

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Tuesday, November 12, 2013

CALL TO ORDER: Following due call and notice thereof, Mayor Bob 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: Bob Lemke, DeWayne Schroeder, Randi Vick and Tom Murphy. City Staff Present: City Clerk/Administrator: Ted Schoonover, Administrative Coordinator: Mike Gerardy, Ambulance Director: Mike Tornstrom. Guests present: Boy Scout Troop #51; Mike Jergenson, Thomas Jergenson, Nick Logging, Dalton McHan, and Derek Vandrohe and Caledonia Argus reporter Clay Schuldt.

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

CONSENT AGENDA APPROVAL: Motion by Mayor Burns, second by Member Vick to approve the consent agenda, which consisted of the regular meeting minutes from October 28, 2013. All voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: Boy Scout Troop #51 were acknowledged and welcomed. They were in attendance to complete the requirements of attending a public meeting to earn their Communications Merit Badge.

NEW BUSINESS:

Administrator Coordinator Gerardy presented the council with the information to set a public hearing for a zoning permit for Caledonia Haulers to construct a new business sign. Motion by Mayor Burns, second by Member Schroeder to set the public hearing for November 25, 2013 at 6:15 p.m. All members present voted in favor and the motion was declared carried.

Motion by member Vick, second by Member Murphy to approve the payment request #5 to Visu-Sewer in the amount of \$5,516.61. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by member Lemke to approve the payment request #8 to Griffin Construction Inc. in the amount of \$157,559.52. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Vick to approve the zoning request for a building sign located at 107 E. Main St. Contingent upon the property owners approval. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Lemke to approve the zoning request for a new building sign located at 509 S. Highway 44/76 to replace the existing sign at Caledonia Implement. All members present voted in favor and the motion was declared carried.

City Clerk/Administrator Schoonover presented the council with an overview of the FEMA damages that the city has submitted for reimbursement from Minnesota Homeland Defense. No action taken.

Motion by Member Lemke, second by Member Vick to approve Resolution 2013-0013 Donation from the American Legion for the Caledonia Fire Department in the amount of \$100.00. All members present voted in favor and the motion was declared carried.

Ambulance Director Mike Tornstrom presented the council with a proposal to hire a part-time Assistant Director/Secretary for the Ambulance Department and possibly share the secretary duties for the Police Department. Discussion ensued. Tornstrom stated that his end goal is to eventually be able to hand over the entire operation to this person, therefore eliminating his position all together. He believes that with some reductions on certain areas and moving some capitol purchases this can be done without a large budgetary increase. No action taken.

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

Abrams & Schmidt LLC	Consulting Attorney	40.50
Affordable Technology Sol.	Tech Services, Monthly Maintenance	196.50
Alco Stores, Inc.	Phone Minutes	42.74
Artic Glacier, Inc.	Ice	113.14
Baker & Taylor Books	Library Books	525.11
Bonanza Grain, Inc.	Project, Maintenance Materials	104.20
Bound Tree Medical, LLC	Miscellaneous Items	108.00
Caledonia Implement Co.	Fuel/Additives	82.83
Caledonia Lumber Co, Inc.	Misc. Supplies	370.86
Caledonia Oil Company	Labor #20	15.00
Caledonia Ready Mix	Winn. Est. Waterway Repair	555.75

