

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, September 8, 2014

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 Bob Burns, Council Members: DeWayne Schroeder, Bob Lemke, Randi Vick and Paul Fisch. City Staff Present: Administrative Coordinator Mike Gerardy, City Clerk/Administrator Ted Schoonover. Guests: Carolyn Medin, Marge Birkland and Theresa Laudén.

AGENDA: Motion by Mayor Burns, second by Member Vick to approve the agenda as amended. All voted in favor and the motion was declared carried.

CONSENT AGENDA APPROVAL: Motion by Mayor Burns, second by Member Lemke to approve the consent agenda, which consisted of the regular meeting minutes from August 25, 2014 Regular meeting. All members present voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: None.

ADMINISTRATIVE COORDINATOR: Gerardy presented the council with a Supplemental Agreement Change for the County 5/Winnebago Street project. There were some unforeseen costs that amounted to an additional \$1,377.50. Motion by Member Lemke, second by Member Fisch to approve the agreement and pay the additional costs. All members present voted in favor and the motion was declared carried.

Gerardy presented the council with a request for a new business that will require an Interim Use Permit (IUP) and a public hearing. He requested that it be held on September 22, 2014 at 6:15 p.m. Motion by Mayor Burns, second Member Vick to set that as the date for the public hearing. All members present voted in favor and the motion was declared carried.

Gerardy then presented the council with a proposed amendment to Ordinance #153 adding additional uses for parcels located in agricultural districts. He proposed this one to be set on the same date but at 6:20 p.m. Motion by Mayor Burns, second by Member Vick to set that as the date and time. All members present voted in favor and the motion was declared carried.

Gerardy also presented the council with a proposal to build a new facility located in the agricultural district from A.B.L.E. He recommends it be held at 6:30 p.m. on the same date. Motion by Mayor Burns, second by Member Vick to set the time and date as presented. All members present voted in favor and the motion was declared carried.

Gerardy presented the council with a proposal for engineering on the walking pathway from YEH Yaggy in the amount of \$23,200. He mentioned that was what was planned for and had been added to the cost of the project and the bond that will be taken out to cover this and another project. Motion by Mayor Burns, second by Member Fisch to approve the proposal and move the project forward. All members present voted in favor and the motion was declared carried.

Gerardy presented the council with a Change Order #7 from Griffin Construction for a time extension. This was actually formally approved in the manner of a memorandum from Davy Engineering, however the state requires that all Change Orders be on the actual CO forms so this is more of formality and not an actual extension of time. Motion by Member Fisch, second by Member Vick to approve Change Order #7. All members present voted in favor and the motion was declared carried.

Gerardy then mentioned that he had located a blinking speed limit sign that was solar powered, it showed what the posted limit was. The council felt they would rather see one that showed the actual speed of the vehicles. Member Lemke mentioned the Fire department is looking into purchasing one as well for the city, so we could actually have two and have them be mobile so we can re-locate where needed. No action taken.

Gerardy then mentioned that the Arborist that was at the Emerald Ash Bore meeting held at the county has proposed that we do a study of the amount of Ash trees that city has in its Right-of-Ways/Boulevard's the cost varies depending on the number of trees. Mayor Burns suggested that we get a good estimate on that number before we commit to a survey. No action taken.

NEW BUSINESS: Schoonover presented the council with a proposal for a tax abatement for Caledonia Veterinary Clinics new facility with a language change requiring them to create at least 2 new full-time employment positions. Motion by Mayor Burns, second by Member Vick to approve the Tax Abatement for the Caledonia Veterinary Clinic. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Vick to approve Resolution 2014-010 Accepting a donation from the American Legion Post 191 in the amount of \$400.00 for the Caledonia Green Program. All members present voted in favor and the motion was declared carried.

