REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Tuesday, November 13, 2007

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 (7:03 p.m.). Members absent: None. Consultants and City staff present: Michael Gerardy, Randy Shefelbine and Robert L. Nelson. Visitors present: Abe and Heather Hammell, Mike Werner, Gene Swain and Janice Kutina.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Fisch, seconded by Member Klug, to approve the Consent Agenda Items, listed below. Members voting in favor: Morey, Fisch and Klug. Opposed: None. Abstaining: Vick. Still absent at this time: Standish. The motion was declared carried.

A. MINUTES OF PAST MEETINGS: To approve the minutes of the Regular Meeting held Monday, October 22, 2007

B. APPLICATION FOR EXEMPT PERMIT

1. ST. MARY'S PARISH: To approve an Application for Exempt Permit, submitted by St. Mary's Parish for an event to conduct a raffle at St. Mary's Grade School, 308 East South Street on February 8, 2008, requesting a waiver of the waiting period.

2. ST. MARY'S PARISH: To approve an Application submitted by St. Mary's Parish to conduct a raffle at St. Mary's Grade School, 308 East South Street, on March 7, 2008, requesting a waiver of the waiting period.

3. KNIGHTS OF COLUMBUS: To approve an Application for Exempt Permit submitted by the Knights of Columbus to conduct a raffle at St. Mary's Grade School, 308 East South Street, on January 27, 2008.

VISITORS AND COMMUNICATIONS

A. CONDITIONAL USE PERMIT – HEATHER HAMMELL: Abe and Heather Hammell, 424 South Marshall Street, petitioned the Council to conduct a therapeutic message business in a portion of their home. Heather explained that she could only handle 1 client at a time, limit to 2 clients per hour and limit to 4 persons per day. Appointments may be anytime between 9:00 a.m. and 8:00 p.m., generally. Following discussion, a motion was made by Member Fisch, seconded by Member Standish, to approve the application and authorize a Conditional Use Permit. All members voted in favor and the motion was declared carried.

B. CHAMBER PRESENTATION: Mike Werner, Chamber President, thanked the Council for sponsoring a secretary for the Caledonia Area Chamber of Commerce Office through the Experience Works Program. He reported that Joyce Iverson is working on packets for LaCrosse Fabrication employees. As President, Mr. Werner would like to collaborate with the City, School District, businesses and other organizations to create efficiencies which may not have been achieved previously. He is interested in promoting tourism and encouraging outsiders to live in Caledonia. He also wishes to endorse hometown businesses such as the Caledonia Haulers, Sno Pac Foods and Miken Industries. He said he would like to hold a Chamber mixer about once every quarter where a different business would give detailed explanation of its activities. He also mentioned encouraging Historic Bluff Country to move to Caledonia as its headquarters or possibly have a second office located in Caledonia. Council Member Vick encouraged him to petition the Post Office to open the window to deal with customers on Saturday mornings when an employee is present from approximately 9:00 – 11:00 a.m. No action was necessary by the Council on any issues presented by Mr. Werner.

C. PROPOSAL TO CONDUCT DANCES: Gene Swain proposed to the Council that the City contract with Tim Pattrin of Little Miami to conduct a number of dances in the City Auditorium throughout the course of the year. He suggested that having these dances could earn sufficient funds to pay for Music in the Park in the summer months. Council members Vick and Standish said they would meet with Mr. Pattrin to discuss the issue.

D. STREET DEPARTMENT: Mike Gerardy reported on behalf of the street department, saying that the storage area fencing was complete and the street department staff had spent the summer helping some other departments accomplish their duties. He recommended summer help

at the ball park to accomplish such things are weeding, mowing, cleaning and light maintenance. Inquiry was made as to whether or not the Experience Works Program could be a resource for such summer help. Member Fisch asked that Mr. Gerardy tally the total cost of the new electric department garage for the next meeting. Regarding the City Hall garage storage area discussed for the last year or two, being the first stall immediately adjacent to City Hall, Mr. Gerardy said the improvement for a storage area appears as though it will take place as an Eagle Scout Project. Regarding the leaf vacuum, Mr. Gerardy said it is leaking oil badly and is bent to such extent that it cannot be disassembled for repair. In essence, when it stops running, it will have to be replaced because it is beyond repair. Discussion was also held on the fall clean-up, questioning whether or not the period of collection could be extended to 3 or 4 weeks. While Mr. Gerardy indicated the plan could be to conduct it over a 4 week period, should it snow during that time, collection would cease immediately.