Carquest Auto Parts Store	Repair Parts	55.87
Chosen Valley Testing	Drill/Sample/Engineering	2,074.00
City of Caledonia Utilities	Electric, Water, Sewer	10,758.98
CLIA Laboratory Program	Ambulance – Lab User Fee	150.00
Credit Bureau Data, Inc.	Utility Collection Fees	73.71
D S Electric Supply, Inc.	Miscellaneous Items	168.10
Davy Engineering	Engineering Services	6,526.59
Davy Laboratories	Lab	626.73
Death In a One-Room	Library Book	45.00
Decorah Auto Center	Truck 08 Repair Part	68.22
Demco	Book Jacket Materials	90.46
E O Johnson Company	Copier Agreement	31.78
ECM Publishers, Inc.	Advertisements/Notices	1,037.79
Emergency Apparatus Maint.	FD Maintenance	1,114.34
Esch Builders	Dig up Force Main	167.50
Fastenal Company	Miscellaneous Items	36.87
First Supply LLC	Repair Parts	1,833.09
Gopher State One-Call	Location Notifications	56.65
Great River Water Treatment	Boiler Water Treatment	126.42
Griffin Construction Co, Inc.	Sewer Rehab 2012 Payment No. 8	157,559.52
Hammell & Murphy, PLLP	Prosecution & General Matters	3,099.50
Hengel Brothers, Inc.	Install Valve/Pump Base	1,440.20
Hoskins Electric Co.	Well #6 Faulted, Well #7 Thermostat	301.21
Houston Co. Highway Dept.	Maintenance Materials	435.35
Innovative Office Solutions	Office Supplies	18.83
Kemske	Receipt Books	307.27
Ken's Small Engine	Repair Part	10.25
Metro Sales, Inc.	Copier Agreement	94.10
Midwest Tape	Library DVD's	74.52
MN Energy Resources	Natural Gas	2,298.15
North American Salt Co.	Maintenance Materials	3,304.04
Quillin's IGA	LP Gas Tanks, Liquor Store Inventory	81.64
Resco	Light Inventory	278.46
Richard's Sanitation	Refuse Disposal	210.39
Sandry Fire Supply, LLC	Equipment New Alexis Pumper	1,530.85
Schilling Supply Company	Cleaning Supplies, Copy Paper, T. Tissue	609.47
Schmidt, Joannie	Reimbursement Course Reg. Fee	30.00
Schulze Plumbing & Heating	Repair Parts	138.03
SE Libraries Cooperating	Auto Fees	404.42
Southern Wine & Spirits of MN	Liquor Store Inventory	2,224.19
Star Energy Services	2013 Project	23,828.40
Storlie's Portable Pit Stops	2013 Project	96.19
Tri-County Electric Co-op	Electric Energy	166,392.64
Tri-State Doors	Garage Door Openers	100.00
United Auto Supply, Inc.	Repair Parts, Parts Returned, Misc.	16.39
Visu-Sewer, Inc.	2012 Sanitary Sewer Rehab	5,516.61
Water Systems Company	Drinking Water	13.47
Wieser Septic & Excavating	Line Repair	10,035.90
		<u>\$ 407,645.72</u>

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

Caledonia True Value	Misc.	209.17
Expert T Billing	Ambulance Billing	625.00
Fitzpatrick Auto Transport	Tow	75.00
Mayo Clinic Health System	Health Care Cards	180.00
Mid America Backflow Prev.	Test Backflow Prevention	125.00
Resco	Light Inventory	234.58
SE MN EMS	Registration Fee	50.00
United Systems Technology	PD Maintenance For Asyst Program	3,630.00
B & M Service Center	Fuel	80.00
Blocker, Matt	DOT Physical Expense	35.00
Bonanza Grain, Inc.	Maintenance Materials	1,957.75
Caledonia Conv. & Tourism	Tourism	659.91
Dept. of Public Safety	Liquor Store Retailers Card	20.00
G & F Distributing	Liquor Store Inventory	491.50
Galls, Inc.	Replacement Gloves	56.48
Gerardy, Mike	2013 Uniform Allowance	125.00
Mayo Clinic Health Systems	Health Cards	240.00
Northern Beverage Distribution	Liquor Store Inventory	3,234.10
Schott Distributing Co, Inc.	Liquor Store Inventory	2,848.40
Schumacher Elevator Co.	Elevator Maintenance	749.03
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	106.75
Jack Neumann Trucking	Freight Expense	95.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	3,688.32
Kraus Oil Company	Unleaded	1,577.00
Paul's Towing	Towing Expense	100.00
Phillips Wine & Spirits	Liquor Store Inventory	532.27
Principal Life	Life/Ad&d/STD	398.09

