

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL  
CITY COUNCIL CHAMBERS, CITY HALL  
CALEDONIA, MINNESOTA  
Monday, April 11, 2016

CALL TO ORDER: Following due call and notice thereof, Mayor Gran called the meeting to order at 6:00 p.m. in the Council Room of City Hall.

PLEDGE OF ALLEGIANCE: Mayor Gran led the Council, City staff, and visitors in stating the Pledge of Allegiance.

ROLL CALL: Council members present: Mayor Joshua Gran, Bob Burns, Paul Fisch, Bob Lemke, and DeWayne Schroeder. City staff present: Mary Betz, assistant director of the Ambulance Department; Mike Gerardy, administrative coordinator; Stephanie Mann, City accountant; Adam Swann, clerk-administrator; and Mike Tornstrom, director of the Ambulance Department. Visitors present: Gary DeJarlais, La Crescent Tower Service, Inc.; Lisa Ely; Polly Heberlein; Janene Hosch; Travis Lapham, chief deputy of Houston County Sheriff's Office; Amanda Ninneman; Sid Sanocki, ANCOM Communications; Mark Schiltz; and Thomas Wentz, CPA, Smith Schafer & Associates, Ltd.

AGENDA: Adam Swann requested that Council remove the EDA appointment from new business. Member Fisch moved to approve the agenda with the requested change. The motion to approve was seconded by Member Lemke. All members voted in favor to approve the agenda as amended.

CONSENT AGENDA APPROVAL: Member Fisch moved to approve the consent agenda. Member Lemke seconded the motion. All members present voted in favor to approve the consent agenda, and the motion was passed. The consent agenda comprised the following items:

- a. Approval of minutes for March 21, 2016 special meeting
- b. Approval of minutes for March 28, 2016 regular meeting
- c. Approval of application from Knights of Columbus to hold gambling event on 6/28/16
- d. Approval of application and permit for Houston County Fair to have 4-day temporary on-sale liquor license from Aug. 17-20, 2016
- e. Approval of application and permit for Houston County Fair to have 1-day temporary on-sale liquor license on Aug. 21, 2016
- f. Authorization for *Caledonia Argus* to access City public access channel
- g. Authorization for Adam Swann to attend Southeastern Minnesota League of Municipalities annual meeting
- h. Approval of Daniel McGonigle's request for a key to Municipal Auditorium

PUBLIC COMMENT:

- a. Amanda Ninneman: Ms. Ninneman discussed Music in the Park's plan to keep a

piano in Veterans Recreation Area for the seven weeks of Music in the Park. There were no objections from the Council.

**PRESENTATIONS:**

a. Thomas Wentz, CPA, Smith Schafer & Associates, Ltd.: Mr. Wentz discussed with Council the City's financial summary for 2015, which was based on his firm's independent audit of the City's financial activity in 2015.

b. Lisa Ely: Ms. Ely discussed a graduation party she wanted to have for her son on Friday, June 10, 2016 from 8:00 p.m. – 12:00 a.m. at 911 Bush St. Ms. Ely wanted to have a live band at the party and asked Council for a waiver of City Code § 90.18(F) and § 90.18 (G), which limit noise disturbances. Mayor Gran moved to grant Ms. Ely a waiver of City Code § 90.18(F) and § 90.18 (G) on June 10, 2016 at 911 E. Bush St. Member Lemke seconded the motion. Mayor Gran and Members Lemke, Fisch, and Schroeder voted in favor of the motion. Member Burns voted against the motion. The motion was passed 4-1.

**ADMINISTRATIVE COORDINATOR:** Mike Gerardy reviewed the results of the U.S. Geological Survey's testing of Caledonia municipal well #7 and reported that the USGS testing found that all concentrations of chemical constituents in the groundwater were less than the benchmarks.

**UNFINISHED BUSINESS:**

a. Request from Houston County Sheriff's Office to place microwave antennas on water tower: Chief Deputy Lapham addressed Council's concerns about the structural impact of placing Houston County's microwave antennas on the City's water tower. Chief Deputy Lapham reviewed a report prepared by Rey Freeman Communications Consulting finding that there were no structural issues with the installation of the new microwave antennas on the Caledonia water tower if the existing 20-foot VHF antennas were removed. Mayor Gran moved to approve the placement of the County's microwave antennas. The motion was seconded by Member Burns. All members present voted in favor of the motion, and the motion was passed.

b. Ordinance 2016-001: An ordinance amending Chapter 1111 of the City Code to expressly authorize the City to issue wine licenses: The Council discussed Ordinance 2016-001, which would amend Section 111.55 of the City Code to expressly authorize the City to issue on-sale wine licenses. The members reviewed M.S. § 340A.404 and § 340A.4011, which were referenced in the ordinance. Mayor Gran moved to approve the ordinance. The motion was seconded by Member Fisch. All members present voted in favor of the motion, and the motion was passed.

