REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, August 13, 2012

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 6:25 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Tom Murphy, Bob Lemke, and Paul Fisch. Members absent: None. Consultants and City staff present: Interim City Clerk/Administrator Paul Sparks, Administrative Coordinator Mike Gerardy, City Electrician Matt Blocker and Secretary Jessica Kohnen. Visitors present: Tom Danielson, Tony Klug, Ross Meyer, Joe Kampschroer, Lisa Michelson and Caledonia Argus Reporter Clay Schuldt.

AGENDA APPROVAL: A motion was made by Member Vick, seconded by Member Lemke, to approve the agenda with the following additions: Tony Klug, Police Officer Activity Lists for July 2012 and First Responder addition. All members present voted in favor and the motion was declared carried.

CONSENT AGENDA: A motion was made by Member Fisch, seconded by Member Vick, to approve the consent agenda. All members voted in favor and the motion was declared carried.

A. MINUTES OF PAST MEETINGS. To approve the minutes of the Regular Meeting held Monday, July 23, 2012 and the Special Meeting held Monday, July 30, 2012.

VISITORS AND COMMUNICATIONS.
A. JOE KAMPSCHROER – HANDICAP ACCESSIBILITY: Mr. Kampschroer addressed the Council with his concerns over the lack of handicap ramps on various streets in Caledonia, particularly West Washington Street where it intersects with Ramsey Street. He also discussed if the markings could be better on the streets. The Council thanked him for coming forward with his concern and asked that he write down the specific areas he would like addressed and to give that information to Mike Gerardy, Administrative Coordinator.

B. TOM DANIELSON – INSURANCE REVIEW: Tom Danielson, City Insurance Agent, was present to discuss the July renewal of the City Insurance Policies. He drew attention to the Worker's Compensation Insurance, stating that the increase was significant, however, they take the previous three years data (2009, 2010 & 2011) of health claims and during those years the City of Caledonia had some significant claims. He thought that next year the rating should go down. Member Murphy inquired as to why the 2009 Dodge Van for the Electric Department had a replacement cost of $25,000 when we could replace the van with a used one. Mr. Danielson also shared that there would be no additional insurance premium charge for the proposed slide and climbing wall for the new aquatic center.

C. TONY KLUG: The Council requested Mr. Klug, retired Water / Waste Water Operator, attend the Council Meeting. The Council asked if Mr. Klug would be willing to return on a part-time basis to perform the Class A duties at the sewer plant. Following discussion, a motion was made by Mayor Burns, seconded by Member Fisch, to notify Stantec, the current Class A License Holder, that the City of Caledonia would be giving 30 notice of contract termination. Therefore, writing a contract for Mr. Tony Klug to serve as the Class A Operator as a self-employed person at the rate of $45 per hour for 6 hours per week. All members voted in favor and the motion was declared carried.

D. MATT BLOCKER – CITY ELECTRICIAN

1. ADDITIONAL WORK – KARIAN PETERSON: Matt Blocker, City Electrician presented three quotes he received from Karian Peterson for additional work for them to perform while in Caledonia. The first quote was for work by the Jim Hoscheit residence on County Road 5, the cost was $4,780. The second quote was to move power across the road at the County Road 249 and South Winnebago Street intersection. The new line would provide power to the new street light to be installed at the Woman's Resource Center. The work needs to be completed before the construction of County Road 5 begins; the cost was $3,720.85. The third quote is to bury current overhead service to underground on North Decorah Street, the cost was $3,274.60. Following discussion, a motion was made by Mayor Burns, seconded by Member Lemke, to authorize the above mentioned improvements as recommended by Mr. Blocker, the work to be done at Mr. Hoscheit's residence would be billed to Mr. Hoscheit and the cost for the other two projects would be added to the total cost of the 2012 Light Department Project. All members voted in favor and the motion was declared carried.

2. 2012 ELECTRIC PROJECT EXTENSION: Mr. Blocker shared that due to the hot summer and other minor issues, the 2012 Electric Project will not be completed by September 1st as the contract states. The Council agreed by general consensus that the engineers should draft a letter to Karian Peterson requesting a 30 day extension to the contract.

3. MNDOT HIGHWAY 44 PROJECT: Mr. Blocker informed the Council that some contractors hit a live wire on the Pedestrian Path while working on the Highway 44 Project. Mr. Blocker stated the live wire was for the street lights that are placed next to the path. He feels that once the new street lights are installed on the completed highway; the old lights will not be needed as there should be sufficient lighting. The Council instructed Mr. Blocker to keep track of the time and equipment that were used as well as any materials used to repair the wire if the City decides they want the existing lights to be operational again.

