REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, April 13, 2009

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 6:03 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Peggy Perry, Robert Lemke and Tom Murphy. Members absent: None. Consultants and City staff present: Mike Gerardy and Robert L. Nelson. Visitors present: Cindy Creswell and Charlie Warner, Report.

BOARD OF REVIEW: Cindy Creswell, Houston County Assessors Office, informed the Council of the purpose of the Board of Review, that being to discuss valuations of properties for any citizens who may question or complain of their valuation. She explained the process of the County valuation as affected by rates set by the State of Minnesota and basically reviewed a 28 page booklet entitled Houston County 2009 Local Board of Appeal and Equalization for the Cities and Townships. Since there were no citizens present at the Board of Review and no contests of property valuations made, the council was not obligated to make any motions directing actions to be taken by the City or the Houston County Assessors Office in response. The Board of Review ended at approximately 6:53 p.m.

CONSENT AGENDA: Following brief discussion and review, a motion was made by Member Perry, seconded by Member Vick, to approve the Consent Agenda items, listed below. All members voted in favor and the motion was declared carried.

A. MINUTES OF PAST MEETINGS: To approve the minutes of the Regular Meeting held Monday, March 23 and Continued Meeting held Monday, March 30, 2009, as presented.

B. LICENSES: To approve the below listed licenses for the next term of one year, conditioned upon receipt of the applications and appropriate fees.

1. Soft Drink Licenses, $10 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: To approve an Application for Exempt Permit submitted by the Caledonia Lions Club to conduct a charitable gambling event at Good Times Bar & Restaurant, 118 Bissen Street, on May 5, 2009, to conduct a raffle. Further, to approve a waiver of the 30 day waiting period.

VISITORS AND COMMUNICATIONS

A. ADMINISTRATIVE COORDINATOR TOPICS

1. RECREATION / PARKS EQUIPMENT: Mike Gerardy, Administrative Coordinator, requested authorization to hire a part-time person to assist with grounds keeping at the recreation and park areas. Discussion included whether or not the funds to pay for such position had been removed during earlier budget hearings. Following discussion, Mr. Gerardy was instructed to confer with City Accountant Stephanie Mann, to review her notes and determine whether or not funds had been left in the budget to fund a part-time seasonal position.

2. PROJECTS

a. WATER AND SANITARY SEWER EXTENSIONS: Mr. Gerardy requested direction for pursuing 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 southward to C.S.A.H #12. Mr. Gerardy explained that this project is being pursued through a stimulus package announced by Congressman Walz. Should that fail, however, it may be prudent to also apply for funding through the Public Facilities Authority. Following discussion, a motion was made by Member Vick, seconded by Member Lemke, to direct the pursuit for funding of the proposed water and sanitary sewer main extensions through the Public Facilities Authority to be placed on the intended use plan. All members voted in favor and the motion was declared carried.

b. 2010 ELECTRIC IMPROVEMENT PROJECT: Mr. Gerardy inquired of the Council how they would like to setup meetings for landowners whose properties will be involved in relocations of electric utilities, some requiring easements for the proposed 2010 electric systems improvement. He reported there were approximately 25 properties to be involved in the Sunnyside Addition and 18 in the Foltz Addition. A decision was made to schedule a date to invite all affected property owners for a meeting at the City Auditorium where the project could be explained and the homeowners would have opportunity to ask questions.

3. DISEASED TREE SITE KEYS: Mr. Gerardy explained that the lock to the City Diseased Tree Site had been changed over the past year a few different times because parties kept reproducing keys and handing them out to friends. The last resort to attempt to overcome this sharing of keys was to charge contractors $100 per year for a key that they might keep, with instructions not to have reproduced copies made for others. Regardless, it is now known that copies had been made and passed to persons who had not paid the $100 fee. Mr. Gerardy explained that a key shop in LaCrosse would be able to make extra special keys, which could not be reproduced anywhere other than that particular shop. The padlock for such key would cost approximately $200 and each key approximately $9.00. Should anyone other than those authorized by letter attempt to ask the key shop to reproduce a copy, the owner would immediately confiscate that key and call the City. Following discussion, a motion was made by Mayor Burns, seconded by Member Vick, to approve the purchase of the more complex padlock and key system and to increase the fees to contractors who would hold keys from $100 to $200 per year. During discussion, comments were made that the fee should be even higher and amending motion was made by Member Perry, seconded by Member Lemke, to amend the main motion to raise the contractors' fee to $500 per year instead of $200 per year. Members voting in favor of the amendment: Perry, Murphy and Lemke. Opposed: Burns and Vick. The amendment was declared carried.

