

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, October 9, 2017

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

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

ROLL CALL: Council members present: Mayor DeWayne “Tank” Schroeder, Robert Burns, and Robert Lemke. Council member(s) absent: Paul Fisch and Randi Vick. City staff present: Casey Klug, public works and zoning director; Adam Swann, clerk-administrator. Visitor(s) present: Gary Becker; Gordon Becker; Henry Becker; Donald Burroughs, Jr.; Yin Chiao; Michael Davy, Davy Engineering; George Kittleson; Randall Mann; Mouse Meyer; Craig Moorhead, *Caledonia Argus*; Dave Olson; Jim Olson; Marion Olson; Dave Rask; Mike Rogich; Irvin Rottman; Shar Schroeder; Dan Schwartz; and Jeff Wild.

CONSENT AGENDA: Member Burns moved to approve the consent agenda provided that i) the Operating Engineers Local #49 Health and Welfare Fund Public Sector Participation Agreement for Non-Bargaining Premium Employees was removed from the consent agenda and ii) Resolution 2017-009 was corrected to reflect that the City-maintained paths on Minnesota State Highway 44/76 were between W. Main St. and Esch Dr. and Esch Dr. and North Park. Member Lemke 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 September 25, 2017 regular meeting
- b. Authorization to hire Crystal M. Ostern as part-time clerk at Municipal Liquor Store at wage of \$9.50/hr.

PUBLIC COMMENT: None.

CLERK-ADMINISTRATOR:

a. Updates

i. Negotiations with Local 49: Swann reported that he, Councilmember Burns, and Councilmember Fisch had a second meeting with the International Union of Operating Engineers Local 49 and union stewards on October 3, 2017 to continue negotiations on a new collective bargaining agreement. Swann reported that the City and union were making progress.

ii. Negotiations with Law Enforcement Labor Services: Swann reported that the City had received notification from Law Enforcement Labor Services that they wanted to proceed with negotiating a collective bargaining agreement for the City’s law enforcement officers. The consensus of the Council was that Councilmember Burns and Councilmember Fisch should serve as the Council’s representatives for negotiations since they had been negotiating the collective bargaining agreement with the International Union of Operating Engineers Local 49.

iii. N. Kingston St. Reconstruction Project: Swann reported that he and Public Works and Zoning Director Casey Klug had met with WSB & Associates to obtain a second proposal for engineering services for the N. Kingston St. Reconstruction Project. Swann reported that they requested the second proposal to compare the engineer costs and determine if it would be possible to put the project out for bid by early January 2018. Swann expected to get the proposal by the next Council meeting.

iv. Boilers and Heat Exchanger at Wastewater Treatment Plant: Swann reported that the City had signed a proposal from Winona Controls to install a new heat exchanger and replace the boiler at the wastewater treatment plant with two (2) natural gas boilers for a cost of \$72,850. Swann reported that the City tried getting more than one quote for the work, but Winona Controls was the only contractor that responded.

NEW BUSINESS:

a. Public hearing re public improvement project on E. South St. and S. First St.: At 6:05 p.m. the regular meeting was adjourned to hold a public hearing on a proposed public improvement project that would extend sanitary sewer service to 19 properties on East South Street and South First Street and would extend water service to 5 properties on South First Street. The 19 properties that would receive access to sanitary sewer service had the following parcel IDs: 210381000, 210388001, 210392000, 210396000, 210452002, 210438000, 210445000, 210447000, 210452000, 210453000, 211094000, 211095000, 210382000, 210383000, 210383001, 210389000, 210390000, 210391000, and 210391001. The 5 properties that would receive access to water service had the following parcel IDs: 210383000, 210383001, 210389000, 210390000, and 210391000. The estimated project cost for extending sewer service was \$349,870, and under the proposal the 19 affected property owners would be assessed 25% of this cost, which equaled \$4,603.55 per parcel. The estimated project cost for extending water service was \$38,170, and under the proposal the 5 affected property owners would be assessed 25% of this cost, which equaled \$1,908.50 per parcel. Property owners would have 30 years to pay their assessments, and the City would not charge interest.

Michael Davy of Davy Engineering started the public hearing by explaining the proposed public improvement project and discussing the proposed assessment. Davy described the design of the proposed sewer extension. Davy reported that the City's proposal to pay for 75% of the public improvement project and to allow property owners to pay their assessments over 30 years at 0% interest was very generous based on his experience. Davy explained that the public improvement hearing was the first step and that the City would have another hearing to formally approve the assessments if the project moved forward. Davy answered questions from the public. Davy reported that the City had not yet selected a location for a lift station on E. South St. and that the City would probably need to purchase a 50' x 50' parcel for this purpose.

