

ARLINGTON CITY COUNCIL
MEETING MINUTES
JANUARY 7, 2008

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

Members present: Mayor Kreft, Borchert, Griep, Vrklan, Wills

Members absent: Reetz

Also present: Administrator Jaunich, Attorney Arneson, Kurt Menk

Motion by Griep, seconded by Wills, and passed by unanimous vote to approve the agenda with the following changes/additions:

4D) Acceptance of \$23,400 FEMA Grant for Fire Department

7D) McLeod Power's Schedule of Rate Charges for 2008

13.5) MMUA Scholarship.

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

- 1) Approval of the December 17th Meeting Minutes
- 2) Approval of the Bills
- 3) Approval of Vacation Request Form
- 4) Acceptance of \$23,400 FEMA Grant for Fire Department.

Mayor Kreft noted that there were no citizens present to address the Council.

Adm. Jaunich reminded the Council of the following:

- 1) Comp. Plan Open House on Monday, January 14th at 7:00 pm in the Community Center
- 2) League of MN Cities Leadership Conference is January 18-19 in Bloomington
- 3) City Offices will be closed on Monday, January 21st for the Martin Luther King Jr. Holiday.

Adm. Jaunich reminded the Council that the next regular meeting is January 21st, which is a holiday. He stated (per city ordinance) that public meetings are not permitted on scheduled holidays and will be held on the next following business day. It was the consensus of the Council to hold their next regular meeting on Tuesday, January 22nd.

Mayor Kreft presented his Goals for 2008 (following):

1. Complete our Comprehensive Plan and initiate a Capital Improvement Plan

A mayoral goal for 2007 was to initiate a Comprehensive Plan. During the final quarter of last year, we appointed a Comprehensive Plan Task Force, hired a consultant, allocated funds, and scheduled a December, 2008 completion date.

Peer collaboration during the comprehensive planning process invites us to envision our community in 2030, challenges us to identify trends that will shape it, and directs us to realize how we can shape it ourselves. Besides enabling officials to holistically examine and prioritize current and future issues and projects, the finalized plan will act as a pliable roadmap and hypothetical timeline for completion or implementation of projects identified during the planning process.

A Capital Improvement Plan is a capital budgeting device that will help us transform ideas outlined in our comprehensive plan into tangible reality. It will empower our Council, staff, and committees to budget and save for projects and capital expenditures.

2. Update our City Charter

The City of Arlington, as designated by the State, is a Home Rule Charter City. Upon incorporation as a city, in 1948, Arlington adopted a City Charter—a set of operating by-laws, the municipal equivalent to the U.S. Constitution. Charter updates, the most recent in 1982, are then akin to U.S. Constitutional Amendments, therefore, this is a process that must be entered with deliberate, careful study

The most recent update to our City Charter was made in 1982. Upon recent review, our city council has preliminarily identified a few sections within our Charter as somewhat antiquated, and may be in need of simple updates. Other sections may be candidates for complete revision.

By City Council resolution, a proposed Charter Commission, composed of 15 city residents, has been submitted to the District Judge for appointment. This Commission, when officially appointed, will further review the current City Charter and recommend to the City Council any changes and/or updates. The Council may then adopt those recommendations by ordinance.

3. Attain “Tree City USA” status, as defined by the National Arbor Day Foundation.

As city residents, we are heirs to a precious natural resource--our urban forest. Not only does this forest make our property more aesthetically pleasing and monetarily valuable, it adds to our sense of neighborhood and community, as well as reminds us of our responsibility to exercise stewardship to our environment. Urban forests, like all forest ecosystems, are enormously valuable in our efforts to sustain clean air and equally essential in the ongoing campaign to decrease atmospheric carbon dioxide. Preservation of our urban forest is a direct, inexpensive means by which we can contribute to these global issues.

