

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, March 12, 2012

CALL TO ORDER. Following due call and notice thereof, Mayor Burns called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL. Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Tom Murphy, Bob Lemke, and Paul Fisch. Members absent: None. Consultants and City staff present: City Clerk/Administrator Jennifer Feely and Administrative Coordinator Mike Gerardy. Visitors present: Rick Frank with Houston County Environmental Services and Caledonia Argus Reporter Charlie Warner.

AGENDA APPROVAL. A motion was made by Mayor Burns, seconded by Member Vick, to approve the agenda with the following additions: Anti-Virus Software Quote, Report from Capitol, On-Call with Police Department, and Liquor License Clarification. All members present voted in favor and the motion was declared carried.

CONSENT AGENDA. A motion was made by Mayor Burns, seconded by Member Vick, to approve the consent agenda with the following notation: clarification was made that the temporary on-sale liquor licenses approved for the Houston County Ag Society that were granted at the February 27, 2012 City Council meeting were approved contingent upon the stipulation that the beer containers (cans) do not exceed twelve (12) ounces. 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 27, 2012 and Monday, March 5, 2012, as presented.

B. APPLICATION FOR EXEMPT PERMIT: CALEDONIA FOUNDERS. Attached with the agenda was an application for exempt permit from the Caledonia Founders to conduct raffles and tipboards at the Houston County Fairgrounds June 15-June 16, 2012.

C. RESOLUTION ACCEPTING DONATION FROM AMERICAN LEGION POST 191. Attached with the agenda was a resolution accepting a \$200.00 donation from the American Legion to be used for the Police Reserves and \$250.00 to be used for Music in the Park. It was also noted that the American Legion would be donating their PA system, which is located in the auditorium basement, to the City. The consensus of the Council is that the American Legion will have free use of their current storage area in the auditorium and free use of existing tables and chairs.

D. SOFT DRINK LICENSES AND BOWLING LICENSE. Attached with the agenda was a list of the following establishments applying for soft drink licenses and a bowling license:

2012 SOFT DRINK LICENSE APPLICATIONS  
FOR PERIOD: APRIL 1, 2012 THRU MARCH 31, 2013

3836	B & M Service Center	Robert Frank	128 N Kingston St
3837	Bonanza Grain	Gary Kruckow	506 S Hwy 44-76
3838	Caledonia Care & Rehab	Lloyd Swalve	425 N Badger St
3839	Caledonia Implement	Jim Klug	509 N Hwy 44-76
3840	Caledonia ISD 299	Marcia Love	825 N Warrior Ave
3841	Caledonia ISD 299	Marcia Love	513 W Main St
3842	Caledonia Oil Co	Lemke/Hefte	205 S Marshall St
3843	Employee Pop Fund #1	Mike Gerardy	231 & 219 E Main St

