REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, March 10, 2008

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: Randi Vick, Gary Klug and Robert Standish. Members absent: Paul Fisch, who had resigned from his office on February 29. Consultants and City staff present: Mike Gerardy and Robert L. Nelson. Visitors present: Bob Burns and Charlie Warner, Reporter.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Vick, seconded by Member Klug, to approve the Consent Agenda Items, listed below, with the amendment to be made to paragraph A, Minutes of Past Meetings. All members present voted in favor and the motion was declared carried.

A. MINUTES OF PAST MEETINGS: To approve the minutes of the Regular Meeting held Monday, February 25, 2008, except that amendment is to be made to include the following sentence under Paragraph B, ACCOUNTANT, under the heading VISITORS AND COMMUNICATIONS. Following the 3rd sentence, "She also reviewed a schedule of the City's indebtedness," the following should be added. "The amount of interest expense for indebtedness during calendar year 2007 was $111,288.12."

B. DONATION TO CITY: To accept a donation from the Caledonia Fire Department Relief Association Gambling Account in the amount of $4,000 to be applied to the purchase of a Gator with instructions to pass the funds onto the Caledonia Volunteer Firefighters Support, Inc. which will donate the remainder of funds and purchase the Gator from the vendor.

C. LMC SAFETY AND LOSS CONTROL MEETING: To authorize Tony Klug, Mike Gerardy, Stephanie Mann, Randy Shefelbine and Bob Nelson to attend the 2008 Safety and Loss Control Meeting at Rochester on April 15 for a registration fee of $20 each.

VISITORS AND COMMUNICATIONS

A. VOLUNTEER FOR APPOINTMENT AS COUNCIL MEMBER: Robert Burns informed the Council that he would be agreeable to be appointed to the City Council to fill the vacancy created by the resignation of Paul Fisch, if the Council chose to appoint him.

B. ADMINISTRATIVE COORDINATOR ISSUES

1. WASTE WATER TREATMENT PLANT GAS BURNER: Mr. Gerardy reviewed a schedule from Winona Controls of phase construction of the gas burner for the waste water treatment plant. The project was planned for 5 steps which would result in a grand total cost of approximately $51,882. Following discussion, the Council directed that Mr. Gerardy review the proposed costs with Stephanie Mann, Accountant, that she may incorporate the expense into the budget and pricing structure for the City, then return to the Council with the proposal for approval.

2. STREET DEPARTMENT GARAGE DOOR QUOTES: Mr. Gerardy informed the Council that $2,500 had been budgeted for replacement of one or more garage doors in the street department. Mr. Gerardy reported that a cost estimate was $2,049 for one door but would be less if additional doors were ordered. Since a decision had been made not to order the water truck which had been budgeted, Mr. Gerardy asked the Council for authorization to order two or three doors and obtain a lower, volume cost. He informed the Council that the building had six overhead doors all together. Following discussion, a motion was made by Mayor Morey, seconded by Member Klug, to authorize purchase of three garage doors for up to an amount of $6,200. All members present voted in favor and the motion was declared carried.

3. COUNCIL ROOM LIGHT FIXTURE QUOTE: Mr. Gerardy reported that an electrician quote replacement of the two rows of light fixtures in the Council Room at $1,300, meaning that the entire fixture would be replaced as opposed to simply changing the bulb style and ballasts. Following discussion, The Council agreed by general consensus to withhold any decision on the lighting replacement until after the generator project was completed and full costs for that were known.

4. GENERATOR ROOM UPDATE: Mr. Gerardy informed the Council that the building costs $10,000 and was in the process of construction. Part of the expense of the building was included with two vents at $1,000 each.

5. ZONING: Mr. Gerardy proposed re-zoning three areas now designated Highway Business District in the Southeast Quarter of the City as Industrial Districts rather than Highway Business Districts, since there was no Highway any where in the vicinity. Following brief discussion, the Council agreed by general consensus to table the issue until after the current work with the industrial and agricultural districts was complete, since changes in the criteria for industrial areas is currently advertised for public hearing on March 24.

