

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, March 13, 2006

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

ROLL CALL: Members present: Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: Mayor Michael J. Morey. Consultants and City staff present: Mike Gerardy, Randy Shefelbine, Joyce Iverson and Robert L. Nelson. Visitors present: Marci Jensen, Fred Kruckow, David and Karolina Schuldt, Pete Peterson and David Heiller, Reporter.

CONSENT AGENDA: Following brief discussion, a motion was made by Member Standish, seconded by Member Klug, 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 Special Meeting held, Tuesday, February 21, 2006, and the Regular Meeting held Monday, February 27, 2006, as presented.

B. LMC WORKSHOP: To authorize four city employees to attend the 2006 Safety and Loss Control Workshop, scheduled for April 18, 2006, at Rochester for a registration fee of \$20 per person.

C. ANNUAL LICENSES: To approve licenses for Soft Drinks, Pool Tables, Bowling Lanes, Off Sale Beer and daily On Sale Beer as listed on the handout distributed at the meeting, contingent upon receipt of required applications and fees.

VISITORS AND COMMUNICATIONS

A. ZONING APPLICATION – SCHULDT: David and Karolina Schuldt reviewed their application to request rezoning of a parcel of land, approximately 450' x 685', along STH 44/76 from B-2, Highway Business District to AG, Agricultural. Further, provided the rezoning were approved, to request a variance to separate a 2 acre parcel for a single family dwelling as opposed to a 5 acre parcel required by section 153.064 (E)(#2). Pete Peterson, Real Estate Agent for the Schuldt's, informed the Council that banks have changed their loan requirements, such that loans on non conforming use properties are typically not made. Since this residence, which the Schuldt's hope to sell, is located within a Highway Business District, a prospective buyer is finding it difficult to obtain a loan on the property, because of the non conforming use. If the rezoning were approved by the Council, then the Schuldt asked that the requirement to locate the house on a 5 acre parcel be reduced to 2 acres. Mr. Peterson alluded to the location of the residence as suitable to the prospective buyer since the buyer had in mind to operate a small commercial operation as well as use it for a residence. Following discussion, a motion was made by Member Vick, seconded by Member Klug, to table the question until the next Regular Meeting to be held March 27. All members present voted in favor and the motion was declared carried.

B. ECONOMIC DEVELOPMENT ISSUES:

1. TOWN MEETING INITIATIVE: Joyce Iverson, EDA Director, requested the Council adopt a letter of support for a newly formed subcommittee of the Houston County EDA comprised primarily of 2005 Blandin training attendees to apply to the Southern Minnesota Initiative Foundation for a grant to conduct a town meeting initiative program which would benefit all of the Houston County communities, including Caledonia. Following brief discussion, a motion was made by Member Klug, seconded by Member Vick, to submit a letter of support signed by Mayor Morey and City Of Caledonia EDA President Todd Roesler. All members present voted in favor and the motion was declared carried.
2. HOUSTON COUNTY TRAILS RESOLUTION: Ms. Iverson requested further consideration of a Resolution tabled a few meetings ago. She requested adoption of the Resolution supporting the extension of the Root River Trail from Houston and for connecting LaCresent to LaCrosse which as a trail system in place. Following discussion, a motion was made by Member Vick, seconded by Member Standish, to adopt the Resolution endorsing the trail from the existing trial in

Houston to LaCresent then connecting to LaCrosse. All members present voted in favor and the motion was declared carried.

3. TAX ABATEMENT APPLICATION: Ms. Iverson reported that Hutton Company, the firm which will construct and own the building to be used as a Dollar Store along STH 44/76 has notified the EDA Office that an application is being completed and will shortly be forwarded to Caledonia for a Tax Abatement consideration. In preparation for the necessary procedural hearings, Ms. Iverson asked for authorization to advertise for a public hearing at the April 10 Council Meeting. She informed the Council there was to be a joint meeting of the Houston County EDA and City of Caledonia EDA on March 22 to consider the Tax Abatement application. Should those EDA Boards recommend disapproval of the application, she would not place the advertisement for public hearing. Following brief discussion, the Council concurred by general consensus to authorize Ms. Iverson to place the ad if the Economic Development Boards recommended approval.