E. ZONING APPLICATION – KWIK TRIP: Mr. Gerardy reported that Kwik Trip will eliminate the 2 cigarette signs on the posts of their main advertising sign and remove the ladder from the sign area. Following discussion, a motion was made by Mayor Morey, seconded by Member Fisch, to approve the change of face on the existing sign as proposed by Kwik Trip. All members voted in favor and the motion was declared carried.

F. POLICE DEPARTMENT

1. OFFICER RESIGNATION: Chief Shefelbine informed the Council that Officer Charles Rolbecki gave verbal notice of his resignation on November 27 to accept a job at Winona County.

2. SERGEANTS POSITION: Chief Shefelbine said the City is growing and this year the Police Department has received 20 sexual assault complaints. Currently one of those complaints has 300 pages of testimony. In the absence of a Chief, an officer is needed who can make a command decision. That is a primary need for a sergeants' position. A sergeant would also be given routine additional duties over and above those of other officers, including investigation obligations, maintenance schedules for vehicles and other responsibilities. Chief Shefelbine said the City can name an officer as a command authority, but questioned why the officer would accept the responsibility with no additional incentive such as increased wages. He said an averaged salary in many municipalities for a sergeant is 3% to 5% above the highest paid police officer. Chief Shefelbine said the City could institute the sergeants' position and appoint a person to that position with a 1 year probationary period. Should the new incoming Chief of Police prefer not to have a sergeants' position, the City has authority to restructure its police department.

3. PROPOSED NEW POLICE VEHICLE: Chief Shefelbine explained that the state bid has been divided among 10 or more companies and, according to the schedule of prices, a police vehicle specification sheet would have to be established as nearly as possible for the vehicle to be ordered in order to get a price from 1 of those companies. He offered examples such as cruise control. If cruise control is desired a cost is added. Each feature has a cost attached. Following discussion, including whether a police squad car or SUV would be the preferred vehicle, a motion was made by Mayor Morey, seconded by Member Klug, to select a squad car, not an SUV. Members voting in favor: Morey, Fisch and Klug. Opposed: Vick and Standish. The motion was declared carried.

CLAIMS

A. PREPAID CLAIMS: Following review, discussion and deliberation, a motion was made by Member Fisch, seconded by Member Vick, to approve the Prepaid Claims list for October 2007. All members present voted in favor and the motion was declared carried. (Member Klug was momentarily out of the room.)

Blue Cross Blue Shield of MN	Health Insurance	22,793.00
Barr, Kyle	Grind Tree Stumps	106.50
Caledonia Oil Company	Diesel Fuel	1,428.00
Mathy Construction Co.	Asphalt Patching, Prep & Pave	18,980.00
Richard's Sanitation	Refuse Disposal – September 2007	159.12
Spring Grove Coop Telephone	Fire Department Cell Phone	205.53
Tri-State Ambulance	ALS Intercepts	250.00
US Postal Service	Postage – Cold Weather Rule	176.70
Northern Beverage Distribution	Beer	798.10
Schott Distributing Co, Inc.	Beer	1,238.35

Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	194.00
Caledonia True Value	Miscellaneous Items	140.49
Gopher State One-Call	38 Location Notifications	55.10
Knife River Midwest, LLC	Salt Shed & New Elec Shop – Rock	580.35
Metro Sales, Inc.	PD Copier Maintenance	63.25
Tri-State Ambulance, Inc.	ALS Intercept	250.00
Witt's Pharmacy – Caledonia	Ambulance	384.27
Baker & Taylor Books	Library Books	578.83
Catering by Design	Library Books	49.45
Lamarche, Jacques	Library Books	27.90
Midwest Tape	Library Books	48.48
SE Libraries Cooperating	Auto Fees October 2007	419.33
Taste of Home Books	Library Book	57.96
Alltel	Fire Department – Communication Exp.	79.98
Becker, Gordon & Janet	Sewer – Backup	2,875.30
E O Johnson Company	Clerk's Office – Maintenance Agreement	84.00
Emergency Apparatus Maint.	Engine 1410 Maintenance	704.89
Franciscan Skemp Healthcare	Vaccinations	132.50
Fruechte, Chester & Luetta	Sewer – Backup	370.40
Grey House Publishing	Library Books	163.00
Knife River Midwest, LLC	New Shop – Rock	604.01
Scholastic Library Publishing	Library Books	144.30
Tornstrom, Mike	Mileage Reimbursement	53.40
MN Municipal Beverage Assn.	Registration Fee – Server Training	150.00
Alltel	Ambulance – Communication Expense	62.18
Bank of the West	Federal/FICA/Medicare Payday 10-23	6,599.45
City of Caledonia Emp. Assn.	Association Dues – Month of October	80.00
Commissioner of Revenue	State Withholding Tax	1,161.29
Gavin, Mike	Animal Control	75.00
Griggs, Cooper & Co.	Liquor / Wine	2,283.68
Houston County Treasurer	Houston County Collection Site	3,310.00
Jack Neumann Trucking	Liquor – Freight Expense	50.00
Kraus Oil Company Inc.	Unleaded	834.00
La Crescent, City of	Ambulance Registration Fee	60.00
Minnesota NCPERS Life Ins.	NCPERS Life Insurance	64.00
MN Benefit Association	MBA payday 10-23-07	157.27
Northern Beverage Distribution	Beer	1,430.95
Orchard Trust Co., LLC	TSA payday 10-23-07	1,480.00
Phillips Wine & Spirits Co.	Liquor / Wine	530.50
Printy Quik	Liquor Store – Bottle Tickets	49.92
Public Emp. Retirement Assn.	PERA payday 10-23-07	4,765.24
Schott Distributing Co, Inc.	Beer	3,155.65
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	61.25
Tri-State Ambulance Inc.	ALS Intercept	250.00
Houston County Recorder	Recording Fee – Peterson	46.00
Johnson, Allan	Mileage Reimbursement	191.80
Northern Beverage Distribution	Beer	706.50
Schott Distributing Co.	Beer	3,352.00
Spring Grove Soda Pop	Beer	60.50
Commissioner of Revenue	Accident Report	5.00
Extreme Beverage, LLC	Mix / Soft Drinks – Liquor Store	32.00
Franciscan Skemp Healtcare	Drug Screens	156.00
Holter & City, Shelia	Meter Deposit Refund	86.25
Jack Neumann Trucking	Liquor – Freight Expense	95.00
Johnson Brothers Liquor Co.	Liquor / Wine	1,721.89
Kleinfeldt & City, Matt	Meter Deposit Refund	84.71
League of MN Cities Ins. Trust	Workers Compensation Insurance	3,078.00
Phillips Wine & Spirits Co.	Liquor / Wine	1,376.85
Pitts & City, Ashley	Meter Deposit Refund	213.59
Pottratz, Dorothy	Meter Deposit Refund	200.36
Richard's Sanitation	Recycling – Collections	5,868.50
SE MN Historic Bluff Country	Tourism	1,431.61
Snow & City, Lynette	Meter Deposit Refund	230.00
Teffs Carpet Cleaning	Liquor Store – Carpet Cleaning	753.74
US Postal Service	Utility Billing October 2007	332.37
USA Mobility Wireless Inc.	Communication Expense	53.09
Ziebell's Hiawatha Foods, Inc.	Soda/Mix Etc.	38.69