B & M Service Center	Fuel	73.00
Guillaume, Joyce	2014 Weekly Planner	27.95
Kwik Trip Stores	Scrip	2,385.00
Petty Cash	Replenish Petty Cash	74.33
Baker & Taylor Books	Library Books	1,251.14
Better Homes & Gardens	Library Book	33.91
Midwest Tape	Library DVD's	159.53
SE Libraries Cooperating	Auto Fees	404.42
Showcases	Library DVD Cases	78.99
Taste of Home Books	Library Books	31.98
Commissioner of Revenue	State Withholding	1,504.62
Merchants Bank	Federa/FICA/Medicare	7,323.22
MN Child Support Payment Cnt	Case ID 001470764201	216.88
Public Emp. Retirement Assn.	PERA Payday 10-29-13	6,073.77
Betz, Mark	Maintenance Materials (Black Dirt)	356.25
Burns & City, Deborah	Meter Deposit Refund	250.50
Business Financial Planning	Cafeteria Plan	233.80
Calvert & City, Seritta	Meter Deposit Refund	250.50
Collins Brothers, Inc.	Liquor Store Inventory	258.05
Gavin, Patricia	Travel Expense	8.00
ING Institutional Plan Services	TSA payday 10-29-13	480.00
Mayo Clinic Health System	Health Cards	60.00
Northern Beverage Dist.	Liquor Store Inventory	152.00
Schoh-Bell & City, Amber	Meter Deposit Refund	250.50
Schott Distributing Co.	Liquor Store Inventory	10,674.85
Southern Wine & Spirits of MN	Liquor Store Inventory	1,813.66
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	144.00
Stoltz & City, Tim	Meter Deposit Refund	250.50
Thompson Reuters	Renew Fixed Assets Program	16.50
Tri-State Ambulance	Intercept Fee	250.00
Houston Co. Treasurer	Ho. Co. Collection Site	4,008.00
My Locker	Uniform Allowance – A. Johnson	120.68
Rask, Nicholas	Animal Control	75.00
Winona Mechanical	Sanitary Rehab Pay Est. #4'	39,050.76
MN Dept. of Revenue	Sales/Use Tax	23,883.00
Richard's Sanitation	Recycling Collections	6,697.80
Commissioner of Revenue	State Withholding	213.44
Kwik Trip Stores	Scrip	360.00
Merchants Bank	Federal/FICA/Medicare	1,282.41
Caledonia Oil Company	Diesel	1,926.55
G & F Distributing Co.	Liquor Store Inventory	94.50
IUOE Local 49 Benefit Fund	Health Insurance	17,104.00
Jack Neumann Trucking	Freight Expense	60.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	581.28
Northern Beverage Distribution	Liquor Store Inventory	2,621.30
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,253.04
Public Emp. Retirement Assn.	PERA Payday 11-1-13	706.48
Resco	Light Inventory	6,086.18
Schott Distributing Co., Inc.	Liquor Store Inventory	1,112.50
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	145.75
Verizon Wireless	Communication Expense	203.21
VISA	Travel Expense, Library DVD's	1,029.96
Allen, Diane	Defective Sidewalk Program	350.00
Caledonia Oil Company	Defective Sidewalk Program	1,204.75
Caledonia Vol. Fire Dept.	Pass Thru Contribution	100.00
Gengler, Pete	Defective Sidewalk Program	400.00
Klug, Anthony	Consulting Services	800.00
Merchants Bank	ACH Fee	31.07
Meyer Brothers	Curb Repair	1,020.00
Steicher's	PD – Uniforms	205.98
ACE Link Telecommunications	Communication Expense	1,137.68
Schott Distributing Co., Inc.	Liquor Store Inventory	1,957.40
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	18.50
		<hr/>
		\$ 173,622.42

Administrator Schoonover presented the council with a copy of the compensation study that was completed in 2003. He also informed the board that the company that presented the lowest bid said they could do a review of the job description for far less than bid. Schoonover reminded the council that it never acted on the last study so if it intends to do the same with this one, then he recommends that they not even complete one and allow him and bargaining unit to update the descriptions. Consensus of the council was to conduct it internally. No action taken.

Motion by Mayor Burns, second by Member Vick to approve the gambling permit for the Caledonia Rod and Gun Club on February 15, 2014. All members present voted in favor and the motion was declared carried.

Schoonover informed the council that we have another applicant to interview and once all the details are worked out he would be setting up a special meeting to conduct the interview. No action taken.

Schoonover brought back the franchise agreement and informed the council that all the cities he contacted are perfectly content with the services that Moss & Barnett provide and he recommends that the city enter into that

agreement and enact the PEG fees moving forward. Motion by Mayor Burns, second by Member Murphy to approve the Agreement. The PEG fees will be brought back to a later meeting to act upon. All members present voted in favor and the motion was declared carried.

Administrator Schoonover informed the council that he wanted to apply for a \$5,000 grant from the Help America Vote Act through the Secretary of States Office to purchase automatic door openers for the Auditorium. Motion by Member Schroeder, second by Member Lemke to approve the Resolution 2013-014 EAID Grant. All members present voted in favor and the motion was declared carried.

Schoonover asked the council if they could close the offices on Friday the 29th of November 2013 as no one conducts business that day anyway. The council felt that we needed to remain committed to the labor agreement we have in place, therefore the offices would remain open. No action taken.

Schoonover presented the council with the Nuisance Officers call log, the October police logs and the employee time sheets. Member Murphy suggested that we add any employees to the overtime report that have overtime within that pay period. No action taken..

The next regular meeting will be on Monday November 13, 2013 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Mayor Burns, seconded by Member Vick. All voted in favor and the motion was declared carried to adjourn at 7:47 p.m.

Robert H. Burns

Ted A. Schoonover
Clerk-Administrator