

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, June 11, 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: Caledonia Argus Reporter Clay Schuldt.

AGENDA APPROVAL. A motion was made by Mayor Burns, seconded by Member Murphy, to approve the agenda with the following addition: TH 44 Preconstruction Meeting, Pressure Sewer Project, Steve Bauer Power Request. All members present voted in favor and the motion was declared carried.

CONSENT AGENDA. A motion was made by Mayor Burns, seconded by Member Murphy, to approve the consent agenda. All those 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 29, 2012.

VISITORS AND COMMUNICATIONS.

A. ADMINISTRATIVE COORDINATOR TOPICS.

1. DUANE OLSON ZONING. Administrative Coordinator Mike Gerardy shared that a zoning application was submitted by Duane Olson, 723 East Main Street, proposing to construct a 28'x30' (840 square feet) unattached garage, to be located approximately 5' from the north (rear) property line and 22' from the east (side) property line. Mr. Gerardy further noted that the proposal required consideration of the following variances: (1) A 5' setback variance on the north (rear) property line; (2) An 8' setback variance on the east (side) property line; and (3) A 40' square foot area variance. Discussion ensued. Hearing no comments or concerns from the public, a motion was made by Member Fisch, seconded by Member Vick, to approve the setbacks only. All members voted in favor and the motion was declared carried.

2. TRUCK UPDATE. Administrative Coordinator Gerardy shared that the used snow plow truck for sale in Chicago, Illinois that he went to view ended up having significant rust on the box due to being exposed to salt on a regular basis. As a result, Mr. Gerardy stated that the decision was made to forgo purchasing the used snow plow truck. Instead, Mr. Gerardy noted that he will continue researching used snow plow trucks available.

3. GERARLD PIEPER DRIVEWAY. Administrative Coordinator Gerardy shared that Gerald Pieper, 440 North Sunnyside Drive, would like to install a driveway curb cut in addition to an existing driveway curb cut for the purpose of accessing the rear of his property. Mr. Pieper was present and noted that he had no plans to put in driveway base as he would drive over his grass to access the rear of his property. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Lemke, to approve the request. All members present voted in favor and the motion was declared carried.

4. TH 44 PRECONSTRUCTION MEETING IN WINONA. Administrative Coordinator Gerardy shared that he would be attending an upcoming preconstruction meeting in Winona for the TH 44 project with Light Department Line Foreman Matt Blocker, and

Water/Wastewater Operator Ryan Skillings. Mayor Burns stated that he would make a phonecall in an effort to move the location of the meeting to Caledonia. No official action was taken as this item was included for informational purposes.

5. TREE DISPOSAL SITE REQUEST FROM EVERGREEN CEMETERY. City Clerk/Administrator Feely shared that a request was received from Robert Schroeder with Evergreen Cemetery to dispose of tree branches at no cost to the Evergreen Cemetery. Administrative Coordinator Gerardy noted that past practice has been to waive the fee to dispose of small brush at the disposal site. Mayor Burns noted that it should be on the record that the City will allow this practice of disposing small brush at no charge, however, if a tree were to be taken down and hauled to the disposal site, then the appropriate disposal fees would apply. No official action was taken as the consensus of the Council was to allow Evergreen Cemetery to continue disposing small brush to the City's disposal site at no charge.

## B. COMMUNICATIONS.

1. CCC TABLE REQUEST. City Clerk/Administrator Feely shared that attached with the agenda was a letter from Caledonia Community Celebrations (CCC) regarding a request to waive the fees for tables to be used at the upcoming City Summer Fest. Feely reported that an anonymous donation was received with the intent of covering the rental cost of tables for the CCC event. No action was taken as a donation was received to cover the rental fees associated with the use of tables for the CCC event.

2. LETTER FROM SMIF. City Clerk/Administrator Feely shared that a letter was received from Southern Minnesota Initiative Foundation (SMIF) regarding a request for the City to invest in SMIF so as to help support the economic vitality within the 20-county region that Caledonia is part of. Feely reported that Tim Penny would be attending the upcoming July 9 City Council meeting to talk about SMIF. In addition, it was noted that Mr. Penny would be attending a Special EDA meeting at 5:00 p.m. on July 9 to talk about ways in which SMIF can assist the EDA in possibly developing a business incubator center. No action was taken as this item was included for informational purposes.

