

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, October 12, 2015

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, City Hall.

ROLL CALL: Members present: Mayor Joshua Gran, Council Members: Bob Lemke, DeWayne Schroeder, Bob Burns and Paul Fisch. City Staff Present: City Clerk/Administrator Ted Schoonover, Administrative Coordinator Mike Gerardy, Guests: Dan Stemper, Scott Betz, Matt Klug, Drew Hammell, Dan and Helen Olson, Clark and Christine Meyer and Caledonia Argus reporter: Zach Olson.

AGENDA: Motion by Member Fisch, second by Member Lemke to approve the agenda. All present voted in favor and the motion was declared carried.

CONSENT AGENDA APPROVAL: Motion by Member Lemke, second by Member Schroeder to approve the consent agenda, which consisted of the regular meeting minutes from the September 28, 2015 regular meeting. All members present voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: None.

ADMINISTRATIVE COORDINATOR: Mike Gerardy presented the council with the bid speculation sheet from last summer when the city approved the purchase of a Case IH Tractor for mowing. He has concerns about the wheel base being outside the mowing deck and feels that the wheels need to be reduced. Matt Klug from Caledonia Implement was present and stated that he can have the wheels cut and welded again making the base 4" smaller which should alleviate the problem. He also stated it comes with a 4 year, 4,000 hour warranty with a zero deductible. Member Schroeder asked how soon can we get it fixed? Klug stated within days he can have it back. Mayor Gran asked if Caledonia Implement would cover the cost of fixing the problem and Klug answered yes they will cover that cost. Member Burns asked Mike Gerardy what he thought, Gerardy stated that if the council feels comfortable with it then I guess we have to accept it. Motion by Member Burns, second by Member Lemke to accept the delivery and purchase of the Case IH Tractor Mower that was approved back in May 2015. All members present voted in favor and the motion was declared carried.

Gerardy presented the Council with a variance request from 616 E. Grant St. Drew Hammell has a rather large lot and is requesting to build a 36 x 30 garage on his property. He will require a variance on the size as it is 250 sf over the allowed size. Motion by Member Schroeder, second by Member Lemke to approve the variance as presented. All members present voted in favor and the motion was declared carried.

Dan and Helen Olson were present to request a variance for a garage they want to construct on their property and will require a 4' set back variance from the North line and a 12' variance from the east line. Clark and Christine Meyer's were present and objected to having the building so close to their home, and said that if allowed it would reduce their value of their home and they would have to look out of their picture window and see a wall. Dan Stemper was present and stated that we could move the garage 5' to the South therefore this would place it in a position that would not interfere with their view, he also could build it as a 32 x 30 versus a 30 x 32 allowing even more room for the Meyer's. Because of that there is no longer a need for the 4' variance. Motion by Member Burns, second by Member Lemke to approve the variance as presented and discussed. All members present voted in favor and the motion was declared carried.

Gerardy presented the council with a zoning permit for a lighted sign at the Caledonia Vet Clinic. It meets all requirements and poses no traffic or other dangers. All members present voted in favor and the motion was declared carried.

Scott Betz was present to discuss his salvage operations. Mayor Gran and Member Schroeder stated that he has made some progress and that he needs to keep doing more to get the fence completed and the remainder of the items into the lot rather than in the yard and driveway. No action taken.

CITY CLERK/ADMINISTRATOR:

Schoonover presented the council with the utility procedures and needed clarification. When the previous billing clerk was here she would never charge the landlord a reconnect fee for a service that was disconnected. Our policy states there is a reconnect fee, so we need clarification moving forward on who should pay it. It is not fair to ask a new tenant to pay for another persons reconnection along with a deposit so does the landowner pay the reconnect fee? Discussion ensued. Consensus of the council was to have the landowner pay the reconnection fee not the tenant.

Schoonover presented the council with a letter of resignation from Ambulance Director Donn Hager. Donn did state he would stay at least until the end of the month or until a replacement is located and hired. The council regretfully accepted the resignation and wanted to thank Donn for his professionalism and his dedication to the

service. Member Burns gave the council an update from a committee meeting with Tri-State Ambulance. Because we are having trouble filling up the day shift we asked them to propose some option to have them cover the day shifts and possibly manage the service. It would cost more money but legally we can't keep operating without coverage or we face fines or having or license revoked or suspended. Burns did state that we need to get input from the Townships as well prior to making a decision and we will be setting up that meeting very soon. No action taken.

