REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, January 23, 2006

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

ROLL CALL: Members present: Mayor Michael J. Morey; Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: None. Consultants and City staff present: Michael Gerardy, Randy Shefelbine and Robert L. Nelson. Visitors present: Matt Schellsmidt, Chris Diersen and Jane Palen, reporter.

CONSENT AGENDA: Following brief review, a motion to approve the Consent Agenda items, listed below, was made by Member Fisch, and seconded by Member Klug. 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, January 9 and the Special Meeting held Tuesday, January 17, 2006, as presented.

B. POLICE CHIEF INSTITUTE: To approve the attendance of Police Chief Randy Shefelbine at the Institute scheduled for April 24 – 27, 2006, for a registration fee of $320 plus hotel room expense for up to four evenings and reimbursement of expenses.

VISITORS AND COMMUNICATIONS

A. BOXING CLUB: Matt Schellsmidt informed the Council that he had reserved the Caledonia City Auditorium for a Boxing Event to be held on March 11, 2006. He reported that the Boxing Association had a group insurance policy for coverage of 5 million dollars. He said Tim Pattrin, Little Miami, would be selling 3.2 beer and wine coolers. Food sales would include burgers, fries, and the like. An "Elvis" impersonator would be performing. He understood the rental fee would be $75.00 and the Boxing Club would be responsible for cleaning the facility the following morning. Following discussion, a motion was made by Member Klug, seconded by Member Standish, to authorize use of the City Auditorium for the boxing match on March 11, 2006 for a rental fee of $75 and conditioned upon documentation of insurance and licensing for alcohol sales. All members voted in favor and the motion was declared carried.

B. ZONING APPLICATION – DIERSEN: Chris Diersen, 224 South First Street, requested that the Council honor a Zoning Permit he received from Council action taken September 13, 2004, which authorized the construction of a porch with overhead roof and an 18' x 26' garage addition. Mr. Diersen explained that the porch had been built but the garage had not. He was asking for authorization to proceed at this time with the garage construction. Following discussion a motion was made by Member Klug, seconded by Member Standish, to honor the permit of September 13, 2004, and authorize Mr. Diersen to construct the garage at this time. All members voted in favor and the motion was declared carried.

C. POLICE DEPARTMENT REPORT: Chief Shefelbine reported that each recorded incident receives an ICR. During calendar year 2005, the Caledonia Police Department created 3,695 ICR's compared with 3,036 by the City of LaCresent and 2,935 by Houston County which serves to some extent the Cities of Houston, Spring Grove, Hokah and sometimes Caledonia. Concerning staffing, Chief Shefelbine said LaCresent has six officers and a Chief, Houston County has ten officers and a Sheriff with ten civilian jailers and Caledonia has four full time officers, two part time officers, a secretary and the Chief. Houston County has eleven vehicles, the City of LaCresent has four and the City Of Caledonia has three, one with approximately 150,000 miles, one with 60,000 and the new vehicle with 4,000 miles. Concerning serious crimes in the City Of Caledonia, the Police Department is or has investigated 2 armed robberies, 7 drug charge, 29 assaults, 1 sex crime, 24 thefts and 1 computer crime case. Chief Shefelbine said that the City Of Caledonia clearance rate on crimes, solving crimes, is 80%, whereas the State average is 29%. With regard to staffing patterns by the department, Chief Shefelbine said that crimes, including violent crimes, such as bar fights, occur between 6 p.m. and 2 a.m. with very little history of reported crimes between 4 a.m. and 6 a.m. Chief Shefelbine said he is trying to do more coordination with the Schools, but has been hindered by administrative duties. To compensate and allow time for school involvement he is considering placing an evening officer on the day shift. He reported that Officer Allan Johnson is certified to conduct a DARE Program. He reported that the Police Department has a acquired $7,323 value of used army equipment including an M16 fully automatic rifle, free from Military Surplus Sources. Regarding an inquiry on sighting Caledonia Police Officers and vehicles outside the City limits, Chief Shefelbine responded that they are called out of the City limits for the purpose of transporting prisoners or responding to mutual aid calls. Chief Shefelbine responded to an

inquiry that he does attempt to use part time officers to fill in vacation or sick time periods of full time officers, whenever possible. Mention was made that Winona and Fillmore Counties have swat teams.

D. ADMINISTRATIVE COORDINATOR TOPICS:

1. TRUCK BIDS: Mike Gerardy, Administrative Coordinator, presented bids for a 1-ton truck chassis from Ellingson Motors for a Chevrolet for an amount of $20,466 and from Pladson Ford for a Ford for an amount of $20,985. Bids for the box to be installed on the chassis were from Universal Truck and Equipment in the amount of $10,452.89 and from Henderson Truck and Equipment for $10,646.81. Following brief discussion, the Council concurred that Mr. Gerardy should review and investigate the bids to assure that all specifications were met and return to the next Council Meeting with a recommendation for award.

2. UTILITY DATA: Mr. Gerardy presented an illustration of City utility services and infrastructure around Courthouse Square with the intent that study would be conducted of the necessary relocation of some services should the proposed Criminal Justice Center be located on site. The illustration displayed water main, sanitary sewer main, electric underground and overhead lines and storm sewer. Mayor Morey commented that the full City Council and full Board of Commissioners should meet to discuss how the proposed facility may impact City Of Caledonia issues.