E. ADMINISTRATIVE COORDINATOR TOPICS:

1. ZONING APPLICATION – ROSS MEYER: Administrative Coordinator Gerardy shared that Ross Meyer, 1018 East Main Street, would like to construct a 10' x 20' raised wooden deck on the front of his home. The proposed construction would require a 10' setback variance from the north (front) property line. Following brief discussion, a motion was made by Mayor Burns, seconded by Member Lemke, to grant the 10' setback variance from the north (front) property line. All members voted in favor and the motion was declared carried.

2. ENTERPRISE FUND COMMITTEE – WATER METERS FOR MOBILE HOME PARKS: Mr. Gerardy shared that Mike Rogich wants to install the new automatic read water meters at his mobile home parks himself. During discussion, it was decided that Mr. Gerardy should take pictures of the current water meter setup and pictures again after the installation is completed. Further, The Council directed Mr. Gerardy to draft a contract with Mr. Rogich, clearly stating a timeline for the meter installation to be completed. The contract should be presented to the Council at the August 27th meeting.

3. HAUL ROUTES FOR HIGHWAY 44 PROJECT: Mr. Gerardy shared that a representative from MNDOT asked if they could use North Kingston Street as a haul route while paving Highway 44. He stated that MNDOT is requesting use of North Kingston when the dump trucks are full and empty. During discussion, the Council agreed that dump trucks could use North Kingston Street only when empty and when the paving is being completed of the beltline; which is Main Street to North Kingston Street. During the remainder of the project to Hokah, they should use other routes.

4. SIDEWALK EXTENSION: Mr. Gerardy shared that he contacted Kathy Nelson from the Arlin Falck Foundation and she agreed to extend the $10,000 grant the City received for the sidewalk extension to the Four Season's Community Center until the Spring of 2013. The Council suggested that be the first project of the 2013 season.

F. COMMUNICATIONS: None.

CLAIMS

A. PREPAID CLAIMS: Following review, discussion and deliberation, a motion was made by Member Fisch, seconded by Member Lemke, to approve the Prepaid Claims List for July 2012. All members voted in favor and the motion was declared carried.

Augedahl Construction & Cab.	Sidewalk Replacement	3,714.50
Becker & Stemper Construction	CO Detectors to Camp Winnebago	200.00
Blue Cross Blue Shield of MN	Health Insurance	26,747.00
Caledonia Lumber Company	Repair Materials	23.25
Carquest Auto Parts Store	Safety Glasses	8.20
Century Manufacturing Corp.	Cleaning Supplies	132.72
Clearview Sign	Pool Project – Banner	48.00
Credit Bureau Data, Inc.	Utility Collection Fee's	21.91
Crystal Canyon/Ecowater	Drinking Water	21.49
Eitzen State Bank	Certificate of Indebtedness	2,536.50
G & F Distributing	Liquor Store Inventory	81.25
Good Friends	Music in the Park	400.00
Heiman Fire Equipment, Inc.	Hose Truck 1410	268.82
Highway 52 Bluegrass Band	Music in the Park	300.00
Houston County Recorder	Easements – 2012 Electric Project	736.00
Jack Neumann Trucking	Liquor – Freight Expense	35.00
League of MN Cities Ins. Trust	Work Comp 7/1/12 to 7/1/13	47,768.00
Merchants Bank	ACH Fee July 2012	30.09
Minnesota Energy Resources	Natural Gas	3,119.57
Schulze – Krueger, Diane	Music in the Park	200.00
Simple Rogues	Music in the Park	400.00
South Dakota Municipal League	City Clerk/Adm Employment	50.00
Star Energy Resources	Light – 2012 Project	43.00
Tri-County Electric Co-op	Electric Energy	90.35
Warner, Charlie	Music in the Park	150.00
Wirtz Beverage Minnesota	Liquor Store Inventory	1,230.13
Airgas USA, LLC	Oxygen / Acetylene	113.29
Burroughs Equipment	Vehicle Inspections	717.36
Connor, Kim	Reimbursement for WSI Course Fee	150.00
Houston County Recorder	Recording Fee	92.00

