

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, February 22, 2010

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 6:01 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Peggy Perry, Robert Lemke and Tom Murphy. Members absent: None. Consultants and City staff present: Britney Beneke, Mike Gerardy, Stephanie Mann and Matt Blocker. Visitors present: Ron DuCharme, Scott Yeiter, Tom Schultz and Charlie Warner, Reporter.

AGENDA APPROVAL: Member Murphy wanted to add a CIP update. Interim Clerk Gerardy wanted to add the Clerk-Administrator Agreement for Dan Canton and the Special Meeting Minutes of Saturday, February 20. A motion was made by Member Perry, seconded by Member Vick, to add the above mentioned items to the Agenda. All members voted in favor and the motion was declared carried.

CONSENT AGENDA: A motion was made by Mayor Burns, seconded by Member Murphy 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 8 and Special Meeting held Tuesday, February 9, 2010, as presented.

VISITORS AND COMMUNICATIONS

A. PARK AND RECREATION PROGRAM: Park and Recreation Director Britney Beneke presented her proposal to the Council for a year round part-time park and recreation director. Also present with her was Tom Schultz and Ron DuCharme, who are members of the park and recreation committee. Together, they went through the handout that was prepared by Ms. Beneke, among items mentioned in the report was offering winter leagues of basketball, volleyball and ideas on how to handle the ice skating rink. She had ideas on how to improve the swimming pool and ball programs for the summer. After lengthy discussion, the Council referred this item to the Park and Rec Council Committee. The next park and recreation committee meeting is scheduled for Tuesday, March 9<sup>th</sup> at 5:30 p.m. in the Council Chambers.

B. ARMER RADIO SYSTEM: Houston County Chief Deputy Scott Yeiter explained to the Council about the county wide study that was started back in July of 2007 to meet the federal mandate to make all radios in Houston County narrow-banding by January 1, 2013. Mr. Yeiter went through the proposal; he explained the County would pay for all 2-way radios initially for the entire county. The City and each government entity will be responsible for the maintenance and replacement their own radio equipment once the purchasing is done and the system is in place. Mr. Yeiter went on to say the total anticipated cost is \$1,648,000 and a grant is being sought through the federal government for the cost of this. The County is going to hire a grant writer that has an 85 – 95% success rate in writing grants and the hope would be to receive a grant to defray the costs. The county is asking for no assistance in paying for the grant writer. He stated they are hoping the grant money would be here around the time the construction for the justice center would be complete and the radio system could go into effect before the deadline of January 1, 2013. Following his presentation and discussion, a motion was made by Mayor Burns, seconded by Member Perry, to approve participation with Houston County in the ARMER Radio System. All members voted in favor and the motion was declared carried. Chief Deputy Yeiter also informed Council that he would keep them abreast of the situation as progression is made with the grant writing and any funding that may come forward concerning the radio program.

C. ACCOUNTANT'S REPORT: Stephanie Mann, City Accountant, reviewed the cash and investments sheet with the Council; reporting that as of January 31, 2010, the cash balance was \$601,387.15 and total investments were \$2,749,000. Ms. Mann also presented the 2010 enterprise budgets. Matt Blocker, Electrician was present to discuss the capital equipment items requested by his department. It was decided that council committees would meeting with department heads to discuss their budgets and requests for capital items. Ms. Mann and the Council then reviewed the proposed reduction Local Government Aid from the State of Minnesota. The original 2010 un-allotment was \$109,147 the city accounted for this in the 2010 budget. The latest proposed additional reduction in LGA is \$127,965. The general fund was budgeted with a surplus of \$61,433. If the Governor's proposed reductions stay as is, the City will need to cut an additional \$66,532 out of the 2010 budget. Ms. Mann distributed final 2010

general fund budgets and capital item lists to the Mayor and each council member for future use in anticipation of any cuts because of LGA un-allotments.