6. ZONING: At this time Mayor Morey discussed the proposal for public hearing on March 24 with changes to the agricultural districts and industrial districts within the City at the request of Houston County Commissioners for consideration of construction of a Criminal Justice Center and possibly a Highway Department Building. Mayor Morey reported that one proposed change was to have a setback of 150 ft. from a residential district or a school property whereas the current setback from a residential district is 50 ft. The purpose in extending the setback distance was to give the City Council opportunity to review a building plan to determine whether there would be any nuisance issue, such as noise, odor or clutter with a proposed project. If there were no apparent nuisance issues, then a variance could be granted to permit construction nearer to the property line.

C. COMMUNICATIONS
1. Letter, Mediacom, 2-19-08, Channel Changes.
2. The Wheel, Rotary Club, March 2008.
3. LMC, Friday Fax, 2-19-08.

CLAIMS
A. PREPAID CLAIMS: Following review, discussion and deliberation, a motion to approve the Prepaid Claims for the month of January 2008 was made by Mayor Morey, seconded by Member Klug. All members present voted in favor and the motion was declared carried.

Alco Discount Store #273	Miscellaneous Supplies	9.87
Business Financial Planning	Cafeteria Plan	544.98
Caledonia Oil Company	Diesel	1,248.50
Caledonia Police Association	PD Association Dues – February 08	60.00
Commissioner of Revenue	State Withholding	1,165.08
Orchard Trust Co, LLC	TSA payday 2-12-08	1,460.00
Public Emp. Retirement Assn.	PERA payday 2-12-08	4,870.97
Bank of the West	Federal/FICA/Medicare	6,652.79
Caledonia True Value	Street Eq., Light Misc., Liquor Store	321.15
CLIA Laboratory Program	Ambulance – Lab User Fee	150.00
League of MN Cities Ins. Trust	Claim – Anthony Jones	1,000.00
Northern Beverage Distribution	Beer	1,087.80
Schott Distributing Co, Inc.	Beer	717.55
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	161.00
MN DNR Waters	Water Pumping Permit	496.55
Burroughs Equipment & Repair	98 Dump Truck Repairs	968.31
Gavin, Patricia	Reimbursement – Liquor Store Desk	181.04
Harmony Telephone Directory	2 Directories – Clerk's Office	14.60
Jack Neumann Trucking	Liquor – Freight Expense	50.00
Johnson Brothers Liquor Co.	Liquor / Wine	378.12
Northern Beverage Distribution	Beer	413.70
Philips Wine & Spirits Co.	Liquor / Wine	985.09
Evans, Tim	Mileage Reimbursement	332.29
Bank of the West	Federal/FICA/Medicare	6,896.18
Business Financial Planning	Cafeteria Plan	544.98
City of Caledonia Emp. Assn.	Association Dues	75.00
Commissioner or Revenue	State Withholding	1,201.27
Minnesota NCPERS Life Ins.	NCPERS payday 2-26-08	64.00
MN Benefit Association	MBA payday 2-26-08	157.27
Orchard Trust Co, LLC	TSA payday 2-26-08	1,460.00
Pladsen Ford, Inc.	2008 Ford 4x4 – Light Dept.	31,905.00
Public Emp. Retirement Assn.	PERA payday 2-26-08	4,953.46
Ainsworth & City, Kayla	Meter Deposit Refund	125.97

