

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, June 14, 2010

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 and Robert Lemke. Members absent: Peggy Perry and Tom Murphy. Consultants and City staff present: City Clerk/Administrator Jennifer Feely. Visitors present: Argus Reporter Charlie Warner.

AGENDA APPROVAL. The following item was added to the agenda for discussion: sinkhole in front of fire hall. A motion was made by Member Vick, seconded by Member Lemke to approve the agenda with the addition of the above-mentioned item. 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. 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, May 24, 2010, as presented.

VISITORS AND COMMUNICATIONS.

A. CITY ACCOUNTANT – ELECTRIC RATE INCREASE. City Accountant Stephanie Mann and City Clerk/Administrator Feely reviewed a proposal to increase electrical rates by 3.5-5 percent, based upon notice received from Tri-County Electric that the City's wholesale rate increased between 3.5-4 percent. Discussion ensued. The consensus of the council was to consider undertaking a rate study in 2011 and implement an overall increase of 4 percent to cover costs associated with Tri-County Electric's increase. A motion was made by Mayor Burns, seconded by Member Vick to accept staff's recommendation to increase the overall rate for electrical service by 4 percent, effective for the July 1, 2010 billing. All members present voted in favor and the motion was declared carried.

B. AMULANCE DIRECTOR – BILLING AGREEMENT. Ambulance Director Mike Tornstrom was in attendance to recommend that the City contract with Expert T Billing for Level 3 ambulance billing services as the existing agreement with Winona Area Ambulance terminates at midnight on June 30, 2010. Tornstrom noted that Winona Area Ambulance has agreed to assist the City with the transition through July 31, 2010 since the new agreement with Expert T Billing would not go into effect until August 1, 2010. Mayor Burns inquired as to whether the City Attorney has reviewed the agreement. City Clerk/Administrator Feely stated that the agreement was sent to the City Attorney's office and that she is awaiting a response. A motion was made by Mayor Burns, seconded by Member Lemke to contract with Expert T Billing for Level 3 ambulance billing service, pending the City Attorney's final review and approval of the contract. All members present voted in favor and the motion was declared carried.

C. ADMINISTRATIVE COORDINATOR TOPICS.

1. LETTER. Administrative Coordinator Mike Gerardy was unable to attend the meeting due to a prior commitment and instead submitted a letter updating the council on various projects, which was enclosed with the agenda.

2. CITY VAN. City Electrician Matt Blocker was in attendance for the opening of the bids received for a used van. Mayor Burns opened the only bid received and noted it was from Dave's Auto Sales, located in Caledonia, for a used 2009 Dodge Chrysler Van. The total amount of the bid came in at \$15,641.75. This figure included the sale price, license plates, sales tax, and courthouse fees. A motion was made by Member Lemke, seconded by Mayor Burns to approve the purchase of the used 2009 Dodge Chrysler Van from Dave's Auto Sales in the amount of \$15,641.75, contingent upon Gerardy's final review and inspection to ensure the van meets the City's criteria. All members present voted in favor and the motion was declared carried.

