

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, July 25, 2005

CALL TO ORDER: Following due call and notice thereof, Mayor Morey called the meeting to order at 7:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Michael J. Morey; Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: None. Consultants and City staff present: Mike Gerardy. Visitors present: Mike McCormick, Bernie McCormick, Dan Reinhart, Don Burroughs, Jeff Wilde and Jane Palen, reporter.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Klug, seconded by Member Vick, to approve the Consent Agenda items, listed below. All members voted in favor and the motion was declared carried.

A. MINUTES OF PAST MEETINGS: To approve the minutes of the Regular Meeting held Monday, July 11, and Special Meeting held Monday, July 18, 2005, as presented.

B. EXEMPT PERMIT: To approve an Application for Exempt Permit, submitted by the Church of St. Mary, to conduct a gambling event at St. Mary's Grade School, 308 East South Street, on October 23, 2005, to include bingo, raffles and pull tabs, further, to approve a waiver of the waiting period.

C. ECONOMIC DEVELOPMENT: To authorize a payment in the amount of \$12,340 to Surety Water Proofing for work on Small Cities Development Project CC-028.

VISITORS AND COMMUNICATIONS

A. ZONING APPLICATION – MCCORMICK: Mayor Morey recessed the Regular Meeting and opened a Public Hearing to consider the request of Mr. and Mrs. McCormick to rezone parcels #916 and #920 along the easterly right of way of STH 44/76 and extending from Main Street to West Washington Street. Both the parcel at 611 West Main Street and 614 West Washington Street are currently zoned R-2, Urban Residential, but are requested to be zoned B-2, Highway Business District. Mr. McCormick stated that his present intent was to display certain livestock apparatus on the property with no immediate intent to construct new buildings. When there was no further discussion, Mayor Morey closed the Public Hearing and resumed the Regular Meeting whereupon a motion was made by Member Standish, seconded by Mayor Morey, to rezone the described parcels from R-2, Urban Residential to B-2, Highway Business District. All members voted in favor and the motion was declared carried.

B. ZONING APPLICATION – REINHART: At 7:30 p.m., Mayor Morey recessed the Regular Meeting and opened a Public Hearing for a Zoning Application submitted by Dan Reinhart, dba Dan and Jeff's Repair, 405 South First Street, proposing to construct an 11' x 40' addition to an existing commercial building in the B-2, Highway Business District. The addition would be located approximately 1' from the south (side) property line, 5' from the east (rear) property line and 15' from the west (front) property line, requiring a 9' setback variance, 30' setback variance and 20' setback variance, respectively. The advertisement for public hearing also included the need for a waiver of the requirement for a 10' wide landscaped area on the front yard, a variance to reduce the required number of off street parking spaces from 10 to 0 and a variance of 16,100 square feet to the minimum parcel size (20,000 square feet). During the course of discussion, Mr. Reinhart revealed that he is having a land survey done of the parcel. Following review and discussion of the application, a motion was made by Member Fisch, seconded by Member Vick, to table the application until completion of the land survey. All members voted in favor and the motion was declared carried.

C. ZONING APPLICATION – ISD #299: Mr. Gerardy informed the Council that the application to construct a concession stand, including bathrooms and storage met all zoning ordinance requirements, but was present to the Council for approval since the Zoning Administrator was authorized to approve only single family housing applications. A motion was made by Member Fisch, seconded by Member Klug, to approve the Application and grant a Zoning Permit for construction of the concession stand as proposed. All members voted in favor and the motion was declared carried.

D. COMMUNICATIONS

1. LMC FridayFax, 7-14-05.
2. Ltr, Senator Coleman's Office, 7-1-05.
3. Ltr, SEMDC, 6-24-05, 2006 Budget.

4. Ltr, SE MN Initiative Foundation, 6-21-05.
5. Ltr, SE MN Initiative Foundation, 7-1-05.

OLD BUSINESS

A. LIFE STATION INSURANCE PROTECTION: A motion was made by Member Klug, seconded by Member Standish, to accept the proposal of Tom Danielson, Danielson Insurance Agency, to provide \$125,000 coverage on the city lift stations for annual premium of approximately \$80.00. All members voted in favor and the motion was declared carried.

B. STORM WATER ISSUE: Following discussion on the Hilary Allen storm water issue, concerning storm water running across his field, the Council concluded by general consensus to make an offer to Mr. Allen stating that the City would maintain the ditch bottom to the degree it believed prudent, reasonable and responsible and without a monetary offer.