3844	Employee Pop Fund #2	Mike Gerardy	509 Old Hwy Dr
3845	Employee Pop Fund #2	Mike Gerardy	304 E Main St
3846	HO CO Courthouse Coffee Club	Doreen Denstad	304 S Marshall St
3847	General Parts, Inc	Curt Hermanson	221 W Grove St
3848	Good Times Restaurant/Bar	David Wedl	118 Bissen St
3849	Frankie's Inn	Richard Schulze	139 S Marshall St
3850	Helen's Beauty Salon	Carol Kimler	211 S Kingston St
3851	Elsie's Bar & Grill	Elsie Vesterse	226 E Main St
3852	SEMA	Dan Kruse	201 N Hwy 44-76
3853	Mary Ann's Flower Shop	Mary Ann Schmitz	308 E Main St
3854	The Ranch	Richard Schulze	111 E Grove St
3855	Redwood Cafe	David Jandt	117 N Hwy 44-76
3856	Quillin's IGA Foodliner	Lori Thillen, Mgr	510 Vista Dr
3857	Starlite Bowling Center	David/Janice Kutina	114 Bissen St
3858	Kraus Oil	Jerry Kraus	304 S Hwy 44-76
3859	HO CO Sheriff's Office	Mark Schiltz	306 S Marshall St
3860	Caledonia Wheel Alignment	Ralph Burg	223 E Grove St
3861	Kwik Trip #733	K Ranzenberger, Mgr	110 N Sunset Blvd
3862	Meisch Upholstery	Robert Meisch	506 W Lincoln St
3863	Becker Properties	Henry Becker	118 W Grove St
3864	St John's Lutheran School	Jon Hahm	720 N Marshall St
3865	Rottinghaus Co Inc/Subway	Kim Maass	507 Vista Dr
3866	Curt & Candy's Hardware	Curt/Candy Peterson	208 E Main St
3867	Alco	Jon A Ramsey	608 Esch Dr
3868	Hometown Liquor Store	Patty Gavin, Mgr	126 S Kingston St
3869	Fourteen Foods	Mathew Frauenshuh	603 Esch Dr
3870	ABC Works	Judy Wandling	730 N Pine St
3871	Caledonia Haulers/Stansfield	Jim Wilson	420 W Lincoln St
3872	Sno Pac Foods	Seth Gengler	521 W Enterprise Dr
3873	Fairbridge Inn & Suites	Vinoid Patel	508 N Kruckow Ave
3874	China Buffet	Li RiFi	138 S Kingston St
3875	Caledonia True Value	Jim Jennings	520 Old Hwy Dr
3876	Miken Sports	Joseph Krage	131 Bissen St
3877	Four Seasons Community Center	Barbara Lundt, Mgr	900 N Kingston S
3878	HO CO Agricultural Society	Mike Meyer	203 History Lane
3879	Caledonia Celebrations	Susan Bauer	Aud/Park/Fair
3880	Witts Pharmacy	Thomas Witt	615 W Esch Dr
3881	The American Legion Deb Latham		129 S Marshall St
3882	The Farmhouse Eatery & Gifts	Mary Hauser	219 N Kingston St
3883	Dollar General 10343	Cindy Norton	801 N Hwy 44-76
3884	APN, INC/Stansfield	Jim Wilson	921 Industry RD
3885	M & A Vending	Michael McGuire	119 S Kingston St
3886	Buckboard, LLC	Eric Cordes	210 S Kingston St
3887	Nationwide Group/Stansfield	Joni Twite	306 S East St
3888	Treasures from the Past	Ralph Tuck	206 S Kingston St

2012 BOWLING LANES LICENSE APPLICATIONS  
FOR PERIOD: April 1, 2012 thru March 31, 2013

3889 Starlite Bowling Center David/Janice Kutina 114 Bissen St.

E. APPLICATION FOR TEMPORARY ON-SALE STRONG BEER LICENSE AND SOFT DRINK LICENSE. Attached with the agenda was an application for temporary on-sale strong beer license and soft drink license for the Caledonia Founders for the time period of June 15-June 16, 2012, contingent upon the stipulation that the beer containers do not exceed twelve (12) ounces, to be served in the fenced in beer tent and beer wagon that was used in 2011.

VISITORS AND COMMUNICATIONS.

A. HOUSTON COUNTY ENVIRONMENTAL SERVICES: RICK FRANK. Rick Frank with Houston County Environmental Services was present to review the 2012 financial report for Houston County Solid Waste, covering the revenue and expenditures for the time period of January 1, 2011 through December 31, 2011 at the Houston County Supervised Drop-Off Sites. Discussion ensued. No action was taken as this information was shared for informational purposes.

B. ADMINISTRATIVE COORDINATOR TOPICS.

1. ZONING APPLICATION: 516 SOUTH HIGHWAY 44/76. Mayor Burns closed the regular meeting at 6:12 p.m. to conduct a public hearing for the purpose of considering granting a 38' setback variance to construct a 22' x 52' addition to the east side (front) of an existing greenhouse. Hearing no comments or concerns from the public, Mayor Burns closed the public hearing at 6:13 p.m. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Lemke, to grant a 38' setback variance for the purpose of allowing a 22' x 52' addition to the east side (front) of an existing greenhouse at 516 South Highway 44/76. All members present voted in favor and the motion was declared carried.