3. FLYER FROM THE CALEDONIA AREA CHAMBER OF COMMERCE. City Clerk/Administrator Feely shared that attached with the agenda was a flyer from the Caledonia Area Chamber of Commerce regarding an upcoming Annual Golf Outing on June 29, 2012 at MaCal Grove Golf Course. No action was taken as this item was included for informational purposes.

4. LETTER FROM HOUSTON COUNTY ENVIRONMENTAL SERVICES. City Clerk/Administrator Feely shared that a letter was received from Houston County Environmental Services regarding the recent 2012 Fluorescent and HID Bulb Collection. No action was taken as this item was included for informational purposes.

5. ALLIED RISK MANAGEMENT INVESTMENTS. City Clerk/Administrator Feely shared information received from Allied Risk Management Investments. Discussion ensued. The consensus of the Council was that there was no interest at the present time in pursuing a meeting to discuss services available through Allied Risk Management Investments.

6. CORRESPONDENCE RECEIVED IN RESPONSE TO DANGEROUS DOGS DISCUSSION. City Clerk/Administrator Feely shared that attached with the agenda was correspondence received from numerous dog breeders and individuals in response to the dangerous dogs discussion held at the May 29 City Council meeting. No action was taken as the correspondence was included for informational purposes.

7. FLYER FOR WINONA FRAC SAND PUBLIC INFORMATIONAL MEETING. City Clerk/Administrator Feely shared that attached with the agenda was a flyer for an upcoming Winona Frac Sand informational meeting. No action was taken as the item was included for informational purposes.

8. NOTICE FROM LMC. City Clerk/Administrator Feely shared that attached with the agenda was a memo from the League of Minnesota Cities (LMC) regarding notice of an upcoming dues increase for 2013. No action was taken as the notice was included for informational purposes.

#### CLAIMS

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

|                                 |                                     |           |
|---------------------------------|-------------------------------------|-----------|
| Caledonia Bakery                | PD – Meeting Refreshments           | 25.20     |
| Caledonia True Value            | Miscellaneous Items                 | 232.03    |
| Kwik Trip Stores                | Pool Project – Scrip                | 1,800.00  |
| MN Pollution Control Agency     | Stormwater Permit Application       | 400.00    |
| Northern Beverage Distribution  | Liquor Store Inventory              | 1,184.20  |
| Printy Quik                     | Pool Project – 70 Case Statements   | 43.39     |
| Schott Distributing Co, Inc.    | Liquor Store Inventory              | 4,418.32  |
| SE MN Fire Dept. Association    | FD – Membership Dues                | 50.00     |
| Seven Rivers Surplus LLC        | Sewer – Misc.                       | 9.62      |
| Spring Grove Soda Pop, Inc.     | Liquor Store Inventory              | 109.10    |
| Tri-State Ambulance, Inc.       | Intercept Fee                       | 250.00    |
| G & F Distributing              | Liquor Store Inventory              | 70.50     |
| Jack Neumann Trucking           | Liquor – Freight Expense            | 132.00    |
| Johnson Brothers Liquor Co.     | Liquor Store Inventory              | 3,622.83  |
| Phillips Wine & Spirits Co.     | Liquor Store Inventory              | 956.35    |
| Ziebell's Hiawatha Foods, Inc.  | Liquor Store Inventory              | 18.50     |
| Brownsville Fire Department     | Reimbursement Training Expense      | 3,060.00  |
| Caledonia Conv. & Tourism       | Tourism                             | 439.75    |
| Houston Fire Department         | Reimbursement Training Expense      | 400.00    |
| LaCrescent Fire Department      | Reimbursement Training Expense      | 800.00    |
| Resco                           | Light – Inventory                   | 14,421.29 |
| Spring Grove Fire Department    | Reimbursement Training Expense      | 1,800.00  |
| Augedahl, Brad                  | Reimbursement – Ball Program Equip. | 1,788.38  |
| Equipment Management Co.        | FD – Jaws of Life Repairs           | 525.00    |
| Kwik Trip Stores                | Pool Project – Scrip                | 1,530.00  |
| Tri-State Ambulance             | Intercept Fee                       | 250.00    |
| Business Financial Planning     | Cafeteria Plan                      | 611.33    |
| Caledonia Oil Company           | Unleaded                            | 1,603.35  |
| Chatfield, City of              | WWTP Operators – May 2012           | 3,743.66  |
| Commissioner of Revenue         | State Withholding                   | 1,300.51  |
| Four Seasons Community Center   | EDA Event                           | 60.00     |
| Gavin, Mike                     | Animal Control – Rent / Misc.       | 75.00     |
| Hale Sknep Hansen Skemp Sleik   | Case No. 11-CV-87-A                 | 248.07    |
| Holmen Youth Baseball           | Registration Fee                    | 175.00    |
| Houston County Treasurer        | Ho. Co. Collection Site             | 3,340.00  |
| ING Institutional Plan Services | TSA Payday 5-29-12                  | 480.00    |
| Merchants Bank                  | Federal/FICA/Medicare               | 6,203.82  |