Schoonover presented the council with a request from Virgie Rud to retain a key for the Auditorium. Motion by Mayor Gran second by Member Lemke to approve the request. All members present voted in favor and the motion was declared carried.

Motion by Member Fisch, second by Member Lemke to approve the purchase of an I-Pad for the library. Roll of votes: Yes. Mayor Gran, Members Fisch and Schroeder. No. None. Abstain: Member Burns. Motion carried.

Schoonover stated that two liquor store clerks have quit and we need to place an ad in the Argus. He stated that he has already placed and no further action was taken.

Schoonover informed the council that he has sent in a letter for a safe routes to school grant to put up traffic control signals at Highway 44 and Esch Drive. No further action was taken.

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

| | | |
|--------------------------------|--|-----------|
| Ability Building Center, Inc. | Rec Park – Ground keeping Crew | 115.50 |
| Abrams & Schmidt LLC | Consulting Attorney – Labor/Svcs | 418.50 |
| Advent Design Corporation | Light – Testing Equipment | 692.58 |
| Airgas USA, LLC | Street – Misc | 203.76 |
| All Star Engines, LLC | Sewer – Pipe Roder Repair | 268.50 |
| Amaril Uniform Company | Light – Rf Clothing | 1,586.10 |
| American Public Power Assn | Light Dept – Safety Manuals | 110.24 |
| American Safety Utility Corp | Light – Raingear | 194.39 |
| Artic Glacier USA, Inc | Ice | 222.54 |
| Ashbacher, Randall | FD – Reim Fuel Exp | 98.03 |
| Auto Value Parts Store | Street Equip – Misc | 28.97 |
| Betz, Jean | Refund Ambulance Duplicate Pay | 90.16 |
| Blue Cross Blue Shield of MN | PD – Health Insurance (M Coffield) | 1,525.42 |
| Bound Tree Medical, LLC | Ambulance – Misc Supplies | 65.00 |
| Caledonia Lumber Co, Inc. | Street – Misc | 8.00 |
| Caledonia Oil Co | PD - #21 Maint/Mult – Unleaded | 1,256.68 |
| Caledonia Ready Mix, Inc. | Park Area – Playground Install | 83.63 |
| Carquest Auto Parts Store | Park Areas/Street – Misc | 32.08 |
| City of Caledonia – Utilities | Misc – Electric, Water, Sewer | 11,852.51 |
| Communications Service WI | Water/Sewer – Radio Antenna | 35.75 |
| Compass Minerals America | Street – Winter Maint Mtls | 7,311.95 |
| D S Electric Supply Inc. | Stp/Light/Pathway Lighting – Misc | 1,718.01 |
| Davy Engineering | Cal/Stp – Swim Pool, MPCA, Misc | 13,145.79 |
| Davy Laboratories | Stp – Lab | 126.32 |
| Dawson Truck Parts, Inc. | FD – Truck 1430 Repairs/Maint | 1,649.77 |
| ECM Publishers, Inc. | Misc | 1,790.30 |
| Ellingson Motors | Water/Sewer – Van Battery | 104.94 |
| Emergency Apparatus Maint Inc. | FD – Repair Parts | 92.24 |
| Employee Data Forms of Mo LLC | Employee Data Calendar | 23.00 |
| Expert T. Billing | Amb – Contracted Billing | 546.00 |
| Farmers Coop Elevator Co | Light – Gloves/Boots | 77.00 |
| Farrell Equipment & Supply Co | Street Equip – Saw Blades | 113.99 |
| Fastenal | Street/Light – Misc | 82.13 |
| First Supply LLC | Water/Stp – Hydrant Install/Repair/Parts | 451.51 |
| Gopher State One Call | Light – Location Notifications | 55.20 |
| Hammell & Murphy, PLLP | City of Cal – General Matters | 1,517.13 |
| Hawkins, Inc. | Stp – Chemicals | 5.00 |
| Henry Schein, Inc. | Amb – Supplies | 24.96 |
| Hoskins Electric Co | Liquor/Stp – Cooler Repairs/labor/Misc | 566.26 |
| Innovative Office Solutions | Misc – Planner, supplies, ext | 96.91 |
| Konkel Forest Products, Inc | Park Ares – Wood Chips | 80.00 |
| Menard's | PD/Park Area – Misc | 18.66 |
| Meyer Brothers, Inc. | Curb, Sidewalk, Storm Drainage Repairs | 4,966.50 |
| Milestone Materials | Street – Maint Mtls | 458.06 |
| Minnesota Pipe & Equipment | Light – Hydrant Extension | 585.32 |
| MN Dept of Labor & Industry | Aud – Elevator Operator Permit | 100.00 |
| MN Fire SVC Cert Board | FD – Cert Exam | 200.00 |
| Moss & Barnett | Mediacom Franchise Renewal | 290.50 |
| Northwest Lighting Systems Co | Pathway Lights | 5,915.00 |
| Reed, Jessie | Light – Refund Acct Overpayment | 16.85 |
| Resco | Light – Inventory | 1,022.44 |
| Richard's Sanitation, LLC | Refuse Disposal – Sept 2015 | 264.60 |
| Schilling Supply Company | Mult - Misc | 444.76 |
| Schmitz Refrigeration, HTG & A | City Hall/Library – A/C Repairs | 145.00 |
| Sema Equipment | Street Equip/FD – Repair Parts | 1,912.27 |
| Semnit | Tech Svcs | 560.00 |
| Severson Oil Company | Street Equip – Diesel | 32.50 |
| Showcases | Library – DVD Cases | 123.55 |
| St. Mary Auto Body Shop | PD – Tow | 125.00 |
| Staggemeyer Stave Co Inc | Park Areas – Landscaping MTLs | 45.00 |