NEW BUSINESS

A. BULK WATER FEE: Clerk Nelson reminded the Council that the normal fee for bulk water is $7.50/per 1,000 gallons. This rate typically applies to those businesses hauling water for commercial purposes. Nelson reported that the City of Houston telephoned the Clerk's Office requesting authorization to obtain water from Caledonia if a problem developed with their well, preventing Houston from obtaining water for their own residents. Clerk Nelson reported that he and Tony Klug had discussed a special rate for supplying water to other municipalities under emergency conditions and recommended a rate of $2.00/per 1,000 gallons. Following discussion, a motion was made by Member Klug, seconded by Member Vick, to set a rate of $2.00/per 1,000 gallons for emergency supply of bulk water to other Houston County Communities, including Houston, LaCresent, Hokah, Spring Grove, Eitzen and Brownsville, but limiting supply to a maximum gross amount of 100,000 gallons per day. All members voted in favor and the motion was declared carried.

B. DEPARTMENT REPORTS: The Council reviewed a scheduled, originally adopted at a Council Meeting held April 12, 1999, for department heads to report to the City Council on department activities and needs. The Council agreed by general consensus that the same schedule of reporting would be suitable.

C. STUDENT WORK PROGRAM: Clerk Nelson reported that the City has for several years participated in school programs for students to experience on the job training. A program is beginning with no stipulated wage rate for the student services. Since the student chosen to work at the City for this program recently completed a previous semester with the City, Nelson recommended a starting wage of $5.00 per hour to increase to $6.15 per hour after 90 calendar days. Following brief discussion, a motion was made by Member Klug, seconded by Member Fisch, to establish the recommended wage rate for this student for the program running from January 2006 – May 2006. All members voted in favor and the motion was declared carried.

D. INTERNET ADDRESS: Clerk Nelson reported that Joyce Iverson informed him the City carried three internet addresses at caledonia.com, .net and .gov. The .com address has primarily been taken over for use by the Caledonia Area Chamber of Commerce. The City actively uses .gov. The Council was asked if it wished to drop the address of .net considering that a fee of $75 has been charge approximately every three years to retain ownership of that address. Following brief discussion, the Council agreed by general consensus to keep all three address.

E. REQUEST FOR ASSISTANCE: Member Standish announcing he was a member of the Camp Winnebago Board of Directors, informed the Council that Camp Winnebago is seeking assistance to excavate a trench approximately 200 feet long by 2 feet wide by 2 feet deep. He had already spoken with Roger Schmitz, City Electrician, asking about the possibility of using City equipment and staff to volunteer excavating the trench for Camp Winnebago. Mr. Schmitz commented that, if the City Council authorized use of the equipment, he would volunteer his time. Clerk Nelson commented that their maybe concerns over insurance coverage on city

equipment and property for performing work not associated with normal city duties and for coverage of employee injuries under workers compensation. Nelson also commented that while Camp Winnebago is certainly a worth while organization, the City may present itself as a volunteer entity for which other charitable and nonprofit organizations would then seek volunteer assistance. Following brief discussion, the Council directed Clerk Nelson to contact the city insurance agent to inquiry about insurance coverage if the city were to agree to perform the work.

CLERK'S REPORT

A. CROSSING GUARD FEES: Clerk Nelson reported on the Crossing Guard fees for the past two school seasons, providing copies of the billings to the City. The four billings were as follow: June 2004 - $1,707.60; December 2004 - $1,347.78; June 2005 - $1,989.37; and December 2005 - $881.38. During this two year period of time, the rate per hour increased from $7.50 to $8.00 to $12.50 per hour.

B. COMING MEETINGS:

1. 1-25-06: 1:00 p.m., CPA Negotiations (Morey & Fisch)
2. 1-31-06, 7:00 p.m., Annual Fire District Meeting (Morey & Fisch)

C. MMUA MEMBERSHIP FEE: Clerk Nelson informed the Council that the invoice for annual membership in the Minnesota Municipal Utilities Association was to inform them that the MMUA was the guiding agency to the City Of Caledonia Electric Department as the League of Minnesota Cities was to other city departments. The MMUA advises the City on laws and regulations affecting the electric department as well as OSHA Standards, safety issues and other concerns.

D. FEMA GRANT: Clerk Nelson reported that the final distribution of FEMA Grant monies was recently received in the amount of $106,957.11. These monies were reimbursements for expenses associated with the 2004 electrical project which had a total construction cost of approximately $215,000 with the FEMA Grant share approximately $184,000 leaving $31,000 as City expense.

E. PRE-TREATMENT ANNUAL REPORT: Enclosed with the Agenda was the Pre-Treatment Annual Report submitted by Tony Klug to the Minnesota Pollution Control Agency regarding industrial strength waste, applying to the sanitary sewer.

F. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period January 2 – 15, 2006.

G. ELECTED OFFICIALS TRAINING: Enclosed with the Agenda was notice of training sessions for Newly Elected Officials and Experienced Elected Officials sponsored by the League of Minnesota Cities. Clerk Nelson asked any Council Members wishing to attend to contact him before the deadline stated on the form.

H. BEAVER CREEK SKI/WALK: Distributed at the Meeting was a form for volunteering to assist at the Beaver Creek Ski/Walk scheduled for February 11, 2006.

I. LACROSSE HOME AND BUILDERS SHOW: A reminder was given that the LaCrosse Home and Builders Show was scheduled for March 24 – 26. The City Of Caledonia has a booth reserved for promoting the City.

MISCELLANEOUS ITEMS

A. CITY MAPS: Mayor Morey introduced discussion recommended that city maps be updated to include new additions, extension of utility service lines, and the like. It was agreed that the consulting engineers would be contacted for acquiring an estimate for the cost of updating city maps with all relevant utility data.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Standish and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 9:37 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, February 13, 2006, in the Council Room, City Hall.

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Michael J. Morey, Mayor

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Robert L. Nelson
City Clerk - Administrator