REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Tuesday, November 13, 2012

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Tom Murphy, Bob Lemke and Paul Fisch. Members Absent: None. City Staff Present: City Clerk/Administrator: Ted Schoonover. Guests present: Andy and Sheri Allen, Mike Murphy, Jamie Hammell, Araysa Ashmore , Steve Schuldt and Caledonia Argus Reporter Emily Bialkowski.

CONSENT AGENDA APPROVAL: A motion was by Mayor Burns, seconded by member Lemke to approve the agenda with the following amendments: Changing items 7(c) and 7(e) to be #4 instead of #3, Removal of Item 7(d), removal of item #9(e) and the addition of 9(o) internet at the water/water water facility. All members present in favor and the motion was declared carried.

CONSENT AGENDA: Which consisted of the regular minutes of the meeting October 22, 2012 will stand as read.

VISITORS AND COMMUNICATIONS: None.

ADMINISTRATIVE COORDINATOR TOPICS:

Clerk/Administrator Schoonover informed the board of a potential encroachment issue on the Andy and Cheri Allen property. The Allen's were present and presented the Council will a survey and pictures to show that the adjacent property owner; Dean and Henrietta Foltz have built a retaining wall that is partially on their property. The Allen's also showed them pictures of a semi-trailer box and other items that are being stored on their property and they want it removed. The Allen's have communicated with the neighbor and Zoning Administrator Mike Gerardy but has seen no effort on the neighbors part to comply. The Allen's are seeking guidance from the city and asking the city to enforce the zoning ordinance in place. Mayor Burns informed the Allen's that this is really something that we need the City Attorney to review and give us guidance on how best to remedy the situation to get it resolved. As for the illegal storage on their property that is really a civil matter and could best be handled by the local police department as it appears to be a trespassing issue. He also thanked them for the information and we would hopefully have something back to them at the next meeting. Schoonover went on to inform the council that all the meters are on hand and we are working with Mid-West Testing to get them installed, the project should be completed by mid December.

Motion by Murphy, second by Vick to approve the change order #4 for Griffin Construction in the amount of $1,195.50. All members present in favor with the exception of the Mayor who abstained and the motion was declared carried.

Motion by Murphy, second by Lemke to approve the pay application #3 to Griffin Construction Inc. in the amount of $216,921.69. All members present in favor with the exception of the Mayor who abstained and the motion was declared carried.

Motion by Burns, second by Vick to approve the Prepaid Claims for October and to have Clerk/Administrator Schoonover check on waiving the Annual Fee from Merchants Bank Visa Card. All members present in favor and the motion was declared carried.

PREPAID CLAIMS

Bound Tree Medical, LLC	Ambulance – Supplies	2,275.41
Farrell Equipment & Supply Co.	Traffic Engineering – Crosswalk	200.40
Houston County Recorder	Recording Fee – Duane Strub	46.00
Lee, Keith	Safety Vests	131.04
Lemke, Robert	Travel Expense	80.51
Northern Beverage Distribution	Liquor Store Inventory	712.00
Rippe, Hammell & Murphy	General Matters	190.00
Schmitz Refrig. & Heating	PD/Amb. – Air Conditioner Repair	123.86
Schott Distributing Co, Inc.	Liquor Store Inventory	2,330.45
Southern Wine & Spirits of MN	Liquor Store Inventory	953.60
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	107.95
Tri-County Electric Co-op	Electric Energy	92.07
Winona Controls, Inc.	Repair Parts	30.48
Merchants Bank	Federal/FICA/Medicare	6,574.21
Airgas USA, LLC	Cylinder Rent	113.61
Blocker, Matt	2012 Uniform Allowance	125.00
Business Financial Planning	Cafeteria Plan	455.95
Caledonia True Value	Repair Parts & Miscellaneous	699.41
City of Caledonia Emp. Assn.	Association Dues	70.00
Commissioner of Revenue	State Withholding	1,382.80
Danielson, Orville	Park Areas – Repairs/Labor	285.00