B. AMBULANCE DEPARTMENT

1. FUNDRAISER: Mike Tornstrom, Director, requested the City provide necessary funds for initial spending to finance a fundraiser for the Ambulance Department. Following brief discussion, a motion was made by Member Murphy, seconded by Member Vick, to provide up to $500 to purchase supplies for a Chicken-Q and 5K Run/Walk to be provided out of the Municipal Liquor Store fund. All members voted in favor and the motion was declared carried. Mr. Tornstrom said the event will be held on Sunday, May 17.

2. CLOTHING ALLOWANCE: Mr. Tornstrom requested the Council authorize disbursement of the clothing allowance for ambulance attendants for an amount of up to $1,500. Following discussion, including discussion of the various types of clothing that may be purchased for the ambulance attendants, especially an exterior safety vest, a motion was made by Mayor Burns, seconded by Member Vick, to authorize up to $1,500 for distribution as a clothing allowance to the ambulance attendants for 2009. (The motion did not include a requirement for any specific type of clothing or vest.) Members voting in favor: Burns, Vick, Lemke and Murphy. Opposed: Perry. The motion was declared carried.

3. NON PROFIT FOUNDATION: Mr. Tornstrom informed the Council that he anticipated starting a 501C3 Non Profit Foundation within the ambulance department. There was extensive discussion on the types of items which may be purchased from foundation funds and questions on the responsibilities the foundation would have to the City and operation of the ambulance department or other departments as well as what contributions may be made to organizations outside the City. Following discussion, the council indicated by general consensus there was no council opposition to the creation of the non profit foundation.

4. REQUEST TO BARRICADE OFF PINE STREET: Mr. Tornstrom asked the Council if it would be alright to barricade off Pine Street from approximately 10:30 a.m. to 4:30 p.m. from Main Street to Grove Street, since this would be used as the starting area for the 5K Run/Walk. Following discussion, a motion was made by Mayor Burns, seconded by Member Lemke, to authorize the closing of Pine Street to Grove Street from approximately 10:30 a.m. to 4:30 p.m. on

Sunday, May 17, for the ambulance department activities including the 5K Run/Walk. All members voted in favor and the motion was declared carried.

5. TOWNSHIP MEETINGS: At this time the Council discussed the reporting of ambulance department revenues and expenditures to township officials. Last year Mr. Tornstrom had gone to township monthly meetings to report individually to each township who makes a contribution towards support of the ambulance service. The question at this time is whether to again travel to each township to give the report or invite all townships to attend a single meeting to be held at the Caledonia City Hall. Mr. Tornstrom said that, at this time, he would prefer to have a single meeting so it would not be necessary to make all those different appointments and travel to each of the participating townships. Mayor Burns instructed Mr. Tornstrom to pick a number of dates and times and submit them for his review to determine when he would be able to attend the township ambulance meeting.

CLAIMS

A. PREPAID CLAIMS: Following review, discussion and deliberation, a motion was made by Mayor Burns, seconded by Member Vick, to approve the Prepaid Claims for March 2009. All members voted in favor and the motion was declared carried.

