

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, July 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, Robert Burns, Paul Fisch, Robert Lemke, and DeWayne Schroeder. City staff present: Mary Betz, assistant ambulance director; Mike Gerardy, administrative coordinator; Mark Schiltz; Adam Swann, clerk-administrator; Mike Tornstrom, ambulance director.

AGENDA: Swann asked Council to add the following item to the agenda: a request to close part of N. Marshal St. for National Night Out on August 2, 2016. Member Lemke moved to approve the agenda with the amendment; the motion was seconded by Member Fisch. All members present voted in favor to approve the agenda with the amendment.

CONSENT AGENDA APPROVAL: Member Lemke moved to approve the consent agenda. Member Fisch 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 June 27, 2016 regular meeting
- b. Approval of ambulance subsidy contract between the City of Caledonia and Caledonia Township
- c. Approval of ambulance subsidy contract between the City of Caledonia and Crooked Creek Township
- d. Approval of destruction orders for weeds, grasses, and rank vegetation
- e. Approval of application from St. Mary's Church/School to hold gambling activity on October 30, 2016

PUBLIC COMMENT: None.

PRESENTATIONS:

a. Mike Tornstrom, director, and Mary Betz, assistant director of the Caledonia Ambulance Department, reported on the changes that had been made since November 2015 to improve staffing of EMTs, including increasing pay for on-call time and hiring in-house EMTs during the day—as well as offering an EMT training class, which recently added 6 new EMTs to the department. Mr. Tornstrom and Ms. Betz also discussed the requirements for becoming an EMR and EMT. They also reported on the City's mutual aid agreement with Spring Grove.

ADMINISTRATIVE COORDINATOR:

- a. Maintenance projects: Gerardy requested Council approval to hire B&D Sealcoating to clean, repair, and seal the asphalt on the City parking lot near the police station and two areas of the walking path along Hwy 44/76 for \$6,850. Member Fisch moved to approve the work, and the motion was seconded by Member Lemke. All members present voted in favor of the motion, and the motion passed.
- b. Pool construction: Gerardy updated Council on the progress of the pool construction.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- a. Ordinance 2016-002: Ordinance Regulating Nonessential Water Usage Upon Critical Water Deficiency as Mandated by Minn. Statute § 103G.291, subd. 1 and 2: Council reviewed and discussed Ordinance 2016-002, which would restrict use of water from public water sources when the governor declared a critical water deficiency. Gerardy advised Council that the ordinance was required as part of the City's 10-year Water Supply Plan, which was approved by the Minnesota Department of Natural Resources earlier in the year. Member Burns moved to approve Ordinance 2016-002, and the motion was seconded by Member Fisch. All members present voted in favor of the motion, and the motion passed.
- b. Resolution 2016-009: Resolution Appointing Election Judges for Primary Election on August 9, 2016: Member Burns moved to approve Resolution 2016-009. The motion was seconded by Member Fisch. All members present voted in favor of the motion, and the motion passed.
- c. Resolution 2016-010: Resolution Approving Clerk-Administrator's Exclusion from PERA Coordinated Plan: Member Burns moved to approve Resolution 2016-010, and the motion was seconded by Member Lemke. All members present voted in favor of the motion, and the motion passed.
- d. Authorization to hire Megan Bulman, Sarah Kruckow, and Rachel Meyer as EMTs: Council reviewed a recommendation from Ambulance Director Tornstrom to hire Megan Bulman, Sarah Kruckow, and Rachel Meyer as emergency medical technicians in the Ambulance Department. Member Burns moved to approve the hiring of Bulman, Kruckow, and Meyer, and the motion was seconded by Member Lemke. All members present voted in favor of the motion, and the motion passed.
- e. Overtime report: Council reviewed the overtime report for City employees for the pay period June 20-July 3, 2016. No further action was taken by the Council.
- f. Prepaid claims: Council reviewed the prepaid claims for the period June 20, 2016 through July 3, 2016. Member Burns moved to approve the prepaid claims listed below. The motion was seconded by Member Lemke. All members present voted in favor of the motion, and the motion passed.