C. COMPREHENSIVE PLAN: Mr. Gerardy reviewed the notes left by Clerk Nelson relating to contacts made with other, local municipalities having experienced working with David Drown Associates. None of the municipalities had requested services for assistance with drafting a comprehensive plan. Nelson had submitted the names of two other organizations who appeared to specialize in zoning and planning, but were located in the Twin Cities Area. Following discussion, Mayor Morey said he would review his materials from the League of Minnesota Cities Convention to attempt to find other organizations, specializing in Comprehensive Planning, at a nearer location to Caledonia.

NEW BUSINESS

A. SCHOOL CROSSING GUARD AGREEMENT: Following brief review, a motion was made by Member Standish, seconded by Member Fisch, to adopt and enter into agreement with ISD #299 for a School Crossing Guard Agreement for school year 2005/2006. All members voted in favor and the motion was declared carried.

B. LIQUOR STORE CLERK: At this time, the Council considered the request of Patty Gavin, Liquor Store Manager, to review the employment applications from the last date of hire to choose a new retail clerk. Patty will be away from the store for a week or so in late August and needs to train a new clerk prior to her leaving. Discussion included the possibility of establishing a shift differential pay for weekends as an incentive for part-time employees to work on Saturdays. Discussion was also held on the possibility of asking Ms. Gavin to take on or two Saturdays per month. Following discussion, a motion was made by Mayor Morey, seconded by Member Fisch, to authorize Ms. Gavin to select the next most eligible person from the remaining list of employment applications. All members voted in favor and the motion was declared carried.

(At 8:15 p.m. when the civil defense siren sounded for a severe storm warning, Member Fisch moved for a temporary recess to call home and verify his families safety, the motion was seconded by Mayor Morey, all members voted in favor and the meeting was recessed until 8:24 p.m. when it resumed.)

C. STORM WATER / DEVELOPMENT: Mr. Gerardy reviewed Clerk Nelson's request to review the City Development Ordinance and consider progress with current development having certain concerns, particularly at this time with storm water. Following discussion, Mayor Morey directed that the parties involved with the current issues should keep one another informed with courtesy copies of letters and that a committee meet with the developers to review progress on the project.

D. APPLICATION FOR UTILITY SERVICE: Enclosed with the Agenda were two drafts of Application for Utility Service. Following review, the Council indicated it preferred the shorter version and inquiry was made of the content of a Tri-County Electric Application Form. Comment was made that there should be a signature line on the form for all applicants. A modified form and answers to the inquiries is to be returned to a future meeting.

E. STAFFING – POSITION DESCRIPTION: Discussion was held on the position of Administrative Coordinator with inquiries to Mr. Gerardy as to the activities that have thus far been incorporated into the position from the Clerk's Office and what tasks maybe transferred to that position in the future. Review was made of the approximate time spent in the office and on the outside activities. Following discussion, a motion was made by Mayor Morey, seconded by Member Vick, to extend the probationary period to December 31, 2005, to afford further opportunity to review the position.

CLERK'S REPORT

A. GRASSY AREA AT POOL: Reference was made to earlier discussion about the possibility of extending the west fence of the swimming pool toward the sensory garden to create a grassy area for pool users and parents to be seated while watching their children swim. Tony Klug, Water / Waste Water Supervisor and overseer of pool maintenance said there would be certain maintenance issues to address, but a grassy area was certainly possible. Discussion ended with the Council requesting information on the costs of extending the fence toward the sensory garden with information to be brought back to the next meeting on the area which could be created and any other issues or concerns which may accompany this change.

B. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period July 4 – 17, 2005. The Council directed that the employees should make comments as to their activities for each day of work, not just overtime hours. Comments would be intended to describe the type of work being done that day.

C. NEW STATE FEE: A letter from the Minnesota Department of Natural Resources, dated July 2005, was included in the Agenda describing a new Summer Surcharge of \$20 per million gallons to be applied to the volume of water used in each of the months of June, July and August that exceeds the volume of water used in January of each year. This new charge would be in addition to the regular fee rate based on the yearly total volume.

D. CHANGE A LIGHT, CHANGE THE WORLD: Distributed with the Agenda was a letter from the Minnesota Department of Commerce referencing an energy saving program entitled *Change A Light, Change The World* while the exact intent and delivery of the program is not understood at the moment, Clerk Nelson indicated he would research the program and inform the Council at the next meeting. The program will run during October and November 2005.

E. POPULATION ESTIMATE: Enclosed with the Agenda was a letter from the Minnesota State Demographers Office indicating that the estimated population of the City Of Caledonia at April 1, 2004, was 2,953 residents. The number of households was estimated at 1,242.

F. 2004 FINANCIAL STATEMENT: Enclosed with the Agenda were copies of the 2004 Financial Statement.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Klug and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 9:25 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, August 8, 2005, in the Council Room, City Hall.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk - Administrator