D. COMMUNICATIONS.

1. Caledonia Chamber Golf Outing Flyer.

CLAIMS

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

EMS Regulatory Board	Renew Ambulance Service	342.00
Nelson, Robert	Clerk's Office – Consulting Fee	90.00
RESCO	Light – Inventory	105.34
US Postal Service	Stamped Envelopes	1,322.60
In the Swim	Pool – Paint/Vinyl Lettering	388.91
Johnson, Allan	2010 Uniform Allowance	357.00
Bubbers, Gary	2010 Uniform Allowance	169.99
Business Financial Planning	Cafeteria Plan	639.85
City of Caledonia Emp. Assn.	Association Dues	65.00
Commissioner of Revenue	State Withholding	1,249.44
Communications Service Inc.	FD – Pager	399.00
D.S. Erickson & Associates	Account 00108042	408.90
E.O. Johnson Company	Clerk's Office – Copier Maintenance	263.83
ING Institutional Plan Services	payday 5-18-2010	630.00
Jack Neumann Trucking	Liquor – Freight Expense	40.00
Johnson Brothers Liquor Co.	Liquor / Wine	141.18
Maximum Distribution	Liquor Store – Wine	396.00
Merchants Bank	Federal/FICA/Medicare	6,501.17
Metro Sales, Inc.	PD - Copier Agreement	64.16
Minnesota NCPERS Life Ins.	Payday 5-18-10	64.00
MN Benefit Association	payday 5-18-10	126.84
Northern Beverage Distribution	Beer	1,451.95
Paustis & Sons Wine Company	Liquor Store – Freight Expense	8.75
Schott Distributing Co, Inc.	Beer	5,879.75
Spring Grove Soda Pop, Inc.	Beer	81.20
U Care	Refund – Duplicate Payment	560.00
Uncle John's Specialty Foods	Bloody Mary Mix	99.50
Wirtz Beverage Minnesota	Liquor / Wine	2,252.95
Caledonia True Value	Miscellaneous Items	267.79
Farmer's Coop Elevator Co.	Chemicals	21.82

MN Dept. of Agriculture	Concession Stand	77.00
Public Emp Retirement Assn.	Payday 5-18-10	5,460.61
TJ's Auto Glass Inc.	PD – Replace Windshield in Chief's Car	240.00
Extreme Beverage, LLC	Energy Drink	100.50
Kraus Oil Co, Inc.	Generator Building – Diesel Fuel	272.53
Longhorn Trux-n-Toyz	PD - Car Wash	41.00
Myhre Construction	Grind/Clean Up Stumps	1,045.50
Northern Beverage Distribution	Beer	1,083.85
Schott Distributing Co, Inc.	Beer	4,837.75
Spring Grove Soda Pop, Inc.	Beer	81.20
Tri-State Ambulance, Inc.	Intercept Fee	250.00
Caledonia Ambulance	Replace Check in amount of 45.39	0.00
Resco	Light – Inventory	66,636.32
Stars of Tomorrow	14/Under Registration Fee	275.00
USA Mobility Wireless	Communication Expense	45.37
Verizon Wireless	Ambulance – Communication Expense	60.18
Barnheart & City, Debra	Meter Deposit Refund	201.80
Blue & City, Hidesha	Meter Deposit Refund	200.54
G & F Distributing	Beer	426.30
Holte & City, Nicole	Meter Deposit Refund	125.47
Jack Neumann Trucking	Liquor – Freight Expense	150.00
Johnson Brothers Liquor	Liquor / Wine	2,712.91
Jones & City, Jessica	Meter Deposit Refund	125.43
Jonsgaard & City, Wayne	Meter Deposit Refund	125.29
Larson & City, Brian	Meter Deposit Refund	201.80
League of MN Cities Ins. Trust	Worker's Compensation	64.00
Oesterle & City, Gary	Meter Deposit Refund	201.80
Ostern & City, Ashley	Meter Deposit Refund	126.13
Palen & City, Stephanie	Meter Deposit Refund	125.38
Phillips Wine & Spirits Co.	Liquor / Wine	795.63
SE MN Historic Bluff Country	Tourism	883.50
Skadson & City, Lori	Meter Deposit Refund	126.13
Traveler's Directory Service	Liquor Store – Brochure Ad	185.00
US Postal Service	Utility Billing May 2010	390.27
Van Minsel & City, Jordan	Meter Deposit Refund	125.15
Ziebell's Hiawatha Foods	Liquor – Soda/Mix	30.26
Gavin, Mike	Animal Control – Rent	75.00
Houston County Treasurer	Ho. Co. Collection Site	3,340.00
Jack Neumann Trucking	Replace Check 14752 \$150.00	0.00
Northern Beverage Distribution	Beer	3,448.45
Schott Distributing Co, Inc.	Beer	9,143.60
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	204.80
Verizon Wireless	PD – Communications	145.74
MN Dept. of Revenue	Sales / Use Tax May 2010	16,234.00
Richard's Sanitation	Recycling – Collections	6,119.00
Ace Link Telecommunications	Communication Expense	1,069.42
Bubbers, Gary	Reimbursement for Meals @ Training	19.50
Business Financial Planning	Cafeteria Plan	639.85
Buttell's Lighting	Auditorium – Ballasts	74.81
Caledonia Police Association	PD Association Dues	85.00
Commissioner of Revenue	State Withholding	1,437.29
D. S. Erickson & Associates	Account 00108042	424.12

