

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, July 11, 2011

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

ROLL CALL. Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Tom Murphy, Bob Lemke, and Paul Fisch. Members absent: None. Consultants and City staff present: City Clerk/Administrator Jennifer Feely and Administrative Coordinator Mike Gerardy. Visitors present: Joanne Zard, Carol Medin, Karen Ness, Tom Nigon, Dave Geske, Lois Greer, Matt Blocker and Argus Reporter Charlie Warner.

AGENDA APPROVAL. A motion was made by Mayor Burns, seconded by Member Vick, to approve the agenda with the following addition: Chamber Email and Part-Time Police Officer Request. All members present voted in favor and the motion was declared carried.

CONSENT AGENDA. A motion was made by Member Lemke, seconded by Member Fisch, to approve the consent agenda. Voting in Favor: Burns, Murphy, Lemke, and Fisch. Opposed: None. Abstaining: Vick. The motion was declared carried.

A. MINUTES OF PAST MEETINGS. To approve the minutes of the Regular Meeting held Monday, June 27, 2011 and the Continued City Council Meeting held Monday, June 28, 2011, as presented.

B. APPLICATION FOR EXEMPT PERMIT: CALEDONIA LIONS CLUB. To approve an application for exempt permit for the Caledonia Lions Club.

VISITORS AND COMMUNICATIONS.

A. CALEDONIA DOLPHINS: POOL PARTY. Joanne Zard, a member of the Caledonia Dolphins, was present to promote an upcoming pool party that the Dolphins will be sponsoring on August 9 at the pool with the proceeds going towards the Pool Improvement Project. Zard mentioned that Miles Miller received the blessing of the City Council some years ago to carry Project Playground forward and inquired as to how the Pool Project would be handled moving forward. The consensus was that the next step is for the Steering Committee to select a design option. Discussion ensued. No action was taken.

B. ANIMAL CONTROL OFFICER RESPONSE TO RECENT DOG BITING INCIDENT. Animal Control Officer Mike Gavin was present to discuss his recommendations regarding a dog owned by Nancy Lou Steele at 617 East Washington Street that recently chased after and bit an innocent bystander. Gavin explained that the dog owned by Steele was tied up with a cable as it should have been and had its shots. Gavin went on to note that Ms. Steele could not attend the meeting as she was at the vet's office with her dog that evening. Gavin noted that the dog is playful and not aggressive at all. It weighs approximately 24-25 pounds and is some sort of a beagle mix. Gavin acknowledged that the dog has a bit of a disposition since it bit a passerby but stated that most dogs are territorial. Member Murphy inquired as to what the policy has been when a dog bites an innocent passerby so as to be consistent. Mayor Burns referenced the ordinance and pointed out that it appears that the dog in question meets the criteria for potentially dangerous. According to the City's ordinance, Chapter 92, the Animal Control Officer shall designate any animal as a potentially dangerous animal upon receiving evidence that the potentially dangerous animal has, when unprovoked, bitten, attacked, or threatened the safety of

a person or a domestic animal as stated in division (C)(2). When an animal is declared potentially dangerous, the Animal Control Officer shall cause one owner of the potentially dangerous animal to be notified in writing that the animal is potentially dangerous. Gavin then agreed that the dog does in fact meet the criteria for a potentially dangerous dog. Gavin concluded that he does not think the dog is dangerous but reassured the Council that he would make sure that the dog has a new collar, a new chain with a swivel, and possibly a muzzle, and that he will be checking in on the dog once a month for the next six months to ensure that it is properly secured. The Council instructed Gavin to make certain that the owner of the dog provide proper enclosure and securely fastens the dog while it is outside so as to prevent future such occurrences from taking place. Discussion ensued. No official action was taken.