Rippe, Hammell & Murphy	Prosecution Matters	3,116.25
League of MN Cities Ins. Trust	Volunteer Plan	270.00
Northern Beverage Distribution	Liquor Store Inventory	1,555.10
Resco	Liquor Store Inventory	4,734.15
Schott Distributing Co, Inc.	Liquor Store Inventory	3,788.86
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	142.65
Tolleson, Allison	Pool Project – Reimbursement Expenes	32.50
Petty Cash	Replenish Petty Cash	82.63
Schmitz, Megan	Reimburse WSI Course Fee	150.00
Bound Tree Medical, LLC	Ambulance Supplies	38.10
Business Financial Planning	Flex Plan Administrator Fees	159.00
Caledonia True Value	Miscellaneous Items	116.39
D S Electric Supply	Inventory	340.50
G & F Distributing	Liquor Store Inventory	543.00
Jack Neumann Trucking	Liquor – Freight Expense	130.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,659.98
Metro Sales, Inc.	Copier Agreement	53.48
MN State Fire Service Board	FD Recertification Fee	80.00
Phillips Wine & Spirits	Liquor Store Inventory	1,966.79
Tri-State Ambulance, Inc.	Intercept Fee	250.00
Ziebell's Hiawatha Foods	Liquor Store Inventory	34.75
Business Financial Planning	Cafeteria Plan	455.95
City of Caledonia Emp. Assn.	Association Dues	70.00
Commissioner of Revenue	State Withholding	1,548.49
Hale Skemp Hansen Skemp Sleik	Case No. 11-CV-67-A	344.96
ING Institutional Plan Services	TSA Payday 7-24-12	480.00
Merchants Bank	Federal/FICA/Medicare	7,995.21
MN Benefit Association	MBA Payday 7-24-12	97.59
NCPERS Minnesota	NCPERS Payday 7-24-12	80.00
Public Emp. Retirement Assn.	PERA Payday 7-24-12	5,384.57
Arlander, Todd	Reimbursement Hose Purchase	288.68
Bound Tree Medical, LLC	Ambulance Supplies	1,016.86
Caledonia Conv & Tourism	Tourism	813.17
Caledonia Oil Company	Unleaded	1,766.00
Edwards Investments	TIF 2-2 Interest Payment	3,642.63
Foster, Amber	Reimbursement for Tourney Medals	424.40
Frank & City, Derrick	Meter Deposit Refund	250.25
G & F Distributing	Liquor Store Inventory	83.25
Gavin, Mike	Animal Control	75.00
Hendel & City, Matt	Meter Deposit Refund	250.21
Holte & City, Annette	Meter Deposit Refund	250.25
Houston County Treasurer	Ho Co Collection Site	3,340.00
Jack Neumann Trucking	Liquor – Freight Expense	40.00
K Properties	Tax Abatement	601.18
Kids Corner Daycare Center	Tax Abatement	1,025.51
Kurk & City, Taylor	Meter Deposit Refund	250.25
Laser Product Technologies	PD Printer Repair	109.79
Mackenzie & City, Earl	Meter Deposit Refund	250.12
MN Municipal Beverage Assn.	Annual Association Dues	510.00
Northern Beverage Distribution	Liquor Store Inventory	2,067.55
Northern Tool & Equipment	Sprayer Nozzle	-12.41
Olson & City, Merlyn	Meter Deposit Refund	250.25
Petty Cash	Replenish Petty Cash	93.34