2. ZONING APPLICATION: 520 SOUTH HIGHWAY 44/76. Mayor Burns closed the regular meeting at 6:14 p.m. for the purpose of conducting a public hearing to consider granting a 104' setback variance from the east property line (front) for the purpose of installing a new internally illuminated 8' x 8' sign with a concrete base on metal poles. Hearing no comments or concerns from the public, the public hearing was closed at 6:16 p.m. Discussion ensued. A motion was made by Member Fisch, seconded by Member Vick, to approve granting a 104' setback variance from the east property line (front) for the purpose of installing a new internally illuminated 8' x 8' sign based upon the fact that other similar sign requests have been previously approved. All members present voted in favor and the motion was declared carried.

C. COMMUNICATIONS.

1. INVITATION FROM SCHOOL DISTRICT 299 FOUNDATION. City Clerk/Administrator Feely shared that attached with the agenda was an invitation to attend the District 299 Annual Fun Night Auction on Saturday, April 14, 2012. Feely inquired as to whether there was an interest in donating a pool pass for the silent auction. Discussion ensued. The consensus of the Council was to take no action regarding donating a pool pass to the District 299 Foundation Fun Night Auction unless there is a desire to revisit the matter at the March 26 City Council meeting.

2. HISTORIC BLUFF COUNTRY MEMBERSHIP LETTER. City Clerk/Administrator Feely shared that attached with the agenda was membership letter from Historic Bluff Country regarding purchasing a 2012 municipal membership. Discussion ensued. The consensus of the Council was to forgo purchasing a Historic Bluff Country Municipal Membership as the City is satisfied with the manner in which the lodging tax monies are being utilized by the Caledonia Area Convention and Tourism Bureau.

3. FLUORESCENT BULB COLLECTION FLYER. City Clerk/Administrator Feely shared that attached with the agenda was a flyer for the Houston County Supervised Drop-Off Site for the purpose of collecting fluorescent light bulbs on Saturday, April 14 from 8:00 a.m. to 3:00 p.m.

CLAIMS

A. PREPAID CLAIMS. Following review, discussion and deliberation, a motion was made by Member Fisch, seconded by Member Murphy, to approve the Prepaid Claims List for February 2012. All members present voted in favor and the motion was declared carried.

Bank of Zumbrota

GO Sewer Revenue Note

15,865.00

Caledonia True Value	Miscellaneous Items	292.83
Creative Product Sourcing, Inc.	PD – DARE Workbooks	108.97
E O Johnson Company	Clerk’s Office – Copier Maintenance	440.40
Tri-State Ambulance	Intercept Fee	250.00
Bound Tree Medical, LLC	Ambulance – Supplies	737.54
Boyd & City, Diane	Meter Deposit Refund	125.13
Business Financial Planning	Cafeteria Plan	611.33
Caledonia Oil Company	Diesel	1,991.98
City of Caledonia Emp. Assn.	Association Dues	70.00
Commissioner of Revenue	State Withholding	1,300.94
Equipment Management Co.	FD – Truck 1420 Maintenance / Repairs	725.00
Frye & City, Samantha	Meter Deposit Refund	250.10
Hale Skemp Hansen Skemp Sleik	Case No. 11-CV-67-A	326.53
ING Institutional Plan Services	TSA Payday 2-21-12	580.00
Ives & City, Christina	Meter Deposit Refund	250.06
Jack Neumann Trucking	Liquor – Freight Expense	130.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	1,651.21
Kraus Oil Company Inc.	Unleaded	1,479.00
Leis & City, Jeremy	Meter Deposit Refund	250.15
LeJune & City, Nate	Meter Deposit Refund	250.09
Loomis & City, Nancy	Meter Deposit Refund	250.13
Merchants Bank	Federal/FICA/Medicare	6,313.64
Metro Sales Inc.	PD – Copier Agreement	58.80
MN Benefit Association	MBA Payday 2-21-12	114.41
NCPERS Minnesota	NCPERS Payday 2-21-12	80.00
Northern Beverage Distribution	Liquor Store Inventory	2,965.50
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,246.70
Principal Life	Life/Ad&d/STD	560.34
Printy Quik	Office Supplies	31.52
Public Emp. Retirement Assn.	PERA Payday 2-21-12	5,661.59
Schott Distributing Co, Inc.	Liquor Store Inventory	1,934.15
Schroeder & City, Keith	Meter Deposit Refund	250.03
Skillings, Ryan	Reimbursement – Misc. Supplies	111.77
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	90.75
Tri-State Ambulance	Intercept Fee	500.00
Wiemerslage & City, Kelli	Meter Deposit Refund	250.13
Wirtz Beverage Minnesota	Liquor Store Inventory	1,970.76
Commissioner of Transportation	Return Incorrect Payment	16,119.86
Four Seasons Community Center	EDA Event	60.00
League of MN Cities	Registration Fee	40.00
MN Pollution Control Agency	Bonanza Grain – Sewer Ext Permit	310.00
Myhre Construction	Grind/Clean Stump	200.00
New Albin Fire Department	Reimbursement – AFG Grant	600.00
Schott Distributing Co, Inc.	Liquor Store Inventory	3,655.25
Spring Grove Soda Pop	Liquor Store Inventory	110.45
Beardmore, Ron	Services 2012	360.00
Caledonia Conv & Tourism Bur.	Tourism	230.51
Gavin, Mike	Animal Control	75.00
Houston Co. Treasurer	Ho. Co. Collection Site	3,340.00
Jack Neumann Trucking	Liquor – Freight Expense	90.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,968.97
Schott Distributing Co., Inc.	Liquor Store Inventory	119.70

