

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, August 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. Guests present: Caledonia Argus reporter Clay Schuldt and Joel Boone.

AGENDA: Motion by Mayor Burns, second by Member Lemke to approved. 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 July 22, 2013. All voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: Joel Boone was present to show his opposition towards the pool project. Mr. Boone felt that the money that is proposed could be better spent on other projects such as street improvements. He also mentioned that we are already thirty thousand dollars in the red for the current season and it will only get worse. Member Vick understood his concerns and can appreciate his concerns but the swimming pool is just another service the city provides for the residents. Mayor Burns stated that he feels that we need to keep these family type activities open and available to the residents to enjoy them and it is not intended to be a money making proposition but a good family activity for our residents and guests to enjoy.

NEW BUSINESS:

City Clerk/Administrator Schoonover presented the Council with an invoice from Yaggy and Colby Associates for the walking path project in the amount of \$2,109.20 Motion by Member Schroeder, second by Member Vick to approve the payment of the invoice. All members present voted in favor and the motion was declared carried.

Motion by Member Vick, second by Member Murphy to approve the purchase of a new 68 URAI blower for the WWTP in the amount of \$4,580.00 plus tax and shipping. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Schroeder to approve the annual Minnesota Rural Water Association dues in the amount of \$235.00. All members present voted in favor and the motion was declared carried.

Schoonover presented the council with quotes from Mathy Construction Company to repave S. Decorah St, S. Ramsey St, and S. Hokah Streets. Each street would be completed at a cost of \$16,813.56. Discussion ensued. Motion by Member Murphy, second by Member Schroeder to approve the repaving of S. Decorah St and S Ramsey Street. Mayor Burns was concerned about the base of the road and asked that some borings be done to check the rock levels before the project is started. Roll call of members. Yes: Members Schroeder, Murphy, Vick and Lemke. No: None. Mayor Burns abstained from the vote.

Motion by Mayor Burns, second by Member Lemke to approve the purchase of a new pump for the Mcphail lift station and a backup pump for the Sunnyside lift station in the amount of \$3,977.89. All members voted in favor and the motion was declared carried.

Motion by Member Schroeder, second by Mayor Burns to approve the payment request #7 to Griffin Construction Company in the amount of \$88,766.44. All members voted in favor and the motion was declared carried.

Motion by Member Vick, second by Member Murphy to approve the payment request #3 to Winona Mechanical Inc in the amount of \$47,345.86. All members voted in favor and the motion was declared carried.

Motion by Member Vick, second by Member Schroeder to approve the change order #3 for Winona Mechanical Inc in the amount of -\$18,960.00. All members voted in favor and the motion was declared carried.

Motion by Member Vick, second by Mayor Burns to approve the quote from Chosen Valley to conduct boring samples at the Swimming pool location in the amount of \$2,074.00. All members present voted in favor and the motion was declared carried.

Discussion was held in reference to the Kingston St. sidewalk project. One quote was accepted from Meyer Construction with a base bid of \$18,790.00 with two alternates. Alternate one is for 300' of curb and gutter at a cost of \$30.00 per linear foot. Alternate two was for a retaining wall approximately 150-200' at \$50.00 per linear foot. Motion by Member Lemke, second by Member Vick to approve the base bid and both alternate bids.

Clerk/Administrator stated that he could send all the property owners a letter informing them of the project. All members present voted in favor and motion was declared carried.

A zoning variance was presented on behalf of Sharon Corcoran at 613 S. Pine St. for a front porch addition that requires a 16'3" variance. It is in line with the other structures on the street and Schoonover recommended approval based on past variances and neighborhood standards. Motion by Member Vick, second by Mayor Burns, to approve the variance as presented. All members voted in favor and the motion was declared carried.