Doering, Rose	Kick-Off Event Expense	300.00
E O Johnson Company	Copier Agreement	152.00
Four Seasons Comm. Center	Pool Event	475.00
Hale Skemp Hansen Skemp Sleik	Case No. 11-CV-67-A	356.47
Houston County Sheriff	File No. 1040	89.12
ING Institutional Plan Services	TSA Payday 10-16-12	480.00
Jack Neumann Trucking	Liquor – Freight Expense	50.00
Merchants Bank	ACH Fee – October 2012	30.65
MN Benefit Association	MBA Payday 10-16-12	97.59
NCPERS Minnesota	NCPERS Payday 10-16-12	80.00
Phillips Wine & Spirits	Liquor Store Inventory	1,247.39
Public Emp. Retirement Assn.	PERA Payday 10-16-12	5,851.16
Schulze Plumbing & Heating	Main Repair	1,664.67
Streicher's	Ammo & Batteries	943.94
Tri-State Ambulance, Inc.	Intercept Fee	250.00
United Systems Technology	PD Computer Program	3,460.00
Bay West, Inc.	Meth Lab Clean-up	2,488.46
Caledonia Conv. & Tourism	Tourism	1,126.04
Metro Sales, Inc.	Copier Agreement	45.25
Meyer, Tim	Catch Basin Repair	175.00
MN Dept. of Health	Certification Fee Ryan Skillings	23.00
Northern Beverage Distribution	Liquor Store Inventory	3,609.30
Principal Life	Life/Ad&d/STD	527.59
Resco	Light – Misc.	81.84
Schott Distributing Co, Inc.	Liquor Store Inventory	4,270.80
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	95.65
Clarey's Safety Equipment, Inc.	Meth Lab Awareness Training	57.00
Collins Brothers, Inc.	Liquor Store Inventory	243.12
Emergency Apparatus Maint.	Engine 1410 Maintenance	3,669.79
Fire Safety USA, Inc.	FD-Batteries	42.75
Heiman Fire Equipment, Inc.	Hose Repair Parts	486.00
Jack Neumann Trucking	Liquor – Freight Expense	96.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	1,609.15
Phillips Wine & Spirits Co.	Liquor Store Inventory	633.10
Schoonover, Ted	Moving Expense	2,500.00
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	88.00
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	29.14
Alspaugh & City, Barbara	Meter Deposit Refund	250.25
American Red Cross	2012 Learn To Swim	300.00
Bebee & City, Shar	Meter Deposit Refund	250.25
Caledonia True Value	Street Lighting – Repair Parts	92.95
Clarey's Safety Equipment	Training Expense	450.00
E O Johnson Company	Copier Agreement	158.85
Forrester & City, Dan & Diane	Meter Deposit Refund	125.13
Frye & City, Deb	Meter Deposit Refund	250.25
Gittens & City, Barbara	Meter Deposit Refund	275.28
Kwik Trip Stores	Scrip	1,890.00
Little Falls Machine, Inc.	Truck 2001 Plowing	3,259.69
Mauss & City, Kim	Meter Deposit Refund	250.25
Schumacher Elevator Co.	Elevator Maintenance Agreement	727.27
Snodgrass & City, Ed	Meter Deposit Refund	500.50
Tri-State Ambulance, Inc.	Intercept Fee	500.00
Waldenberger & City, Jennifer	Meter Deposit Refund	250.25
Welscher & City, Douglas	Meter Deposit Refund	250.25
Wermager & City, Adam	Meter Deposit Refund	250.25
Alex Air Apparatus, Inc.	Air Qual Test/Service/Maintenance	575.00
G & F Distributing	Liquor Store Inventory	505.00
Houston County Treasurer	Ho Co Collection Site	3,340.00
Mayo Clinic Health System	Ambulance – Health Cards	150.00
Rask, Nicholas	Animal Control – Rent/Misc.	75.00
Schott Distributing Co, Inc.	Liquor Store Inventory	4,310.60
Southern Wine & Spirits of MN	Liquor Store Inventory	644.70
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	139.70
Winona Mechanical	2012 Sanitary Sewer Rehab	112,651.75
Commissioner of Revenue	State Withholding	1,414.17
ING Institutional Plan Services	TSA – Payday 10-30-12	480.00
Merchants Bank	Federal/FICA/Medicare	6,656.13
Business Financial Planning	Cafeteria Plan	455.95
Buttell's Lighting	Ballasts & Bulbs	281.93
Hale Skemp Hansen Skemp Sleik	Case No. 11-CV-67-A	340.20
Houston County Sheriff	File No. 1040	85.05
Jack Neumann Trucking	Liquor – Freight Expense	35.00
Kraus Oil Co, Inc.	Diesel	2,038.50
Paustis & Sons Wine Company	Liquor Store Inventory	991.75
Public Emp. Retirement Assn.	PERA Payday 10-30-12	5,708.22
Resco	Light – Misc.	4,079.67
VISA	Chair, Mat, Travel Expense, Fixed Assets	1,161.38
Wirtz Beverage Minnesota	Liquor Store Inventory	1,158.42
Ziebell's Hiawatha Foods	Liquor Store Inventory	35.00