Members of the public asked questions about the project and spoke both in favor of and against the project. Mayor Schroeder took a poll of the property owners in attendance (by asking them to raise their hands) as to whether they supported or opposed the project. Of the 19 parcels impacted by the proposed sewer extension, 10 parcel owners supported the sewer extension, and 4 parcel owners opposed the sewer extension; 5 parcel owners were not present. Of the 5 parcels impacted by the proposed water extension, 2 parcel owners supported the water extension, and no parcel owners opposed the water extension; 3 parcel owners were not present.

At 7:02 p.m. the public hearing was closed, and the regular meeting of the City Council was reconvened.

b. Consideration of Resolution 2017-010: A Resolution Ordering Public Improvement Project on E. South St. and S. First St.: No action was taken by Council on the proposed resolution.

c. Review of Proposed Well Site at Sunnyside Park: Council reviewed a map/site layout for a new well in Sunnyside Park. Michael Davy of Davy Engineering reported that Sunnyside Park would be a good site for a new City well; there were no reports of contamination in the area. Davy reported that the

Minnesota Department of Health would have to perform a site inspection before the site could be approved for a well; Davy noted that once the site was approved, the City would still need to get a well plan approved before the City could drill a well. Member Burns moved to have Davy Engineering continue with the water project by getting the information necessary and coordinating with the State of Minnesota as necessary to move forward with the project. Mayor Schroeder seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Overtime report: Members reviewed the overtime report for the pay period September 11-24, 2017. No further action was taken by the Council.

e. Prepaid claims: Members reviewed the prepaid claims for the period September 13, 2017 – October 6, 2017. Member Burns moved to approve the prepaid claims listed below. The motion was seconded by Mayor Schroeder. All members present voted in favor of the motion, and the motion passed.

| | | |
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| Commissioner of Revenue | State W/H – Payday | 1,882.58 |
| MN State Retirement System | MNDCP/Roth – Payday 2017 | 745.00 |
| Public Emp Retirement System | Pera Payday | 8,163.80 |
| Business Financial Planning | Café Plan Payday | 311.53 |
| Caledonia True Value | Mult – Misc | 222.59 |
| Christianson & City, David | Meter Deposit Refund & Interest | 251.76 |
| IUOE Local #49 | Union Dues | 414.00 |
| Ivie & City, Jessica | Meter Deposit Refund & Interest | 250.17 |
| Kohnen, Jessica J | Clerk’s Office – 2017 Clothing | 60.00 |
| Kraus Oil Co Inc | WWTP – Reim Pressure Sewer | 14,653.44 |
| Law Enforcement Labor Svce | PD – Union Dues Sept 2017 | 196.00 |
| MN Child Support Payment Ctr | 1 Case Id | 203.04 |
| Munson & City, Lance | Meter Deposit Refund & Interest | 252.78 |
| Nentl & City, Justin | Meter Deposit Refund & Interest | 252.78 |
| Precision Office Machines | PD – Shredder Repairs/Maint | 105.50 |
| Scott Construction, Inc | Streets – Seal Coating | 12,289.00 |
| Tecpile & City, Rita | Meter Deposit Refund & Interest | 251.56 |
| Tornstrom, Michael | Reim – Mileage Exp | 24.61 |
| Molly’s Winery | Liquor Store Inventory | 520.00 |
| Northern Beverage Dist | Liquor Store Inventory | 1,843.75 |
| Schott Distributing Co, Inc | Liquor Store Inventory | 3,253.25 |
| Allstar Engines, LLC | Street Equip – Saw Chains, Pole Repair | 167.94 |
| Emergency Service Marketing | Amb – 1 Yr Sub IAM Responding | 735.00 |
| Mayo Clinic | Amb – BLS Inst Online Module | 60.00 |
| Streicher’s – Minneapolis | PD – Standard Issue K Heim | 420.92 |
| B & M Service Center | Street Equip – Fuel | 70.00 |
| Caledonia Oil Co | Mult – Misc | 1,282.70 |
| Jack Neumann Trucking | Liquor – Freight Exp | 166.00 |
| Johnson Brothers Liquor Co | Liquor Store Inventory | 3,705.17 |
| Phillips Wine & Spirits Co | Liquor Store Inventory | 1,884.24 |
| Spring Grove Soda Pop, Inc | Liquor Store Inventory | 168.05 |
| Wine Merchants | Liquor Store Inventory | 128.00 |
| Meyer Concrete LLC | Curb Repair & Sidewalk Ramp | 2,390.00 |
| Stemper, James | 2017 Uniform Allowance | 48.97 |
| Wieser Bros Gen Contractor | Aquatic Center – Payment #9 | 27,040.83 |
| Becker, Nathan | Electric – Phone Stipend Sept | 25.00 |
| Betz, Mark G | Street – Phone Stipend Sept | 25.00 |