Alltel	Communication Expense	40.61
MN DNR Waters	Water Pumping Permit	552.00
Affordable Technology Sol.	Liquor – Install Computer	355.68
Blue Cross Blue Shield of MN	Reimbursement Duplicate Payment	535.97
Brownsville Fire Department	Mutual Aid	168.00
Burns, Robert	Mayor – Travel Expense	165.00
Caledonia True Value	Light & Amb. Materials	279.28
Clarey's Safety Equipment	Gas Monitor Repairs	740.18
EDA Revolving Loan Fund	Reserve – Transfer Out	21,672.44
Mayville Repair	Battery for 1450	272.54
Personal Touch Monogramming	2009 Uniform Allowance – Adm. Cord.	15.76
Reliance Business Forms, LLC	Laser Checks	1,190.84
Tri State Doors	4 Transmitters	120.00
Affordable Technology Sol.	Light – Tech. Services	90.00
G & F Distributing	Beer	228.15
Gerardy, Michael	2009 Uniform Allowance	93.46
Houston County Auditor	Special Assessment Ad. Charges	558.05
Johnson, Allan	2009 Uniform Allowance & Travel Exp.	49.83
Rippe, Hammell & Murphy	General & Prosecution Matters	3,494.25
Schott Distributing Co., Inc.	Beer	4,091.20
Blue Cross Blue Shield of MN	Health Insurance	25,389.00
DALCO	Amb. – Handle	7.94
Post Board	License Renew – Stemper	90.00
Speltz, Nathan	Ambulance Training Reimbursement	600.00
Bank of the West	Federal/Fica/Medicare	6,087.35
Business Financial Planning	Cafeteria Plan	741.44
City of Caledonia Emp. Assn.	Association Dues	65.00
Commissioner of Revenue	State Withholding	1,195.32
Minnesota NCPERS Life Ins.	Payday 3-24-09	96.00
MN Benefit Assn.	Payday 3-24-09	126.84
Orchard Trust Company	payday 3-24-09	695.00
U.S. Department of Education	Garnishment Orders	200.32
Alltel	Communication Expense	188.78
G & F Distributing	Beer	15.00
Griggs, Cooper & Company	Liquor / Wine	2,220.15
Jack Neumann Trucking	Liquor – Freight Expense	36.00
Ken's Small Engine	Car Wash Soap	53.25
Northern Beverage Distribution	Beer	2,684.70
Public Emp. Retirement Assn.	PERA	5,232.06
Ranzenberger, Dorothy	09 Uniform Allowance	60.00
Reliance Business Forms	Utility Billing Forms	1,417.48
Riverland Community College	Training (FD)	15.00
Schott Distributing Co, Inc.	Beer	2,243.25
Spring Grove Soda Pop, Inc.	Soft Drinks & Beer	268.30
Affordable Technology Sol.	1 Year Anti-Virus	383.27
Caledonia Volunteer Fire Dept.	Relief Association	600.00

Gavin, Mike	Animal Control	75.00
Houston County Recorder	Recording Fee – Hagen	46.00
Houston County Treasurer	Ho. Co. Collection Site	3,330.00
League of MN Cities Ins. Trust	Claim – Ogilvie	1,000.00
Seven Rivers Surplus, LLC	Pallet Jack	159.75
Johnson, Allan	Reimbursement Meals	14.87
Kraus Oil Co, Inc.	Unleaded	939.97
MN Chiefs of Police Assn.	Registration Fee – Shefelbine	380.00
Ranger Services	Fire Dept. – Vehicle Repair	98.92
Schott Distributing Co., Inc.	Beer	3,841.82
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	185.10
US Postal Service	Utility Bill March 2009	326.23
VISA	Light – Generator Room	1,139.20
Wisconsin Physicians Service	Reimbursement – Duplicate payment	367.76
Caledonia Oil Company	Diesel	1,055.70
Christensen & City, Ashley	Meter Deposit Refund	127.33
Cordes & City, Lorene	Meter Deposit Refund	55.49
Johnson, Allan	Mileage Reimbursement	20.35
Kallis & City, Marlyss	Meter Deposit Refund	125.80
Knisley & City, Megan	Meter Deposit Refund	126.36
Schoneman & City, Dewayne	Meter Deposit Refund	125.65
Stemper, James	Travel Expense	35.00
USA Mobility Wireless Inc.	Communication Expense	57.29
Bank of the West	Federal/FICA/Medicare	387.98
Bell Lumber & Pole Co.	Light – Poles	10,686.21
Buttell's Lighting	City Hall – Bulbs	131.42
Commissioner of Revenue	State Withholding	24.08
Jack Neumann Trucking	Liquor – Freight Expense	106.50
Johnson Brothers Liquor Co.	Liquor / Wine	2,565.76
MN Department of Revenue	Sales / Use Tax	14,668.00
Phillips Wine & Spirits Co.	Liquor / Wine	1,366.39
Public Emp. Retirement Assn.	PERA	152.00
Richard's Sanitation	Recycling	6,118.95
Bank of the West	Federal/FICA/Medicare	1,204.00
Blocker, Matt	Reimbursement for Truck Mats	21.06
Commissioner of Revenue	State Withholding	172.32
Johnson, Allan	2009 Uniform Allowance	106.14
Principal Life	Life/Ad&d/STD	675.56
Public Emp. Retirement Assn.	PERA	701.65
Southeast Consultants Inc.	EDA Services	8,647.99
Tri-county Electric Co-op	Electric Energy	88.06
Ace Link Telecommunications	Communication Expense	1,048.60
League of MN Cities	Registration Fee	120.00
Northern Beverage Distribution	Beer	2,341.85
Schott Distributing Co, Inc.	Beer	3,653.65
Spring Grove Soda Pop, Inc.	Beer	47.30
United Parcel Service	Ups Fee	89.46
Bank of the West	Federal/FICA/Medicare	6,015.80
Commissioner of Revenue	State Withholding	1,164.30
Business Financial Planning	Cafeteria Plan	741.44
Caledonia Police Assn.	PD Association Dues	85.00
G & F Distributing	Beer	253.50
Griggs, Cooper & Co.	Liquor / Wine	1,778.95
Jack Neumann Trucking	Liquor – Freight Expense	35.00
Orchard Trust Co., LLC	payday 4-7-09	695.00
Paustis & Sons Wine Co.	Liquor Store – Wine	488.00
Public Emp. Retirement Assn.	Payday 4-7-09	5,118.23
U.S. Department of Education	Garnishment Order – Evans	180.25
Merchants Bank	ACH Fee April 09	21.55
Minnesota Energy Resources	Natural Gas	6,831.49
Tri-State Ambulance	Intercept Fee	250.00
Blue Cross Blue Shield of MN	Health Insurance	25,634.00
G & F Distributing	Beer	30.00
Minnesota US Fund	Unemployment	947.94
Northern Beverage Dist.	Beer	616.20
Schott Distributing Co., Inc.	Beer	6,350.25
Spring Grove Soda Pop	Beer & Soft Drinks	92.85