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

Affordable Tech. Solutions	Office Supplies, Tech Services	570.74
Airgas USA, LLC	Oxygen/Acetylene	122.13
Alco Discount Store	Cleaning Supplies	47.85
Artic Glacier Inc.	Ice	481.74
Astrup Drug	Supplies	176.79
B & M Service Center	Maintenance, Unleaded	344.95
Baker & Taylor Books	Library Books	954.20
Better Homes & Gardens	Library Book	35.24
Bonanza Grain, Inc.	Repairs, Rental, Materials	1,292.58
Bound Tree Medical, LLC	Supplies	1,025.99
Caledonia Argus	1 Year Subscription	41.00
Caledonia Oil Company	Gas	40.00
Carquest Auto Parts Store	Truck Maintenance Part	5.34
City of Caledonia	Utilities	12,748.93
Clarey's Safety Equipment, Inc.	Recharge Extinguishers	97.20
Communications Service WI Inc.	Battery Pack	27.79
Davy Engineering	Rehab III, Facility Plan	15,624.49
Davy Laboratories	Lab's	2,150.99
ECM Publishers, Inc.	Advertisements	1,289.81
Electric Pump	McPhail Lift Station Repairs	1,365.65
Family Circle	Library Book	36.24
Farmers Coop Elevator Co.	Chemicals, Landscaping Materials	99.32
Fastenal Company	Clamp/Meter	427.45
First Supply LLC	Pressure Gauge	30.79
Games People Play	Rec Park – Misc.	19.95
Gopher State One Call	Location Notifications	117.55
Hammell & Murphy	General Matters & Prosecution Matters	4,978.50
Hoskins Electric Company	Influent Signal Cable Repair, Misc.	1,467.50
Innovative Office Solutions	Office Supplies, Power Backup	92.71
J P Cooke Company	Animal Control 2014 License Tags	139.39
Jack Neumann Trucking	Freight Expense	80.00
Jahn's Transfer, Inc.	Freight on Blower Repairs	105.47
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,421.28
Ken's Small Engine	2 Generator Batteries, Pump Repair	429.93
Kwik Trip Stores	Gas	23.53
Lind Awards & Engraving	Tourney Metals	370.50
Mayo Clinic Health System	Health Care Provider Cards	10.00
Menard's	Park Areas – Misc.	9.87
Metro Sales, Inc.	Copier Agreement	63.83
Midwest Tape	Library – DVD Funding	140.13
Minnesota Pipe & Equipment	Red Marking Paint	257.48
Mississippi Welders Supply Co.	Oxygen	154.14
MN Dept. of Labor & Industry	Elevator Operator	100.00
MN Rural Water Association	Membership July 2013-2014	235.00
M-R Sign Co, Inc.	Crosswalk Lights – Signs	84.39
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,012.25
Quillin's	Liquor Store Inventory	29.85
Richard's Sanitation	Refuse Disposal	272.73
Schilling Supply Company	Copy Paper, Tissue, Towels	632.26
Schmitz Refrigeration, Heating	Cooler Repair	225.46
Schulze Plumbing & Heating	Repair Break Badger Street	106.25
SE Libraries Cooperating	Auto Fees	808.84
SEMA Equipment, Inc.	Grease	42.43
Showcases	Library DVD Cases	45.30
St. Mary Auto Body Shop	2 – Tow's	154.97
Star Energy Services	2013 Project	1,242.85
Storlie's Portable Pit Stops	2013 Project	144.28
Torgerson's Paint & Floor	Carpet Remnant	20.00
Tri-County Electric Co-op	Electric Energy	226,235.07
United Auto Supply, Inc.	Bulb	1.24
USAquatics, Inc.	Schematic Design	20,187.00
Water Systems Company	Drinking Water	14.22
Yaggy Colby Associates	TH 44 Shared Use Path	2,109.20
Zehnder, Kurt	Meal Reimbursement	32.00

\$ 303,654.56

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 passed.