C. POWERPLUS ENGINEERING: PRESENTATION OF ELECTRIC RATE STUDY FINDINGS. PowerPlus Engineer Tom Nigon was present to review the 2011 Electric Rate Study findings. Nigon began his report by noting that the last rate study was completed in 2006 and emphasized that it is a good practice to do a rate review every five years so as to primarily ensure that each rate class carries enough weight for its respective use. Nigon explained that the purpose of the study is to review the electric rates for the City of Caledonia Electric Department. The study reviews the revenue and expenses for the year 2011. The study estimates the projected wholesale cost of power using the wholesale power rates for May 1, 2011. The study also provides an estimate of the net income for a 12 month period with power supply expenses based on the wholesale rates for the period May 1, 2011 through April 30, 2012. The report includes a cost of service study (COS). The COS is an estimate of the revenue and costs for each rate class and is used as a guideline for adjustments to the rates due to increases in the cost of power and other increases in expenses. Nigon pointed out that the following is an overview of the recommendations from the study: (1) The revised rates will provide a net income of approximately \$350,000; (2) The overall recommended rate increase is approximately 1.4% when comparing the revised revenue to the 2010 rate revenue; (3) The recommended rate increase will achieve a ratio of net income to operating revenue of approximately 13%. The following table shows a comparison of existing and proposed rates.

Rate	Base 1 (existing)	Base 2 (proposed)	Energy 1 (existing)	Energy 2 (proposed)
Residential	\$9.35	\$10.00	\$0.1050	\$0.1070
Dual Fuel	\$2.35	\$3.00	\$0.0580	\$0.0590
Commercial – Single-phase	\$16.40	\$16.40	\$0.1030	\$0.1030
Commercial – Three-phase	\$21.05	\$21.05	\$0.1030	\$0.1030
Large Power	\$46.80	\$50.00	\$0.0580	\$0.0580
High School	\$202.50	\$50.00	\$0.0580	\$0.0580
Sno Pac	\$180.00	\$200.00	\$0.0580	\$0.0600
Street Lighting	\$1.60	\$1.80	\$0.0000	\$0.0000

Nigon recommended that the high school monthly charge be the same as the large power rate. The monthly cost was higher than the large power rate to recover the distribution costs for the cable and enclosures when the service was installed. Nigon explained that such costs have been recovered so the monthly rate should be the same as the large power rate because the COS study shows the monthly costs for the high school are similar to the customers in the large power rate class. Nigon went on to recommend that the Sno Pac Foods monthly charge increase because the COS study shows the costs to serve this customer are higher than the other customers in the large power rate class. It was noted that the Sno Pac Foods rate changed from an interruptible to firm

rate in 2008. The new firm rate allows Sno Pac to avoid interrupting their electrical power during the wholesale power seasonal control periods. Nigon explained that the rate for Sno Pac Foods needs to recover the seasonal demand charges and the COS study shows the existing rate does not recover all of the costs so an increase is recommended in the monthly charge and in the demand charge to recover the costs. The following table shows the existing and recommended rates for the demand charges.

Rate	Demand 1	Demand 2
Large Power	\$9.35	\$9.35
High School	\$9.35	\$9.35
Sno Pac Foods	\$9.35	\$10.00

The following provides an estimate of the increase in the annual revenue for each rate class.

Rate	Energy Sales	Revenue Existing	Revenue New	Revenue Increase %
Residential	9,843,972	\$1,179,233	\$1,209,373	2.6%
Dual Fuel	204,507	\$12,510	\$12,894	3.1%
Commercial – Single-phase	3,375,785	\$392,773	\$392,773	0.0%
Commercial – Three-phase	\$2,526,838	\$275,926	\$275,926	0.0%
Large Power	5,780,145	\$565,637	\$566,559	0.2%
High School	1,115,000	\$111,755	\$109,925	-1.6%
Sno Pac	935,895	\$100,434	\$105,604	5.1%
Street Lighting	257,500	\$28,771	\$32,368	12.5%
Total	24,039,792	2,667,039	\$2,705,421	1.4%

Nigon wrapped up the presentation by noting that future rate increases should be implemented so the difference between the revenue and costs of each rate class is within a range of plus or minus 5%. This should be done gradually so as to avoid significant rate increases that could cause concerns for customers in a rate class. Discussion ensued. The consensus of the Council is to send the rate study findings to the Enterprise Committee for further review prior to implementing the suggested rate increases. No official action was taken.