$ 211,428.81

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Mayor Burns, seconded by Member Perry, to approve and authorize payment of the Claims Payable for March 2009. All members voted in favor and the motion was declared carried.

Affordable Technology Sol.	Office Supplies	613.17
Airgas North Central	Oxygen / Acetylene	78.58
ALCO Discount Store	Labeler, Phone Minutes	70.76
Alltel	Communication Expense	40.55
American Casting & Mfg. Corp.	Seals	281.50
Artic Glacier Inc.	Ice	65.60
Austin International Inc.	Meter Cover	31.07
Baker & Taylor Books	Library Books	543.21
Bonanza Grain, Inc.	Crushed Rock	492.03
Bound Tree Medical	Supplies – Amb.	304.99
Braun Pump & Controls	N. Pine Street Lift Station	3,799.98
Bubbers Jewelry	Girls Basketball Plaque	89.55
Burmeister	Light – Inventory & Supplies	449.01
Caledonia Implement Co.	Misc. Parts	60.80
Caledonia Oil Co.	Diesel	101.95
Carquest Auto Parts	Oil Filter, Anti-Freeze, Brush	43.77
Clarey's Safety Equipment	Fire Hose & Nozzle	1,086.62
Communications Service Inc.	Pager Repair & Battery Pack	168.01
Crystal Canyon Water	Drinking Water & Cooler Rent	96.19
Curt & Candy's Handware Hank	Misc. Supplies	109.28
D S Electric Supply Co.	Inventory	93.41
DALCO	Soap Dispenser & Black Mat	247.03
Davy Engineering	Storm Design Winnebago St.	1,930.00
Davy Laboratories	Lab	1,922.46
ECM Publishers, Inc.	Advertisements	368.11
Esch Builders	Meter Testing Bench Materials	8.13
Fabricating Technologies	Truck 1450 Exhaust	497.15
Farm & Home Publishers	Plat Book & Directory	38.10
Farwest Line Specialists	Safety Equipment (Evans)	363.87
Fire Safety USA Inc.	Tower 50 Ladder Truck	165.00
Gantenbein, Corey	Mileage Reimbursement	124.85
Heiman Fire Equipment, Inc.	Gear Bags	133.65
Hoskins Electric Co.	Light / Generator Room	504.12
Jeff's Automotive Repair	Carb Repairs	100.20
Klug, Jason	Mileage Reimbursement	171.60
Laser Product Technologies	Print Cartridge	82.50
Mac Queen Equipment	Broom Refills	421.74
Medtox Laboratories, Inc.	Drug Screen	20.00
Metro Fire	5 Gallon Pails foam	525.00
Metro Sales, Inc.	PD Copier Agreement	61.45
Midwest Tape	Library – DVD(s)	205.21
Midwest Wheel Companies	Chains	405.05
Minnesota Dept. Of Health	Water Service Connection Fee	1,809.00
Mississippi Welders Supply	Oxygen	201.64
P & H Services	Battery	75.00
Philips Medical Systems	Charger	81.25
PowerPlus Engineering, LLC	Engineering Expense – March 09	790.65
Racom Corporation	Battery Charger	43.58
RESCO	Inventory – Light	2,840.25
Richard's Sanitation	Refuse Disposal	175.50
Rippe, Hammell & Murphy	General & Prosecution Matters	3,731.50
River States Truck & Trailer	Core Return & 1470 Repair Parts	149.76
Riverland Community College	Registration Fee's (FD)	605.00
Sandry Fire Supply, LLC	FD Equipment	466.70
Schilling Supply Company	Copy Paper, Towels, Bags	317.94
SE Libraries Cooperating	Barcodes & Auto Fees	435.24
Tri-County Electric Co-op	Electric Energy	150,643.99
Tru-Gas	Street Expense	17.00
United Auto Supply	Misc. Equipment	248.54
Wesco Receivables	Light – Inventory	856.66
WWTP MPCA PFA Loan Fund	payment	3,500.00

