

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, October 10, 2005

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 (7:18 p.m.), Randi Vick, Gary Klug and Robert Standish. Members absent: None. Consultants and City staff present: Randy Shefelbine and Robert L. Nelson. Visitors present: Jane Palen, reporter.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Klug, seconded by Member Standish, 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, September 26 and the Special Meeting, held Monday, October 3, 2005, as presented.

VISITORS AND COMMUNICATIONS

A. POLICE DEPARTMENT: Chief Shefelbine was present to present information on a proposed new police car. Chief Shefelbine reported that vehicles were available through the State of Texas which had ordered a number of new police cars some time ago. If the City waits until the State of Minnesota has cars available, the 2006 models may not arrive for almost a year. He informed the Council that the cost of the vehicle plus approximately \$4,000 worth of equipment including a light bar, radio, camera and spot light, which are valued at approximately \$4,000 and push bumper for a value of \$400 - \$500 would place the total cost around \$28,000. He said this replaces a vehicle with 160,000 miles, thought to be a 2000 model. He reminded the Council that the City had recently acquired \$1,403 of drug forfeiture money that could be applied toward the purchase price. Following discussion, a motion was made by Member Standish, seconded by Mayor Morey, to authorize the purchase of a new police car for an amount of up to \$28,000. All members present voted in favor and the motion was declared carried.

B. COMMUNICATIONS

1. The Wheel, October 2005.
2. Houston County Historical Society Newsletter, Fall 2005.
3. Chamber Meeting Minutes, 10-5-05.
4. Christmas Parade.

(7:18 p.m.: Member Fisch arrived at the Meeting)

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 September 2005. All members voted in favor and the motion was declared carried.

Baker & Taylor	Library Books	203.38
Blue Cross Blue Shield	Health Insurance	20,018.00
Carquest Auto Parts	Miscellaneous Items	297.78
Demco	Miscellaneous Supplies	27.14
Houston County Highway Dept.	Apply Chloride	182.69
LaCrosse Tribune	13 Week Subscription for Library	30.00
Midwest Tape	Library DVDs	45.98
Overhead Door Company	2 Doors in Fire Barn	4,102.62
Recorded Books, LLC	Recorded Books	259.20
Schulze Plumbing & Heating	Sewer Repairs	5,941.47
SE Libraries Cooperating	Digital Hard Drive	79.99
SE MN Historic Bluff Country	Tourism	1,525.12
Winona Area Ambulance Ser.	Contracted Billing	727.00
Caledonia True Value	Miscellaneous	309.67
Houston County Treasurer	Recording Fee – Molling	46.00
Jahn's Transfer, Inc.	Freight Expense	37.34
Meyers Lawn Service	Clean up Royce Tewes Property	335.00
Northern Beverage Distribution	Beer	936.70
Schott Distributing Co., Inc.	Beer	2,514.00
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	285.00
U S Postal Service	Postage Stamps	148.00
B & M Service Center	Gas	30.00