Pohlman & City, Sarah	Meter Deposit Refund	250.24
Principal Life	Life/Ad&d/STD	499.49
Resco	Inventory	2,836.23
Sabo & City, Rebecca	Meter Deposit Refund	250.16
Schott Distributing Co, Inc.	Liquor Store Inventory	7,876.80
Schrieber & City, Sabrina	Meter Deposit Refund	250.08
Schwirtz, Dan	2012 Uniform Allowance	125.00
Skifton & City, Sam	Meter Deposit Refund	200.03
Southern Wine & Spirits of MN	Liquor Store Inventory	1,244.27
Sparks, Paul	Interim City Clerk 7-12-12 to 7-25-12	2,895.70
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	41.75
Temple & City, Miranda	Meter Deposit Refund	250.24
Tri-State Ambulance	Intercept Fee	250.00
Twite & City, Jason	Meter Deposit Refund	250.13
West Main Townhomes of Cal	TIF Payment	5,574.85
Winona Controls, Inc.	Tax Abatement	771.73
Wirtz Beverage Minnesota	Liquor Store Inventory	1,360.52
Witt Real Estate LLC	Tax Abatement	449.91
Houston County Recorder	Recording Fee	46.00
Northern Beverage Distribution	Liquor Store Inventory	2,221.55
Schott Distributing Co, Inc.	Liquor Store Inventory	7,668.45
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	195.65
Holmen Youth Baseball	Registration Fee	-200.00
Houston County Recorder	Easement 2012 Project	46.00
Precision Office Machines	Clerk's Office – Troubleshoot	40.00
Quillin's IGA	Caledonia Tourney	124.69
Taser International	Replace Taser	683.95
VISA	Air Conditioner, Phone Minutes, Misc.	858.27
Becker, Jean	Caledonia Tourney Expenses	202.76
Bluff Country Meats	Caledonia Tourney Expenses	137.02
Caledonia Conv & Tourism	Tourism	110.58
Emblem Enterprises, Inc.	PD – Uniform Patches & Flags	280.85
G & F Distributing	Liquor Store Inventory	70.30
Jack Neumann Trucking	Liquor – Freight Expense	230.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,693.54
MN Dept. of Revenue	Sales/Use Tax	17,626.00
Phillips Wine & Spirits Co.	Liquor Store Inventory	2,318.55
Richard's Sanitation	Recycling Collection Fees	6,731.90
St. Mary, Judy	Music in the Park	200.00
Ziebell's Hiawatha Foods	Liquor Store Inventory	90.15
Ace Link Telecommunications	Communication Expense	1,129.18
Caledonia Ambulance	AED Grant	300.00
Commissioner of Revenue	State Withholding	251.51
Guillaume, Joyce	2012 Uniform Allowance	60.00
Merchants Bank	Federal/FICA/Medicare	1,360.43
Northern Beverage Distribution	Liquor Store Inventory	1,774.20
Pubic Emp. Retirement Assn.	PERA Payday 8-2-12	922.61
Southern Wine & Spirits of MN	Liquor Store Inventory	874.43
Abrams & Schmidt LLC	Consulting Attorney – Labor	5,267.50
Business Financial Planning	Cafeteria Plan	455.95
Caledonia Police Association	PD Association Dues	75.00
Commissioner of Revenue	State Withholding	1,379.03
Credit Bureau Data, Inc.	Utility Collection Fees	167.49

Crescendo Consulting LLP	Pool Project	8,791.75
Gerardy, Michael	Rec Park – Travel Expense	4.22
Hale Skemp Hansen Skemp Sleik	Case No. 11-CV-67-A	344.96
Heiderscheit, Coady	Initial Uniform Distribution	80.13
ING Institutional Plan Services	TSA Payday 8-7-12	480.00
Kwik Trip Stores	Scrip Pool Project	1,125.00
League of MN Cities Ins. Trust	Annual Insurance Premium	66,500.00
Merchants Bank	Federal/FICA/Medicare	7,044.51
Public Emp. Retirement Assn.	PERA Payday 8-7-12	5,467.54
Resco	Inventory	344.18
Schott Distributing Co, Inc.	Liquor Store Inventory	2,431.50
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	78.60
Verizon Wireless	Communication Expense	221.51
Ziebell's Hiawatha Foods, Inc.	Inventory	18.75
Hagerott, Karen	Refund – Baseball Registration	45.00
Kraus Oil Company, Inc.	Diesel	1,971.38
McCurtain, John	City Clerk Applicant – Reim Travel	470.58
Blue Cross Blue Shield of MN	Health Insurance	27,080.00
Northern Beverage Distribution	Liquor Store Inventory	1,247.85
Peterson, Steve	Defective Sidewalk Replacement	593.75
Schott Distributing Co, Inc.	Liquor Store Inventory	3,281.70
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	43.00
Tri-County Electric Co-op	Electric Energy	92.47
Werner, Dale	Defective Sidewalk Replacement	93.75
		$ 353,098.41

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Member Vick, seconded by Member Fisch, to approve the Prepaid Claims List for July 2012. All members voted in favor and the motion was declared carried.