The mission of the National Arbor Day Foundation is to protect and enhance all forests. The Foundation’s “Tree City USA” program is designed to recognize cities that value and take measures to protect, maintain, and improve their urban forests. Criteria to be met by a city for “Tree City USA” recognition include the adoption of a community tree ordinance, a city forester program with an annual budget at least \$2 per capita, a standing tree board or department, and an annual Arbor Day observance and proclamation.

Along with allocating funds in our 2008 budget for a city forestry program, our city council has identified a need to update our existing tree ordinance (adopted in 1979), and assigned initial tasks to city staff and committees.

4. Co-operate with Sibley Medical Center to enhance our Ambulance Department.

Our volunteer ambulance service does an outstanding job of serving our community and providing for our safety and health care. Our City Council, however, has become increasingly aware of the diminishing number of options available for covering day-calls, as well as staffing and training an adequate number of volunteers for our ambulance service. We must find alternatives to fill these gaps, while maintaining the volunteer nature of our department.

The City of Arlington is incredibly fortunate to claim the Sibley Medical Center as our municipally-owned medical facility. With the common goal of providing for the health of our community residents, these two municipal entities can work together to broaden and enhance our potential options for resolution of our current staffing issues. With such a co-operative arrangement, SMC may discover a very direct method of improving urgent patient health care, a substantial supplemental line of revenue, and an avenue to increase clinic and hospital patronage.

We have many logistic issues to discuss and resolve, so opening lines of dialog between representatives of SMC, ambulance service officials, and ambulance service stake-holders, is imperative in accurate identification of our respective needs and fiscal concerns, and to dispel any initial latent misgivings. Pragmatism and respect between all groups will lead to sound decision-making in determining a lasting, symbiotic solution.

5. Create a Geographic Information System for the City of Arlington.

A Geographic Information System is a spatially-organized set of digital data that ties information to geographic points, and enables the user to extrapolate information on an individual piece of property, street, development, or area. Early in our comprehensive planning process, we were made aware of the power, value and necessity of Geographic Information Systems.

Our city departments of planning, zoning, utilities, administration, public safety would be made infinitely more efficient and technologically up-to-date with the purchase of a GIS. It would facilitate interdepartmental communication as well as provide an easily-accessed depository for historical geographical data.

Expense is the clear impediment to implementation of a GIS. Our city council has begun assessment of necessary scope of the project as well as preliminary research into possible cost-sharing with other levels of government, likely multi-budget-cycle capital expenditure planning, and definite future maintenance and updating cost obligations.

The Council reviewed the December and 2007 Year-end Building Permit Reports as submitted by Building Official Haslip.

The Council reviewed the Schedule of Rate Charges for 2008 from McLeod Coop Power.

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

RESOLUTION NO. 1-2008

A RESOLUTION APPOINTING CITY ADMINISTRATOR/CLERK/TREASURER

BE IT RESOLVED, that Matthew Jaunich is hereby re-appointed to serve as City Administrator/Clerk/Treasurer for the City of Arlington for an additional one-year term commencing on January 7, 2008.

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

Adopted by the City Council of the City of Arlington this 7th day of January, 2008.

Signed: /s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator/Treasurer/Clerk

Whereupon the 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. 2-2008

A RESOLUTION RATIFYING MAYORAL APPOINTMENTS AND COMMITTEES

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

APPOINTEES TO MUNICIPAL OFFICES:

<i>Vice Mayor:</i>	Curt Reetz
<i>City Attorney:</i>	Attorney Ross Arneson
<i>Chief of Police:</i>	Bruce Rovinsky
<i>Health Officer:</i>	Dean Bergersen, M.D.
<i>Emergency Management Director:</i>	Jeff Otto—Chief of Fire Department

DELEGATES TO EXTRA-MUNICIPAL AGENCIES:

<i>MMUA Delegates:</i>	Councilmember Mike Vrklan City Administrator Matt Jaunich
<i>MMPA Delegates:</i>	City Administrator Matt Jaunich City Clerk Lisa Tesch
<i>SEDCO Delegate:</i>	EDA Director Denny Schultz
<i>Cable Commission Delegates:</i>	Councilmember John Griep Bruce Hanneman
<i>A-GI Wastewater Board Delegates:</i>	Councilmember Curt Reetz Councilmember Gregory Borchert People Service Representative

COUNCIL COMMITTEES: (All council members serve one year terms)

<i>Employee Relations Committee:</i>	Councilmember Curt Reetz Councilmember John Griep
<i>Fire and Ambulance Committee:</i>	Councilmember Curt Reetz Councilmember Galen Wills
<i>Investment and Bonding Committee:</i>	Councilmember Gregory Borchert Councilmember Mike Vrklan
<i>Public Buildings:</i>	Councilmember Gregory Borchert Councilmember Mike Vrklan
<i>Streets Committee:</i>	Councilmember Galen Wills

Utilities Committee:
Councilmember Mike Vrklan
Councilmember Curt Reetz
Councilmember Galen Wills

MISC. COMMITTEES:

Firefighter Relief Committee:
Mayor James Kreft
City Administrator Matt Jaunich
Fire Chief Jeff Otto

CITIZEN COMMITTEES: (All council members serve one year terms)

Cemetery Committee: (Term Length: One year)

Staff Representatives: City Administrator Matt Jaunich
Superintendent Dan Thomes
Councilmember Appointees: Councilmember Gregory Borchert
Citizen Appointees: Bernet Pinske
Ken Wieman
Pete Glieden
Bob Gildea
Mildred Weckwerth
Greg Goblirsch
Dennis Wentzloff
OPEN SEAT

Economic Development Authority: (Term Length: Four years)

Staff Representative: EDA Director Denny Schultz
Councilmember Appointees: Councilmember Mike Vrklan
Councilmember John Griep
Citizen Appointees: Trisha Rosenfeld (2008)
Larry Sorenson (2009)
Mike Noack (2010)
Mark Lundstrom (2011)
Mike Feterl (2011)

Library Committee: (Term Length: One year)

Staff Representative: Library Director Kathy Homme
Councilmember Appointee: Councilmember Mike Vrklan
Citizen Appointees: Sue Morrisette
Phyllis Lensing
Dee Czech
Jean Olson
Pauline Wiemann
Ellen Boreen

Park Committee: (Term Length: One year)

Staff Representative: Superintendent Dan Thomes
Councilmember Appointee: Councilmember Galen Wills
Citizen Appointees: Al Ihrke
Michelle Battcher
Robert Thomes
Pia Larsen
Gary Hultgren
Sue Schultz

Planning and Zoning Committee: (Term Length: Three years)

Staff Representative: Consulting P&Z Administrator Cynthia Smith-Strack
Councilmember Appointee: Councilmember Curt Reetz
Citizen Appointees: Wayne Kramer (2008)

Arden Kreft (2008)
Dan Hislop (2008)
Jeff Pinske (2009)
Darin Mielke (2009)
Tim Haggemiller (2009)
Dwight Grabitske (2010)
Lowell Nagel (2010)

Police Committee: (Term Length: One year)

Staff Representative: Police Chief Bruce Rovinsky
Councilmember Appointees: Councilmember Galen Wills
Councilmember Mike Vrklan
Citizen Appointees: Bill Lensing
Mike Scharping
Rick Rose
Denise Swenson
Tim Kloeckl
Ex-officio Member: Sibley County Sheriff Department Representative--
Pat Nienaber

Sibley Medical Center Board of Directors: (Term Length: Five years)

Staff Representatives: SMC Administrator Rhonda Matz
Councilmember Appointees: Councilmember John Griep President
Citizen Appointees: Dave Czech (2011) Vice-president
Kevin Lindstrand (2012)
Dennis Schultz (2009)
Lisa Pfarr (2008)
Ex-officio Member: Chief of Staff—Dean Bergersen, M.D.

