

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, November 27, 2006

CALL TO ORDER: Following due call and notice thereof, Mayor Morey called the meeting to order at 7:05 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Michael J. Morey; Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: None. Consultants and City staff present: Michael Gerardy, Stephanie Mann and Robert L. Nelson. Visitors present: Jane Palen, Report.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Fisch, seconded by Member Klug, to approve the Consent Agenda items, listed below. 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, November 13 and Special Meeting held Thursday, November 16, 2006, as presented.

VISITORS AND COMMUNICATIONS

A. ADMINISTRATIVE COORDINATOR:

1. ELECTRIC DEPARTMENT GARAGE: Administrative Coordinator Gerardy requested authorization to purchase 2 stage heaters for the electric department building directly from the manufacturer for an approximate cost of \$4,300 plus Minnesota Sales Tax. These units provided 95,000 btu on low heat and 195,000 btu on high heat. Following brief discussion, a motion was made by Member Vick, seconded by Member Fisch, to authorize the purchase for the amount of approximately \$4,300 plus Minnesota Sales Tax. All members voted in favor and the motion was declared carried.
2. ELECTRIC DEPARTMENT GARAGE: Mr. Gerardy recommended approval of change order #1 for the project, being to replace a plastic sheeting with a 1 quarter inch blanket insulation vapor barrier which would theoretically keep the concrete floor from sweating on hot humid days. The change of materials would increase the cost by \$2,140. In response to inquiry, Mr. Gerardy stated this cost would be less than substituting Styrofoam in place of the plastic sheeting. Following discussion, a motion was made by Member Fisch, seconded by Member Standish to approve Change Order #1 in the amount of \$2,140 for substitution with the vapor barrier. All members voted in favor and the motion was declared carried.
3. FOUNDERS DAYS ACTIVITIES: Mr. Gerardy reported that city staff has been working with Founders Days Members, helping to fill buckets with sand and locate them for installation of Christmas trees when they arrive. Myron Kinneberg is making arrangements for auditorium activities.

B. ACCOUNTANTS REPORTS: Stephanie Mann, Accountant, reported the total amount of city investments as of October 31, 2006, was \$3,179,869 and cash in bank was \$450,171.07. She also presented a schedule of long term debt and schedule of payments. Further, she reviewed a budget worksheet – monthly YTD Analysis for the general fund and enterprise funds.

#### OLD BUSINESS

A. AMBULANCE VEHICLE: Clerk Nelson reported that Robert Augedahl, Ambulance Director, reported that a demonstrator ambulance is near certainly available with a trade in price of approximately \$99,500, receiving a \$4,000 allowance for the present city ambulance. The new vehicle is expected to be delivered within the next few weeks.

B. CONTRIBUTION: A motion was made by Mayor Morey, seconded by Member Standish, to accept a pass-through contribution from the American Legion Post 191 in the amount of \$450 and transfer it to the Caledonia Balloon Rally Committee. All members voted in favor and the motion was declared carried.

C. SITE LEASE AGREEMENT: Clerk Nelson reviewed minimum changes to the most recently updated version of the site lease agreement proposed by Midwest Wireless Communications for mounting antenna on the city water tower at the north end of Decorah Street. Following discussion, a motion was made by Member Fisch, seconded by Mayor Morey to approve the agreement and direct a final copy be prepared for signature. All members voted in favor and the motion was declared carried.

#### NEW BUSINESS

A. COMMERCIAL SCDG: Upon the recommendation of the Economic Development Director with administrative oversight by the Southeast Minnesota Development Corporation, a motion was made by Member Fisch, seconded by Member Vick, to approve a Small Cities Development Grant Program Payment in the amount of \$6,374 for Commercial Project 030, Steven and Kathy Nelson, owners. All members voted in favor and the motion was declared carried.

B. LIQUOR STORE STAFFING: Upon the recommendation of Patty Gavin, Manager, a motion was made by Member Fisch, seconded by Mayor Morey, to appoint Dustin Gavin as a Part-Time Liquor Store Retail Clerk. All members voted in favor and the motion was declared carried.

C. AMBULANCE DEPARTMENT: Mayor Morey reported that he and Member Fisch had been considering a means to efficiently continue the Ambulance Service following the resignation effective date of Robert Augedahl as Director on November 30 until such time as a new director could be appointed. Mayor Morey said he and Member Fisch recommended the appointment of Mary Betz who agreed to perform the necessary day to day operations, typically performed by the director to keep the service operating until such time as appointment of a new, permanent director. The recommended rate of pay for this service would be at \$15.00 per hour while her continuation of regular EMT service would be at the same rate as other EMT's. Following discussion, a motion was made by Member Klug, seconded by Mayor Morey, to appoint Mary Betz to perform the necessary directors' duties at a rate of \$15.00 per hour until a

permanent director was appointed. Members voting in favor: Morey, Fisch, Klug and Standish. Opposed: Vick. The motion was declared carried.

#### CLERK'S REPORT

A. WELLHEAD PROTECTION PLAN: Enclosed with the Agenda was a letter from the Minnesota Department of Health, acknowledging receipt of the Cities' Wellhead Protection Plan, and committing to a decision for approval or disapproval by January 28, 2007.

B. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period November 6 – 19, 2006.

C. WASTE WATER PLANT EQUIPMENT: Enclosed with the Agenda was an Invoice for installation of a new comminuter which was previously approved for an estimated cost presented by Tony Klug. The final cost is \$27,848.29.

D. GRANT APPLICATION: Enclosed with the Agenda for informational purposes was a copy of the letter of transmittal and grant agreement form for an application submitted by Chuck Gavin, Fire Chief, to AgStar for \$2,400 to purchase 6 Motorola Minnitor V Pagers. Clerk Nelson explained that the City now anticipates receiving the \$2,400 check and ordering the pagers. Thereafter, the City must report back to AgStar that the process has been completed, furnishing a copy of the Invoice and, if appropriate returning any excessive grant monies.

E. HERITAGE COMMUNICATIONS: Enclosed with the Agenda was a letter and informational sheet on the Highland Council, Scotland, responding to an invitation for representatives to attend the Annual Scottish Heritage Banquet.

F. CONSTRUCTION WORK PLAN, ELECTRIC DEPARTMENT: Clerk Nelson informed the Council that a detailed multi-page work plan document had been received from PowerPlus Engineering, reporting that two of three copies were furnished to the Electric Department staff with one copy being retained at the Clerk's Office. He invited any interested Council Members to review the document on loan.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Mayor Morey and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 8:45 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, December 11, 2006, in the Council Room, City Hall.

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Michael J. Morey, Mayor

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Robert L. Nelson  
City Clerk – Administrator