D. DAVE GESKE: MOSQUITO AND TICK DISEASE CONTROL PRESENTATION. Dave Geske was present to provide information regarding ways in which mosquito and tick disease control practices can be implemented in and around Caledonia. It was noted that the City has had an agreement with Geske since about 1980 for arboviral control and tick monitoring. Geske stated that gnats have been the biggest problem this summer. He explained that this is likely due to the fact that major hatches have resulted from very wet summers. It was noted that there have been unusually high concentrations of deer ticks in city limits. When Councilmembers inquired as to why this was so, Geske replied that the ticks are transported via small animals in the City. It was suggested that residents keep their grass short to help control ticks. A question arose as to whether there have been any cases of West Nile or LaCrosse viruses yet to which Geske replied in the negative. Discussion ensued. No official action was taken as the information presented was for awareness purposes.

E. CHAMBER OF COMMERCE OFFICE SPACE REQUEST. Chamber of Commerce President Karen Ness was present to request the Council’s consideration in renting out space at City Hall for the Chamber to set up an office. City Clerk/Administrator Feely stated that the

Chamber is currently looking for space to rent as they recently lost one of their renters and are having a difficult time paying rent for their current office space. The Chamber's lease ends on July 31, 2011. Feely went on to note that an inquiry was sent to USDA Rural Development awhile back regarding any restrictions placed on the two designated Areas of Refuge located in City Hall. According to an email response from USDA Rural Development, the City can decide if it wants to continue to maintain such rooms for an emergency or not. It was noted that costs for telephone or internet access would be the Chamber's responsibility. Mayor Burns stated that there wouldn't be cost with the internet as the library has wireless. Member Fisch questioned whether it is proper to allow the Chamber to use the Library's wireless internet versus paying for their own internet access. Discussion ensued. A motion was made by Mayor Burns, seconded by Member Vick, to allow the Chamber of Commerce to rent office space at a cost of \$50.00 per month, so long as the arrangement is reviewed annually to ensure the agreement is mutually beneficial to both the City and the Chamber. All members present voted in favor and the motion was declared carried.

F. CITY FINANCE TOPICS.

1. CONTINUATION OF STATE GOVERNMENT SHUTDOWN DISCUSSION AND ITS IMPACT ON THE CITY'S LGA DISTRIBUTION. City Clerk/Administrator Feely shared that on June 29, Chief Ramsey County District Court Judge Kathleen Gearin directed the Commissioner of Management and Budget to make payments, such as Local Government Aid (LGA), that have already been lawfully appropriated. Feely noted that this means that even if a state government shutdown persists through July 20, LGA is to be distributed as scheduled. However, it was noted that the League of Minnesota Cities warns that if a budget agreement is reached before the July 20 LGA distribution date, and the agreement includes reductions to aids and credits, any reduction would be split between the first and second LGA payments. If a budget agreement is not reached until after July 20, and agreement between the Legislature and governor on a LGA reduction would most likely be applied to the December 26 payment. No action was taken as the information was included for informational purposes.

G. COMMUNICATIONS.

1. A letter from the Caledonia Chamber of Commerce. Chamber of Commerce President Karen Ness was present to announce that there would be a meeting on Wednesday, July 20 at the Four Seasons Center to discuss its future. City Clerk/Administrator Feely stated that she planned to attend the meeting on behalf of the City.

CLAIMS

A. PREPAID CLAIMS. Following review, discussion and deliberation, a motion was made by Member Fisch, seconded by Member Vick, to approve the Prepaid Claims List for June 2011. All members present voted in favor and the motion was declared carried.

