

ARLINGTON CITY COUNCIL  
MEETING MINUTES  
MAY 2, 2011

The meeting was called to order at 6:30 p.m., Mayor Kreft presiding.

Members present: Mayor Kreft, Pederson, Pichelmann, Ruehling, Wills

Members absent: Reetz

Also present: City Administrator Jaunich, City Attorney Arneson, Kathy Homme, Jean Olson, Annmarie Trocke, Engineer Swanson, Amy Nieland, Chuck Nieland, Denton & Lisa Larson, Dennis Van Moorlehem, Chris Neisen, Kurt Menk

Motion by Wills, seconded by Pederson, and passed by unanimous vote to approve the amended agenda with the following changes:

Add item 10C) Resolution 31-2011 – Supporting the Sibley East School District Referendum on the May 17 Ballot.

Motion by Pederson, seconded by Ruehling, and passed by unanimous vote to approve the consent agenda as follows:

- A) Approval of the April 4<sup>th</sup> Regular Meeting Minutes
- B) Approval of the April 18<sup>th</sup> Regular Meeting Minutes
- C) Approval of the Bills
- D) Approval of Walk & Fun Run Street Plan with the Closing of Streets
- E) Approval of Waiving the Community Sign Rental Fee for SMC Relay for Life Ribbon Cutters
- F) Approval of \$700 bid from CMC Construction Inc. for Cub Repair.

It was noted that there were no public hearings scheduled.

It was noted that there were no citizens present to address the Council on non-agenda items.

The following announcements were reviewed:

- 1) HIPPA Training for Public Safety Officials has been scheduled for May 25<sup>th</sup> @ 7:00 pm
- 2) City Offices will be closed on Monday, May 30<sup>th</sup> for Memorial Day
- 3) 2011 LMC Annual Conference in Rochester from June 15-17.

The Council reviewed the following communications:

- 1) March Water/Wastewater Report
- 2) April Building Permit Report
- 3) April Police Calls Report
- 4) 2010-2011 Snow Removal Report.

Director Kathy Homme presented the annual report for the Library. Dir. Homme commented on the amount of usage from patrons in conjunction with computer/internet use and/or programs offered through the Library. It was noted that Hickory Tech had increased the internet band width for a much improved service now. Homme commented that they have delivered materials to the elderly facilities in Arlington as they are unable to get to the Library. She explained that the "APPL" Committee had received a generous grant donation from the Cable Commission, which allowed them to purchase various pieces of equipment (Wii console with games and additional controllers, DVD/VHS player, digital camera, wireless microphones, BOSE portable speaker system, etc.) for the Library. She added that the "APPL" Committee has been approved for a \$2,000 grant in 2011 and highlighted some of the things it would be used for. It was noted that the Traverse de Sioux Library System was awarded a \$30,000 grant from the

Schmidt Foundation, which will bring electronic books to the library/region. Homme commented briefly on the various events/programs scheduled for the summer.

Discussion resumed from the previous meeting regarding Amy Nieland's request for financial assistance from the City to correct an electric service line problem on her property. Adm. Jaunich explained that staff had gone back in the official minute books to see what, if anything, could be found related to this, unfortunately nothing specific was found. He reported that he had talked with the City's Electrical Engineer and was told that the direct burial depth for cable was 24 inches, intermediate/conduit was 6 inches or non-metallic/pvc was 18 inches, have been very consistent over the years. He explained that regardless of whether or not the line was installed correctly, the City's policy, currently in place, is that service/secondary line from the main line to the home is the responsibility of the home owner. Nieland commented that the sidewalk was installed about 3 years ago and didn't start having problems until about 2 months ago.

Motion by Pederson, seconded by Pichelmann, and passed by unanimous vote to deny Amy Nieland's request to have the City repair and pay for replacing her electric service line. Once the old service line is removed, it is to be looked over to see if a cause can be determined as to why it went bad and report the findings to the Council.

