

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, December 11, 2006

CALL TO ORDER: Following due call and notice thereof, Mayor Morey called the meeting to order at 7:00 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, Dan Schwirtz, Chuck Gavin and Robert L. Nelson. Visitors present: Noel Brenza, Loretta Knutson, Janene Hosch and Jane Palen, Report.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Klug, seconded by Member Standish, to approve the Consent Agenda items, stated 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 27; and Special Meetings of December 4 (5:00 p.m.), December 4 (6:00 p.m.) and December 7, 2006, as presented.

B. 2007 LICENSES

1. LIQUOR / CLUB LICENSES: Contingent upon completing application forms and payment of fees, to approve Liquor Licenses for Beverly Rud (Bev's Bar), Richard Schulze (The Ranch), David and Janice Kutina (Starlite Bowling Center) and Dave and Kris Wedl (Good Times Bar & Pizza), and a Club License to American Legion Post 191 (American Legion Club).

2. TOBACCO LICENSES: Contingent upon completing application forms and payment of the required fees licenses are approved for the following businesses.

1450	Quillin's IGA	Lori Thillen, MGR	510 Vista Dr.
1451	Kraus Oil	Jerry Kraus	304 S. Hwy 44-76
1452	Kwik Trip #733	Kath Ranzenberger, MGR	110 N. Sunset Blvd
1453	Good Times	Dave/Kristine Wedl	118 Bissen St.

C. GAMBLING PERMIT: To approve an Application for Exempt Permit, submitted by Caledonia Founder's Days, Inc., to conduct an event at the City Auditorium, 219 East Main Street, on January 26, 2007, to include Pull tabs and Tip boards, waving the waiting period.

D. DONATIONS

1. To accept a pass-thru donation from the Arlin C. Faulk Foundation in the amount of \$1,000 and pay it over to the Caledonia Balloon Rally Committee.
2. To accept a donation from AgStar Financial Services in the amount of \$2,400 and apply it to the purchase of Minitor V Pagers for the Caledonia Volunteer Fire Department.

E. TEMPORARY RETAIL ON – SALE 3.2 MALT LIQUOR LICENSE: To approve a temporary Retail On-Sale 3.2 Malt Liquor License for Caledonia Founder's Days, Inc., for 1 day, being the 26<sup>th</sup> of January, 2007, to conduct sales at the City of Caledonia Auditorium, 219 E. Main Street.

PUBLIC HEARING: A Public Hearing had been advertised for 7:05 p.m. to accept testimony on the proposed, updated Comprehensive Plan, then follow with adoption of the plan. Because of the outcome of a Special Meeting held December 7, calling for further discussion meetings on the Comprehensive Plan with Houston County, Caledonia Township and Mayville Township representatives, the Public Hearing will be rescheduled at a later date. (There were no persons in attendance this evening to speak to the Comprehensive Plan.)

VISITORS AND COMMUNICATIONS

A. ADMINISTRATIVE COORDINATOR TOPICS:

1. ADDITIONAL STREET LIGHT POLES WRAPS: Mike Gerardy and Noel Brenza informed the Council that a notice of street light pole wraps were available at a sale price of \$85 instead of \$120 per wrap. Since the original plan was to order half of the desired wraps this year and half next year, Mrs. Brenza

recommended purchase of next years supply at this time for the reduced fee of \$35 per wrap. Approximately 16 or 17 more wraps are necessary. Following discussion, a motion was made by Member Klug, seconded by Member Fisch, to authorize the immediate purchase of 17 additional street light pole wraps for an approximate cost of \$1,450 to be financed through the General Fund. All members voted in favor and the motion was declared carried.

2. **ELECTRIC DEPARTMENT BUILDING:** Mr. Gerardy reported that rain saturated the area of the concrete floor causing a delay in the concrete work. He reported that discussion with the contractor resulted in a proposal that the concrete work be delayed until the superstructure contractor completed construction of the upper portion of the building until it was fully enclosed and could be heated to dry out the base. Travis Bernau, concrete contractor, was concerned; however, that such extension of the concrete portion of the work would result in liquidated damages since the concrete placement would not be finished until after the contract completion date. Mr. Gerardy said he would investigate this proposal with Caledonia Lumber Company, the contractor for the superstructure portion and report back to the Council at a later time.