Advertising Concepts	Rec Park – Shirts	168.00
Bound Tree Medical	Ambulance Supplies	423.72
Com-Tec Land Mobile Radio	FD – Pager Battery & Repairs	131.03
Discount Magazine Sub.	Library – Magazine Subscriptions	916.32
Merchants Bank	ACH Fee	26.80
Milestone Materials	Ball Park /Field Project 2011	2,333.04
Moe Fencing, Inc.	Fence Repair	912.00
Paradise Pool & Spa	Pool – Used Chlorinator	105.50
Pioneer Manufacturing Co.	Ball Park – Marking Chalk	116.50
Secretary of State	Ambulance – Termination Statement	20.00
Bound Tree Medical, LLC	Ambulance Supplies	408.86
Caledonia True Value	Misc.	256.10

Everett & Vanderwiel, PLLP	Labor / Services	2,423.11
Johnson, Allan	PD – Meal Reimbursement	5.89
Miken Sports	Rec Program	644.90
Petty Cash	Replenish Petty Cash	84.79
Quillin's	FD – Training Refreshments	36.66
Resco	Light – Inventory	46,996.02
Boys & Girls Clubs	Rec Park – Registration Fee	150.00
Gopher State One-Call	2011 Annual User Fee	100.00
Houston Co. Recorder	Recording Fee	92.00
Mayo Clinic Health System	12 Ambulance Cards	60.00
MN Pollution Control Agency	Certificate Renewal – Klug	23.00
Northern Beverage Distribution	Liquor Store Inventory	2,846.20
Schott Distributing Co., Inc.	Liquor Store Inventory	3,998.15
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	95.00
Star Energy Services	2011 Project & Engineering Fees	670.50
Storlie's Portable Pit Stops	Toilet Rent	181.69
Water Tower Clean & Coat, Inc.	Water – Inspect Water Tower	500.00
G & F Distributing	Liquor Store Inventory	447.50
Jack Neumann Trucking	Liquor – Freight Expense	65.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	2,084.99
Ziebell's Hiawatha Foods, Inc.	Liquor – Twine & Bags	64.28
Affordable Technology Solutions	FD – ink cartridge	50.10
Caledonia Conv & Tourism	Tourism	1,191.30
M.C. & City	Meter Deposit Refund	250.11
Discount Magazine Sub Service	Magazine Subscription	18.00
Fire Instr & Rescue Education	FD – Training	8,060.00
K.H. & City	Meter Deposit Refund	200.33
Kilger & Andrew	Pool – Reimbursement WSI Course Fee	195.00
C.M. & City	Meter Deposit Refund	125.17
K.M. & City	Meter Deposit Refund	125.33
E.M. & City	Meter Deposit Refund	125.45
Rollingstone Youth Baseball	Registration Fee	150.00
D.V. & City	Meter Deposit Refund	125.29
Becker & Stemper Electric	Repair Fixture & Replace Thermostat	232.10
Civic Systems, LLC	Semi-Annual Support	2,346.00
Meyer, Michael	Mow Lawn	25.00
Verizon Wireless	Ambulance – communication expense	56.88
B.B.	PD – Labor	30.00
Business Financial Planning	Cafeteria Plan	396.91
Caledonia Volunteer Fire Dept.	Relief Association	600.00
City of Caledonia Emp. Assn.	Association Dues	70.00
Commissioner of Revenue	State Withholding	1,559.37
Ducharme, Ron	Reimbursement – Baseball Equipment	98.92
Extreme Beverage, LLC	Liquor Store Inventory	67.00
Gavin, Mike	Animal Control – Rent	75.00
Houston Co. Treasurer	Ho. Co. Collection Site	3,342.50
ING Institutional Plan Serv.	TSA	580.00
Jack Neumann Trucking	Liquor – Freight Expense	55.00
Kraus Oil Company Inc.	Unleaded	1,780.00
Merchants Bank	Federal/FICA/Medicare	7,974.19
Minnesota NCPERS Life Ins.	Payday 6/28/11	80.00
MN Benefit Association	Payday 6/28/11	114.41

