

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, February 10, 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, Tom Murphy and Randi Vick. City Staff Present: City Clerk/Administrator: Ted Schoonover, Guests present: Caledonia Argus reporter Kelley Stanage.

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

CONSENT AGENDA APPROVAL: Motion by Member Schroeder, second by Mayor Burns to approve the consent agenda, which consisted of the regular meeting minutes from January 28, 2014 and the Emergency meeting on February 6, 2014. Mayor Burns, members Lemke, Murphy and Schroeder voted in favor and Member Vick abstained. The motion was declared carried.

VISITORS AND COMMUNICATIONS: None.

NEW BUSINESS:

Administrator Schoonover presented the council with Resolution 2014-001 Accepting a Donation of a grant for Election Assistance for Individuals with Disabilities (EAID) to purchase and install automatic door openers for the City Auditorium in the amount of \$4,390.83. Motion by Mayor Burns, second by Member Murphy to accept the grant and approve the resolution. All members present voted in favor the motion was declared carried.

Administrator Schoonover asked permission to allow the Liquor Store Manager to advertise and set up interviews for 2 part-time clerks. Consensus of the council was to proceed with the hiring process.

Mayor Burns stated that Southeastern Minnesota League of Municipalities canceled their meeting last week and that the council needed to determine if they supported the Legislative policies as presented. Motion by Mayor Burns, second by Member Schroeder to support the SEMLM Legislative Policies and 2014 Regional Bonding Bill. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Lemke to authorize the purchase of a computer for the Library for \$710.00 and a computer for the City Clerk for \$1,451.33. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Lemke to hire Wesley Burroughs as a firefighter. All members present voted in favor and motion was declared carried.

Mayor Burns stated that the Library has found that certain items they purchase can be now bought from Amazon at a much cheaper price. Motion by Member Murphy, second by Member Vick to allow the Library to purchase needed items from Amazon. All members present 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 in favor and the motion was declared carried.

Abrams & Schmidt LLC	Consulting Attorney	904.50
Affordable Tech. Solutions	Office Supplies, Tech Services, Computer	1,661.44
Alco Stores, Inc.	Phone Minutes	43.58
Artic Glacier, Inc.	Ice	55.38
B & M Service Center	Diesel, Fuel	205.00
Baker & Taylor Books	Library Books	283.53
Banyon Data Systems, Inc.	Meter Device Support	295.00
Bonanza Grain, Inc.	Water Main Break	238.00
Bound Tree Medical, LLC	Ambulance Supplies	895.53
Caledonia Implement Co.	Miscellaneous Items	29.63
Caledonia Lumber Co, Inc.	Miscellaneous Items	10.80
Caledonia Oil Company	Car #20 & #21 Repairs/Maint.	715.62
Caledonia Ready Mix, Inc.	Water Main Break	312.00
Caledonia Wheel Alignment	Miscellaneous Items	85.79
Carquest Auto Parts Store	Fuel/Additives	73.56
City of Caledonia Utilities	Water, Sewer & Electric	11,632.14
Communications Service WI	Repairs & Pager Repairs	1,483.25
Coulee Trophy & Sport	Ambulance Recognition Plaques	120.00
Country Store	Fuel	179.98
Dalco	Misc. Supplies	314.40
Davy Engineering	Engineering Fees	7,760.69
Davy Laboratories	Lab	2,166.25
Demco	Misc. Supplies	161.60

EO Johnson Company	Copier Agreement	506.03
ECM Publishers, Inc.	Advertisements	250.51
Expert T Billing	Contracted Billing	806.00
Family Circle	Annual Recipe 2013	33.91
Farrell Equipment & Supply Co.	Storm Sewer – Misc.	49.95
Fastenal Company	Parts	80.48
First Supply LLC	Repair Parts	76.40
Fitzpatrick Auto Transport	Towing	100.00
Gaylord Bros, Inc.	Library – Misc.	85.33
Gopher State One-Call	Location Notifications	32.30
Hawkins, Inc.	Chemicals	832.66
Hoskins Electric Co.	Pump Repair	328.74
Innovative Office Solutions	Office Supplies	148.67
Jack Neumann Trucking	Freight Expense	104.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	1,655.68
Ken's Small Engine	Part	4.89
Kraus Oil Co, Inc.	Fuel	288.15
Kwik Trip Stores	Miscellaneous Items	3.19
Little Falls Machine, Inc.	Plow Parts, Repair Parts	252.72
Mayo Clinic Health System	Breath Alcohol/Consortium	70.50
Michael's Truck Equipment	#004 Repair Parts	109.80
Midwest Leak Detection	Locate Water Main Break	375.00
Midwest Tape	Library – DVD(s)	118.95
MN Energy Resources	Natural Gas	8,590.02
Minnesota Pipe & Equipment	Water Main Repair Clamps	403.51
Mississippi Welders Supply	Recharge Extinguisher	33.35
North American Salt Co.	Maintenance Materials	3,284.07
Northern Beverage Distribution	Liquor Store Inventory	90.00
Parks & Trails Council of MN	Membership Fee	35.00
Pearson Education	Educational Materials	814.57
Phillips Wine & Spirits of MN	Liquor Store Inventory	1,629.01
Resco	Light – Inventory	1,327.48
Richard's Sanitation, LLC	Refuse Disposal – January 2014	99.90
Schilling Supply Company	Bags, Copy Paper	240.08
SE Libraries Cooperating	Wireless, Auto Fees, Overdrive, Pharos	1,571.72
SEMA Equipment, Inc.	Repair Parts	35.13
City of Spring Grove	FD – Mutual Aid	200.00
Star Energy Services	Projects – Light	3,810.00
Strub, Duane	Haul Sand	245.00
Tri-County Electric Co-op	Electric Energy	212,091.14
Tri-State Ambulance, Inc.	2 - Intercept Fee's	500.00
United Auto Supply, Inc.	Miscellaneous Items	122.82
United Parcel Service	Ups Fee	114.10
Verizon Wireless	Communication Expense	204.19
VISA	Boot, Supply Hose, Liquor Training	333.29
Water Systems Company	Drinking Water	6.36
Wiebke Tire	Dis/Mt Tire Truck	140.00
Winona Controls, Inc.	Boiler Repair	1,253.27
Zenke Incorporated	Water Main Break	4,582.50
		<u>\$ 277,803.54</u>