Zarnoth Brush Works, Inc.	Broom Refill	424.94
		$ 184,329.39

OLD BUSINESS

A. EXECUTIVE SEARCH CONSULTANTS: At this time the Council discussed whether or not to hire The Brimeyer Group to perform the advertisement search and interviews for a Clerk-Administrator in anticipation of Clerk Nelson's retirement in October 2009. There was extensive discussion concerning the cost for an amount of up $18,250 and the type of person who may be selected by The Brimeyer Group, meaning that the most qualified individuals may not be residents of Caledonia or communities surrounding Caledonia and that these highly qualified individuals may use the City as a stepping stone to qualify for much higher paying positions in larger cities after being here for only a couple of years. Clerk Nelson made a strong recommendation in favor of hiring The Brimeyer Group based upon their presentation for going into extreme detail and establishing goals to be set by the Council for the new Administrator. Further, because of the involvement of The Brimeyer Group for a period of up to a year after placing the new administrator to determine whether or not the arrangement has been successful. Following discussion, a motion was made by Mayor Burns, seconded by Member Perry, to hire The Brimeyer Group. Voting by roll call, Members voting in favor: Burns, Perry and Lemke. Opposed: Vick and Murphy. The motion was declared carried.

B. MUNICIPAL LIQUOR STORE: Members Murphy and Lemke explained the reasons they would have the municipal liquor store continue in operation, referring back to the request made by Mr. and Mrs. Wedl to close the municipal liquor store and allow the other bars in the community to sell off-sale intoxicating liquors and beer. The reasons for continuing the municipal liquor store would be the same as the original reasons for starting the store. First was control of the sale of alcoholic beverages and second being the profit hoped to be achieved by the business which could help support the general fund in lieu of raising taxes by those additional amounts of money. Following discussion, all members of the Council indicated by general consensus that they concurred with the findings of the Committee.

NEW BUSINESS

A. PAGER WARRANTY / MAINTENANCE AGREEMENT: Clerk Nelson informed the Council that a recent pager repair for the fire department cost $145.20 as a minimum charge for simply sending the Minitor V Pager in for inspection and repair. Fire Department staff said, had the pager had a 5 year warranty taken out, there would have been no charge. The 5 year warranty costs $80 per unit and must be purchased at the time the pagers are purchased. If the City were to try to reduce the cost for those pagers already owned, it would have to take out a maintenance agreement, which we are not aware of the cost at this time. Following discussion, the Council did not appear interested in the 5 year warranty for $80 because of the ease with which the company may reject a repair as being covered under the warranty.

