REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, February 8, 2010

CALL TO ORDER: Following due call and notice thereof, Member Vick called the meeting to order at 6:01 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Council Members: Randi Vick, Peggy Perry, Robert Lemke (6:06 p.m.) and Tom Murphy. Members absent: Mayor Robert H. Burns. Consultants and City staff present: Mike Gerardy. Visitors present: None.

AGENDA APPROVAL: Interim Clerk Gerardy requested the following items be added to the Agenda; Annual Fire District Minutes, League of MN Cities Friday Fax, Conference attendance for Tony Klug and the ARMER Radio system. A motion was made by Member Murphy, seconded by Member Perry, to add the above mentioned items to the Agenda. All members present voted in favor and the motion was declared carried.

CONSENT AGENDA: A motion was made by Member Murphy, seconded by Member Perry 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, January 25, 2010, as presented.

VISITORS AND COMMUNICATIONS
A. HOUSTON COUNTY JUSTICE CENTER: No representatives were present from Houston County. Interim Clerk Gerardy explained that he spoke with City Attorney Tim Murphy and he thought an agreement could be reached in regards to their request. He stated one option was to do an addendum to the conditional use permit that was granted to them. No action was taken at this time, as Houston County Representatives will be at the February 22nd Council Meeting.

CLAIMS
A. PREPAID CLAIMS: Following review, discussion and deliberation, a motion was made by Member Vick, seconded by Member Perry, to approve the Prepaid Claims List for January 2010. All members present voted in favor and the motion was declared carried.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Item Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Airgas North Central</td>
<td>Oxygen/Acetylene</td>
<td>82.16</td>
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<td>Baker &amp; Taylor Books</td>
<td>Library Books</td>
<td>253.06</td>
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<td>Banyon Data Systems</td>
<td>Utility Billing Support</td>
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<td>Collins Brothers, Inc.</td>
<td>Liquor Store</td>
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<td>EBSCO Subscriptions</td>
<td>Magazine Subscriptions</td>
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<td>Fast &amp; City, Lisa</td>
<td>Meter Deposit Refund</td>
<td>125.34</td>
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<td>G &amp; F Distributing</td>
<td>Beer</td>
<td>30.00</td>
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<td>Houston County Highway Dept.</td>
<td>Scheiber Address Sign</td>
<td>44.43</td>
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<td>Jackson &amp; City, Christina</td>
<td>Meter Deposit Refund</td>
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<td>Kennedy &amp; Graven</td>
<td>Legal Services</td>
<td>3,050.20</td>
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<td>Midwest Tape</td>
<td>Library DVD (s)</td>
<td>47.23</td>
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<td>Minnesota Energy Resources</td>
<td>Natural Gas</td>
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<td>Minnesota UC Fund</td>
<td>Liquor – Unemployment Steele</td>
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<td>Pratt &amp; City, Katie</td>
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<td>River Valley Newspaper Group</td>
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<td>SE Libraries Cooperating</td>
<td>Library Fees</td>
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<td>SE MN Historic Bluff Country</td>
<td>Tourism</td>
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<td>Spring Grove Soda Pop, Inc.</td>
<td>Beer &amp; Soft Drinks</td>
<td>325.55</td>
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<td>PD – Tow’s</td>
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<td>Stemper, James</td>
<td>2010 Uniform Allowance</td>
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<td>Communication Expense – Fire</td>
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<td>Wirtz Beverage Minnesota</td>
<td>Liquor / Wine</td>
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<td>Caledonia True Value</td>
