

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, September 12, 2011

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, and Bob Lemke. Members absent: Paul Fisch. Consultants and City staff present: City Clerk/Administrator Jennifer Feely, Administrative Coordinator Mike Gerardy, City Accountant Stephanie Mann, and Shannon Sweeney with David Drown Associates. Visitors present: Caledonia Argus Reporter Charlie Warner, Matt Blocker, Houston County EDA Director Jordan Wilms, Tim Evans, Dan and Suzanne Kruse, and Dave and Kris Wedl.

AGENDA APPROVAL. A motion was made by Mayor Burns, seconded by Member Murphy, to approve the agenda with the following addition: July Ambulance Time Records. All members present voted in favor and the motion was declared carried.

CONSENT AGENDA. A motion was made by Mayor Burns, seconded by Member Lemke, to approve the consent agenda. 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 22, 2011 and the minutes of the Special Meeting held on September 8, 2011, as presented.

B. APPLICATION FOR EXEMPT PERMIT: CALEDONIA ROD AND GUN CLUB. To approve an application for an exempt permit for the Caledonia Rod and Gun Club at Good Times Restaurant Pizza and Bar on October 29, 2011.

VISITORS AND COMMUNICATIONS.

A. PUBLIC HEARING: SNO PAC FOODS TAX ABATEMENT. City Clerk/Administrator Feely shared that the Caledonia Economic Development Authority recommends to the City Council that a tax abatement, not to exceed \$84,000, be granted to Sno Pac Foods on a 30,000 square foot commercial building expansion. It was noted that as proposed, the total estimated amount of abatement from the City would be approximately \$7,666.50 annually, for a period of 10 years, not to exceed \$84,000.00. Mayor Burns opened the public hearing at 6:05 p.m. Hearing no comments from the public, Mayor Burns closed the meeting at 6:13 p.m. Discussion ensued. A motion was made by Member Murphy, seconded by Member Vick, to approve a tax abatement for Sno Pac Foods on a 30,000 square foot commercial building expansion at 75% per year, or approximately \$7,666.50 annually, for a period of 10 years, not to exceed \$84,000.00. All members present voted in favor and the motion was declared carried.

B. DAVE AND KRIS WEDL – GOOD TIMES RESTAURANT. Dave and Kris Wedl, owners of Good Times Restaurant, were in attendance to address the City Council. The Wedl's questioned why Section 111.31(E) of the City's Code of Ordinances requires that no license shall

be issued to any person who is not a resident of the state. Discussion ensued. The consensus of the Council is that the concern will be taken under advisement to determine what, if any, modification will be made to the language in Section 111.31(E) regarding requiring liquor license holders to be residents of the State of Minnesota. The Wedl's then inquired as to whether the City is required to perform alcohol compliance checks as they are not in favor of compliance checks. The Wedl's went on to state that they have no problem with police officers performing random checks at their restaurant and bar, however, they are not in favor of the compliance checks as a bar tender that is found guilty of selling alcohol to a minor is charged with a gross misdemeanor, fined, and placed on probation. The Wedl's further went on to state that they felt the ordinance regulating liquor in Caledonia is too strict as the bar owner can be fined heavily and have their liquor license revoked if one of their bartenders sells to a minor. Much discussion ensued. The consensus of the Council is for City Clerk/Administrator Feely to check with other cities in the Tri-State Area regarding their respective rules and regulations governing liquor license checks to determine how Caledonia's ordinance compares. In addition, the consensus of the Council is for City Clerk/Administrator Feely to find out whether liquor compliance checks are required annually. No official action was taken.