C. POLICE DEPARTMENT EQUIPMENT: Police Chief Randy Shefelbine reviewed a list of equipment, giving estimates of cost for the Police Department. Those items included three computers for an estimated cost of \$5,281; a Nikon Digital Camera for \$1,100; three digital recorders for \$847; a digital PBT for \$550 and a copier to be purchased on lease for a monthly fee of \$64.29. Following discussion concerning how these equipment items would benefit the police department and further coordinate the informational exchanges between the City Of Caledonia Police Department and Houston County Sheriff's Office and Court Systems. A motion was made by Member Fisch, seconded by Member Vick, to approve the purchase list as presented by Chief Shefelbine authorizing him to proceed with the purchases. All members present voted in favor and the motion was declared carried.

D. COMMUNICATIONS

1. Winona Daily News, Economic Development
2. LMC Friday Fax, 3-3-06.
3. Ace Communications, Cable Channel Losses.
4. Letter, MPCA, 2-7-06, NPDES/SDS Permit #MN0020231.
5. Letter, Mediacom, 2-16-06, Cable Channel Addition.
6. Letter, Election Equipment Plan, Houston County, 3-6-06.
7. Flyer, Historic Bluff County, March 2006.

CLAIMS

A. PREPAID CLAIMS: Following review, discussion and deliberation, a motion to approve the Prepaid Claims list for February 2006 was made by Member Klug and seconded by Member Standish. All members present voted in favor and the motion was declared carried.

Caledonia Electronics	Miscellaneous Office Supplies	54.16
Caledonia True Value	Supplies	79.43
Collins Brothers, Inc.	Liquor Store Bags	56.77
Dent & City, Richard	Meter Deposit Refund	212.00
Duerkop, Hilda	Interpreter Services for PD	26.82
Jefferson Fire & Safety Inc.	Training Books	251.88
Link & City, Donald	Meter Deposit Refund	79.50
Merchlewitz, Jordan	Meter Deposit Refund	79.50
Messerschmidt & City, Hope	Meter Deposit Refund	79.50
Northern Beverage Distribution	Beer	418.30
Schott Distributing Co., Inc.	Beer	1,864.40
Spring Grove Soda Pop, Inc.	Beer	124.75
Caledonia Oil Co.	Unleaded Fuel	1,204.20
Midwest Wireless Comm.	Mobile Unit	130.35
MN Municipal Utilities Assn.	Registration Fee M. Blocker	165.00
Thompson, Ann	Photo Reimbursement	16.90
Winona County EDA	Registration Fee Wind Session	20.00
Caledonia Rotary Club	City Membership Jan – June	170.00
Northern Beverage Distribution	Beer	1,892.70
De Florian, Chris	Refund Utility Bill Overpayment	39.66