Tri-State Ambulance	Intercept Fee	250.00
Caledonia Implement Co.	Fuel Additives	129.88
Donald Salverda & Associates	Registration Fee	500.00
VISA	Office Supplies, .GOV Registration	403.68
Buttell's Lighting	Street Lighting – Bulbs	659.97
League of MN Cities	Registration Fee	40.00
MN Dept. of Revenue	Sales / Use Tax	15,903.00
Richard's Sanitation	Recycling – Collection Fees	5,988.50
US Postal Service	Stamped Envelopes	549.90
ACE Link Telecommunications	Communication Expense	1,119.14
Bellboy Corporation	Liquor Store Inventory	112.51
Commissioner of Revenue	State Withholding	181.68
Merchants Bank	Federal/FICA/Medicare	1,106.44
Northern Beverage Distribution	Liquor Store Inventory	1,751.65
Public Emp. Retirement Assn.	PERA Payday 3-2-12	703.40
Schott Distributing Co.	Liquor Store Inventory	4,675.60
Southern Wine & Spirits of MN	Liquor Store Inventory	740.76
Tri-State Ambulance Inc.	Intercept Fee	250.00
United Parcel Service	Ups Fee	19.00
Blue Cross Blue Shield of MN	Health Insurance	28,491.00
Business Financial Planning	Cafeteria Plan	611.33
Caledonia Police Association	PD Association Dues	75.00
Commissioner of Revenue	State Withholding	1,341.54
Danielson, Orville	City Hall Labor	465.00
Hale Skemp Hansen Skemp Sleik	Case No. 11-CV-67-A	400.99
ING Institutional Plan Services	TSA Payday 3-6-12	580.00
Merchants Bank	Federal/FICA/Medicare	6,453.25
Public Emp. Retirement Assn.	PERA Payday 3-6-12	5,768.64
State Farm Insurance	Ambulance – Refund Duplicate Payment	922.05
Verizon Wireless	Communication Expense	207.69
MN Chief of Police Assn.	ETI Registration Fee	805.00
MN Energy Resources	Natural Gas	5,710.41
Bellboy Corporation	Liquor Store – Shelf Numbers	262.99
Johnson, Allan	Travel Expense	10.31
Pearson, Nathan	Meal Reimbursement	8.86
Schott Distributing Co, Inc.	Liquor Store Inventory	1,680.20
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	157.10
Tri-State Ambulance	Intercept Fee	250.00
		<u>\$ 168,002.69</u>

B. CLAIMS PAYABLE. Following review, discussion and deliberation, a motion was made by Member Vick, seconded by Member Lemke, to approve the Payable Claims List for February 2012. All members present voted in favor and the motion was declared carried.