**B. FARMER’S MARKET:** Loretta Knutson and Janene Hosch inquired of the Council whether or not the City would have objection to having a Farmer’s Market operated on Saturday mornings from approximately 8:00 a.m. until Noon with the prospective site being by the Eitzen State Bank property on the west side of STH 44/76. They anticipated the market would operate every Saturday through the harvest season. The Council indicated by general consensus that the City would have no objection to conducting a Farmer’s Market on the private property described.

**C. FIRE DEPARTMENT ISSUES:** Chuck Gavin, Fire Chief and Dan Schwirtz, Assistant Chief, proposed to the Council that the Fire Relief Association, using its Gambling Operation Funds, wished to purchase items for the Fire Department, including equipment for the recently acquired Ladder Truck and would make a donation to the City from the Gambling Funds in the same amount as cost of purchases. They submitted a list of items, considered for purchase totaling approximately \$8,000. Following discussion, a motion was made by Member Fisch, seconded by Member Klug, to authorize the proposed purchases and accept the donation from the Relief Association Gambling Funds in payment to the City. All members voted in favor and the motion was declared carried.

**D. FIRE DEPARTMENT DNR GRANT APPLICATION:** The Council was informed that Fire Department officers had completed a Grant Application to the Department of Natural Resources, requesting approximately \$2,000 toward the purchase of approximately 10 pagers for the Fire Fighters. This grant requires a 50 % match from the City, thus being a total anticipated purchase price of \$4,000. Following discussion, a motion was made by Member Fisch, seconded by Member Klug, to approve the application for the DNR Grant in the amount of \$2,000, involving a \$2,000 match from the City, and authorizing Mayor Morey to sign on behalf of the City. All members voted in favor and the motion was declared carried.

**CLAIMS**

**A. PREPAID CLAIMS:** Following review, discussion and deliberation, a motion was made by Member Fisch, seconded by Member Klug, to approve the Prepaid Claims list for November 2006. All members voted in favor and the motion was declared carried.

Erkel-Thorson, Margaret	Ambulance Patient Refund	350.00
Griggs, Cooper & Company	Liquor / Wine	1,100.85
Hosch, Clayton	Ambulance Patient Refund	166.32
Houston County Recorder	Recording Fee – O’Heron	46.00
WPS – Medicare Part B	Refund of Overpayment	665.26
Caledonia Police Department	Replenish Police TIP Fund	18.80
DALCO	Liners & Can Liners	113.04
Display Sales Company	Liquor Store – X-mas Garland	2,132.13
E O Johnson Company	Maintenance Agreement	575.91
Esch Builders	Dig in Electrical Caledonia Lumber	212.01
Jacobson, Kevin	Mileage Reimbursement	23.27
Petty Cash	Replenish Petty Cash	84.71
Servocal Instrustruments Inc.	Service Flow Meters	380.00
Houston County Auditor	Ballot Preparation	217.50
Meyer, Michael	Labor to Secure Crime Scene	22.50
Northern Beverage Distribution	Beer	2,657.86
Schott Distributing Co, Inc.	Beer	1,302.90

