

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, September 11, 2006

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, Gary Klug and Robert Standish. Members absent: Randi Vick. Consultants and City staff present: Michael Gerardy, Tony Klug and Robert L. Nelson. Visitors present: Alan Meyer, Steve Bauer, Noel Brenza, Arien O'Heron and David Heiller, Report.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Klug, seconded by Mayor Morey, to approve the Consent Agenda items, listed below. 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, August 28, 2006, as presented.

VISITORS AND COMMUNICATIONS

A. PUBLIC HEARING – MEYER: At this time, Mayor Morey recessed the Regular Meeting and opened the Public Hearing to consider a Zoning Application submitted by Alan and Sandra Meyer, proposing to construct a 40' x 100' Greenhouse at 516 South Highway #44/76, to be located approximately 100' from the east (front) property line and approximately 10' from the south (side) property line, located within a Highway Business District (B-2). Mr. Meyer commented that 40' x 100' was the largest building intended to be constructed, but the actual size maybe smaller. In the same vein, to locate the building 10' from the property line would be the nearest distance, but a smaller building maybe located farther from the south property line. When there was no further discussion, Mayor Morey closed the Public Hearing and resumed the Regular Meeting. At this time, a motion was made by Member Klug, seconded by Member Standish, to approve the Zoning Application and grant a 30' setback variance on the east (front) property line and a 10' setback variance on the south (side) property line. All members present voted in favor and the motion was declared carried.

B. AUDITORIUM USE: Debbie Schellsmidt had contacted the Clerk's Office, asking to be placed on the Council Meeting Agenda for September 25, instead of this date.

C. FOUNDERS DAYS: Noel Brenza, President informed the Council that plans were being made for the Founders Day Christmas Parade. Additionally, she asked for authorization to decorate the downtown area with Christmas trees in 5 gallon pails to be placed beside street light poles. She commented that while lighting the trees was not absolutely necessary, it would be desirable, if possible. The trees would be placed on Main and Kingston Streets. Trees would be approximately 6' tall balsams and would be set out the week after Thanksgiving. Regarding earlier decorations of Main Street and Kingston Street for a fall environment, Ms. Brenza asked if the Council would authorize tying cornstalks around light poles in the downtown area. The Council approved by general consensus. She also inquired about obtaining additional Christmas decorations to put on the light poles which are farther from the downtown district, but lead to STH 44/76 such as on Kingston Street and Main Street. Discussion led to questioning the existence of electrical outlets on those street light poles, meaning that there would be no power source for the decorations to be lighted. With regard to the Christmas parade weekend, primarily Friday and Saturday, December 1 & 2, Ms. Brenza asked if Founders Days could sell beer in the Auditorium during Founders Days. Clerk Nelson was directed to check with the alcohol unit of Minnesota Public Safety to determine whether or not Founders Days could be issued a temporary license. No motions were made by the Council for issues discussed at this preliminary stage.

D. WELLHEAD PROTECTION PLAN: Mike Gerardy, Administrative Coordinator and Tony Klug, Water / Waster Water Superintendent, reviewed the first 31 pages of the Wellhead Protection Plan with the Council, pointing out items of interest. Comment was made that the aged wells still existing in the City are not thought to be harmful to the new wells, #6 & #7, since past wells were drilled to a depth of 350' or less and are not in the same aquifer as the new 700' deep wells. The City will coordinate well construction with Houston County or surrounding townships for new subdivision areas outside the municipal limits. A Public Hearing for the Wellhead Protection Plan will be scheduled for the Regular Meeting of October 9, 2006, where after the plan will be submitted to the Minnesota Department of Health for review which will take 60 – 90 days before the Council can then take final approval to the Plan. No motion was taken at this time.

E. PROPOSED NEW ELECTRICAL GARAGE / WAREHOUSE: Mike Gerardy reported that proposed building plans had been received and were being reviewed by city staff for final alterations. In consideration for immediate advertisement for solicitation of bids, a motion was made by Member Fisch, seconded by Member Klug, to authorize advertisement for solicitation of bids immediately upon receipt of final building plans which could be distributed to interested contractors for bid. All members present voted in favor and the motion was declared carried.

F. PROPOSED TRAIL: Mr. Gerardy reported that he was working with the Minnesota Department of Transportation to receive approval for a proposed walking path within the right-of-way of STH 44/76, leading from Esch Drive to the Sprague Woods. MNDOT Representatives suggested that the City submit a limited use permit application for the proposed trail.