Eitzen State Bank	GO Tax Increment Bonds	159.25
Houston County Recorder	Easements for 2010 Electric Project	276.00
ING Institutional Plan Services	payday 6-1-2010	630.00
Kraus Oil Co. Inc.	Unleaded	1,183.50
La Crescent Youth Baseball	Registration Fee 12/Under	120.00
League of MN Cities Ins. Trust	Claim – John Pongratz	1,000.00
Merchants Bank	Federal/FICA/Medicare	7,513.92
Principal Life	Life/Accidental/Short Term	590.43
Printy Quik	Business Cards	30.46
Public Emp. Retirement Assn.	Payday 6-1-10	673.73
Rogich, Mike	Storage Unit Rent	500.00
Tri-County Electric Co-op	Green Acres & Tree Site Lighting	87.11
US Postal Service	Annual Fee PO Box 232	220.00
VISA	Miscellaneous Items	1,364.84
Betz, Mark	Landscaping Materials	250.00
G & F Distributing	Beer	440.25
Houston County Recorder	Easement for 2010 Project	92.00
Nelson, Robert	Consulting Fee	30.00
Northern Beverage Distribution	Beer	1,095.00
Schott Distributing Co, Inc.	Beer	3,839.95
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	200.90
Ziebell's Hiawatha Foods, Inc.	Liquor – Mix	34.00
Blue Cross Blue Shield of MN	Health Insurance	24,200.00
Minnesota Energy Resources	Natural Gas	1,512.65
Resco	Light – Inventory	16,665.49
Steve Meyer Consulting LLC	Fire Dept. Consulting Services	900.00
Jack Neumann Trucking	Liquor – Freight Expense	100.00
Johnson Brothers Liquor	Liquor / Wine	1,661.15
Merchants Bank	ACH Fee June 2010	23.72
Phillips Wine & Spirits	Liquor / Wine	1,808.30
Tri-State Ambulance, Inc.	Intercept Fee	250.00
U Care	Refund Duplicate Payment	-560.00
Uniforms Unlimited Inc.	PD – Uniforms	114.12
Wirtz Beverage Minnesota	Liquor / Wine	965.19
Buttell's Lighting	Bulbs	160.31
Verizon Wireless	Fire Dept – Communication Expense	48.23
CW Vonarx & Hwy 3	Music in the Park	450.00
Northern Beverage Distribution	Beer	1,577.40
Schott Distributing Co, Inc.	Beer & Root Beer	6,708.05
Singing Journalist	Music in the Park	150.00
Special Export Quartet	Music in the Park	400.00
Spring Grove Soda Pop, Inc.	Beer	99.00
		<u>99.00</u>
		\$ 237,801.34

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 June, 2010. All members voted in favor and the motion was declared carried.

ABS USA	Impeller E. Grant Street	1,659.76
Affordable Technology Sol.	Office Supplies	447.19
Airgas North Central	Oxygen / Acetylene	124.15
Alco Discount Store	Office Supplies / Cleaning Supplies	74.54