Bank of the West	Federal/FICA/Medicare	6,692.22
Braun Pump & Controls, Inc.	Comminuter / Labor	27,848.29
Caledonia True Value	Bulbs, Miscellaneous Items, Truck #98	287.67
City Of Caledonia	Employee Share Health Insurance	527.53
City of Caledonia Emp. Assn.	Association Dues	80.00
Commissioner of Revenue	State Withholding	1,258.58
Griggs, Cooper & Company	Liquor / Wine	1,675.55
Jack Neumann Trucking	Liquor – Freight Expense	48.50
Midwest Wireless Comm.	Mobile Unit	131.57
Minnesota NCPERS Life Ins.	NCPERS	64.00
MN Benefit Association	MBA	165.88
Northern Beverage Distribution	Beer	310.95
Orchard Trust Co., LLC	TSA	1,395.00
Public Emp. Retirement Assn.	PERA	4,495.64
Albert, Virginia	General Election	131.10
Buege, Gretchen	General Election	146.90
Caledonia Oil Company	Diesel	2,092.50
Colleran, Janelle	General Election	145.56
Dokken, Janice	General Election	46.24
Fitzpatrick, Carolyn	General Election	114.74
Frank, Ione	General Election	111.31
Gensmer, Ethelyn	General Election	131.10
Klug, Dorothy	General Election	49.66
Manhart, Dorothy	General Election	111.31
Muenkel, Virginia	General Election	42.81
Mulvenna, Iyla	General Election	111.31
Noel, Rital	General Election	111.31
Pohlman, Lucille	General Election	42.81
SE MN Historic Bluff Country	Tourism	1,360.88
St. Mary, Lolita	General Election	111.31
Arch Wireless	Mobile Unit	53.03
Gavin, Mike	Animal Control – Rent, Miscellaneous	75.00
Houston County Treasurer	Ho Co Collection Site	3,300.00
Jilek, Brad	Storage Rental Agreement	120.00
Tri-State Ambulance Service	Advance Care	425.00
US Postal Service	Postage Stamps	117.00
VISA	Part for Salt Spreader, Fixed Assets	371.57
Colsch & City, Tracey	Meter Deposit Refund	126.81
Ehrhardt & City, Carl	Meter Deposit Refund	126.02
Fink Family Chiropractic	Meter Deposit Refund	126.39
Jack Neumann Trucking	Liquor – Freight Expense	35.00
Johnson Brothers Liquor Co.	Liquor / Wine	536.66
Kruse & City, Sue	Meter Deposit Refund	84.90
Lundgren & City, Teresa	Meter Deposit Refund	126.21
Meiners & City, Gladys	Meter Deposit Refund	226.40
Metro Sales Inc.	Copier Agreement	412.49
Opsahl & City, Doreen	Meter Deposit Refund	84.90
Petty Cash	Replenish Petty Cash	28.33
Reed & City, Jesse	Meter Deposit Refund	79.21
Revels & City, Josh	Meter Deposit Refund	127.79
Schott Distributing Co, Inc.	Beer	3,624.00
Schulze Plumbing & Heating	Warming House – Furnace	1,447.10
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	317.95
Steele & City, Wayne	Meter Deposit Refund	84.90
Szaflarski & City, Jeremy	Meter Deposit Refund	131.17
Yohe & City, Roseannlee	Meter Deposit Refund	201.66
Hoskins, Dorothy & William	TIF payment – Principal & Interest	1,534.24
Gerardy, Michael	Reimbursement – Parade Candy	64.73
MN Dept. of Revenue	Sales / Use Tax November 2006	12,575.00
MN Police/Peace Officers Assn.	2007 Membership Dues	180.00
Northern Beverage Distribution	Beer	1,586.80
Principal Life	Life/Ad&d/Std	604.02
Richard's Sanitation	Recycling – Collections November 2006	5,863.00
Schott Distributing Co, Inc.	Beer	3,525.75
Spring Grove Soda Pop, Inc.	Beer	235.75
United Parcel Service	Ups Fee	91.88
US Postal Service	Utility Billing – November 2006	299.01