|                                |                                      |            |
|--------------------------------|--------------------------------------|------------|
| Northern Beverage Distribution | Liquor Store Inventory               | 1,801.95   |
| Printy Quik                    | Pool Project                         | 862.55     |
| Public Emp. Retirement Assn.   | PERA Payday 5-29-12                  | 5,306.58   |
| Schott Distributing Co, Inc.   | Liquor Store Inventory               | 7,295.35   |
| Southern Wine & Spirits of MN  | Liquor Store Inventory               | 389.10     |
| Spring Grove Soda Pop, Inc.    | Liquor Store Inventory               | 242.20     |
| United Parcel Service          | Ups Fee                              | 115.87     |
| Adamson Industries Corp.       | New Squad Accessories                | 1,241.55   |
| Advertising Concepts           | Recreation Park – Shirts             | 2,243.00   |
| M.C. & City                    | Meter Deposit Refund                 | 250.05     |
| J.I. & City                    | Meter Deposit Refund                 | 250.10     |
| H.L. & City                    | Meter Deposit Refund                 | 250.25     |
| Loeffler, Craig                | Mileage Reimbursement                | 27.75      |
| C.M. & City                    | Meter Deposit Refund                 | 250.31     |
| J.M. & City                    | Meter Deposit Refund                 | 250.25     |
| MN Dept. of Revenue            | Sales/Use Tax                        | 14,022.00  |
| J.R. & City                    | Meter Deposit Refund                 | 250.25     |
| Richard's Sanitation           | Recycling – Collections              | 6,389.70   |
| D.S. & City                    | Meter Deposit Refund                 | 250.25     |
| S.S. & City                    | Meter Deposit Refund                 | 250.25     |
| B.S. & City                    | Meter Deposit Refund                 | 250.25     |
| B.S. & City                    | Meter Deposit Refund                 | 250.25     |
| J.W. & City                    | Meter Deposit Refund                 | 250.05     |
| Ace Link Telecommunications    | Communication Expense                | 1,120.81   |
| Department of Transportation   | Construction/Engineering – STH 44    | 144,619.33 |
| Houston Co. Treasurer          | AFG Grant – Reimbursement            | 2,122.30   |
| Jack Neumann Trucking          | Liquor – Freight Expense             | 35.00      |
| Northern Beverage Distribution | Liquor Store Inventory               | 2,357.85   |
| Schott Distributing Co, Inc.   | Liquor Store Inventory               | 3,657.50   |
| Spring Grove Soda Pop, Inc.    | Liquor Store Inventory               | 152.80     |
| US Postal Service              | Stamped Envelopes                    | 6,492.80   |
| Wirtz Beverage Distribution    | Liquor Store Inventory               | 1,129.88   |
| Abrams & Schmidt LLC           | Consulting Attorney                  | 5,496.50   |
| Betz, Mark                     | Reimbursement Travel Expense         | 12.73      |
| Commissioner of Revenue        | State Withholding                    | 184.12     |
| Gerardy, Michael               | Reimbursement Travel Expense         | 26.58      |
| Merchants Bank                 | Federal/FICA/Medicare                | 1,194.30   |
| Public Emp. Retirement Assn.   | PERA Payday 6-4-12                   | 790.55     |
| Verizon Wireless               | Communication Expense                | 207.45     |
| Crescendo Consulting LLP       | Pool Project                         | 10,385.00  |
| G & F Distributing             | Liquor Store Inventory               | 50.60      |
| Jack Neumann Trucking          | Liquor – Freight Expense             | 100.00     |
| Johnson Brothers Liquor Co.    | Liquor Store Inventory               | 2,125.98   |
| Phillips Wine & Spirits        | Liquor Store Inventory               | 1,946.87   |
| VISA                           | Travel Expense, Ambulance Lic. Renew | 955.92     |
| Ziebell's Hiawatha Foods, Inc. | Liquor Store Inventory               | 58.58      |
| Blue Cross Blue Shield of MN   | Health Insurance                     | 26,591.00  |
| Kwik Trip Stores               | Pool – Scrip                         | 1,305.00   |
| Riverland Community College    | Training/House Burn                  | 9.00       |
| US Bank NA                     | GO Sewer Revenue Refunding Bond      | 6,181.25   |
| TDS Media Direct               | Liquor – Brochure Ad                 | 205.00     |
| Bob Bovee & Gail Heil          | Music in the Park                    | 350.00     |