Schoonover presented a question to the council in regards to the Head Librarian and Assistant regarding the method they accrue vacation and sick time. Currently they are only allotted a set amount of hours per year and do not accrue at the same rate as other city employees. However these are the only part-time employees who accrue this time with the exception the permanent part-time police officers. Motion by Member Fisch, second by Member Vick that effective October 1, 2014 these employees should accrue vacation and sick time hours based on the amount of worked during that time period using the same method as is used with the permanent part-time officers. Roll call of votes: Yes. Members Schroeder, Fisch, Vick and Lemke. No. None. Abstain: Mayor Burns. The motion was declared carried.

Motion by Mayor Burns, second by Member Lemke to approve the Annual Membership in the Minnesota Mayors Association. All members present voted in favor and the motion was declared carried.

Schoonover informed the council and residents present that he had talked to the County Auditor and was informed that by law we had to give her 75 days notice to hold a special election. Discussion ensued and the consensus was to prepare the resolution for the earliest possible date. No action taken.

Schoonover presented the council with a proposal from the Argus for it's annual "Heart of Houston County" publication. Discussion followed and they would like to see some different pictures in the add, Schoonover will inform them of that. Motion by Mayor Burns, second by Member Vick to approve a ¼ page add in color at a cost of \$205.00. All members present voted in favor and the motion carried.

Motion by Mayor Burns, second by Member Vick to approve the hiring of Zachary Swedberg to the 70 hour permanent part-time police officer position and the hiring of Trent Price and Shawn Marlowe to part-time officers. All members present voted in favor and the motion was declared carried.

Motion by Member Fisch, second by Member Vick to approve Ordinance 113 Granting a Franchise to ACENTEK to construct, operate and maintain a cable system within the City of Caledonia. All members present voted in favor and the motion was declared carried.

Motion by Member Fisch, second by Member Vick to approve the claims as submitted. All members present voted in favor and the motion was declared carried.

Ability Building Center, Inc.	Groundkeeping Crew	131.25
Alco Stores, Inc.	Misc. Supplies, 1 st Aid Supplies	18.36
American Safety Utility Corp.	Light – Raingear/Tools & Equip.	602.13
Artic Glacier USA, Inc.	Ice	416.95
Baker & Taylor Books	Library Books	684.81
Becker & Stemper Electric	Miscellaneous	266.40
Blocker, Matt	2014 Uniform Allowance	125.00
Blue Cross Blue Shield of MN	Health Insurance	1,430.87
Bound Tree Medical, LLC	Supplies	1,053.25
Caledonia Implement, Co.	Misc. Repair Parts, Tires	653.28
Caledonia Oil Company	Gator Repairs, #1440 Maint.	331.50
City of Caledonia	Water, Sewer & Electric	12,517.97
Crystal Valley Hardwoods Inc.	Chips	144.00
Dalco	Cleaning Supplies	364.24
Davy Engineering	Engineering Fee's	2,399.42
Davy Laboratories	Lab's	2,333.24
EO Johnson Company	Copier Agreement	506.03
Earl F. Andersen	Sign Posts & Brackets	630.50
ECM Publishers, Inc.	Advertisements	631.23
Family Circle	Library Book	4.80
Farmer's Coop Elevator Co.	Storm Sewer Materials	292.36
Farwest Line Specialties	Equipment	2,498.52
Fastenal Company	Miscellaneous Items & Tool	643.84
Gopher State One-Call	Location Notifications	85.55
Hammell & Murphy	General & Prosecution Matters	4,391.41
Hawkins, Inc.	Chemicals	1,429.97
Houston County Treasurer	2014 Fluorescent Bulb Collection	844.61
Innovative Office Solutions	Office Supplies	537.09
JP Cooke Company	Animal Control – License Tags	134.48
Jack Neumann Trucking	Freight Expense	100.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,566.15
Karian Peterson Power Line	2014 Project	179,654.00
Ken's Small Engine	Pump Repairs & Weed Eater Parts	82.70
LaCrosse Glass & Overhead	Door Repair	205.00
Lee Auto	Towing Expense	100.00
Mathy Construction	Patching Materials	21,055.69
Mayo Clinic Health System	MCHS Consortium	99.00
MN Department of Commerce	2 nd Quarter Fiscal Yeah 2015	541.47
MN Department of Health	Water Service Connection Fee	1,809.00
MN Pipe & Equipment	Hydrant Repair Parts	958.32
Moss & Barnett	Ace Franchise Renewal	1,995.00
Phillips Wine & Spirits Co.	Liquor Store Inventory	996.00