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<td>Games People Play</td>
<td>Ambulance – Caps/Hats</td>
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<td>Freight Expense – Liquor</td>
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<td>Kraus Oil Co, Inc.</td>
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<td>Northern Beverage Distribution</td>
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Parks & Trails Council of MN  
Reliance Business Forms, LLC  
Schott Distributing Co. Inc.,  
Edwards Investments  
K Properties  
Schoeberl, Milton & Sharon  
Sno Pac Foods Inc.  
West Main Townhomes  
Williams Spafford Group  
Winona Controls  
Witt Real Estate LLC  
Hoscheit, Matt  
Jack Neumann Trucking  
Johnson Brothers Liquor Co.  
Philips Wine & Spirits  
Spring Grove Soda Pop  
US Bank NA  
Affordable Technology Sol.  
Eitzene State Bank  
Geske, Dave  
Winona Area Ambulance Ser.  
Houston County Treasurer  
Commissioner of Revenue  
Merchants Bank  
Midwest Tape  
Pubic Emp. Retirement Assn.  
Schott Distributing Co., Inc.  
Spring Grove Soda Pop, Inc.  
Tri-State Doors  
Business Financial Planning  
City of Caledonia Emp. Assn.  
D.S. Erickson & Associates  
Evans, Tim  
Extreme Beverage, LLC  
Gavin, Mike  
Houston County Treasurer  
ING Institutional Plan Services  
Jack Neumann Trucking  
Minnesota NCPERS Life Ins.  
MN Benefit Association  
MN Municipal Utilities Assn.  
USA Mobility Wireless Inc.  
Verizon Wireless  
Wirtz Beverage Minnesota  
Ziebell’s Hiawatha Foods, Inc.  
E O Johnson Company  
Northern Beverage Distribution  
Schott Distributing Co., Inc.  
SE MN Historic Bluff Country  
Spring Grove Soda Pop, Inc.  
US Postal Service  
VISA  
Richard’s Sanitation  
MN Dept. of Revenue  
CITI  
G & F Distributing  
Jack Neumann Trucking  
Johnson Brothers Liquor co.  
Ken’s Small Engine  
Ness, Paul  
Philips Wine & Spirits Co.  
Tornstrom, Michael  
Tri-county Electric Co-op  
Yahoo! Custodian of Records  
Buttell’s Lighting  
Commissioner of Revenue  
Merchants Bank  
Membership Fee  
Forms W-2’s  
Beer  
Tif 2-2 Interest payment  
Tax Abatement  
Tax Abatement  
Tax Abatement  
TIF 2-1 Payment  
TIF 1-1 Refund  
Tax Abatement  
Tax Abatement  
Tax Abatement  
FD – Uniforms  
Liquor – Freight Expense  
Liquor / Wine  
Liquor / Wine  
Beer & Soft Drinks  
GO Water Refunding Bond  
Tech Services  
Certificate of Indebtedness  
Arboviral Control Summer of 09  
Contracted Billing  
Vehicle License Tabs  
State Withholding  
Federal/FICA/Medicare  
Library – DVD(s)  
Payday 1-26-10  
Beer  
Replace Two Sections of Door  
Cafeteria Plan Fees  
Association Dues  
Garnish – Zehnder  
Reimbursement – Course Tuition  
Liquor Store  
Animal Control  
Ho. Co. Collection Site  
payday 1-26-10  
Liquor – Freight Expense  
payday 1-26-10  
Registration Fee – Blocker & Evans  
Communication Expense  
Communication Expense  
Liquor / Wine  
Liquor – Mix  
Maintenance Agreement  
Beer  
Beer  
Tourism  
Beer & Soft Drinks  
Utility Billing January 2010  
Misc. Items  
Collections – Recycling  
Sales / Use Tax  
Subpoena for Records  
Beer  
Liquor – Freight Expense  
Liquor / Wine  
Tire Chains for 1420 & 1450  
Assist w/Pay Equity Report  
Liquor / Wine  
Mileage Reimbursement & Other  
Electric Energy  
Subpoena for Records  
Bulbs  
State Withholding  
Federal/FICA/Medicare  
25.00  
95.03  
2,981.50  
2,423.89  
377.65  
130.50  
1,508.14  
5,555.30  
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566.02  
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46.18  
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17,494.00  
12.45  
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150.00  
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3,006.18  
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138.37  
959.84
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<td>Spring Grove Soda Pop, Inc.</td>
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<td>Ziebell’s Hiawatha Foods, Inc.</td>
<td>Liquor – Mix</td>
<td>22.62</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>$ 319,198.66</strong></td>
</tr>
</tbody>
</table>

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Member Vick, seconded by Member Murphy, to approve and authorize payment of the Claims Payable for January 2010. All members present voted in favor and the motion was declared carried.

