

ARLINGTON CITY COUNCIL
MEETING MINUTES
MARCH 5, 2007

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

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

Members absent: None

Also Present: Administrator Krueger, Attorney Arneson, Street Supt. Thomes, P&Z Administrator Jenness,
Librarian Kathy Homme & Library Board member Jean Olson, Kurt Menk

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

Minutes from the January 29, 2007 Special Joint Police Committee Workshop

6a1) Recycling Bid.

Motion by Reetz, seconded by Griep, and passed by unanimous vote to approve the minutes from the January 29th Special Joint Police Committee Workshop, regular February 20th and February 26th Special Workshop, 2007 meetings as presented.

Motion by Griep, seconded by Wills, and passed by unanimous vote to approve the bills as presented.

Kathy Homme, Librarian for the Arlington Public Library and Library Board member Jean Olson gave a report on what has taken place at the library in the last year. Homme reported that the Arlington Library is open the least amount of hours when compared to the other cities within Sibley County, but was tied for first place for items that circulated for the year. She commented that she feels the patrons should be allowed to use the library more and was requesting permission to open the Library on Tuesday mornings from 9-12 am. She explained that she works 29 hours a week, of which 25 hours are paid by County and 4 hours are paid by City. She stated that Fran Ferch works at the library as well and her wages are covered by the federal government through the "Experience Works" program. The City also employs a high school student (Caitlin Franke) for approximately 10-15 hours per week. Homme stated that the additional hours would be covered by the City and would total approximately \$3,000. The Council reviewed the budget from the previous year (overall was under budget). It was the consensus of the Council to structure the Library Committee like the other committees (add more citizens and at least 1 Councilmember) and to consider increasing the hours the library is open at a future meeting.

The Council reviewed the renewal applications for solid waste collection and recycling for 2007-2008. Street Supt. Thomes reminded the Council that they had approved a 2-year contract last year with Evergreen Sanitation for the City contract.

Motion by Griep, seconded by Wills, and passed by unanimous vote to grant the renewal residential solid waste collection permits to Evergreen Sanitation, Waste Management and Tidy Disposal.

Motion by Reetz, seconded by Borchert, and passed by unanimous vote to grant the commercial, roll off/dumpster renewal solid waste collection permits to Gaylord Sanitation, Inc., Waste Management, Tidy Disposal and TCW Disposal, Inc.

Motion by Vrklan, seconded by Wills, and passed by unanimous vote to accept the low bid in the amount of \$124 week from Waste Management for the 2007-2008 recycling contract.

Street Supt. Thomes commented that last year the Spring Cleanup day was held the first weekend in May at the municipal parking lot on Main Street, which was successful (more usage as compared to other years). He stated

that Mankato Recycling (a licensed recycler) takes the appliances collected, which a fee is collected and a business in Brownston takes steel and lawn mowers at no charge. He stated that no tires or batteries are collected as the County does this. He also stated that a local resident collects old oil. Wills questioned if TV's and computer monitors would be accepted. Thomes stated that Evergreen Sanitation did the collections last year, but did charge for them.

Motion by Griep, seconded by Reetz, and passed by unanimous vote to set the Spring Cleanup Day as Saturday, May 5th from 9:00 am to 1:00 pm and located at the municipal parking lot on Main Street.

Discussion was held on the Community Cleanup day (related to phosphorus) that had been held last year and the possibility of doing it again this year. Supt. Thomes commented that street sweeping and raking boulevards is what applies for this program (what usually goes down the storm sewer and eventually ends up in the river). He stated that they did collect some bags last year, but most of the debris was from actual street sweeping. Reetz questioned if the Council could approve the City's participation in the program and decide on dates later, pending the weather.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to accept the concept of a Community Cleanup Day with the date to be decided pending the weather and the discretion of Street Supt. Thomes and City Staff.

Street Supt. Thomes commented that advertising had been done to see if any lawn mowing services would be interested in contracting with the City. He stated that 2 bids had been received, which were reviewed in detail. He stated that he had checked with surrounding cities to see who contracted their lawn mowing or did their own mowing and found that most did their own. Reetz questioned what the average mowing season was. Thomes explained that the season is approximately 24 weeks long. He stated that high school students do the majority of the mowing, but Melsha's usually start and finish the season. A comparison had been put together that showed the costs of mowing with part-time employees over the last 3 years. Some concern was expressed that all the numbers (contracted and other) presented were not totally accurate (too many variables). Supt. Thomes reviewed the 4 bids he had obtained for a new lawn mower with snow blower attachment, which the Streets Committee had also reviewed prior to the meeting. Borchert questioned what sidewalks the snow blower unit was to be used for. Thomes stated that it would be used to clean residential sidewalks as there is an ordinance that states residents have 48 hours to clean their sidewalks and if they don't the city is to do so, plus bill the residents for it. Krueger added that it would be used on Main Street sidewalks.

Motion by Reetz, seconded by Vrklan, and passed by unanimous vote to reject the bids for the contracted lawn mowing.

Motion by Vrklan, seconded by Griep, and failed (Borchert, Reetz, Wills opposed) to accept the low bid from Arnold's of Glencoe for a Kubota F3680 36-horse Diesel w/72" deck hard cab/heater and 52" snow blower.

Motion by Reetz, seconded by Borchert, and carried (Vrklan opposed) to table the discussion on purchasing a lawn mower until the next meeting so that Supt. Thomes can obtain revised bids for the same lawn mowers without the snow blower or winter attachments.

