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

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 6:03 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Robert Lemke (6:04 p.m.) and Tom Murphy. Members absent: Peggy Perry. Consultants and City staff present: Matt Blocker, Tom Nigon, Mike Gerardy. Visitors present: Charlie Warner, Reporter.

AGENDA APPROVAL: Member Vick requested adding the contract she received from Bob Bovee for Music in the Park. A motion was made by Member Vick, seconded by Member Lemke, to add the contract the Agenda. All members present voted in favor and the motion was declared carried.

CONSENT AGENDA: A motion was made by Member Vick, seconded by Member Lemke 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, February 22 and Special Meeting held Monday, March 1, 2010, as presented.

B. CHIEFS CONFERENCE: To authorize Chief Kurt Zehnder to attend the annual Chiefs Convention to be held in St. Cloud, MN from April 11-15. The cost for the school is $405; other expenses include hotel stay, meals, fuel for the squad car and other reimbursable expenses.

VISITORS AND COMMUNICATIONS
A. HOUSTON COUNTY ENVIRONMENTAL SERVICES: Rick Frank was not able to attend the meeting. The council reviewed the 2009 revenues and expenditures for the Houston County Drop-Off Sites. They also reviewed information on the upcoming Fluorescent Bulb Collection, which will be held on April 10th. Following review of the information, a motion was made by Mayor Burns, seconded by Member Vick, to participate in the Fluorescent Bulb Collection with Houston County. All members present voted in favor and the motion was declared carried.

B. POWERPLUS ENGINEERING – 2010 ELECTRICAL PROJECT: Tom Nigon, PowerPlus Engineering presented the summary of the bids received for the 2010 project; which would be upgrades to the Foltz and Sunnyside Additions as well as the Marshall Street are. He reported they had a total of 5 bids. The low bid received was from Karion Peterson Company, in the amount of $195,227, the bid only reflects cost of labor as the City will be purchasing all materials. Mr. Nigon stated he was very pleased with the estimate, considering it was approximately $77,773 under their estimate of $273,000. He noted the project is approximately set to start on June 1, 2010 and will take seven to eight weeks to complete. After some discussion, a motion was made by Mayor Burns, seconded by Member Lemke, to award the bid to Karion Peterson Company for a cost of $195,227. All members present voted in favor and the motion was declared carried.

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

MN DNR Waters	Water Pumping Permit	648.00
Tri-State Ambulance	Intercept Fee	250.00
Caledonia Oil Company	Unleaded & Diesel	2,135.67
Franciscan Skemp Healthcare	BLS CPR Cards	50.00
Blue Cross Blue Shield of MN	Health Insurance	27,028.00
Caledonia True Value	Keys, Twine & Misc.	57.51
EO Johnson Company	Copier Maintenance	162.76
Four Seasons Comm. Center	Job Search Event	245.00
Northern Beverage Distribution	Beer	1,723.55
Schott Distributing Co., Inc.	Beer	4,027.30
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	67.85
Strub, Duane	Snow Removal	195.00
Tostrud & Temp, S.C.	Partial Audit Billing	500.00
DALCO	Mat, Floor Care & Misc.	391.53

