Agenda
Regular Meeting of the City Council
Monday, February 26, 2007

I. Call to Order
A. 7:00 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. Consent Agenda
A. Minutes of Past Meetings: Consideration for approve of the minutes of the Regular Meeting held Monday, February 12, 2007. Addendum #1

B. Proclamation: To ratify the Mayoral Proclamation setting the week of February 26 – March 2, 2007, as Caledonia Business Appreciation Week. Addendum #2

C. Seminars / Workshops
1. Waste Water Operators Conference: Request authorization for Tony Klug, Water / Waste Water Superintendent, to attend the Waste Water Operators Conference in Brooklyn Park, Minnesota, March 28-30 for a registration fee of $270 plus hotel room expense, mileage and other allowable expense reimbursements. Addendum #3

2. Certified Pool Operators Class: Tony Klug requests authorization to attend this seminar for re-licensing to continue to care for the Caledonia Swimming Pool. Mr. Klug would intend to attend the Owatonna classes April 10 & 11. Costs would include a registration fee of $215, hotel expense, mileage and other allowable expense reimbursements. Addendum #4

3. Switching Regional Workshop: Roger Schmitz, City Electrician, requests authorization for up to and including 2 employees to attend the MMUA

Switching Seminar for a registration fee of $175 and reimbursement of allowable expenses. They would attend the April 5th seminar at Rochester Public Utilities. Addendum #5

D.

E.

Council Action:

IV. Visitors and Communications

A. Comprehensive Plan Public Hearing: Mayor Morey should recess the Regular Meeting and open a Public Hearing for testimony on the Comprehensive Plan. When all testimony is received and all discussion is held, the Public Hearing may be closed and action on the plan may be taken upon resuming the Regular Meeting. Addendum #6

B. Comprehensive Plan Approval: The Council may now take action on adoption of the Comprehensive Plan if there are no necessary changes due to the Public Hearing, above.

Council Action:

C. Accountants Report: Stephanie Mann will review with the Council a comparison of Water and Sanitary Sewer Rates at different usage levels from the past rate to the new rates recently adopted by the Council. She will also review the cash and investment monthly balances and present an analysis on long term debt. Addendums #7, #8 & #9

Council Action:

D. Houston County Report: Rick Frank, Environmental Services Director of Houston County, will present his annual report of the supervised drop-off sites. Addendum #10

Council Action:

E. Administrative Coordinator Report

1. Generator Repair: Enclosed again is the estimate for repair of the 50 KW generators. Fire Chief Gavin and Firefighter Hoscheit are anticipated to be at the meeting to explain the necessary repair work and to further elaborate on a trailer. Cost estimate for generator repair is $1,127.16. Addendum #11

Council Action:

2. Wellhead Protection Plan: Mike Gerardy, Administrative Coordinator, will review the Minnesota Department of Health letter dated February 13, 2007, granting approval of the City Wellhead Protection Plan, directing implementation of the plan. Addendum #12

Council Action:

3. Electric Department Truck: Matt Blocker will join Mr. Gerardy in explaining the need for a new electric department pick-up and toolbox.

Council Action:

4. Transfer Switch: Mr. Gerardy will review new information on the proposed transfer switch to operate the City Hall and City Auditorium with a generator.

Council Action:

5. Well Hook-up: Again, regarding generator operation, Mr. Gerardy will present a recommendation for generator hook-up to one of the Cities wells.

Council Action:

F. Communication

1. LMC Friday Fax, 2-6-07. Addendum #13
2. Tri-County Electric Cooperative Meeting: Addendum #14
   please let me know if you plan to attend so I can RSVP to Tri-County Electric.

V. <u>Old Business</u>

A.

B.

VI. New Business

A.

B.

VII. Clerk's Report

A. Business Appreciation Event: Please let me know at the meeting if you (Council Members) plan to attend the event. Addendum #15

B. Job Description: The Fire Department turned over the following proposed job descriptions for the Chief, 1st and 2nd Assistant Chiefs and Safety Officer. Addendum #16

C. Dual Fuel Credit: The City recently received a notice that a credit of $571.98 will be applied to the next monthly bill based upon the kilowatt hours of usage for dual fuel or energy controlled appliances. Addendum #17

D. Pension Training: Please see the enclosed Addendum and decide whether any Council Members wish to attend the Pension Division Training scheduled for Fire Relief Association officers and others to be at Rochester on Thursday, March 15. Addendum #18

E. Rural Fire District: The Rural Fire District made payment in the amount of $43,808.30 as their cost share for 2006 fire department expense.

F. 2007 Electrical System Improvement: To give you some idea of the scope of the proposed 2007 Electrical System Improvement, enclosed is a materials and equipment list for the project. Addendum #19

G.

H.

VIII. Miscellaneous Items

A.

B.

C.

IX. Adjournment