Caledonia Oil Company	Unleaded	1,691.91
Galls, LLC	Uniforms	45.48
Klug, Anthony	Consulting Services	1,350.00
MN Dept. of Revenue	Sales/Use Tax October 2012	20,048.00
Richard's Sanitation, LLC	Recycling – Collections	6,574.75
Tri-State Ambulance	Intercept Fee	500.00
Ace Link Telecommunications	Communication Expense	1,227.58
Commissioner of Revenue	State Withholding	192.81
Merchants Bank	Federal/FICA/Medicare	1,117.28
Northern Beverage Distribution	Liquor Store Inventory	2,900.50
Petty Cash	Replenish Petty Cash	88.38
Public Emp. Retirement Assn.	PERA Payday 11-2-12	773.91
Abrams & Schmidt, LLC	Consulting Attorney	1,356.00
Caledonia Bakery	Election	21.00
Jack Neumann Trucking	Liquor – Freight Expense	187.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	4,214.71
Phillips Wine & Spirits	Liquor Store Inventory	1,346.80
Schott Distributing, Co, Inc.	Liquor Store Inventory	6,206.75
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	32.25
Teffs Carpet Cleaning	Liquor Store – Carpet Cleaning	601.15
Verizon Wireless	Communication Expense	206.53
WEA Insurance Corporation	Refund Ambulance Payment	964.05
Bank of the West	PD – Labor/Services	19.20
Caledonia Volunteer Fire Dept.	Pass Thru Contribution from Legion	100.00
Deters, Anita	Election Judge	123.25
Expert T Billing	Ambulance Contracted Billing	650.00
Reigo, Ronald	Election Judge	84.25
Fruechte, LuEtta	Election Judge	126.88
Gensmer, Ethelyn	Election Judge	168.00
Grippen, Lee	Election Judge	168.00
Hayes, Jane	Election Judge	87.00
Kaufmann, Patricia	Election Judge	68.88
Lapham, Mary Ellen	Election Judge	54.38
Leary, Mary	Election Judge	126.88
Morey, Sandy	Election Judge	68.88
Mulvenna, Iyla	Election Judge	87.00
Noel, Rita	Election Judge	141.38
Schroeder, Robert	Election Judge	126.88
Schulte, Winnifred	Election Judge	72.50
Standish, Vera	Election Judge	108.75
Blue Cross Blue Shield of MN	Health Insurance	27,917.00
Merchants Bank	ACH Fee November 2012	30.65
Riverland Community College	DOT Instructor Course Fee	675.00
Schott Distributing Co. Inc.	Liquor Store Inventory	3,819.05
Southern Wine & Spirits of MN	Liquor Store Inventory	1,371.05
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	109.50
		$ 300,710.46

Motion by Burns, second by Vick to approve the Claims Payable for October. All members present in favor and the motion was declared carried.

Ability Building Center	Groundkeeping Crew	101.50
Affordable Technology Sol.	Office Supplies, Computer/Tech Services	1,572.63
Airgas North Central	Oxygen/Acetylene	116.83
Alco Discount Store	Miscellaneous Items	16.02
American Safety Utility Corp.	Miscellaneous Items	75.31
Artic Glacier Inc.	Ice	77.24
Astrup Drug, Inc.	Supplies	560.58
Blackburn Manufacturing	Location Flags	88.36
Bonanza Grain, Inc.	Maintenance Materials	476.89
Bound Tree Medical, LLC	Supplies	568.82
Burroughs Equipment	2001 Truck Repairs/Maint.	562.87
Buttell's Lighting	Bulbs, Inventory	1,139.37
Caledonia Implement Co.	Gear Oil	94.31
Caledonia Lumber Co, Inc.	Highway 44 Crosswalk/Lift Station	207.21
Caledonia Oil Company	Truck 1470 & 1420 Repairs/Maint.	166.15
Caledonia Ready Mix, Inc.	Crosswalk Lighting Project	973.37
City of Caledonia Utilities	Electric, Water & Sewer	14,298.29
County Materials Corp.	Manhole Rings	93.00
Crescendo Consulting, LLP	Pool Project	7,525.25
D S Electric Supply, Inc.	Inventory	1,582.07
Davy Engineering	Engineering Services	19,322.73
Davy Laboratories	Lab's	2,576.50
E O Johnson Company	Copier Agreement	152.00
ECM Publishers, Inc.	Advertisements	786.28
Emergency Apparatus Maint.	Repair Parts Engine 1410	465.03
Farrell Equipment & Supply Co.	Shovel	25.27
Fastenal Company	Bolt Container	730.43
First Supply LLC	Repair Parts, Main Break Repairs	223.03