Airgas USA, LLC	Oxygen/Acetylene	118.74
Eitzen State Bank	Certificate of Indebtedness	13,954.65
Fire Safety USA, Inc.	Gloves & Helmet Lights	697.50
G & F Distributing	Liquor Store Inventory	287.25
Jim Busta Band & Molly	Music in the Park	599.99
Keepers, Inc.	Uniforms	167.94
League of MN Cities Ins. Trust	Annual Pay Plan	270.00
Lyzander	Music in the Park	250.00
MN Hwy Safety & Research	Evoc Course Registration Fee	396.00
Northern Beverage Distribution	Liquor Store Inventory	1,912.15
Sandry Fire Supply	FD – Misc.	56.00
Schott Distributing Co, Inc.	Liquor Store Inventory	5,677.65
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	176.30
Tri-County Electric Co-op	Electric Energy	90.46
Bonanza Grain, Inc.	Landscaping Materials, Maint. Materials	1,655.75
Griffin Construction Co, Inc.	Sewer Rehab Payment No. 6	76,017.05
Sheehan, Megan	Reimbursement WSI Course Fee	150.00
Ability Building Center	Groundkeeping Crew	90.63
Business Financial Planning	Administration Fee's	108.00
D S Electric Supply, Inc.	Light – Misc.	235.89
Decorah Auto Center	Truck 08 Repairs	648.61
Expert T Billing	Ambulance – Contracted Billing	525.00
French Island Youth Baseball	Registration Fee	100.00
Galls, Inc.	Uniforms	802.84
Grainger	Street Equipment – Repair Parts	5.11
Illinois Municipal League	Emp. Advertisement	20.00
Itron, Inc.	Utility Billing Software Maint.	885.61
Jack Newman Trucking	Liquor – Freight Expense	160.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	4,742.02
Meyer's Lawn Service	Mow 2 Lawns	138.92
Municipal Pipe Tool Co., Inc.	Jet Clean Discharge Line	836.83
Phillips Wine & Spirits Co.	Liquor Store Inventory	355.42
Caledonia True Value	Miscellaneous Items	801.14
MN Department of Trans.	Crosswalk Project	450.00
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	120.50
Commissioner of Revenue	State Withholding	1,492.47
ING Institutional Plan Services	TSA Payday 7-23-13	480.00
Merchants Bank	Federal/FICA/Medicare	8,323.84
Public Emp. Retirement Assn.	PERA Payday 7-23-13	5,456.80
Business Financial Planning	Cafeteria Plan	233.80
Caledonia Oil Company	Unleaded	1,469.20
Cody, Joe	Music in the Park	200.00
E O Johnson Company	Library – Copy Maint. Agreement	90.00
Jeff's Automotive Repair	Truck 06 Starter	426.11
MN Benefit Association	MBA Payday 7-23-13	97.59
MN Child Support Payment Ct.	Case ID: 001470764201	193.81
NCPERS Minnesota	NCPERS Payday 7-23-13	64.00
Northern Beverage Distribution	Liquor Store Inventory	1,032.75
Principal Life	Life/Ad&d/STD	398.09
Red Wing, City of	Registration Fee	25.00
US Dept. of Education	Acct #1002697809	235.60
Visu-Sewer, Inc.	2012 Sanitary Sewer Rehab	14,066.61
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	32.52
Edwards Investments	TIF 2-2 Interest Payment	4,590.61
Eitzen State Bank	Certificate of Indebtedness	-13.32
Galls, LLC	Uniforms	113.47
K Properties	Tax Abatement	1,228.16
Kids Corner Daycare	Tax Abatement	1,069.57
Medicare Part B	Refund Overpayment	544.21
Miken Sports	Tax Abatement	152.12
Progressive Insurance	Refund	100.00
Resco	Light – Inventory	17,450.44
SEMA Equipment, Inc.	JD Mini Excavator	30,000.00
Sno Pac Foods, Inc.	Tax Abatement	142.23
West Main Townhomes of Cal.	TIF Payment 2-1	5,574.85
Witt Real Estate, LLC	Tax Abatement	380.18
Caledonia Conv. & Tourism	Tourism	851.73
Ditch Witch of MN, Inc.	Trencher/Plow/Bore Machine	35,800.29
G & F Distributing	Liquor Store Inventory	523.50
Houston Co. Treasurer	Ho. Co. Collection Site	4,008.00
Jack Neumann Trucking	Liquor – Freight Expense	130.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	3,307.85
Mayo Clinic Health System	Amb – First Aid Cards	60.00
Northern Beverage Distribution	Liquor Store Inventory	3,959.30
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,372.05
Rask, Nick	Animal Control	75.00
Schott Distributing Co, Inc.	Liquor Store Inventory	7,786.04
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	132.15
Zard, Joanne	Pool Project Reimbursement	45.00