|                                |                        |               |
|--------------------------------|------------------------|---------------|
| Fusion                         | Music in the Park      | 400.00        |
| Jim Busta Band                 | Music in the Park      | 599.99        |
| Northern Beverage Distribution | Liquor Store Inventory | 3,798.70      |
| Schott Distributing Co, Inc.   | Liquor Store Inventory | 4,172.25      |
| Southern Wine & Spirits of MN  | Liquor Store Inventory | 1,445.04      |
| Spring Grove Soda Pop, Inc.    | Liquor Store Inventory | <u>211.50</u> |
|                                |                        | \$ 330,136.58 |

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

|                                |                                      |           |
|--------------------------------|--------------------------------------|-----------|
| Affordable Technology Sol.     | Tech Services & Office Supplies      | 75.93     |
| Alco Discount Store            | Camera Battery, Phone Minutes, Misc. | 159.55    |
| Artic Glacier Inc.             | Ice                                  | 387.02    |
| Baker & Taylor Books           | Library Books                        | 985.20    |
| Bonanza Grain, Inc.            | Storm Sewer Materials                | 375.13    |
| Brad's Electric, Inc.          | Water – Well #6 Pump Install         | 699.98    |
| Caledonia Implement Co.        | Street Equipment Repair Materials    | 13.63     |
| Caledonia Veterinary Clinic    | Animal Control Services              | 159.50    |
| Caledonia Wheel Alignment      | Truck & Van Maintenance              | 206.66    |
| Carquest Auto Parts Store      | Repair Parts, Wiper Blades, Misc.    | 354.27    |
| City of Caledonia              | Utilities                            | 9,673.40  |
| Commercial Pool                | Pool Chemicals                       | 51.18     |
| Crystal Canyon / Ecowater      | Drinking Water                       | 20.20     |
| Dalco                          | Cleaning Supplies, T. Tissue         | 214.83    |
| Davy Engineering               | Engineering Fees                     | 13,599.22 |
| Davy Laboratories              | Lab                                  | 1,641.58  |
| Demco                          | Book Jacket Materials                | 215.98    |
| Dueco, Inc.                    | Truck 91 & 106 Repairs & Testing     | 1,695.25  |
| ECM Publishers, Inc.           | Publications                         | 761.36    |
| Ellingson Motors               | Van Maintenance                      | 761.71    |
| Expert T Billing               | Ambulance Contracted Billing         | 725.00    |
| Farmers Coop Elevator Co.      | Chemicals                            | 149.00    |
| Gopher State One-Call          | Location Notifications               | 81.20     |
| Hawkins, Inc.                  | Chemicals                            | 1,170.77  |
| HD Electronics, Inc.           | Locator Repairs                      | 546.90    |
| Hoskins Electric Company       | Repair Outlets, Pump Switch Repair   | 363.53    |
| In the Swim                    | Pool – Chemicals                     | 1,312.85  |
| Independent School District    | City Share Crossing Guards           | 1,660.42  |
| Industrial Hardware Dist, Inc. | FD – Truck 1420 Repair Part          | 44.42     |
| Innovative Office Solutions    | Office Supplies                      | 378.53    |
| Ken's Small Engine             | Saw Chain & Bar Oil, Weed Eater      | 367.20    |
| Kwik Trip Stores               | PD – Dare Program Graduation         | 15.04     |
| LaCrosse Tribune               | 52 Week Subscription                 | 144.00    |
| Lackore Electric Motor Repair  | Repair Chlorine Pump                 | 276.01    |
| LaCrosse Forage & Turf Seed    | Waterway Materials, Grass Seed       | 217.07    |
| Menard's                       | Warming House                        | 15.96     |
| Meyer, Michael                 | Mow – 824 E. Grove Street            | 245.81    |
| Midwest Tape                   | Library DVD's                        | 547.78    |
| Minnesota Dept. of Commerce    | 1 <sup>st</sup> Quarter Fiscal Year  | 460.71    |
| Minnesota Dept. of Health      | Water Service Connection Fee         | 1,809.00  |