Northern Beverage Assn.	Liquor Store Inventory	1,521.15
Public Emp. Retirement Assn.	PERA Payday 6/28/11	5,720.64
S.R.	PD – Labor	30.00
Schott Distributing Co, Inc.	Liquor Store Inventory	3,574.60
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	107.35
Verizon Wireless	Police – Communication Expense	74.41
Wirtz Beverage Distribution	Liquor Store Inventory	2,515.32
Ziebell’s Hiawatha Foods, Inc.	Liquor Store Inventory	34.75
Affordable Technology So.	FD – Ink Cart	-50.10
Jones, Hope	Refund Ball Registration Fees	90.00
Kilger, Andrew	Reimbursement WSI Course Fee	-195.00
Malone, Jon	Refund Credit Balance	15.33
Onalaska Park & Rec	Registration Fee	125.00
Resco	Light – Inventory	1,740.12
Tornstrom, Mike	Reimbursement – Parade Candy	74.21
United Way Greater Winona	Seminar Registration Fee	30.00
US Postal Service	Library – Stamped Envelopes	103.20
Metro Sales, Inc.	PD – Copier Agreement	66.13
MN Dept. of Revenue	Sales – Sales / Use Tax	17,050.00
Northern Beverage Distribution	Liquor Store Inventory	721.80
Richard’s Sanitation	Recycling – Collection Fees	6,124.95
Schott Distributing Co, Inc.	Liquor Store Inventory	6,682.60
Skillings, Ryan	2011 Clothing Allowance	124.95
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	136.05
United Parcel Service	Ups Fee	6.51
Visa	Library – Fees & Council Minute Book	432.21
Commissioner of Revenue	State Withholding	224.95
Merchants Bank	Federal/FICA/Medicare	1,249.68
Public Emp. Retirement Assn.	PERA Payday 7-1-11	748.89
Ace Link Telecommunications	Communication Expense	1,156.13
Christians, Roger	Music in the Park	400.00
Good Friends	Music in the Park	400.00
Jim Busta Band	Music in the Park	599.99
Kraus Oil Co., Inc.	Diesel	1,865.00
Mayo Clinic Health System	HCP Cards & Manuals	131.00
Principal Life	Life/Ad&d/STD	563.34
Schulze-Krueger, Diane	Music in the Park	200.00
Tri-State Ambulance, Inc.	Intercept Fee	250.00
Around Town Promotions	Sign Rental	125.00
Buttell’s Lighting	Bulbs	106.34
G & F Distributing	Liquor Store Inventory	331.15
Houston Co. Recorder	Recording Fee – Griffith	46.00
Jack Neumann Trucking	Liquor – Freight Expense	100.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	1,853.69
League of MN Cities Ins. Trust	Annual Insurance	44,233.00
Northern Beverage Distribution	Liquor Store Inventory	1,636.80
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,478.62
Verizon Wireless	Light – Communication Expense	50.57
Yaggy Colby Associates	MN DOT Trail Extension	1,938.00
Blue Cross Blue Shield of MN	Health Insurance	26,097.00
Business Financial Planning	Flex Administrative Fees	81.00
Credit Bureau Data, Inc.	Utility Collection Fees	12.50

MN Energy Resources	Natural Gas	3,129.67
Schott Distributing Co, Inc.	Liquor Store Inventory	4,509.90
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	55.25
Tri-County Electric Co-op	Electric Energy	89.34
Tri-State Ambulance	Intercept Fee's	750.00

750.00
\$ 238,719.24

B. CLAIMS PAYABLE. Following review, discussion and deliberation, a motion was made by Member Fisch, seconded by Member Vick, to approve and authorize payment of the Claims Payable for June 2011. All members present voted in favor and the motion was declared carried.