Bubbers, Gary	2008 Uniform Allowance	228.94
Buttell's Lighting	City Hall – Bulbs	254.58
Clarey's Safety Equipment, Inc.	Fire Extinguisher Maintenance/Inspection	358.70
Four Seasons Comm. Center	Rental 10-30-08	240.00
Griggs, Cooper & Company	Liquor – Liquor / Wine	1,589.99
Hoskins, Dorothy & William	TIF payment – Principal & Interest	1,570.24
Houston County Treasurer	Sales Tax / License Tabs 2008	2,113.83
Jack Neumann Trucking	Liquor – Freight Expense	35.00
Jonsgard & City, Sheri	Meter Deposit Refund	126.06
Klug, Kimberly	EMT Training Reimbursement	450.00
Koch & City, Jessica	Meter Deposit Refund	125.28
Minnesota Dept. Of Health	Registration Fee – Tony Klug	135.00
MN Dept. of Labor & Industry	Boiler License Renewal – M Gerardy	20.00
Schott Distributing Co., Inc.	Beer	2,818.20
Spring Grove Soda Pop, Inc.	Beer	127.75
Tri-State Ambulance, Inc.	Intercept Fee Run	250.00
United Parcel Service	Ups Fee	80.37
Universal Truck Equipment Inc.	Snow Plow	10,895.50
USA Mobility Wireless Inc.	Communication Expense	53.01
VISA	Tools for New Shop, Miscellaneous Exp.	2,286.36
Williams Spafford Group	TIF	1,740.84
Alltel	Ambulance Communication Expense	62.12
Gavin, Mike	Animal Control – February 2008	75.00
Houston County Treasurer	Houston County Collection Site	3,330.00
League of MN Cities	Registration Fee - Shefelbine	20.00
US Postal Service	Clerk's Office – Postage Stamps	38.80
DeWall, Nichole	Reimbursement for Registration	15.00
Farm & Home Publishers	Laminated County Maps	75.00
Kraus Oil Company Inc.	Diesel	1,736.00
MN Department of Revenue	Sales / Use Tax February 2008	14,557.00
Northern Beverage Distribution	Beer	1,047.25
Richard's Sanitation	Recycling – Collections February	5,779.95
Schott Distributing Co, Inc.	Beer	5,271.25
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	146.25
US Postal Service	Utility Billing February 2008	329.75
Commissioner of Revenue	State Withholding	172.12
Public Emp. Retirement Assn.	PERA payday 3-3-08	572.27
Bank of the West	Federal/FICA/Medicare	1,260.90
ABM Equipment & Supply Inc.	Utility Box for 2008 Ford 4 x 4	15,017.57
Caledonia Area Firefighters	Pass Thru Contribution (Gator)	4,000.00
Caledonia Oil Company	Unleaded	1,549.24
Jack Neumann Trucking	Liquor – freight expense	70.00
Johnson Brothers Liquor Co.	Liquor / Wine	2,345.76
Merchants Bank	Water ACH Fee	20.29
Phillips Wine & Spirits Co.	Liquor / Wine	1,116.79
Principal Life	Life / Ad & d / STD	607.95
Tri-County Electric Co-op	Electric Energy	82.62
Debauche Truck & Diesel Inc.	Truck Labor – Light	233.31
Lemke, Robert	Reimbursement – Gas for Ambulance	40.13
Metro Sales Inc.	PD – Copier Agreement	77.52
Northern Beverage Distribution	Beer	341.15
Schott Distributing Co, Inc.	Beer	1,913.87
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	42.00
Tri-State Ambulance Inc.	Intercept	250.00
		$ 158,349.03

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Mayor Morey, seconded by Member Standish, to approve and authorize payment of the claims payable for February 2008. All members present voted in favor and the motion was declared carried.

ABDO Publishing Company	Library Books	549.45
Affordable Technology Solution	Office Supplies / Tech Services	488.39
Airgas North Central	Welder / Oxygen / Acetylene	2,172.73
Alco Discount Store #273	First Aid Supplies / Cleaning Supplies	60.47
Artic Glacier Inc.	Ice	13.36
Baker & Taylor Books	Library Books	507.29

