

Agenda  
Regular Meeting of the City Council  
Monday, June 22, 2009

- I. Call to Order
  - A. 6:00 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 approval of the Minutes of the Regular Meeting held Monday, June 8, 2009. Addendum #1
  
  - B. Liquor Store Cash Register Accessory: Patty Gavin, Liquor Store Manager, recommends the purchase of a pole display unit for the cash register which would visually show the total amount of purchase to the customer. The present cash register display faces the employee. Cost of the unit is \$212.99, including MN Sales Tax of \$13.00. Addendum #2
  
  - C. Charitable Gambling: An Application for Exempt Permit has been submitted by A.B.L.E. Foundation, Inc. to conduct charitable gambling at the Houston County Fairgrounds, East Main Street, on July 1 to August 23, 2009 for a raffle with winners to be drawn on the ending date of August 23. They further request waiver of the 30 day waiting period.
  
  - D. Liability Coverage: As part of the renewal application for coverage from July 1, 2009 to July 1, 2010, the Council is again requested to decide whether or not to waive the limits of liability according to Minnesota Statute 466.04. The Council has chosen to waive the limits of liability for the past several years and it is recommended to again waive such limit to the amount additionally covered by the umbrella policy in the amount of \$1,200,000 over and above the statutory limits. Addendum #3

Council Action:

IV. Visitors and Communications

- A. Public Hearing, Zoning Application – Houston County: A zoning application has been submitted by Houston County, proposing to renovate the building at 611 Vista Drive, formerly Meyer Furniture Store, for utilization as a satellite courthouse office building. This proposal includes the following requirements.
- 1: A Conditional Use Permit for office space in a B-2 Highway Business District.
  - 2: A Conditional Use Permit for a 47 stall parking lot in an R-2 Urban Residential Zone.
  - 3: A 1' variance on the length of parking stalls; from 20' to 19'. The 47 stall parking lot is to be located north of Sunset Boulevard, approximately 700' south of the proposed office building on Vista Drive.
- (Mayor Burns will recess the regular meeting to conduct a public hearing, when all testimony has been received and all discussion ended, the public hearing should be closed and the regular meeting resumed.) Addendum #4
- B. Houston County Zoning Application: The Council may now discuss and take action with regard to the Zoning Application reviewed at the public hearing, above.

Council Action:

- C. Administrative Coordinator Topics
1. Zoning Application – Middendorf: A Zoning Application has been submitted by Lincoln Middendorf, 1023 East Grove Street, proposing to construct a 28' x 36' unattached garage, being 1,008 square feet. The size of the parcel limits the maximum area of a garage to 900 square feet, thereby necessitating a variance of 108 square feet. Further, the applicant must remove present garage door under the home and use that space for dwelling to meet current standards. Addendum #5

Council Action:

2. Zoning Application – Scott and Angie Dolle: Scott Dolle has submitted an Application to widen his existing driveway of 20'6" by an additional 19'6" for a total width of 40'. We can discuss some of the city's previous requirements for maximum width and reasons why the Council may wish to establish a maximum width, at least as far as what the City would pay for with reconstruction of roadways. Addendum #6

Council Action:

3. Sealcoat Quote: Mr. Gerardy will review the conditions of the sealcoat quote from Scott Construction:

Council Action:

4. DSL Upgrade: Mr. Gerardy will review experiences of firefighters in their computer training due to the type of computer service we have at City Hall. An upgrade is available, combined with a basic television service which would enable the City to view its message center on the ACE cable vision. This upgrade will cost approximately \$86 per month. Strange as it may seem we are currently paying \$99.90 per month so the City would experience a savings of \$13.90 per month. Addendum #7

Council Action:

D. Waste Water System

1. Control Panel Rehabilitation: Tony Klug will be present to explain problems with the computer / monitor of the waste water treatment plant control panel and review an estimate of approximately \$15,000 for that rehabilitation.

Council Action:

2. Sanitary Sewer Mains: Mr. Klug will explain how current maintenance of the sanitary sewer mains resulted in finding a defective area on East Lincoln Street and optional means of repair.

Council Action:

E. Accountant's Presentation

1. Cash and Investment Balance. Addendum #8
2. Budget Worksheet. Addendum #9

F.

G.

V. Old Business

- A. Worker's Compensation Insurance: At the last council meeting on June 8, I presented a worker's compensation renewal form showing the premium with a 2% managed care credit to be \$28,986, which was approved by the Council. When the time came to draft a check for payment, the form was reviewed somewhat in more detail and we found that the city custodian wages had been omitted from the form. We contacted the League of MN Cities Insurance Trust and a new form was accomplished with all wages included. The renewal amount

is now \$30,109 or an additional \$1,123 over the amount presented at the last council meeting. Addendum #10

Council Action:

- B. Notice of Retirement: Enclosed is Clerk Nelson's formal notice of retirement, effective October 9, 2009. Addendum #11

Council Action:

C.

D.

VI. New Business

A.

B.

VII. Clerk's Report

- A. LMC Policy Committee: The League of MN Cities is again soliciting persons to enroll on policy committees to draft policies which should be investigated and proposed to the state legislature in next year's session. Addendum #12
- B. Training Sessions: Would any Council Members be interested in attending a Water Operation and Maintenance Training Session or a Waste Water Operation and Maintenance Training Session, both to take place at the City of Spring Grove on July 22 and July 23, respectively. Addendum #13
- C. Employee Time Record: Enclosed is the Employee Time Record for pay period June 1 – 14, 2009. Addendum #14
- D. Group Health Insurance: Tom Danielson, Danielson Insurance Agency, reports that the most recent forecast is that group health insurance costs will increase by approximately 6.4% for the coming year. The City's policy renews on September 1, annually. The loss experience for city employees over the past six months has been 132% whereas during calendar year 2008 it was 88% and for calendar year 2007 it was 76%.

E. Updates

1. Kid's Corner of Caledonia should be closing with the City for the IRP and Tax Abatement documents during the week of June 22.
2. The City Clerk – Administrator's position has been advertised for employment in the Caledonia Argus and League of MN Cities Magazine / Webpage. Employment applications will be accepted through July 10.
3. Police Chief Background Investigations may be completed and turned into the City by Monday, June 29.

VIII. Miscellaneous Items

A.

B.

C.

IX. Adjournment