|                              |   |                      |
|------------------------------|---|----------------------|
| MN Energy Resources          | Natural Gas                             | 1,099.47             |
| Mississippi Welders Supply   | Oxygen, Cylinder Deposit                | 172.93               |
| Municipal Pipe Tool Company  | Jet Clean Sanitary Sewer                | 10,052.31            |
| Quillin's IGA                | Liquor Store Inventory                  | 32.80                |
| Richard's Sanitation         | Refuse Disposal                         | 233.77               |
| Rippe, Hammell & Murphy      | Prosecution Matters                     | 6,140.25             |
| Rogich, Mike                 | Storage Unit Rent                       | 500.00               |
| Schilling Supply Company     | Towels, Copy Paper, Bags                | 721.05               |
| Schulze Plumbing & Heating   | Pool Bath House Repairs                 | 571.95               |
| SE Libraries Cooperating     | Barcodes, Auto Fees                     | 404.83               |
| Sherwin-Williams Company     | Traffic Engineering – Yellow Curb Paint | 29.00                |
| Showcases                    | DVD Cases                               | 49.50                |
| St. Mary Auto Body Shop      | PD Tow, FD Truck Repairs                | 1,517.31             |
| Staggemeyer Stave Co, Inc.   | Landscaping Materials                   | 45.00                |
| Storlie's Portable Pit Stops | Toilet Rent                             | 192.38               |
| Stryker Sales Corporation    | Ambulance Cot                           | 11,976.00            |
| T & R Service Company        | PCB Analysis                            | 60.00                |
| Tri-County Electric Co-op    | Electric Energy                         | 152,557.82           |
| United Auto Supply           | Misc.                                   | 24.57                |
| Upstart                      | Summer Reading Program                  | 68.95                |
| Wiebke Tire                  | Mount / Balance Tires                   | 100.00               |
| Wiebke Trading Company       | Animal Control – Camera's               | 633.00               |
| Witt's Pharmacy – Caledonia  | Misc. Supplies                          | 32.14                |
| WWTP MPCA PFA Loan Fund      | PFA Loan June 2012                      | 3,500.00             |
| Zarnoth Brush Works, Inc.    | Street Equipment – Broom Refill         | 694.69               |
| Zetronix Corp.               | 16GB HD DVR Pen                         | 202.98               |
| Merchants Bank               | ACH Fee                                 | 29.74                |
| Everest                      | Road Rescue Ambulance                   | 117,652.00           |
| Tri-County Electric          | Electric Energy                         | 88.81                |
| Star Energy Services         | 2012 Project                            | 1,545.32             |
| Pioneer Manufacturing Co.    | Marking Chalk                           | 290.17               |
| Airgas North Central         | Oxygen/Acetylene                        | 116.48               |
| Bound Tree Medical           | Ambulance Supplies                      | 1,221.88             |
| Buttell's Lighting           | Bulbs                                   | 57.60                |
| Caledonia Bakery             | Refreshments – EDA Meeting              | 16.80                |
| Dueco                        | Truck 91 Repairs                        | 2,785.84             |
| Johnson Brothers Liquor Co.  | Liquor Store Inventory                  | 3,011.06             |
| Jack Neumann Trucking        | Freight Expense                         | 112.00               |
| Metro Sales, Inc.            | PD Copier                               | 50.93                |
|                              |   | <u>\$ 361,174.11</u> |