Artic Glacier Inc.	ICE	383.45
Baker & Taylor Books	Library Books	518.54
Blackburn MFG Co.	Flags for Locating	93.49
Bonanza Grain, Inc.	Ag Lime, Sewer Rock & Fabric	177.69
Caledonia Implement Co.	Mower Blades	108.31
Caledonia Lumber Co, Inc.	Ball Park / Light – 2010 Project	78.13
Caledonia Oil Co.	PD Car Maintenance	36.18
Carquest Auto Parts	Fire Department – Misc.	41.60
Communications Service Inc.	Repair Charge & Equipment	249.75
Crystal Canyon Inc.	Drinking Water	26.11
Curt & Candy's Hardware Hank	Keys, Roof Cement, Paint	119.07
Davy Engineering	Engineering Fees	5,981.29
Davy Laboratories	Lab	1,569.58
Dept. Of Public Safety	BCA Portals Access	300.00
ECM Publishers, Inc.	Advertisements	531.38
Galls, An Aramark Company	PD – Uniforms	288.14
Gopher State One Call, Inc.	42 Notifications	60.90
Green Power Equipment	Blades & Fuel Cond Gen Set	121.94
Hawkins, Inc.	Chemicals	1,236.26
HD Supply Waterworks, LTD	Water Meter & Flange Kit	438.38
Hoskins Electric Co.	Electrical Work	346.36
In the Swim	Pool – Vinyl	17.98
Independent School District	City Share of Crossing Guards	1,711.39
Ken's Small Engine	Bar Oil & Saw Chain	95.56
Lappin's LLC	Carpet Cleaning – City Hall	653.81
Midwest Tape	Library – DVD(s)	188.15
Minnesota Dept. of Commerce	Light – 2 nd Quarter Fiscal Year	331.27
Minnesota Dept. of Health	Water Service Connection	1,809.00
Mississippi Welders Supply Co.	Oxygen	39.76
Municipal Emergency Services	FD – Uniforms, Eq. Bags, Facepiece	1,101.88
Municipal Pipe Tool Co.	Jet/Vac Clean Sanitary Sewers	7,962.65
P & H Services	PD – 2 Mobile Units	76.62
Penguin Group USA Inc.	Library – 25 Books (Author Visit)	389.25
PowerPlus Engineering, LLC	Light – 4 Year Plan	2,948.50
QuarterMaster	PD – Uniforms	66.94
Randy Steele Construction	Repair Defective Sidewalk	1,632.00
Richard's Sanitaiton	Refuse Disposal	181.96
Rippe, Hammell & Murphy	Prosecution Matters	1,714.50
Sandry Fire Supply	Gear Wash	150.09
Schilling Supply Company	Copy Paper, Towels, Bags	372.62
Sherwin Williams Co.	Traffic Paint	28.19
St. Joseph Equipment, Inc.	Loader Maintenance	420.50
Storey Kenworthy	Calculator	104.46
Tostrud & Temp	Partial Billing – Audit	7,950.00
Tri-County Electric	Electric Energy	142,023.63
United Auto Supply	Miscellaneous	63.70
US Bank NA	GO Sewer Revenue Bonds	8,494.79
Weichert Motors	Oxygen	19.53
Wiebke Tire	Chevy Dump Truck	60.00
Witt's Pharmacy – Caledonia	Ambulance – Misc.	3.98
WWTP MPCA PFA Loan Fund	Loan Payment	3,500.00
Zarnoth Brush Works	Broom Refill	415.74

OLD BUSINESS

A. CONCESSION STAND OPERATOR UPDATE. City Clerk/Administrator Feely noted that at the May 24 meeting, council approved allowing last year's operator to run the concession stand so long as compliance with the stipulated operator's responsibilities could be achieved. Since that time, the individual has withdrawn interest in operating the stand and cited a hardship in having to purchase liability insurance as the stand doesn't make a large profit. Mayor Burns suggested discontinuing the practice of having a concession stand and instead recommended installing a snack vending machine. Mayor Burns stated that he will contact Stansfield Vending to see what options exist and report back at an upcoming meeting.

B. BACKGROUND ORDINANCE TO CONDUCT EMPLOYMENT AND LICENSE CHECKS. City Clerk/Administrator Feely shared with the council that if the City would like to conduct background checks on applicants for City employment and licenses, then an ordinance should be passed to that effect. Enclosed with the agenda was a proposed ordinance and consent form to conduct employment and license checks. Feely noted that the City Attorney has reviewed and approved the proposed ordinance. She went on to state that the ordinance will take effect upon its publication in the official newspaper. It was suggested that language be inserted into the ordinance which would allow the City to hire an outside firm to conduct background checks on police officers. A motion was made by Mayor Burns, seconded by Member Vick to adopt the ordinance relating to criminal history background for applicants for city employment and city licenses, contingent upon inserting language which would allow the City to hire an outside firm to conduct background checks on police officers. All members present voted in favor and the motion was declared carried.