C. SHANNON SWEENEY – DAVID DROWN ASSOCIATES. City Clerk/Administrator Feely shared that given the number of infrastructure projects (Sanitary Sewer System Rehabilitation, Waste Water Treatment Plan Rehabilitation, Automatic Read Meters, and City-Wide Street Improvement Project) that the City would like to take on in the near future, it seemed appropriate to invite David Drown Associates (DDA) Financial Consultant Shannon Sweeney to attend the meeting to discuss ways in which he may be able to assist the City as its financial advisor. DDA Financial Consultant Shannon Sweeney was present to share that DDA provides the following financial services to the public sector: bond issuance, developer negotiation, TIF District creation and administration, tax abatement, capital improvement planning, special assessment structuring, business subsidy processing and more. Sweeney noted that DDA does not charge for phone calls, preparation of preliminary debt service schedules, or preliminary project discussions. Discussion then ensued regarding financing for projects through United States Department of Agriculture Rural Development (USDA RD) and Public Facilities Authority (PFA). Sweeney explained that USDA RD looks at affordability versus need whereas PFA looks at need versus affordability. It was noted that to qualify for financing through USDA RD, water and sewer rates generally have to be significantly increased to anywhere between \$40.00-\$46.00 per month. Sweeney stated that financing through PFA is more attractive as it was explained that USDA RD may offer a 40 year loan at 4.25% whereas PFA may be able to offer a 30 year loan at 1%. It was noted that on large scale projects, it may make sense to use both USDA RD and PFA. It was further noted that there may be some monies available through the Small Cities Development Program (SCDP) to offer financial relief in areas where property owners have little resources to pay for special assessments associated with infrastructure improvements. Sweeney stated that it generally takes 1-1 1/2 years to get through the grant application process through SCDP and that it is not an easy process. Discussion then ensued regarding establishing a special assessment policy. Sweeney pointed out that if the City obtains funding through PFA, it can still go through DDA to secure additional funding to complete a project. It was noted that the Council would like to provide its local lenders the opportunity to provide financing for projects. Sweeney pointed out that if the City gives DDA a list of projects that its working on, DDA can then provide recommendations as to appropriate rate structures, review financials, and make recommendations on areas in which to improve on, such as, say, the benefits of having a general balance of x amount of dollars and so forth. Discussion next encompassed certificates of indebtedness. Discussion also took place regarding reviewing collateral pledge sheets. Member Vick inquired as to reviewing the comprehensive plan that was

previously put together by DDA. Sweeney replied that it is a good idea for the City to review its comprehensive plan annually. Discussion ensued. No official action was taken.

D. CITY ACCOUNTANT TOPICS.

1. ADOPTION OF 2012 PRELIMINARY LEVY. City Accountant Stephanie Mann was present to review a proposed 2012 preliminary levy of \$710,636 totaling a 6.62% increase over the 2011 levy. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Murphy, to approve a 2012 preliminary levy of \$710,636, a 6.62% increase over the 2011 levy, and wait for the governor's indication as to whether there will be further unallotments to Local Government Aid in 2011 or 2012. All members present voted in favor and the motion was declared carried. City Clerk/Administrator Feely stated that as per Minnesota Statutes 275.065, all cities must announce the date, time, and place of subsequent meetings at which the budget and levy will be discussed and at which public comment will be permitted. Discussion ensued. The consensus of the Council was to hold the Truth In Taxation Public Meeting on December 12, 2011 at 6:05 p.m. in the Council Chambers located at City Hall.

E. ADMINISTRATIVE COORDINATOR TOPICS.

1. DAN KRUSE ZONING. Administrative Coordinator Mike Gerardy shared that a zoning application was received from Dan and Suzanne Kruse, 705 North Hokah Street, for the purpose of constructing a 12'x24' addition onto their existing garage. Gerardy pointed out that the addition will be located approximately 7' from the south property line. Gerardy went on to point out that the proposal requires consideration of the following: (1) 3' setback variance from the south property line and (2) 1' setback variance from the recorded easement on file. It was noted that the easement is located on the south side of the property. Discussion ensued. Hearing no comments or concerns from the public, a motion was made by Mayor Burns, seconded by Member Lemke, to approve the 3' setback variance on the south property line, as the variance request is not out of the ordinary and access to the property from the other side will not be an issue, as well as grant the 1' setback variance from the recorded utility easement. All members present voted in favor and the motion was declared carried.

2. PINE STREET IMPROVEMENT. Administrative Coordinator Gerardy requested the Council's consideration in removing and reshaping the existing asphalt and curb and gutter work at the section on Pine Street between East Grove Street and East South Street. Discussion ensued. A motion was made by Member Murphy, seconded by Member Vick, to authorize spending approximately \$20,000.00 to improve the section on Pine Street that is located between East Grove Street and East South Street. Voting in Favor: Murphy, Vick, and Lemke. Voting Against: None. Abstaining: Burns. The motion was declared carried.

F. COMMUNICATIONS.

1. ARGUS SCHEDULE OF SALUTES. Attached with the agenda was a schedule of salutes from the Caledonia Argus. Discussion ensued. The consensus of the Council is to sign up for the following salutes: Veteran's Day, Fire Prevention, and Fall Sports Review.