Gavin, Mike	Animal Control	300.00
Houston County Treasurer	Ho Co. Collection Site March 2006	3,300.00
Schott Distributing Co., Inc.	Beer	2,478.70
Spring Grove Soda Pop, Inc.	Beer & Soft Drinks	175.25
Morey, Michael	Reimbursement for Travel Expense	343.31
US Postal Service	Utility Billing February	305.65
Arch Wireless	Mobile Unit	59.72
Bank of the West	Fed/Fica/Med	6,692.78
Buttell's Lighting	Bulbs	67.22
City Of Caledonia	Employee Share Health Insurance	383.55
City of Caledonia Emp. Assn.	Association Dues for February	80.00
Commissioner of Revenue	State Withholding	2,612.35
Griggs, Cooper & Company	Liquor / Wine	2,177.98
Johnson Brothers Liquor Co.	Liquor / Wine & Freight	1,315.08
Minnesota Dept. of Health	Registration Fee – Tank	125.00
Minnesota NCPERS Life Ins.	NCPERS	80.00
MN Benefit Association	MBA	152.63
MN Dept. of Revenue	Sales Tax	10,993.00
Orchard Trust Co, LLC	TSA	1,380.00
Phillips Wine & Spirits Co.	Liquor / Wine & Freight	1,201.82
Printy Quik	EDA Brochures	101.18
Public Emp. Retirement Assn.	PERA	4,426.56
Richard's Sanitation	Recycling – Collections	5,791.50
Spring Grove Soda Pop, Inc.	Beer	241.25
United Parcel Service	Ups Fee	69.12
VISA	Miscellaneous Items	736.44
Four Seasons Comm. Center	Rent for Appreciation Supper	230.00
Ace Link Telecommunications	Communication Expense	974.37
Bank of the West	Fed/Fica/Med	1,025.78
Caledonia Lodging, LLC	Abatement – Americ Inn	2,345.58
Public Emp. Retirement Assn.	PERA	498.64
Tri-County Electric Co-op	Electric Energy	74.98
Jahn's Transfer, Inc.	Freight Expense – Liquor Store	79.87
Northern Beverage Distribution	Beer	463.80
Pepsi Cola Bottling Co.	Soft Drinks	69.50
Schott Distributing Co., Inc.	Beer	2,730.60
Sno-Pac Foods, Inc.	Tax Abatement	1,055.61
Spring Grove Soda Pop, Inc.	Beer	84.50
Witt Real Estate, LLC	Tax Abatement	873.28
Principal Life	Life/Ad&d/Std	580.19
Riverland Community College	Training	274.00
Aquila	Natural Gas	8,692.45
Commissioner of Revenue	2005 MN Dot Stand Specs	24.50
Extreme Beverage, LLC	Liquor Store – Mix	64.00
Fire Marshals Ass. Of MN	Membership 2006	45.00
Tri-County Firefighters Assn.	2006 Dues	50.00
Vol Firefighter Association	Annual Renewal 2006	231.00
Ziebell's Hiawatha Foods, Inc.	Liquor Store – Wine	7.43
Airgas North Central	First Aid Cabinet & Eye Wash	160.32
Klug, Anthony	Torch	46.40
Merchants Bank	ACH Fee	19.66
US Postal Service	1 Box of Stamped Envelopes	222.05
LaCrosse Center	Electric Outlet	36.93
Blue Cross Blue Shield	Health Insurance	19,999.00
Northern Beverage Distribution	Beer	615.00
Schott Distributing Co., Inc.	Beer	5,223.75
Spring Grove Soda Pop, Inc.	Beer	185.50
		<u>185.50</u>
		\$ 99,539.60

B. CLAIMS PAYABLE: Following review, discussion and deliberation, a motion to approve and authorize payment of the Claims Payable List for February 2006, made by Member

Fisch and seconded by Member Klug. All members present voted in favor and the motion was declared carried.