C. POLICE RESERVE OFFICER COMPENSATION. City Clerk/Administrator Feely stated that a question arose at the May 12 meeting concerning compensation for police reserve officers responding to emergencies. Absent any policies on file at City Hall dealing with this matter, Feely met with Reserve Officer Jason Leahy to discuss reserve officer pay. Enclosed with the agenda was a copy of the Caledonia Police Reserve Officer By-Laws. Feely noted that there was no such language included in the by-laws addressing compensation for various police reserve officer functions; however, per her conversation with Reserve Officer Leahy, the past practice for compensation has been the following: Ride Alongs - \$2/hour; Emergency Calls - \$10/hour; Meeting Pay -\$0; Parades - \$0; Presence at Wedding Dances, Prom, Etc. – Privately Paid. No action was taken as the information was included for informational purposes and to resolve any confusion with respect to reserve officer compensation.

D. PEDDLER AND SOLICITOR LICENSING. City Clerk/Administrator Feely stated that at the May 12 meeting, a question arose as to whether individuals selling produce were required to obtain a permit from City Hall. Feely noted that per §110.03(G)(1) of the Caledonia Code of Ordinances, no license is required for individuals selling produce. Then, at the May 24 meeting, a question arose as to whether individuals selling items such as rugs, furniture, and so forth should be required to register with the City and become licensed to sell such goods. Since the previous meeting, Feely was contacted by an individual affiliated with the farmer's market. This individual was unable to attend tonight's meeting, however, she will be at the upcoming meeting on June 28 to discuss this matter in more detail with the entire council. Feely noted that due to the ambiguous nature of the ordinance, it seems appropriate to have a discussion with a representative of the above-mentioned outfit and the full council in an effort to gather more information as to what exactly is being sold, make a more accurate determination of whether licensing is required, and resolve any possible misunderstandings. No action was taken.

NEW BUSINESS

A. **HIRING OF TWO PART-TIME POLICE OFFICERS.** Police Chief Kurt Zehnder recommends to the City Council the hiring of Nate Pearson and Eric Christenson as part-time police officers for the City. A motion was made by Member Lemke, seconded by Member Vick to hire Nate Pearson and Eric Christenson as part-time police officers, contingent upon completion of successful background checks. All members present voted in favor and the motion was declared carried.

B. **PART-TIME NON-ASSOCIATION POLICE OFFICER HOLIDAY PAY.** City Clerk/Administrator Feely shared that the police department recently requested Council's consideration in determining how part-time non-union association police officers should be compensated for work completed during a holiday. Absent any policy language addressing this matter, Feely suggested it was appropriate to refer to past practice. The most recent occasion in which a part-time non-union association police officer worked on a holiday was in December, 2009, at which time the part-time officer was compensated at straight pay for hours worked during the holiday. Mayor Burns stated that if past practice has been to pay non-union association members at straight pay on holidays, then no changes so should be made at this time. All members present agreed that part-time non-union association members shall receive straight pay for hours worked on holidays.

C. **BUCKLEY APARTMENTS AND CALEDONIA CARE AND REHAB REQUEST.** Mayor Burns shared a request received from Lloyd Swalve, Buckley Apartments and Caledonia Care and Rehab, regarding cost-sharing paving the gravel access drive abutting a City playground and parking spaces. Mayor Burns disclosed that he cannot vote on the matter as a conflict of interest exists; however, he explained Swalve's request so that all members were aware of the location of the proposed upgrade. No action was taken.

D. **APPOINTED AND ELECTED OFFICIALS OUT-OF-STATE TRAVEL POLICY.** City Clerk/Administrator Feely presented a proposed Appointed and Elected Officials Out of State Travel Policy. As per Minnesota Statutes Section 471.661, the City is required to have on record a policy that controls travel outside the state of Minnesota for elected officials. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Vick to adopt the Appointed and Elected Officials Out-Of-State Travel Policy. All members present voted in favor and the motion was declared carried.