Beneke & City, Arnie	Refund due to unread meter	41.24
Caledonia Oil Company	unleaded	1,346.15
Extreme Beverage, LLC	Liquor Store – Mix	96.00
Synergy Graphics	Forms	29.57
Department of Commerce	Refund: Elmer Mc Cloud	91.02
Houston County Public Health	Hep B#3 Shot for Fireman	80.00
League of MN Cities	Registration Fee – Bob Nelson	25.00
Midwest Wireless Comm.	Mobile Unit	259.00
SE MN Development Corp.	EDA Support Services	7,540.00
Northern Beverage Distribution	Beer	896.45
Richard's Sanitation	Refuse Disposal – August 2005	182.52
Schott Distributing Co., Inc.	Beer & Bud Bean Bag Chair	4,868.65
Stemper Construction LLC	Bathroom Project	1,292.39
U S Postal Service	Postage Cold Weather Rule	292.64
Johnson, Allan	Reimbursement for Meal	7.45
Acevedo & City, Teresa	Meter Deposit Refund	76.64
Arch Wireless	Mobile Unit	51.27
Bank of the West	Fed/Fica/Med Payday 9-27-05	6,319.15
Bubbers & City, Stephanie	Meter Deposit Refund	77.95
Flemming & City, Lorraine	Meter Deposit Refund	25.26
Griggs, Cooper & Company	Liquor / Wine	2,120.78
Houston County Treasurer	Recording Fee – Von Arx	46.00
Johnson Brothers Liquor	Liquor / Wine	1,829.72
League of MN Cities	2005-2006 Membership Dues	2,387.00
Mechtel & City, Allen	Meter Deposit Refund	75.81
Meiners & City, Michelle	Meter Deposit Refund	78.37
Phillips Wine & Spirits	Liquor / Wine	1,354.19
Pitts & City, Sherry	Meter Deposit Refund	205.84
SE MN Historic Bluff Country	Membership Dues	1,483.50
Tri-County Electric Co-op	Appliance Rebates	160.00
VISA	Travel Expense	38.66
Ziebell's Hiawatha Foods	Soda / Mix	38.88
Caledonia Volunteer Fire Dept.	Relief Association – 3 rd Quarter	600.00
City Of Caledonia	Employee Share Health Insurance	385.70
City Of Caledonia Emp. Assn.	Association Dues Month of September	140.00
Commissioner of Revenue	State Withholding	2,461.41
Gavin, Mike	Animal Control	300.00
Houston County Treasurer	Houston County Collection Site	3,267.50
Minnesota NCPERS Life Ins.	NCPERS payday 9-27-05	32.00
MN Benefit Association	MBA Payday 9-27-05	152.63
Orchard Trust Co., LLC	TSA Payday 9-27-05	1,235.00
Public Emp. Retirement Assn.	PERA payday 9-27-05	3,780.88
United Parcel Service	Ups Fee	83.12
Jahn's Transfer, Inc.	Liquor – Freight Expense	51.78
Meisch Upholstery	Balance Due on Council Room Chairs	534.60
Northern Beverage Distribution	Beer	299.30
Schott Distributing	Beer	4,666.62
SE MN Historic Bluff Country	Tourism	1,215.64
Spring Grove Soda Pop	Beer	232.75
U S Postal Service	Utility Billing September 2005	286.14
Ace Link Telecommunications	Communication Expense	1,024.64
Farrell Equipment & Supply	Sonotube	79.66
MN Department of Revenue	Sales / Use Tax	14,283.64
Natchez Shooters Supply	Ammo	596.82
Principal Life	Life /Ad&d/STD	589.49
Richard's Sanitation	Recycling	5,633.55
Bank of the West	Fed/Fica/Med Payday 10-2-05	1,070.64
Blocker, Matt	Reimbursement for travel expense	247.90
Department of Public Safety	Liquor Store Retailers Card	20.00
League of MN Cities	Registration Fee	15.00
Public Emp. Retirement Assn.	PERA Payday 10-3-05	521.29
SE Region Fire Dept. Assn.	2005 Region Dues	25.00
Tri-County Electric Co-op	Electric Energy	67.40
Caledonia Electronics	Office supplies	626.13
Merchants Bank	ACH Fee October 2005	29.40
Aquila	Natural Gas	1,485.57
Blue Cross Blue Shield of MN	Health Insurance	20,018.00

Extreme Beverage, LLC	Liquor – Mix	32.00
Northern Beverage Distribution	Beer	823.65
Pepsi cola bottling co.	Soft Drinks	79.50
Schott Distributing co., Inc.	Beer	2,519.30
Spring Grove Soda Pop, Inc.	Liquor Store – Soft Drinks	<u>74.50</u>
		\$ 141,087.33

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Member Klug, seconded by Member Vick, to approve and authorize payment of the Claims Payable List for September 2005. All members voted in favor and the motion was declared carried.

AAA Striping Service	Streets – City Striping	874.51
Action Computer Forms	Window Envelops	224.89
Alco Discount Store #273	Miscellaneous	9.02
Artic Glacier	Ice	315.14
B & D Sealcoating & Mfg	Paint Crosswalk at School	65.00
Baker & Taylor Books	Library Books	341.28
Bonanza Grain, Inc.	Blading of Roads	188.00
Border States Electric Supply	Inventory	97.64
Burmeister Electric Company	Inventory	173.62
Caledonia Lumber Co., Inc.	Materials	1,120.62
Caledonia Oil Co.	Squad 18 Radiator Repair	379.65
Caledonia Police Association	PD Association Dues	93.50
City Of Caledonia	Employee Share Health Insurance	383.55
Communications Service Inc.	Pager	826.44
Curt & Candy Hardware Hank	Miscellaneous Supplies	164.18
D S Electric Supply Inc.	Part for outside light	6.97
Dalco	Cleaning Supplies	200.40
Davy Laboratories	3 Total Coliforms, Lab Analysis	1,749.22
DEMCO	Miscellaneous Supplies	53.81
Dept. of Labor & Industry	Air Tank Exemption & Boiler Exam	40.00
ECM Publishers, Inc.	Publication Notices	675.55
Ellingson Motors	Van Maintenance	29.27
Employee Data Forms	25 2006 Employee Data Calendars	19.75
Green Power Equipment	Lawn Mower Wheel	22.35
Hawkins, Inc.	Chemicals	1,676.90
Information Management Ser.	Technical Services	23.46
J P Cooke Company	2006 Dog License Tags	83.67
Jim Hatch Sales Co.	Gutter Brooms	272.38
Johnson Brothers Liquor Co.	Liquor / Wine	3,438.89
Ken's Small Engine	Sharpen Chain	24.14
Midland Telecom, Inc.	Battery	51.00
Midwest Tape	Library – DVDs	270.38
Mississippi Welders Supply	Oxygen	34.89
M-R Sign Co., Inc.	Street signs	62.07
Municipal Pipe Tool Co.	Jet/Vac Clean Sanitary Sewers	3,020.15
Orchard Trust Co.	TSA Payday 10-11-05	1,235.00
P & H Services	2 mobile units	76.38
Philips Wine & Spirits	Liquor / Wine	261.57
Public Emp. Retirement Assn.	PERA Payday 10-11-05	3,578.09
Recorded Books, LLC	Recorded Books	71.80
Richards Sanitation	September 2005 Refuse Disposal	168.48
Rippe, Hammell & Murphy	Prosecution Matters	3,244.50
Rourke Publishing Co.	Library Books	209.40
Schilling Paper Co.	Bags, Beer Cups & Copy Paper	360.58
Schmitz Refrigeration	Air conditioning service call	50.00
Scholastic Library Publishing	Library Books	140.40
SE Libraries Cooperating	Auto Fees for October 2005	382.00
St. Joseph's Equipment	Repairs	335.48
Streicher's	Batteries	117.95
Taser International	Taser Training for Logan & Johnson	160.00
Taste of Home Books	Library Book	23.98
Torgerson's Paint & Floor	Red Paint	9.53
United Auto Supply	Miscellaneous Supplies	41.08
Wiebke Tire Company	Unit #96 tire repair	12.00

