

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, April 23, 2007

CALL TO ORDER: Following due call and notice thereof, Member Fisch called the meeting to order at 6:30 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: Michael J. Morey. Consultants and City staff present: Mike Gerardy, Stephanie Mann, Mike Tornstrom and Robert L. Nelson. Visitors present: Gary Becker, David Wedl, Robert Hosch, Stan Bahr, Robert McCarthy, Thomas Dybing, Rich Sather and Charles Warner, Reporter.

BOARD OF REVIEW: Rich Sather and Thomas Dybing, Houston County Assessors Office, reviewed parts of the equalization booklet and determined from training records that City of Caledonia Council Members had attended the appropriate training session for conducting a Board of Review at this time. Following their general presentation, the visitors made inquiry of properties they currently own or as in the case of Gary Becker are about to purchase. Gary Becker commented on the Caledonia Lumber Company property on South First Street, saying that he had recently made an offer which was accepted for an amount substantially less than was carried on the Courthouse records as the estimated market value or taxable value of the property. David Wedl reviewed his recently received property tax notice with records of the assessors' office, finding that the amount of tax proposed for payment in 2007 and the amount of valuation for 2007 was substantially different. Robert McCarthy and Stan Bahr also made inquiries concerning reasons for the increases in their property valuations. Another inquiry made by Stan Bahr was to ask the reason for the age of the house being shown as 13 years but the assessed valuation as though it were an 8 year old building. Mr. Sather said that is a routine procedure used by the assessors' office, making notation of the actual age of a building but indicating its care and upkeep by comparing it to a newer building. When all questions were asked, the visitors were informed they could appear at the future County Commissioners Board of Review meeting. The City Council did not direct a change in any property valuations but allowed for any investigations or reviews that may be made by the Houston County Assessors Office staff for correction of mathematical errors such as may be the possibility with the differing valuation of property for Mr. Wedl on the form sent to him and the records carried by the County Assessors staff at the Board of Review meeting this evening. When there were no further questions, the Board of Review meeting was closed at 8:20 p.m.

CONSENT AGENDA: Following brief review, a motion was made by Member Klug, seconded by Member Vick, to approve the Consent Agenda items, listed below. 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, April 9, and Special Meeting held Monday, April 16, 2007, as presented.

B. 3.2 MALT LIQUOR LICENSE: To approve a 3.2 Malt Liquor License requested by Caledonia Rod and Gun Club for May 19, 2007, for an event to be held at the Caledonia Auditorium, 219 East Main Street.

#### VISITORS AND COMMUNICATIONS

##### A. ADMINISTRATIVE COORDINATOR

1. ZONING APPLICATION – SUNNY BENSON: Ms. Benson, 220 North Kingston Street, submitted a Zoning Application proposing to construct a raised wooded deck 6' x 17' in front of the existing dwelling to be located at its nearest point approximately 34' inside the front yard property line. While the setback is 4' greater than required by the Zoning Ordinance, this request for construction was brought before the City Council for determination of whether or not a greater setback distance should be adhered to on Kingston Street, one of the main entry routes into Caledonia, and conditioned upon the premise that a greater setback must have existed for homes now aligned at approximately 40' from central line. The assembly thought perhaps the greater setback may have been required when Kingston Street was State Trunk Highway 44, going through the middle of the City. Following discussion, the Council decided that there may be no foundation

for demanding a greater setback on Kingston Street since the Zoning Ordinance did not provide for more than a 30' front yard setback in any areas of the City. A motion was then made by Member Standish, seconded by Member Vick, to approve the Zoning Application proposing to construct a 6' x 17' deck on the front of the existing dwelling as depicted on the zoning illustration. All members present voted in favor and the motion was declared carried.

2. ZONING APPLICATION – PETERSON: James Peterson, 448 West Sunnyside Drive, asks the Council if it would grant waiver to locate 2 utility sheds on the same property, allowing him to install a second shed, having dimensions of 7' x 7' on his property in Sunnyside Drive. Following brief discussion, the Council concluded by general consensus that it will hold to having 1 utility shed per parcel.
3. OTHER TOPICS: Mr. Gerardy reported on the resumption of work on the Electric Department garage.

B. WATER LEAK – BOB BUEGE: This issue was tabled since Mr. Buege was not present at the meeting and it was not thought that any contact had been made to inform him that the subject of his water leak would be discussed at this meeting.

C. AMBULANCE DEPARTMENT:

1. RATE CHANGE – INCREASE: Mike Tornstrom, Ambulance Director, reviewed a fee schedule with the Council, proposing the addition of 2 new rates, one for Advance Life Support at a rate of \$600 basic charge, and a No Transport – Care Given Rate of \$75. He also proposed increasing the existing ambulance rates for subsidized and non-subsidized runs according to a schedule enclosed with the Agenda, being roughly a 10% increase on each line item. Following discussion, a motion was made by Member Fisch, seconded by Member Vick, to authorize the general 10% increase on existing rates according to the schedule below. All members presented voted in favor and the motion was declared carried. Then a motion was made by Member Standish, seconded by Member Klug, to approve Advance Life Support new rate of \$600. All members present voted in favor and the motion was declared carried. Then a motion was made by Member Klug, seconded by Member Standish, to approve the proposed new rate for No Transport – Care Given of \$75. All members present voted in favor and the motion was declared carried.