Bonanza Grain Inc.	Crushed Rock	38.34
Braun Pump & Control Inc.	Float Bush Street Lift Station	265.17
Business Financial Planning	Cafeteria Flex Plan Fees	200.00
Caledonia Haulers, Inc.	Tire Chains	66.13
Caledonia Implement Co.	Accessories for New Loader	209.34
Caledonia Lumber Co, Inc.	Mechanical Room Shelving	108.45
Caledonia Oil Company	#19 Labor / Diesel	157.34
Carquest Auto Parts	Miscellaneous Items	35.02
Communications Service Inc.	Pager Repair	304.06
Crystal Canyon Inc.	Drinking Water	70.29
Curt & Candy's Hardware Hank	Miscellaneous Items	110.90
Dakota Supply Group	Meters (24)	894.60
DALCO	Air Fresheners	145.67
Davy Engineering	Engineering Fees	1,861.94
Davy Laboratories	Lab, 3 Total Coliforms	1,778.30
E O Johnson Company	Copier Maintenance	164.73
ECM Publishers Inc.	Advertisements	924.20
Farm & Home Publishers	Plat Book & Directory	37.00
First Supply	Hydrant Markers	482.42
Gopher State One-Call, Inc.	2 Location Notifications	2.90
Great River Water Treatment	Boiler Water Treatment	115.42
Hawkins, Inc.	Chemicals	1,389.70
High Voltage Testing & Safety	Test Equipment	55.24
Hoskins Electric Company	Wire Heater Motor	55.42
Houston County Attorney	City Court File #CR-07-1202	300.80
Houston County Highway Dept.	Salt / Sand	7,332.52
Image Tech Services	Marking Paint	115.15
Ken's Small Engine	Car Wash Soap	75.67
Lackore Electric Motor Repair	Boiler Motor Adjustment	78.70
Laser Product Technologies	Printer Maintenance – Clerk's Office	120.67
Little Falls Machine, Inc.	"Touch Up" Paint	35.78
Mayville Repair	Truck 1420 Park Brake Valve	154.82
Menard's	Bulbs	19.94
Metro Fire	Coat Sleeve Replacement	134.13
Midwest Tape	Library DVD's	95.56
Minnesota Dept. of Health	Water Service Connection Fee 1st Quarter	1,809.00
Minnesota Pipe & Equipment	Repair Kit	167.21
Mississippi Welders Supply Co.	Oxygen	161.91
P & H Services	Power Supply (New Squad)	244.04
Playaway	Audio Equipment Supplies	60.33
Positive ID Inc.	ID Cards	23.70
PowerPlus Engineering LLC	Map Updates & 4 Year Plan	1,172.80
PT Welding & Driveshaft	Snow Haul Box Repair	25.77
Resco	Inventory 4 Year Plan	1,660.12
Richard's Sanitation	Refuse Disposal	205.92
Rippe, Hammell & Murphy	Prosecution & General Matters	5,629.55
Ronco Engineering Sales, Inc.	Repair Parts	19.15
Schilling Supply Company	Cleaning Supplies, Copy Paper	349.74
Schmitz Refrigeration, HTG	Thermostat Repair	196.54
Scholastic Library Publishing	Library Books	144.30
SE Libraries Cooperating	Auto Fees	417.42
St. Mary Auto Body Shop	Tow Olds Cutlass	31.95
Storey Kenworthy	Laminating Pouches	27.68
Tostrud & Temp, S.C.	2007 Audit	985.00
Tri-County Electric Co-op	Electric Energy	147,043.44
Tri-State Doors	2 Extra Transmitters, Replace Cables	264.00
Tri-Anim Health Services, Inc.	Supplies	537.41
Tri-State Business Machines	Library Toner	110.00
Tru-Gas	Miscellaneous Items	30.00
United Auto Supply, Inc.	Repair Parts, Miscellaneous Items	278.04
Wiebke Tire Company	Equipment Repairs	14.39
Witt's Pharmacy – Caledonia	Gluc Syringe, Miscellaneous	249.20
WWTP MPCA PFA Loan Fund	1993-98 PFA Loan Fund	3,500.00
		$ 187,087.62

OLD BUSINESS

A. ZONING: At this time the City Council reviewed a subsequent request of David and Janice Kutina to establish residential quarters in the basement of the bowling center. Changed from the request which was answered on February 26, this request, dated March 4, 2008, asks for approval to install temporary living quarters which would be occupied "when (they) were working." Clerk Nelson suggested to the council that a temporary arrangement could be extremely difficult to realistically enforce, how would the City know when they were residing in the basement or not. The definition of when they were working is unclear and unstated, but the thought is they work more months of the year than not, possibly even nine or ten months. That would mean they were spending a greater amount of time residing in the basement of the bowling center than at their home in the country. Nelson stated other business owners travel back and forth between their homes just as the Kutina's have been doing. Some Caledonia residents work in Lacrosse, Winona and even Rochester and deal with the condition of their work place being 8 to 23 times greater distance from their home than the Kutina's. Following discussion, a motion was made by Mayor Morey, seconded by Member Vick, to deny their request for a temporary residence in the basement of the Bowling Center. Members voting in favor: Morey, Vick and Klug. Opposed: Standish. The motion was declared carried.

