

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, July 10, 2017

CALL TO ORDER: Following due call and notice thereof, Auxiliary Mayor Robert Lemke called the meeting to order at 6:00 p.m. in the Council Chambers of City Hall.

PLEDGE OF ALLEGIANCE: Auxiliary Mayor Robert Lemke led the Council, City staff, and visitors in stating the Pledge of Allegiance.

ROLL CALL: Council members present: Auxiliary Mayor Robert Lemke, Robert Burns, Paul Fisch, and Randi Vick. Council member(s) absent: Mayor DeWayne "Tank" Schroeder. City staff present: Adam Swann, clerk-administrator. Visitor(s) present: Craig Moorhead, *Caledonia Argus*.

CONSENT AGENDA APPROVAL: Member Burns moved to approve the consent agenda. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed. The consent agenda comprised the following items:

- a. Approval of minutes from June 26, 2017 regular meeting
- b. Approval of minutes from July 3, 2017 special meeting
- c. Accept resignation of Karissa Meyer as EMT for Caledonia Ambulance Dept.
- d. Approval to hire Kendra Heim as full-time officer for Caledonia Police Dept. at hourly wage of \$21.07 (step 1)
- e. Approval to hire Cody Frick as 52-hour permanent part-time officer for Caledonia Police Dept. at hourly wage of \$20.03 (step 1)

PUBLIC COMMENT: None.

CLERK-ADMINISTRATOR:

- a. Updates:
 - i. Franchise agreement with Mediacom Communications: Clerk-Administrator Swann reported that the City had been negotiating a new franchise agreement with Mediacom Communications and was close to finalizing a proposal for Council's review.
 - ii. Street projects: Swann reported that the curb and gutter work on E. South St., S. Ramsey St., and N. Decorah St. was expected to start later in the week and that the paving work was scheduled to begin the first week of August.
 - iii. Public works and zoning director: Swann reported that Casey Klug was scheduled to start on July 20, 2017, pending successful completion of a drug and alcohol test.
 - iv. Houston County Historic Jail: Swann reported that he and Library Director Ashely Dress had participated in a conference call with Houston County EDA Director Courtney Bergey and representatives from the Collaborative Design Group and Economic Development Services, Inc. about possible uses for the Houston County Historic Jail.

NEW BUSINESS:

- a. Authorization to hire Michael Gerardy as consultant: Swann reported that Michael Gerardy was willing to serve as a consultant for Public Works and zoning matters at a rate of \$30/hr. plus prepaid minutes for a cell phone. Gerardy would be serving as an independent contractor. Member Fisch moved to hire Michael Gerardy as a consultant at an hourly rate of \$30/hr. with the understanding that Gerardy would be serving as an independent contractor and that the City would provide prepaid minutes for a cell

phone. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Consideration of quotes for heat exchanger for wastewater treatment plant: Council reviewed and discussed the following quotes for a heat exchanger for the wastewater treatment facility: Gooch Thermal (\$31,750), Alfa Laval (\$24,000), and WesTech (\$48,500). Member Burns moved to approve accepting the quote from Alfa Laval in the amount of \$24,000, contingent on Alfa Laval meeting the 12-14 week delivery commitment; if Alfa Laval wasn't able to meet the delivery commitment, the City would accept the quote from Gooch Thermal in the amount of \$31,750. Member Fisch seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Overtime report: Members reviewed the overtime report for the pay period June 19-July 2, 2017. No further action was taken by the Council.

d. Prepaid claims: Members reviewed the prepaid claims for the period June 14, 2017-July 7, 2017. Member Fisch moved to approve the prepaid claims listed below. The motion was seconded by Member Burns. All members present voted in favor of the motion, and the motion passed.