Resco	Light Inventory	5,019.57
Ronco Engineering Sales, Inc.	Meter Valve Repair Part	168.20
Safe-Fast, Inc.	T-Shirts	67.45
Schilling Supply Company	Bags, Copy Paper	310.59
Schott Distributing Co, Inc.	Liquor Store Inventory	3,306.25
Schulze Plumbing & Heating	Dig Sewer Line for Repair	160.50
Scott Construction, Inc.	Seal Coating	26,608.00
SE Libraries Cooperating	Auto Fee's	439.22
SEMNET	Tech Services	340.00
Servocal Instruments Inc.	Sampler Repair	432.97
St. Mary Auto Body Shop	Tow's	165.00
Steele Construction & Landsc	2014 Project & Diseased Tree Removal	7,650.00
Storlie's Portable Pit Stops	Project Expense	96.19
Streicher's	PD - Misc.	140.90
Taste of Home Books	Library Books	31.98
Tri-County Electric Co-op	Electric Energy	196,963.45
United Auto Supply, Inc.	Shop Supplies, Strobe Light, Misc.	286.54
United Laboratories	Cleaning Supplies	373.47
United Parcel Service	UPS Fee	24.46
USA Bluebook	Miscellaneous Items	139.17
Verizon Wireless	Communication Expense	196.12
Wiebke Tire & Exhaust	Tire Repair	20.00
Zenke Incorporated	West Main Street Project	36,524.17
		<u>\$ 525,729.59</u>

Motion by Mayor Burns, second by Member Vick to approve the prepaid claims as presented. All members present voted in favor and the motion was declared carried.

Becker & Stemper Electric	Power to New Door	226.57
Caledonia Bakery	Refreshments	18.00
Diersen, Lynette	Election Judge	132.00
Dorival, Imogene	Election Judge	128.00
Freigo, Ronald	Election Judge	92.00
Gensmer, Ethelyn	Election Judge	216.00
Grippen, Lee	Election Judge	175.00
Hayes, Janes	Election Judge	132.00
Kaufmann, Patricia	Election Judge	80.00
Leary, Mary	Election Judge	148.00
Mechtel, Jacolyn	Music in the Park	100.00
Mulvenna, Iyla	Election Judge	196.00
Noel, Rita	Election Judge	132.00
Schroeder, Robert	Election Judge	132.00
Schulze Plumbing & Heating	Water Main Break	269.00
St. Mary, Lolita	Election Judge	175.00
Taser International	Replace Taser	855.95
Bonanza Grain, Inc.	Maintenance Materials	747.40
MN Valley Electric Cooperative	Inventory Light Project	1,158.23
Northern Beverage Distribution	Liquor Store Inventory	1,477.30
Resco	Inventory	3,630.73
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	124.00
Bank of Zumbrota	TE Micro Loans	16,830.00
Short Elliot Hendrickson, Inc.	Share Use Path	1,399.48
B & M Service Center	Fuel	149.55
Business Financial Planning	Cafeteria Plan	192.30
Caledonia True Value	Miscellaneous Items	334.19
Commissioner of Revenue	State Withholding	1,668.47
Houston Co. Treasurer	Ho. Co. Collection Site	4,011.00
ING Institutional Plan Services	TSA	550.00
Klug, Anthony	Consulting Services	800.00
LaCrosse Glass & Overhead	Install 2 Doors	4,886.00
Merchants Bank	Federal/FICA/Medicare	8,794.66
MN Benefit Association	MBA Payday 8-19-14	62.96
MN Child Support Pay. Center	Case ID001470764201	223.81
NCPERS Minnesota	NCPERS Payday 8-19-14	80.00
Public Emp. Retirement Assn.	PERA Payday 8-19-14	6,705.91
Rask, Nicholas	Animal Control	75.00
Schott Distributing Co, Inc.	Liquor Store Inventory	4,241.07
SEMNET	Tech Services	300.00
Southern Wine & Spirits of MN	Liquor Store Inventory	3,323.31
Stemper, James	2014 Uniform Allowance	172.96
Caledonia Oil Company	Unleaded	1,541.55
MN Pipe & Equipment	Hydrant Parts, Marking Paint	416.41
Petty Cash	Replenish Petty Cash	59.14
Principal Life	Life/Ad&d/STD	494.76
Resco	Inventory & Misc.	457.95
Meyer Brothers, Inc.	Sidewalk/Curb Repair	4,057.00
Northern Beverage Distribution	Liquor Store Inventory	1,453.60
Resco	Inventory	340.59
Schott Distributing Co, Inc.	Liquor Store Inventory	5,795.17
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	191.60

