

Agenda
Regular Meeting of the City Council
Monday, February 14, 2005

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: To approve the minutes of the regular meeting held Monday, January 24, 2005. Addendum #1

B. Appointment to Hire:

1. Liquor Store: Barbara Twite.
2. Fire Fighters: Nick Jore & Matthew Klug.

C. Equipment Purchase – Auditorium: Arnold Lundtvedt, City Custodian, recommends purchase of a 200X Series Automatic Floor Scrubber for a purchase price of \$3,085. The scrubber is approximately two years old and has been used as a demonstrator model, having approximately 45 hours of use. Before offering it to the City, the company installed new hoses and new batteries on the scrubber. The original, suggested retail price was approximately \$6,000. The City did budget \$3,500 for the purchase of a scrubber in calendar year 2005. The motion should include a reimbursement to the City for the expense by sale of a Certificate of Indebtedness. Addendum #2

D. Seminar: Tony Klug, Water/Waste Water Superintendent, requests authorization to attend the 68th Annual Waste Water Operations Conference to be held March 16 – 18, at Bloomington, MN, for a registration fee of \$270 and hotel room expense at \$79 plus tax for 3 evenings. City expenses would also include mileage, meal expense, parking fees, and the like. Addendum #3

E.

F.

Council Action:

IV. Visitors and Communication

A. Request to Use Auditorium:

1. Zack Hauser: Basketball
2. Ron Meiners: Volleyball

Council Action:

- B Closed Meeting: The City Council is requested to vote to hold a closed meeting for preliminary consideration of allegations or charges against an employee.

Council Action (if any):

- C. Sales of Foods and Liquor – Auditorium: Matt Schellsmidt and Tim Pattrin request authorization to conduct the sale of food and alcoholic beverages, including intoxicating liquor, during the evening of the St. Patrick Day Bouts, March 12, 2005 in the City Auditorium. Mr. Pattrin states that he has a Caterers License from the State of Minnesota, which, granted approval by the governing entity, permits him to sell food and alcoholic beverages anywhere within the state. The City Council is requested to consider whether or not alcoholic, especially intoxicating liquor, should be sold in the auditorium. For many years alcohol has been prohibited stemming from a couple incidents at wedding dances in the past. If the Council chooses to allow sale of alcoholic beverages, there are a number of assurances and criteria that should be met by the seller.

Council Action:

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F. Communications

1. SE MN Historic Bluff Country Bulletin, February 2005. Addendum #4
2. Letter, Caledonia Township, 2-1-05, SUBJ: Ace Franchise Fees.
Addendum #5
3. LMC Friday Fax, 1-28-05. Addendum #6
4. LMC Friday Fax, 2-4-05. Addendum #7
5. LMC Friday Fax, 2-11-05. Addendum #7a

V. Claims

- A. Prepaid Claims: Consideration of the Prepaid Claims for January 2005.
Addendum #8

Council Action:

- B. Claims Payable: Consideration of Claims Payable for January 2005.
Addendum #9

Council Action:

VI. Old Business

- A. Engineering Estimate – Flashing Lights: Enclosed is an Engineering Estimate from Davy Engineering for performing work to submit to the Rochester MN DOT Office, requesting permission to install flashing lights for the pedestrian crosswalk. The estimate is \$9,100. There has been a suggestion to include in this work the drafting of traffic signals at the intersection and street lighting in this segment of highway. Addendum #10

Council Action:

- B. Sanitary Sewer Use, Fees and Penalties: Enclosed is a letter from Davy Engineering Company, dated 12-20-04, addressing the possibility of Hydrate Chemical Company washing vehicles at Caledonia Haulers. In addition it covers some of the circumstances of the waste water from Caledonia Haulers itself commenting on their base rate, usage rate and the rate for BOD. Further the letter recommends penalties be established by the City Council in the event monitoring or testing is not done in accordance with ordinance and city requirements.
Addendum #11

Council Action:

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VII. New Business

A. Chamber of Commerce Requests:

1. That the City pay postage for community data packets to be mailed to persons planning to visit or relocate to Caledonia.
2. Renew membership in the Chamber of Commerce for a fee of \$150 for the 2005 calendar year.
3. Authorize a donation to the Chamber of \$500.

Council Action:

B. Employee Wage Increase: The employee in question is Sara Loomis, a Retail Clerk at the Municipal Liquor Store. Her current wage is \$7.75. I will explain the increase proposed at the meeting.

C. Accessory Purchase: Mike Gerardy requests authorization to purchase a digital camera as discussed with the City Council back in November or December 2004. The camera would be used to take photos of properties for which zoning applications had been submitted and in some cases nuisance conditions. Mr. Gerardy requests guidance from Member Fisch to select a camera with adequate features, but not excessive features.

Council Action:

D.

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VIII. Clerk's Report

- A. Police Activity Report: Enclosed is the Police Activity Report for January 2005. Addendum #12
- B. Board of Review: Information from the Houston County Assessors Office revealed that the State has changed the time period when cities, counties and school districts may hold their Board of Review activity, shortening the period.

Because of that, the City of Caledonia will hold a Special Meeting this spring to conduct the Board of Review on Wednesday, April 20, 2005.

- C. Time Record: Enclosed is the Employee Time Record for pay period January 17 – 30, 2005. Addendum #13
- D. Discharge Monitoring Report: Enclosed is the Discharge Monitoring Report for January 2005 showing an Average Monthly Total Nitrogen Rate of 9.38 mg/l. Addendum #14
- E. Mosquito Control: Enclosed is a letter and billing from David Geske who oversees the mosquito control efforts for the City Of Caledonia. The billing for 2004 services is \$1,280. Mr. Geske says he will plan to attend the March 14 meeting of the Council to make a presentation on the types of inspections and work performed by his crews for the benefit particularly of the newly elected council. Addendum #15
- F. Franchise Fee: Franchise Fees paid to the City Of Caledonia by Ace Communications Group for the last quarter of 2004 are \$2,168.83. Addendum #16
- G. Recreation Field Use: Nancy Messner telephoned the Clerk's Office today saying the enrollment for soccer has dropped significantly and the Soccer Association therefore does not require use of the City Athletic Fields for spring practices.
- H.
- I.

IX. Miscellaneous Items

- A To be discussed at the meeting
 - Traffic signs for school crossing at St. Mary's School
 - Root Beer Stand property for sale on North Kingston Street
- B.
- C.

X. Adjournment