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| Boesen, Dan | Personal Phone Stipend Sept | 25.00 |
| Caledonia Fire Dept Relief Assn | Relief Assn – 3 rd Qtr 2017 | 600.00 |
| Central Cable Contractors Inc | Elec – Boring Hey 44/76 | 2,600.00 |
| Houston County Treasurer | Recording Fee – Joe Rud & Coll Site | 4,732.50 |
| Klug, Casey | Public Works – Phone Stipend | 25.00 |
| MN State Fire Chiefs Assn | FD Re-Cert Fee | 66.66 |
| Moss & Barnett | Mediacom Franchise Renewal | 496.00 |
| Nelson, Craig T | Personal Phone Stipend Sept | 25.00 |
| Northern Beverage Dist | Liquor Store Inventory | 834.95 |
| Principal Life | Mult – Misc | 549.04 |
| Rask, Nicholas D | Animal Control – Rent/Misc | 75.00 |
| Richard’s Sanitation, LLC | Recycling Billed | 7,118.75 |
| Schwartz, Dan | Street – Phone Stipend Sept | 25.00 |
| Tornstrom, Michael | Amb – Phone Stipend Sept | 25.00 |
| Vinocopia, Inc | Liquor Store Inventory | 155.16 |
| Zenke Incorporated | Storm Sewer Repair – N 2 nd Street | 5,725.75 |
| Kinneberg, Myron O | Aud – 2017 Uniform Allowance | 125.00 |
| Breakthru Beverage MN | Liquor Store Inventory | 2,103.87 |
| Business Financial Planning | Café Plan Payday | 311.53 |
| Commissioner of Revenue | State W/H – Payday | 1,868.22 |
| E O Johnson Company | Clerk’s Office – Repair Folding | 57.50 |
| G & F Distributing | Liquor Store Inventory | 111.90 |
| Houston County Treasurer | Mult – Misc | 8,111.49 |
| Merchant’s Bank | Fed/FICA/Med – Payday | 10,112.08 |
| MN Benefit Association | MBA Payday | 35.34 |
| MN Child Support Payment Ctr | 1 Case Id | 203.04 |
| MN State Retirement System | MNDCP/Roth – Payday | 745.00 |
| Myhre Construction LLC | Stp – Repair Water Line | 1,576.00 |
| NCPERS Minnesota | NCPERS Payday | 48.00 |
| Public Emp Retirement Assn | PERA Payday | 8,276.10 |
| RESCO | Elec Dept – Inventory | 209.73 |
| Schott Distributing Co, Inc | Liquor Store Inventory | 4,096.85 |
| Semnit | Mult – Tech Svces | 2,566.00 |
| Southern Glazer’s of MN | Liquor Store Inventory | 261.15 |
| Spring Grove Soda Pop, Inc | Liquor Store Inventory | 86.50 |
| Mayo Clinic | Amb – BLS HCP Cards | 190.00 |
| Northern Beverage Dist | Liquor Store Inventory | 2,963.95 |
| Broadcast Music, Inc | Music License Fee | 342.00 |
| Houston County Treasurer | Clerk’s Office – Notary Fee | 20.00 |
| Houston, City of | FD – Mutual Aid | 800.00 |
| Petty Cash | Replenish Petty Cash | 94.13 |
| R C T Sewer & Vac | Sewer – Jet Line Marshall/Madison | 769.95 |
| Schoh, Joe | Mult – Weed/bug Spraying | 480.00 |
| Scholastic Library Publishing | Library – Books | 193.50 |
| Tri-State Ambulance, Inc | Intercept Fee Run | 250.00 |
| US Postal Service | Clerk’s Office – Postage Stamps | 287.00 |
| Visa | Mult – Misc | 1,298.21 |
| MN Dept of Revenue | Sales/Use Tax – Sept 2017 | 19,966.00 |
| Acentek | Mult – Comm Exp | 1,275.73 |
| Coffield, Mark | PD – Health Insurance | 450.00 |
| Great Lakes Coca-Cola Distr | Liquor Store Inventory | 251.64 |
| IUOE Local 49 Benefit Fund | Mult – Misc | 24,640.00 |