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

Caledonia True Value	Miscellaneous Items	367.72
Houston Co. Attorney	Victim/Witness Office	2,000.00
Stemper, James	2014 Uniform Allowance	152.99
Winona Mechanical	2012 Sanitary Sewer Rehab	5,240.09
Gopher State One-Call	2014 Annual User Fee	100.00
Laser Product Technologies	Print Cartridge	78.90
Mayville Repair	Fire Department Truck Repairs	1,964.96
MN Dept. of Commerce	Assessment Fiscal Year	161.84
Stewartville, City of	Registration Fee – Burns & Schroeder	40.00
Airgas USA, LLC	Oxygen/Acetylene	114.27
Baker & Taylor Books	Library Books	64.63
Midwest Leak Detection	Locate Water Main Break	435.00
Schott Distributing Co, Inc.	Liquor Store Inventory	3,988.60
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	89.50
Business Financial Planning	Cafeteria Plan Payday 1-21-14	192.30
Commissioner of Revenue	State Withholding	1,470.49
ING Institutional Plan Services	TSA Payday 1-21-14	480.00
Merchants Bank	Federal/FICA/Medicare	7,463.31
MN Benefit Association	MBA Payday 1-21-14	97.59
MN Child Support Payment Cnt.	Case ID: 001470764201	216.88
NCPERS Minnesota	NCPERS Payday 1-21-14	96.00
Public Emp. Retirement Assn.	PERA Payday 1-21-14	6,128.71
B & M Service Center	Street Equipment – Fuel	63.00
Buttall's Lighting	Bulbs	414.78
Davy Laboratories	Lab	1,528.00
ECM Publishers, Inc.	Summary Statement	115.57