| | | |
|---------------------------|---------------------------------------|------------|
| Tri County Electric Co-Op | Light – Elec Energy Grn Acres/Tree St | 164,195.86 |
| United Laboratories | City Hall – Misc | 153.54 |
| United Parcel Service | Light – UPS Fee | 63.99 |
| Water Systems Company | Clerk's Office – Drinking Water | 7.36 |
| Wiebke Fur Company | PD – Misc Equip | 29.25 |
| Grand Totals: | | 230,143.39 |

Motion by Member Fisch, second by Member Schroeder to approve the pre-paid claims as presented. All members present voted in favor and the motion was declared carried.

| | | |
|--------------------------------|--|-----------|
| B & M Service Center | Street Equip – Fuel | 179.38 |
| Baer & City, John | Meter Deposit Refund with Interest | 250.25 |
| Henry Schein, Inc. | Amb – Supplies & Batteries | 414.95 |
| Klug, Anthony J. | Stp/Water – Consulting Services | 800.00 |
| Kraus Oil Co. Inc. | Street Equip – Unleaded | 1,007.25 |
| Mann, Stephanie | 2015 Clothing Allowance | 60.00 |
| Meyer Brothers, Inc. | Street – Curb/Sidewalk Repair | 2,474.50 |
| MN Municipal Beverage Assn. | Reg Fee – Patty Gavin | 15.00 |
| Peterson & City, Sara | Meter Deposit Refund with Interest | 250.08 |
| Proudfoot & City, Anna | Meter Deposit Refund with Interest | 250.10 |
| Reinhart & City, Jeremy | Meter Deposit Refund with Interest | 250.10 |
| Resco | Light – Inventory | 5,294.73 |
| Thomas & City, Stanley | Meter Deposit Refund with Interest | 250.22 |
| Wild & City, Ardyce | Meter Deposit Refund with Interest | 250.16 |
| Coaching Systems, LLC | Amb – Driver's Course Training | 161.26 |
| Hammell & Murphy, PLLP | City of Cal – Prosecution Matters | 1,288.10 |
| Kraus Oil Inc. | Mult – Diesel | 902.00 |
| Northern Beverage Dist | Liquor Store Inventory | 1,369.50 |
| PT Welding & Driveshaft Rep | Street- Skid Loader Bucket | 889.33 |
| Schott Distributing Co, Inc. | Liquor Store Inventory | 2,650.80 |
| Spring Grove Soda Pop, Inc. | Liquor Store Inventory | 133.90 |
| Power Monitors Inc. | Light – Repair "Deposit" | 200.00 |
| Expert T. Billing | Amb – Contracted Billing | 832.00 |
| Henry Schein, Inc. | Amb – Supplies | 315.26 |
| Jack Neumann Trucking | Liquor – Freight Exp | 89.00 |
| Johnson Brothers Liquor Co | Liquor Store Inventory | 1,392.25 |
| Phillips Wine & Spirits Co | Liquor Store Inventory | 760.63 |
| Principal Life | Life/Ad&d/Dep Life | 424.55 |
| Schumacher Elevator Co | City Hall – Elevator Repairs | 758.75 |
| Semnit | Liquor Store – Tech Svcs | 1,004.00 |
| Tri-State Ambulance, Inc. | Intercept Fee Run | 500.00 |
| Vinocopia, Inc. | Liquor Store Inventory | 911.50 |
| Caledonia Volunteer Fire Dept. | Relief Assn – 3 rd Qtr 2015 | 600.00 |
| Houston County Treasurer | Ho Co Coll Site October 2015 | 4,011.00 |
| Kechi, City of | Ballistic Vest – Officer Seth Louks | 725.00 |
| Nelson, Craig T. | 2015 Uniform Allowance | 150.00 |
| Rask, Nicholas D. | Animal Control – Rent/Misc | 75.00 |
| Buttell's Lighting | Auditorium – Ballasts | 71.90 |
| ECM Publishers, Inc. | Clerk's Office – 1 Yr Subscr | 42.00 |
| Northern Beverage Dist | Liquor Store Inventory | 1,060.45 |
| Schott Distributing Co, Inc. | Liquor Store Inventory | 6,412.80 |