G. COMMUNICATIONS

1. The Wheel, September 2006.

CLAIMS

A. PREPAID CLAIMS: Following review, discussion and deliberation, a motion was made by Mayor Morey and seconded by Member Klug to approve the Prepaid Claims list for August 2006. All members present voted in favor and the motion was declared carried.

Baker & Taylor Books	Library Books	631.12
Country Books	Library Book	23.98
Midwest Tape	Library DVDs	167.82
Safe-Fast, Inc.	Body Harness on Truck	507.82
SE Libraries Cooperating	Library – Auto Fees	401.33
Caledonia Ready Mix, Inc.	Streetlight Replacement	21.30
Caledonia True Value	Miscellaneous Items	200.03
Clarey's Safety Equipment, Inc.	DBL Donut Strap	188.41
Hoskins Electric Company	Liquor Store – Retrofit Fixture	655.20
Minnesota Energy Resources	Natural Gas	1,239.53
Northern Beverage Distribution	Beer	1,424.60
Personal Touch Monogramming	Uniforms	134.77
Schott Distributing Co, Inc.	Beer	3,529.95
Spring Grove Soda Pop, Inc.	Soft Drinks & Beer	145.70
Airgas North Central	Oxygen / Acetylene	11.57
Arch Wireless	Mobile Unit	51.21
Bank of the West	Fed/Fica/Med	7,152.17
Beaver Basement	32' of Beaver	985.00
Bluff Country Properties, LLC	Share Bituminous Surface	550.00
Don Rogich	Remove Tree / Clean-up	475.00
Emergency Apparatus Maint.	Maintenance on Trucks	3,165.53
Griggs, Cooper & Company	Liquor / Wine	1,822.76
Jack Neumann Trucking	Liquor – Freight Expense	167.50
Johnson Brothers Liquor Co.	Liquor / Wine	2,256.23
Kraus Oil Company Inc.	Unleaded	1,296.00
Midwest Wireless Comm.	Mobile Unit	135.60
Northern Beverage Distribution	Beer	1,005.10
Phillips Wine & Spirits co.	Liquor / Wine	2,175.88
Schott Distributing Co, Inc.	Beer	4,434.25
SE MN Historic Bluff Country	Tourism	1,396.50
US Postal Service	Utility Bill August 2006	302.61
Welch & City, Joe	Refund due to incorrect reading	107.80
Ziebell's Hiawatha Foods, Inc.	Liquor – Soda / Mix	61.93
Caledonia Oil Company	Refund Partial Process Fee	45.25
City Of Caledonia	Employee Share Health Insurance	135.88
Commissioner of Revenue	State Withholding – August 2006	4,705.36
Explore Minnesota Tourism	Community Listing	325.00
Gavin, Mike	Animal Control	75.00
Houston County Treasurer	Houston County Collection Site	3,300.00
Kraus Oil Company, Inc.	Diesel	1,327.50
Kruse & City, Jessica	Meter Deposit Refund	84.90
Orchard & Trust Co, LLC	TSA payday 8-29-06	1,395.00
Principal Life	Life/Ad&d/STD	613.02
Public Emp. Retirement Assn.	PERA payday 8-29-06	4,457.36
Rommes & City, Andrew	Meter Deposit Refund	81.68
Schleich & City, Lynn	Meter Deposit Refund	226.40
Snodgrass & City, Norman	Meter Deposit Refund	226.40

United Parcel Service	Ups Fee	80.00
Ken's Small Engine	Trimmer Head & Oil	39.29
MN Department of Revenue	Sales Tax – August 2006	16,151.00
Northern Beverage Distribution	Beer	1,437.60
Richard's Sanitation	Collections August 2006	5,830.00
Schott Distributing Co, Inc.	Beer	2,514.50
Shefelbine, Randy	Reimbursement for 2 Gun Cabinets	422.68
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	265.90
Jahn's Transfer, Inc.	Freight Expense	56.40
Tri-County Electric Co-op	Electric Energy	73.45
Ace Link Telecommunications	Communication Expense	980.15
Bank of the West	Fed/Fica/Med	1,247.42
Bonanza Grain, Inc.	Sidewalks & Black Dirt	2,007.93
Crystal Canyon Inc.	Drinking Water	120.63
Merchants Bank	ACH Fee September 2006	20.22
Morey, Michael	Reimbursement for Amb. Training	450.00
Public Emp. Retirement Assn.	PERA payday 9-1-06	547.86
Independent School District	2005-2006 High School Yearbook	39.99
Jack Neumann Trucking	Liquor – Freight Expense	56.00
Johnson Brothers Liquor Co.	Liquor / Wine	1,346.37
League of MN Cities Ins. Trust	General Volunteer Coverage	431.00
Northern Beverage Distribution	Beer	692.10
Phillips Wine & Spirits	Liquor / Wine	304.83
Spring Grove Public Library	Library Book	14.77
US Postal Service	Stamped Envelopes	75.80
Hawkins, Inc.	Chemicals	5.00
Schott Distributing Co, Inc.	Beer	5,815.40
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	98.05
		<u>\$ 94,953.13</u>