TASK FORCES AND COMMISSIONS:

Arlington Historical Society:

Staff Representative: None
Board of Directors, Volunteers: Curt Boeder President
Greg Goblirsch Treasurer
Pauline Wiemann
Dwight Grabitske Secretary
Ramona Bade
Mike Noack

Joint Trail Committee:

Staff Representative: EDA Director Denny Schultz
Councilmember Representative: Councilmember Galen Wills
Citizen Volunteers: Alan Ihrke
Michelle Battcher
Dave Czech
James Kreft

Charter Commission: (Term Length: Three Years)

Staff Representative: City Attorney Ross Arneson
Citizen Appointees: Rick Koepf Patrick Vossen
Daniel Tackmann Juanita Kube
Melba Meffert Alberta Sander
Pauline Wiemann Lorraine Neubarth
Frances Ferch Karen Kroells Archer
Jeff Hardel Wayne Quast
Susan Pinske Morris Mesenbring
Gerald Ebersviller

Comprehensive Plan Task Force:

Consultant:	Cynthia Smith-Strack
Staff Representative:	City Administrator Matt Jaunich EDA Director Denny Schultz
Councilmember Appointees:	Councilmember Curt Reetz Councilmember Mike Vrklan
Citizen Appointees:	Michelle Battcher Trisha Rosenfeld Darin Mielke Holly Kreft Anne Karl Peter Arneson Dwight Grabitske

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Vrklan and upon poll being taken thereon the following voted in favor thereof: Griep, Kreft (to break the tie vote), Vrklan; and the following voted against the same: Borchert, Wills; and the following abstained from voting: None; and the following were absent: Reetz.

Adopted by the City Council of the City of Arlington this 7th day of January, 2008.

Signed: /s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator/Treasurer/Clerk

Whereupon the 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. 3-2008

A RESOLUTION DESIGNATING THE OFFICIAL CITY DEPOSITORY

BE IT RESOLVED, that the Arlington State Bank of Arlington, Minnesota be hereby designated as the official City of Arlington depository for the year 2008.

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

Adopted by the City Council of the City of Arlington this 7th day of January, 2008.

Signed: /s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator/Treasurer/Clerk

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

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

RESOLUTION NO. 4-2008

A RESOLUTION DESIGNATING THE OFFICIAL CITY NEWSPAPER

BE IT RESOLVED, that the Arlington Enterprise of Arlington, Minnesota be hereby designated as the official City of Arlington newspaper for the year 2008.

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

Adopted by the City Council of the City of Arlington this 7th day of January, 2008.

Signed: /s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator/Treasurer/Clerk

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

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

RESOLUTION NO. 5-2008

A RESOLUTION APPROVING THE 2008 CITY CALENDAR

BE IT RESOLVED, that the attached Calendar is hereby designated as the official City of Arlington Calendar of Public Meetings for the year 2008.

(SEE ATTACHMENT)

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: Borchert, Griep, Vrklan, Wills; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: Reetz.

Adopted by the City Council of the City of Arlington this 7th day of January, 2008.

Signed: /s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator/Treasurer/Clerk

Whereupon the 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. 6-2008

A RESOLUTION ESTABLISHING 2008 LABOR RATES AND POLICIES FOR CITY EQUIPMENT AND SUPPLIES

WHEREAS, consideration has been given to the needs of the City of Arlington by its staff, appointed and elected officials for the 2008 year; and

WHEREAS, the City Council understands the need for establishing labor rates and policies for City equipment and supplies.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington that labor rates and policies for City equipment and supplies are as follows:

EQUIPMENT RATES

All rates are subject to a one (1) hour minimum charge, except as indicated.