Bosen, Dan	Personal Phone Stipend	25.00
Bonanza Grain, Inc	Misc	1,623.71
Caledonia Fire Dept	Relief Assn – 2nd Qtr 2016	600.00
Caledonia Oil Co	Mult – Diesel	911.68
Games People Play	Summer Rec Ball Prgm Equip	256.00
Ginther, Matthew	Tournament Reg Fee	130.00
Houston County Treasurer	Ho Co Coll Site July 2016	4,683.00
Kohnen, Jessica J	Clerk's Office – 2016 Clothing	60.00
Nelson, Craig T	Personal Phone Stipend June	25.00
Rask, Nicholas D	Animal Control – Rent/Misc Exp	75.00
Wiegrefe, Sheri	Refund Shelter Rental Fee	42.75
Bratland, Samantha	Reim/Rec Park – Ball Program/Mileage	53.91
Buttall's Lighting	Street Lighting – Bulbs	186.00
Caledonia True Value	Mult – Misc	227.39
G & F Distributing	Liquor Store Inventory	482.50
Houston County Treasurer	April 2016 Fluorescent Bulb	432.26
Johnson Brothers Liquor Store	Liquor Store Inventory	246.00
Moore, Kody	Rec Park – Travel Exp	40.50
Northern Beverage Dist	Liquor Store Inventory	2,680.70
Principal Life	Mult – Life/AD&D/Dep	474.70

Schott Distributing Co, Inc	Liquor Store Inventory	3,967.20
Spring Grove Soda Pop, Inc	Liquor Store Inventory	37.00
Tri-State Ambulance, Inc	Intercept Fee Run	500.00
Vinocopia, Inc	Liquor Store Inventory	187.00
Altra Federal Credit Union	PD – Account Research	23.00
Betz, Mary B	Music in the Park – Paint Music	50.00
Business Financial Planning	Café Plan Payday	312.01
Busta, Jim	Music in the Park – July 5, 2016	640.00
Busta, Mollie	Music in the Park – July 5, 2016	340.00
Commissioner of Revenue	State W/H – Payday	1,620.88
Edwards Investments	TIF 2-2 Interest Payment	5,140.55
Graves, Sandy	Music in the Park – Reim Supplies	27.87
Hosch, Janene	Music in the Park – Reim Supplies	27.87
Houston County Sheriff	PD = Blood Draw	50.00
Houston County Treasurer	EDA – Recording Fee	46.00
Knowles, Betsy	Music in the Park – July 12, 2016	300.00
Lampert & City, Lucas	Meter Deposit & Refund	250.74
League of MN Cities Ins. Trust	Annual Pay Plan	84,439.00
Lee & City, Mark	Meter Deposit Refund & Interest	250.56
Mcquarters & City, Jackie	Meter Deposit Refund & Interest	250.58
Merchant's Bank	Fed/FICA/Med – Payday	8,699.37
MN Benefit Association	MBA Payday	35.34
MN Child Support Pmt Ctr	Case ID 00147075201	203.04
MN State Retirement System	MNDPCP/Roth – Payday	645.00
NCPERS Minnesota	NCPERS Payday	48.00
Nies & City, Wynn & Justine	Meter Deposit Refund & Interest	250.58
Public Emp Retirement Assn	Pera Payday	7,244.82
Stordahl & City, Katie	Meter Deposit Refund & Interest	250.62
Troubleshooter	Music in the Park	600.00
Wheat & City, Amanda	Meter Deposit Refund & Interest	250.10
Ziebell's Hiawatha Foods, Inc	Liquor Store Inventory	34.75
B & M Service Center	Mult – Misc	223.00
Holmen Youth Baseball	Reg Fee – 9U Gold Baseball	475.00
Meyer's Lawn Service	Lawn Mowing	267.18
Northern Beverage Dist	Liquor Store Inventory	1,359.35
Resco	Light – Inventory	9,513.86
Spring Grove Soda Pop	Liquor Store Inventory	74.75
Winona Health Services	PD – Blood Draw	64.00
Augedahl, Chad	Rec Park – Reim	150.00
Baker Tilly Virchow Krause	Software Support July-Dec	2,522.00
Becker & Stemper Electric	Liquor Store – Repairs/Labor	116.71
Caledonia Oil Co	Mult – Unleaded	1,093.72
Just Stitch It	PD – Seat Repair 4-Wheeler	89.18
MC Sports	Summer Rec – Ball Program	193.73
S&P Global Ratings	Go Tax Abatement BDS Series	9,500.00
Wieser Bros Gen Contractor Inc	Aquatic Center – Payment #1	68,041.39
Artisan Beer Company	Liquor Store Inventory	124.50
Caledonia Police Reserves	Donation – Natl Night Out	225.00
Jack Neumann Trucking	Liquor – Freight Exp	135.00
Johnson Brothers Liquor Co	Liquor Store Inventory	1,845.48
Merchants Bank	Fed/FICA/Med – Payday	226.70
Phillips Wine & Spirits Co	Liquor Store Inventory	2,039.90