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Member Fisch, seconded by Mayor Morey to approve and authorize payment of the Claims Payable List for August 2006. All members present voted in favor and the motion was declared carried.

Baker & Taylor Books	Library Books	534.70
Bjerke's Hardware	Rent Paint Sprayer	53.25
Caledonia Drugs	Gloves	6.97
Caledonia Electronics	Miscellaneous Items	559.51
Caledonia Implement	Tractor Repair Parts	101.86
Caledonia Oil Company	Car #17 & #19 Maintenance	61.52
Caledonia Veterinary Service	Animal Control – Supplies	52.52
Communications Service Inc.	Pager / Radios	1,335.51
Curt & Candy's Hardware Hank	Miscellaneous Supplies	87.66
D S Electric Supply Inc.	Bulbs	1,228.49
Davy Engineering	Planner / Mapping Project	620.79
DEMCO	Library – Miscellaneous Supplies	116.65
ECM Publishers, Inc.	Advertisements	550.39
Esch Builders	Remove Cement	315.00
Farmers Coop Elevator Co.	Rye Fall & Fertilizer	105.24
Green Power Equipment	JD Repair Parts	221.63
Hawkins, Inc.	Chemicals	432.37
Information Management Ser.	Technician Services	15.00
John's Hopkins White Papers	Library Volume #1 & #2	179.95
Mauss Pumping Service Inc.	Portable Toilet – St. John's	74.55
Midland Telecom Inc.	Pager Repair	398.15
Minnesota Dept. of Commerce	2 nd Quarter Fiscal Year	21.67
Minnesota Dept. of Health	Water Svs. Connection 3 rd Quarter	1,809.00
Mississippi Welders Supply	Oxygen	114.47
Municipal Pipe Tool Co, Inc.	Jet/Vac Clean Sanitary Sewers	2,498.30
Nelson Flag & Display	Flag Pole Parts	62.60
PowerPlus Engineering, LLC	Engineering Fees	6,626.68
Push Inc.	Feeder Line	18,691.80
Richard's Sanitation	Refuse Disposal	205.92
Rippe, Hammell & Murphy	General Matters & Prosecution Matters	3,669.75
Sandry Fire Supply, LLC	Ranger Shoe Fit Boot	118.46
Schilling Supply Company	Bags, Towels/Copy Paper	405.89

Schmitz Refrigeration Htg & A.	Cooler Repair	28.28
Scholastic Library Publishing	Library Books	140.40
Schulze Plumbing & Heating	Dig Electric Box	455.00
SE Libraries Cooperating	Barcodes & 2 Computers	1,773.55
SE MN Development Corp.	Comm RLF/Neslon	58.94
Sherwin – Williams Co.	Crosswalk Paint	329.30
St. Mary Auto Body Shop	Towing & Door Repair	110.00
Storey Kenworthy	Laminating Pouches	50.64
Traffic & Parking Control Co.	Manhole Rings	286.62
United Auto Supply, Inc.	Miscellaneous Items	127.86
W A Rossevelt Co.	Electric Water Heater	291.58
Weichert Motors	Trimix	23.45
Wells Public Utilities Comm.	Hydrant Parts	200.00
Wiebke Tire Co.	Tire Repair	121.00
Witt's Pharmacy Caledonia	Epipen	92.00
WWTP MPCA PFA Loan Fund	1993-96 PFA Loan	3,725.00
Zep Manufacturing Company	Trash Bags	<u>126.95</u>
		\$ 50,563.30

NEW BUSINESS

A. REQUEST FOR CONTRIBUTION: Clerk Nelson reported the Southern Minnesota Initiative Foundation requests the Council consider donating \$1,000 to the Initiative Foundation for calendar year 2007. Following brief discussion, no motion to authorize a contribution was made.