Bank of the West	Federal/FICA/Medicare	13,311.69
Caledonia Police Association	PD Association Dues – December 2006	110.00
City Of Caledonia	Employee Share Health Insurance	701.53
Commissioner of Revenue	State Withholding	2,101.18
Orchard Trust Co, LLC	TSA	1,395.00
Public Emp. Retirement Assn.	PERA	3,051.65
Accurint – Account	PD – Contract Fee	97.00
Ace Link Telecommunications	Communication Expense	1,019.49
Bluff & Valley Balloon Rally	Donation from Falck Foundation	1,000.00
Donahue Memorial Scholarship	Library Book	56.00
Griggs, Cooper & Co.	Liquor / Wine	1,272.11
Houston County Auditor	2006 Houston County Assessment Fees	9,761.00
Jack Neumann Trucking	Liquor – Freight Expense	35.00
Merchants Bank	C/I Principal/C/I Interest	14,199.85
MN Municipal Utilities Assn.	Registration Fee – Matt Blocker	400.00
Tri-County Electric Co-op	Electric Energy	83.76
US Bank NA	General Obligation Sewer Bond	59,333.75
US Postal Service	Annual Permit 45 & 76	383.00
Blue Crosse Blue Shield of MN	Health Insurance	21,807.00
Northern Beverage Distribution	Beer	177.00
Schott Distributing Co, Inc.	Beer & NA Beer	1,539.55
		<u>1,539.55</u>
		\$ 235,181.41

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Mayor Morey, seconded by Member Fisch, to approve and authorize payment of the Claims Payable List for November 2006. All members voted in favor and the motion was declared carried.

Airgas North Central	Misc. Supplies/Oxygen/Acetylen	152.41
Alco Discount Store #273	X-mas lighting, Gun Case, Stereo	168.72
American Legal Publishing	Folio Supplement	549.00
Artic Glacier Inc.	Ice	13.00
Baker & Taylor Books	Library Books	793.09
Bureau of Criminal Appr.	Registration Fee – Shefelbine	25.00
Buttell's Lighting	Bulbs/Ballasts	92.78
Caledonia Drugs	Gloves	13.94
Caledonia Electronics	Office Supplies	393.14
Caledonia Implement Co.	Filter / Seal	42.40
Caledonia Lumber Co.	Street Equipment – Miscellaneous	3.51
Caledonia Oil Company	Squad Maintenance	397.14
Carquest Auto Parts	Oil Filter, Gloves	98.87
Comstock Trucking	24 Yards Sand	132.00
Crane Authority	Materials for New Shop	300.00
Curt & Candy's Hardware Hank	Miscellaneous Items	153.77
D S Electric Supply	Inventory	2,184.30
Dairyland Power Cooperative	Labor Wild Turkey Substation	216.49
Davy Engineering	Services Comprehensive Plan	1,615.64
Davy Laboratories	Coliforms, Solids	1,979.47
DEMCO	Library – Miscellaneous Supplies	218.67
ECM Publishers, Inc.	Advertisements	397.00
Emergency Medical Products	Miscellaneous Supplies	1,129.07
Extreme Beverage, LLC	Liquor Store – Mix/Soft Drinks	32.00
First Supply	Materials for New Shop	352.58
Geske, Dave	Summer 2006	1,525.00
Goetzing Earth Moving, Inc.	Labor / New Shop	180.00
Gopher State One-Call, Inc.	19 Location Notifications	27.55
Green Power Equipment	Oil Filter & Labor (Tractor)	480.28
Hawkins, Inc.	Chemicals	707.27
Hoskins Electric Co.	Warming House – Rewire Furnace	194.44
Jack Neumann Trucking	Liquor – Freight Expense	56.00
Johnson Brothers Liquor Co.	Liquor / Wine	1,351.56
Kwik Trip Stores	Gas	198.95
LaCrosse Tribune	26 Week Subscription	63.00
Mauss Pumping Service, Inc.	Toilet Rent / New Shop	85.20
Mayville Repair	Rescue Truck 1450 Repairs	244.85
Midland Telecom Inc.	7 Minitor Pagers	2,691.00
Midwest Tape	Library – DVD	93.46