Affordable Technology Sol.	Office Supplies	354.36
Airgas North Central	Oxygen/Acetylene, Welding Parts	227.02
Artic Glacier Inc.	Ice	47.40
B & M Service Center	Shop Truck Battery	78.00
Baker & Taylor Books	Library Books	637.87
Bound Tree Medical LLC	Ambulance – Misc. Supplies	377.12
Burns, Robert	Travel Expense	53.50
Business Financial Planning	Cafeteria Plan – Administrative Fees	180.00

Caledonia Lumber Co, Inc.	Garage Materials – City Hall	209.31
Caledonia Oil Company	Ambulance 258 Maintenance	298.12
Caledonia Veterinary Clinic	Animal Control Services	106.52
Carquest Auto Parts Store	Fuels/Fluids, Repair Parts	15.40
City of Caledonia Utilities	Electric, Water & Sewer	12,464.54
Clarey’s Safety Equipment, Inc.	Battery Replacement	45.41
Crystal Canyon	Drinking Water	18.62
Curt & Candy’s Hardware Hank	Miscellaneous Items	136.32
D S Electric Supply	Inventory	760.95
Dalco	Cleaning Supplies	197.82
Davy Engineering	Engineering Fees	6,399.90
Davy Laboratories	Lab’s	2,338.84
Demco	Book Jacket Materials	79.46
Discount Magazine Sub Service	Library Magazine Subscriptions	921.36
ECM Publishers, Inc.	Advertisements	628.78
Expert T Billing	Ambulance Contracted Billing	575.00
G & F Distributing	Liquor Store Inventory	142.50
Gopher State One-Call	2 Location Notifications	2.90
Hawkins Inc.	Chemicals	1,526.75
Hoskins Electric Co.	Water Tower Controls	15,250.00
Innovative Office Solutions	Office Supplies	535.29
Jack Neumann Trucking	Liquor Freight Expense	176.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	3,887.54
Ken’s Small Engine	Snow Blower Repairs, Saw Chains, Labor	155.23
Lackore Electric Motor Repair	Motor Replacement, Labor	422.56
Menard’s	Garage Materials	17.94
Midwest Tape	Library DVD’s	239.65
Minnesota Dept. of Commerce	4 <sup>th</sup> Quarter Fiscal Year 2012	405.52
MN Department of Health	Water Service Connection Fee	1,809.00
Mississippi Welders Supply	Hydrotest Cylinders, Oxygen	61.73
Morton Salt, Inc.	Winter Maintenance Salt	5,298.80
Nelson Flag, Inc.	Park Areas – Flag Pole Rope	103.20
Phillips Wine & Spirits	Liquor Store Inventory	1,963.16
Quillins IGA	Liquor Store Inventory	34.74
Richard’s Sanitation	Refuse Disposal	261.87
Rodale	Library Books	39.94
Ronco Engineering Sales, Inc.	Parts Truck 004	301.99
Schilling Supply Company	Copy Paper, Towels	186.71
SE Libraries Cooperating	Barcodes, Auto Fees, 2 Desktops	1,659.34
SEMA Equipment, Inc.	Pressure Washer – Light	3,831.47
Servocal Instruments	Recorder Charts	458.89
Snap-on Tools	Tool – Impact Wrench	451.01
Stuart C. Irby Co.	Light Inventory	556.09
Tostrud & Temp	2011 Audit Partial Billing	475.00
Tri-County Electric Co-op	Electric Energy	163,408.78
United Auto Supply, Inc.	Miscellaneous Items	317.18
Winona Controls, Inc.	Boiler System Repair	1,906.00
WWTP MPCA PFA Loan Fund	Loan Payment	3,500.00
		<u>3,500.00</u>
		\$ 236,535.40

OLD BUSINESS.

A. ZONING MATTER: 605 EAST PARK STREET. City Clerk/Administrator Feely shared that a motion was made and passed at the March 5 Special City Council meeting to approve a variance request for the property located at 605 East Park Street, contingent upon the City being able to successfully vacate all utility easements located underneath the land in which the proposed new home construction is scheduled to take place. Feely reported her findings with respect to the appropriate process by which utility easements are to be vacated. No action was taken as this matter will be revisited at an upcoming City Council meeting.