B. MEMBERSHIP RENEWAL: Clerk Nelson recommended membership renewal in the League of Minnesota Cities for annual fee of \$2,446 along with renewal in the Minnesota Mayors Association for a fee of \$20. Following brief discussion, a motion was made by Member Klug, seconded by Member Standish, to approve membership renewal in the League of Minnesota Cities and Mayors Associations for the amounts stated. All members present voted in favor and the motion was declared carried.

CLERK'S REPORT

A. LMC REGIONAL MEETINGS: Clerk Nelson announced the LMC Regional Meeting to be held at St. Charles on October 26, asking any members wishing to attend to notify the Clerk's Office for reservations.

B. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period August 14 – 27, 2006.

C. POLICE ACTIVITY REPORT: Enclosed with the Agenda was the Officer Activity List and Officer Activity Summary for August 2006.

D. DISCHARGE MONITORING REPORT: Enclosed with the Agenda was the Discharge Monitoring Report for August 2006 showing a Monthly Average Total Nitrogen Level of 2.23 mg/l.

E. SEASONAL EMPLOYEES: Enclosed with the Agenda was a summary of hours worked by seasonal employees at both the swimming pool and athletic field.

F. ELECTIONS: Clerk Nelson reported that Tuesday, September 12, was Primary Election Day and the General Election was to be held on Tuesday, November 7. Polls are to be open from 7:00 a.m. – 8:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fisch and seconded by Member Standish. All members present voted in favor, the motion was declared carried and the meeting then adjourned at 8:10 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, September 25, 2006, in the Council Room, City Hall.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk – Administrator

SPECIAL MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Wednesday, September 20, 2006

CALL TO ORDER: Following due call and notice thereof, Member Vick called the meeting to order at 7:05 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Randi Vick, Gary Klug and Robert Standish (7:40 p.m.). Members absent: Michael J. Morey and Paul Fisch. Consultants and City staff present: Shannon Sweeney and Robert L. Nelson. Visitors present: Ann Thompson.

COMPREHENSIVE PLAN: Mr. Sweeney, David Drown Associates, announced the Agenda for the evening would be to cover three issues, future land use, a public information meeting and the municipal heritage preservation act, M.S. 471.193.

A. FUTURE LAND USE: Mr. Sweeney, commenting that commercial and industrial land uses had been discussed at the past meeting focusing on areas adjacent to STH 44/76, inquired about the condition of the downtown business district. He questioned whether the downtown district was too large or too small which would be indicated by commercial uses moving into homes, previously used as residential units or previously used commercial buildings being modified to be utilized as residences. While discussion indicated there was a very minor amount of that type of activity, it was not perceived to be a problem. The general consensus among attendees was that the downtown business district was being adequately handled through zoning and did not require specific attention in the Comprehensive Plan.

B. MUNICIPAL HERITAGE PRESERVATION: Discussing Minnesota Statute 471.193, Municipal Heritage Preservation, Mr. Sweeney informed the attendees there are three general causes for declaring a condition of historical value, being architecture, use or ownership. Historical designation may be made to one building or a cluster of buildings or a downtown district enclosing one or more city blocks. He indicated while achieving a plan for historical preservation is certainly possible, it takes a great deal of effort. Preliminary activities include a survey of information about those buildings intended to be placed on the historical list, documenting their original design and features, ownership, uses, and the like. Criteria for alterations to the building must be supported by an ordinance which may be so detailed that even the colors of paint used on building exteriors is prescribed. Mr. Sweeney recommended a large support group if a historic preservation plan is instituted. Mr. Sweeney said he would forward a sample ordinance to the City for review and discussion at the next Comprehensive Plan Meeting.

C. COMMUNITY INFORMATION / PARTICIPATION MEETING: Mr. Sweeney reported that the next meeting would be partially devoted to review of a draft comprehensive plan, containing all information discussed at past meetings. Any necessary changes to that draft would be made in time for presentation at a community information public meeting which he would hope to conduct in the next 4-6 weeks. Following discussion, the next comprehensive plan meeting was scheduled for 7:00 p.m., Thursday, October 12 and the public information meeting was scheduled for 7:00 p.m., Monday, October 30, to be held on the gymnasium floor of the City Auditorium to assure sufficient seating capacity. Mr. Sweeney will send a press release sample to the City and the event will be advertised on the local T.V. channel and newspaper as well as having notice of the meeting posted in public places.

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 present voted in favor, the motion was declared carried and the meeting then adjourned at 9:00 p.m.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk - Administrator