A-1 Fire Protection	Pool – Ext. Inspection	19.77
Advertising Concepts	Rec Park – Shirts/Caps	14.00
Affordable Tech. Solution	Office Supplies	877.47
Airgas North Central	Oxygen / Acetylene	93.94
Alco Discount Store	Phone Minutes, Misc., Air Conditioner	380.29
Artic Glacier Inc.	Ice	270.02
Baker & Taylor Books	Library – Books	582.08
Better Homes & Gardens	X-Mas from the Heart	34.10
Caledonia Implement Co.	Repair Parts	262.18
Caledonia Lumber Co.	Materials for Map Display	24.80
Caledonia Oil Company	Gasoline & Car Maintenance	379.86
Caledonia Veterinary Clinic	Animal Control – Services	93.10
City of Caledonia – Utilities	Water, Electric & Sewer	11,140.81
Clarey's Safety Equipment	FD – Repair Part	15.00
Crystal Canyon Ecowater	Drinking Water	25.15
Curt & Candy's Hardware Hank	Repair Parts & Bulbs	50.18
D S Electric Supply Inc.	Inventory	1,581.61
Davy Engineering	Sewer Rehab Report & Rehab Report	1,141.97
Davy Laboratories	Lab	1,811.84
ECM Publishers, Inc.	Ad's	654.84
Eitzen State Bank	Certificate of Indebtedness	2,870.25
Electric Pump	Annual Service Check	2,186.73
Family Circle	Hometown Cooking	30.91
Faulks Bros Construction Inc.	Ballpark – Infield Mix	2,484.84
First Supply	Pool – Parts	55.28
Gopher State One-Call	Location Notifications	79.95
Green Power Equipment	Equipment Repair Parts	130.53
Hawkins, Inc.	Chemicals	1,428.56
Hoskins Electric	Compressor Repair	87.00
Houston Co. Highway Dept.	Chloride & Materials	423.57
Jack Neumann Trucking	Liquor Freight Expense	35.00
JR Burroughs Blading	Grader / Dozer Ball field	1,364.00
Kwik Trip Stores	FD – Gas	34.76
League of MN Cities Ins. Trust	Vol Acc Plan	313.00
Midwest Tape	Library – DVD(s)	148.59
Mississippi Welders Supply	Oxygen	167.36
Municipal Pipe Tool Co, Inc.	Jet/Vac Clean Sanitary Sewers	9,728.66
Northland Trust Services, Inc.	General Refunding Bond	9,660.00
Oxmoor House	Library – 2011 Xmas Book	36.91
P & H Services	Light – Battery	60.00
Printy Quik	Utility Map Copies	10.37

Resco	Inventory (2011 Project)	20,735.77
Richard's Sanitation	Refuse Disposal	155.84
Rippe, Hammell & Murphy	Prosecution & General Matters	2,828.25
Schilling Supply Company	Towels, Copy Paper	455.88
SE Libraries Cooperating	Library – Auto Fees	386.42
St. Mary Auto Body Shop	Tow's	181.69
Tostrud & Temp	2010 Audit – Partial Billing	10,050.00
Tri-County Electric	Electric Energy	161,065.48
United Auto Supply, Inc.	Street Equipment – Gear & Pen Oil	114.11
Verizon Wireless	Fire – Communication Expense	42.49
Wiebke Tire	Street Equipment – Tire Repair	17.50
Winona Controls, Inc.	City Hall – Tested RPZ	139.00
Wirtz Beverage Minnesota	Liquor Store Inventory	1,157.25
World Point ECC, Inc.	Ambulance – Training Supplies	175.45
WWTP MPCA PFA Loan Fund	PFA Loan Fund	<u>3,500.00</u>
		\$ 252,210.06

OLD BUSINESS.

A. REVISIT 2AM LIQUOR LICENSE REQUEST FROM THE RANCH. City Clerk/Administrator Feely shared that discussion took place at the June 27 City Council meeting regarding the 2AM liquor license renewal from The Ranch. It was noted that the consensus at that time was to take no action until more information was gathered regarding the number of police calls in response to bar incidents occurring between 1:00 a.m. and 2:00 a.m. Feely went on to share that attached to the agenda was an email response from Police Chief Kurt Zehnder regarding the 2AM bar closing time. In his email, Zehnder stated that he was not prepared to make a decision one way or the other on the 1:00 a.m. or 2:00 a.m. closing. Zehnder stated in his email that he would like to look at all aspects of the times in order to get a good feel for it. Zehnder also stated in his email that eliminating the 2AM bar closing time would affect revenues for the businesses with such licenses. Discussion ensued amongst the Council. A motion was made by Member Lemke, seconded by Member Vick, to renew the 2AM licenses. Voting in favor: Lemke, Vick, Fisch, and Murphy. Voting against: Burns. The motion was declared carried.

