

ARLINGTON CITY COUNCIL  
MEETING MINUTES  
MARCH 21, 2011

The meeting was called to order at 7:15 p.m., Mayor Kreft presiding.

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

Members absent: None

Also present: City Administrator Jaunich, City Attorney Arneson, Ambulance Dir. Kevin Sullivan, Kurt Menk

Motion by Ruehling, 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 March 7<sup>th</sup> Regular Meeting Minutes
- B) Approval of the Bills
- C) Approval of Ambulance Rodeo Service Agreement
- D) Approval of Phosphorus Trading Agreement with the City of Mankato
- E) Approval of bid from Mini Biff, LLC for summer portable restrooms @ \$482.20/month
- F) Approve the closing of W. Chandler from Hwy 5 to 6<sup>th</sup> Ave on April 16<sup>th</sup> from 8:00 am to 1:30 pm for the 7<sup>th</sup> Annual Racer Preview Day.

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) LMC Legislative Conference is March 23-24 in St. Paul
- 2) Open House for the 2011 Intersection Safety Improvement Projects (Railroad) – March 24<sup>th</sup> from 4:00 – 7:00 pm
- 3) LMC Safety & Loss Control Workshops take place in March/April in various locations
- 4) Board of Appeal and Equalization Open Book Meeting for the City is Tuesday, April 12<sup>th</sup> from 3:00 – 8:00 pm at the Sibley County Assessor's Office.

The Council reviewed the following communications:

- 1) 2010 Tree City USA Designation
- 2) 2010 Census Data.

Ambulance Director Kevin Sullivan presented the annual report for the Ambulance Service. He stated that the Ambulance Service had 281 runs for the year, which was down slightly from the year before. He stated 130 calls were within the City of Arlington, which included 75 transfers out of SMC. He added that they handled about 6-8 intercepts from Gaylord & Winthrop, and are hopeful this will continue to increase as it is very beneficial to the patients. Sullivan commented that they continue to seek new members. He spoke briefly on the implementation of a county-wide 'chase' system (Arlington's paramedics providing ALS support to surrounding communities). Kreft expressed his concerns that the paramedics are not being utilized at SMC. Sullivan agreed they could be doing more.

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

RESOLUTION 21-2011

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING AN ADVERTISEMENT FOR BIDS FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENT PROJECT

WHEREAS, pursuant to Resolution 50-2010 being passed by the City Council on October 18, 2010, the City Engineer, Kris Swanson of Bolton & Menk, has prepared plans and specifications for the improvement of the Wastewater Treatment Facility, and has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which were presented to the City Council and are on file at City Hall, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper and in the *Construction Bulletin* or *Finance & Commerce* an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for at least 3 weeks, shall specify the work to be done, shall state that bids will be received by the City Administrator until 2:00 p.m. on April 19, 2011, at which time they will be publicly opened in the council chambers of the community center by the City Administrator and engineer, will then be tabulated, and will be considered by the City Council at 6:30 p.m. on May 2, 2011, in the Council Chambers at the Community Center. Any bidder whose responsibility is questioned during consideration of the bids will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Arlington for 5% of the amount of such bid.

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: Pederson, Pichelmann, Reetz, Ruehling, Wills; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: None.

Approved by the City Council of the City of Arlington this 21<sup>st</sup> day of March, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

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

RESOLUTION 22-2011

A RESOLUTION TO RAISE THE GREEN ISLE SEWER BASE RATE

WHEREAS, pursuant to City Ordinance 219, the City Council has the right to change rates and fees by resolutions; and

WHEREAS, sound financial planning by the City Council and staff is the purpose behind the Green Isle Sewer Base Rate increase; and

WHEREAS, sewer base rates are in need of increase to help pay for the costs associated with the expected debt service increase due to the Wastewater Treatment Facility Improvement Project; and

WHEREAS, in anticipation of this likely increase, the City of Arlington has already approved a base rate increase back in December of 2010.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington, that the Green Isle Base Rate is hereby increased by \$5 a month from \$8.61 to \$13.61 a month.

BE IT FURTHER RESOLVED that this increase will become effective upon approval of this base rate increase by the City of Green Isle.

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: Pederson, Pichelmann, Reetz, Ruehling, Wills; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: None.

Approved by the City Council of the City of Arlington this 21<sup>st</sup> day of March, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

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

RESOLUTION 23-2011

A RESOLUTION APPROVING A LAWFUL GAMBLING PERMIT FOR THE CHAMBER OF COMMERCE

WHEREAS, the Arlington Area Chamber of Commerce is requesting a lawful gambling permit to conduct a raffle on June 18, 2011; and

WHEREAS, the funds from the raffle will be used to help pay for the *Arlington Town and Country Day's* event and to raise funds for the Arlington Area Chamber of Commerce.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby approves the application for a Lawful Gambling Permit as submitted by the Arlington Area Chamber of Commerce.