Johnson, Allan	Travel Expense	69.19
MN Department of Revenue	Sales / Use Tax	14,914.00
SE MN Flood Relief Fund 07	Donation to Flood Victims	100.00
United Parcel Service	UPS Fee	128.86
W A Roosevelt Co.	New Electric Shop – Plumbing Supplies	291.84
Bank of the West	Federal/FICA/Medicare	1,196.12
Brownsville Fire Department	Mutual Aid – John Diersen	197.00
Commissioner of Revenue	State Withholding	163.33
Northern Beverage Distribution	Beer	1,667.60
Public Emp. Retirement Assn.	PERA payday 11-2-07	603.65
Schott Distributing Co, Inc.	Beer	2,921.12
Spring Grove Soda Pop, Inc.	Beer	196.75
Tri-County Electric Co-op	Green Acres Lighting/Tree Disposal Site	79.89
Bank of the West	Federal/FICA/Medicare	6,551.41
Caledonia Police Association	PD Association Dues	85.00
Commissioner of Revenue	State Withholding	1,138.93
Department of Public Safety	Liquor Store Retailers Card	20.00
M. Peters Enterprises Inc.	Flag Pole Parts	103.40
Merchants Bank	ACH Fee November 2007	20.29
Orchard Trust Co, LLC	TSA payday 11-6-07	1,480.00
Principal Life	Life/Ad&d/Std	614.85
Public Emp. Retirement Assn.	PERA payday 11-6-07	4,676.97
SE MN Historic Bluff Country	Membership Dues 2008	1,500.00
Tri-State Ambulance	ALS Intercept	250.00
Johnson, Allan	2007 Uniform Allowance	85.67
Stemper, James	2007 Uniform Allowance	202.45
Ace Link Telecommunications	Communication Expense	1,027.32
Blue Cross Blue Shield of MN	Health Insurance	21,011.00
Minnesota Energy Resources	Natural Gas	1,273.44
Northern Beverage Distribution	Beer	838.50
Schott Distributing Co, Inc.	Beer	3,080.20
		$ 167,410.10

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Mayor Morey, seconded by Member Klug, to approve and authorize payment of the Claims Payable List for October 2007. All members voted in favor and the motion was declared carried.

Affordable Tech. Solution	Technician Services/Supplies	379.63
Airgas North Central	Welder Parts/Oxygen/Acetylene	343.09
ALCO Discount Stores	Tracfone	29.99
American Test Center	Equipment Testing	2,151.25
Artic Glacier Inc.	Liquor – Ice	148.09
Baker & Taylor Books	Library Books	248.96
Better Homes & Garden Books	Crafting for the Holidays	4.95
Bob's Lock & Safe, Inc.	Change Lock/Keys	151.92
Caledonia Haulers, Inc.	Weld Lamp Post/Truck Repairs/Maint	72.27
Caledonia Implement Co.	Bulk Steel	180.76
Caledonia Lumber Co, Inc.	Insulation, Pole Cement	55.64
Caledonia Oil Co.	Diesel	301.55
Caledonia Ready Mix, Inc.	Concrete	1,955.34
Caledonia Wheel Alignment	Vehicle Repair	222.25
Carquest Auto Parts	Oil, Blower Parts, Safety Glasses	43.56
Clarey's Safety Equipment	Equipment	219.70
Communications Service Inc.	Pagers (7)	2,482.52
Crystal Canyon Inc.	Cooler Rent/Drinking Water	112.72
Curt & Candy's Hardware Hank	Miscellaneous Items	163.91
D S Electric Supply Inc.	Inventory	392.60
Davy Laboratories	Lab/3 total coliforms	1,981.14
DEMCO	Library	99.82
EBSCO Subscriptions Services	Annual Magazine Subscription	1,149.37
ECM Publishers, Inc.	Advertisements	735.93
Emergency Apparatus Maint.	Aerial Tower 50 & Engine 1420	1,427.10
Engineering America, Inc.	Blower Replacement	3,998.05
Fastenal Company	Lock for fenced area	26.88
First Supply	STP-nipple	41.77
Gopher State One-Call, Inc.	47 Location Notifications	68.15
Green Power Equipment	Repair Parts/Filter	385.08

