

Agenda
Regular Meeting of the City Council
Monday, August 25, 2008

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, August 11, 2008. Addendum #1

- B. Schedule of Salutes: Does the Council wish to support the Schedule of Salutes as it has for the last 2 or 3 years? The City has customarily sponsored twelve Salutes. Last year, the cost was \$30 each for a total of \$360. The cost for the next year for the same twelve ads would be \$375. Addendum #2

- C. Application for Exempt Permit: The Caledonia Lions Club has submitted an Application for Exempt Permit to conduct a gambling event at the Caledonia Municipal Auditorium, 219 East Main Street, on December 6, 2008, for a raffle. They further request waiver of the waiting period.

- D.

- E.

Council Action:

IV. Visitors and Communications

- A. Administrative Coordinator Topics

1. Zoning Application – Caledonia Care & Rehab: Caledonia Care & Rehab is proposing to construct a 24' x 36' open shelter at the south end of the

Caledonia Care & Rehab complex. The proposed location meets ordinance requirements and is presented to the Council merely because it is an odd structure not ordinarily understood to be under the approval of the Zoning Administrator. Addendum #3

Council Action:

2. Zoning Application – Meyer: Tim Meyer, 712 East Grant Street, is proposing to construct a 12' x 26' addition onto an existing 26' x 30' garage. The proposed addition will be located on the east property line. This request requires a 10' setback variance on the east (side) property line and a variance to exceed the total area by 192 square feet. Addendum #4

Council Action:

3. Equipment Rental and Material Rates: The Council is requested to adopt changes to the equipment rental and material rates as shown on Addendum #5. It is requested that these rates be retroactive to August 1, 2008, for blacktop material received during the month.

Council Action:

4. Auditorium Oven Repair:

Council Action:

5. Ball Park Maintenance:

Council Action:

- B. City Accountant's Topics
 1. Cash and Investments: Stephanie Mann, Accountant, will review the Cash and Investments Balances. Addendum #6
 2. Budget Worksheet: Ms. Mann will review the Budget Worksheet to date. Addendum #7
 3. Long Term Debt Report: Addendum #8

4. Financial Statement Review: Council Members are requested to bring their copies of the financial statements which were given to them back in June. Ms. Mann will review selected pages at the meeting.
5. Proposed Levy: Ms. Mann will review samples of various levy rate increases and make a recommendation for the proposed levy which must be submitted to the Houston County Auditor before September 15, 2008.
Addendum #9

Council Action:

C.

D.

E. Communications

1. Caledonia Haulers Invitation. Addendum #10
2. Levy Limitation. Enclosed is a calculation of the State of Minnesota Authorized Levy Limitation to be placed on the City of Caledonia for tax collection year 2009. The Cities overall levy limit is \$441,310.
Addendum #11

V. Old Business

A.

B.

C.

VI. New Business

- A. Employment Advertisement Agencies: Enclosed are copies from three businesses involved in advertising and searching for qualified position applications, typically in an administrative position. Please review the three examples and see if you as the City Council would be interested in using the services of any or all of these entities for advertising and selecting persons for future city positions or replacement positions.
Addendums #12, #13 & #14

Council Action:

- B. Journey Line Worker Re-Certification: Enclosed is a letter from the Minnesota Rural Electric Association notifying Matt Blocker that he is to re-certificate as a

Journey Line Worker for a cost of \$25. Mr. Blocker is requesting whether the City of Caledonia would consider making payment for the re-certification costs.
Addendum #15

Council Action:

C.

D.

VII. Clerk's Report

A. Employee Time Record: Enclosed is the Employee Time Record for pay period July 28 – August 10, 2008. Addendum #16

B. Special Meeting: There will be a Special Council Meeting, called by Mayor Morey, at 7:00 p.m. on Wednesday, September 3 to discuss purchasing issues with the fire department and to discuss rates for fire department services. The Rural Fire District members are invited to the meeting since the discussion on fire department rates for services extended to Dunromin Park, City of Decorah and Dorchester, IA were introduced by the Rural District President.

C. Period of Candidacy: The period to sign up for a Council position is from August 26 through September 9, inclusive.

D.

E.

VIII. Miscellaneous Items

A.

B.

C.

IX Adjournment