Caledonia Conv. & Tourism	Tourism	945.92
G & F Distributing	Liquor Store Inventory	691.00
Houston Co. Treasurer	Recording Fee	92.00
Jack Neumann Trucking	Freight Expense	138.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	1,820.60
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,363.74
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	91.10
American Legal Publishing Co.	Ordinances/Publishing	238.10
Caledonia Conv. & Tourism	Tourism	158.75
League of MN Cities Ins. Trust	Annual Pay Plan	85,208.00
Amerman & City, Mindy	Meter Deposit Refund	250.00
Gravenstein & City, Colleen	Meter Deposit Refund	250.00
MN Pollution Control Agency	Class C Certification Fee	45.00
Northern Beverage Distribution	Liquor Store Inventory	1,901.10
Richard's Sanitation	Recycling Collections	6,496.50
Schott Distributing Co, Inc.	Liquor Store Inventory	5,777.95
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	178.50
Standingbear & City, Lakota	Meter Deposit Refund	250.25
MN Dept. of Revenue	Sales/Use Tax	18,712.00
Business Financial Planning	Cafeteria Plan	192.30
Caledonia Police Association	PD Association Dues	85.00
Commissioner of Revenue	State Withholding	1,868.00
ING Institutional Plan Services	TSA Payday 9-2-14	700.00
IUOE Local #49	Union Dues	429.00
Merchants Bank	Federal/FICA/Medicare	9,802.29
MN Child Support Pay. Center	Case ID 001470764201 & 001539387401	963.63
Public Emp. Retirement Assn.	PERA Payday 9-2-14	7,509.41
Acentek Technologies	Communication Expense	1,101.33
Ho. Co. Treasurer	Chloride Applied & City Share Project	12,407.07
IUOE Local 49 Benefit Fund	Health Insurance	17,784.00
Johnson, Allan	Uniform Allowance	147.88
Kraus Oil Co, Inc.	Unleaded	1,586.00
League of MN Cities	2014-2015 Membership Dues	2,873.00
Mayo Clinic Health System	Health Cards	310.00
Northern Beverage Distribution	Liquor Store Inventory	771.70
Southern Wine & Spirits of MN	Liquor Store Inventory	750.82
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	71.10
VISA	Library DVD's	124.72
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		\$ 264,039.38

Schoonover presented a request from the Caledonia Public Schools asking for permission to the use the Auditorium again this year for a program called "Youth Frontiers". We approved this request last year at no cost to the school. Motion by Mayor Burns, second by Member Vick to approve the request.

Employee time sheets were reviewed.

The next regular meeting will be on Monday September 22, 2014, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Mayor Burns, second by Member Schroeder. All voted in favor and the motion was declared carried to adjourn at 8:10 p.m.

Robert H. Burns

Ted A. Schoonover
Clerk-Administrator