

Agenda  
Regular Meeting of the City Council  
Monday, November 9, 2009

I. Call to Order

A. 6:00 p.m. in the Council Room, City Hall.

II. Roll Call

A. Members present:

B. Members absent:

C. Consultants and City Staff present:

D. Visitors present:

III. Agenda Approval: Consideration of any items to be add to or deleted from the Agenda.

Council action:

IV. Consent Agenda

A. Minutes of Past Meetings: Consideration for approval of the Minutes of the Regular Meeting held Monday, October 26, 2009, as presented.  
Addendum #1

B. Charitable Gambling: To approve an Application for Exempt Permit, submitted by St. Mary's Parish, for an event to be held February 10, 2010, at St. Mary's Grade School, 308 E. South Street, to include a raffle; Furthermore, to waive the 30 waiting period.

C. Charitable Gambling: To approve an Application for Exempt Permit, submitted by St. Mary's Parish, for an event to be held March 26, 2010, at St. Mary's Grade School, 308 E. South Street, to include a raffle; Furthermore, to waive the 30 waiting period.

- D. Charitable Gambling: To approve an Application for Exempt Permit, submitted by Quail Forever, for an event to be held December 11, 2009, at Good Times Restaurant and Bar, 118 Bissen Street, to include a raffle. Further, to waive the 30 day waiting period.
  
- E. Charitable Gambling: To approve an Application for Exempt Permit, submitted by Quail Forever, for an event to be held March 27, 2010, at Good Times Restaurant and Bar, 118 Bissen Street, to include a raffle. Further, to waive the 30 day waiting period.
  
- F. PERA Deductions: To adopt a resolution to deduct PERA contributions from part-time Police Officer Talman R. Wiles wages, understanding that he passed the earnings limit of \$425 performing work for the City of Caledonia. Addendum #2
  
- G. 3.2 Malt Liquor License: To approve a 3.2 Malt Liquor License submitted by the Knights of Columbus to serve alcoholic beverages at St. Mary's Grade School, 308 E. South Street, for the Klein benefit.
  
- H.
  
- I.

Council Action:

- V. Visitors and Communications
  - A. Southeastern Minnesota Development Corporation: Jane Schiltz, EDA Director, will be present to update the Council on her activities during calendar year 2009. Also Ron Ziegler, President of SEMDC will be here to introduce himself to the Council and give an overview of SEMDC. Addendum #3

Council Action:

- B. Zoning Application – Historical Society: A zoning application has been submitted by the Houston County Historical Society, 104 S. History Lane, proposing to construct a 90' x 212' x 65' Commercial Building, proposed to be located 25 feet from the north (front) property line, therefore requiring a 25' setback variance. Addendum #4

Council Action:

- C. Zoning Application – Caledonia Haulers: A Zoning Application has been submitted by the Caledonia Haulers, 304 N. Sprague Street, proposing to construct a 24' x 26' addition onto the existing home, to be located 20 feet from the west (side) property line, therefore requiring a 10 foot setback variance. Addendum #5

Council Action:

- D. Electric Department: Matt Blocker will be present to discuss the quote he received from Dakota Supply Group for a Remote Reader. Addendum #6

Council Action:

- E. Police Department Topics:
  - 1. FEMA Class: Chief Zehnder is requesting authorization to attend a FEMA training course in Anniston, AL from January 24<sup>th</sup> to January 28<sup>th</sup>. The only expense to the City is Chief Zehnder's wages.

Council Action:

- 2. NSF Check Policy: Chief Zehnder is requesting changing the NSF Check policy at the Police Department. Currently when the Police Department collects a NSF Check for a business in Caledonia, the Police Department receives \$20 as a service fee and the business receives \$10.00 as a service fee. He is requesting raising the service fee from \$20 to \$40 that the police department would receive.

Council Action:

3. False Alarm Policy: Chief Zehnder is requesting a policy be created, charging businesses a fee of \$30.00 when Officers are called to their business for false alarms two or more times in a one month period.

Council Action:

4. Safe for Liquor Store: Chief Zehnder has obtained two different quotes for a new safe at the Liquor Store, see Addendum #7.

Council Action:

5. Break-ins & Public Awareness:

Council Action:

6. Part-time help on Friday and Saturday Nights / Overtime:

Council Action:

7. Policy on Liquor Store keys/camera/handling of money:

Council Action:

- F. Fire Department Report: Chief Gavin was invited to the meeting to review the 3<sup>rd</sup> quarter budget.

Council Action:

G.

H.

VI. Claims

- A. Prepaid Claims: Enclosed with the Agenda is the Prepaid Claims List for October 2009. Addendum #7a

Council Action:

- B. Claims Payable: Enclosed with the Agenda is the Claims Payable List for October 2009. Addendum #7b

Council Action:

VII. Old Business

- A. Rootbeer Stand: Interim Clerk Gerardy will update the Council on his findings in regards to the Rootbeer Stand on North Kingston Street.

Council Action:

- B. CJC Construction Route: On October 30<sup>th</sup>, Chief Zehnder, Mark Schiltz and Interim Clerk Gerardy met to discuss possible primary and alternate routes. An update will be given at the meeting.

Council Action:

- C. Randy Shefelbine Invoices: Enclosed for your review are two invoices submitted by Randy Shefelbine for his work on court cases and testimony after he retired as police chief. Addendum #8

Council Action:

- D. Assistant Liquor Store Manager: Nancy Steele is currently not a member of the Labor Association, as she does not meet the required hours per work criteria for part-time employees to join the association right now.

Council Action:

- E. Snow Hauling Part-Time Help: Interim Clerk Gerardy will update the Council on the information he received from Tom Danielson in regards to hiring part-time help to assist in snow hauling during the 2010/2011 winter season.

F.

G.

VIII. New Business

A. Liquor Store

- 1. New Employee: Patty Gavin, Manager, recommends the hire of Lisa Fultz, as a part-time liquor store clerk.

Council Action:

- 2. Letter Resignation: Cindy Meyer has submitted her letter of resignation on October 24, 2009. Addendum #9

Council Action:

- 3. Burglary Update: Interim Clerk Gerardy will give the Council an update on the burglary that occurred at the liquor store on Friday, October 30, 2009.

Council Action:

B.

C.

IX. Clerk's Report

- A. Employee Time Record: Enclosed with the Agenda is the Employee Time Record for pay period October 19 – November 1, 2009. Addendum #10

B. Insurance Payment: We received \$3,275.00 from Allied Adjusters for damages we sustained at the sewer plant from lightening.

C.

D.

X. Miscellaneous Items

A.

B.

C.

XI. Adjournment