Agenda
Regular Meeting of the City Council
Monday, February 12, 2007

I. Call to Order
   A. 7:00 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. Consent Agenda
   A. Minutes of Past Meetings: Consideration for approve of the minutes of the Regular Meeting held Monday, January 22, 2007. Addendum #1

   B.

   C.

Council Action:

IV. Visitors and Communications
   A. Accountant's Reports: Stephanie Mann will present a draft budget for the Enterprise Funds. Addendum #2

Council Action:

   B. Administrative Coordinator Topics
      1. Utility Tractor Quotes: Mike Gerardy will present quotes at the meeting for the proposed purchase of a utility tractor.

Council Action:

2. AED Units: Mr. Gerardy will bring the Council up to date on his proposal for an AED unit for the Auditorium and City Hall.

Council Action:

3. Gas Burner: Mr. Gerardy will review the planning process for the Sanitary Sewer Methane Gas Burner rehabilitation proposed for this coming spring.

Council Action:

4. Generator Repair Estimate: Enclosed for your review is a repair estimate by Mayville Repair in the amount of $1,127.16 to make the 50kw generator operate. For your further information, enclosed is a copy of the agreement with the Department of Natural Resources signed when the 4 generators were obtained.

Council Action:

5. MN DOT Agreement: Enclosed herewith is a copy of an Agreement with the Minnesota Department of Transportation for authorization of a Limited Use Permit for Non-Motorized Recreational Trail, being the trail from Esch Drive to the Sprague Woods. The Council must approve the Agreement and sign and return 4 copies to MN DOT. Addendum #5

Council Action:

C.

D.

E. Communications

1. Letter, PFA, SUBJ: Revolving Loan Fund Program, 1-24-07. Addendum #6
2. Letter, Minnesota Rural Partners, SUBJ: Municipal Design, 1-9-07. Addendum #7
3. LMC Friday Fax, 1-26-07. Addendum #8
4. LMC Friday Fax, 2-2-07. Addendum #9
5. The Wheel, February 2007. Addendum #10
6. Mediacom, Rate Change, 1-26-07. Addendum #11
7. Ace Communications Group, Notice. Addendum #12

V. Claims

A. Prepaid Claims: Consideration of the Prepaid Claims for January 2007.
Addendum #13

Council Action:

B. Claims Payable: Consideration of the Claims Payable for January 2007.
Addendum #14

Council Action:

VI. Old Business

A.

B.

VII. New Business

A. Athletic Program Manager: Mayor Morey may wish to report on meetings held to discuss appointment of a new Athletic Program Manager and certain recommendations of a Recreation Committee.

Council Action:

B. Emergency Shelter – Auditorium: I will explain this in further detail at the meeting, but, generally, regarding lack of a storm shelter at a mobile home court in Caledonia a request has been made for the City to designate the Auditorium as a storm shelter instead of the mobile home court constructing such a shelter.

Council Action:

C. Annual Fire District Meeting: The Annual Fire District Meeting was held February 8, 2007. Numerous documents were reviewed at that meeting and enclosed for Council review are some of those documents including the disbursements list for the Caledonia Fire Department for calendar year 2006 showing the division of costs between the City and Rural Fire District. Addendums #15 - #19
No action is required by the Council for this material.

D. Fire Department Wages: If the Council chooses to act on Fire Department wages at this time, the request is to increase the annual wage of the 1st and 2nd

Assistant Chief from $1,200 to $1,600 and to increase the wage of the Custodian Position of Jesse Peterson from $300 to $500, renaming the other Custodial position to "Assistant Equipment Custodian" and retaining the wage at $300.
Addendum #20

Council Action:

E. Anti-Virus Software: Enclosed is an estimate to change the Anti-Virus Software Programs from the current Norton Software to a Corporate Anti-Virus Software available from Affordable Technology Solutions. I will explain in further detail at the meeting. Addendum #21

Council Action:

F. Ergonomic Workstation Change: In order to accomplish ergonomic correction of the City Secretary workstation, replacement parts for a cost of $185.31 are required plus an installation fee of $75 for a total cost of $260.31.
Addendum #22

Council Action:

G. JOBZ: A special meeting of the Economic Development Authority has been called for Noon, Monday, February 12. The EDA will meet to decide whether or not to allow a 10 acre exchange of JOBZ land area with the City of LaCrescent for a large scale project under consideration there. I will report the EDA recommendation to the Council at the meeting.

Council Action:

H. Appreciation Dinner: The EDA Meeting will also render a recommendation regarding whether or not the City should accept full sponsorship and cost of the Business Appreciation Dinner scheduled for March 1 at the Four Seasons Community Center.

Council Action:

I. Music In The Park: Does the Council wish to establish an amount to be designated toward the cost of Music in the Park for the summer of 2007? I believe the 2006 contribution was made from Municipal Liquor Store Funds in the amount of $1,500.

Council Action:

J.

K.

VIII. Clerk's Report

A. Gordon vs. City: Just to let you know the case is continuing and now appears to be headed toward mediation.

B. 2007 Land Use Planning Workshops: Enclosed is a flyer advertising a number of land use or subdivision training sessions. Would any Council Members be interested in attending 1 or more of the referenced sessions? Addendum #23

C. Employee Time Records: Enclosed are the Employee Time Records for pay periods January 1 – 14 and January 15 – 28, 2008. Addendums #24 & #25

D. Police Department: Enclosed is the Officer Activity List and Officer Activity Summary for January 2007. Addendums #26 & #27

E. LaCrosse Home and Builders Show: Enclosed is a copy of the contract for attending the Home and Builders Show scheduled to be held March 23-25, 2007. The balance of the participation fee has been mailed to Jackson Expo Group so the City has fully paid for its booth. Addendum #28

F. Ambulance Time Records: Enclosed are Ambulance Attendants Time Records for the month of January 2007. Addendum #29

G. Auditorium Rental Rate: Matt Schellsmidt contacted the Clerk's Office with information for this year's boxing match and use of the Auditorium on Saturday and Sunday March 17 and 18 for Golden Gloves Competition. He reports that Good Times will be catering food service and alcoholic beverages. There had been some discussion concerning whether or not the City should charge a rental rate for preparation and take down time for Auditorium use as well as the event date. Does the Council wish to take that under consideration this evening? A motion should also be made authorizing utilization of the Auditorium by Good

Times Restaurant as a Certified Minnesota Caterer to serve food and alcoholic beverages.

Council Action:

H. Tri-County Electric Cooperative: Enclosed is a copy of the Tri-County Wholesale Electric Bill to the City of Caledonia for the past month in the amount of $159,483.18, showing a credit of $5,486.70 which is an excess margin refund for the period from January through and including November 2006. Also included is a rate sheet for services provided by Tri-County Electric Cooperative.

Addendums #30 & #31

IX. Miscellaneous Items

A.

B.

C.

X. Adjournment