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| Jack Neumann Trucking | Liquor – Freight Exp | 88.00 |
| Jennings, Joe | Liquor Store – DVR Repairs/Maint | 40.00 |
| Johnson Brothers Liquor Co | Liquor Store Inventory | 1,130.10 |
| Minnesota Energy Resources | Mult – Nat’l Gas | 764.97 |
| Nelson, Craig T | 2017 Uniform Allowance | 125.00 |
| Paustis Wine Company | Liquor Store Inventory | 171.50 |
| Phillips Wine & Spirits Co | Liquor Store Inventory | 1,927.09 |
| Schott Distributing Co, Inc | Liquor Store Inventory | 4,561.95 |
| Spring Grove Soda Pop, Inc | Liquor Store Inventory | 144.25 |
| Verizon Wireless | Mult – Comm Exp | 193.06 |
| Commissioner of Revenue | State W/H – Payday | 257.32 |
| Merchant’s Bank | Fed/FICA/Med – Payday | 1,329.13 |
| Public Emp Retirement Assn | Pera Payday | 802.39 |
| Gerardy, Michael F | Public Works Consulting Sept | 105.00 |
| Moe Fencing, Inc | Athletic Field – Fence Replace | 1,600.00 |
| Traverse Des Sioux Library | Library – Conf Reg Fee A Dress | 60.00 |
| Breakthru Beverage MN | Liquor Store Inventory | 2,417.84 |
| G & F Distributing | Liquor Store Inventory | 168.75 |
| Houston County Treasurer | Recording Fee – D Fitzpatrick | 46.00 |
| Northern Beverage Dist | Liquor Store Inventory | 1,117.90 |
| Schott Distributing Co, Inc | Liquor Store Inventory | 4,262.52 |
| Spring Grove Soda Pop, Inc | Liquor Store Inventory | 72.25 |
| | Total: | \$224,104.98 |

f. Claims payable: Council reviewed the claims payable for October 2017. Mayor Schroeder 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.

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| Ability Building Center | Rec Park – Groundkeeping Crew | 142.50 |
| Abrams & Schmidt LLC | Consulting Attorney | 621.00 |
| Artic Glacier USA, Inc | Ice | 251.07 |
| Auto Value Parts Store | Mult - Misc | 80.63 |
| Baker & Taylor Books | Library – Books | 268.71 |
| Becker & Stemper Electric | Mult – Misc | 274.92 |
| Bound Tree Medical, LLC | Amb – Misc | 982.49 |
| Caledonia Lumber Co, Inc | Storm Drainage Mtls | 20.85 |
| Caledonia Oil Co | Mult – Misc | 237.22 |
| City of Caledonia – Utilities | Mult – Sewer, Electric, & Water | 12,787.98 |
| Davy Engineering | Mult – Misc | 5,979.90 |
| Davy Laboratories | Stp – Lab | 1,837.50 |
| E O Johnson Company | Mult – Misc | 482.84 |
| Earl F. Andersen | Traffic Eng – Signs | 302.95 |
| ECM Publishers, Inc | Mult – Misc | 101.00 |
| Fist Supply LLC | Mult – Misc | 64.56 |
| Foremost Promotions | FD – Promotional Items | 281.12 |
| Gopher State One Call | Light – Location Notifications | 45.90 |
| Hammel & Murphy, PLLP | City of Cal – Prosecution | 2,122.50 |
| Hawkins, Inc | Stp – Chemicals | 1,409.16 |
| Hoskins Electric Co | Stp – Misc | 635.00 |
| Innovative Office Solution | Mult – Office Supplies | 359.70 |

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| JR Burroughs Blading, Inc | Streets – Spread Rock N East St | 201.00 |
| Ken’s Small Engine, Inc | Street Equip – Chain Saw Repairs | 74.94 |
| Macqueen Equipment Group | Street Equip – Repair Parts | 200.56 |
| Menard’s | Mult – Misc | 215.84 |
| Minnesota Pipe & Equipment | Mult – Misc | 2,261.78 |
| MN Dept of Labor & Industry | Aud – Elevator Operator Permit | 100.00 |
| Nodine Culvert Sales | Storm Sewer – Pipe E. Grant St. | 1,280.00 |
| Olsen Chain & Cable, Inc | Elec Dept – Annual Hoist Inspect | 295.00 |
| Richard’s Sanitation, LLC | Refuse Disposal | 136.89 |
| S & S Fleet Service of LaCrosse | Amb – Parts/Labor | 449.29 |
| Schilling Supply Company | Mult – Misc | 236.02 |
| Sema Equipment, Inc | Street Equip – Grease | 41.90 |
| Signature Aquatics, LLC | Aquatic Center – Prjt Mgmt Final | 525.95 |
| Thomson Reuters | Clerk’s Office – Renew Fixed Assets | 305.00 |
| Thorson Graphics LLC | Amb – Uniforms | 800.25 |
| USA Bluebook | Water/Sewer – Chemicals | 196.56 |
| Viking Electric Supply | Light – Misc | 114.06 |
| Water Systems Company | Clerk’s Office – Drinking Water | 21.55 |
| West Union Trenching LLC | Stp – Bore For Water Line Repair | 2,710.00 |
| Wiebke Fur Company | Animal Control – 5 Live Traps | 225.00 |
| | Total: | \$40,260.13 |

ANNOUNCEMENTS:

- a. The next regular Council meeting was scheduled for Monday, October 23, 2017 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Lemke, seconded by Member Burns. All members present voted in favor, and the motion was declared carried to adjourn at 7:41 p.m.

DeWayne “Tank” Schroeder
Mayor

Adam G. Swann
Clerk-Administrator