- AGT Battery Supply: FD – Batteries 383.71
- Airgas North Central: Grinding Discs 27.81
- Alco Discount Store: Misc. Items 17.08
- Alex Air Apparatus: Fire Department 2,386.98
- Artic Glacier Inc: Ice 26.32
- Baker & Taylor Books: Library Books 797.29
- Banyon Data Systems: Meter Device Interface 2,009.21
- Bonanza Grain, Inc: Ice Control 102.60
- Bound Tree Medical: Ambulance Supplies 396.04
- Caledonia Implement Co.: Plow Parts 29.80
- Caledonia Lumber Co.: Misc. Supplies 39.34
- Caledonia Oil Co.: PD Car Maintenance 662.38
- Caledonia Ready Mix: Fill for Hydrant Replacement 651.94
- Carquest Auto Parts: Misc. Items 112.25
- Comstock Trucking: Fill Sand for Hydrant Replacement 144.00
- Creative Product Sourcing: Dare Workbooks 108.97
- Curt & Candy’s Hardware Hank: Misc. Items 65.00
- D S Electric Supply: Inventory 550.13
- Dairyland Power Cooperative: Labor Wild Turkey Substation 1,480.00
- Dalco: Ice Melt 212.08
- Davy Engineering: Engineering Fees 1,651.39
- Davy Laboratories: Lab, Level Meter 2,930.02
- East Healthy Lost Weight: Library Book 19.70
- ECM Publishers: Advertisements 195.22
- Emergency Apparatus: Fire Department 65.06
- Family Circle: Library Book 18.43
- Galls, An Aramark Co.: PD – Remote Power Supply 205.79
- Gopher State One-Call: Annual User Fee 104.35
- Hawkins Inc.: Chemicals 1,442.89
- Heiman Fire Equipment: Reflective Vest 17.95
- Hoskins Electric: Door Buzzer Repair / heater 213.67
- J P Cooke Co: Stamps 62.75
- Ken’s Small Engine: Repair Parts 157.96
- Metro Sales: Copier Agreement 40.38
- Midland Telecom Inc.: Pager Repair 181.30
- Midwest Tape: Library DVD(S) 163.33
- Minnesota Pipe & Equipment: Repair Clamp 71.33
- Mississippi Welders Supply: Oxygen 261.58
- Municipal Emergency Service: Fire Dept. Gloves 361.34
- Northern Safety Co., Inc.: Storage Bin System 554.79
- PowerPlus Engineering: 4 Year Plan 6,889.00
- Reliance Business Forms, LLC: Window Envelopes 70.63
- Richard’s Sanitation: Refuse Disposal 151.63
- Rippe, Hammell & Murphy: Prosecution Matters 2,133.00
- Rodale: Library Books 79.88
- Ronco Engineering Sales, Inc.: Skid Loader Parts 81.70
- Sandry Fire Supply, LLC: Boots – FD 1,951.63
- Schilling Supply Co.: Bags/Towels, Copy Paper 716.61
- Schulze Plumbing & Heating: Water Main Break 585.00
- SE Libraries Cooperating: Library Fees/Filtering 1,711.84
St. Joseph Equipment
St. Mary Auto Body Shop
Stop Tech, LTD
Storey Kenworthy
Tri-County Electric Co-op
United Auto Supply, Inc.
United Laboratories
Wiebeke Tire
Winona Controls, Inc.
WWTP MPCA PFA Loan Fund

Extended Warranty
Chief’s Car Repairs
PD – Stop Sticks
Office Supplies
Electric Energy
Street Supplies
Cleaning Supplies
Tire Repair
Test RPZ In Mech. Room
Loan Payment

1,508.00
3,163.54
496.60
160.70
173,842.46
111.85
147.56
44.00
100.00
3,500.00

$ 216,367.79

NEW BUSINESS
A. SNO PAC FOODS: Interim Clerk Gerardy explained that Sno Pac Foods representatives had come into the Clerk’s Office explaining that they would like to build a 10’ x 20’ roof extension over two compressors on their packaging building at 400 West Lincoln Street. Gerardy explained that he reviewed the request and determined that a Zoning Application did not need to be filled out. Therefore, the Council approved the construction by general consensus.

B. PAY EQUITY REPORT: Enclosed with the Agenda was the 2009 Pay Equity Report that was submitted to the State of Minnesota. Interim Clerk Gerardy reviewed the report with the Council explaining what each column represents. He informed the Council that this report is required to be submitted every three years to stay in compliance with the Minnesota State Standards. Following discussion, a motion was made by Member Vick, seconded by Member Perry, to approve the Pay Equity Report. All members present voted in favor and the motion was declared carried.

