REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, September 8, 2008

CALL TO ORDER: Following due call and notice thereof, Mayor Morey called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Michael J. Morey; Council Members: Randi Vick (6:10 p.m.), Gary Klug, Robert Standish and Peggy Perry (6:23 p.m.). Members absent: None. Consultants and City staff present: Mike Gerardy and Robert L. Nelson. Visitors present: Harley Doering, Brenda Beckman and Charlie Warner, Reporter (6:18 p.m.).

CONSENT AGENDA: Following brief discussion, a motion was made by Member Klug, seconded by Mayor Morey, to approve the Consent Agenda Items, listed below. All members present voted in favor and the motion was declared carried.

A. MINUTES OF PAST MEETINGS: To approve the minutes of the Regular Meeting held Monday, August 25, 2008, as presented.

B. MEMBERSHIP: To approve renewal of membership in the League of MN Cities for a fee of $2,612.

C. MEMBERSHIP: To approve renewal of membership in the Mayors Association for period from September 1, 2008 through August 31, 2009, for a fee of $20.

D. EMPLOYMENT: To appoint, based upon the recommendation of Ambulance Director Mike Tornstrom, Kristin Buege as an EMT and Patricia Goetzinger and Susan Felten as First Responders for the Caledonia Ambulance Service.

VISITORS AND COMMUNICATIONS
A. HARLEY DOERING: Mr. Doering asked the City Council questions concerning activities of Houston County of which the City has had no formal notifications. Mayor Morey recommended Mr. Doering contact the County Commissioners or Houston County Auditor to address his inquiries to them.

B. ADMINISTRATIVE COORDINATOR TOPICS

1. ZONING APPLICATION – BECKMAN: Brenda Beckman, 218 West Caledonia Street, reviewed her Zoning Application to construct a 24' x 30' concrete slab as the base for a future garage. The slab is proposed to be located approximately 7' from the east (side) property line, requiring a 3' setback variance. A response form had been received from Mr. and Mrs. David Ranzenberger indicating they had no objection to her proposed construction. Following discussion, a motion was made by Mayor Morey, seconded by Member Klug, to approve the Zoning Application and grant the 3' setback variance. All members present voted in favor and the motion was declared carried.

(6:10 p.m. Member Vick arrived)

2. LABOR AGREEMENT – CLOTHING ALLOWANCE: Mr. Gerardy explained to the Council there was a question on application of the clothing allowance which had been established to grant $125 in clothing value to the employees who work outside and $60, annually, to those who work inside. There are two positions in the City, however, that spend a substantial amount of time both inside and outside, being the Administrative Coordinators position and Custodians position. A proposed solution for the Councils consideration is to grant the clothing allowance at ½ the rate of inside and outside amounts for a calculated clothing allowance of $90.50 for each of these two positions. Following discussion, a motion was made by Member Vick, seconded by Member Klug, to agree to a distribution of $90.50 for the two positions mentioned. All members present voted in favor and the motion was declared carried.

3. EQUIPMENT REPAIR: Mr. Gerardy informed the Council that a fuel injection pump needed to be replacement on the 1998 ford snow hauling truck and the estimated cost was $1,200. Following discussion, a motion was made by Mayor Morey, seconded by Member Vick, to approve up to $1,200 for replacement of the fuel injection pump on the 1998 Ford. All members present voted in favor and the motion was declared carried.

(6:23 p.m. Member Perry arrived)

CLAIMS

A. PREPAID CLAIMS: Following review, discussion and deliberation, a motion was made by Mayor Morey, seconded by Member Klug, to approve the Prepaid Claims list for August 2008. All members voted in favor and the motion was declared carried.