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

Approved by the City Council of the City of Arlington this 21<sup>st</sup> day of March, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

Discussion was held on whether or not an hourly rental rate should be established for the Community Center. Adm. Jaunich commented that occasionally someone will inquire about using the facility for 1-2 hours at a reduced rate; they don't need or want it all day. Staff would like to see an hourly rate (of \$40-\$50 per hour) established for functions that are 2 hours or less in length and do not require setup or tear down. Adm. Jaunich noted the various rates already in place. Some concern was expressed about continuing to create price breaks (for 'profit' vendors).

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

RESOLUTION 24-2011

A RESOLUTION ESTABLISHING A HOURLY RENTAL RATE FOR ROOMS AT THE COMMUNITY CENTER

WHEREAS, pursuant to City Ordinance 219, the City Council has the right to change rates and fees by resolutions; and

WHEREAS, sound financial planning by the City Council and staff is the purpose behind the hourly rate charge for the community center; and

WHEREAS, the City Council has chosen to offer an hourly rental rate at the community center to provide some flexibility when renting out the facility; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington, that an hourly rental rate of \$40/hour per room will be established for renters looking to use Room 1, 2, or 3 and require no set-up or tear-down services.

FURTHERMORE BE IT RESOLVED, that events lasting more than two hours will be required to pay the “per event” rate for the use of the room(s).

BE IT FURTHER RESOLVED, that this increase will become effective upon passage of the resolution.

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: Pederson, Pichelmann, Ruehling; and the following voted against the same: Reetz, Wills; and the following abstained from voting: None; and the following were absent: None.

Approved by the City Council of the City of Arlington this 21<sup>st</sup> day of March, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

Adm. Jaunich presented an amendment to the City’s Purchasing Policy. He stated that language was being added to the policy to address environmental purchasing in conjunction with the Greenstep Program.

Motion by Reetz, seconded by Ruehling, and passed by unanimous vote to approve the amendment to the purchasing policy regarding environmental purchasing in relation to the Greenstep Program.

Brief discussion was held on the Prairie Line Trail system. Adm. Jaunich explained that the Trail Committee was submitting applications for Legacy Grants and was asking the City to draft letters of support to accompany the applications.

Motion by Wills, seconded by Pichelmann, and passed by unanimous vote to approve Letters of Support for the Prairie Line Trail Grant Application.

Adm. Jaunich commented that the City’s Worker’s Compensation Coverage needed to be renewed. He questioned what changes, if any, were needed. He explained that elected officials and governing boards can be included in the plan, which the City has chosen not to do in the past. He also stated that the deductible was currently at \$1,000, but could be changed if the Council chose to.

Motion by Ruehling, seconded by Wills, and passed by unanimous vote to approve the renewal of the City’s Worker’s Compensation Coverage as presented (currently in place).

Adm. Jaunich explained that Street Supt. Thomes would like to purchase a front-tine tiller for use in the public cemetery, boulevards, flower beds in Hospital Park and when back filling. It was noted that the City used to contract with an individual for this service, but that is no longer an option and there are no rental units in the area. Estimates were reviewed.

Motion by Pederson, seconded by Ruehling, and passed by unanimous vote to approve the purchase of a front-tine tiller from Thomes Bros in the amount of \$329.99.

Discussion was held on whether or not the City should hold a ‘Spring Cleanup Day’. Adm. Jaunich stated that this is something the City has done for several years and usually around the first weekend in May. He presented a report that he had put together that highlighted the costs associated with the cleanup day. It was suggested to get bids on disposal costs, increase the appliance rate and not allow staff to have any overtime; they will have to take off during the week. Pichelmann suggested eliminating the appliance portion and let the recycling outfit from Hutch take care of that and see if they can come on the same day as the Cleanup day. It was the consensus to tentatively set May 7<sup>th</sup> for the Spring Cleanup day pending disposal costs and coordination with recycling company for the same day.

Wills reported on the most recent meeting with the Fire Dept. Officers. He stated that they agreed that 60% was a good number to use regarding the training attendance requirement and it will be monitored closely.

Reetz commented on the Fiber to the Home Joint Powers Board.

Pederson commented that the Parks Committee is working on the Master Plan mapping for the Sportsman’s Park. He added that the residing of the buildings was scheduled to start very soon, along with construction of the brick well house building.

The Council reviewed the proposed property tax valuations for various city parcels.

Discussion was held on the upcoming railroad crossings project. Mayor Kreft summarized what the proposed project was to include and explained that it was creating an access problem for After Burner Auto Body on West Adams Street. He noted that the scope of the project continues to change.

Discussion was held on the special meeting that was held earlier in the evening with the Sibley Medical Center (SMC) Board. Mayor Kreft explained that the purpose of the meeting was to discuss the possible affiliation of SMC with Ridgeview Medical Center (RMC). Mayor Kreft commented that he was encouraged by the information presented during the meeting. It was noted that there was a wealth of information provided and it will take some time to sort through it all, but overall it will help in deciding what is best for the City of Arlington and the Sibley Medical Center. Mayor Kreft commented that the City is not rushing into anything at this time and is examining all options very carefully.

Motion by Pederson, seconded by Pichelmann, and passed by unanimous vote to adjourn the meeting at 8:27 pm.

---

City Administrator Matthew Jaunich

---

Mayor James R. Kreft