

ARLINGTON CITY COUNCIL
MEETING MINUTES
FEBRUARY 2, 2009

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

Members present: Mayor Kreft, Griep, Pederson, Pichelmann, Reetz, Vrklan

Members absent: None

Also present: Administrator Jaunich, Attorney Arneson, Fire Chief Otto, Fire Dept. Officers John Zaske & Keith Dressen, Police Chief Rovinsky, Engineer Hawbaker, Kurt Menk

Motion by Griep, seconded by Pederson, and passed by unanimous vote to approve the agenda as presented.

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

- A) Approval of the January 22nd Special & Regular Meeting Minutes
- B) Approval of the Bills.

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) City Offices will be closed on Monday, February 16th for the President's Day Holiday
- 2) Fire and Ambulance Meeting with Townships/G.I. is Thursday, February 19th at 7:00 pm.

The Council reviewed the following communications:

- 1) Next Council meeting will be Tuesday, February 17th at 6:30 pm
- 2) January Building Permit Report.

Police Chief Rovinsky presented the monthly Police Department Report (call log). It was noted that the department had responded to 62 calls for the month of January, which included 18 verbal traffic warnings. He gave a brief summary on the most recent Police Committee Meeting. He commented that the Committee (at their next meeting) will be discussing and/or drafting hiring procedures for both full and part-time officers as there isn't really anything in place currently. He stated that the Committee will also be involved in evaluating the need for another (full-time) officer and making a recommendation to the Council prior to year-end. Brief discussion was held on the Police Committee meetings and whether they needed to be monthly or quarterly.

Chief Rovinsky stated that he had reviewed the security plan that Neisen's Bar had submitted with their Dance Permit Application and he was ok with it.

Fire Chief Otto presented the annual Fire Department Report. He gave a summary of the number of calls, which was broken down by type of call and location, and included mutual aid given and received. He talked about the 2007 Department of Homeland Security Grant that the department had been awarded and what the funds were used for. It was noted that the department had applied for the 2008 Homeland Security Grant and were still waiting to here. If awarded, they intend to purchase new turnout gear. Otto spoke briefly on the maintenance and certifications of the trucks, the number of members and assisting the ambulance with certain calls. He commented that he would like the Council (during budget discussions) to consider increasing the firefighters' pay from \$8 per hour to \$10 per in lieu of the time and training that the members put in.

Engineer Hawbaker was present to discuss the proposed 2009 Improvement Projects (*Project 1*: Horseshoe Drive and Circle Lane; *Project 2*: 3rd Avenue NW, 4th Avenue NW, West Douglas Street and West Brooks Street). He reviewed the details and cost estimates for both projects (\$926,000-Project 1, \$1,335,000-Project 2). He also explained the purpose of rain gardens and how they work. Lengthy discussion was held on both projects. Reetz expressed some concern about the storm sewer and catch basin sizes for project 2. Angle and parallel parking around the school (west side) was also discussed in conjunction with project 2.

Adm. Jaunich stated that he had talked with the City's Financial Advisor about the proposed improvements (each individually and as one large project) to see what funding options were available to the City. He explained the various options that were given to him and how they would affect the tax levy. Adm. Jaunich commented that both projects need to be done, but Project 1 is more urgent at this time. He recommended that the City move forward with Project 1 only due to the recent financial situation (LGA cuts and burden on the tax payers).

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

RESOLUTION NO. 15-2009

A RESOLUTION RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to a resolution on January 22, 2009, a report has been prepared by Bolton & Menk with reference to the improvement of Circle Lane from 4th Avenue SE to the end of Circle Lane on the east, along with Horseshoe Drive from Freedom Drive to the end of Horseshoe Drive on the south; and this report was received by the City Council on February 2, 2009; and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ARLINGTON, MINNESOTA:

1. The Council will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$926,000.
2. A public hearing shall be held on such proposed improvement on the 2nd day of March, 2009, in the Council Chambers of the Community Center at 5:30 p.m. and the City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

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

Adopted by the City Council of the City of Arlington this 2nd day of February, 2009.

Signed: /s/ James R. Kreft
Mayor

Attested: /s/ Matthew Jaunich
City Administrator

Whereupon said resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the City Administrator.

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

RESOLUTION NO. 13-2009

A RESOLUTION RATIFYING ADDITIONAL MAYORAL APPOINTMENTS

BE IT RESOLVED that Mayor James R. Kreft has appointed the following individuals to the following appointments:

CITIZEN COMMITTEES:

Cemetery Committee: (Term Length: Two years)

Citizen Appointees: Elmer Burdorf
OPEN SEAT

Library Committee: (Term Length: Two years)

Citizen Appointees: Annemarie Trocke

Park Committee/Shade Tree Board: (Term Length: Two years)

Citizen Appointees: Lesley Kaesermann
Gary Hultgren

Police Committee: (Term Length: Two years)

Citizen Appointees: Bill Ehlke
OPEN SEAT

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

Adopted by the City Council of the City of Arlington this 2nd day of February, 2009.