Bank of the West	Federal/Fica/Medicare	8,634.34
Blue Cross Blue Shield	Health Insurance	26,348.00
Business Financial Planning	Cafeteria Plan	544.98
Caledonia Police Association	PD Association Dues	110.00
Commissioner of Revenue	State Withholding	1,410.51
David Drown Associates	TIF Consulting Services	4,000.00
Orchard Trust Co, LLC	TSA payday 8-12-08	1,480.00
Public Emp. Retirement Assn.	PERA payday 8-12-08	4,996.19
U.S. Department of Education	Garnishment Order – Evans	161.43
Bonanza Grain, Inc.	Lime Screenings & Rock	235.47
Caledonia True Value	Clamps/Bolts	405.79
E O Johnson Company	Copier Maintenance Agreement	210.25
Farmer's Coop Elevator Co.	Chemicals	25.03
Griggs, Cooper & Co.	Liquor / Wine	1,559.92
Jack Neumann Trucking	Liquor – Freight Expense	35.00
Northern Beverage Distribution	Beer	1,084.25
Quarter Master	Badges (other towns reim. us)	628.59
Schott Distributing Co, Inc.	Beer	4,105.25
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	186.00
Ability Building Center	Rec Park-Ground keeping Crew	116.85
Affordable Tech. Solutions	Clerk's Office – Battery Backup	162.14
Caledonia Oil Company	Unleaded	1,975.54
Houston County Highway Dept.	County Maps for Resale/Inspection Ser.	584.58
Houston County Recorder	Recording Fee – Four Seasons	46.00
Jack Neumann Trucking	Liquor – Freight Expense	110.00
Johnson Brother Liquor Co.	Liquor / Wine	2,942.22
Pennwell Corporation	Training Manual	73.00
US Postal Service	Clerk's Office – Stamped Envelopes	712.00
WW Goetsch Associates, Inc.	STP – Replacement Pump	9,763.11
Ziebell's Hiawatha Foods, Inc.	Liquor – Mix	49.75
Bank of the West	Federal/FICA/Medicare	6,783.25
Commissioner of Revenue	State Withholding	1,154.06
Affordable Tech. Solutions	Tech Services	42.50
Alltel	Communication Expense	62.21
Austin Public Library	Library – DVD Cleaning	55.00
Burkhart & City, Larry	Meter Deposit Refund	136.17
Business Financial Planning	Cafeteria Plan	544.98
City of Caledonia Emp. Assn.	Association Dues	75.00
Dell & City, Ginger	Meter Deposit Refund	201.03
Franciscan Skemp Healthcare	13 CPR Cards – Ambulance	26.00
Griggs, Cooper & Company	Liquor / Wine	1,911.78
Jack Neumann Trucking	Liquor – Freight Expense	59.50
Kountikofsky & City, Brandon	Meter Deposit Refund	130.14
Minnesota NCPERS Life Ins.	NCPERS Payday 8-26-08	64.00
MN Benefit Association	MBA payday 8-26-08	157.27
Northern Beverage Distribution	Beer	2,486.20
Orchard Trust Co, LLC	TSA payday 8-26-08	1,480.00
Paustis & Sons Wine Company	Liquor Store – Wine	222.00
Pepsi Cola Bottling Company	Liquor Store – Soft Drinks	85.00
Phillips Wine & Spirits Co.	Liquor / Wine	1,259.02
Public Emp. Retirement Assn.	PERA payday 8-26-08	5,040.44
Schott Distributing Co, Inc.	Beer	8,109.35
Schwirtz, Eugene	Used Truck Air Seat	250.00
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	315.40
Stemper, James	Travel Expense / Uniform Allowance	670.00
Stigen & City, Sylvia	Meter Deposit Refund	82.43
Thavenot & City, Chris	Meter Deposit Refund	129.00
U.S. Department of Education	Garnishment Order – Evans	162.10
US Postal Service	Utility Billing	333.13
USA Mobility Wireless, Inc.	Communication Expense	57.37