#### NEW BUSINESS.

A. MUSIC IN THE PARK SIGN RENTAL. City Clerk/Administrator Feely shared that attached with the agenda was sign rental information from Around Town Promotions for the 2012 Music in the Park program. It was noted that in 2011, the sign rental was \$250.00. Now, in 2012, the sign rental has increased to \$400.00. Discussion ensued regarding various sign options available. Member Vick shared that she obtained funding from the American Legion Post 191 to help offset the costs associated with renting a sign to advertise Music in the Park. The consensus of the Council is to contact Pepsi to determine if there is an interest in providing a sign(s) for the 2012 Music in the Park program. No official action was taken.

B. REDISTRICTING RESOLUTION. City Clerk/Administrator Feely shared that attached with the agenda was Resolution 5-2012: Resolution Reestablishing Precincts and Polling Places. It was explained that Minnesota Statute Section 204B.14, Subdivision 3d requires that precinct boundaries be reestablished within 60 days of when the legislature has been redistricted or at least 19 weeks before a state primary election, whichever comes first. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Vick, to approve Resolution 5-2012. All members present voted in favor and the motion was declared carried.

C. NPDES PERMIT EXPLANATION AND PHOSPHORUS MANAGEMENT PLAN. City Clerk/Administrator Feely shared the City's NPDES Permit for the Caledonia WWTP is set to expire on October 31, 2012. As a result, it was explained that Davy Engineering would need to be retained to assist the City with the permit renewal process, as has been the procedure for all previous NPDES permit renewal application submittals. Feely went on to note that an inquiry was recently sent to MPCA regarding lowering Caledonia's WWTP classification from an A plant to a B plant as doing so would reduce lab and operator expenses. In addition, it was noted that Davy Engineering would be retained to prepare and submit a Phosphorus Management Plan (PMP). Discussion ensued. A motion was made by Member Fisch, seconded by Member Lemke, to approve retaining Davy Engineering to assist in the NPDES Permit renewal process and the development of a PMP. All members present voted in favor and the motion was declared carried.

D. AMBULANCE DEPARTMENT ITEMS – PER CAPITA SUBSIDY, NO AMBULANCE TRANSPORT CHARGE, AND PURCHASE OF AMBULANCE COT. Ambulance Director Mike Tornstrom was present to discuss a possible per capita subsidy decrease, no transport charge, and the purchase of an ambulance cot. It was noted that a request was made by the rural townships to eliminate the ambulance per capita subsidy for 2012. A lengthy discussion ensued. A motion was made by Mayor Burns, seconded by Member Fisch, to amend the existing 2012 general fund ambulance budget to include a line item with \$25,000 allocated for the purchase of a new ambulance, as well as a line item with \$20,000 allocated for ambulance equipment needs. Voting in Favor: Burns, Murphy, Fisch, Lemke, and Vick. Voting Against: None. The motion was declared carried. After that, a motion was made by Mayor Burns, seconded by Member Fisch, to decrease the per capita subsidy from \$7.50 to \$4.00 for 2012, and increase in 2013 if necessary. Voting in Favor: Burns, Fisch, Vick, and Lemke. Voting Against: Murphy. The motion was declared carried. Discussion then ensued regarding increasing the no transport

ambulance charge. A motion was made by Mayor Burns, seconded by Member Vick, to increase the no transport ambulance charge from \$75.00 to \$100.00. All members present voted in favor and the motion was declared carried. Ambulance Director Tornstrom wrapped up discussion by noting the desire to purchase another ambulance cot. The consensus of the Council is for Tornstrom to obtain a firm quote so that the City Council can consider at an upcoming meeting. No official action was taken regarding purchasing an ambulance cot.

E. ANTI-VIRUS SOFTWARE. City Clerk/Administrator Feely shared that a quote was obtained from Affordable Technology Solutions for the purchase of renewal endpoint protection for one year for twenty (20) of the City's computers at a cost of \$29.99 each. Discussion ensued. A motion was made by Member Fisch, seconded by Member Lemke, to approve purchasing twenty (20) one-year anti-virus software packages at \$29.99 each from ATS. All members present voted in favor and the motion was declare carried.

#### CLERK'S REPORT.

A. EMPLOYEE TIME RECORD. Attached with the agenda were the Employee Time Records for February 20, 2012 – March 4, 2012.

B. POLICE OFFICER ACTIVITY LIST. Attached with the agenda was the Police Officer Activity List for February 2012.

C. RECAP OF FEBRUARY STATE BUDGET FORECAST. City Clerk/Administrator Feely shared that according to the League of Minnesota Cities, the February State Budget Forecast revealed a \$323 million surplus. It was noted that this means that cities will likely have their 2012 LGA and other aid payments fully funded. Discussion ensued.