Department of Public Safety	CJDN Remote Access	540.00
Galls/Aramark	PD – Handheld Intoximeter	556.19
Jack Neumann Trucking	Liquor – Freight Expense	42.00
Johnson Brothers Liquor co.	Liquor / Wine	1,078.23
Phillips Wine & Spirits Co.	Liquor / Wine	873.67
State of MN	Chemical Fee's For Wells	400.00
Tri-County Electric Co-op	Appliance Rebates	200.00
Ashbacher, Randall	Mileage Reimbursement	80.00
Dell Marketing, L.P.	Ambulance – 3 Computers	11,237.04
Evans, Tim	Mileage Reimbursement	343.50
MN Pollution Control Agency	Registration Fee	300.00
Brimeyer Group, LLC	Recruitment Services	5,275.00
Business Financial Planning	Cafeteria Plan	639.85
City of Caledonia Emp. Assn.	Association Dues	65.00
Commissioner of Revenue	State Withholding	1,304.96
D.S. Erickson & Associates	Garnishment – Zehnder	408.90
G & F Distributing	Beer	295.75
Gavin, Patricia	2010 Uniform Allowance	42.98
ING Institutional Plan Serv.	TSA – payday 2-23-10	630.00
Jack Neumann Trucking	Liquor – Freight Expense	35.00
Merchants Bank	Federal/FICA/Medicare	6,557.60
Minnesota NCPERS Life Ins.	Payday 2-23-10	64.00
MN Benefit Association	MBA payday 2-23-10	126.84
Public Emp. Retirement Assn.	PERA payday 2-23-10	5,635.34
Schott Distributing Co, LLC	Beer	3,719.45
Spring Grove Soda Pop, Inc.	Beer	66.15
USA Mobility Wireless Inc.	Communication Expense	45.34
Verizon Wireless	Ambulance – Communication Exp.	60.08
Wirtz Beverage Minnesota	Liquor / Wine	745.22
Ziebell's Hiawatha Foods, Inc.	Liquor / Wine	42.53
Gavin, Mike	Animal Control	75.00
Houston County Treasurer	Ho Co. Collection Site	3,340.00
Longhorn Trux-N-Toyz	PD Car Wash	67.80
Tri-State Ambulance	Intercept Fee Run	250.00
Verizon Wireless	Communication Exp – Police	145.46
MN Dept. of Revenue	Sales / Use Tax	16,028.00
Northern Beverage Distribution	Beer	2,182.35
Ranzenberger, Dorothy	2010 Uniform Allowance	60.00
Richard's Sanitation	Recycling Collections	5,582.20
Schott Distributing Co, Inc.	Beer	2,215.45
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	210.25
US Postal Service	Utility Billing	324.94
Ace Link Telecommunications	Communication Expense	1,158.12
Americ Inn	Lodging Clerk Search	439.25
Bowie & City, Alicia	Meter Deposit Refund	125.16
Carmack & City, Billie Jo	Meter Deposit Refund	125.80
Carrier & City, Todd	Meter Deposit Refund	125.18
Commissioner of Revenue	State Withholding	135.54
Dahl & City, Patricia	Meter Deposit Refund	125.10
Guillaume, Joyce	2010 Uniform Allowance	60.00
Jack Neumann Trucking	Freight Expense	81.00
Johnson Brothers Liquor Co.	Liquor / Wine	1,512.19
Klawitter & City, Larry	Meter Deposit Refund	126.13
Merchants Bank	Federal/FICA/Medicare	886.78
Phillips Wine & Spirits Co.	Liquor / Wine	288.00
Public Emp. Retirement Assn.	PERA payday 3-2-10	551.27
Schwirtz, Dan	2010 Uniform Allowance	125.00
Tri-County Electric Co-op	Electric Energy	93.19
VISA	Misc.	296.74
Wirtz Beverage Minnesota	Liquor / Wine	1,207.46
Ziebell's Hiawatha Foods, Inc.	Liquor – Mix	15.63
Post Board	License Renew – Bubbers	45.00
Affordable Technology Sol.	Miscellaneous Items	311.49
Buttell's Lighting	Bulbs	75.64
Ronco Engineering Sales, Inc.	Tower 50 Vane Pump	453.69
Principal Life	Life / Ad & d / STD	565.37
Schott Distributing Co, Inc.	Beer	4,930.85

Spring Grove Soda Pop, Inc.	Beer	41.50
United Parcel Service	Ups Fee	39.08
		$ 123,584.40

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

Alarm Fire & Safety Eqp.	16 Parkas W/Liners	3,530.00
Airgas North Central	Welding Rods/Oxygen/Acetylene	90.66
Alco Discount Store	Clerk's Office – Misc.	4.80
Alex Air Apparatus	Lite Box Repair	68.40
American Test Center	Test/Inspect Unit	820.00
Artic Glacier Ice	Ice	102.07
Austin Police Department	2 Pro Cop Seats	100.00
Baker & Taylor Books	Library – Books	332.51
Bonanza Grain, Inc.	Loader	237.50
Bound Tree Medical, LLC	Ambulance – Supplies	271.22
Braun Pump & Controls, Inc.	Pump Repair Parts	426.21
Business Financial Planning	Cafertia Plan	639.85
Caledonia Implement	Repair Parts	88.73
Caledonia Oil Co.	Car Maintenance/Truck Repairs	155.84
Caledonia Police Association	PD Assn. Dues	85.00
Carquest Auto Parts	Air Station Hose	39.31
Clarey's Safety Equipment, Inc.	Extinguisher Inspections	733.57
Communications Service, Inc.	Pager Battery Pack	48.63
Creative Product Sourcing	PD Dare Program	39.00
Curt & Candy's Hardware Hank	Miscellaneous Items	126.86
D S Electric Supply Inc.	Indicator Bulbs	81.34
D.S. Erickson & Assoc.	Garnish – Zehnder	408.90
Dalco	Mop Holders/Misc.	105.45
Davy Laboratories	3 Total Coliforms & Lab	1,569.58
Earl F. Anderson & Assoc.	Traffic Eng – Sign Posts	510.33
ECM Publishers, Inc.	Advertisements	582.95
Everest Emergency Vehicles	Door Handle	104.02
Fastenal Co.	Plow Parts	61.78
First Supply	Monroe Street Lift Station	748.56
Good Times Restaurant & Bar	Cater Clerk's Meet & Greet	484.46
Gopher State One-Call, Inc.	1 Location Notification	1.45
Great River Water Treatment	Boiler Water Treatment	118.42
Hoskins Electric Co.	Repairs	5,018.60
ING Institutional Plan Services	payday 3-9-10	630.00
Longhorn Truz N Toyz	PD Car Wash	45.00
Mac Queen Equipment	Sweeper Part	22.91
Metro Sales Inc.	Copier Agreement	40.38
Midland Telecom Inc.	Pager Labor	103.00
Midwest Tape	Library DVD(S)	276.86
Minnesota Dept. of Commerce	4th Quarter Fiscal Year	331.27
Minnesota Dept. of Health	Water Service Conn. Fee	1,809.00
Mississippi Welders Supply	Oxygen	35.91
MN Chiefs of Police Assn.	Registration Fee – Zehnder	430.00
Municipal Emergency Services	Gloves / Repair Parts	509.71
Nelson, Robert L.	Consulting Fees	255.00
P & H Services	2 Mobile Units 2nd Quarter	76.62
Philips Healthcare	Heartstart 3 year Maintenance Agre.	971.00
PowerPlus Engineering	4 Year Plan	2,278.00
Printy Quik	Meter Door Hangers/Cal Brochures	272.76
Richard's Sanitation	Refuse Disposal	159.21
River State Truck & Repair	1420 Repair Parts	40.27
Sandry Fire Supply	Fire Department	3,545.87
Schilling Supply Company	Copy Paper & Bags	224.30
SE Libraries Cooperating	Barcodes	8.93
Servocal Instruments	Flow Meter Calibration	390.00
St. Mary Auto Body Shop	PD – Tow Expense	32.06
Tri-County Electric Co-op	Electric Energy	150,115.57
Tru-Gas	20# Cylinder	18.00