Hawkins, Inc.	Chemicals	393.40
HD Supply Waterworks, LTD	Meters & Connectors	1,000.13
Independent School District 299	Snow blower	300.00
J P Cooke Company	Animal Tags 2008 Licenses	93.80
Kwik Trip Stores	Gas	21.20
Lackore Electric Motor Repair	Pump Repair/Re-hook Hoist	560.92
Mauss Pumping Service	Portable Toilet Rent	85.20
Meisch Upholstery	Seat Belt Webbing	10.13
Menard's	Miscellaneous – New Elec. Shop	181.36
Metro Sales, Inc.	Copier Agreement	77.22
Midwest Tape	Library – Books	75.62
Mississippi Welders Supply	Oxygen	217.79
P & H Services	Radio Battery, Charger	160.85
Pearson Education	Books for Training	604.21
Pladsen Ford, Inc.	Repairs/Parts	1,778.40
PowerPlus Engineering, LLC	4 Year Plan	599.16
PT Welding & Driveshaft	Equipment Repair Parts	112.23
Richard's Sanitation	Refuse Disposal	234.00
Rippe, Hammell & Murphy	General Matters & Prosecution Matters	2,778.00
Sandry Fire Supply, LLC	Boots	265.00
Schilling Supply Company	Bags/Sacks/Beer Cups/Copy Paper/Towels	680.04
Schroeder Landscaping & Con.	North Park – Hydroseeding	500.00
Schulze Plumbing and Heating	New Electric Shop	1,611.42
Schumacher Elevator Co.	City Hall – Elevator Maintenance	615.41
SE Libraries Cooperating	Auto Fees – November 2007	419.33
Servocal Instruments Inc.	Service Flowmeters	380.00
Severson Oil Company	Oil	364.23
St. Mary Auto Body Shop	Paint Leaf Basket	95.00
Storey Kenworthy	Lanyards	18.96
Tri-County Electric	Electric Energy	130,784.57
Tri-Anim Health Services, Inc.	Miscellaneous Supplies	961.20
United Auto Supply, Inc.	Street Equipment – Turn Lamp	8.57
Wennes Communications	Caledonia Football Ad	100.00
Witt's Pharmacy – Caledonia	Gloves	10.78
WWTP MPCA PFA Loan Fund	1993-96 PFA Loan	3,500.00
Buttell's Lighting	City Hall/Auditorium Bulbs	324.83
Zep Manufacturing Company	Cleaning Supplies	81.41
		$ 169,578.36

OLD BUSINESS

A. LICENSES: Clerk Nelson asked the Council if they would like to review all license amounts and reasons for licensing such as soft drinks, pool tables, and the like. He explained that, although the fee was only $5.00, the restaurant license was deleted because the City never did anything with regard to inspections for sanitary conditions or any other reasons. Following discussion, the Council agreed that an analysis should be made.

B. ALCOHOL LICENSE FEES: The Council reviewed Addendum #4 showing the range of fees for On-Sale Intoxicating Liquor, most communities the size of Caledonia having a fee of more than $2,000 in comparison with Caledonia's $1,500. Mrs. Kutina argued that license fees for this area should reflect those communities in Houston County rather than communities of the same size as Caledonia throughout the State. Following discussion, the Council by general consensus decided to postpone a decision on any change of rates until hearing what Houston County charges and the City of Spring Grove charges; that information will be brought back to the next Regular Council Meeting.

C. FREEDOM TO BREATHE ACT: Council Members Klug and Vick informed the Council of a Committee Meeting to review understanding of the Freedom to Breathe Act, the prescriptions of Minnesota State Law and issues left to discretion of the City Council. State Law covered any type of interior of a building, meaning that a public place such as a bar or restaurant or public meeting room would be prohibited from allowing smoking. Outside buildings is the area seemingly left to the discretion of municipalities or other governmental entities. Smoking outside is not restricted in any manner by State Law. A question arises with regard to licensing for alcohol sales if customers take drinks outside while they are smoking. Another questions arises concerning whether or not customers seated on a patio or deck outside should be served by waiters or waitresses who may then be exposed to smoke. City Staff will continue to research the question regarding waiters or waitresses serving smoking customers outside.