Case Payloader:	\$85.00/hr
New Holland Tractor w/ Attach:	\$45.00/hr
Chevy Dump Truck:	\$25.00/hr
Chevy Sanding/Plow Truck:	\$70.00/hr

Elgin Street Sweeper:	\$100.00/hr
Chevy Bucket Truck:	\$75.00/hr
Chevy Digger Truck:	\$75.00/hr
Back Pack Mosquito Sprayer:	\$35.00/hr
Truck Mount Mosquito Sprayer:	\$115.00/hr
Vermeer Brush Chipper:	\$60.00/hr
Pull behind Street Roller/Packer:	\$30.00/hr
Large Flat Bed Trailer:	\$30.00/hr
Compressor/Jack Hammer:	\$45.00/hr
Kubota Lawn Mower:	\$30.00/hr
Pickup W/Snowblade	\$52.00/hr
Jetter Trailer:	\$175.00/hr
Street Line Paint Sprayer:	\$35.00/hr
Generator in Ambulance:	\$20/hr plus fuel

CITY DIRT AND GRAVEL

Class 5 Gravel:	\$17.00/yd
Crushed Concrete:	\$15.00/yd

If delivery is requested and granted, all equipment rates with one-hour minimums are applicable except where indicated. There will not be delivery outside of the City limits.

BE IT FURTHER RESOLVED, that when City employees are used to do the work or to deliver the equipment, the hourly wage of the employee used will be included in any billing with a one-hour minimum.

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

Adopted by the City Council of the City of Arlington this 7th day of January, 2008.

Signed: /s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator/Treasurer/Clerk

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

Adm. Jaunich presented a proposed fee schedule. He explained that most of the fees had been approved by the Council at various times over the years. It was his intent to have them listed in one ordinance (to be amended/updated by resolution as needed) and approved at the first meeting of each year. The Council reviewed the various fees and considered this to be the first reading of Ordinance No. 219 – An Ordinance Adopting a Schedule of Fees and Charges for Various Services, Licenses and Permits.

Adm. Jaunich reviewed the revisions that had been made to the proposed Employee Personnel Policy Handbook.

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

RESOLUTION NO. 7-2008

A RESOLUTION ADOPTING THE CITY OF ARLINGTON PERSONNEL POLICY HANDBOOK

WHEREAS, the Arlington City Council feels it is its responsibility to establish policies and procedures to provide a uniform and equitable system of personnel administration for all employees of the City; and

WHEREAS, the attached personnel policy (Handbook) as been designed to provide each employee of the City a clear and thorough understanding of the policies by which the City of Arlington strives to operate and the conditions under which employment with the City is accepted; and

WHEREAS, the purpose of the Handbook is to provide:

- 1) A written set of guidelines for human resource decisions;
- 2) A means of communication with employees, department heads and the City Administrator;
- 3) A framework for consistency and fairness in recruitment, selection, placement, promotion, retention and separation of City employees based upon employees' qualifications for a position;
- 4) A tool to assist department heads in the development of sound management practices and procedures;
- 5) A means of protecting the legal interests of the City in compliance with federal and state laws; and

WHEREAS, amendments and additions or subtractions to the Handbook shall be authorized only by the City Council; and

WHEREAS, the City Council will enforce the policies laid out in the Handbook through the City Administrator; and

WHEREAS, any previous personnel policy adopted by the City shall become null and void; and

WHEREAS, the effective date that the Personnel Policy Handbook takes place is January 7, 2008.

NOW, THEREFORE, BE IT RESOLVED, that the attached Personnel Policy Handbook shall become the official handbook of the City and the City Administrator is hereby instructed to enforce the policy as presented upon the effective date of the policy.

BE IT FURTHER RESOLVED, that the city employees of Arlington are hereby responsible for reading and understanding the provisions of the attached Handbook.

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

Adopted by the City Council of the City of Arlington this 7th day of January, 2008.

Signed: /s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator/Treasurer/Clerk

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

Discussion was held on the petitions for annexation that the City received from the Highland View Addition. Adm. Jaunich commented that of the 18 properties in said addition, only six petitioned for annexation, which 9 were needed (50%) in order for the city to annex the entire addition. Attorney Arneson commented on the question about what the City's response time was regarding said petitions (60 days). It was noted that of the petitions received, 3-4 of them were in consecutive order and immediately north of the city boundary line so the City could annex them only if it chose to. It was also noted that an individual was looking at purchasing a property in said addition and had contacted the City Office expressing interest in city services. Said property was not amongst the ones petitioning for annexation.