B. MUNICIPAL LIQUOR STORE STAFFING: Council Members Murphy and Lemke had conducted interviews for the position of Assistant Manager. Member Murphy explained two individuals were interviewed for the position and the successful applicant is recommended to be Nancy Steele who has had four or five years experience as a part-time clerk with the liquor store as opposed to the other applicant who had less than one year. A motion was made by Member Lemke, seconded by Member Murphy, to appoint Nancy Steele as the liquor store assistant manager at a wage of $9.50 per hour to be placed on a six month probationary period. All members voted in favor and the motion was declared carried.

C. PROPOSED UTILITY RATE INCREASES: Clerk Nelson, having reviewed the rate structure with Stephanie Mann, Accountant, recommended to the Council that rate increases be considered for the water and sanitary sewer departments. Recommended is an increase of $.50 to the base rate of both water and sanitary sewer charges. Also recommended is a $.10 increase to the water usage rate, increasing it from $1.20 per hundred cubic feet to $1.30 per hundred cubic feet. Further, to increase the usage rate for the sanitary sewer from $2.45 to $2.75 per hundred cubic feet. Ms. Mann had prepared an additional worksheet indicating that the breakeven rate for the water department would be a $.20 increase instead of a $.10 increase for usage. The breakeven point for sanitary sewer charges would be approximately three times the increase being recommended for this evening on both the base rate and usage rate. Member Perry commented that as close as the proposed increases for the water fees to breaking even, she recommended that the Council increase the usage fees by $.20 and achieve the breakeven point. Following discussion, a motion was made by Member Murphy, seconded by Member Lemke, to increase the water charges by $.50 for the base rates and by $.20 per hundred cubic feet for the usage rate. Further, to increase the sanitary sewer rates by $.50 for the base rates and $.30 for the usage rate. The new usage rate for water would then be $1.40 per hundred cubic feet and for

sanitary sewer would be $2.75 per hundred cubic feet. All members voted in favor and the motion was declared carried.

D. HOUSTON COUNTY ALL HAZARD MITIGATION PLAN: Clerk Nelson distributed a resolution, drafted by the engineering firm assembling the All Hazard Mitigation Plan for Houston County, asking the Council to adopt it. The plan had been submitted to the State of Minnesota and approved then submitted to the Federal Government and approved. It was now being returned to all municipalities within the County for their adoption. Following discussion, a motion was made by Member Vick, seconded by Member Perry, to adopt the Houston County All Hazard Mitigation Plan. All members voted in favor and the motion was declared carried.

B.

RESOLUTION OF THE CITY OF CALEDONIA
ADOPTION OF THE
HOUSTON COUNTY ALL-HAZARD MITIGATION PLAN

WHEREAS, the City of Caledonia has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Houston County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Houston County Plan includes a maintenance strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Houston County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Houston County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Houston County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that the City of Caledonia supports the hazard mitigation planning effort and wishes to adopt the Houston County All-Hazard Mitigation Plan.
This Resolution was declared duly passed and adopted and was signed by the ___Mayor__ and attested to by the __Clerk__ this ___13th____ day of _April__, 2009

Signed:
_____/s/_____Robert H. Burns_____
Attest:

_____/s/_____Robert L. Nelson_____

CLERK'S REPORT

A. EMPLOYEE TIME RECORD: Enclosed with the Agenda were the Employee Time Records for pay periods March 9 – 22 and March 23 – April 5, 2009.

B. SEMLM MEETING: Clerk Nelson asked if any Council Members intended to attend the Southeastern Minnesota League of Municipalities meeting at Rollingstone, Wednesday, April 22. Mayor Burns indicated that he would plan to attend.

C. TULIP PROGRAM: Enclosed with the Agenda was an explanation of the TULIP (Tenant User Liability Insurance Program) Plan which is insurance made available to users of city facilities such as the City Auditorium. This insurance plan would protect the City in the event a renter caused damage to the property.

D. POLICE DEPARTMENT: Enclosed with the Agenda was the Officer Activity List and Officer Activity Summary for March 2009.

E. EDA PROGRAMS: Clerk Nelson announced that 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 for a new business creation.

F. RECREATION COMMITTEE: Clerk Nelson reported that the Recreation Committee held a meeting on April 7. At that meeting the group discussed how they might implement the $5,000 saving directed by the Council, reviewed the need for paid coaches, and discussed encouraging other parent volunteers to coach. At the moment there are five coaching positions unfilled, which will require paid coaches. Athletic Program Manager Britney Beneke reported $1600 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 that have signed up for the 14 & under team.