Signed: /s/ James R. Kreft
Mayor

Attested: /s/ Matthew Jaunich
City Administrator

Whereupon said resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the City Administrator.

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

RESOLUTION NO. 14-2009

A RESOLUTION APPROVING THE APPLICATION FOR A CHARITABLE GAMBLING LICENSE FOR ST. MARY'S CATHOLIC CHURCH

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby approves the application for a Charitable Gambling License as submitted by St. Mary's Catholic Church.

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: Griep, Pederson, Pichelmann, Reetz, Vrklan; and the following voted against the same: none; and the following abstained from voting: none; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 2nd day of February, 2009.

Signed: /s/ James R. Kreft
Mayor

Attested: /s/ Matthew Jaunich
City Administrator

Whereupon said resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the City Administrator.

Discussion from the previous meeting regarding the Minnesota Valley Regional Rail Coalition resumed. Adm. Jaunich suggested holding off on making any donations at this time due to the recent LGA cuts, plus the EDA was discussing making a donation.

Motion by Griep, seconded by Reetz, and passed by unanimous vote to deny the request from the Minnesota Valley Regional Rail Coalition for a monetary donation in lieu of the EDA making a donation.

Discussion resumed (from the previous meeting) on the proposed electrical system improvements (3 separate projects being done at the same time). Adm. Jaunich commented that he had met with the Electrical Engineer and McLeod Power on this project. It was noted that the original bid from the engineer was for pole replacement and not pole rebuild, which increases the cost considerably. Adm. Jaunich explained the difference between pole replacement and rebuild. He recommended moving forward with the project as the work was necessary. It was noted that there was money in the electrical fund to cover the difference between the two quotes (not budgeted for). Concern was expressed about the cost of the project and how the "bid" laws (competitive bidding) affect how this project is handled.

Motion by Vrklan, seconded by Reetz, and passed by unanimous vote to authorize the electrical improvements as one project under (continuing service) contract with McLeod Power without bid, contingent upon the League of Cities' verification that the project conforms to the State Bid Laws; however if the project does not conform to the bid law, then the project would be authorized if McLeod Power provides the material and then assists the City in locating a separate labor contractor, essentially segregating the project into a materials contract and a labor contract, making each project under \$100,000.

Adm. Jaunich updated the Council on the State Budget Deficit and how it would be impacting the City of Arlington this year and years to come. He stated that he has notified all departments to look at their individual budgets to find items that can be removed (5% collectively) for this year. He plans to have a revised 2009 Budget together for the Council to view for the first meeting in March.

A Letter of Understanding with SMC for Ambulance Manager Services was reviewed. Adm. Jaunich stated that the Hospital Board had reviewed the letter and were recommending that it be approved by the Council.

Motion by Griep, seconded by Pederson, and passed by unanimous vote to approve the Letter of Understanding with SMC for Ambulance Manager Services as follows:

LETTER OF UNDERSTANDING

The City of Arlington, hereafter "City", a Minnesota municipal corporation, and Sibley Medical Center, hereafter "SMC", an agency of the City of Arlington, hereby agree as follows:

The City will employ a manager/supervisor for the Arlington Ambulance Service, who shall be considered a city employee for all purposes. However, because the City's current needs are such that the ambulance manager/supervisor position will likely not require the full time services of the person employed for that position, it is agreed that SMC will have the right to use the services of that employee as a trainer and perhaps for other functions in keeping with said employee's education and experience. It is contemplated that SMC will have duties for said employee that may average 20 hours per week or more. However, SMC's use of said employee shall be dictated by the needs of the hospital, and may vary from time to time.

For each hour that the City employee serves as SMC, SMC shall reimburse the City the amount of \$39.72 per hour. This is the same amount that the City pays the employee directly for city service.

In addition, it is understood that the primary responsibility of the ambulance manager/supervisor shall be to supervise the functioning of the ambulance service, and also to respond to ambulance calls in a timely manner. These duties shall supersede any duties the employee has at SMC.

This understanding is subject to change by the parties at any time, based on the mutual needs of the City and SMC.

Dated: _____

For the City of Arlington:

By James R. Kreft
It's Mayor

By Matthew Jaunich
It's Administrator

For Sibley Medical Center:

Rhonda Matz
It's Hospital Administrator

The Council reviewed the Dance Permit Application from Neisen's Bar.

Motion by Reetz, seconded by Griep, and passed by unanimous vote to approve the Dance Permit Application from Neisen's Bar.

It was the consensus of the Council to set Thursday, February 12th at 5:00 pm as the date to hold a Special Council Workshop meeting for New Member/Council Orientation.

Griep gave an update on the SMC Board and their HVAC project.

Griep also gave an update on the Cable Commission. He noted that there is money available for each member city and library to use for audio/video equipment.

Vrklan gave an update on the Cemetery Committee's first meeting of the year. They would like to have some trees planted this next year in conjunction with the Mayor's Tree Program.

Brief discussion was held on the proposed wind turbine.

Motion by Reetz, seconded by Pederson, and passed by unanimous vote to adjourn the meeting at 8:57 pm.

City Administrator Matthew Jaunich

Mayor James R. Kreft