B. PERSONNEL POLICY. City Clerk/Administrator Feely shared that discussion took place at the June 27 City Council meeting regarding various revisions necessary to the final draft of the proposed Personnel Policy. Member Murphy stated that he was not in favor adding “and/or City Council” behind the City Clerk/Administrator throughout the policy as when the City advertised for the Clerk/Administrator position, the Council intended to move from many of the day-to-day functions to a higher level role and big picture thinking. Discussion ensued. The consensus of the Council is for a sentence to be added at the end of the policy stating that in the long-term absence of the Clerk/Administrator, City Council shall be substituted anywhere Clerk/Administrator is stated in the policy with the removal of the “and/or City Council”. A motion was made by Mayor Burns, seconded by Member Vick, to adopt the Personnel Policy. All members voted in favor and the motion was declared carried. A second motion was made by Member Fisch, seconded by Member Murphy, to amend all department head job descriptions to report to the City Clerk/Administrator versus the City Council. All members present voted in favor and the motion was declared carried.

NEW BUSINESS.

A. RESOLUTION ACCEPTING DONATION TO THE CITY OF CALEDONIA. City Clerk/Administrator Feely shared that attached with the agenda was Resolution 12-2011

accepting donations to the City of Caledonia for its Summer Park and Rec Program in the amount of \$2,900.00. All members present voted in favor and the motion was declared carried.

CLERK'S REPORT.

A. EMPLOYEE TIME RECORD. Attached with the agenda was the Employee Time Record for June 13, 2011 – June 26, 2011. A motion was made by Mayor Burns, seconded by Member Lemke, to approve the Employee Time Record for the period of June 13, 2011-June 26, 2011.

B. POLICE OFFICER ACTIVITY LIST. Attached with the agenda was the Police Officer Activity List for June 2011.

C. ANIMAL CONTROL ACTIVITY LIST. Attached with the agenda was the Animal Control Activity List for June 2011.

D. ANNOUNCEMENT OF UPCOMING COMMUNITY POOL STEERING COMMITTEE MEETING. City Clerk/Administrator Feely informed Council that upcoming Community Pool Steering Committee Meeting was scheduled to take place on July 18 at 7:30 p.m. at the American Legion Shelter.

E. STATUS OF AUDIT REPORT FOR YEAR ENDED DECEMBER 31, 2010. City Clerk/Administrator Feely provided an update with respect to the status of the audit for year-ended 2010. Feely noted that the audit has been completed and that the audit reports should be arriving at City Hall shortly. Feely inquired as to whether the City Council would like the auditors to make a presentation of the 2010 audit findings. The consensus was for City staff to provide a review of the findings.

F. MnDOT MUNICIPAL AGREEMENT UPDATE. City Clerk/Administrator Feely provided an update with respect to the status of the Municipal Agreement submittal. Feely noted that the preliminary application was submitted on June 30.

MISCELLANEOUS.

A. PART-TIME OFFICERS REQUEST. Member Lemke stated that Police Chief Zehnder was asking for the Council's permission to pay for the part-time police officers uniform shirts. Lemke explained that the shirts would stay with the department. Discussion ensued. The consensus was to deny the request as past practice has always been for part-time police officers to purchase their own uniforms.

B. RECOGNIZING HIGH SCHOOL ATHLETES FOR ACCOMPLISHMENTS MADE AT STATE ATHLETIC EVENTS. Mayor Burns inquired as to how the City would like to go about recognizing various Caledonia Warrior athletes that have performed well at State athletic events. The consensus of the Council is for Burns to recognize such athletes during half time at an upcoming football game.