MN Department of Revenue	Sales / Use Tax	18,650.00
Richard's Sanitation, LLC	Recycling Collections	6,634.25
VISA	Travel Expense, Supplies	554.15
Buttelt's Lighting	City Hall – Bulbs	127.73
Coca-Cola Bottling Company	Liquor Store Inventory	84.00
Commissioner of Revenue	State Withholding	232.43
Commissioner of Transportation	Sign Guide Install	294.00
IUOE Local 49 Benefit Fund	Health Insurance	17,104.00
Klug, Anthony	Consulting Services	800.00
Merchants Bank	Federal/FICA/Medicare	1,650.48
Northern Beverage Distribution	Liquor Store Inventory	1,439.55
Public Emp. Retirement Assn.	PERA Payday 8-2-13	863.72
Schott Distributing Co, Inc.	Liquor Store Inventory	4,426.95
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	336.40
Verizon Wireless	Communication Expense	203.82
Ace Link Telecommunications	Communication Expense	1,358.24
Business Financial Planning	Cafeteria Plan	233.80
Caledonia Police Association	PD Association Dues	85.00
Commissioner of Revenue	State Withholding	1,467.16
ING Institutional Plan Services	TSA Payday 8-6-13	480.00
IUOE Local #49	Union Dues	360.25
Merchants Bank	Federal/FICA/Medicare	7,819.87
MN Energy Resources	Natural Gas	2,184.80
MN Child Support Payment Ct.	Case ID 001470764201	193.81
Public Emp. Retirement Assn.	PERA Payday 8-6-13	5,696.06
Southern Wine & Spirits of MN	Liquor Store Inventory	2,330.17
Tornstrom, Brittany	Mileage Reimbursement	22.60
US Dept. of Education	Acct #1002697809	235.60
Heiller & City, Manda	Meter Deposit Refund	250.40
Martin & City, Kathy	Meter Deposit Refund	125.25
Palm & City, Sarah	Meter Deposit Refund	250.50
Peterson & City, Scott	Meter Deposit Refund	250.50
Pohlman & City, Kevin	Meter Deposit Refund	250.50
Schulze & City, Rochelle	Meter Deposit Refund	250.39
Tecpile & City, Rita	Meter Deposit Refund	250.17
Vincek & City, Brittney	Meter Deposit Refund	250.08
Wiese & City, Peter	Meter Deposit Refund	250.50
Expert T Billing	Contracted Billing	825.00
League of MN Cities Ins. Trust	Annual Insurance Premium	72,368.00
MN Public Facilities Authority	Debt Service/MN PFA Loan	115,702.67
Northern Beverage Distribution	Liquor Store Inventory	1,152.20
Schott Distributing Co, Inc.	Liquor Store Inventory	4,002.70
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	85.50
		<u>\$ 539,338.77</u>

Clerk/Administrator Schoonover presented the Council with the 2014 Local Government Aid Notice and the state increased our requested amount by \$108,244.00. Schoonover recommended that we budget using our original number in case the state changes their mind later on and decides to reduce it back down. No action taken.

The Council received two quotes for new air conditioning units in the City Hall and Library. Schmitz Heating and Air was for two units at \$6,438.00 and Winona Controls was for three units at a cost of \$11,250.00. In addition to the air units two quotes were received for the electrical work. One from Hoskins Electric in the amount of \$830.00 and one from Becker and Stemper in the amount of \$298.95. The quote from Becker and Stemper was for only one unit and he requested he be allowed to quote when he returns from vacation. The council consensus was to wait until the next meeting and see what the budget looked like to make a decision and to get a more accurate quote from Becker and Stemper. No action taken.

Motion by Mayor Burns, second by Member Vick to approve one crossing guard and the agreement between the City of Caledonia and the Caledonia Independent School District. All members present voted in favor and the motion was declared passed.

Motion by Mayor Burns, second by Member Vick to approve the 2013 Insurance renewals as presented. Schoonover mentioned that he felt the inland marine equipment was under insured. The council will revisit that aspect when a listing of that equipment can be obtained. All members present voted in favor and the motion was declared passed.

Motion by Mayor Burns, second by Member Vick to approve two temporary gambling permits to the Caledonia Lions Club for events on 9-27-2013 and 10-11-2013. All members present voted in favor and the motion was declared passed.

Administrator Schoonover asked the council for approval to add a new line item within the EDA budget to cover administrative costs such as mass mailings, brochures and other items to attract new businesses and people to the Caledonia area. The EDA has teamed up with the Chamber of Commerce and the Tourism Board in an attempt to consolidate the forces and work together versus as separate entities trying to do the same things. The overall consensus was to allow the EDA that authority.

The August Police Schedule was handed out, the June police reports and time sheets were submitted for review. No action taken. Mayor Burns did request that the Police Committee meeting get together and discuss some potential things coming up in the future. Member Vick asked that City Accountant and Secretary prepare a thank you for all the businesses and people who donated to this years Music in the Park Program and stated that she really liked the new location.

The next regular meeting will be on Monday August 26, 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 8:07 p.m.

Robert H. Burns

Ted A. Schoonover
Clerk-Administrator