

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, October 22, 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, Gary Klug and Robert Standish. Members absent: Randi Vick. Consultants and City staff present: Michael Gerardy, Stephanie Mann and Robert L. Nelson. Visitors present: Arien O'Heron and Charlie Werner, 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 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, October 8, and Special Meeting held Monday, October 15, 2007, as presented.

VISITORS AND COMMUNICATIONS

A. ADMINISTRATIVE COORDINATOR

1. ZONING APPLICATION – SIGN: Mike Gerardy, Zoning Administrator, presented a Zoning Application submitted by Travis Fishel, Taxidermy Shop, 402 West Grove Street, petitioning to install a business sign at a location 41' from the front yard property line and 50' from the west property line. No variance is required and approval is recommended. Following discussion, a motion was made by Mayor Morey, seconded by Member Standish, to approve the Zoning Application for installation of sign. All members present voted in favor and the motion was declared carried.
2. ZONING APPLICATION – KWIK TRIP STORES: Mr. Gerardy introduced a Zoning Application on behalf of Kwik Trip Stores, 110 North Sunset Boulevard, proposing to change the face of an existing sign. No variances are required and approval is recommended. Discussion brought into question whether the cigarette signs attached to the frame or poles of the main sign were included as part of the original application and measured for total square area of face. Following discussion, a motion was made by Member Klug, seconded by Mayor Morey, to table this question to the next Regular Council Meeting. All members present voted in favor and the motion was declared carried.
3. ZONING APPLICATION – STEVE PETERSON: Mr. Gerardy introduced the Zoning Application on behalf of Steve Peterson, 422 West Washington Street, proposing to construct a 7.5' x 5.5' sign to be located on a pole immediately adjacent to the southwest corner of the auto body building. The pole will be approximately 29' from the property line adjoining West Washington Street and 55' from the property line adjoining Sprague Street. This application required a 62' setback variance from the Washington Street side and a 35' setback variance from Sprague Street. Following discussion, a motion was made by Member Fisch, seconded by Member Standish, to approve the Zoning Application and grant the requested variances. All members present voted in favor and the motion was declared carried.
4. RESOLUTION: Mr. Gerardy reviewed a Water Conservation Plan Resolution, amending the original plan to include penalties for watering lawns or other restricted water usage during a time of ordered conservation. Following discussion, a motion was made by Member Klug, seconded by Member Standish, to adopt the Penalty Resolution with a penalty amount of \$25 for the first day and \$40 for each subsequent day while watering during restricted periods. All members present voted in favor and the motion was declared carried.
5. AMBULANCE DEPARTMENT: Mr. Gerardy informed the Council on behalf of Ambulance Director Michael Tornstrom that the ambulance is in need of a new 2-way radio in order to comply with directives of the Houston County Sheriff, not to have all emergency service communications on the sheriff's frequency. A new radio having a new 100 watt power would cost approximately \$1,800 to \$1,900. Following discussion, a motion was made by Mayor Morey, seconded by Member Standish, to authorize purchase of a new 2-way radio for the ambulance for a cost

not to exceed \$1,900, installed. All members present voted in favor and the motion was declared carried.

6. POLICE DEPARTMENT GARAGE: Mr. Gerardy explained that the floor of the Police Department Garage slants 2 different directions, perhaps due to various stages of building in the past. Problems caused by water running over to the north wall of the garage include rusting of door frames and mop boards and deterioration of the sheet rock, adjacent to the floor. Two contractors looked at the problem and both recommended sawing out a section of the floor, replacing it with a proper slant toward the center of the room and the drain basin. Mr. Gerardy had obtained 2 quotes for repair of the condition and the low quote was \$2,800. Following discussion, a motion was made by Mayor Morey, seconded by Member Fisch, to approve awarding the work to the low bidder, Meyer Brothers. All members present voted in favor and the motion was declared carried.
7. DISEASE TREE SITE: Mr. Gerardy informed the Council that it is renewal time to charge landscapers and tree cutters the annual fee for a key to the Disease Tree Site that they may take loads to the site whenever they wish. For the past years, the annual fee charged was \$75, but Mr. Gerardy recommended increasing it to \$100. Following discussion, a motion was made by Member Fisch, seconded by Mayor Morey, to raise the Disease Tree Site key annual rental to \$100 per year beginning with calendar year 2008. All members present voted in favor and the motion was declared carried.

#### B. ACCOUNTANT

1. CASH AND INVESTMENT SHEET: Stephanie Mann, Accountant, reviewed the cash and investment sheet, showing total cash at \$512,199.77 and investments at \$3,098,183.
2. BALANCE SHEET/PROFIT AND LOSS: Ms. Mann reviewed the balance sheet showing total assets and liabilities plus equity at \$16,098,158.98; Net income for all funds for calendar year 2007 to date shows at a positive \$78,582.10.
3. BUDGET WORKSHEET: Ms. Mann reviewed the budget worksheet for all funds as of September 30, 2007 and answered Councils questions on any of the budget revenue or expenditure items for the general fund 79.6% of the revenues had been received and 78.6% of budgeted expenditures had been spent.
4. CAFETERIA PLAN: Ms. Mann reviewed a cafeteria plan proposed by Arnold Beneke, Caledonia, explaining the advantages to employees and to the City as employer. She outlined the 3 types of plans being premium only for insurance packages, dependant care and medical reimbursement. Anticipated costs to the City would be an annual fee of \$100 for creation of a plan, annual fees of \$10 per participant enrolled in the dependant care and medical reimbursement programs and \$3 per month per participant enrolled in the dependant care and medical reimbursement program. In general comments, council members indicated their immediate impression was that the cafeteria plan would be a desirable option for both employees and the city, but would discuss it further at future meetings.

