

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, February 11, 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: Michael Flaherty, city attorney (for civil matters); Kevin Jacobson, fire chief; Casey Klug, public works and zoning director; and Adam Swann, clerk/administrator. Visitor(s) present: Scott Betz; Craig Moorhead, *Caledonia Argus*; and Skip Wieser, Esq.

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 January 28, 2019 regular City Council meeting
- b. Approval of proposed Resolution 2019-002: A Resolution Accepting Donation from Houston County Wild Turkey Federation
- c. Approval of proposed Resolution 2019-003: A Resolution Updating Signatories for City Bank Accounts

PUBLIC COMMENT: None.

CLERK/ADMINISTRATOR:

a. Updates:

i. Houston County solid waste fees: Swann reported that City Utility Billing Clerk Jessica Kohlen and City Finance Officer Stephanie Mann had reviewed the City’s utility billing records and provided Houston County with a more precise number of residential households in the City of Caledonia, thereby reducing the number of households—i.e., from 1340 to 1321—the County was billing the City. Swann noted that Kohlen was going to be providing the County with monthly updates so that the number would be as accurate as possible.

ii. Resignation of James Marek, assistant to the clerk/administrator: Swann reported that James Marek, the assistant to the clerk/administrator, had resigned. His last day working for the City was Tuesday, Feb. 5, although Marek was going to help with the special election on Feb. 14, 2019.

iii. Stormwater charges: Swann reported that implementation of the monthly stormwater charges had been delayed briefly to allow Council the opportunity to review the process for calculating equivalent residential units (ERUs) for commercial and industrial properties. Swann reported that a proposed ordinance revising the method of calculation would be an item of new business for the Council meeting on Feb. 25, 2019.

NEW BUSINESS:

a. Consideration of application from Scott Betz (d/b/a Scott Betz Enterprises) for permit to operate salvage yard at 109 Hiway Street (Parcel IDs 21.0574.000 & 21.0575.000): Public Works and Zoning Director Casey Klug reported that Betz had completed most of the issues identified by Klug in his December correspondence with Betz. Klug presented Council with a photo of the property so that Council could see its current condition. Klug reported that of the requirements for a salvage yard license listed in City Code Chapter 115, Betz needed to 1) fix the landscaping around the salvage yard to address the gaps under the fencing, 2) complete the recommendations made by the fire marshal, and 3) extend the surety bond to cover the full period of the proposed salvage yard license. Skip Wieser, legal counsel for Scott Betz, addressed the Council and asserted that his client had substantially improved the appearance of the property and that his client had satisfied most of the conditions for the license and would soon finish the remaining items identified by Klug. Betz stated he was agreeable to the permit ending December 31, 2019, so that the permit would coincide with the calendar year.

Mayor Schroeder moved to approve a permit for Scott Betz to operate a salvage yard at 109 Hiway Street (parcel IDs 21.0574.000 & 21.0575.000) until December 31, 2019, on condition that Betz performed the following:

- (i) Fixed the landscaping by May 15 to eliminate the gaps under the fencing around the salvage yard;
- (ii) Completed the recommendations provided by the fire marshal and contacted the fire marshal (via Casey Klug) to schedule an inspection by March 1, 2019; and
- (iii) Extended the surety bond through the end of 2019.

Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Consideration of proposals to provide professional services for wastewater treatment facility plan: Council reviewed and discussed three proposals to provide a wastewater treatment facility plan. The proposals were submitted by WSB & Associates, Inc.; MSA Professional Services, Inc., and Donohue & Associates, Inc. Member Fisch moved to accept the proposal from Donohue & Associates, Inc. to prepare phase 1 of a wastewater treatment facility plan for the amount of \$10,770. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Overtime report: Members reviewed the overtime report for the pay period January 14, 2019 – January 27, 2019. No further action was taken by the Council.

d. Prepaid claims: Members reviewed the prepaid claims for the period January 16, 2019 – February 8, 2019, which totaled \$495,595.13. Member Vick 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.

f. Claims payable: Members reviewed the claims payable for February 2019, which totaled \$226,729.97. 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 special election for District 3 Houston County commissioner was scheduled for Tuesday, February 12, 2019 from 7:00 a.m. to 8:00 p.m.

b. The next regular Council meeting was scheduled for Monday, February 25, 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 Vick. All members present voted in favor, and the motion was declared carried to adjourn at 6:57 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk-Administrator