Discussion was held on the flooding issues within the West Elgin alleyway. Adm. Jaunich stated that Engineer Hawbaker had put together some options to correct the problem, which had been reviewed at a previous meeting. He explained what the next step in the process was to move the project forward. It was noted that affected property owner's Dennis Van Moorlehem and Denton & Lisa Larson were present. Lisa Larson stated that they were in the process of obtaining signatures on a petition to have the work done. Mayor Kreft questioned if the City was interested in cost sharing the project with the property owners. Pederson suggested that the City be responsible for a third of the costs. Attorney Arneson had looked at the plat of record to see what, if any, easements exist in the area. He explained that there was only a 20 ft. alleyway platted and no easements along lot lines. He stated that easements would have to be obtained from the property owners if tile lines are to run north-south along lot lines as being proposed.

Councilmember Wills introduced the following resolution and moved for its adoption:

RESOLUTION 30-2011  
A RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to improve the storm drainage in the alley between the streets of West Elgin Street and Lynch Street expanding one block west of Chestnut Drive, and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429; and

WHEREAS, it is proposed that 1/3 of the costs of the project will be incurred by the City with the remaining 2/3 cost being assessed to the affected property owners using an area-wide basis.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ARLINGTON, MINNESOTA: That the proposed improvement be referred to Joel Hawbaker of Bolton & Menk, Inc. for study and that Bolton & Menk is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Ruehling and upon poll being taken thereon the following voted in favor thereof: Pederson, Pichelmann, Ruehling, Wills; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: Reetz.

Approved by the City Council of the City of Arlington this 2<sup>nd</sup> day of May, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

Engineer Swanson was present and reviewed the six bids that had been received related to the proposed Wastewater Treatment Facility Improvement Project. He stated that he had estimated the project costs to be about \$4.2-\$4.6 million, and the low bid came in at just over \$4.2 million. He was recommending approval of the low bid from Gridor Construction, as being a reputable company to work with. It was noted that construction could start later May or early June.

Councilmember Wills introduced the following resolution and moved for its adoption:

RESOLUTION 29-2011  
A RESOLUTION ACCEPTING A BID AND AWARDING A CONTRACT FOR THE WASTEWATER  
TREATMENT FACILITY IMPROVEMENT PROJECT

WHEREAS, pursuant to an advertisement for bids for the Wastewater Treatment Facility Improvement project; and

WHEREAS, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

Gridor Construction, Inc.	\$4,243,700
Magney Construction, Inc.	\$4,308,800
Rice Lake Construction Group	\$4,314,400
Di-Mar Construction	\$4,406,000
KHC Construction, Inc.	\$4,644,000
Robert L. Carr Company	\$4,644,000

AND WHEREAS, it appears that Gridor Construction, Inc. is the lowest responsible bidder.

NOW THEREFORE BE IT RESOLVED, by the City Council of Arlington, Minnesota:

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Gridor Construction, Inc. in the name of the City of Arlington for the Wastewater Treatment Facility Improvement Project according to the plans and specifications therefore approved by the city council and on file in the office of the City Administrator.
2. The City Engineer (Bolton & Menk) is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

FURTHERMORE BE IT RESOLVED, that the awarding of the contract with Gridor Construction is contingent upon the City receiving PFA financing.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Pichelmann and upon poll being taken thereon the following voted in favor thereof: Pederson, Pichelmann, Ruehling, Wills; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: Reetz.

Approved by the City Council of the City of Arlington this 2<sup>nd</sup> day of May, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

The Council reviewed a bid (\$22,395.36) from Mueller & Sons and a bid (\$22,875) from Neisen Asphalt for street/skin patching work that was needed in various locations. Adm. Jaunich noted the differences between the bids. Staff was recommending approval of the low bid from Mueller & Sons.

Motion by Pederson, seconded by Ruehling, and passed by unanimous vote to approve the low bid from Mueller & Sons in the amount of \$22,395.36 for street/skin patching.