Barr, William L	Music in the Park	100.00
Busta, Jim	Music in the Park	655.00
Busta, Mollie	Music in the Park	350.00
Caledonia True Value	Streetscapes – Pump Repair	178.35
CHS Jazz Band	Music in the Park	100.00
Cody, Joe	Music in the Park	200.00
Hammell & Murphy, PLLP	City of Cal – Prosecution & General	2,775.00
Hawkins, Inc	Stp – Chemicals	393.00
Independent School Dist 299	City Share X-Ing Gaurds	1,611.06
Jack Neumann Trucking	Liquor – Freight Exp	282.00
Johnson Brothers Liquor Co	Liquor Store Inventory	8,687.58
Mannsted, Dick	Cal Aquatic Ctr – Wall of Honor	7,985.30
Phillips Wine & Spirits Co	Liquor Store Inventory	3,087.14
Resco	Light – Inventory	273.54
Schieber, Gregory M	Music in the Park	100.00
Schott Distributing Co, Inc	Liquor Store Inventory	5,418.35
Special Export	Music in the Park	150.00
Stemper, James	2017 Uniform Allowance	68.97
Troubleshooter	Music in the Park	600.00
Warner, Charlie	Music in the Park	100.00
Wiebke Fur Company	PD – Ammo	100.00
Wild, Randy	Amb – Refund Duplicate Payment	479.35
Wine Merchants	Liquor Store Inventory	64.00
Boesen, Dan	Personal Phone Stipend June	25.00
Bound Tree Medical, LLC	Ambulance – Misc Supplies	248.42
Breakthru Beverage MN	Liquor Store Inventory	1,445.00
Great Lakes Coca-Cola Distr	Liquor Store Inventory	139.80
Houston County Treasurer	Ho Co Coll Site July 2017	4,686.50
Jennings, Joe	Liquor Store – CCTV Repairs	150.00
Nelson, Craig T	Personal Phone Stipend June	25.00
Northern Beverage Dist	Liquor Store Inventory	1,774.55
Petty Cash	Replenish Petty Cash	73.45
Rask, Nicholas D	Animal Control – Rent/Misc Exp	75.00

Schmitz Refrigeration	Liquor Store – Misc Repairs	87.50
Schott Distributing Co, Inc	Liquor Store Inventory	3,624.30
Spring Grove Soda Pop, Inc	Liquor Store Inventory	160.00
True Brands	Liquor Store Inventory	208.86
Moore, Kody	Rec Park – Travel Exp	40.13
Commissioner of Revenue	State W/H – Payday	2,072.63
Merchants Bank	Fed/Fica/Med – Payday	11,379.57
MN State Retirement System	MNDCP/Roth – Payday	745.00
Public Emp Retirement Assn	Pera Payday	7,699.54
B & M Service Center	Mult – Fuel	240.90
Bauer & City, Rachel	Meter Deposit Refund & Interest	252.56
Baycom Inc	Amb & PD – Radio Batteries	608.50
Bearbower, Randy	Defective Sidewalk Reim	218.75
Benson & City, Collin	Meter Deposit Refund & Interest	252.07
Business Financial Planning	Café Plan Payday	311.53
Caledonia Fire Dept Relief Assn	Relief Assn – 2MD Qtr 2017	600.00
City of Onalaska	Toruney Reg – 10 & Under	200.00
Clarey’s Safety Equipment	Mult – Ext Maint/Insp	280.00
Dalco	Mult – Misc	310.34
G & F Distributing	Liquor Store Inventory	544.20
Hawkins, Inc	Pool – Chemicals	688.26
Heaney, Madisyn	Pool – Reim WSI Course Fee	150.00
Mayo Clinic Health System	AMB – First Aid/CPR Cards	150.00
Meiners, Alyssa	Pool – Reim WSI Course Fee	150.00
Meyer Lawn Service	Grind/Clean Up Stumps	635.00
Miller, Maria	Pool – Reim WSI Course Fee	150.00
Minnesota Dept of Commerce	Light – 1 st Qtr Fiscal Yr 2018	511.07
MN Benefit Association	MBA Payday	35.34
MN Child Support Payment Ctr	1 Case Id	203.04
Moss & Barnett	Mediacom Franchise Renewal	2,392.50
NCPERS Minnesota	NCPERS Payday	48.00
Palen & City, Stephanie	Meter Deposit Refund & Interest	252.38
Precision Stainless, Inc	Aquatic Ctr – Custom Hand	5,000.00
Riverland Community College	FD – Live LP Burn Trailer, Tank ,Tree	2,800.00
Spier & City, Carrie	Meter Deposit Refund & Interest	252.52
Tenvoorde Ford, Inc	Water Dept – 2017 Ford 250XL	31,434.97
Viking Electric Supply	Light – Inventory	2,447.37
Ziebell’s Hiawatha Foods, Inc	Liquor Store Inventory	51.73
Advertising Concepts	Rec Park Shirts/Caps Visors	2,077.50
Burroughs, Wesley	FD – Travel Exp Truck	878.54
Croell Redi Mix, Inc	Streets – Misc	418.50
Neehah Foundry Company	Storm Sewer Mtls	1,268.66
Nodine Culvert Sales	Storm Sewer Mtls – Mult	765.00
Northern Beverage Dist	Liquor Store Inventory	1,267.00
Principal Life	Mutlt – Life/Ad & D/Dep Life	450.66
A1 Precision Pumping, Inc	Cal Aquatic Ctr – Toilet Rental	175.00
Neuman Pools, Inc	Cal Aquatic Ctr – Payment # 6 & 7	104,191.75
Richard’s Sanitation, LLC	Aquatic Ctr – Refuse Disposal Recycling	7,674.94
Schott Distributing Co, Inc	Liquor Store Inventory	3,901.58
Spring Grove Soda Pop, Inc	Liquor Store Inventory	74.00
Tri-State Ambulance, Inc	Intercept Fee Run	500.00
Viking Electric Supply	Light – Inventory	251.72