D. FRIDAY FAXES FROM THE LMC. City Clerk/Administrator Feely shared that attached with the agenda were Friday Faxes from the League of Minnesota Cities. Discussion ensued.

E. SOLID WASTE ORDINANCE UPDATE. City Clerk/Administrator Feely shared that a draft of the model city solid waste ordinance will be available for the City Council's review and consideration at an upcoming meeting.

F. 2012 SWIMMING POOL SEASON UPDATE. City Clerk/Administrator Feely shared that Katie Ranzenberger will not be available to serve as the Pool Manager for the 2012 season as she is nearing completion of her college studies and will not be in Caledonia for the pool season. Feely noted that Ranzenberger will be tremendously missed as she did as wonderful job as the Pool Manager. Feely went on to share that she recently sent out pool feedback forms to last year's lifeguards to find out who will be returning for the 2012 season.

G. 2012 PARK AND REC SIGN UP DATES. City Clerk/Administrator Feely shared that the 2012 Park and Rec sign up dates will take place on Thursday, March 29 from 6:00 p.m.-8:00 p.m. in the City auditorium, and on Saturday, March 31 from 11:00 a.m.-1:00 p.m.

H. CALEDONIA AQUATIC CENTER CAPITAL CAMPAIGN PROJECT. City Clerk/Administrator Feely distributed copies of the most recent Steering/Case Statement Committee meeting minutes so as to keep the entire City Council in the loop as far as progress being made with respect to the aquatic center project.

I. BANNER ADVERTISING PROGRAM AT BALLFIELD. City Clerk/Administrator Feely inquired as to whether the City Council would like for her to undertake a banner



advertising program at the ballfield in an effort to generate additional revenue. Discussion ensued. The consensus of the Council was that there is not an interest at the present time for the City to undertake a banner advertising program at the ballfield given the aquatic center project, although it was noted that the concept could be revisited in 2013.

J. SIDEWALK EXTENSION PROJECT TIMELINE. City Clerk/Administrator Feely reminded the City Council that the City received a \$10,000 grant from the Arlin Falck Foundation for the purpose of constructing a sidewalk extension along Kingston Street by the Four Seasons Community Center. Feely inquired as to when the City Council would like to see this project begin. The consensus of the Council was to revisit at the upcoming March 26 City Council meeting.

K. POOL GRANT FROM TRI-COUNTY ELECTRIC. City Clerk/Administrator Feely reported that she received a phone call from Tri-County Electric earlier that day informing her that the grant application submitted for the proposed aquatic center was granted in the amount of \$250.00.

L. STATUS OF W/WW SUPERVISOR VACANCY. City Clerk/Administrator Feely provided an update with respect to the W/WW Supervisor position.

#### MISCELLANEOUS ITEMS.

A. POLICE DEPARTMENT – STANDBY TIME. Member Murphy inquired as to when the Police Department standby change went into effect. Discussion ensued. The consensus of the Council was to hold off on implementing the no standby time until April 1, 2012.

B. RECAP OF RECENT VISIT TO CAPITOL. Mayor Burns and Member Fisch provided a brief recap of their recent visit to the Capitol on Thursday, March 8 to visit with Representative Greg Davids and State Senator Jeremy Miller. Mayor Burns reported that the Highway 44 widening project would be put off for a month because of DBE. Mayor Burns shared that he talked to Representative Davids and Representative Miller regarding concerns associated with H.F. 191. Member Fisch shared that Representative Davids and Senator Miller will work on drafting legislation in an effort to obtain funding for the proposed trail extension project, lighting on TH44, and the proposed pedestrian crossing sign along TH44. Discussion ensued.

ADJOURNMENT. A motion to adjourn was made by Mayor Burns, seconded by Member Vick, at 8:50 p.m. All members present voted in favor and the motion was declared carried.

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Jennifer Feely  
City Clerk/Administrator

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Robert H. Burns  
Mayor