Minnesota Dept. Of Commerce	3 <sup>rd</sup> Quarter Fiscal Year	54.44
Minnesota Dept. of Health	Water Service Connection Fee	1,809.00
Mississippi Welders Supply	Oxygen	99.94
P & H Services	Battery	127.80
Phillips Wine & Spirits Co.	Liquor / Wine	579.00
PowerPlus Engineering, LLC	4 Year Plan	5,375.00
Resco	Inventory	2,437.79
Richard's Sanitation	Refuse Disposal – November 2006	196.56
Rippe, Hammell & Murphy	General Matters	3,103.75
Road Rescue Emergency Veh.	Maintenance	898.59
Schilling Supply Company	Copy Paper & Bags	229.63
SE Libraries Cooperating	Basic Service Fee, Monitor & License	716.39
St. Mary Auto Body Shop	Towing Fee	31.95
T & R Electric Supply Co.	Inventory	5,667.93
Tri-County Electric Co-op	Electric Energy	137,749.84
United Auto Supply Inc.	Miscellaneous Street Equipment	116.48
Weichert Motors	Labor on #94 Truck	19.47
Wesco Receivables Corp	Inventory	3,314.28
Witt's Pharmacy – Caledonia	Aspirin	5.18
		<u>5.18</u>
		\$ 181,911.86

**OLD BUSINESS**

A. **COMPREHENSIVE PLAN:** Clerk Nelson reminded the Council of their original proposal earlier in the year to pay the cost of the Comprehensive Plan consulting fees during calendar year 2006. He informed the Council that Shannon Sweeney, David Drown Associations, said the anticipated final billing at this time was \$23,000. Following discussion, a motion was made by Member Vick, seconded by Member Standish, to authorize payment to David Drown Associates in the amount of \$23,000 for their consulting fees on the update of the Comprehensive Plan. All members voted in favor and the motion was declared carried.

B. **AMBULANCE DEPARTMENT:** At this time the Council generally discussed the plan for appointment of a new Ambulance Service Director. Among items to be accomplished were a new Job Description for which Clerk Nelson said he had contacted some surrounding ambulance services requesting copies of the job description for their director. With regard to a meeting held with ambulance attendants on December 5, the committee (Morey and Fisch) reported that the ambulance attendants encouraged the hiring process to be completed as soon as possible and recommended that the new director be appointed from current active members of the ambulance service. The Council Committee, however, held the opinion that the position should be advertised. Another meeting was planned with the ambulance attendants on December 19 to review a draft of the job description and discuss other issues of the appointment process.

**NEW BUSINESS**

A. **FLU VACCINATIONS:** Clerk Nelson informed the Council that the Houston County Public Health Nursing Service reported having excess flu vaccination supplies. The Nursing Service asked if the Council wished to offer vaccinations to Firefighters or Ambulance Attendants at a fee of \$20 per dose. Following brief discussion, the Council decided by general consensus not to become involved in voluntary vaccinations.

B. **MOSQUITO CONTROL:** Clerk Nelson submitted a billing from David Geske, LaCrosse Mosquito Control Unit, for services performed throughout the summer of 2006 in the amount of \$1,525. A motion was made by Mayor Morey, seconded by Member Standish, to authorize payment to Mr. Geske in the amount of \$1,525. All members voted in favor and the motion was declared carried.

**CLERK'S REPORT**

A. **POLICE DEPARTMENT:** Enclosed with the Agenda was the Police Officer Activity List and Summary Report for November 2006.

B. **EMPLOYEE TIME RECORD:** Enclosed with the Agenda was the Employee Time Record for pay period November 20 – December 3, 2006.

C. **ASSESSMENT FEE:** Enclosed with the Agenda for informational purposes only was the final statement for assessment fees from Houston County. County Assessor Dibbing confirms that fees for 2007 and thereafter shall be levied directly by the County and not billed through lower level sub government.

Regular Meeting, Monday, December 11, 2006, continued...

D. PRESS RELEASE: Enclosed with the Agenda was a press release prepared by Tri-County Electric Cooperative regarding the power outage on December 7, 2006.

E. THE WHEEL: Enclosed with the Agenda were copies of The Wheel from the Rotary Club.

RECESS: There being no further business at this time, but with the understanding that some additional issues will soon require Council attention; Mayor Morey recessed this meeting to be continued on December 14, following the continuation of the Truth – N – Taxation Meeting.

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Michael J. Morey, Mayor

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Robert L. Nelson  
City Clerk – Administrator