NEW BUSINESS:

- a. Application for permit to construct building on parcel with ID #211318000: The Council reviewed an application from Nick Gengler to construct a 30' x 100' addition to an existing building located on parcel with ID #211318000. Member Fisch moved to approve the construction permit, and Member Schroeder seconded the motion. All members present voted in favor of the motion, and the motion was passed.
  
- b. Cleaning and painting of water towers: The Council discussed quotes obtained by Administrative Coordinator Mike Gerardy for cleaning and painting the City's two water towers. Member Burns moved to approve cleaning the water towers for \$2,800 each and painting the water towers for \$80/hr. subject to authorization by City personnel. Member Schroeder seconded the motion. All members present voted in favor of the motion, and the motion was passed.
  
- c. Financing for Caledonia Aquatic Center: The Council reviewed two options for financing the new Caledonia Aquatic Center. The first option was to issue one 15-year general obligation tax abatement bond for \$1,370,000. The second option was to issue two 15-year bonds: one general obligation bond for \$1,000,000 and one general obligation tax abatement bond for \$380,000. Both of the options were based on the City applying \$280,000 in donations to the \$1.68 million estimated cost of construction. The first option would save the City \$11,046 in total payments. Member Fisch moved to do the following: 1) direct the City's financial adviser to prepare a resolution authorizing the City to hold a competitive sale for a tax abatement bond in the amount of \$1,370,000 and 2) to hold a public hearing on the resolution. Member Burns seconded the motion. All members present voted in favor of the motion, and the motion was approved.
  
- d. Resolution 2016-003: A resolution supporting reinstatement of tax reciprocity for Minnesota and Wisconsin: The Council discussed Resolution 2016-00 and the reasons why tax reciprocity was needed. Member Fisch moved to approve the resolution, and Member Burns seconded the motion. All members present voted in favor of the motion, and the motion was passed.
  
- e. Authorization to repair flooring in Municipal Auditorium gym: The Council discussed the possibility of sanding, refinishing, and repairing the floor in the Municipal Auditorium. The Council reviewed quotes provided by Stalker Sports Flooring and Community Center Sand and Finish. No further action was taken.
  
- f. Future of the ambulance director position: The Council and Ambulance Director Mike Tornstrom discussed the Ambulance Department's coverage demands as well as the duties of the ambulance director. The Council and Mike Tornstrom also discussed the

benefits and costs of hiring a full-time director rather than a part-time director. No further action was taken.

g. Prepaid claims: Council reviewed the prepaid claims for the period Mar. 12, 2016–April 10, 2016. Member Burns moved to approve the prepaid claims listed below. Motion seconded by Member Fisch. All members present voted in favor of the motion, and the motion passed.