Accurint	Contract Fee	32.50
Airgas North Central	Welding Supplies, Oxygen/Acetylene	100.53
Alco Discount Store #273	Car Wash	4.78
Baker & Taylor Books	Library Books	464.65
Bank of the West	Fed/Fica/Med	6,419.93
Buttell's Lighting	Bulbs	308.17
Caledonia Drugs	Gloves	6.97
Caledonia Electronics	Office Supplies	550.71
Caledonia Implement Co.	Bulk Street & Hoses	67.70
Caledonia Lumber Co., Inc.	Lumber	69.01
Caledonia Oil Co.	Oil, Tire Repair & Maintenance	477.01
Caledonia Ready Mix, Inc.	Flow Fill	394.56
Carquest Auto Parts	Equipment	26.14
Clarey's Safety Equipment, Inc.	Truck Maintenance	1,085.00
Communications Service Inc.	Pager	419.61
Creative Solutions	Tech Support	18.00
Crystal Canyon Inc.	Drinking Water	52.08
Curt & Candy's Hardware Hank	Supplies	335.96
D S Electric Supply Inc.	Miscellaneous Items	173.01
Dairyland Power Cooperative	Substation Service	1,480.00
Dalco	Rugs & Can Liners	538.02
Davy Laboratories	3 Total Coliforms	1,531.98
E O Johnson Company	Software	1,300.00
ECM Publishes, Inc.	Ad & Notices	233.10
Ellingson Motors	Van Maintenance	31.94
Emergency Medical Products	Ambulance Supplies	277.50
Emsar Twin Cities	Cot Repair	622.59
Farm & Home Publishers	Plat Book & Directory	35.50
First Supply	Part for Water Main Break	144.95
Gopher State One-Call, Inc.	11 Location Notifications	15.95
Griggs, Cooper & Company	Liquor / Wine	1,484.85
Hawkins, Inc.	Chemicals	5.00
Hoskins Electric Co.	Install Outlets	357.90
Houston County Treasurer	2006 Map Project	54.00
Information Management Serv.	Tech Services	355.27
Johnson Brothers Liquor Co.	Liquor / Wine	1,408.19
Ken's Small Engine	Saw Chain & Sharpen Chain	82.97
Kraus Oil Inc.	Unleaded	1,125.75
Lackore Electric Motor Repair	Grinder Parts	16.81
Midland Telecom Inc.	Pager Repair	818.30
Minnesota Dept. of Commerce	4 th Quarter Fiscal Year	36.27
Minnesota Dept. of Health	Water Service Connection Fee	1,482.00
Mississippi Welders Supply Co.	Oxygen	8.05
M-R Sign Company Inc.	Signs	530.43
P & H Services	2 mobile units & antenna	93.38
Phillips Wine & Spirits	Liquor / Wine	778.41
Post Board	License Renewal	180.00
Resco	Tool Repair Parts	134.67
Richard's Sanitation	Refuse Disposal	147.42
Rippe, Hammell & Murphy	Prosecution Matters	2,733.75
Rodale	Library Book	36.44
Ronco Engineering Sales, Inc.	Snow Plow Parts	9.50
Schilling Supply Company	Towels, Toilet Paper & Copy Paper	313.10
Schulze Plumbing & Heating	Main Break, Toilet Repair	1,034.10
Schumacher Elevator Co.	Elevator Maintenance Agreement	410.40
SE Libraries Cooperating	Auto Fees	401.33
SE MN Development Corp.	Comm RLF/Caledonia Oil	278.96
St. Mary Auto Body Shop	2 Tows	79.88
Streicher's	Ammo	73.22

Tom's Speedometer Shop	Repair Ambulance Puch Button	20.00
Tri-County Electric Co-op	Electric Engergy	98,104.47
Tru-Gas	Refill	16.77
United Auto Supply, Inc.	Miscellaneous	54.04
WWTP MPCA PFA Loan Fund	1993-96 PFA Loan	3,725.00
Zep Manufacturing Company	Trash Bags	93.61
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		\$ 133,702.11

NEW BUSINESS

A. MEMBERSHIP FEE: A motion was made by Member Standish, seconded by Member Vick, to renew the Cities Membership in Parks & Trails Council of Minnesota for a cost of \$35. The annual membership runs from March 2006 to March 2007. All members present voted in favor and the motion was declared carried.

B. ZONING PERMIT FEES: The Council reviewed a list of proposed fees for zoning applications, submitted by Michael Gerardy, Zoning Administrator. Permit fees increased from \$10 to \$50 for various types of proposed construction. In addition a labor fee was added. Following discussion, a motion was made by Member Standish, seconded by Member Klug, to adopt the new fee schedule as presented. All members present voted in favor and the motion was declared carried.

CLERK'S REPORT

A. CABLE TV FRANCHISES: Enclosed with the Agenda was a document drafted by Attorney Brian T. Grogan, Moss & Barnett, on behalf of the League of Minnesota Cities and the Minnesota Association of Community Telecommunications Administrators, stating an opinion on proposed revisions to telecommunications and cable laws, affecting municipalities. Attorney Grogan drafted the two franchises the City of Caledonia has with cable communication businesses.

B. CHILD LABOR LAWS: Enclosed with the Agenda was an article from the League of Minnesota Cities Magazine addressing new laws pertaining to Child Labor.

C. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period February 13 – 26, 2006. Distributed at the meeting was the Employee Time Record for pay period February 27 – March 12, 2006.

