REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, February 27, 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: Tony Klug, Mike Gerardy and Robert L. Nelson. Visitors present: Marcia Bauer, Wilfred Pohlman, Ann Thompson, Linda Grupa, Rick Frank and Jane Palen, reporter.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Fisch, seconded by Member Vick, 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, February 13, 2006, as presented.

B. SEMINAR: To authorize DeWayne Schroeder to attend the 2006 AWWA Southeast District Waterworks Operator School scheduled for March 29-31 at the Ramada Hotel and Conference Center, Rochester, for a registration fee of $125, mileage and reimbursement of necessary expense.

VISITORS AND COMMUNICATIONS

A. WELLHEAD PROTECTION PLAN: Tony Klug, Water/Waste Water Supervisor, presented a summary of Part 1 of the City Of Caledonia Wellhead Protection Plan. He reported that Part 1 had been drafted by the Minnesota Department of Health staff since the City's population was under 3,300. Part 1 pointed out that the two active wells for Caledonia are in the Ironton-Galesville Aquifer, protected by the clay and silt layer of the Saint Lawrence Strata, above it. The most likely means of contamination of this aquifer is through other wells as opposed to infiltration from ground surface. The flow of the aquifer moves from the southwest to northeast across Caledonia. The aquifer is approximately 115' thick, which is approximately 620' below ground surface. Well #6 and Well #7 are approximately 700' below ground surface. Mr. Klug reviewed the illustration showing the Drinking Water Supply Management Supply Area (DWSMA), Inner Wellhead Management Zone (IWMZ), Emergency Response Area (ERA) and Wellhead Protection Area (WHPA). Mr. Klug reported that the vulnerability of the two city wells was rated extremely low because of their depth and the sealing effect of the Saint Llawrence Clay and Silt Strata. He reported that the Minnesota Department of Health encouraged the city to seal wells #4 and #5, which are approximately 400' deep. And no longer used by the city. The City is now working on Part 2 of the Wellhead Protection Plan. Mr. Klug noted that quotes would be reviewed later during this council meeting for sealing wells #4 and #5.

B. RICK FRANK, ENVIRONMENTAL SERVICES DIRECTOR, HOUSTON COUNTY:

1. HOUSTON COUNTY DROP OFF SITES FINANCIAL REPORT: Mr. Frank reviewed the handout showing the quantities of materials by weight and dollar values of revenues and expenditures for operation of the Houston County Drop-Off Sites for years 2003, 2004 and 2005. Total revenues for 2005 were $299,603.36 with total expenditures of $258,670.39. Mr. Frank explained these amounts include only the sales revenue of recyclable materials and expense for handling and disposing of materials, but do not include wages of personal operating the sites. Those wages are paid entirely by Houston County. The current monthly household fee charged by Houston County for the Drop-Off Site is $2.50, which is billed to the City. Mr. Frank reported there was no anticipated increase for 2006.

2. FLUORESCENT BULB RECYCLING: Mr. Frank reported that the annual Fluorescent Bulb Collection date was scheduled for April 8, 2006 from 8:00 a.m. – 3:00 p.m. Solicited bids resulted with the company serving the collection procedure last year offering the same bid. A motion was made by Member Fisch, seconded by Member Klug, to affirm that the City Of Caledonia would participate in the Fluorescent Bulb Collection process again this year. All members voted in favor and the motion was declared carried.

C. ANIMAL CONTROL: Mayor Morey reported that he had a discussion with Mike Gavin, Animal Control Officer, who was to meet with a Council Committee to review his request for an

increased fee. This issue will be brought to a future meeting. Distributed at the meeting were copies of the listed activities and types of duties performed by Mr. Gavin.

OLD BUSINESS

A. POLICY STATEMENT – OUTSIDE EMPLOYMENT: Brief discussion was held on a policy statement draft for city employees having outside employment. Following discussion, the council directed the policy be circulated among city employees and the two labor associations for review and comment. The item was tabled at this time.

B. MAPPING UPDATES: Review was conducted of the quote from PowerPlus Engineering for updating the electrical system mapping on either the AutoCAD Software system for an estimated cost of $12,000 and on the GIS Software system for an estimated cost of $24,000. Mike Gerardy, Administrative Coordinator, recommended the Council accept the AutoCAD Software system update for $12,000. Following discussion, a motion was made by Member Fisch, seconded by Member Standish, to approve the electrical department mapping update on the AutoCAD Software system for an estimated cost of $12,000, contingent upon the City having rights to obtain backups on CD or whatever the software system would provide. All members voted in favor and the motion was declared carried.

C. COUNCIL WAGES: Information was presented again to the Council on council wages from the League of Minnesota Cities Webpage for those cities having population ranges of 2,000 – 4,000. The average wage for the position of Mayor is $3,146 whereas the average wage for the positions of council member is $2,492. The Council took the information under advisement and made no decisions at this time.

D. ESTIMATES TO SEAL WELLS #4 AND #5: Tony Klug, Water / Waste Water Supervisor, reviewed quotes/estimates for sealing wells #4 and #5, which are no longer used. Both estimates indicated that the final dollar value would depend upon the quantities and scope of work completed. The initial estimate presented by Thein Well Company as $27,330. The initial estimate presented by Bergerson-Caswell, Inc. was $29,614. Itemized unit prices for Bergerson-Caswell indicated the use of pea rock as well as a unit price for neat cement. Use of pea rock at a much lower unit cost was considered to lessen the final cost of quantities used when the project was completed, particularly if the estimated quantities were low and exceeded by actual quantities. Following discussion, a motion was made by Member Klug, seconded by Member Fisch, to accept the estimate of Bergerson-Caswell, Inc. at $29,614 considering the additional service of video log and use of pea rock aggregate in the sealing process, anticipating the probability of overall cost savings when actual quantities are known upon completion of the project. All members voted in favor and the motion was declared carried.

CLERK'S REPORT

A. DONATION TO AMBULANCE DEPARTMENT: Submitted with the Agenda was a letter from Anita Palmquist, complementing the ambulance attendants who administered aid to her when she was injured in a fall in Caledonia.

B. HOME EFFICIENCY EXPO: Enclosed with the Agenda was advertisement of a Home Efficiency Expo scheduled for Wednesday, March 8 at the Knob Hill Supper Club, Decorah, sponsored in part by Tri-County Electric Cooperative.

C. LMC FRIDAY FAX: Enclosed with the Agenda was an LMC Friday Fax, dated February 24, 2006.

MISCELLANEOUS ITEMS

A. ENTRY ON PRIVATE PROPERTY: Member Standish recommended that city employees, having to perform work on private property, make reasonable attempts to notify the landowner of the intended work. This notification would not apply for such routine things as meter reading or for emergency conditions. The Council concurred that reasonable effects at notification to property owners would be a responsible behavior for the city, but that the circumstances and need to notify should be left to the discretion of the department supervisor

B. FIRE DEPARTMENT EQUIPMENT: Mayor Morey reported that he had received a request from the Fire Department to purchase 2 laptops at a cost of $1,478 for maintaining the financial reporting data and other data necessary to the department and relief association. He recommended approval of the request. Following discussion, a motion was made by Member Fisch, seconded by Member Klug, to approve purchase of the 2 laptops. All members voted in favor and the motion was declared carried.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fisch and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 9:04 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, March 13, 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