Public Employees Retirement	Pera/Dcp – Payday	222.50
Schott Distributing Co, Inc	Liquor Store Inventory	10,656.85
Graves, Sandy	Music in the Park-Reim	421.96
Breakthru Beverage MN	Liquor Store Inventory	1,030.81
G & F Distributing	Liquor Store Inventory	545.15
MN Dept of Revenue	Sales/Use Tax – June 2016	15,415.00
Northern Beverage Dist	Liquor Store Inventory	2,920.00
Richard’s Sanitation, LLC	Recycling – Collections June 2016	6,863.40
Spring Grove Soda Pop, Inc	Liquor Store Inventory	134.80
Stigeler, Angela	Library – Yoga Children’s Activity	20.00
Visa	Mult – Misc	1,287.43
Commissioner of Revenue	State W/H – Payday	335.60
Merchants Bank	Fed/FICA/Med – Payday	2,289.31
Public Emp Retirement Assn	Pera Payday	1,530.63
Commissioner of Revenue	State W/H – Payday	1,590.87
Merchants Bank	Fed/FICA/Med – Payday	8,408.89
Public Emp Retirement Assn	Pera Payday	7,292.01
Business Financial Planning	Café Plan Payday	312.01
Caledonia Police Association	PD Assn Dues	95.00
IUOE Local #49	Union Dues – July 2016	442.00
MN Child Support Payment Ctr	Case ID 001470764201	203.04
MN Retirement System	MNDCP/Roth – Payday	645.00
Acentek Ascending Technology	Mult – Comm Exp	1,113.80
Babler, Lee	Defective Sidewalk Prgm Reim	196.87
Heiman Fire Equipment, Inc	FD – Hose	381.03
IUOE Local 49 Benefit Fund	Mult – Health Ins	20,680.00
Minnesota Energy Resources	Mult – Nat’l Gas	813.72
Northern Beverage Dist	Liquor Store Inventory	1,592.45
Petty Cash	Replenish Petty Cash	80.39
Reliance Business Forms, LLC	Clerk’s Office – Laser Checks	1,231.94
Schott Distributing Co, Inc	Liquor Store Inventory	5,363.70
Southern Wine & Spirits of MN	Liquor Store Inventory	1,136.84
Gerardy, Michael F	Adm Cord – 2016 Uniform Allow	125.00
Total:		\$323,737.56

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

Abrams & Schmidt, LLC	Consulting Attorney – Labor/Svs	405.00
Airgas USA, LLC	Street – Oxygen/Acetylene	142.70
Allstar Engines, LLC	Traffic Eng – Labor	51.00
American Lock & Key	Aud – Keys (New & Repaired)	54.00
Artic Glacier USA, Inc	Ice	286.64
Artisan Beer Company	Mult – Misc	44.50
Baker & Taylor Books	Library – Books	494.39
Bearbower Painting & Tree Trim	Grind Stumps	300.00
Blackburn MFG Co	Light – Location Flags	92.69
Bonanza Grain, Inc	Streets – Maint Mtls	281.70
Bound Tree Medical	Amb – Misc	499.08