D. POLICE DEPARTMENT REPORT: Enclosed with the Agenda was the Officer Activity List and Officer Activity Summary for February 2006.

E. 2005 DUEL FUEL CREDIT: Enclosed with the Agenda was a credit notice of \$534.54 to the City Of Caledonia from Tri-County Electric Cooperative based on the number of Kilowatt Hours Sold as an electrical heating source with homes having duel fuel.

F. LEGISLATIVE CONFERENCE: Enclosed with the Agenda was notice of the League of Minnesota Cities Legislative Conference to be held March 30 for a registration fee of \$80.

G. ASSESSORS FEES: Clerk Nelson reported that Houston County Assessor Thomas Dibbing gave notice of a presentation he recommended to the Houston County Board of Commissioners. In the past, having been hired to perform mass appraisals for tax purposes by the City, the Houston County Assessors Office billed the City annually with the most current billing being approximately \$9,000. Mr. Dibbing proposed to the Houston County Board of Commissioners that the County levy a tax directly upon the residents for the cost of this appraisal service rather than bill the City Of Caledonia, which then levied a tax to pay the county. If this proposal is implemented, it will begin with taxes collectable for calendar year 2007.

H. CONCESSION STAND: Clerk Nelson informed the Council that the organization operating the Concession Stand last summer is not interested in doing it again. The City has advertised in the Caledonia Argus for interested parties for the year 2006.

I. UPDATE OF CITY ISSUES:

1. POOL STAFF: Clerk Nelson informed the Council that Mike Murphy, 2005 Lifeguard Manager, indicated that he is attempting to find employment in the

Minneapolis/St. Paul area which would coincide with his college major. Should he be unsuccessful, he would return to be Manager for the pool. Mr. Murphy contacted both Assistant Managers of 2005, who both indicated they are currently planning to return for the 2006 season.

2. **ATHLETIC FIELD STAFF:** Clerk Nelson reported that the 2005 Athletic Field Program Manager contacted the Clerk's Office saying he is interested in returning for 2006, but had contacted the boys and girls head coaches who reported that they are not planning on returning this year. The city will advertise for coaching positions in the Caledonia Argus.
3. **SEASONAL EMPLOYEES:** Clerk Nelson reported that historically the City Council chose to offer seasonal employment for the Athletic Field and Swimming Pool positions to students, either in later years of High School or College and preferred not to hire adults who were no longer students. Nelson reported there is a possibility that certain individuals may apply for the 2006 season who are no longer students, asking if the Council would choose to deny seasonal employment to such individuals. Following discussion, based on the possibility that an insufficient number of persons maybe available to conduct operations at the pool and athletic field, the Council chose not to absolutely rule out employment for adults who are no longer students

J. **2006 CITY POLICIES:** Enclosed with the Agenda was the Table of Contents for policies to be lobbied, for or against, by the League of Minnesota Cities during the 2006 Legislative Session. Nelson informed the Council that the policy handbook was available for circulation and review to any members who chose to read it. For those having computers, Nelson reported that the handbook could be reviewed at www.lmnc.org.

K. **REMINDERS**

1. **SPECIAL MEETING:** Reminder was made of the joint session of the City Council and Houston County Board of Commissioners on March 16, 6:00 – 8:00 p.m. at the Caledonia High School Auditorium to discuss the proposed Houston County Criminal Justice Center.
2. **SPECIAL MEETING:** A reminder was given of the Comprehensive Plan Meeting scheduled for 7:00 p.m., Tuesday, March 21, 2006, in the Council Room, City Hall.

MISCELLANEOUS ITEMS

A. **LACROSSE HOME SHOW:** Reminder was given of the LaCrosse Home Show from March 24 – 26 at the Civic Center. Friday, opening day, will be from 5:00 p.m. – 9:00 p.m. The displays will be all day Saturday and all day Sunday. Mayor Morey extended an invitation to other Council Members to participate at the Caledonia Booth.

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 present voted in favor, the motion was declared carried and the meeting then adjourned at 9:26 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, March 27, 2006, in the Council Room, City Hall.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk – Administrator