#### OLD BUSINESS.

A. WATER/WASTEWATER OPERATOR POSITION. City Clerk/Administrator Feely reported that to date, the City had received five (5) applications for the position of Water/Wastewater Operator. Discussion then ensued regarding scheduling interviews for Monday, June 18 and Wednesday, June 20. Feely noted that even if the City hired another Water/Wastewater Operator, there would still be a need to contract for a Class A operator to be able to legally operate the plant. It was noted that the City is currently contracting with Stantec for Class A operator services for a minimum of six (6) hours per week at a weekly cost of \$950.00. The consensus was for Feely to schedule Water/Wastewater Operator interviews for Monday, June 18 and Wednesday, June 20, with the Personnel Committee conducting the interview process.

B. REQUEST FROM PODAWILTZ DEVELOPMENT CORPORATION. City Clerk/Administrator Feely shared that attached with the agenda was an email from Mike Podawiltz with the Podawiltz Development Corporation regarding his request for the City Council to approve a resolution of support for a tax credit application for the acquisition and rehabilitation of West Main Townhomes, a 24 unit existing multifamily housing project. Discussion ensued. The consensus of the Council was to forgo approving a resolution of support for Mr. Podawiltz.

#### NEW BUSINESS.

A. LIABILITY COVERAGE WAIVER FORM. City Clerk/Administrator Feely shared that attached with the agenda was a liability waiver coverage form regarding waiver of liability limits option and excess liability coverage. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Murphy, to waive the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT. All members present voted in favor and the motion was declared carried.

B. AUTHORIZATION TO PURCHASE CHLORINATOR. City Clerk/Administrator Feely shared attached with the agenda were two (2) quotes for the purchase of a new chlorinator. Feely went on to note that according to Water/Wastewater Operator Ryan Skillings, the City currently has three (3) chlorinators, all of which are at least 10-15 years old. As a result, Mr. Skillings requested authorization to purchase a new chlorinator to have on hand as a reserve. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Fisch, to purchase a new chlorinator from Hawkins in the amount of \$1,105.00. All members present voted in favor and the motion was declared carried.

C. ACH AGREEMENT WITH MERCHANTS BANK. City Clerk/Administrator Feely shared that attached with the agenda an ACH agreement update from Merchants Bank in Caledonia. It was noted that the current charges and method of processing would remain the same. Discussion ensued. A motion was made by Member Fisch, seconded by Member Lemke, to approve the ACH agreement update from Merchants Bank in Caledonia. All members present voted in favor and the motion was declared carried.

D. AUTHORIZATION TO PURCHASE FIVE (5) YARDS OF ADDITIONAL BALLFIELD MATERIAL. City Clerk/Administrator Feely shared that pricing was obtained from Waupaca Sand for the purchase of five (5) additional yards of Red Diamond top dressing mix for the ballfield. It was noted that there would be a significant cost savings for the City to send an employee to pick up the top dressing rather than have the top dressing delivered to Caledonia. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Lemke, for the Street Department to send an employee to pick up five (5) yards of Red Diamond Top Dressing Mix for the ballfield from Waupaca Sand at a cost of \$646.98, plus tax. All members present voted in favor and the motion was declared carried.

