Agenda
Regular Meeting of the City Council
Monday, April 13, 2009

I. Call to Order
   A. 6:00 p.m. in the Council Room, City Hall.

II. Roll Call
   A. Members present:

   B. Members absent:

   C. Consultants and City Staff present:

   D. Visitors present:

III. Board of Review
   A. Public Meeting: Representatives of the Houston County Assessors Office will be present to explain the purpose of the Board of Review and procedures to conduct it. They will hear any citizens' complaints regarding the valuation of their property and assist the Council in determining what action should be taken. Enclosed with the Agenda is a section of the training guide entitled Local Board of Appeal and Equalization Handbook. Mayor Burns, Member Vick and Clerk Nelson attended this training session on November 18, 2008, at the Winona County Courthouse. Addendum #1

   Following completion of the Board of Review, the Council may consider what action to take as requested by residents, if any.

Council Action:

IV. Consent Agenda
   A. Minutes of Past Meetings: Consideration for approval of the Minutes of the Regular Meeting held Monday, March 23 and Continued Meeting held Monday, March 30, 2009, as presented. Addendum #2

   B. Licenses: Licenses will be issued contingent upon applicants completing the proper forms and submitting license fees. Addendum #3
      1. Soft Drink, $10.00 per year.
      2. Off Sale 3.2 Malt Liquor, $35 per year.
      3. On Sale 3.2 Malt Liquor, $10 per day.
      4. Bowling Lanes, $25 per year.

C. Charitable Gambling: An application for Exempt Permit has been submitted by the Caledonia Lions Club to conduct a gambling event at Good Times Bar & Restaurant, 118 Bissen Street, on May 5, 2009, to conduct a raffle. Further, they request a waiver of 30 day waiting period.

D.

E.

Council Action:

V. Visitors and Communications

A. Ambulance Department

1. Fundraiser: Mr. Tornstrom, Director, request the City to provide the necessary money for initial spending to fund a fundraiser for the ambulance department. Perhaps these monies could be provided from the municipal liquor store fund, rather than the general fund.

Council Action:

2. Uniform Allowance: Mr. Tornstrom requests the Council authorize a uniform allowance distribution among the ambulance attendants.

Council Action:

3. Non – Profit Foundation: Mr. Tornstrom further requests that the Council authorize ambulance personnel to create a 501C3 Non-Profit Foundation.

Council Action:

4. Township Meetings: Being again the time of year to make financial reports to the various townships which subsidize the Caledonia Ambulance Service, the question has come up by one town board member to conduct a single meeting and invite all townships, as opposed to City staff visiting each township separately at one of their monthly board meetings. We can discuss this issue further at the meeting.

Council Action:

B. Administrative Coordinator Topics

1. Recreation / Parks Employment: Mike Gerardy, Administrative Coordinator, requests authorization to hire a part-time person to assist with grounds keeping and the like at the recreation field and park areas.

Council Action:

2. Projects

a. Water and Sanitary Sewer Extensions: Mr. Gerardy wishes to verify Council direction for pursuing the grant application through the Public Facilities Authority to complete the proposed water and sanitary sewer main extensions on the west side of STH 44/76 from Main Street down to approximately C.S.A.H. #12.

Council Action:

b. 2010 Electric Improvement Project: Mr. Gerardy wishes to discuss and clarify directions from the Council for sending notices of easement requirements and setting meetings to discuss the project with various property owners.

Council Action:

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VI. Claims

A. Prepaid Claims: Consideration of the Prepaid Claims for March 2009.

Addendum #4

Council Action:

B. Claims Payable: Consideration of the Claims Payable for March 2009.

Addendum #5

VII. Old Business

A. Executive Search Consultants: Is the Council prepared to make a decision on whether or not to hire the Brimeyer Group to perform a search for a replacement clerk-administrator for the City of Caledonia?

Council Action:

B. Municipal Liquor Store: I wish to discuss with the Council the conclusion reached by the Council Committee to respond to Mr. and Mrs. Wedl request to close the municipal liquor store and sell off-sale intoxicating liquor licenses to other bars in the municipality.

Council Action:

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VIII. New Business

A. Pager Warranty / Maintenance Agreement: I will discuss this with you at the meeting.

B. Municipal Liquor Store Staffing: The Council Committee (Lemke & Murphy) will make a recommendation for appointment to the position of liquor store assistant manager. That position was vacated some weeks ago when Elaine Schoh resigned.

Council Action:

C. Proposed Utility Rate Increases: Stephanie Mann, Accountant and I recommend to the Council consideration for increases in the water & sanitary sewer utilities. For the water charges, we recommend an increase of $.50 to the base charge and $.10 to the usage charge, increasing the usage charge from $1.20 per hundred cubic feet to $1.30 per hundred cubic feet. For the sanitary sewer, we recommend a base rate increase of $.50 and a usage increase of $.30 from $2.45 per hundred cubic feet to $2.75 per hundred cubic feet. We recommend that the base rate increase would effective May 1, 2009, and the usage increase would be effective August 1, 2009. Based on those dates, users would be aware of the increases before they begin to use the service which would result in the increased billing. Addendum #6

Council Action:

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IX. Clerk's Report

A. Employee Time Records: Enclosed are the Employee Time Records for pay periods March 9 – 22 and March 23 – April 5, 2009. Addendums #7 & #8

B. SEMLM Meeting: Do any Council Members wish to attend the Southeastern Minnesota League of Municipalities meeting at Rollingstone on Wednesday, April 22? Addendum #9

C. TULIP Program: I'm distributing this explanation of the TULIP Insurance Program as explained by the League of MN Cities Insurance Trust. It is for information only. It is distributed herewith merely so you are familiar with the program should anyone ever mention it to you and for your consideration in the event that we have regular users of city facilities which might be perceived as having a greater than normal possibility for injury, or the like. Addendum #10

D. Police Department: Enclosed is the Officer Activity List and Officer Activity Summary for March 2009. Also enclosed is a Crime Summary Report which is the only alternate format they were able to run from the state program at this time. Addendums #11, #12 & #13

E. EDA Programs: Just so you are aware, at the next Regular Meeting of April 27, there will be a public hearing to consider granting a TAX Abatement Program in an amount not to exceed $11,000. Addendum #14

F. Recreation Committee: The Recreation Committee held a meeting on April 7th. At that meeting the group discussed how they might implement the $5,000 savings directed by the Council, reviewed the need for paid coaches, unless more persons volunteer as parent coaches. At the moment there are five coaches needed all together for baseball and softball teams. Britney Beneke reported that $1,600 had been collected from sponsors thus far. She said approximately 40 less children are signed up at this time than the total children signed up for last years athletic activities. Last year there was one team of 14 & under boys' baseball. This year there are only 5 applicants for that 14 & under team. Ms. Beneke said she may have to devote more time to her Girl Scout employment because of changes taking place there. The Recreation Committee would like the batting cage setup as soon as possible.

G. Mediacom Cable TV Rates: Enclosed is a new schedule of rates submitted to the City by Mediacom, dated 3-24-09. Addendum #15

X. Miscellaneous Items

A.

B.

C.

XI. Adjournment