United Auto Supply	Car Wash Supplies	25.41
Verizon Wireless	Communication Expense	41.60
Winona Controls, Inc.	Replace Compressor	1,561.24
World Point ECC, Inc.	Training Supplies	620.83
WW Goetsch Associates	Parts for Circulation Pump	268.02
WWTP MPCA PFA Loan Fund	PFA Loan Payment	3,500.00
		$ 186,374.73

OLD BUSINESS

A. CONSERVATION IMPROVEMENT PROJECT: Member Murphy commented at this time he had no additions or corrections to make to the plan.

NEW BUSINESS

A. SAFETY AND LOSS CONTROL WORKSHOP: To authorize Jennifer Feely, Mike Gerardy, Stephanie Mann, Tony Klug and Kurt Zehnder to attend the annual Safety and Loss Control Workshop to be held on April 22nd in Rochester. The registration fee is $20.00 per person. Council Member Murphy expressed desire to attend possibly. A motion was made by Mayor Burns, seconded by Member Lemke to authorize the above mentioned parties to attend the annual conference on April 22nd. All members present voted in favor and the motion was declared carried.

B. MUSIC IN THE PARK: Member Vick presented the contract from Bob Bovee in the amount of $350.00 for his performance on July 13th for the upcoming Music in the Park season. She further stated she would like to see up to $1,500 transferred from the Liquor Store fund, if needed. After short discussion, a motion was made by Mayor Burns, seconded by Member Lemke, to approve the contract from Bob Bovee and to authorize a transfer of up to $1,500 from the Liquor Store fund for Music in the Park, if needed. All members present voted in favor and the motion was declared carried.

C. DIRECT PAYMENT MODULE: Interim Clerk Gerardy presented a quote from Banyon Data Systems in the amount of $849.66 for adding the direct payment module to the current utility billing software program. Gerardy explained that the bank changed their computer system towards the end of 2009 and since then there has been numerous problems due to the fact that our computer system doesn't work well with their updated one, therefore adding more labor being done by clerk's office staff. If this new module is installed it will alleviate the problems they are having. Gerardy recommended the purchase. After brief discussion a motion was made by Mayor Burns, seconded by Member Vick, to approve the quote in the amount of $849.66 for the direct payment module for the current utility billing program. All members present voted in favor and the motion was declared carried.

D. EMERGENCY WARNING SIREN: Interim Clerk Gerardy presented information given to him by Kurt Kuhlers, Houston County Emergency Manager, pertaining to a free emergency warning siren. He explained the siren would be solar powered with storage batteries and radio controls so the Sheriff's Office could remotely run the siren. This would all be covered through an Emergency Manager Grant, but that the City would be responsible for repairs and the like. After brief discussion, a motion was made by Mayor Burns, seconded by Member Lemke, to approve receiving a new solar powered siren from Houston County Emergency Management. All members present voted in favor and the motion was declared carried.

CLERK'S REPORT

A. POLICE DEPARTMENT REPORTS: Enclosed with the Agenda was a list of offenses that occurred in January of 2010 that the Police Department has dealt with.

B. LIGHTING REBATE: Interim Clerk Gerardy informed the Council that the City received a rebate in the amount of $660 from Tri-County Electric for updating the street department building with new energy efficient lighting. This was also part of the Conservation Improvement Plan.

MISCELLANEOUS ITEMS

A. GOALS FOR CITY CLERK: Council Members stated they would like to set goals for the new city administrator. Ideas that were brought up included: cross training of clerk's office employees to be able to cover other employees work stations, if need be in an emergency; to meet all employees and get acquainted; to look over all ordinances and policies and the comprehensive plan; get to know the programs of the city; explore grants and new USDA loans for possible projects.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Murphy and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 7:25 p.m. The next Regular Meeting of the City Council is scheduled for 6:00 p.m., Monday, March 22, 2010, in the Council Room, City Hall.

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Robert H. Burns, Mayor

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Michael F. Gerardy
Interim City Clerk - Administrator