Ability Building Center	Rec Park – Groundkeeping Crew	112.38
Adamson Industries Corp.	PD New Squad Accessories	179.95
Affordable Technology Sol.	Tech Services, Office Supplies, Computer	2,441.09
Airgas USA, LLC	Oxygen / Acetylene	116.48
Alco Discount Store	Cleaning Supplies, Phone Minutes, Stereo	178.34
American Lock & Key	Street – Keys	6.33
Artic Glacier Inc.	Ice	498.06
Astrup Drug, Inc.	Ambulance Supplies	12.66
Avenet, LLC	1 Year Host/Maint/Support	500.00
Baker & Taylor Books	Library Books	1,540.11
Ben Meadows	Marking Paint	211.36
Bonanza Grain, Inc.	Maintenance Rock	189.17
Bound Tree Medical	Defib Batteries	323.50
Caledonia Argus	1 Year Subscription	40.50
Caledonia Implement Co.	Bulb Assembly	2.84
Caledonia Oil Company	Generator Tire Repair	211.69
Caledonia Police Reserves	Donation American Legion Lighted Sign	250.00
Caledonia Wheel Alignment	Oxygen Tank	25.99
Carquest Auto Parts Store	Fuel/Additives/Safety Glasses	40.90
Century Manufacturing Corp.	Cleaning Supplies	296.46
City of Caledonia Utilities	Water, Sewer, Electric	14,044.94
Communications Service Inc.	Program Pager, Battery Pack	91.64
Comstock Trucking	Maintenance Materials	83.36

County Materials Corp.	Manhole Adj. Rings	255.20
D.S. Electric Supply Inc.	Light Inventory	5,728.55
Dalco	Vehicle Wash	56.40
Davy Engineering	Sewer Rehab, Engineering Fees	3,329.95
Davy Laboratories	STP – Lab	1,946.58
Ditch Witch of Minnesota, INC.	Vac Trailer Part, Gear Oil	298.15
E O Johnson Company	Copier Maintenance Agreement	122.00
ECM Publishers, Inc.	Advertisements	1,455.87
Expert T Billing	Ambulance Billing	925.00
First Supply	Park Areas – Water Fountain Parts	8.03
G & F Distributing	Liquor Store Inventory	575.90
Gopher State One-Call	Location Notifications	132.05
Hach Company	Meter Testing Equipment	1,523.02
Hawkins, Inc.	Chemicals, Chlorinator	2,405.79
Hoskins Electric, Co.	Service Call	269.33
Houston Co. Highway Dept.	Chloride & Application	529.00
Innovative Office Solutions	Ink Carts, Office Supplies	284.79
Itron, Inc.	Utility Readers Software/Setup	1,104.99
Jack Neumann Trucking	Liquor – Freight Expense	106.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,154.11
Kwik Trip Stores	Ball Tourney Concession Stand	309.72
Midwest Tape	Library DVD's	212.71
Minnesota Energy Resources	Natural Gas	1,555.95
Minnesota Pipe & Equipment	Red Marking Paint	255.86
Mississippi Welders Supply Co.	Oxygen	143.34
MN Dept. of Labor & Industry	Elevator Operator Permit	100.00
Nelson Flag & Display, Inc.	Park Areas – Gazebo Lights	28.80
North Central Laboratories	Safety Equipment/Supplies	72.75
Philips Wine & Spirits Co.	Liquor Store Inventory	705.34
Printy Quik	Desk Sign	12.83
Reliance Business Forms, LLC	Window Envelopes	112.10
Richard's Sanitation	Refuse Disposal, 2012 Project	349.74
Schilling Supply Company	Copy Paper, Towels, Bags	364.75
Schmitz Refrigeration	A/C Repairs	111.18
SE Libraries Cooperating	Library – Auto Fees	395.42
SEMA Equipment, Inc.	Filters	65.58
St. Mary Auto Body Shop	Tow's	106.88
Stantec Consulting Services	Consulting Services	5,700.00
Star Energy Services	2012 Project	278.50
Storlie's Portable Pit Stops	Toilet Rent	192.38
Tri-County Electric Co-op	Electric Energy	237,350.39
United Auto Supply, Inc.	Misc.	214.25
USA Bluebook	Equipment, Chemicals	423.21
Water Systems Company	Drinking Water	39.55
Wiebke Tire	Unit 008 Tire Maintenance	40.00
WWTP MPCA PFA Loan Fund	Loan Payment	3,500.00
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	35.00
		$297,284.69

OLD BUSINESS

A. BAY WEST BILL FOR CLEAN-UP OF METH LAB: Interim City Clerk/Administrator Paul Sparks reviewed an invoice from Bay West for the clean-up of a meth lab located on

Sunrise Lane; the invoice total was $2,488.46. Discussion took place on how to recoup the cost of the invoice as well as further costs associated with securing and removing the trailer. Member Murphy informed the Council that on Tuesday, August 21st Public Health Nurse Deb Rock is giving a presentation to the County Auditor and he indicated he would be attending the presentation. Discussion concluded with the Council directing Interim City Clerk/Administrator Sparks to contact City Attorney Tim Murphy to look into the City's options for recouping the costs.