	Current Rate	10% Increase
Emergency – Non Subsidized	\$ 630.00	\$ 693.00
Emergency – Subsidized	\$ 390.00	\$ 429.00
Non-Emergency – Non-Subsidized	\$ 475.00	\$ 522.50
Non-Emergency – Subsidized	\$ 390.00	\$ 429.00
Mileage (Per Loaded Mile)	\$ 8.50	\$ 9.35
Advanced Life Support	\$ 0.00	\$ 600.00
No Transport – Care Given	\$ 0.00	\$ 75.00

2. COLLECTIONS: Mr. Tornstrom also reviewed the issue of collecting passed due ambulance service bills, reporting to the Council that the City had previously adopted a policy of not turning uncollected bills over to a collection agency for a period of 180 days. Many other agencies submit to collections agencies within a shorter time even 60 or 30 days. Following discussion, a motion was made by Member Klug, seconded by Member Vick, to change the number of days for submittal to a collection agency from 180 to 90. All members presented voted in favor and the motion was declared carried. Thereafter discussion extended to amending the agreement with Winona Area Ambulance Service to have the billing supervisor submit passed due bills to the collection agency directly for an additional service of approximately \$25 per month to be paid to Winona Area Ambulance for such referrals. A motion was made by Member Fisch, seconded by Member Vick to amend the Winona Area Ambulance Agreement. All members present voted in favor and the motion was declared carried.
3. EQUIPMENT QUOTES

- a. **COMPUTER AND ACCESSORIES QUOTE:** Enclosed with the Agenda was a quote from Affordable Technology Solutions in the amount of \$3,542.31 for a new computer, monitor, inkjet printer and projector. A quote from ROSCOR for the Epson Powerlite 821P Projector only is received in the amount of \$1,820. The quote from Affordable Technology Solutions for the projector is in the line item amount of \$2,161.75. Following discussion, a motion was made by Member Fisch, seconded by Member Standish, to authorize the purchase of the computer, monitor, etc from Affordable Technology Solutions for the approximate amount of \$1,164.36 plus Minnesota Sales Tax and to authorize purchase of the projector from ROSCOR in the amount of \$1,820 plus Minnesota Sales Tax. All members present voted in favor and the motion was declared carried.
  - b. **CABINETS AND COUNTERTOP:** Mr. Tornstrom received a quote from Creative Laminates, Inc., for lower cabinets and a countertop for the garage area in the amount of \$1,320. A previous quote from Home Depot was in the amount of \$411.98 for materials only, not construction and installation. Following discussion, a motion was made by Member Fisch, seconded by Member Standish, to authorize purchase of the cabinet and countertop equipment from Creative Laminate, Inc. for an amount of up to \$1,600. All members present voted in favor and the motion was declared carried.
4. **AMBULANCE ATTENDANT APPOINTMENT:** Mr. Tornstrom recommended approval to hire Allan Johnson, Police Officer, as an EMT for the Caledonia Ambulance Service saying he performed as an EMT in the City of Spring Grove for 5 years, previously. Following discussion, a motion was made by Member Vick, seconded by Member Standish, to appoint Allan Johnson as an EMT. All members present voted in favor and the motion was declared carried.

#### D. ACCOUNTANTS REPORT

1. **POLICE AND AMBULANCE STATION LEASE:** Stephanie Mann, Accountant, presented the payoff amount on the police and ambulance station lease, being \$56,726.27 as of May 28, 2007. That date is a normal, semi-annual payoff payment date in the amount of \$11,957.68 with the additional amount of \$44,768.59 being the required early payoff amount to terminate the lease at that date. Discussion included comment that the amounts regularly scheduled to be paid off in 2007, 2 payments of \$11,957.68, would be charged to the General Fund since those payments had been budgeted for this calendar year, but the additional amount above and beyond those 2 semi-annual payments would be treated as a loan from the Electric Department Fund and would be repayable at the same amortization schedule and a rate of 4.0% interest. Following discussion, a motion was made by Member Klug, seconded by Member Standish, to approve the early payment of the police and ambulance station lease and to obtain a partial amount of that funding as described in conversation from the Electric Department Fund to be repaid at the same amortization schedule and at a rate of 4% interest. All members present voted in favor and the motion was declared carried.
2. **OTHER ACCOUNTING REPORTS:** Ms. Mann reported a total cash and investments balance of \$3,440,001.78 as of March 31, 2007.
3. **SEMINAR:** A motion was made by Member Fisch, seconded by Member Klug, authorizing Ms. Mann to attend a utility billing and rate calculation seminar at St. Cloud on May 15 for a registration fee of \$75, mileage reimbursement, meal and hotel room expense reimbursement for a one night stay before the workshop date. All members present voted in favor and the motion was declared carried.

#### E. COMMUNICATIONS

1. Minnesota Rural Partners Round-Up.
2. LMC Friday Fax, 4-13-07.
3. USDA Rural Development Newsletter.

NEW BUSINESS

A. EDA REVOLVING LOAN FUND: A motion was made by Member Fisch, seconded by Member Klug, to authorize a \$30,000 Loan from the EDA Revolving Loan Fund to K Properties, 425 Vista Drive, having heard the recommendation of the EDA Board at the past meeting. All members present voted in favor and the motion was declared carried.

CLERK'S REPORT

A. PLANNED ELECTRICAL OUTAGE: Clerk Nelson announced the planned electrical outage is scheduled for 1:00 a.m., Friday, April 27 and is estimated to last 3 hours.

B. SOUTHEASTERN MINNESOTA LEAGUE OF MUNICIPALITIES: Copies of announcement of the Southeastern Minnesota League of Municipalities meeting scheduled for Monday, April 30, in Spring Valley were distributed but the Council Members are unable to attend because of a Special City of Caledonia Council Meeting that same evening at 5:30 p.m.

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 present voted in favor, the motion was declared carried and the meeting then adjourned at 10:15 p.m. The next Regular Meeting of the City Council is scheduled for Monday, May 14, 2007, in the Council Room, City Hall.

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Michael J. Morey, Mayor

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Robert L. Nelson  
City Clerk – Administrator