Witt's Pharmacy Caledonia	Aspirin	9.58
WWTP MPCA PFA Loan Fund	1993-96 PFA Loan	3,725.00
Zep Manufacturing Company	Soap Dispenser	<u>7.14</u>
		\$ 31,232.23

OLD BUSINESS

A. PROPOSED VEHICLE / EQUIPMENT GARAGE: Clerk Nelson reported that there was no new information on the 31' x 40' garage or for a more permanent structure which would be larger and located next to the Street Department Shop.

B. COMPREHENSIVE PLAN: Following a review of the presentation made by Shannon Sweeney, David Drown Associates, and revealing the proposal submitted the date of the their presentation a motion was made by Member Klug, seconded by Mayor Morey, to accept the proposal in the amount of \$22,500 for the Comprehensive Plan with an additional \$3,000 for reimbursement of expenses and mapping illustrations, requesting that a contract be drafted and tendered to the City for signature. Members voting in favor: Morey, Fisch, Vick and Klug. Opposed: None. Abstaining: Standish. The motion was declared carried.

NEW BUSINESS

A. TENNIS COURT CONDITION: Clerk Nelson informed the Council that the Tennis Court had badly deteriorated over the years since any maintenance had been performed. Sections of the bituminous surfacing were cracking and separating. Those cracks had rubberized material applied and the further separation of the blacktop segments is causing that material to stretch, making a depression in the crack which could be a trip hazard. Nelson reported further that the steel support posts should have a protected, padded garment around them to prevent injury in the event a player would fall against the post. Following discussion, the Council decided by general consensus to direct that estimates be acquired for minimal repair or total overhaul of the tennis courts.

B. FIRE DEPARTMENT – DVD PLAYER: Clerk Nelson reported that a training packet with a presentation on DVD was recently received from the League of Minnesota Cities. This training packet addressed Fire Departments. Nelson said the Fire Department had no DVD Player, but future training sessions may be provided by DVD, asking for authorization to purchase a DVD Player for the Fire Department. He reported that the department has a television set and VCR. Following discussion, a motion was made by Mayor Morey, seconded by Member Fisch, to authorize the purchase of a DVD Player. All members voted in favor and the motion was declared carried.

CLERK'S REPORT

A. DISCHARGE MONITORING REPORT: Enclosed with the Agenda was the Discharge Monitoring Report Form for September 2005 showing an Average Total Monthly Nitrogen level of 5.59 mg/l.

B. POLICE DEPARTMENT ACTIVITY LIST: Enclosed with the Agenda was the Police Department Activity List and Summary List for September 2005.

C. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period September 12 – 25, 2005. Distributed at the meeting was the Employee Time Record for pay period September 26 – October 9, 2005.

D. LETTER TO TOWNSHIPS: Clerk Nelson distributed copies of a letter sent to those Townships in the primary territory of the Caledonia Ambulance Service. The letter offered to meet with the Town Board to explain the previous years ambulance revenues and expenditures and answer any questions of the service by the Town Board Members. Nelson informed the Council that this annual meeting was in the Agreement between the Ambulance Service and Town Boards for their contributing \$5.50 per capita to the Ambulance Service, annually.

MISCELLANEOUS ITEMS

A. SANITARY SEWER MAINTENANCE POLICY: Following brief discussion on the Sanitary Sewer Maintenance Policy, a policy with procedures to be followed in order to become eligible for coverage of insurance for sanitary sewer backup into building basements; a motion was made by Member Fisch, seconded by Member Klug, to adopt the policy as written. 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 Klug and seconded by Member Fisch. All members voted in favor, the motion was declared carried and the meeting then adjourned at 8:16 p.m. The next Regular Meeting of

Regular Meeting, Monday, October 10, 2005, continued...

the City Council is scheduled for 7:00 p.m., Monday, October 24, 2005, in the Council Room, City Hall.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk - Administrator