Caledonia Implement Co	Street Equip – Misc	21.40
Caledonia Oil Co	PD – Squad 22 Labor/Maint	88.10
Caledonia Veterinary Clinic	Tax Abatement	14.43
Carquest Auto Parts Store	Mult – Misc	396.28
City of Caledonia – Utilities	Mult – Electric, Water, Sewer	10,199.62
Communications Service WI	FD/AMB – Misc & Pager Batteries	398.00
D S Electric Supply Inc	Light – Inventory	242.29
Dairyland Power Cooperative	Electric – Wild Turkey Project	465,941.30
Davy Laboratories	Stp – Lab	1,796.00
E O Johnson Company	Mult – Copier Agr	468.47
ECM Publishers, Inc	Mult – Misc	622.80
Edwards Investments	Tif 2-2 Interest Payment	5,140.55
Eitzen State Bank	Cert of Indebt 2013	12,895.58
Expert T Billing	Ambulance – Contracted Billing	729.00
Farmers Coop Elevator Co	Mult – Misc	173.00
Fastenal Co	Mult - Misc	61.00
First Supply LLC	Mult – Misc	126.55
Gopher State One Call	Light – Location Notifications	72.90
Hammell & Murphy, PLLP	City of Cal – Prosecution	4,408.00
Hawkins, Inc	Mult – Chemicals	1,282.34
Hoskins Electric Co	Stp – Labor/Materials	6,678.95
Innovative Office Solutions	Mult – Office Supplies	185.98
Jack Neumann Trucking	Liquor – Freight Exp	85.00
Johnson Brothers Liquor Co	Liquor Store Inventory	1,916.80
Kids Corner Daycare	Tax Abatement	646.42
Mayo Clinic	Amb – Mult	140.00
Menard's	Park Areas – Landscaping Mtls	8.33
Miken Sports	Tax Abatement	2,255.12
Mississippi Welders Supply Co	Amb – Oxygen	200.13
MN Public Facilities Authority	Stp – Svce/MN PFA Loan	102,326.69
Northland Trust Services, Inc	Go Ref BDS/Go Sewer Rev, Series	3,648.50
Phillips Wine & Spirits Co	Liquor Store Inventory	1,269.41
Pine Island Bank	Go Tax Abatement BDS, Series	2,474.50
Pioneer Manufacturing Co	Ballpark – Marking Chalk	116.00
Pro Hydro-Testing LLC	FD – Testing Scba Cylinders	1,215.00
Schilling Supply Co	Mult – Copy Paper, RL Towels	377.14
Schiltz, Mark P	Amb – Uniform	56.96
Schmitz Refrigeration	Liquor Store – Cooler Repair	77.00
Schott Distributing Co, Inc	Liquor Store Inventory	1,629.80
SE Libraries Cooperating	Library – Auto Fees	505.52
Sema Equipment, Inc	Street Equip – Mult	147.31
Semnit	Mult – Tech Services	800.00
Sherwin-Williams Co	Traffic Eng – Yellow Curb Paint	528.56
Smithsonian Magazine	Library – Subscription	8.00
Sno Pac Foods Inc	Tax Abatement	6,925.12
Spring Grove Soda Pop, Inc	Liquor Store Inventory	364.95
St. Mary Auto Body Shop	PD – Tow Fee	150.00
Star Energy Services	Light – 2016 Wild Turkey Sub/EngFees	2,782.50
Storlie's Portable Stops	Rec Park – Toilet Rent	315.00
Stuart C Irby Co	Light – Testing Expense	551.71
Total Register Systems	Liquor – Annual Support	1,063.41
Tri County Electric Co-Op	Light/Green Acrs/Tree – Electric Energy	192,457.33

United Parcel Service	Light – UPS Fee	43.73
US Postal Service	Clerk’s Office – Stamped Envelope	1,143.25
Verizon Wireless	Mult – Comm Exp	243.05
Ziebell’s Hiawatha Foods, Inc	Liquor Store Inventory	60.07
Total:		\$841,434.74

h. Street closure request: Swann reported that Randi Vick of the Caledonia Police Reserves had requested that N. Marshall St. be closed between E. Main St. and E. Lincoln St. on August 2, 2016 so that emergency vehicles could be parked there as part of National Night Out. Member Schroeder moved to approve the street closure, and Member Burns seconded the motion. All members present voted in favor of the motion, and the motion passed.

ANNOUNCEMENTS: The next regular meeting will be on Monday, July 25, 2016 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Burns, seconded by Member Lemke. All members present voted in favor, and the motion was declared carried to adjourn at 7:45 p.m.

Joshua D. Gran
Mayor

Adam G. Swann
Clerk-Administrator