Motion by Griep, seconded by Wills, and passed by unanimous vote to table discussion/action on the petitions for annexation from the Highland View Addition until the February 4th meeting to allow the City time to research the matter further. Adm. Jaunich will check to see if there are possibly any funds/grants available for this type of project. He will have the City Engineer figure costs for possibly extending city water/sewer to only the 4 properties closest to the city boundary line. It was suggested to send another letter to all of the property owners within the addition; the letter would explain where the City stood as far as the annexation.

Discussion was held on the Scope of Services Agreement with McLeod Coop Power. The Council reviewed the proposed revised agreement. Attorney Arneson commented that the agreement did address the Council's concerns (expressed at a previous meeting) about response time and hazardous materials (handling/reporting). He explained that the "agreement" itself does not have a time limit; its purpose is to define the role of each party

(City, McLeod Power, and Heartland Engineering) and become an underlying document to each of the direct “contracts” the City has with McLeod Power (electrical services) and Heartland Engineering (engineering services).

Motion by Vrklan, seconded by Wills, and passed by unanimous vote to approve/adopt the Electrical Utility Scope of Services Agreement as presented (*see attached*).

The Council reviewed the City’s investments. Adm. Jaunich commented that he has been in contact with Shannon Sweeney of David Drown Associates and Monte Eastvold of Northland Securities about reviewing the City’s investments to determine if the City is placing its money in the best possible places, which both expressed an interest in doing. Discussion was held on the 4M Fund (Minnesota Municipal Money Market Fund). Attorney Arneson commented on what types of investment funds the City is permitted to use. It was suggested to allow both David Drown Associates and Northland Securities look through the investments; then the Council could compare the results.

The Council reviewed a letter from MMUA about a scholarship program they offer high school students. Adm. Jaunich will pass the information onto the school.

Wills commented on the most recent meeting that he and Reetz had with the Fire Chief. They discussed rate changes (approved earlier) and the FEMA grant that the Fire Department was being awarded (also discussed earlier). Vrklan commented that the Fire Department (Chief) has done well when applying for grants.

Adm. Jaunich commented that Johnson Controls will be coming in the near future to do an energy audit of the Community Center and he would like the Public Buildings Committee to be involved. He will notify them about setting a date.

Mayor Kreft commented that both he and Adm. Jaunich had attended the Arlington Historical Society (AHS) Meeting that had been held earlier in the day. He stated that Dwight Grabitske (on behalf of the AHS) had applied for the City of Arlington for recognition as the “State Capital For A Day” in conjunction with the State’s Sesquicentennial Celebration. He stated that Arlington did not receive the recognition, but they encouraged Arlington to be involved as part of the map or road to the Capital for a Day. The AHS intends to pursue this, in order to be a part of the state celebration.

Wills commented on the private well ordinance. He questioned who was supposed to do the private well inspections now that former employee Jenness was gone. Adm. Jaunich will check into this and possibly ask PeopleService to do as part of their contract with the City.

Mayor Kreft recessed the regular meeting and opened the closed meeting.

Mayor Kreft stated that the purpose of the closed meeting was to continue discussion on an employee’s review.

Motion Griep, seconded by Wills, and passed by unanimous vote to accept Police Chief Rovinsky’s Development Plan and agree to evaluate him (overall, not just on development plan) on March 31, 2008 (end of first quarter) or upon his resignation (whichever comes first).

Mayor Kreft adjourned the closed meeting and reconvened the regular meeting.

Motion by Vrklan, seconded by Griep, and passed by unanimous vote to adjourn the meeting at 8:38 p.m.

City Administrator Matthew Jaunich

Mayor James R. Kreft