E. WORKERS' COMPENSATION RENEWAL QUOTE. City Clerk/Administrator Feely shared that attached with the agenda was a copy of the workers' compensation renewal quotation information that was received from the League of Minnesota Cities Insurance Trust (LMCIT). A motion was made by Mayor Burns, seconded by Member Murphy, to approve accepting the workers' compensation renewal quote from LMCIT totaling \$47,768. All members present voted in favor and the motion was declared carried.

F. APPOINTMENT OF ELECTION JUDGES FOR PRIMARY AND GENERAL ELECTION. City Clerk/Administrator Feely shared that a motion was necessary to appoint the

following individuals, listed below, as Election Judges for the upcoming Primary and General Election:

|                  |   |
|------------------|---|
| Ethyelyn Gensmer | Lolita St. Mary (Head Election Judge for Precinct 2)                            |
| Rita Noel        | Sandy Hanson  |
| Iyla Mulvenna    | LuEtta Fruechte   |
| Lee Grippen      | Mary Leary  |
| Ronald Freigo    | Winifred Schulte  |
| Sue Kittleson    | Mary Ellen Lapham   |
| Lucille Lemke    | Patricia Kaufman  |
| Jane Hayes       | Anita Deters  |
| Robert Schroeder | Mary Schroeder  |
| Jessica Kohnen   | Joyce Guillaume   |
| Vera Standish    | Jennifer Feely (Election Administrator and Head Election Judge for Precinct 1). |

Feely went on to review important upcoming election dates with the Council, noting that August 14 was the last day to file affidavits for candidacy for the November 6 general election. A motion was made by Mayor Burns, seconded by Member Vick, to appoint election judges for the Primary and General Election. All members present voted in favor and the motion was declared carried.

G. FIRE DEPARTMENT REQUEST TO FILL PRIVATE SWIMMING POOLS. City Clerk/Administrator Feely shared that a request was received from the fire department regarding obtaining permission to fill up private swimming pools as doing so would allow firefighters the opportunity to gain valuable training experience using a tanker truck and pump. Discussion ensued. No action was taken as the consensus of the Council was that there is too much liability risk involved with filling private swimming pools.

H. DETERMINATION OF EMPLOYMENT STATUS OF FIREFIGHTER. City Clerk/Administrator Feely shared that as per the recommendation of Fire Chief Chuck Gavin, Jesse Peterson was no longer an active member of the Caledonia Fire Department and was deemed to have resigned. It was noted that no formal resignation was received from Mr. Peterson despite efforts from Chief Gavin to contact Mr. Peterson regarding his status on the Caledonia Fire Department. Discussion ensued. A motion was made by Member Murphy, seconded by Member Fisch, to accept the apparent voluntary resignation of firefighter Jesse Peterson, effective his last date of service to the fire department. Voting in favor: Burns, Murphy, Fisch, and Vick. Voting against: None. Abstaining: Lemke. All members present voted in favor and the motion was declared carried.

I. DETERMINATION OF EMPLOYMENT STATUS OF AMBULANCE EMT. City Clerk/Administrator Feely shared that as per the recommendation of Ambulance Director Mike Tornstrom, Traci Heaney is no longer an active member of the Caledonia Ambulance Department. It was noted that no formal resignation was received from Ms. Heaney despite efforts from Director Tornstrom to contact Ms. Heaney regarding her status on the Caledonia Ambulance Department. Discussion ensued. Member Lemke distributed an email received from Ms. Heaney. The consensus of the Council was to hold off making a determination of employment status until the next meeting.

J. MIDI LOAN PROGRAM FINANCING AND PFA INTEREST RATE. City Clerk/Administrator Feely shared that attached with the agenda was a resolution in conjunction with the sewer rehab project for financing through the MIDI Loan Program. Discussion ensued.



