

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, October 12, 2015

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

ROLL CALL: Members present: Mayor Joshua Gran, Council Members: Bob Lemke, DeWayne Schroeder, Bob Burns and Paul Fisch. City Staff Present: City Clerk/Administrator Ted Schoonover, Administrative Coordinator Mike Gerardy, Guests: Dan Stemper, Scott Betz, Matt Klug, Drew Hammell, Dan and Helen Olson, Clark and Christine Meyer and Caledonia Argus reporter: Zach Olson.

AGENDA: Motion by Member Fisch, second by Member Lemke to approve the agenda. All present voted in favor and the motion was declared carried.

CONSENT AGENDA APPROVAL: Motion by Member Lemke, second by Member Schroeder to approve the consent agenda, which consisted of the regular meeting minutes from the September 28, 2015 regular meeting. All members present voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: None.

ADMINISTRATIVE COORDINATOR: Mike Gerardy presented the council with the bid speculation sheet from last summer when the city approved the purchase of a Case IH Tractor for mowing. He has concerns about the wheel base being outside the mowing deck and feels that the wheels need to be reduced. Matt Klug from Caledonia Implement was present and stated that he can have the wheels cut and welded again making the base 4" smaller which should alleviate the problem. He also stated it comes with a 4 year, 4,000 hour warranty with a zero deductible. Member Schroeder asked how soon can we get it fixed? Klug stated within days he can have it back. Mayor Gran asked if Caledonia Implement would cover the cost of fixing the problem and Klug answered yes they will cover that cost. Member Burns asked Mike Gerardy what he thought, Gerardy stated that if the council feels comfortable with it then I guess we have to accept it. Motion by Member Burns, second by Member Lemke to accept the delivery and purchase of the Case IH Tractor Mower that was approved back in May 2015. All members present voted in favor and the motion was declared carried.

Gerardy presented the Council with a variance request from 616 E. Grant St. Drew Hammell has a rather large lot and is requesting to build a 36 x 30 garage on his property. He will require a variance on the size as it is 250 sf over the allowed size. Motion by Member Schroeder, second by Member Lemke to approve the variance as presented. All members present voted in favor and the motion was declared carried.

Dan and Helen Olson were present to request a variance for a garage they want to construct on their property and will require a 4' set back variance from the North line and a 12' variance from the east line. Clark and Christine Meyer's were present and objected to having the building so close to their home, and said that if allowed it would reduce their value of their home and they would have to look out of their picture window and see a wall. Dan Stemper was present and stated that we could move the garage 5' to the South therefore this would place it in a position that would not interfere with their view, he also could build it as a 32 x 30 versus a 30 x 32 allowing even more room for the Meyer's. Because of that there is no longer a need for the 4' variance. Motion by Member Burns, second by Member Lemke to approve the variance as presented and discussed. All members present voted in favor and the motion was declared carried.

Gerardy presented the council with a zoning permit for a lighted sign at the Caledonia Vet Clinic. It meets all requirements and poses no traffic or other dangers. All members present voted in favor and the motion was declared carried.

Scott Betz was present to discuss his salvage operations. Mayor Gran and Member Schroeder stated that he has made some progress and that he needs to keep doing more to get the fence completed and the remainder of the items into the lot rather than in the yard and driveway. No action taken.

CITY CLERK/ADMINISTRATOR:

Schoonover presented the council with the utility procedures and needed clarification. When the previous billing clerk was here she would never charge the landlord a reconnect fee for a service that was disconnected. Our policy states there is a reconnect fee, so we need clarification moving forward on who should pay it. It is not fair to ask a new tenant to pay for another persons reconnection along with a deposit so does the landowner pay the reconnect fee? Discussion ensued. Consensus of the council was to have the landowner pay the reconnection fee not the tenant.