G. MEDIACOM CABLE TV RATES: Enclosed with the Agenda is a new schedule of rates submitted to the City by Mediacom, dated 3-24-09.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Mayor Burns and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 10:20 p.m. The next Regular Meeting of the City Council is scheduled for 6:00 p.m., Monday, April 27, 2009, in the Council Room, City Hall.

_____
Robert H. Burns, Mayor

_____
Robert L. Nelson
City Clerk - Administrator

SPECIAL MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, April 20, 2009

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 7:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Peggy Perry, Robert Lemke and Tom Murphy. Members absent: None. Consultants and City staff present: Stephanie Mann, Mike Gerardy, Michael Tornstrom, Chuck Gavin, Matt Hoscheit, Randy Shefelbine and Robert L. Nelson. Visitors present: Mark Schiltz.

BUSINESS ITEMS

A. BUDGET REVIEW: At this time Stephanie Mann, Accountant, reviewed a budget worksheet she created to show the actual expenditures of Caledonia year 2008, the current year to date actual expense as of March 31, the 2009 budget amounts and the dollar amount of the budget prorated to the first quarter ending March 31. Also shown was a percentage of the budget amount spent to date at March 31. The worksheet showed the revenues and expenditures associated with the general fund departments. A review was made department by department, examining in particular those line items that showed over a 25% expenditure as of March 31. While several line items were over spent in several departments, most of them had reasonable explanation such as a quantity ordered may be a sufficient supply for over 2 years. The grand total expenditures for the general fund tallied 22.6 %. This review lasted approximately 1.5 hours. At the end of the review, there was no action taken by the Council.

B. ZONING PROCESS OBLIGATIONS: Mark Schiltz, Houston County Jail Administrator and CJC Project Manager, was present to hear the response to his letter asking about the City's zoning ordinance process and requirements for documents to be presented with the zoning application to construct a criminal justice center. Clerk Nelson explained to the Council that he had drafted a response to the letter submitted by Mr. Schiltz and had forwarded his draft to Attorney George Hoff and City Attorney Timothy Murphy for any recommendations. He had also forwarded the letter to Council Members asking if they had any additions or deletions. Clerk Nelson informed the Council the only change he had received was from Attorney Hoff who recommended a change to the 4th paragraph under numbered section five. He read the proposed change to the Council. The Council indicated by general consensus that they approved of Attorney Hoff's recommended change and that the letter was then satisfactory to submit to Houston County.

C. CLERK-ADMINISTRATOR'S POSITION: At this time discussion was introduced for consideration of hiring The Brimeyer Group to conduct an executive search to fill the position of Clerk-Administrator upon Clerk Nelson's retirement. Clerk Nelson explained that the morning following the last Council Meeting, he had received a phone call from Member Perry who said she had received a phone call from a local resident concerning the future vacancy of the Clerk-Administrators position. It occurred to her that there being one person whom she perceived to be well qualified to be eligible for the position, there may be several others within the community or nearby surrounding area who would also be well qualified. In consideration of the cost for hiring The Brimeyer Group which was a decision made at the past Council Meeting, she asked if the decision could rightfully be overturned. Clerk Nelson then contacted the newspaper reporter and explained that the issue or the question having been voted upon at the April 13th Council Meeting would be brought up for reconsideration at a Special Meeting on April 20th. Nelson then reviewed Robert's Rules of Order as they pertain to motions to reconsider and motions to rescind. Nelson reported to the Council that he had not informed The Brimeyer Group of the motion made at the April 13th meeting to hire them and that no known action had been taken based upon that motion which the Council was unable to change at this time. Following extensive discussion, a motion was made by Member Perry, seconded by Member Vick, to reconsider the motion to hire The Brimeyer Group made and passed at the April 13th Council Meeting. Members voting in favor: Vick, Perry and Murphy. Opposed: Burns and Lemke. The motion was declared carried. A motion was then made by Mayor Burns, seconded by Member Lemke, to hire The Brimeyer Group to conduct the hiring process for a Clerk-Administrator to succeed Clerk Nelson upon his retirement. Members voting in favor: Burns and Lemke. Opposed. Vick, Perry and Murphy. The motion was declared failed.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Mayor Burns and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 9:31 p.m.

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Robert H. Burns

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Robert L. Nelson
City Clerk - Administrator