Member Lemke seconded the motion. All members present voted in favor to approve the consent agenda, and the motion passed. The consent agenda comprised the following items:

- a. Approval of minutes from February 13, 2017 regular meeting
- b. Approval of 2017 bowling alley license for MAAD Alley, LLC
- c. Approval of 2017 3.2% off-sale beer licenses for Kwik Trip, Inc. #733; Kraus Oil Company; Quillin’s IGA; and the Wired Rooster, LLC
- d. Approval of 2017 soft drink licenses for B&M Service Center; Bonanza Grain; Caledonia Care & Rehab; Caledonia Implement Co.; Caledonia ISD 299; Caledonia Oil Company; City of Caledonia employee pop fund #1; City of Caledonia employee pop fund #2; Houston County Courthouse Coffee Club; General Parts, Inc.; Good Times Restaurant/Bar; Frankie’s Inn; Helen’s Beauty Salon; Elsie’s Bar & Grill; SEMA; A & A Floral, LLC; The Ranch; Redwood Café; Quillin’s IGA Foodliner; MAAD Alley, LLC; Kraus Oil; Houston County Sheriff’s Office; Kwik Trip #733; Rottinghaus Company, Inc. (dba Subway); Becker Properties; Hometown Liquor Store; Fourteen Foods; ABC Works; Caledonia Haulers employee canteen; Caledonia True Value; Miken Sports; Four Seasons Community Center; Houston County Agricultural Society; Caledonia Celebrations; Astrup Drug; the American Legion; the Farmhouse Eatery & Gifts; Dollar General 10343; Precision Stainless, Inc. employee canteen; Caledonia Elderly Housing MN, LLC; The Wired Rooster, LLC; Schmitz Bus Service; Babler Auction Service; and Houston County 4-H Federation

PUBLIC COMMENT: None.

CITY ACCOUNTANT:

a. Actuals for 2016 budget: City Accountant Stephanie Mann compared the actual expenditures for 2016 with the 2016 budget. Mann reported that \$193,997 was transferred to the Capital Improvement Fund, and the City ended 2016 with a General Fund surplus of \$25,697.85.

CLERK-ADMINISTRATOR:

a. Updates: Swann reported the following updates: 1) the City had received a proof of the new publication of the City Code to review; 2) the City was working with legal counsel to negotiate a new

franchise agreement with Mediacom; and 3) Jessica Kohnen, the City's utility billing clerk, was doing a good job overseeing the collection of names and tile information for the Wall of Honor at the Caledonia Aquatic Center.

UNFINISHED BUSINESS:

a. Review 2017 budgets for enterprise and special revenue funds: Council reviewed the 2017 budgets for the enterprise and special revenue funds—Ambulance, Water, Sewer, Electric, and Liquor—and discussed the capital expenditures requested by the departments. Member Burns moved to approve the following five requests: 1) up to \$35,540 for maintenance on well #7 (Water Dept.); 2) up to \$12,000 for a new grinder pump at the West Main Lift Station (Sewer Dept.); 3) up to \$7,000 for a new composite sampler (Sewer Dept.); 4) up to \$29,000 for Badger Street Lift Station rehab (Sewer Dept.); and up to \$30,276 for brush chipper (Electric Dept. and Street Dept.), with the Electric Dept. purchasing the chipper and the Street Dept. paying the Electric Dept. \$5,000 for three years starting in 2018. Member Fisch seconded the motion. All members present voted in favor of the motion, and the motion passed.

NEW BUSINESS:

a. Public hearing re application by Mike Rogich for renewal of interim use permit at 311 W. Main Street: At 6:03 p.m. the regular meeting was adjourned to hold a public hearing on an application by Mike Rogich for renewal of an interim use permit to use the property at 311 W. Main Street (Parcel ID 210124002) for private storage for a period of four years. Michael Gerardy, the City's administrative coordinator, reported that property owners within 350 feet of the property had been notified and there were no objections to the application. Gerardy further reported that Rogich had been granted an interim use permit for this use in 2011 and again in 2013 without any problems. Based on these considerations, Gerardy recommended that the application be approved. At 6:09 p.m. the public hearing was closed, and the regular meeting of the City Council was reconvened.

b. Consideration of application by Mike Rogich for renewal of interim use permit at 311 W. Main Street: Member Burns moved to approve the requested interim use at 311 W. Main Street for a period of eight years. The motion was seconded by Member Vick. All members present voted in favor of the motion, and the motion passed.

c. Public hearing re application by LCAM, LLC for two setback variances at 508 Kruckow Ave.: At 6:24 p.m. the regular meeting was adjourned to hold a public hearing on an application by LCAM, LLC for a setback variance of 107 feet to be 23 feet from the east property line and a setback variance of 3 feet to be 32 feet from the west property line. Andy Allen of A. Allen Construction appeared via telephone and answered several questions from Council about the request. At 6:40 p.m. the public hearing was adjourned to allow time for Andy Allen to appear in person at the meeting, and the regular meeting of the City Council was reconvened. At 7:10 p.m. the regular meeting of the City Council was adjourned to continue the public hearing on the application by LCAM, LLC for two setback variances. Andy Allen was present and reviewed the project details for the planned assisted living facility and the reasons why the setback variances were needed. At 7:16 p.m. the public hearing was closed, and the regular meeting of the City Council was reconvened.

d. Consideration of application by LCAM, LLC for two setback variances at 508 Kruckow Ave.: Member Burns moved to approve the following setback variances requested for the property at 508 Kruckow Ave.: a setback variance of 107 feet to be 23 feet from the east property line and a setback variance of 3 feet to be 32 feet from the west property line. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Consideration of recommendation from Caledonia EDA to hire part-time EDA director: Clerk-Administrator Swann reported that the Caledonia EDA had voted at its February 21, 2017 meeting to recommend that the City hire a part-time EDA director. Member Burns further briefed Council on the EDA's recommendation. The members discussed the costs and benefits of hiring an EDA director. No further action was taken by the Council.

f. SEMCAC senior dining program: Clerk-Administrator Swann reported that per the recommendation of Mayor Schroeder he had contacted SEMCAC and St. Mary's Church about possibly using St. Mary's Holy Family Hall as a site for SEMCAC's senior dining. The councilmembers discussed the concerns about the current location and possible solutions. No further action was taken by the Council.

g. Overtime reports: Members reviewed the overtime report for the pay period January 30, 2017 through February 12, 2017. No further action was taken by the Council.

ANNOUNCEMENTS: The next regular meeting will be on Monday, March 13, 2017 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Mayor Schroeder, seconded by Member Fisch. All members present voted in favor, and the motion was declared carried to adjourn at 8:45 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk-Administrator