

Agenda  
Regular Meeting of the City Council  
Monday, September 12, 2005

I. Call to Order

A. 7:00 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: To approve the minutes of the Regular Meeting held Monday, August 22, and the Special Meeting Thursday, September 1, 2005.  
Addendum #1

B. Schedule of Salutes: Enclosed is a listing of salutes showing the twelve selected for participation last year. If the Council chooses to do the same salutes making full, advance payment, the cost will be \$300.

C. Memberships

1. Bluff Country: \$1,483.50. (Would Council Members choose to be named as voting representatives at Bluff Country Meetings?) Addendum #3
2. Mayor's Association: \$20
3. LMC: \$2,367

D.

E.

Council Action:

IV. Visitors and Communications

- A. Zoning Application – P. Molling: This Application, discussed at the past meeting, was tabled because of a contested land ownership issue presented by Betty Schwartz. Mrs. Schwartz came to the Clerk’s Office today, saying she had conferred with a land surveyor who reviewed the recent survey by Massey Land Surveying and concurred with its findings. Mrs. Schwartz requests the Council direct that a privacy fence be constructed along the north property line with a designated date for completion, such as June 30, 2006. She said a chain link fence with webbing would be satisfactory to her.

Zoning Application documents: Addendum #4.  
Letter, Steve & Mary Halverson: Addendum #4A.

Council action:

- B. Preliminary Plat: RG&G First Addition will be presented to the Council for review and discussion.

Council action:

- C. Police Department:

1. Secretarial Position: Recommendation to hire a Temporary Secretary for a period of approximately three months.

Council action:

2. Alternate Side Parking Ordinance: Any comments or questions regarding the proposed Ordinance. Addendum #5.

Council action:

D.

E.

- F. Communications

1. EDA Director’s Report. July/August 2005. Addendum #6.
2. Principal Financial Group, Rate Schedule. Addendum #7.
3. The Wheel, Rotary Club, Sept. 2005. Addendum #8.
4. Ltr, Davy Eng., 8-22-85, Washington St. Addendum #9.
5. Ltr, Houston County, 8-31-05, Building Code. Addendum #10.
6. Ltr, La Crosse Disposal System, 8-18-05. Addendum #11.

V. Claims

- A. Prepaid Claims: Consideration of prepaid claims for August 2005. Addendum #12.

Council action:

- B. Claims Payable: Consideration of claims payable for August 2005. Addendum #13.

Council action:

VI. Old Business

- A. Help America Vote Act (HAVA): Houston County is interested in receiving the opinions of participating cities and townships. Please review and consider the Houston County Election Equipment Plan. Discuss any concerns or express agreement with the proposed plan so that the County may more clearly understand consent or dissent in working toward the final draft. Addendum #14. Previously distributed data. Addendum #14A.

Council action:

B.

C.

VII. New Business

- A. Gazebo Reservations: I found a note on my desk, asking if the Council would consider having people make reservations for the Gazebo. We can discuss pros and cons at the meeting.

Council action:

- B. Auditorium Use: The Arts Council and Community Education have reserved use of the City Auditorium for a "Kid's Day/Movie Day, family event on October 29. Does the Council wish to charge rental for the event?

Council action:

- C. Zoning Application – Matt Bauer: Matt and Sue Bauer, dba Caledonia Electronics, have submitted a Zoning Application proposing to install a “Name” sign off the front of the store at 102 South Kingston Street. The sign will be 3’ x 5’ or 3’ x 7’ and will hang above the window awnings. If the Council approves, you may wish to make the application conditional based upon Tom DeWitz signing the application, since he is the building owner. Addendum #15.

Council action:

- D. EMERGENCY OPERATION PLAN: Mayor Morey recently questioned the existence of an Emergency Operation Plan (EOP) for the City. The City has had an EOP since 1983 and it was most recently updated in February 2002. It could use further updating and more detailed clarification. Addendum #16.

Council action:

E.

F.

#### VIII. Clerk’s Report

- A. Sanitary Sewer Issue: It came to my attention on or about September 7 that the two small homes on Bungalow Lane, off East Washington Street, are not connected to the Sanitary Sewer System. Apparently, the Sanitary Waste empties into some type of underground container. I shall investigate the Ordinances and Statutes to determine what may/should be done.
- B. Employee Time Record: Enclosed is the Employee Time Record for pay period August 15 – 28, 2005. Addendum #17.
- C. Police Department Activity List: Enclosed is the Police Department Officer Activity List and Summary. Addendum #18 & #18A.
- D. Lead/Copper Tap Water Monitoring Report: Enclosed is a copy of the Lead/Copper test results determined by the MN Department of Health for samples taken in Caledonia. Samples passed. Addendum #19.
- E. Electric Department Vehicle: The chassis for the new Electric Department has been assembled and delivered to the company which fabricates and mounts the

apparatus. The City has made payment for the chassis (\$46,345.00) and has covered the vehicle with Auto Insurance.

F. Discharge Monitoring Report: Enclosed is the Discharge Monitoring Report Form for August 2005, showing an average monthly total nitrogen level of 3.22 mg/l. Maximum allowable is 10.0 mg/l. Addendum #20.

G. Police Department Shift Schedule: Amy Hoscheit, Secretary, has requested a change in daily schedule from 8:00 a.m. to 5:00 p.m. with a one-hour lunch period to a starting time of 8:30 a.m. to 5:00 p.m. with a half-hour lunch period. Chief Shefelbine approved the request. Addendum #21.

H.

I.

J.

IX. Miscellaneous Items

A.

B.

C.

X. Adjournment