The consensus of the Council was that since Gary Kruckow stated that he did not wish to pursue the pressure sewer project, that the bids would be left to expire for the pressure sewer project. Therefore, the MIDI Loan amount would be reduced to \$160,847.80. A motion was made by Mayor Burns, seconded by Member Murphy, to approve the resolution providing for the issuance, sale, and delivery of a general obligation sewer revenue note, series 2012A; establishing the terms and conditions therefore; creating a project account and a debt service account therefore, and awarding the sale thereof, so long as the local banks were provided an opportunity to submit a bid, as well as a resolution approving the provisions of MN Statutes, Section 446A.086 to guarantee the payment of the principal and interest on the city's general obligation sewer revenue notes, series 2012A. All members present voted in favor and the motion was declared carried. Discussion then ensued regarding approving the sewer rehab and water meter contracts. The consensus of the Council was that the contracts should not be approved until the agreement with PFA for financing has been fully executed. A motion was made by Member Murphy, seconded by Mayor Burns, to send a letter to PFA to lock in the interest rate as of June 12, 2012. All members present voted in favor and the motion was declared carried.

#### CLERK'S REPORT.

A. EMPLOYEE TIME RECORD. Attached with the agenda were the Employee Time Records for May 14, 2012 – May 27, 2012.

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

C. LETTER FROM STATE DEMOGRAPHER. City Clerk/Administrator Feely shared that attached with the agenda was a letter from the State Demographer's Office regarding population and household estimates as of April 1, 2011.

D. AFG UPDATE. City Clerk/Administrator Feely shared that the AFG award is closed with the exception of filling out and submitting the closeout report which will not be available by AFG until the end of 2012. Feely went on to report that a reimbursement was recently issued to Houston County in the amount of \$2,122.30 as the actual federal share requested totaled \$618,754.00, leaving the grantee's share of the responsibility as 5 percent of this amount, or \$30,937.70. When the grant was initially awarded, the approved federal share was \$628,158.00, while the required grantee portion was \$33,060. Due to the fact that less than \$628,158 was utilized by the grantee, the matching 5% portion was less than the initial amount required. A check was received from the County in the amount of \$33,060 when the award was initially executed. Feely reported that the overpayment was returned last week to Houston County, and was be evident in the payables included with the City Council packet claims.

E. PURCHASE OF USED SQUAD CAR. City Clerk/Administrator Feely shared the Caledonia Police Department successfully purchased a used 2005 Crown Victoria squad car from Spring Grove in the amount of \$4,000.00 with approximately 60,348 miles.

F. COMMENCEMENT OF ELECTRICAL PROJECT. City Clerk/Administrator Feely shared that the electrical project for 2012 was scheduled to commence on Tuesday, June 12.

G. RESPONSE TO AQUATIC CENTER INQUIRY ABOUT INDOOR AQUATIC FACILITY. City Clerk/Administrator Feely shared that an inquiry was submitted to USAquatics regarding the feasibility of constructing an indoor aquatic center. It was noted that as per USAquatics, it would cost the City approximately \$600,000-\$700,000 annually to operate such a

pool. In addition, it would cost approximately \$3.75 million dollars to construct a 25,000 square foot indoor pool.

H. STATUS OF SOLID WASTE ORDINANCE. City Clerk/Administrator Feely shared that the solid waste ordinance would be included in the upcoming June 25 City Council packet after City Attorney Tim Murphy had a chance to review and approve.

I. STEVE BAUER POWER LINE REQUEST. City Clerk/Administrator Feely shared that per her conversation with City Light Department Line Foreman Matt Blocker, Steve Bauer was requesting the power be shut off so as to allow him to take down a tree. The consensus was for Mr. Blocker to attend the upcoming meeting to explain the request in more detail with the City Council.

J. SATISFACTION OF MORTGAGE. City Clerk/Administrator Feely shared that Sno Pac Foods recently paid their EDA loans in full and that City Attorney Murphy had recently drawn up the Satisfaction of Mortgage documents requiring the EDA President's signature as well as the Clerk/Administrator's signature.

MISCELLANEOUS ITEMS. None.

ADJOURNMENT. A motion to adjourn was made by Mayor Burns, seconded by Member Vick, at 9:15 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