2. MEDIACOM NOTICES. Attached with the agenda were three notices from Mediacom regarding channel changes.

3. CHAMBER OF COMMERCE BLUFF AND VALLEY BALLOON RALLY COMMITTEE LETTER. Attached with the agenda was a letter from Randy Weibel on behalf of the Bluff and Valley Balloon Rally Committee. City Clerk/Administrator Feely noted that a

copy of the letter was sent to the Auxiliary Police, Ambulance, and Fire Departments for their information and review.

CLAIMS

A. PREPAID CLAIMS. Following review, discussion and deliberation, a motion was made by Member Lemke, seconded by Member Murphy, to approve the Prepaid Claims List for August 2011. All members present voted in favor and the motion was declared carried.

Business Financial Planning	Cafeteria Plan	396.91
Caledonia Police Association	PD Association Dues	75.00
ING Institutional Plan Services	TSA Payday 8-9-11	580.00
Public Emp. Retirement Assn.	PERA Payday 8-10-11	6,449.67
Caledonia Oil Company	Unleaded	1,591.04
Chatfield, City of Caledonia	Registration Fee's	125.00
Cheaper than Dirt	PD – Ammo	532.79
Galls, An Aramark Company	PD – Uniforms	78.43
Grandpa Nick's Petting Zoo	Library	190.50
Houston Co. Highway Dept.	Copy Expense	6.00
Johnson, Allan	PD – Travel Expense	194.84
Ken's Small Engine	Equipment, Oil	499.71
Klug, Anthony	Postage Reimbursement	30.73
MN DARE Officer's Assn.	Registration Fee	150.00
Northern Beverage Distribution	Liquor Store Inventory	2,683.15
Petty Cash	Replenish Petty Cash	81.89
Tri-County Electric Co-op	Electric Energy	91.13
Electric Pump	Lift Station Repairs	2,736.88
Expert T Billing	Contracted Billing	792.00
Freigo, Ronald	Election Judge	68.88
Fruechte, Luetta	Election Judge	68.88
Gensmer, Ethelyn	Election Judge	106.94
Grippen, Lee	Election Judge	38.06
Hayes, Jane	Election Judge	63.44
Kaufmann, Patricia	Election Judge	39.88
Kittleson, Susan	Election Judge	34.44
Lapham, Mary Ellen	Election Judge	39.88
Leary, Mary	Election Judge	61.63
Lemke, Lucille	Election Judge	27.19
Mulvenna, Iyla	Election Judge	76.13
Noel, Rita	Election Judge	106.94
Schott Distributing Co, Inc.	Liquor Store Inventory	3,620.95
Schulte, Winnifred	Election Judge	36.25
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	144.00
St. Mary, Lolita	Election Judge	122.00
Standish, Vera	Election Judge	39.88
Storlie's Portable Pit Stops	2011 Project, Toilet Rent	181.69
Baker & Taylor Books	Library Books	1,232.53
Bluff Country Meats	Caledonia Tourney Concession Stand	164.45
Cabling Services	Phone Repair	604.91