ADJOURNMENT. A motion to recess the meeting until July 18 at 7:30 p.m. at the American Legion Shelter for the Community Pool Steering Committee Meeting was made by Member Vick at 9:45 p.m. The next regularly scheduled meeting of the City Council is scheduled for Monday, July 25, 2011 at 6:00 p.m. in the Council Room, City Hall.

Robert H. Burns
Mayor

Jennifer Feely
City Clerk/Administrator

CONTINUED MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
MONDAY, JULY 18, 2011

CALL TO ORDER: Following due call and notice thereof, the meeting was called to order at 7:40 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Councilmembers Tom Murphy, Paul Fisch, Bob Lemke, and Randi Vick. Absent: Mayor Burns. City staff present: City Clerk/Administrator Jennifer Feely. Visitors present: Jay Marschall, Charlie Warner, Dan Kruse, Lois Greer, Marge Birkland, Mariah Schmitz, Sophie Augedahl, Allison Tolleson, Kris Stemper, Carol Medin, Chris Swain, Pam Griffith, Dawn Felten, Terry Lauden, Joanne Zard, Karen Hagerott, Abby Wruck, Melissa Vick-Wruck, Steve Reiman, Tim Murphy, Sonja Hoskins, Tameko Hubka, Steve Meyer, Eric Halverson, and Karen Ness.

A. COMMUNITY POOL STEERING COMMITTEE MEETING. Discussion took place concerning the three schematic design options presented by USAquatics at the June 28 Community Pool Steering Committee Meeting. Karen Hagerott reviewed the three design options and explained her recommendations for modifications for more green space and softening the grade of the zero depth entry. Much discussion ensued. City Clerk/Administrator Feely stated that the next step in the process is to select a design option so that USAquatics can draw up the final design and budget. It was noted that changes can still be made after the final design is drafted. Member Fisch reminded the Committee that parameters were previously set as far as cost and design options are concerned. He went on to point out that the task before the Committee is to select a design option. Member Murphy stated that the plan needs to be organized and the Committee needs to come up with phases in which to complete the project. The consensus of the Committee is to recommend to the City Council that Option 3 be selected and that Hagerott's recommendations for possible modifications involving more green space and softening the grade of the zero depth entry be sent to USAquatics to see if such proposed modifications can be incorporated into the final design and budget.

B. ELECTRIC UTILITY MATTER. City Clerk/Administrator Feely provided background information regarding a complaint received from Rita Noel regarding electrical work taking place in the county right of way on her property located at 823 South Winnebago Street. Feely explained that Noel did not want the electrical box and pole going in front of her property as it interfered with her view. Instead, Noel proposed that the City move the electrical box and pole to her vacant lot to the north. Feely inquired with the Council as to whether there was support to grant the request as doing so would result in an additional \$1,500 for pipe and wires. It was noted that the reason for the junction box is so that this area can be looped in when the County 5 project takes place. Member Vick stated that she was concerned about setting precedence. Member Fisch stated that moving it farther to the north doesn't mean it won't still be in the Noel property, as moving it farther north would eliminate the complaint about the electrical box and pole obstructing Noel's view from her

front window. Member Murphy stated that most property owners don't have a problem with the electrical boxes and poles, so he would hope that it wouldn't be an issue with too many other property owners. A motion was made by Member Lemke, seconded by Member Murphy, to authorize incurring additional expense to move the electrical box and pole farther to the north at the property located at 823 South Winnebago Street so as to appease the property owner. Voting in favor: Lemke, Murphy, and Fisch. Voting against: Vick. The motion was declared carried.

ADJOURNMENT: A motion to adjourn was made at 9:55 p.m. by Member Murphy, seconded by Member Vick. All members present voted in favor and the motion was declared carried.

Jennifer Feely
City Clerk/Administrator

Robert H. Burns
Mayor