

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, August 13, 2018

CALL TO ORDER: Following due call and notice thereof, Mayor 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 DeWayne “Tank” Schroeder, Robert Burns, Paul Fisch, Robert Lemke, and Randi Vick. City staff present: Casey Klug, public works and zoning director, and Adam Swann, clerk-administrator. Visitor(s) present: Craig Moorhead, *Caledonia Argus*; Arlyn Pohlman, commander, Caledonia American Legion Post 191.

CONSENT AGENDA: Member Burns moved to approve the consent agenda. Member Lemke 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 July 23, 2018 regular City Council meeting
- b. Appointment of City’s designated representative and alternates to designated representative to Minnesota Municipal Utilities Association
- c. Approval of Austin Goergen as member of Caledonia Fire Department
- d. Accept letter of resignation from Kody Moore as director of summer baseball and softball program
- e. Approval of payment application no. 1 from A-1 Excavating, Inc. for 2018 N. Kingston St. Reconstruction Project
- f. Approval of payment application no. 2 from Zenke, Inc. for 2018 E. South St. and S. First St. Public Improvement Project

PUBLIC COMMENT: None.

CLERK-ADMINISTRATOR:

a. Updates

i. Local Government Aid for 2019: Clerk-Administrator Swann reported that the City’s certified LGA for 2019 was \$985,690, which was a slight increase from the \$983,894 certified for 2018. Swann reported that the total LGA available throughout Minnesota was unchanged for 2019.

ii. 2018 Primary Election: Swann reported that the Primary Election would be held on Tuesday, August 14, 2018 from 7 a.m. – 8:00 p.m. Swann thanked City custodian Peter Muenkel and Public Works/Zoning Director Casey Klug for transporting the election equipment to the City Auditorium. Swann also thanked Muenkel for his help setting up for the August 14 Primary Election.

PUBLIC WORKS AND ZONING DIRECTOR:

a. Update re 2018 N. Kingston St. Reconstruction Project: Public Works and Zoning Director Casey Klug reported that the project was going well. Klug reported that all underground pipes and services were done except for one intersection of storm sewer at the McKinley St.

Intersection. Klug reported that A-1 Excavating, WSB & Associates, and City staff had observed soft ground on the project site. Member Burns reported that he and Klug had completed a roll test earlier in the week to test the hardness of the road. They observed that the ground was spongy from Caledonia Street towards the north, but they were hopeful that the conditions would improve if the trenches and ground were given time to settle. Klug reported that the contractor was going to postpone installing curb and gutter to allow time for the road to settle. Klug noted that N. Kingston St. was not going to be open for the County Fair.

b. Update re 2018 E. South St. and S. First St. Public Improvement Project: Klug reported that all of the underground work was completed, including the new storm sewer line, and that the old storm sewer line had been abandoned. Klug reported that work on the lift station was delayed pending receipt of needed parts.

NEW BUSINESS:

a. Consideration of proposed Resolution 2018-013: A Resolution Honoring the American Legion for 100 Years of Service: Member Burns moved to approve proposed Resolution 2018-013, a resolution honoring the American Legion for 100 years of service and declaring August 24, 2018 American Legion Day. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

i. Presentation of Resolution 2018-013 to Caledonia American Legion Post 191: Mayor Schroeder read aloud the language of Resolution 2018-013 and presented the resolution to Arlyn Pohlman, commander of Caledonia American Legion Post 191. The Council members thanked Pohlman and the Caledonia American Legion Post 191 for their contributions to the City and community.

b. Public hearing re proposed City Ordinance 2018-002: An Ordinance Amending City Code Section 30.01(D) to Increase the Salaries and Wages of the Mayor and Council Members in 2019: At 6:38 p.m. Member Burns moved to adjourn the regular Council meeting to hold a public hearing on proposed Ordinance 2018-002, an ordinance amending City Code Section 30.01(D) to increase the salaries and wages of the mayor and Council members. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed. The public hearing was convened at 6:38 p.m.

Swann reported that one resident had requested a copy of the ordinance and another resident had called and expressed support for the proposed Code change due to the length of time it had been since the mayor and Council members had last received an increase in pay.

No members of the public were present who wanted to address the Council about proposed City Ordinance 2018-002.

At 6:42 p.m. Member Burns moved to adjourn the public hearing and reconvene the regular City Council meeting. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed. The regular City Council meeting was reconvened at 6:42 p.m.

c. Consideration of proposed City Ordinance 2018-002: An Ordinance Amending City Code Section 30.01(D) to Increase the Salaries and Wages of the Mayor and Council Members in 2019: Council discussed proposed City Ordinance 2018-002, an ordinance that would increase the salaries and wages of the mayor and Council members starting January 1, 2019. The proposed ordinance would, among other things, increase the salary for the mayor from \$3,100 to \$4,200 and increase the salary for the Council members from \$2,900 to \$3,600. Member Burns moved to amend Section 1 of the proposed ordinance by 1) increasing the salaries of the mayor and Council members to \$4,800 and \$4,000, respectively, rather than the \$4,200 and \$3,600 proposed, as set forth in City Code Section 30.01(D)(3)(a) and 2) limiting the special meeting pay, set forth in City Code Section 30.01(D)(3)(c), to one special meeting per day. Member Lemke seconded the proposed amendment. All members present voted in favor of the amendment, and the amendment passed.

Member Burns moved to approve proposed City Ordinance 2018-002, as amended. Member Lemke seconded the motion. All members present voted in favor of the motion, and the motion passed 5-0.

d. Consideration of recommendation to hire Samantha Hancock as administrative assistant: Member Burns moved to approve the recommendation to hire Samantha Hancock as administrative assistant at \$18.83/hr., which was step 5 (midpoint) on the step structure. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Discussion re replacing stoplights with four-way stop at intersection of Main St. and Kingston St.: Public Works and Zoning Director Casey Klug reported that he had received requests to keep the stop signs at the intersection of Kingston St. and Main St. rather than the stoplights. Klug reported that the county had completed a traffic study and counted approximately 4,500 cars pass through the intersection each day. Council discussed the idea but took no action on the proposal.

f. Overtime report: Members reviewed the overtime report for the pay period July 16, 2018 – July 29, 2018. No further action was taken by the Council.

g. Prepaid claims: Members reviewed the prepaid claims for the period July 18, 2018 – August 10, 2018, which totaled \$180,396.98. Member Fisch moved to approve the prepaid claims as presented. The motion was seconded by Member Vick. All members present voted in favor of the motion, and the motion passed.

h. Claims payable: Members reviewed the claims payable for August 2018, which totaled \$294,439.44. Member Burns moved to approve payment of the claims as presented. The motion was seconded by Member Vick. All members present voted in favor of the motion, and the motion passed.

ANNOUNCEMENTS:

a. The next regular Council meeting was scheduled for Monday, August 27, 2018 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 7:04 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk-Administrator