**D. COMMUNICATIONS**

1. Caledonia Township Newsletter.
2. Friday Fax, 2-12-10.

**OLD BUSINESS**

**A. UPDATE OF CLAIMS FROM PREVIOUS MEETING:** Interim Clerk Gerardy informed the Council that he investigated two claims that were questioned from a previous meeting. The first claims were for Southeastern MN Historic Bluff Country, which he found out is paid monthly and is for lodging tax. The claim for Verizon wireless is the ambulance cell phone and also the wireless cards for the laptops in the squad cars to assist the officers with traffic stops.

**B. CONSERVATION IMPROVEMENT PROGRAM UPDATE:** Matt Blocker and Tom Murphy reported on their meeting with Ted Kjos, Tri-County Electric Cooperative, during the day on Monday. Meeting was held concerning updates to the CIP program and new information that Ted may have from the federals. Short discussion over different items that Ted had presented to them and ideas and the main thing to convey was city has to make a good faith effort to keep up the plan and make updates as needed through the year.

**NEW BUSINESS**

**A. EMPLOYMENT AGREEMENT:** The City Council reviewed the employment agreement which was prepared by Richard Fursman of The Brimeyer Group. The City offered the Clerk-Administrator position to Dan Canton at the Special Meeting held Saturday, February 20<sup>th</sup>. The Council reviewed the agreement, making changes to the vacation accrual; Mr. Canton was requesting three weeks of vacation at time of employment, the Council was only willing to grant two weeks up to January 1, 2011 and following thereafter, Mr. Canton would earn three weeks of vacation. A few other minor changes were made to the agreement and following discussion, a motion was made by Mayor Burns, seconded by Member Vick, to approve the employment agreement with the changes made. All members voted in favor and the motion was declared carried. The council informed Interim Clerk Gerardy to inform Mr. Fursman of the changes and to forward the new agreement to Mr. Canton to see if it was acceptable to him.

**CLERK'S REPORT**

**A. Mediacom:** Enclosed with the Agenda was a notice from Mediacom stating that a new channel, Sprout, will be added to the lineup as of March 4, 2010.

**B. MINUTES:** Distributed at the meeting was the Special Meeting Minutes from Saturday, February 20, 2010. The Council reviewed the minutes and after brief discussion, a motion was made by Member Perry, seconded by Mayor Burns, to approve the minutes as presented.

**MISCELLANEOUS ITEMS**

**A. CLOSED SESSION:** At this time the Council went into closed session for negotiation strategy pertaining to the Caledonia Police Association Contract for years 2010 and 2011.

**ADJOURNMENT:** There being no further business before the Council, a motion to adjourn was made by Member Perry and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 9:40 p.m. The next Regular Meeting of the City Council is scheduled for Monday, March 8, 2010.

---

Robert H. Burns, Mayor

---

Michael F. Gerardy  
Interim City Clerk – Administrator

**SPECIAL MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, March 1, 2010**

**CALL TO ORDER:** Following due call and notice thereof, Mayor Burns called the meeting to order at 6:02 p.m. in the Council Room, City Hall.

**ROLL CALL:** Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Robert Lemke and Tom Murphy. Members absent: Peggy Perry. Consultants and City staff present: Mike Gerardy. Visitors present: None.

**BUSINESS ITEM**

A. CITY CLERK – ADMINISTRATOR CONTRACT: Following the previous meeting, Dan Canton turned down the employment agreement presented to him by the City Council. The Council then decided to offer the position to Ms. Jennifer Feely. At this time the Council reviewed a new employment agreement prepared by Richard Fursman, The Brimeyer Group. Among the changes the Council made to the agreement was to offer 4 days of Bereavement Leave to Ms. Feely. Vacation accrual was also explained by Interim Clerk Gerardy. Following discussion, a motion was made by Mayor Burns, seconded by Member Lemke, to approve the terms of employment for Ms. Feely and to offer a salary of \$60,000 per year to Ms. Feely. All members present 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 Vick and seconded by Mayor Burns. All members present voted in favor, the motion was declared carried and the meeting then adjourned at 6:30 p.m.

---

Robert H. Burns, Mayor

---

Michael F. Gerardy  
Interim City Clerk - Administrator