Gavin, Mike	Animal Control – Rent/Misc.	75.00
Houston County Treasurer	Ho. Co. Collection Site	3,330.00
Philips Medical Systems	Heartstart ALS Monitor	10,400.00
Tri-State Ambulance, Inc.	Intercept Fee's	750.00
Houston County Public Health	Tetanus – R. Ashbacher & M. Blocker	93.00
SE MN Historic Bluff Country	Tourism	1,425.95
VISA	Travel Expense	1,079.82
MN Department of Revenue	Sales / Use Tax	15,407.00
Northern Beverage Distribution	Beer	1,437.60
Richard's Sanitation	Collections August	5,661.30
Schott Distributing Co, Inc.	Beer	5,406.55
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	189.45
United Parcel Service	Ups Fee	68.00
Ace Link Telecommunications	Communication Expense	1,077.21
Bank of the West	Federal/FICA/Medicare	1,319.04
Caledonia Oil Co.	Diesel	1,816.88
Commissioner of Revenue	State Withholding 9-2-08	174.32
Jack Neumann Trucking	Liquor – Freight Expense	63.00
Johnson Brothers Liquor Co.	Liquor / Wine	2,873.68
Northern Beverage Distribution	Beer	1,520.30
Principal Life	Life/Ad&d/STD	671.19
Public Emp. Retirement Assn.	PERA payday 9-2-08	690.88
Tri-County Electric Co-op	Electric Energy	72.86
MN Municipal Utilities Assn.	Registration Fee – Evans	425.00
Guillaume, Joyce	2008 Uniform Allowance	60.00
Merchants Bank	ACH Fee September 2008	20.43
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	157.50
		$ 161,046.48

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion was made by Mayor Morey, seconded by Member Standish, to approve and authorize payment of the Claims Payable list for August 2008. All members voted in favor and the motion was declared carried.

A-1 Vacuum Sales & Service	Vacuum Bags	42.16
Affordable Tech. Solutions	Miscellaneous Office Supplies	355.68
Airgas North Central	Oxygen / Acetylene	125.98
ALCO Discount Store	STP – Fan	19.99
Alltel	Communication Expense	44.78
American Safety Utility Corp.	Blades Replacement / Bulbs	225.61
Artic Glacier Inc.	Ice	432.86
Avenet Web Solutions	1 Year Host/Maintenance/Support	444.00
Baker & Taylor Books	Library Books	748.49
Bearbower Painting & Tree Trim	Tree Removal	450.00
Caledonia Haulers Inc.	Parts	4.91
Caledonia Implement Co.	Parts	384.74
Caledonia Lumber Co, Inc.	Miscellaneous Items	17.20
Caledonia Oil Company	Labor & Gas	301.82
Caledonia Wheel Alignment	Align Front End – Street Equipment	65.00
Carquest Auto Parts	Miscellaneous Items	70.52
Communications Service Inc.	Pager Service / Mobile for New Tanker	610.33
County Materials Corp.	Lift Station Rehab – Bissen Street	405.76
Crystal Canyon	Drinking Water	95.50
Curt & Candy's Hardware Hank	Miscellaneous Items	123.38
D S Electric Supply	Inventory	166.14
Davy Engineering	Engineering Fees	1,456.26
Davy Laboratories	Lab / 3 Total Coliforms	1,560.42
ECM Publishers, Inc.	Advertisements	1,292.90
First Supply	Nipple/Gauge	165.03
Flexible Pipe Tool Company	Equipment Parts	143.15
Gaylord Bros, Inc.	Library – Supplies	64.04
Gopher State One-Call, Inc.	24 Location Notifications	34.80
Griggs, Cooper & Co.	Liquor / Wine	1,595.50
Hanson Tire Service, Inc.	Tires 96 Ton Truck	657.83
Hawkins, Inc.	Chemicals	1,359.10
Hoskins Electric Co.	Install Cord Drop/Old Generator	601.55
Jack Neumann Trucking	Liquor – Freight Expense	35.00
LaCrosse Athletics	Baseballs	90.00