Caledonia Fire Department	FD Relief – Suppl Benefit Reim	5,600.00
Houston County Treasurer	Meter Deposit Refund & Interest	250.20
J – Line Design	PD – Business Cards	49.99
Jonsgaard & City, Wynn	Meter Deposit Refund & Interest	250.40
Larson & City, Matthew	Meter Deposit Refund & Interest	250.20
Mayo Clinic	Mult – Annual Consotrium Fee	80.00
Pagel & City, Laura	Meter Deposit Refund & Interest	250.22
B & M Service Center	Street Equip – Fuel	78.00
Boesen, Dan	Personal Phone Stipend	25.00
Business Financial Planning	Flex Plan – Adm Fees 2016	115.00
Caledonia Econ Develop Auth	Transfer from City General Fund	2,998.00
Emergency Apparatus Maint Inc	FD – Engine Seagrave Maint	1,014.43
Jack Neumann Trucking	Liquor – Freight Exp	44.00
Johnson Brothers Liquor Co	Liquor Store Inventory	1,710.40
Mayo Clinic	Amb – Misc	810.00
Nelson, Craig T	Personal Phone Stipend March	25.00
Paustis Wine Company	Liquor Store Inventory	731.25
Phillips Wine & Spirits Co	Liquor Store Inventory	517.25
Rask, Nicholas D	Animal Control – Rent/Misc Exp	75.00
Schott Distributing Co, Inc	Liquor Store Inventory	2,548.57
Semnit	Mult – Tech Svces	4,381.00
Spring Grove Soda Pop, Inc	Liquor Store Inventory	133.25
Bound Tree Medical, LLC	Amb – Misc	600.63
Breakthru Beverage MN	Liquor Store Inventory	1,081.79
Hammell & Murphy, PLLP	City of Cal – General Matters	532.00
Ken’s Small Engine, Inc	Street Equip – Fluids	13.50
Northern Beverage Dist	Liquor Store Inventory	4,965.20
Principal Life	Mult – Life/AD&D/Dep Life	447.90
Sandry Fire Supply, LLC	FD – Air Pak Svce Truck	86.00
Spring Grove Soda Pop, Inc	Liquor Store Inventory	537.90
Ziebell’s Hiawatha Foods, Inc	Liquor Store Inventory	18.75
MN Secretary of State	EDA – UCC Filing Fee	20.00
Schott Distributing Co, Inc	Liquor Store Inventory	7,718.30
US Postal Service	Clerk’s Office – Postage Stamps	20.40
Business Financial Planning	Café Plan Payday	312.01
Commissioner of Revenue	State W/H – Payday	1,696.25
Ellingson Motors	Street Equip – 2015 Chev DBL	36,780.00
Felten, Jeff & Dawn	Refund – Utility Overpayment	148.55
Houston County Treasurer	ICAN – Recording Fee	46.00
Merchants Bank	Fed/FICA/MED – Payday	9,205.19
MN Child Support Payment	1 Case Id	200.73
MN State Retirement System	MNDCP/ROTH – Payday	645.00

Public Emp Retirement Assn	Pera Payday	7,533.46
Public Employees Retirement	Pera/Dcp – Payday	240.00
Houston County Treasurer	Ho Co Coll Site April 2016	4,683.00
MK Service & Repair	FD – Truck Wash & Bruses	241.00
MN Dept of Revenue	Sales/Use Tax – March 2016	18,026.00
Richard’s Sanitation, LLC	Liquor Store Inventory	6,931.05
Spring Grove Soda Pop, Inc	Liquor Store Inventory	65.90
Tri-State Amb, Inc	Intercept Fee Run	250.00
VISA	Mult – DVDs, Travel, Ext	688.77
Meyer, Joshua J	AMB – Uniform Allowance	56.96
Caledonia Conv & Tour Bureau	Tourism	228.71
Winona State University	Street Equip-Bobcat Broom	200.00
Acentek Ascending Technology	Mult – Comm Exp	1,219.33
Mayo Clinic	Amb – Bls Instr Online Module	150.00
Minnesota Energy Resources	Mult – Nat’l Gas	3,308.30
Phillips Wine & Spirits Co	Liquor Store Inventory	1,208.22
Schott Distributing Co, Inc	Liquor Store Inventory	2,269.80
IUOE Local 49 Benefit Fund	Mult – Health Ins	20,680.00
Jack Neumann Trucking	Liquor – Freight Exp	104.00
Johnson Brothers Liquor Co	Liquor Store Inventory	2,748.68
Coffield, Mark	PD – Ins Adm Fee Refund	1.53
	<b>Total:</b>	<b>\$157,847.97</b>

h. Claims payable: Council reviewed the claims payable for April 2016. Member Burns moved to approve payment of the claims listed below. The motion was seconded by Member Fisch. All members present voted in favor of the motion, and the motion passed.

Abrams & Schmidt LLC	Consulting Attorney – Labor/Svcs	189.00
Airgas USA, LLC	Street – Oxygen/Acetylene	134.57
Allied Products Corporation	Park Areas – Flags	215.00
Artic Glacier USA, Inc	Ice	83.86
Auto Value Parts Store	Mult – Repair Parts, Misc	170.59
Baker & Taylor Books	Library – Books (Ho Co Funding)	703.25
Bonanza Grain, Inc	Mult – Maint Mtls	992.95
Bound Tree Medical, LLC	Ambulance – Misc Supplies	186.58
Breakthru Beverage MN	Liquor Store Inventory	1,510.72
Caledonia Lumber Co, Inc	Stp – Misc	14.05
Caledonia Oil Co	FD – Mult	137.09
Carquest Auto Parts Store	Mult – Misc	35.23
City of Caledonia	Utilities	9,742.98
Clarey’s Safety Equipment, Inc	FD – Truck	641.07
Communications Service WI	PD – Squad 23 Changeover	3,014.95
Dakota Supply Group	Light – Inventory	660.00
Davy Engineering	Cal – Mult	1,400.64
Davy Laboratories	Stp – Lab	1,647.25
Dawson Truck Parts, Inc	FD – Tower 50 Switch Install	210.00
E O Johnson Company	Mult – Copier Agr	468.47
Earl F. Andersen	Traffic Eng – Sign Brackets	616.10
ECM Publishers, Inc	Mult – Misc	503.90
Farrell Equipment & Supply	Mult – Misc	63.68