Gopher State One Call	Location Notifications	132.15
Great River Water Treatment	Boiler Water Treatment	174.42
Griffin Construction	Sewer Rehab Payment #3	216,921.69
Hach Company	Testing Supplies	102.77
Hawkins, Inc.	Chemicals	687.24
Hoskins Electric Company	Resest VFD Settings	120.00
Identity Works	Ambulance Uniforms	1,414.73
Innovative Office Solutions	Office Supplies	246.68
J P Cooke Company	Animal Control	137.60
Ken's Small Engine	Repairs/Labor	261.18
Kwik Trip Stores	Tree Disposal Site	19.36
Lackore Electric Motor Repair	Motor Repair	252.66
Laser Product Technologies	Print Carts, Service/Labor	533.33
Mac Queen Equipment	Gutter Brooms	267.19
Mathy Construction	Patching Materials	1,661.21
Mayo Clinic Health Systems	Health Cards	12.00
Mid America Backflow	Test Backflow Preventer	307.56
Minnesota Pipe & Equipment	Repair Parts, Marking Paint	759.75
Mississippi Welders Supply Co.	Oxygen, Cylinder Deposit	190.24
Northern Beverage Distribution	Liquor Store Inventory	2,668.05
Printy Quik	Business Cards, Pool Project	144.28
Quillin's IGA	Liquor Store Inventory	73.57
Richard's Sanitation	Refuse Disposal	314.93
Rippe, Hammell & Murphy	Prosecution & General Matters	3,314.75
River Valley Newspaper Group	Audit Ad	261.74
Schilling Supply Company	Bags, Copy Paper, Hand Sanitizer	371.54
SEMA Equipment, Inc.	Fire Department Expense	150.38
St. Mary Auto Body Shop	Tow & Light Truck Repairs	303.44
Star Energy Services	2012 Light Project	3,225.68
Storlie's Portable Pit Stops	2012 Light Project	96.19
Synergy Graphics	License Supplies	80.93
Towmaster	Repair Part	515.65
Tri-County Electric Co-op	Electric Energy	156,923.96
United Auto Supply, Inc.	Misc, Fluids, Misc.	116.25
Water Systems Company	Drinking Water	13.47
West Union Trenching LLC	Crosswalk Project	300.00
WWTP MPCA PFA Loan	Loan Payment	3,500.00
		$ 451,152.68

PUBLIC HEARING:

At 6:19 p.m. the closed the regular meeting and opened the public hearing regarding Mike Connors and costs associated with the removal of a diseased tree and stump. The Mayor asked for any written or oral comments and none were presented. The then closed the public hearing and reconvened the regular meeting at 6:21 p.m.

NEW BUSINESS:

Mike Murphy, Jamie Hummell, Araysa Ashmore, Steve Schuldt were present and were seeking city funding for the 2013 Houston County Victims Services department. This normally was operated on state and federal grants, however this year Houston county did not receive any funding. They informed the council that all cities are being asked to help offset the costs and the county is bearing the biggest burden. Mayor Burns asked why the townships were not being asked to participate? Mr. Murphy stated that he couldn't really answer that except that the entire county is paying through a county levy. Member Murphy stated that we just need to be sure that everybody is paying their fair share. Mrs. Hummell stated that Caledonia's portion would be $2,000. Motion by Burns, second by Lemke to approve the 2013 funding for the Victims Services Program. All members present in favor and the motion was declared carried.

Motion by Fisch, second by Vick to approve Resolution 2012-017 Certifying the Results of the November 6, 2012 Election and Abstract of said election. All members present in favor and the motion was declared carried.