C. FOUNDER'S DAYS: Arien O'Heron, President, reviewed the proposed events for Founder's Days Christmas Parade and activities throughout the holiday season. She reported she intends to have 40 trees in the downtown area, attached to street light poles as last year. Installation and removal of those trees will be coordinated with city employees, anticipating that they will be set in place on November 24 and removed January 2 or 3. As before, city employees will put the garland around street light poles. Ms. O'Heron said she planned to block Main Street off on Saturday, December 8. Council Members commented that Houston County may not want Main Street shut down and suggested she plan her activities for Marshall Street or Lincoln Street, adjacent to the block of the City Auditorium. She informed the Council she plans to have the Saturday night band in the City Auditorium play until 1:00 a.m. Sunday morning. It was generally agreed that activities would be assisted by city staff as in past years.

#### D. COMMUNICATIONS

1. The Wheel, September and October 2007.

#### OLD BUSINESS

A. FEE SCHEDULE: The Council reviewed the fee schedule for rental of City Hall, Auditorium, American Legion Shelter and other areas of the City with recommendations for an

increase in rental rates. Following discussion, the Council recommended that the proposal fees be brought back to the next Regular Meeting.

B. **AMBULANCE POLICY STATEMENT:** Clerk Nelson reported that the policy statement enclosed with the agenda for standby scheduling had been previously presented to the Council but no action had been taken. Since the policy was in fact being applied with ambulance attendants, Nelson recommended that the Council adopt a policy as previously requested by the Ambulance Director, Mr. Tornstrom. Following review and discussion, a motion was made by Mayor Morey, seconded by Member Standish, to approve the Standby Scheduling Policy and Procedure dated May 30, 2007. All members present voted in favor and the motion was declared carried. The Policy in its entirety may be reviewed at the City Clerk's Office.

#### NEW BUSINESS

A. **CALEDONIA WARRIOR ATHLETIC SPONSORSHIP:** Clerk Nelson informed the Council that KNEI Radio telephoned the Clerk's Office asking if the City wished to sponsor football game tournament play which begins Tuesday, October 23. The fee would be \$50 per game. Following discussion, a motion was made by Member Standish, seconded by Mayor Morey, to authorize sponsorship of the games, but stated sponsorship shall be from the Hometown Liquor Store, not the City of Caledonia. All members present voted in favor and the motion was declared carried.

B. **COMPLAINT:** Member Standish commented that he received a complaint from a lady walking on North First Street saying she encountered a near accident when she stepped out and around parked construction vehicles at the Donald Rogich residence. Following discussion, mention that Mr. Rogich, years ago had constructed the oversized garage for the purpose of holding his tree removal equipment and vehicles. The Council agreed by general consensus that the Police should investigate and have the commercial vehicles removed from the street.

#### CLERK'S REPORT

A. **FIRST NOVEMBER MEETING:** Clerk Nelson informed the Council that the first meeting of November which would typically fall on Monday the 12<sup>th</sup>, would instead be held on Tuesday, November 13, because is Veteran's Day Observed.

B. **MEDICAL DIRECTOR:** Clerk Nelson reminded all Council Members that Dr. Brenza who is the Medical Director for the Caledonia Ambulance Service, was departing Caledonia with his last day of duty scheduled to be December 19.

C. **EMPLOYEE TIME RECORD:** Distributed at the meeting was the Employee Time Record for pay period October 8 – 21, 2007.

D. **2008 LEGISLATIVE DRAFT POLICIES:** Distributed at the meeting were copies of the title page and table of contents for Draft 2008 City Policies as assembled by the League of Minnesota Cities. Council Members were invited to read any of the full policy statements on the League's webpage or contact the Clerk's Office to borrow the single hard copy on file there.

#### MISCELLANEOUS ITEMS

A. **CLOSED SESSION:** Member Fisch recommended holding a Closed Session for negotiation strategy at this time for the negotiations that are about to take place with the Caledonia Employee Association. Since council members agreed by general consensus, a motion was made by Member Fisch, seconded by Member Klug, to adjourn into closed session for the purpose of negotiation strategy with the City Employee Association. All members present voted in favor and the motion was declared carried. Members entering the Closed Session along with city staff include: Mayor Michael J. Mayor; Council Members: Paul Fisch, Gary Klug and Robert Standish. City Clerk Administrator Nelson also attended the Close Session. When the Closed Session was complete, Mayor Morey ended that session and resumed the Regular Meeting whereupon a motion was made by Mayor Morey, seconded by Member Klug to adjourn the meeting. All members presented voted in favor, the motion was declared carried and the meeting then adjourned at 10:17 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Tuesday, November 13, 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