| Spring Grove Soda Pop, Inc. | Liquor Store Inventory | 135.00 |
| Commissioner of Revenue | State W/H – Payday | 1,496.28 |
| Merchant's Bank | Fed/Fica/Med | 8,027.98 |
| Business Financial Planning | Café Plan Payday | 384.60 |
| Caledonia Conv & Tour Bureau | Tourism | 673.50 |
| Ho Co Historical Society | Defective Sidewalk Program | 636.25 |
| Merchant's Bank | Fed/Fica/Med – Payday | 306.94 |
| MN Child Support Payment Ctr | Case ID 001470764201 | 200.73 |
| MN State Retirement System | MNDP/Roth – Payday | 595.00 |
| Public Emp Retirement Assn | Pera Payday | 6,633.83 |
| TJ's Trucking & Excavating | Shared Use Path – Pay | 16,619.28 |
| Houston county Treasurer | Recording Fee – J & M Builders | 46.00 |
| Richard's Sanitation, LLC | Recycling – Collections | 6,820.35 |
| Visa | Misc | 252.46 |
| Zehnder, Kurt | PD – Uniforms | 406.13 |
| Acentek Ascending Technology | Comm Exp | 1,138.96 |
| Commissioner of Revenue | State W/H – Payday | 232.60 |
| Houston County Treasurer | Street Equip – Vehicle Reg Re | 16.00 |
| IUOE Local 49 Benefit Fund | Health Insurance | 20,840.00 |
| Merchants Bank | Fed/Fica/Med | 1,634.71 |
| Northern Beverage Dist | Liquor Store Inventory | 926.25 |
| Public Emp Retirement System | Pera Payday | 1,016.78 |
| Spring Grove Soda Pop, Inc. | Liquor Store Inventory | 102.60 |
| Henry Schein, Inc. | Amb – Supplies | 331.24 |
| Riverland Community College | FD – Training/Survival Trailer | 900.00 |
| Verizon Wireless | Comm Exp | 217.73 |
| Artisan Beer Company | Liquor Store Inventory | 144.00 |
| Jack Neumann Trucking | Liquor – Freight Exp | 112.00 |
| Johnson Brothers Liquor Co | Liquor Store Inventory | 1,828.82 |
| Northern Beverage Dist | Liquor Store Inventory | 990.20 |
| Phillips Wine & Spirits Co | Liquor Store Inventory | 2,469.51 |

| | | |
|------------------------------|------------------------|------------|
| Schott Distributing Co, Inc. | Liquor Store Inventory | 2,111.30 |
| Spring Grove Soda Pop, Inc. | Liquor Store Inventory | 102.95 |
| Minnesota Energy Resources | City Hall – Nat’l Gas | 765.63 |
| Schott Distributing Co. Inc. | Liquor Store Inventory | 2,339.13 |
| Spring Grove Soda Pop, Inc. | Liquor Store Inventory | 185.20 |
| Wirtz Beverage Minnesota | Liquor Store Inventory | 1,649.67 |
| Grand Totals: | | 143,720.31 |

Schoonover presented the council with two letters of resignation. The first being from Michele Des Lauriers a part-time liquor store clerk. The second letter was from City Clerk/Administrator Schoonover resigning effective October 24, 2015. The council thanked Administrator Schoonover for his dedication and professionalism and wished him the very best in his new venture with the State of Iowa. The council accepted both letters with regret.

Schoonover presented the employee overtime report and the police October shift report. No action taken.

The next regular meeting will be on Monday October 26, 2015, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Member Burns second by Member Schroeder. All voted in favor and the motion was declared carried to adjourn at 9:05 p.m.

Joshua D. Gran
Mayor

Ted A. Schoonover
Clerk-Administrator