B. HOLIDAY PAY: Clerk Nelson informed the Council that there was a request for overtime pay at the rate of time and one-half for a part-time police officer, who is not a member of the association, and the temporary secretary for working on Martin Luther King, Jr. Day and Presidents Day. Nelson reported that according to the Human Resources section at the League of Minnesota Cities, there is no law which obligates the City to pay even full-time employees at the rate of time and one-half for working on holidays; that practice came through negotiates and labor agreements. Following brief discussion, the Council directed that a check be made of past liquor store employees time records to see if any part-time clerks, not members of the Labor Association, had been paid time and one-half for working on holidays.

NEW BUSINESS

A. COUNCIL VACANCY: At this time discussion was held on the resignation of Paul Fisch, who contacted the City Clerk's Office by e-mail on February 29 that he resigned from office. Following brief discussion, a motion was made by Mayor Morey, seconded by Member Standish, to accept his resignation and declare a vacancy in office. All members present voted in favor and the motion was declared carried. The Council then discussed the means and procedure to fill the vacancy for which Mayor Morey and Member Klug volunteered to structure a committee for that purpose. The Council decided by general consensus not to advertise in the newspaper for interested parties, but for council members to propose names and make contact with persons they might consider eligible for the position. Names would also be accepted of persons coming forward at their own accord to indicate their wiliness to accept the position if appointed.

B. CITY / COUNTY COOPERATIVE AGREEMENT: Discussion was held on a draft agreement, done by the Houston County Engineer for a construction project on Winnebago Street, a portion of which within the Municipal City limits. There were no suggested changes at this time.

C. SWIMMING POOL EMPLOYEE: Clerk Nelson informed the Council that the Co-Managers of the Pool for the 2007 Season were not returning and had recommended Katie Ranzenberger as the follow-up Manager for this season. They did recommend as well, Brent Knutson as an Assistant Manager or Co-Manager, whatever the choice of the Council may be. Nelson stated that Ms. Ranzenberger would prefer a status of Co-Manager and also recommended Brent Knutson. Following discussion, a motion was made by Mayor Morey, seconded by Member Standish, to concur with the recommendation of last years Co-Managers and appoint Katie Ranzenberger and Brent Knutson as Co-Manager of the swimming pool for the 2008 season. All members present voted in favor and the motion was declared carried.

D. SWIMMING POOL HOURS OF OPERATION AND FEES: Nelson informed the Council that Katie Ranzenberger had requested a council opinion on what pool hours should be during the Houston County Fair when there is very little attendance, if any. The typical open swim hours are from 2:00 p.m. to 8:00 p.m., she asked if the Council would prefer to shorten the hours for those days to 2:00 p.m. to 5:00 p.m., or if they wanted to provide the full 6 hour session but have the swim time from 11:00 a.m. to 5:00 p.m. Also, is there to be a change for admission to open swim which is currently $2.50 for the full six hour period, $1.75 if swimmers come after 6:00 p.m. in the evening and a $.75 for baby pool attendees. Following brief discussion, Mayor Morey suggested these questions be brought to the attention of the Recreation Committee for review.

CLERK'S REPORT

A. EMPLOYEE TIME RECORD: Enclosed with Agenda was the Employee Time Record for pay period February 11 – 24, 2008. Distributed at the meeting was the Employee Time Record for pay period February 25 – March 9, 2008.

B. POLICE OFFICER ACTIVITY LIST AND SUMMARY LIST: Enclosed with the Agenda were the Police Officer Activity List and Activity Summary for February 2008.

C. ENERGY CONSERVATION PROGRAM: Tri-County Electric Cooperative provided information on electric water heaters and load management and rebate programs.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Mayor Morey and seconded by Member Standish. All members present voted in favor, the motion was declared carried and the meeting then adjourned at 8:38 p.m. The next Regular Meeting is scheduled for 7:00 p.m., Monday, March 24, 2008, in the City Auditorium, Gymnasium Floor Level.

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Michael J. Morey, Mayor

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Robert L. Nelson
City Clerk – Administrator