Agenda
Regular Meeting of the City Council
Monday, July 27, 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. Agenda Approval: Consideration of any items to be added to or deleted from the Agenda.

Council Action:

IV. Consent Agenda
   A. Minutes of Past Meetings: Consideration for approval of the Minutes of the Regular Meeting held Monday, July 13, 2009. Addendum #1

   B. Charitable Gambling Application: The Church of St. Mary has submitted an Application for Exempt Permit for a Charitable Gambling Event to take place at St. Mary's Catholic School, 308 East South Street, on October 25, 2009, to include raffles and pull tabs. Further, they are requesting waiver of the 30 day waiting period.

   C. Soft Drink License: To approve a Soft Drink License submitted by the 4-H Federation to serve soft drinks in the 4-H food stand at the Houston County Fair.

   D.

Council Action:

V. Visitors and Communications

A. Traffic Signal: Chuck Schulte wishes to encourage the Council to eliminate the City traffic signal and erect 4 stop signs.

Council Action:

B. Administrative Coordinator Topics

1. Zoning Application – Youngerberg: Larry and Holly Youngerberg, 123 North Sprague Street, are proposing to construct a second garage, being an unattached garage with dimensions of 22′ x 24′ on the northwest portion of this property. There is a 231 square foot garage attached to the dwelling. The Youngerberg's are requesting authorization to have two garages on the same parcel of property. Addendum #2

Council Action:

2. 2010 Electric Department Improvement Project: Mr. Gerardy, Mayor Burns and Member Murphy will comment on the meeting held July 20 to inform area residents of the proposed improvements and relocation of transformers to the front yard property line.

Council Action:

3. Traffic Signal Controller: Mr. Gerardy will discuss the cost of the traffic signal controller.

Council Action:

4. Other Topics:

Council Action:

C. Police Chief's Topics

1. Release of Liability Form: Enclosed is a copy of a release of liability form, designed by Chief Zehnder, for protection of officers who assist people by unlocking their vehicles. Addendum #3

Council Action:

2. Evidence Room: Chief Zehnder has a proposal to create an evidence room in the Police Department garage. Further, he proposes to obtain a safety deposit box at the local bank and purchase a small safe for the police department. Addendum #4

Council Action:

3. Police Department Staffing: Chief Zehnder recommends establishing a sergeant's position within the police force. Addendum #5

Council Action:

4. Other Topics:

Council Action:

D. Accountant's Report
   1. Cash and Investments: Addendum #6
   2. Long Term Debt Schedule: Addendum #7
   3. Budget Worksheet: Addendum #8

Council Action:

4. Local Government Aid Reductions: The City's certified 2008 LGA was $830,040, but the state un-allotted $54,060 for an actual revenue of $775,980. The City's 2009 LGA was certified at $908,204, but the state un-allotted $47,304 for an actual revenue to be distributed of $860,900. The City's estimated LGA for 2010 is $941,293, but the state has un-allotted $109,147 for an anticipated revenue of $832,146. Addendum #9

Council Action:

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VI. Old Business

A. Taser Warranty: Enclosed is an e-mail from Officer Stemper describing the warranty for tasers and cost of extended warranties. Addendum #10

Council Action:

B. Employment Interviews: The interviews for position of Clerk – Administrator will be conducted on Tuesday, August 11 and Thursday, August 13, beginning at 6:30 p.m., scheduled for 35 minute intervals, such that the last interview will end at 9:30 p.m. each of those evenings. Following the interviews on Thursday, I assume the Council will deliberate for up to one hour to determine the two or three contenders who are to be further investigated for the position and ranking them in 1, 2, 3 order. Addendum #11

Council Action:

C. Caledonia Police Association Labor Agreement: We can discuss the approach the Council may take to labor agreement negotiations, including holding closed sessions for negotiation strategy.

Council Action:

D. Annual Financial Statement: Enclosed in your packets was the financial statement for calendar year 2008. Please review the financial statement for any questions you may have and Stephanie and I shall try to prepare for a meeting in August to review the statement and answer your questions.

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VII. New Business

A. Seminar: Tim Evans has requested authorization to attend a MN Municipal Utilities Association (MMUA) training session at Marshall, MN, for overhead line workers. The seminar runs from September 15 through a portion of the morning on September 18 and has a registration fee of $425. Motel registrations would be necessary for Tuesday, Wednesday and Thursday evenings, costing approximately $66 per day. Addendum #12

Council Action:

B. Insurance Renewal: Enclosed is an analysis of our insurance renewal from Tom Danielson, showing approximate increases which have taken place in various categories of coverage. Page 7 shows the history insurance premiums from 2005 through the present. Addendum #13

Council Action:

C. Non-Profit Entities: Mr. Danielson submitted a letter to the City and the non profit organizations such as the firefighter's foundation and ambulance foundation, enabling all to clearly understand there is no insurance coverage at the moment for these foundations. The City could choose to insure those entities, but it is not necessary to do so if the City does not have any supervisory capacity or the foundations. Addendum #14

Council Action:

D. Resolution: The Council is asked to adopt a Resolution, assigning Tim L. Irwin as a part-time police officer for the City of Caledonia. This is a requirement of the Public Employee Retirement Association and all part-time officers who are employed by the City of Caledonia had to have this resolution adopted. Addendum #15

Council Action:

E. Minimum Wage Increase: The minimum wage increased from $6.55 per hour to $7.25 per hour on Friday, July 24. Let us discuss how that will impact departments of the City such as the Municipal Liquor Store.

Council Action:

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G.

VIII. Clerk's Report

A. Possible Lightning Strike: Tony Klug reports that it appears the influent Flow Meter was struck by lightning on Thursday evening or Friday morning, July 9 or 10. The League of MN Cities Insurance adjustor is investigating.

B. Capital Asset Loss: One of the electric department vehicles, a 1994 Chevy Pick-up with a toolbox was destroyed by fire. It is suspected that a short occurred in the electrical system under the dashboard and ignited the fire. While the pick-up is a total loss, there was very little damage done to the pole building which it occupied. The League of MN Insurance adjustor is investigating.

C. Employee Time Record: Enclosed with the Agenda is the Employee Time Record for pay period June 29 – July 12, 2009. Addendum #16

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IX. Miscellaneous Items

A.

B.

C.

X. Adjournment