E. **LMCIT LIABILITY COVERAGE WAIVER FORM.** Enclosed with the agenda was a liability waiver form from the League of Minnesota Cities Insurance Trust. It was noted that past practice has been to waive the monetary limits of liability. A motion was made by Mayor Burns, seconded by Member Vick to waive the monetary limits of liability. All members present voted in favor and the motion was declared carried.

F. **DEWAYNE SCHROEDER RETIREMENT NOTICE.** Enclosed with the agenda was a retirement notice from DeWayne "Tank" Schroeder. Schroeder's last day of employment with the City as its Water/Wastewater Operator will be June 30, 2010. To thank Schroeder for his 38 years of exceptional service to the City, Mayor Burns declared June 30 as "Tank Day" and discussed ordering a plaque, if that has been the past practice. A motion was made by Mayor Burns, seconded by Member Vick accepting DeWayne Schroeder's retirement notice. All members present voted in favor and the motion was declared carried.

G. **WATER/WASTEWATER OPERATOR INTERVIEWS.** A special meeting was scheduled to take place on Monday, June 21 at 6:00 p.m. for the purpose of interviewing the finalists for the Water/Wastewater Operator position.

H. BRITTANY TORNSTROM EMT CERTIFICATION. Members were informed that Brittany Tornstrom recently earned certification as an EMT. As a result, the following wage increases take effect for Ms. Tornstrom as of May 25: Call Time: \$12/hour to \$14/hour; Stand-by Time: \$1/hour to \$2/hour.

I. AMENDMENT TO ORDINANCE. Enclosed with the agenda was a proposed amendment to Ordinance 92.04, taking out the following language, "over six months of age". A motion was made by Mayor Burns, seconded by Member Lemke to amend Ordinance 92.04 as presented. All members present voted in favor and the motion was declared carried.

CLERK'S REPORT.

A. EMPLOYEE TIME RECORD. Enclosed with the agenda was the Employee Time Record for May 17, 2010-May 30, 2010.

B. POLICE OFFICER ACTIVITY LIST. Enclosed with the agenda was the Police Officer Activity List for May, 2010.

C. POWER OUTAGE PROTOCOL DURIN NON-WORKING HOURS. Discussion took place concerning recent power outages and ensuring citizens are aware that they can call the Sheriff's Office to report power outages during non-working hours. No action was taken.

D. WORKERS' COMPENSATION RENEWAL UPDATE. The workers' compensation renewal quote will be available at the next regularly scheduled meeting.

E. TRANSPORTATION COST TO THE LMC CONFERENCE. It was noted that at the May 24 meeting, authorization was given for the city clerk to attend the upcoming LMC conference in St. Cloud; however, Member Vick requested that surrounding towns be contacted to see if there would be an opportunity to carpool to reduce mileage costs. City Clerk/Administrator Feely noted that Spring Grove would be taking a city van to the conference and agreed to let her ride along. A motion was made by Mayor Burns, seconded by Member Vick to pay Spring Grove 25% of the total cost of gas. All members present voted in favor and the motion was declared carried.

MISCELLANEOUS ITEMS

A. OPOSSUM SIGHTING. Mayor Burns requested that Mike Gavin, Animal Control, be contacted as there has been an opossum sighting in the south half of town, rummaging through garbage.

B. SETBACK INQUIRY. Member Lemke stated that he was recently contacted by John Esch concerning revisiting the 150' setback requirement imposed on lots Esch owns near the carwash.

C. SINKHOLE IN FRONT OF FIRE HALL. Member Lemke noted concern with observing a sinkhole in front of the fire hall and requested that staff look into this issue.

CLOSED SESSION. The regular meeting was closed at 8:15 p.m. as permitted by Minnesota Statutes, section 13D.03, to discuss the City's labor negotiation strategy related to the City's negotiations with the Caledonia Police Association.

ADJOURNMENT. Following the closed session, Mayor Burns resumed the meeting at 8:45 p.m. A motion to adjourn was made by Mayor Burns, seconded by Member Lemke. All

members present voted in favor and the motion was declared carried. The next regularly scheduled meeting of the City Council is scheduled for Monday, June 28, 2010 at 6:00 p.m. in the Council Room, City Hall.

Robert H. Burns
Mayor

Jennifer Feely
City Clerk/Administrator