Caledonia Argus	1 Year Subscription	39.50
Demco	Library – Misc. Services	89.64
EO Johnson Company	Copier Agreement	457.65
G & F Distributing	Liquor Store Inventory	501.50
Houston Co. Treasurer	Grant Writer's Fee	1,500.00
Jack Neumann Trucking	Freight Expense	55.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	1,299.08
Midwest Tape	Library – DVD's	195.52
Myhre Construction, LLC	Storm Sewer Repair	2,018.10
Phillips Wine & Spirits Co.	Liquor Store Inventory	605.40
QuarterMaster	PD – Uniform Allowance	84.99
S & S Fleet Serv. Of LaCrosse	2006 Ford Repairs	1,318.23
SE Libraries Cooperating	Library Annual Maintenance, Fees	597.06
Ability Building Center	Groundkeeping Crew	65.25
Caledonia True Value	Misc. Supplies, Repair Parts	224.90
League of MN Cities	Registration Fee	15.00
Mayo Clinic Health System	First Aid Cards	70.00
Northern Beverage Distribution	Liquor Store Inventory	1,676.95
Resco	Light Inventory	3,883.75
Rippe, Hammell & Murphy	General Matters	1,444.00
Schott Distributing Co, Inc.	Liquor Store Inventory	3,643.92
Southern Wine & Spirits of MN	Liquor Store Inventory	1,106.52
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	223.50
Bound Tree Medical, LLC	Ambulance – Supplies	274.39
Business Financial Planning	Cafeteria Plan	396.91
City of Caledonia Emp. Assn.	Association Dues	70.00
Commissioner of Revenue	State Withholding	1,567.24
	Meter Deposit Refund	125.38
	Meter Deposit Refund	250.09
	Meter Deposit Refund	200.75
	Meter Deposit Refund	250.21
Hale Skemp Hansen Skemp	Case No. 11-CV-67-A	325.71
ING Institutional Plan Services	Payday 8-23-11	580.00
Jack Neumann Trucking	Freight Expense	122.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,503.14
League of MN Cities Ins. Trust	Bond Payment	72,780.00
Merchants Bank	Federal/FICA/Medicare	7,511.55
Metro Sales, Inc.	Copier Agreement	53.18
Meyer, Michael	Mow/Trim South East Street	75.00
MN Benefit Association	Payday 8-23-11	114.41
MN Municipal Beverage Assn.	Registration Fee	30.00
NCPERS Life Insurance	Payday 8-23-11	80.00
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,701.40
Public Emp. Retirement Assn.	Payday 8-23-11	6,445.64
Betz, Mark	2011 Uniform Allowance	125.00
King, Brad	Reimbursement Tourney Fee	190.00
Sandry Fire Supply, Inc.	1 Pair Boots	309.70
Caledonia Conv. & Tourism	Tourism	1,375.60

D S Electric Supply	Light – Inventory	88.20
Gavin, Mike	Animal Control	75.00
Houston Co. Treasurer	Ho. Co. Collection Site	3,342.50
Avenet, LLC	1 Year Host Maintenance	500.00
Brownsville Fire Department	Assist W/Jed Hammell Fire	369.00
G & F Distributing	Liquor Store Inventory	180.00
Jack Neumann Trucking	Liquor – Freight Expense	75.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	1,608.66
Northern Beverage Distribution	Liquor Store Inventory	1,800.75
Pepsi Cola of LaCrosse	Liquor Store Inventory	95.50
Phillips Wine & Spirits Co.	Liquor Store Inventory	944.35
Schott Distributing Co, Inc.	Liquor Store Inventory	76.05
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	76.05
VISA	Misc. Supplies	506.76
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	35.00
US Postal Service	Stamped Envelopes	3,169.50
Kearney & City, Bill	Refund on Payment on Meter Deposit	75.00
League of MN Cities	2011-2012 Membership Dues	2,661.00
MN Dept. of Revenue	Sales / Use Tax	19,421.00
Richard's Sanitation	Recycling – Collections	6,142.50
United Parcel Service	Ups Fee	9.81
Ace Link Telecommunications	Communication Expense	1,098.72
Bound Tree Medical, LLC	Ambulance – Supplies	54.01
Kraus Oil Co, Inc.	Unleaded	1,762.00
Petty Cash	Replenish Petty Cash	97.99
Principal Life	Life/Ad&d/STD	562.14
Resco	Light Inventory	4,136.29
Alex Air Apparatus, Inc.	Compressor, Storage Cylinders	19,878.75
Commissioner of Revenue	State Withholding	225.77
Merchants Bank	Federal/FICA/Medicare	1,350.80
Northern Beverage Distribution	Liquor Store Inventory	2,081.40
Public Emp. Retirement Assn.	Payday 9-2-11	808.42
Schott Distributing Co, Inc.	Liquor Store Inventory	4,776.70
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	152.95
Business Financial Planning	Cafeteria Plan	396.91
Caledonia Police Assn.	Association Dues	75.00
Commissioner of Revenue	State Withholding	1,340.98
Hale Skemp Hansen Skemp	Case No. 11-CV-67-A	343.76
ING Institutional Plan Services	Payday 9-6-11	580.00
Jack Neumann Trucking	Liquor Freight Expense	35.00
Merchants Bank	Federal/FICA/Medicare	6,489.21
Northern Beverage Distribution	Liquor Store Inventory	1,418.85
Public Emp. Retirement Assn.	Payday 9-6-11	5,737.07
Wirtz Beverage Minnesota	Liquor Store Inventory	2,079.07
Buttell's Lighting	Bulbs & Inventory	614.31
Credit Bureau Data	Utility Collection Fees	50.08
Elsie's Bar & Grill	Food- Wagner Fire	74.81
G & F Distributing co.	Liquor Store Inventory	501.50