Schoonover presented the council with a letter of resignation from Ambulance Director Donn Hager. Donn did state he would stay at least until the end of the month or until a replacement is located and hired. The council regretfully accepted the resignation and wanted to thank Donn for his professionalism and his dedication to the

service. Member Burns gave the council an update from a committee meeting with Tri-State Ambulance. Because we are having trouble filling up the day shift we asked them to propose some option to have them cover the day shifts and possibly manage the service. It would cost more money but legally we can't keep operating without coverage or we face fines or having or license revoked or suspended. Burns did state that we need to get input from the Townships as well prior to making a decision and we will be setting up that meeting very soon. No action taken.

Schoonover presented the council with a request from Virgie Rud to retain a key for the Auditorium. Motion by Mayor Gran second by Member Lemke to approve the request. All members present voted in favor and the motion was declared carried.

Motion by Member Fisch, second by Member Lemke to approve the purchase of an I-Pad for the library. Roll of votes: Yes. Mayor Gran, Members Fisch and Schroeder. No. None. Abstain: Member Burns. Motion carried.

Schoonover stated that two liquor store clerks have quit and we need to place an ad in the Argus. He stated that he has already placed and no further action was taken.

Schoonover informed the council that he has sent in a letter for a safe routes to school grant to put up traffic control signals at Highway 44 and Esch Drive. No further action was taken.

Motion by Member Burns, second by Member Fisch to approve the claims as presented. All members present voted in favor and the motion was declared carried.

Ability Building Center, Inc.	Rec Park – Ground keeping Crew	115.50
Abrams & Schmidt LLC	Consulting Attorney – Labor/Svcs	418.50
Advent Design Corporation	Light – Testing Equipment	692.58
Airgas USA, LLC	Street – Misc	203.76
All Star Engines, LLC	Sewer – Pipe Roder Repair	268.50
Amaril Uniform Company	Light – Rf Clothing	1,586.10
American Public Power Assn	Light Dept – Safety Manuals	110.24
American Safety Utility Corp	Light – Raingear	194.39
Artic Glacier USA, Inc	Ice	222.54
Ashbacher, Randall	FD – Reim Fuel Exp	98.03
Auto Value Parts Store	Street Equip – Misc	28.97
Betz, Jean	Refund Ambulance Duplicate Pay	90.16
Blue Cross Blue Shield of MN	PD – Health Insurance (M Coffield)	1,525.42
Bound Tree Medical, LLC	Ambulance – Misc Supplies	65.00
Caledonia Lumber Co, Inc.	Street – Misc	8.00
Caledonia Oil Co	PD - #21 Maint/Mult – Unleaded	1,256.68
Caledonia Ready Mix, Inc.	Park Area – Playground Install	83.63
Carquest Auto Parts Store	Park Areas/Street – Misc	32.08
City of Caledonia – Utilities	Misc – Electric, Water, Sewer	11,852.51
Communications Service WI	Water/Sewer – Radio Antenna	35.75
Compass Minerals America	Street – Winter Maint Mtls	7,311.95
D S Electric Supply Inc.	Stp/Light/Pathway Lighting – Misc	1,718.01
Davy Engineering	Cal/Stp – Swim Pool, MPCA, Misc	13,145.79
Davy Laboratories	Stp – Lab	126.32
Dawson Truck Parts, Inc.	FD – Truck 1430 Repairs/Maint	1,649.77
ECM Publishers, Inc.	Misc	1,790.30
Ellingson Motors	Water/Sewer – Van Battery	104.94
Emergency Apparatus Maint Inc.	FD – Repair Parts	92.24
Employee Data Forms of Mo LLC	Employee Data Calendar	23.00
Expert T. Billing	Amb – Contracted Billing	546.00
Farmers Coop Elevator Co	Light – Gloves/Boots	77.00
Farrell Equipment & Supply Co	Street Equip – Saw Blades	113.99
Fastenal	Street/Light – Misc	82.13
First Supply LLC	Water/Stp – Hydrant Install/Repair/Parts	451.51
Gopher State One Call	Light – Location Notifications	55.20
Hammell & Murphy, PLLP	City of Cal – General Matters	1,517.13
Hawkins, Inc.	Stp – Chemicals	5.00
Henry Schein, Inc.	Amb – Supplies	24.96
Hoskins Electric Co	Liquor/Stp – Cooler Repairs/labor/Misc	566.26
Innovative Office Solutions	Misc – Planner, supplies, ext	96.91
Konkel Forest Products, Inc	Park Ares – Wood Chips	80.00
Menard's	PD/Park Area – Misc	18.66
Meyer Brothers, Inc.	Curb, Sidewalk, Storm Drainage Repairs	4,966.50
Milestone Materials	Street – Maint Mtls	458.06
Minnesota Pipe & Equipment	Light – Hydrant Extension	585.32
MN Dept of Labor & Industry	Aud – Elevator Operator Permit	100.00
MN Fire SVC Cert Board	FD – Cert Exam	200.00
Moss & Barnett	Mediacom Franchise Renewal	290.50
Northwest Lighting Systems Co	Pathway Lights	5,915.00
Reed, Jessie	Light – Refund Acct Overpayment	16.85
Resco	Light – Inventory	1,022.44
Richard's Sanitation, LLC	Refuse Disposal – Sept 2015	264.60
Schilling Supply Company	Mult - Misc	444.76
Schmitz Refrigeration, HTG & A	City Hall/Library – A/C Repairs	145.00
Sema Equipment	Street Equip/FD – Repair Parts	1,912.27
Semnit	Tech Svcs	560.00
Severson Oil Company	Street Equip – Diesel	32.50
Showcases	Library – DVD Cases	123.55
St. Mary Auto Body Shop	PD – Tow	125.00
Staggemeyer Stave Co Inc	Park Areas – Landscaping MTLs	45.00