C. EDA BOARD APPOINTMENT: Interim Clerk Gerardy reported that the EDA Board recommends the appointment of Harley Meiners to a six year term. Appointment would take place at the March 10, 2010, meeting of the EDA. Following brief discussion, a motion was made by Member Perry, seconded by Member Murphy, to approve the appointment of Harley Meiners. All members present voted in favor and the motion was declared carried.

D. WASTE WATER CONFERENCE: Water / Waste Water Superintendent Tony Klug, requests permission to attend the 73rd Annual Water / Waste Water Operations Conference from March 24 – 26, 2010. The conference will be held in Brooklyn Park and the cost is $300 per person. Other expenses would include meals, mileage reimbursement and the like. Gerardy explained that Mr. Klug attends this conference yearly to keep up his continual education credits. Following brief discussion, a motion was made by Member Vick, seconded by Member Perry, to approve Mr. Klug’s attendance at the conference. All members present voted in favor and the motion was declared carried.

E. ANNUAL FIRE DISTRICT MEETING MINUTES: Interim Clerk Gerardy distributed the Annual Fire District Meeting Minutes from January 21, 2010. He explained the revenue and expense sheets that were prepared by City Accountant Stephanie Mann, he also reviewed the sheet showing the breakdown of all calls the fire department responded to, whether they were rural, city, structural or car accidents. Following review and discussion, a motion was made by Member Vick, seconded by Lemke, to approve the minutes of the Annual Fire District Meeting. All members present voted in favor and the motion was declared carried.

F. ARMER RADIO SYSTEM: Interim Clerk Gerardy passed out and reviewed information that he received from the Houston County Sheriff’s Office on the ARMER Radio System. He explained that a study was done in May of 2008 of the County wide two-way radio system to determine what needs to be accomplished to meet the federally mandated conversion to a narrow-bandung radio system by January 1, 2013. He explained that he wanted to give the information to the Council now as Sheriff Doug Ely and Chief Deputy Scott Yeter will be at the February 22nd Meeting to discuss this in much greater detail.

CLERK’S REPORT
A. DISCHARGE MONITORING REPORT: Enclosed with the Agenda was the Discharge Monitoring Report showing a Total Average Monthly Nitrogen Level of 3.97 mg/l.

B. OUT OF OFFICE: Gerardy reminded the Council that he will be out of the office from February 12 – 20, 2010.
C. SPECIAL MEETING: Reminder that Richard Fursman, The Brimeyer Group will be here for the Special Meeting on February 9, 2010, to select the finalists for the City Clerk – Administrator Position.

D. FRIDAY FAX: Distributed at the meeting was the latest edition of the Friday Fax.

E. EMPLOYEE TIME RECORD: Distributed at the meeting was the Employee Time Record for pay period January 25 – February 7, 2010.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Vick and seconded by Member Perry. All members present voted in favor, the motion was declared carried and the meeting then adjourned at 7:35 p.m. The next Regular Meeting of the City Council is scheduled for 6:00 p.m., Monday, February 22, 2010, in the Council Room, City Hall.

Robert H. Burns, Mayor

Michael F. Gerardy
Interim City Clerk – Administrator

SPECIAL MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Tuesday, February 9, 2010

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 5:06 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Peggy Perry, Robert Lemke and Tom Murphy. Members absent: None. Consultants and City staff present: Mike Gerardy and Richard Fursman. Visitors present: None.

BUSINESS ITEM
A. THE BRIMEYER GROUP, SELECTION OF CANDIDATES: Richard Fursman, President, The Brimeyer Group, presented to the Council the top ten finalists for the City Clerk – Administrator Position. Mr. Fursman led a review of each candidate with the Council. After discussion of all candidates the Council selected the top five to be interviewed by the Council on Friday, February 19 and Saturday, February 20, 2010. Two alternates were also selected, that way if any of the top five candidates were no longer interested we would still interview five. Mr. Fursman will complete the background investigates of the candidates selected. Discussion was also held on how to handle the interviews on the 19th and 20th along with other details pertaining to the candidates two day visit to Caledonia.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Vick and seconded by Member Perry. All members voted in favor, the motion was declared carried and the meeting then adjourned at 6:14 p.m.

Robert H. Burns, Mayor

Michael F. Gerardy
Interim City Clerk - Administrator