The first reading of Ordinance 257 – An Ordinance Establishing Arlington Fire Department Fire Call Billing Procedures, was held. Adm. Jaunich noted the changes that had been made from the original ordinance.

Councilmember Pederson introduced the following resolution and moved for its adoption:

RESOLUTION 31-2011  
A RESOLUTION SUPPORTING THE SIBLEY EAST SCHOOL DISTRICT REFERENDUM  
ON THE MAY 17 BALLOT

WHEREAS, the City Council believes that a solid education is fundamental to the long term viability of the community; and

WHEREAS, the City Council of the City of Arlington favors and supports the location of a new K-12 School for the Sibley East School District at a location near Arlington city limits; and

WHEREAS, the City Council believes that a new K-12 School will increase economic development and commerce opportunities throughout the community; and

WHEREAS, the City believes it can provide the proper police, fire, and ambulance protection necessary for the Sibley East School District; and

WHEREAS, upon successful annexation can provide the proper utility services, and

WHEREAS, the City Council believes that this is in the best long term interest of the students of the Sibley East School District.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Arlington that the Council hereby acknowledges the importance of the referendum on the May 17<sup>th</sup> ballot.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Ruehling and upon poll being taken thereon the following voted in favor thereof: Pederson, Pichelmann, Ruehling, Wills; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: Reetz.

Approved by the City Council of the City of Arlington this 2<sup>nd</sup> day of May, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

Discussion was held on seal coating for 2011. Adm. Jaunich presented a map showing the area to be done (as included in the Capital Improvement Plan).

Motion by Pederson, seconded by Wills, and passed by unanimous vote to approve the 2011 Seal Coating Plan as presented and authorize an Advertisement for bids.

Adm. Jaunich explained that the Fire Department would like to sell the 1975 C-65 Tanker Truck and were recommending there be a minimum bid of \$2,000 (to cover money from the DNR when truck was put into service). He noted that PeopleService had expressed an interest in having the City retain the truck so they could use it.

Motion by Pederson, seconded by Pichelmann, and passed by unanimous vote to advertise for sealed bids for the 1975 C-65 Tanker Truck with a minimum \$2,000 bid.

The Council reviewed the changes made to the job descriptions for the Fire Chief, 1<sup>st</sup> Assistant Chief, 2<sup>nd</sup> Assistant Chief, Training/Safety Officer and Firefighter. Adm. Jaunich explained that some changes were necessary due to the recent policy change regarding training/call requirements. Pederson questioned whether or not all the positions should require that they also be a First Responder.

Motion by Ruehling, seconded by Pichelmann, and passed by unanimous vote to approve the above referenced job descriptions as presented. (*See attached*)

Adm. Jaunich gave a presentation on ‘social networking’ and how it could be utilized on the City level (another means to get information out to the public). He explained that many cities are using this more and more and have adopted policies for same. It was the consensus that Adm. Jaunich should draft a ‘Social Networking’ Policy and bring it to a future meeting.

Wills gave an update on the most recent Fire Department Officers’ meeting. He stated that the FD had applied for a grant through CenterPoint Energy, and if awarded can be used to purchase rescue equipment (confined space).

Wills gave an update on the Cable Commission. He reiterated that the Library was given a \$2,000 donation (as mentioned earlier in the meeting by Dir. Homme).

Pederson noted that the remodeling of the building at the Sportsman’s Park is in progress. He noted that Seneca Foods was using the Sportsman’s Park for their company softball tournament. Adm. Jaunich was notified that the County had denied the liquor license request from the Arlington Dugout for their softball event in summer at the Sportsman’s Park. The reason given was because the County only issues licenses to non-profits, which the Dugout is not one.

Pichelmann gave an update on the Hospital Board. He stated that Todd Sandberg, the new Administrator, had started and things were going well. He commented that the Board continues to discuss the affiliation option with Ridgeview Medical Center.

Motion by Pederson, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 8:29 pm.

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City Administrator Matthew Jaunich

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Mayor James R. Kreft