RESOLUTION 2012-17
A RESOLUTION CERTIFYING RESULTS OF THE NOVEMBER 6, 2012 ELECTION

WHEREAS, the City of Caledonia held an election for the office of Mayor and two Council Members on Tuesday, November 6, 2012, during the General Election; and

WHEREAS on this 13th day of November, 2012, the City Council met to canvass said election results; and

WHEREAS the votes tabulated at said election were:

Mayor	Votes	Council Member	Votes
Bob Burns	276	Tom Murphy	1039
Alan Meyer	247	DeWayne Schroeder	108
Shelley Sheehan	217	Tracy Pearson	71

Michael Morey	24	Alan Meyer	26
Scattering	85	David Fitzpatrick	21
		Paul Fisch	17
		Mike Morey	14
		Shelly Sheehan	10
		Bob Burns	8
		Chuck Schulte	8
		Scattering	22

THEREFORE BE IT RESOLVED by the Caledonia City Council that the following candidates for office of Mayor and Council Member elected at the November 6, 2012, regular city election for the respective terms to commence January 1, 2013, are as follows:

Mayor	2 year term	Bob Burns
Council Member	4 year term	Tom Murphy
Council Member	4 year term	DeWayne Schroeder

Approved by the Caledonia City Council this 13th day of November, 2012.

_____Robert Burns, Mayor

ATTEST:_____ Ted Schoonover, City Clerk/Administrator

The council discussed the fee schedule for 2013 and determined that several needed to be adjusted. The Pet License Fees would remain the same as previous years however; a citation would be issued on March 1, 2013 rather than June 1st. They also added new rates for water meters since the city changed over to electronically read meters. The council also reviewed the Ambulance charges and approved a small increase in those as well. The council also wants to look into setting up a fee for bulk water usage. Motion by Burns, second by Vick to approve the 2013 Fees as presented. All members present in favor and the motion was declared carried.

Motion by Fisch, second by Vick to approve the transfer of the On Sale Liquor License for Brian Dumbar, dba Starlite lanes for the remainder of 2012. All members present in favor and the motion was declared carried.

Motion by Fisch, second by Vick to approve the Gambling Application for St. Mary's Parish on February 15, 2013 and March 22, 2013. All members present in favor and the motion was declared carried.

Clerk/Administrator asked the council to consider paying the annual dues for him to join and be an active member in the Minnesota City/County Management Association. Motion by Burns, second by Vick to have the city pay the annual dues to MCMA on Schoonover's behalf. All members present in favor and the motion was declared carried.

Motion by Burns, second by Lemke to approve the end of probationary period for Liquor Store clerk Clay Schuldt, and an increase in his hourly rate per the hiring contract or agreement. All members present in favor and the motion was declared carried.

Clerk/Administrator Schoonover asked the council for clarification on Water/Waste Water Operator Skillings and his incentive package. Coordinator Gerardy and Electrician Blocker recall he was to get a $0.25 increase for both Class C Water and Waste/Water. The minutes are written to reflect that it is one or the other, not both. The council consensus was that the minutes were correct. No action taken.

Motion by Burns second by Lemke to Waive the late fees for individuals that signed up for the payment plan because of the water meter change out. Discussion, this is only for those bills directly associated with the change out and not all bills. All members present in favor and the motion was declared carried.

Motion by Burns, second by Fisch to approve the transfer of the City Owned Liquor Store License to the American Legion for a Wine Tasting event. All members present in favor and the motion was declared carried.

Clerk/Administrator Schoonover informed the council that he was asked by the employees of City Hall if they all wanted to take vacation or compensation time would be o.k. to close on Friday November 23, 2012. The council discussed this at great length and Schoonover informed them he has no problem working that day but the others may be on some type of leave. No action taken.

Motion by Murphy, second by Lemke to approve the Caledonia Rotary Club to string some lights on a tree in the park behind City Hall. The city would pay the utilities, and also assist in putting them up. All members present in favor and the motion was declared carried.

Clerk/Administrator Schoonover informed the council that in order for the Water/Waste Water Operator to have access to a computer for filing his reports. This would require an additional internet charge of $39.95 a month. The council wanted to table this and look into hard wiring that computer into another one. No action taken.

CLERK/ADMINISTRATOR: Clerk/Administrator Schoonover handed out the October police activity report and employee time records recap. He also informed the council that the Chamber of Commerce will be moving to another location this month.

At 7:44 p.m. the Council went into closed session in accordance with Minnesota Statute 13D.03 Discussion of Labor Negotiations. At 8:13 p.m. the Council reconvened the regular meeting.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Mayor Burns, seconded by Lemke. All voted in favor and the motion was declared carried to adjourn at 8:16 p.m.

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Robert H. Burns

_____
Ted A. Schoonover
Clerk-Administrator