Kraus Oil Co., Inc.	Diesel	1,895.00
Merchants Bank	ACH Fee	28.13
Minnesota Energy Resources	Natural Gas	1,881.45
Resco	Inventory	1,473.82
Schott Distributing Co, Inc.	Liquor Store Inventory	2,011.65
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	41.25
Tri-County Electric Co-op	Light Inventory	229.60
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		\$ 254,006.30

B. CLAIMS PAYABLE. Following review, discussion and deliberation, a motion was made by Member Vick, seconded by Member Murphy, to approve the Claims Payable List for August 2011. All members present voted in favor and the motion was declared carried.

Affordable Technology Sol.	Office Supplies	1,171.32
Airgas North Central	Oxygen/Acetylene	97.07
Alco Discount Store	Pool – Cleaning Supplies	4.25
Artic Glacier Ice	Ice	385.86
Bonanza Grain, Inc.	Rec Park – Rock	463.30
Border States Electric Supply	Hypress Tool/Dieless Tool	5,929.12
Bound Tree Medical, LLC	Supplies	81.09
Caledonia Implement Co.	Rec Park – Tarp for Field Materials	192.38
Caledonia Lumber Co, Inc.	Supplies	110.70
Caledonia Oil Co.	Labor / Parts	878.93
Caledonia Wheel Alignment	Tire Repair / Repairs	139.93
Carquest Auto Parts Store	Maintenance Parts	27.68
City of Caledonia – Utilities	Electric, Water, Sewer	13,684.22
Clarey's Safety Equipment, Inc.	Pike Poles/Roof Ladders	1,042.02
Communications Service Inc.	Pager – Ambulance	394.37
Crystal Canyon/Ecowater	Drinking Water	67.69
Curt & Candy's Hardware Hank	Bulbs, Misc.	135.80
D S Electric Supply	Light – Inventory	30.62
Dalco	Misc. Supplies, Air Fresheners	182.09
Davy Engineering	Engineering Fee's	6,114.81
Davy Laboratories	Lab, 3 Total Coliforms	1,641.58
Earl F. Andersen & Assoc.	Traffic Engineering	456.95
ECM Publishers, Inc.	Publications	544.18
Esch Builders	Repair 2 Water Leaks	170.58
Expert T Billing	Ambulance Contracted Billing	668.25
Farmers Coop Elevator	Spraying Roadsides, Gloves	205.24
Farrell Equipment & Supply	16" Barn Broom	11.55
Fastenal Company	2011 Project	216.53
Faulks Brothers Construction	Ballpark – Infield Mix	5,588.29
First Supply	Water Fountain Parts	228.48
FS3, Inc.	Inventory, Uniforms (Evans)	341.23
Gopher State One Call	Location Notifications	62.35
Green Power Equipment	Sweeper Repairs	151.35
Hawkin's, Inc.	Chemicals	1,101.40
J P Cooke Company	Animal Control – 2012 License Tags	119.97

Kwik Trip Stores	Water, Concession Supplies, Food	388.62
Lackore Electric Motor Repair	Repair Parts	1,041.40
Landscape Materials	Playground Equipment Parts	597.43
Laser Product Technologies	Print Cartridges	503.11
Mathy Construction	Maintenance Materials	409.29
Medtox Laboratories, Inc.	Drug Screen	21.40
Menard's	2011 Infield Project	41.30
Minnesota Dept. of Commerce	2 nd Quarter Fiscal Year 2012	466.92
Minnesota Dept. of Health	Water Service Connection Fee	1,809.00
Mississippi Welders Supply Co.	Oxygen	146.65
Municipal Emergency Service	Uniform Repair	146.19
P & H Services	2 Mobile Units 4 th Quarter 2011	76.62
Printy Quik	EMS Forms	57.52
Quillin's IGA	Cal Tourney Reimbursement	417.59
Richard's Sanitation	Refuse Disposal	392.12
Rippe, Hammell & Murphy	Prosecution & General Matters	3,594.75
Ronco Engineering Sales	Repair Parts	7.87
Sandry Fire Supply, LLC	Helmet Face Shields, Repair Equipment	234.55
Schilling Supply Company	Copy Paper, Bags, Sacks, Towels	303.49
Severson Oil Company	Oil & Antifreeze	168.72
Sherwin – Williams Co.	Traffic Paint	606.65
Star Energy Services	2011 Project	1,260.88
Steve Meyer Consulting LLC	Consulting Services	1,350.00
Storlie's Portable Pit Stops	2011 Project	90.84
Stuart C. Irby Co.	Inventory	4,702.50
Titan Machinery, Inc.	Loader Repair	646.61
Tri-County Electric Co-op	Electric Energy	184,416.09
United Auto Supply, Inc.	Misc.	47.64
Water Conservation Service	Main / Kingston Leak	868.30
Wiebke Fur Company	Animal Control – Live Traps	256.50
Witt's Pharmacy Caledonia	Ambulance – Misc. Supplies	283.96
WWTP MPCA PFA Loan	Loan Payment	3,500.00
Yahoo! Custodian of Records	Subpoena Compliance	20.44
		<u>251,643.46</u>