Pieper, Tessa	Pool – WSI Course Reimbursement	150.00
Signature Aquatics, LLC	Aquatic Center – Prjt Management	2,500.00
Holmen Youth Baseball	Reg Fee – 10U Lower Softball	150.00
Merchants Bank	Fed/Fica/Med – Payday	330.46
Public Emp Retirement Assn	Pera/DCP – Payday	145.00
Jack Neumann Trucking	Liquor – Freight Exp	144.00
Johnson Brothers Liquor Co	Liquor Store Inventory	3,666.03
Mccormick, Kevin	FD – Bales For Live Burn	50.00
Neighbors in Action	Music in the Park – Banners	60.05
Northern Beverage Dist	Liquor Store Inventory	1,426.75
Phillips Wine & Spirits Co	Liquor Store Inventory	993.20
Total Register Systems	Liquor – Annual Support	956.53
Ziebell’s Hiawatha Foods, Inc	Liquor Store Inventory	44.75
Advertising Concepts	Rec Park – Shirts, Caps, Visors	409.50
Breakthru Beverage MN	Liquor Store Inventory	1,527.94
Caledonia Oil Co	Mult – Fuel	2,027.25
G & F Distributing	Liquor Store Inventory	268.00
MN Dept of Revenue	Sales/Use Tax – June 2017	16,343.00
Schott Distributing Co, Inc	Liquor Store Inventory	3,365.30
Spring Grove Soda Pop, Inc	Liquor Store Inventory	211.40
Business Financial Planning	Café Plan Payday	311.53
Caledonia Police Association	PD Assn Dues – July 2017	75.00
Commissioner of Revenue	State W/H – Payday	2,159.10
IUOE Local #49	Union Dues – July 2017	414.00
Merchant’s Bank	Fed/FICA/Med – Payday	11,628.13
MN Child Support Payment	1 Case Id	203.04
MN State Retirement System	MNDCP/Roth – Payday	745.00
Public Emp Retirement System	Pera Payday 7/4/2017	7,943.09
Coffield, Mark	PD – Health Insurance	450.00
IUOE Local 49 Benefit Fund	Mult – Health Ins	21,990.00
Korthuis, Andrea	Refund & Tax Tourney Fee	75.00
La Crescent Youth Ball	Refund & Tax Tourney Fee	75.00
Minnesota Energy Resources	Mult – Nat’l Gas	2,218.80
Morem, Marten	Pool – Reim WSI Course Fee	150.00
Northern Beverage Dist	Liquor Store Inventory	1,581.95
Thorson Graphics LLC	Amb – Uniforms	624.64
VISA	Mult – Misc	426.45
		Total: \$329,324.66

h. Claims payable: Council reviewed the claims payable for July 2017. Auxiliary Mayor Lemke Burns moved to approve payment of the claims listed below. The motion was seconded by Member Burns. All members present voted in favor of the motion, and the motion passed.

A-1 Fire Protection	PD – Recharge Extinguisher #23	35.04
Abrams & Schmidt LLC	Consulting Attorney – Labor/Svcs	283.50
Acentek Ascending Technology	Mult – Comm Exp	2,338.65
Airgas USA, LLC	Street – Oxygen/Acetylene	142.70
Artic Glacier USA, Inc	Ice	234.50
Auto Value Parts Store	Street Equip – Floor Mats (2015)	26.99
Baker & Taylor Books	Library – Books	541.57
Bound Tree Medical, LLC	Mult – Misc	442.25