Menard's	Rec Park – Bulbs	19.94
Metro Sales Inc.	Copier Agreement	58.12
Mid America MFG & Distr.	Liquor Store – Snap Capps	143.28
Midwest Tape	Library – DVD(s)	132.64
Minnesota Dept. of Commerce	2nd Quarter Fiscal Year	439.92
Minnesota Dept. of Health	Water Service Connection Fee	1,809.00
Mississippi Welders Supply Co.	Oxygen	44.90
MN Dept. of Labor & Industry	Boiler	30.00
MN Municipal Utilities Assn.	2008 Membership Dues	389.10
Murphy's Frame & Axle, Inc.	Repair Parts 84	147.45
O'Connor Repair	Truck Wash	53.20
P & H Service	VHF Antenna	346.38
Quillin's	Auditorium – Miscellaneous	27.22
RESCO	Inventory	463.59
Richard's Sanitation	Refuse Disposal	140.40
Rippe, Hammell & Murphy	Prosecution Matter/General Matters	3,345.25
Sandry Fire Supply, LLC	Name Patch	49.30
Schilling Supply Company	Bags & Copy Paper	385.02
SE Libraries Cooperating	Auto Fees	417.42
Sherwin – Williams Co.	Traffic Paint	473.65
St. Mary Auto Body	Remove Old Lettering	175.00
Staggemeyer Stave Co.	Scoop Bark	105.00
Streicher's	Ammo	209.50
T & R Service	Disposal Fee	599.00
Tri-County Electric Co-op	Electric Energy	160,688.27
Tri-Anim Health Services, Inc.	Supplies	339.39
United Auto Supply, Inc.	Miscellaneous Items	117.30
Weichert Motors	Truck 85 Repair	420.99
Wiebke Tire Co.	Mount/Balance, Install Split Rim	60.00
WWTP MPCA PFA Loan Fund	1993-96 PFA Loan	3,500.00
Zarnoth Brush Works, Inc.	Broom Refill	238.56
		$ 189,559.24

OLD BUSINESS

A. LABOR AGREEMENT – POLICE ASSOCIATION: Following review of the proposed changes to the Police Association Labor Agreement, a motion was made by Member Klug, seconded by Member Standish, to approve those changes and enter into the Labor Agreement for 2008 and 2009. All members voted in favor and the motion was declared carried.

12.24 Night Shift Differential: Night Shift Differential shall be paid at the rate of $1.30 and $1.35 during calendar years 2008 and 2009, respectively.

15.3 The reference to Section 14.15 shall be corrected to 14.17.

20.5 (Existing Sections 20.5, 20.51 and 20.52 shall be replaced by the following.)
Uniform Allowance: The City agrees to pay an annual uniform allowance to each full-time officer in an amount of up to $650.00 and to each part-time officer in an amount of up to $275.00. Uniform Allowance is specifically allotted for the maintenance and replacement of uniforms and equipment worn on the officer's person or used in the course of duty with the standard issue items being of first priority. Uniform Allowance shall be paid as follows. Reimbursement shall be paid upon presentation of documentation (invoice/receipt) or Uniform Allowance items up to $650.00/$275.00 for full-time officers/part-time officers, respectively. For purposes of Internal Revenue Service Tax reporting, this shall be deemed an "Accountable Plan" and disbursement amounts for Uniform Allowance shall not be reported on officers' W-2 Forms.

22.1 Personal Automobiles: Officers who may be required to use their own automobiles for any authorized or required CITY business such as attending out of town seminars at the direction of the CITY, trips for performing CITY business, and the like, shall be reimbursed at the rate posted by the Internal Revenue Service Business Rate at www.irs.gov on that date (the date of travel).

29.1 Duration: This Agreement shall be for a 2-year term, explicitly January 1, 2008, to December 31, 2009. (This is with the understanding that all changes in benefits are retroactive to 1-1-08.)