OLD BUSINESS. None.

NEW BUSINESS.

A. ADJOURN INTO CLOSED SESSION FOR PRELIMINARY CONSIDERATION OF CHARGES AGAINST AN INDIVIDUAL SUBJET TO THE CALEDONIA CITY COUNCIL'S AUTHORITY. City Clerk/Administrator Feely stated that as per Minnesota Statutes 13D.05, subdivision 2(b), a body shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. Tim Evans waived his right to have the meeting remain open. Mayor Burns adjourned into closed session at 8: 23 p.m. and re-opened the meeting at 8: 50 p.m. A motion was made by Mayor Burns, seconded by Member Lemke, to suspend Timothy Evans without pay for one day. All members present voted in favor and the motion was declared carried.

B. RESOLUTION ACCEPTING DONATION TO THE CALEDONIA LIBRARY. City Clerk/Administrator Feely shared that attached with the agenda was a resolution accepting a \$500.00 donation to the Caledonia Library from ACE Communications Group regarding a donation that Library Director Marla Burns had recently received. A motion was made by Mayor Burns, seconded by Member Murphy, to accept the \$500.00 donation from ACE Communications Group to be used to assist the Caledonia Library. All members present voted in favor and the motion was declared carried.

C. MINNESOTA PUBLIC FACILITIES AUTHORITY RESOLUTION. City Clerk/Administrator Feely shared that attached with the agenda was a resolution of application from the City of Caledonia to the Minnesota Public Facilities Authority (PFA) for a loan from the Clean Water Revolving Fund/Drinking Water Revolving Fund for improvements. It was noted that as per the City's engineer, Davy Engineering, such a resolution needs to be approved prior to submitting an application to PFA for low interest financing in conjunction with the planned sanitary sewer rehabilitation project. It was explained that the purpose of the resolution is to assure the Internal Revenue Service that expenditures in advance of the final financing are done in the anticipation that bonds will be tax exempt. It was noted that the portion of the sewer rehabilitation and lift station project that is eligible for funding is approximately \$1,684,452.00 while the non-eligible City portion totals approximately \$506,000.00. A motion was made by Mayor Burns, seconded by Member Murphy, to approve the PFA Resolution of Application. 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 August 8, 2011 – August 21, 2011, August 22, 2011-September 4, 2011, and the July Ambulance Time Sheets. Member Lemke inquired as to computer work hours and why it took 3.75 hours to drive the ambulance to La Crosse. The consensus of the Council is for City Clerk/Administrator Feely to contact Ambulance Director Mike Tornstrom for an explanation regarding these items.

B. POLICE OFFICER ACTIVITY LIST. Attached with the agenda was the Police Officer Activity List for August 2011.

C. ANIMAL CONTROL ACTIVITY LIST. Attached with the agenda was the Animal Control Activity List for August 2011.

D. GRANT APPLICATION FOR POOL PROJECT. City Clerk/Administrator Feely shared that attached with the agenda was a grant application that she would be filling out and submitting in hopes of obtaining some funding to apply towards the pool project.

E. DISCHARGE MONITORING REPORT. Attached with the agenda was a discharge monitoring report showing an average Nitrogen Level of 5.90 mg/L.

ADJOURNMENT. A motion to adjourn was made by Member Vick, seconded by Member Lemke, at 9:50 p.m. All members present voted in favor and the motion was declared carried.

Jennifer Feely
City Clerk/Administrator

Robert H. Burns
Mayor