Goodyear Auto Service Center	Four Tires	572.72
Haedtke, Sheldon	2014 Uniform Allowance	144.52
Kraus Oil Co., Inc.	Diesel	3,127.25
Midwest Beverage & Brokerage	Liquor Store Inventory	78.00
Midwest Leak Detection	Locate Water Main Break	375.00
MN Dept. of Commerce	Assessment Fiscal Year	-123.43
Moss & Barnett	Franchise Renewal	849.00
North American Salt Co.	Maintenance Materials	3,313.36
Northern Beverage Distribution	Liquor Store Inventory	3,089.45
Principal Life	Life/Ad&d/STD	445.62
Riverland Community College	Training/SCBA Trailer	900.00
Smith Schafer & Associates LTD	Annual Audit 2013	3,500.00
Southern Wine & Spirits of MN	Liquor Store Inventory	2,517.11
Stuart C Irby Co.	Testing Gloves	340.39
US Postal Service	Postage Stamps	184.00
Houston Co. Treasurer	Ho. Co. Collection Site	4,011.00
Rask, Nick	Animal Control-Rent/Misc.	75.00
Schott Distributing Co, Inc.	Liquor Store Inventory	5,480.80
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	117.40
Tri-State Ambulance, Inc.	Intercept Fee	250.00
Zenke Incorporated	Main Break Fairgrounds	3,115.00
Ho. Co. Treasurer	1999 International Vehicle Reg.	16.00
Jack Neumann Trucking	Liquor – Freight Expense	125.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	3,333.92
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,106.72
State of MN	Chemical Inventory Fee	400.00
Galls/QuarterMaster	PD – Uniforms	76.56
League of MN Cities	Registration Fee	60.00
US Postal Service	Postage Stamps	21.00
Dahl & City, Nick	Meter Deposit Refund	250.05
Dunbar & City, Dawn	Meter Deposit Refund	250.25
Gilman & City, Rhonda	Meter Deposit Refund	250.25
Knutson & City, Taylor	Meter Deposit Refund	250.25
Lampert & City, Chad	Meter Deposit Refund	250.19
Luhman & City, Kristina	Meter Deposit Refund	250.25
Lund & City, Donny	Meter Deposit Refund	250.08
Minnesota DNR-OMB	Water Permit 1982-5035	413.11
MN Dept. of Revenue	Sales/Use Tax	18,199.00
MN Pollution Control Agency	OP Conf. Registration Fee	300.00
MN Rural Water Association	Registration Fee	400.00
Resco	Inventory	626.11
Richard's Sanitation, LLC	Collections	6,740.50
Schott Distributing Co, Inc.	Liquor Store Inventory	2,367.25
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	136.05
Von Arx & City, Mandy	Meter Deposit Refund	250.25
Wiegrefe & City, Leonard	Meter Deposit Refund	250.25
Business Financial Planning	Cafeteria Plan	192.30
Caledonia Police Assn.	PD Association Dues	105.00
Commissioner of Revenue	State Withholding	1,703.81
ING Institutional Plan Services	TSA Payday 2-4-14	480.00
IUOE Local 49	Union Dues	360.25
Klug, Anthony	Consulting Services	800.00
Merchants Bank	Federal/FICA/Medicare	8,726.33
MN Child Support Payment Cnt.	Case ID 001470764201	216.88
Public Emp. Retirement Assn.	PERA Payday 2-4-14	7,237.41
Ace Link Telecommunications	Communication Expense	1,139.09
Caledonia Oil Company	Diesel	1,909.83
G & F Distributing	Liquor Store Inventory	388.00
Southern Wine & Spirits of MN	Liquor Store Inventory	1,682.17
TDS Media Direct, Inc.	Brochure Ad – Liquor Store	389.00
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	39.52
MN Public Facilities Authority	Debt Service/MN PFA Loan	33,713.15
Blue Cross Blue Shield of MN	Ambulance Refund Overpayment	136.05
Caledonia Oil Company	Unleaded	1,498.70
IUOE Local 49 Benefit Fund	Health Insurance	18,074.00
Merchants Bank	ACH Fee February 2014	31.28
Meyer, Ross	Refund, Ambulance Overpayment	80.00
Northern Beverage Distribution	Liquor Store Inventory	1,365.20
Schott Distributing Co, Inc.	Liquor Store Inventory	1,401.15
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	88.50
		<u>\$ 184,008.23</u>

Motion by Mayor Burns, second by Member Murphy to accept the employee time sheets for the period January 20, 2014 – February 2, 2014. All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Murphy to approve and 2014 Collective Bargaining Unit Agreement between the City of Caledonia and International Union of Operating Engineers, Local 49. Roll call: Yes: Mayor Burns, Members Lemke, Murphy, Vick, Schroeder. No: None. Motion was declared carried.

Administrator Schoonover presented the council with a new Installation and Activation fee schedule from Mediacom. No action taken.

Mayor Burns stated that he has talked again to Mrs. Becker in regards to the Winnebago Street project and the sidewalk issue. She would like some type of guarantee that in the future if a developer other than her, wishes to develop that property that the developer will be liable for the costs of installing the sidewalk along the West Side of Winnebago. Discussion ensued, Member Murphy wants to ensure that we are following the Comprehensive Plan, also if we do locate it on the East Side during this project the city will occur the costs, but if we wait it would have to be assessed to the property owners. Motion by Mayor Burns, second by Member Lemke to approve not constructing the sidewalk on the West side of Winnebago Street and writing a letter to Mrs. Becker stating "in the future if a developer other than her wishes to develop that property that the developer will be liable for the costs of installing the sidewalk along the West Side of Winnebago and not Mrs. Becker". All members present voted in favor and the motion was declared carried.

Motion by Mayor Burns, second Member Murphy to approve Resolution 2014-002 Approve and Accept Houston County Right of Way Amendment Plat #54 for the Reconstruction of State Aid Project 028-605-018. All members present voted in favor and the motion was declared passed.

The 2014 Non-bargaining unit members wage increases were tabled until the Police Association negotiations are completed.

Ambulance Director Mike Tornstrom asked Member Lemke if the council would allow the newly formed position of Assistant Director could be set up like his position with no set hours only a monthly wage, he stated that he is having trouble finding applicants that can work the 24 hours as planned. Discussion ensued and the matter was tabled until a later date.

At 7:28 p.m. the Mayor then asked Clerk/Administrator Schoonover if he wanted it open or closed. Schoonover requested a closed session. The Mayor then closed the regular meeting pursuant to Minnesota State Statute 13D.05 subdivision 2 (b) for an Employee Evaluation of City Clerk/Administrator Schoonover. At 8:26 p.m. the regular meeting was reconvened.

The next regular meeting will be on Monday, February 24, 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 Vick. All voted in favor and the motion was declared carried to adjourn at 8:32 p.m.

Robert H. Burns

Ted A. Schoonover
Clerk-Administrator