Exhibit "A" Basic Regular Rate: Please see next sheet.
Generally, for 2008, the average of Steps 3 & 4 ($19.86) is increased by 3.75% with the product ($0.74) added to each 2007 step. For 2009, the average of Steps 3 & 4 ($20.60) is increased by 3.50% with the product ($0.72) added to each 2008 step. This applies to the Part-Time Officers' Steps as well as the Full-Time Officers' Steps.

(ADD) Section 6.51 A part-time Police Officer may join the Caledonia Police Association when his/her hours of work average more than 14 hours per week, calculated over a period of one year or when the City Council, Police Chief and Association Agree that an Officer is expected to be scheduled for work more than 14 hours per week for the next six month period. This method of determination shall be implemented for all part-time hires after January 1, 2008.

Full-Time Officers	2008	2009
Step 1: 0 - 12 Months	$17.46/hour	$18.12/hour
Step 2: 13 – 24 Months	$19.07/hour	$19.79/hour
Step 3: 25 – 36 Months	$20.09/hour	$20.81/hour
Step 4: 37 – 48 Months	$21.11/hour	$21.83/hour
Step 5: 49 – 60 Months	$22.13/hour	$22.85/hour
Step 6: 61+	$23.17/hour	$23.89/hour

Part-Time Officers	2008	2009
Step 1:	$17.23/hour	$17.95/hour
Step 2:	$18.39/hour	$19.11/hour

B. LABOR AGREEMENT – CLOTHING ALLOWANCE: Discussion was held on a request by Chad Heuser for authorization to expend his clothing allowance since he was now hired as a police officer for the City. Clerk Nelson explained there is no language in the Labor Agreement which specifies how long a newly hired officer must wait before being expended use of the clothing allowance. While a number of officers in the past had not been given the clothing allowance use until the calendar year following their hire date, the dates of hire may have ranged from January to December of the preceding year, making one officer wait 12 months for his clothing allowance and other having to wait only 1 month. Officer Heuser contends that once hired the benefit package of the Labor Agreement applies immediately, such that the clothing allowance would be eligible for use just as the basic rates of pay or accrual of vacation or sick leave would apply. Following discussion which included mention of authorization for the City to pay for a duty belt upon Officer Heuser's hiring, a motion was made by Member Klug, seconded by Mayor Morey, to authorize use of the clothing allowance for an amount being the difference between the authorized $650 amount and the cost of the duty belt, previously approved. All members voted in favor and the motion was declared carried.

NEW BUSINESS

A. EYE GLASSES: Clerk Nelson reviewed a bill from Franciscan Skemp Healthcare for glasses for a firefighter which had been submitted for payment at city expense. Nelson reported that these glasses apparently have a special design which enables their use inside a mask when firefighters are wearing breathing apparatus, such that a seal is maintained around the full circumference of the mask. Nelson reported he was unaware of whether these types of glasses had been purchased for firefighters previously or if this was a new request. He had conferred with two prior fire chiefs who said they had not ordered any such glasses but could understand the rational behind the order. Following discussion, a motion was made by Member Vick, seconded by Mayor Morey, that because of aging of the invoice, the City would pay for the glasses with notice to the Fire Chief and firefighter that following investigation of such purchase a reimbursement may be requested by the City. Members voting in favor: Morey, Vick, Klug and Standish. Opposed: Perry. The motion was declared carried.

CLERK'S REPORT

A. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period for August 11 – 24, 2008. Distributed at the meeting was the Employee Time Record for pay period August 25 – September 7, 2008.

B. RECREATION EMPLOYEE HOURS: Enclosed with the Agenda was a listing of all recreation employees along with the number of hours they worked during the 2008 summer season and also the number of games umpired by each individual.

C. POLICE DEPARTMENT REPORTS: Enclosed with the Agenda was the Officer Activity List and Officer Activity Summary for August 2008.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Mayor Morey and seconded by Member Vick. All members voted in favor, the motion was declared carried and the meeting then adjourned at 7:10 p.m. The next Regular Meeting of the City Council is scheduled for 6:00 p.m., Monday, September 22, 2008, in the Council Room, City Hal.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk - Administrator