Burroughs Equip Repair Inc	Stp – Generator Repairs/Maint	307.63
Business Financial Planning	Flex Plan – Adm Fees Jan-Jun 2017	90.00
Buttell’s Lighting	City Hall – Bulbs	189.52
Caledonia Lumber Co, Inc	Mult – Misc	341.15
Caledonia Oil Co	FD – Repairs & Maint	285.00
Carquest Auto Parts Store	Mult – Misc	14.23
City of Caledonia – Utilities	Mult – Electric, Water, Sewer	11,962.48
Civic Systems, LLC	Semi-Ann Support Jul-Dec 2017	2,575.00
Croell Redi Mix, Inc	Mult – Misc	524.26
Dairyland Power Cooperative	Light – Labor Wild Turkey Substation	792.53
Davy Engineering	Stp – Misc	1,609.62
Davy Laboratories	Stp – Lab	1,986.25
E O Johnson Company	Mult – Copier Agr	468.47
ECM Publishers, Inc	Mult – Misc	1,837.92
Edwards Investments	TIF 2-2 Interest Payment	5,587.44
Eitzen State Bank	Cert of Indebt	12,529.58
Esch Builders LLC	Mult – Misc	2,286.70
Farmers Coop Elevator Co	Mult – Chemicals & Gloves	183.79
Farrell Equipment & Supply Co	Street Equip – Saw Blades	239.98
First Supply LLC	Water Dept – Tools	583.42
Gopher State One Call	Light – Location Notifications	76.95
Hammell & Murphy, PLLP	City – Prosecution & General Matters	2,845.00
Hawkins, Inc	Mult – Chemicals & Chlorine Cylinder	1,036.76
Hoskins Electric Co	Sewer – Tech Svces	1,283.21
Innovative Office Solution LLC	Mult – Office Supplies	278.29
Jack Neumann Trucking	Liquor – Freight Exp	88.00
Johnson Brothers Liquor Co	Liquor Store Inventory	1,686.65
Kinneberg, Myron O	Aud – Travel Exp	19.37
La Crosse Truck Center	FD – Repair Parts Truck 1430	17.71
Mienergy Cooperative	Light – Elec Energy Grn Acres Lighting	187,812.20
Miken Sports	Tax Abatement	2,107.61
Mississippi Welders Supply	Amb – Oxygen	80.53
MN Bureau of Crim App	PD – Annual CJDN Remote Access	540.00
MN Public Facilities Authority	Stp – Principal Go BDS MN PFA	103,643.14
Municode	Code of Ordinances	838.87
Neenah Foundry Company	Catch Basin Repair Parts	1,153.70
Phillips Wine & Spirits Co	Liquor Store Inventory	2,325.02
Pine Island Bank	Go Tax Abatement BDS	2,082.50
Pioneer Manufacturing Co	Ballpark – Marking Chalk	118.00
Quillin’s	Liquor Store Inventory	36.00
Rauk, Cassie	Library – Teaching Mtls	195.00
Resco	Light – Inventory	1,566.26
Richard’s Sanitation, LLC	Mult – Refuse Disposal	693.73
River Valley Newspaper Group	Public Works – Employment Ad	253.00
Schilling Supply Company	Mult – Paper, Bags, Cleaning Supplies	285.10
Schott Distributing Co, Inc	Liquor Store Inventory	9,079.80
SE Libraries Cooperating	Library – Auto Fees	578.04
Sema Equipment, Inc	Mult – Misc	733.15
Sno Pac Foods Inc	Tax Abatement	7,405.59
Sodko Turf, Inc	Pool Area – SOD	175.00
Spring Grove Soda Pop, Inc	Liquor Store Inventory	133.00
Star Energy Services	Light – GIS Mapping Services	107.00

Steele Const/Landsc Inc	Forr/Nurs/Pool – Disea Tree/Labor Svcs	2,915.00
Sweetwater	FD – Fluid for Smoke Machine	17.99
Tri-State Ambulance, Inc	Intercept Fee Run	250.00
US Bank	Aquatic Center D/S Interest	11,465.00
Verizon Wireless	Mult – Comm Exp	192.32
Water Systems Company	Clerk’s Office – Drinking Water	29.40
Winona Controls, Inc	Mult – Repairs, Install	4,144.47
Ziebell’s Hiawatha Foods, Inc	Liquor Store Inventory	34.75
	Total:	\$396,951.48

ANNOUNCEMENTS:

- a. The next regular Council meeting was scheduled for Monday, July 24, 2017 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fisch, seconded by Mayor Vick. All members present voted in favor, and the motion was declared carried to adjourn at 6:46 p.m.

DeWayne “Tank” Schroeder
Mayor

Adam G. Swann
Clerk-Administrator