Tri County Electric Co-Op	Light – Elec Energy Grn Acres/Tree St	164,195.86
United Laboratories	City Hall – Misc	153.54
United Parcel Service	Light – UPS Fee	63.99
Water Systems Company	Clerk’s Office – Drinking Water	7.36
Wiebke Fur Company	PD – Misc Equip	29.25
Grand Totals:		<hr/> 230,143.39

Motion by Member Fisch, second by Member Schroeder to approve the pre-paid claims as presented. All members present voted in favor and the motion was declared carried.

B & M Service Center	Street Equip – Fuel	179.38
Baer & City, John	Meter Deposit Refund with Interest	250.25
Henry Schein, Inc.	Amb – Supplies & Batteries	414.95
Klug, Anthony J.	Stp/Water – Consulting Services	800.00
Kraus Oil Co. Inc.	Street Equip – Unleaded	1,007.25
Mann, Stephanie	2015 Clothing Allowance	60.00
Meyer Brothers, Inc.	Street – Curb/Sidewalk Repair	2,474.50
MN Municipal Beverage Assn.	Reg Fee – Patty Gavin	15.00
Peterson & City, Sara	Meter Deposit Refund with Interest	250.08
Proudfoot & City, Anna	Meter Deposit Refund with Interest	250.10
Reinhart & City, Jeremy	Meter Deposit Refund with Interest	250.10
Resco	Light – Inventory	5,294.73
Thomas & City, Stanley	Meter Deposit Refund with Interest	250.22
Wild & City, Ardyce	Meter Deposit Refund with Interest	250.16
Coaching Systems, LLC	Amb – Driver’s Course Training	161.26
Hammell & Murphy, PLLP	City of Cal – Prosecution Matters	1,288.10
Kraus Oil Inc.	Mult – Diesel	902.00
Northern Beverage Dist	Liquor Store Inventory	1,369.50
PT Welding & Driveshaft Rep	Street- Skid Loader Bucket	889.33
Schott Distributing Co, Inc.	Liquor Store Inventory	2,650.80
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	133.90
Power Monitors Inc.	Light – Repair “Deposit”	200.00
Expert T. Billing	Amb – Contracted Billing	832.00
Henry Schein, Inc.	Amb – Supplies	315.26
Jack Neumann Trucking	Liquor – Freight Exp	89.00
Johnson Brothers Liquor Co	Liquor Store Inventory	1,392.25
Phillips Wine & Spirits Co	Liquor Store Inventory	760.63
Principal Life	Life/Ad&d/Dep Life	424.55
Schumacher Elevator Co	City Hall – Elevator Repairs	758.75
Semnit	Liquor Store – Tech Svces	1,004.00
Tri-State Ambulance, Inc.	Intercept Fee Run	500.00
Vinocopia, Inc.	Liquor Store Inventory	911.50
Caledonia Volunteer Fire Dept.	Relief Assn – 3 rd Qtr 2015	600.00
Houston County Treasurer	Ho Co Coll Site October 2015	4,011.00
Kechi, City of	Ballistic Vest – Officer Seth Louks	725.00
Nelson, Craig T.	2015 Uniform Allowance	150.00
Rask, Nicholas D.	Animal Control – Rent/Misc	75.00
Buttell’s Lighting	Auditorium – Ballasts	71.90
ECM Publishers, Inc.	Clerk’s Office – 1 Yr Subscr	42.00
Northern Beverage Dist	Liquor Store Inventory	1,060.45
Schott Distributing Co, Inc.	Liquor Store Inventory	6,412.80
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	135.00