D. MIDWEST WIRELESS AGREEMENT: Clerk Nelson reported that Stephanie Mann, Accountant, is updating the rental fee of all Alltel for the antenna on the City's water tower. The agreement called for automatic adjustment of the rental fee in the proportion of change for the consumer price index whether it increased or decreased.

E. PROPOSED CRIMINAL JUSTICE CENTER: Clerk Nelson informed the Council that Houston County had requested a meeting with Mayor Morey and another Council Committee Member to discuss location of the Criminal Justice Center at a site on the west side of STH 44/76. Nelson said their first choice appeared to be a 10 acre parcel north of Esch Drive. One Council Member commented that it would be nice for the building to be located where the current Houston County Highway Department is situated, since there appears to be a plan to relocate the Highway Department to a parcel north of Main Street. Another Council Member commented that there could be a savings in construction for the County if the Criminal Justice Center and proposed new Highway Department were located on the same piece of land, perhaps utilizing a single parking lot. Mayor Morey and a second Council Member will attempt to schedule a meeting with the County Commissioners to discuss issues concerning the Criminal Justice Center.

NEW BUSINESS

A. PARKING: Clerk Nelson reviewed Chapter 153.309 with the Council. Nelson suggested that the way the paragraph is written would almost be impossible to enforce and recommended changing it. The Council directed that he prepare the wording he wished to suggest and present it back to the Council.

B. PROPERTY USES, METER REMOVAL, RATES: Clerk Nelson informed the Council that a property owner who had purchased a large building, previously used for another purpose, requested consideration for the base rate for sanitary sewer and water charges. The building had a 2" water meter for which the base rate for water is $64.67 per month and for sewer is $30.10 per month. Current use of the building however results with only a few hundred cubic feet of water being used. The property owner was requesting changing the base rate to the rate for a 5/8"- ¾" meter for residential use for which the base rate is $9.04 for water and $4.31 for sanitary sewer per month. Following discussion, the Council reiterated the recommendations of Davy Engineering Company who had established these rates. The philosophy is based on the ability to draw water with the larger meter and plumbing installed. The Council concluded that a property owner wishing to have a reduced rate should replace the large meter with a smaller meter.

C. CONTRACT FOR SERVICES: The Council briefly reviewed the contract from Southeast Minnesota Development Corporation for the services of Joyce Iverson, EDA Director, which is proposed to increase to an amount of $33,422 for calendar year 2008 an increase of $1,130 or 3.5% over the 2007 rate of $32,292. Following review, the Council by general consensus tabled the issue until the budget is reviewed for calendar year 2008.

CLERK'S REPORT

A. TESTS

1. Discharge Monitoring Report: 8.29 mg/l.
2. Fluoride: Satisfactory

B. POLICE OFFICER INTERVIEWS: The Council was informed that Police Officer interviews to fill the vacated position of Officer Logan are being conducted on Tuesday and Wednesday, November 13 and 14.

C. POLICE DEPARTMENT: Enclosed with the Agenda was the Police Officer Activity List and Summary List for the month of October 2007.

D. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period October 22 – November 4, 2007.

E. TIF CONSULTANT: Clerk Nelson informed the Council that Michelle Hartman, TIF Consultant, had contacted the Clerk's Office saying she and her husband were retiring from the Tax Increment Financing Consulting Business. Nelson said he asked her to transfer the city records to David Drown & Associates.

MISCELLANEOUS ITEMS

A. POLICE DEPARTMENT – TEMPORARY SECRETARIAL POSITION: In consideration of the Family and Medical Leave Act absence planned by Amy Hoscheit, the Council considered the terms of employment for a temporary replacement or replacements to fill

the hours and days of Amy's absence. Following discussion, a motion was made by Mayor Morey, seconded by Member Fisch, to hire Mary Betz and 1 other person at a rate of $12 per hour as temporary police secretaries to fill the hours of Amy Hoscheit's absence. Members voting in favor: Morey, Fisch, Klug and Standish. Opposed: Vick. The motion was declared carried.

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 11:29 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, November 26, 2007, in the Council Room, City Hall.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk - Administrator