B. RESOLUTION 13-2012 REQUESTING PERA – P & F COVERAGE FOR PART-TIME POLICE OFFICER: Interim City Clerk/Administrator Sparks reviewed the enclosed Resolution 13-2012. Following brief discussion, a motion was made by Mayor Burns, seconded by Member Vick, to approve Resolution 13-2012 Requesting PERA – Police & Fire Coverage for Part-Time Police Officer Brandon Harris. All members voted in favor and the motion was declared carried.

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the **Caledonia Police Department** of **The City of Caledonia** hereby declares that the position titled **Part-time Police Officer**, currently held by **Brandon D Harris**, meets all the following Police and Fire membership requirements:

1. Said position requires a license by the MN peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed.
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

STATE OF MINNESOTA

COUNTY OF HOUSTON

I, Paul Sparks, Interim City Clerk of the City of Caledonia, do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the 13th day of August, 2012; the original of which is on file in this office. I further certify that __5__members voted in favor of this resolution and that __5___members were present and voting.

Signed _____/s/ Paul T. Sparks_____ Date _____August 13, 2012_____

C. CHANGE ORDER #1 – DAKOTA SUPPLY GROUP: Interim City Clerk/Administrator Sparks reviewed Change Order #1 from Dakota Supply Group for the Water Meter Contract. The increase of the Change Order #1 was $3,279.80. Following discussion, a motion was made by Member Fisch, seconded by Member Lemke, to approve Change Order #1. All members voted in favor and the motion was declared carried.

D. LETTER TO PUBLIC ON WATER METER SWITCH-OUT AND FINAL METER BILLING: Interim City Clerk/Administrator Sparks reviewed two letters to be sent out for the upcoming water meter change out project. Discussion included on how to bill three months of water and sewer usage without it being a hardship on the customers of Caledonia. No action was taken.

NEW BUSINESS

A. MEDIACOM CABLE RATE INCREASE: Enclosed with the Agenda was a rate increase letter from Mediacom. No action was taken.

B. FIRST RESPONDER HIRE: Distributed at the meeting was an e-mail from Ambulance Director Mike Tornstrom stating that Kelly McGraw has offered his services as a licensed First Responder. A motion was made by Mayor Burns, seconded by Member Vick to approve the hire of Kelly McGraw as a First Responder for the Ambulance Service. All members voted in favor and the motion was declared carried.

CLERK'S REPORT

A. EMPLOYEE TIME RECORDS: Enclosed with the Agenda was the Employee Time Records for pay periods July 9 – 22, 2012 and July 23 – August 5, 2012. Discussion took place on the overtime for Ryan Skillings and Coady Heiderscheit.

B. POLICE OFFICER ACTIVITY LISTS: Distributed at the meeting was the Police Officer Monthly Activity Reports for July 2012.

C. CLERK/ADMINISTRATOR POSITION: Interim City Clerk/Administrator Sparks asked the Council if they would like to schedule 2nd interviews with any of the applicants. The Council indicated they would like one person to return for a second interview on Monday, August 20th at 6:30 p.m.

CLOSED SESSION: The regular meeting of the Caledonia City Council on August 13th, 2012, was declared closed at 9:17 p.m. in order for the City Council to discuss current labor negotiations with the Operating Engineers Union Local 49, representing Caledonia's non-essential employee group. The meeting was recorded and a copy of the recording will be kept on file. The closed session was ended at 9:35 p.m. and the City council returned to regular session.

MISCELLANEOUS ITEMS

A. DISCIPLINE ISSUE: Mayor Burns introduced the disciplinary action for Chad Heuser for discussion and action. Mayor Burns moved, seconded by member Vick, to suspend Chad Heuser without pay for misconduct in the performance of his duties as a police officer for 160 scheduled work hours, to provide a one year probationary period, to require Chad Heuser to complete nightly log sheets for one year, to undergo performance evaluations periodically during the probationary year. The City's health insurance will remain in force during the suspension with the employee and City paying their normal proportionate share of the premium. All members voted in favor and the motion was declared carried.

ADJOURNMENT: A motion to adjourn was made by Member Fisch, seconded by Member Vick, at 9:45 p.m. All members voted in favor and the motion was declared carried.

Robert H. Burns
Mayor

Paul Sparks
Interim City Clerk/Administrator