Commissioner of Revenue	State W/H – Payday	1,496.28
Merchant’s Bank	Fed/Fica/Med	8,027.98
Business Financial Planning	Café Plan Payday	384.60
Caledonia Conv & Tour Bureau	Tourism	673.50
Ho Co Historical Society	Defective Sidewalk Program	636.25
Merchant’s Bank	Fed/Fica/Med – Payday	306.94
MN Child Support Payment Ctr	Case ID 001470764201	200.73
MN State Retirement System	MNDCP/Roth – Payday	595.00
Public Emp Retirement Assn	Pera Payday	6,633.83
TJ’s Trucking & Excavating	Shared Use Path – Pay	16,619.28
Houston county Treasurer	Recording Fee – J & M Builders	46.00
Richard’s Sanitation, LLC	Recycling – Collections	6,820.35
Visa	Misc	252.46
Zehnder, Kurt	PD – Uniforms	406.13
Acentek Ascending Technology	Comm Exp	1,138.96
Commissioner of Revenue	State W/H – Payday	232.60
Houston County Treasurer	Street Equip – Vehicle Reg Re	16.00
IUOE Local 49 Benefit Fund	Health Insurance	20,840.00
Merchants Bank	Fed/Fica/Med	1,634.71
Northern Beverage Dist	Liquor Store Inventory	926.25
Public Emp Retirement System	Pera Payday	1,016.78
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	102.60
Henry Schein, Inc.	Amb – Supplies	331.24
Riverland Community College	FD – Training/Survival Trailer	900.00
Verizon Wireless	Comm Exp	217.73
Artisan Beer Company	Liquor Store Inventory	144.00
Jack Neumann Trucking	Liquor – Freight Exp	112.00
Johnson Brothers Liquor Co	Liquor Store Inventory	1,828.82
Northern Beverage Dist	Liquor Store Inventory	990.20
Phillips Wine & Spirits Co	Liquor Store Inventory	2,469.51

Schott Distributing Co, Inc.	Liquor Store Inventory	2,111.30
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	102.95
Minnesota Energy Resources	City Hall – Nat’l Gas	765.63
Schott Distributing Co. Inc.	Liquor Store Inventory	2,339.13
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	185.20
Wirtz Beverage Minnesota	Liquor Store Inventory	1,649.67
Grand Totals:		<u>143,720.31</u>

Schoonover presented the council with two letters of resignation. The first being from Michele Des Lauriers a part-time liquor store clerk. The second letter was from City Clerk/Administrator Schoonover resigning effective October 24, 2015. The council thanked Administrator Schoonover for his dedication and professionalism and wished him the very best in his new venture with the State of Iowa. The council accepted both letters with regret.

Schoonover presented the employee overtime report and the police October shift report. No action taken.

The next regular meeting will be on Monday October 26, 2015, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Member Burns second by Member Schroeder. All voted in favor and the motion was declared carried to adjourn at 9:05 p.m.

Ted A. Schoonover
Clerk-Administrator

Joshua D. Gran
Mayor