Fire Safety USA, Inc	FD – Gear 1 <sup>st</sup> Asst Chief	187.45
Fleet Safety Equipment, Inc	PD Squad 23 – Equip to Secure	108.95
Gopher Sate One Call	Light – Location Notifications	46.40
Hammell & Murphy, PLLP	City of Cal – Prosecution	2,704.25
Hawkins, Inc	Mult – Chemicals	2,190.62
Heiman Fire Equipment, Inc	FD – Extraction Gloves	220.00
Houston County Treasurer	Refuse Disposal	10.00
Innovative Office Solutions	Mult – Misc Office Supplies	153.02
J-Line Design	Tree Disp Site – Sign	184.00
Ken’s Small Engine, Inc	Park Areas – Lawn Mower Maint	37.48
Kraus Oil Co Inc	Street Equip – Fuel	11.07
Mac Queen Equipment Inc	Street Sweeper & Equip – Misc	323.49
Menard’s	Clerk’s Office – Shelf Brackets	4.73
Metering & Tech Solutions	Water – Inventory for Resale	2,455.64
Minnesota Pipe & Equipment	Mult – Misc	509.56
Mississippi Welders Supply Co	Amb – Oxygen	95.05
NBS Calibrations	Stp – Service/Calibrate Equip	167.00
Northern Beverage Dist	Liquor Store Inventory	2,440.04
Ranzenberger, Dorothy	2016 Clothing Allowance	60.00
Richard’s Sanitation	Refuse Disposal	138.00
River Valley Newspapers	Aquatic Center – Notice	228.63
Riverland Community College	FD – Fire/EMS/Rescue	680.00
Safe-Fast, Inc	Street- T Shirts	55.95
Sam’s Club	Membership Renewal	237.40
Sandry Fire Supply, LLC	FD – Equip Testing Fee	1,360.90
Schilling Supply Company	Mult – Misc	251.97
Schott Distributing Co, Inc	Liquor Store Inventory	2,908.75
SE Libraries Cooperating	Library – Auto Fees (April 2016)	503.42
Sema Equipment	Street Equip – Misc	170.37
Semnit	Mult – Tech Svcs, Anti Virus Renew	1,253.74
Showcases	Library – DVD Cases	112.32
Smith Schafer & Associates	Annual Audit	9,500.00
Southern Wine & Spirits of MN	Liquor Store Inventory	842.05
Spring Grove Soda Pop, Inc	Liquor Store Inventory	373.65
Star Energy Services	Light – 2016 Wild Turkey	425.00
Tri County Electric Co-Op	Mult – Elec Energy & Lighting	163,992.88
Universal Truck Equip Inc	Street Equip – Truck #15	61.00
US Aquatics	Aquatic Ctr – Constr Docs/Bidding	6,500.00
USA Bluebook	Water – Misc Supplies	226.13
Verizon Wireless	Mult – Comm Exp	241.25
Wagner, Allison	2016 Clothing Allowance	60.00
Water Systems Company	Clerk’s Office – Drinking Water	13.72
World Point ECC, Inc	Amb – Misc	73.95
Zarnoth Brush Works, Inc	Street Equip – Broom Refills	215.00
Ziebell’s Hiawatha Foods, Inc	Liquor Store – Inventory	57.98
	<b>Total:</b>	<b>\$225,734.74</b>

i. Overtime report: Council reviewed the overtime report for City employees for the period Mar. 14-Mar. 27, 2016. No further action was taken.

**ANNOUNCEMENTS:** The next regular meeting will be on Monday, April 28, 2016 at 6:00 p.m.

**ADJOURNMENT:** There being no further business before the Council, a motion to adjourn was made by Member Schroeder, seconded by Member Burns. All members present voted in favor, and the motion was declared carried to adjourn at 9:45 p.m.

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Joshua D. Gran  
Mayor

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Adam G. Swann  
Clerk-Administrator