Discussion was held on advertising for summer lawn mowers. It was suggested to run an ad seeking individuals to mow the entire season or as backup mowers for early spring and late fall. Supt. Thomes commented that the ad should state what would all be included with the position such as mowing, trimming and maintenance of the equipment.

Motion by Reetz, seconded by Borchert, and passed by unanimous vote to advertise for Spring/Summer/Fall lawn mowing positions, including backup/fill-ins with a deadline of March 28th.

P&Z Administrator Jenness held the first reading (re-read) of Ordinance No. 200 – An Ordinance Regulating the Use of Private Water and Sewer Systems within the City of Arlington and Providing for the Administration and Enforcement of such Regulations. He stated that a public hearing had been held during the July 2006 Planning & Zoning meeting and the public’s input was considered in the ordinance. He also stated that this ordinance would bring the City into compliance with the State Plumbing Code; it would provide continuity with Ordinance No. 133 which establishes sewer usage regulations and would also establish water usage regulations. Jenness explained that private water and/or sewer systems would not be allowed within city limits if public utilities are accessible (within 500 feet). However the exceptions to this rule would be that public utilities are not within 500 feet or are not financially feasible to be put in; at which time a 2-year permit can be issued to the property owner for continuing to use said well or sewer system, but they must provide a certificate of compliance for the sewer system and/or the well must be tested yearly. He added that property owners with private wells or sewers systems would be required to connect to the public utilities upon the sale or transfer of the property, when the private well or sewer system fails or no later than September 1, 2020, whichever occurs first. Jenness stated the main reason for this ordinance is to protect the city’s water supply (Wellhead Protection Plan). Krueger commented that this will also help with future annexation; property owners will know where they stand with the City and what will be expected of them. Jenness stated that each property would be handled on a case-by-case basis with the Council’s discretion.

P&Z Administrator Jenness presented his monthly building permit for February.

Attorney Arneson presented Ordinance No. 203 – An Ordinance to Create a Parks Committee for the City of Arlington and to Set Operating Rules for said Committee for its first reading. Wills expressed concern that the Streets Committee should be handling the lawn mowing applications. He also expressed concern that the Secretary position was technically being eliminated and felt that some Committees could take their own minutes to alleviate the load on city staff. It was suggested to change the language so that a Secretary could be appointed within the Committee but could also be a city staff person if the Council felt it was necessary. Attorney Arneson will revise the ordinance and present it at the next regular meeting.

The Council reviewed the Law Enforcement Services Contract with the Sibley County Sheriff’s Department that Attorney Arneson had drafted. Arneson explained that he had copied the Contract that Winthrop had with the Sheriff’s Department and made some changes to fit Arlington’s needs. He stated that Appendix A would contain the “scope of services” to be provided by the Sheriff’s Department; that way if a service needs to be added or taken off it will not effect the entire contract, just the appendix needs to be changed. Vrklan commented that if the contract is approved, he would like to have a review after 90 days to see how things are or are not working. Mayor Kreft commented that he had been stopped by several individuals who asked why the Council was contracting with the County and not hiring a third officer. He stated that he could not answer them. Vrklan commented that he had also been stopped with the same questions and the individuals expressed to him their concerns about having their protection taken away. Griep and Wills commented that they believed that this made financial sense and it could not hurt to give it a try. Reetz commented that the City needs to be assured that its employees are performing to its’ and its citizen’s expectations before they hire another employee and until they are assured of this the Sheriff’s Department can provide its assistance. Borchert commented that it was not his intent to completely dissolve the police department, but he felt time was needed to work some things out and the contract with the County will provide the necessary time to do that.

Motion by Reetz, seconded by Griep, and passed by unanimous vote to approve the Contract for Law Enforcement Services with the Sibley County Sheriff’s Department with an infinite term life, but with a 60-day out clause and authorize City Administrator Krueger and Mayor Kreft to sign it and pass it on to the County for their approval.

Administrator Krueger presented information regarding Community Center policy changes. He stated that the Public Buildings Committee and City Staff were making the following recommendations:

- 1) All non-profit groups will be treated the same way (no more city entity/non-city entity) and will not be allowed to tear down the tables and chairs anymore (liability, damage and cleaning reasons);
- 2) Non-profit groups pay regular rates for parties;
- 3) Rental (Cleaning) charges for non-profit groups that hold their events (fundraisers) on Fridays or Saturdays will be a flat rate of \$175 – Jay’s Cleaning Costs;
- 4) Rental (Cleaning) charges for non-profit groups that hold their events (fundraisers) on Sundays will be a flat rate of \$125 – City Staff will clean on Monday;
- 5) Dish Rental charges for non-profit groups (fundraisers) will be a \$25 minimal fee.
- 6) All events must end at 12 midnight – renters out by 1 a.m.
- 7) Private Rentals who pay in cash will be charged a \$500 damage deposit
- 8) Private Rentals who pay with credit card will be charged a \$250 damage deposit (if damages exceed deposit the additional amount will be charged to the credit card).

Motion by Vrklan, seconded by Borchert, and passed by unanimous vote to approve the above Community Center policy changes effective April 15, 2007.

It was the consensus of the Council that the POLKA Festival Committee’s requests were taken care of by the above Community Center Policy changes (non-profit at \$175).

Motion by Griep, seconded by Wills, and passed by unanimous vote to approve the following 3.2 Malt Liquor and Set-up Licenses:

- 1) Arlington Baseball Association – On Sale
- 2) Arlington Raceway – On & Off Sale
- 3) American Legion Post #250 – On Sale & Set-up
- 4) Spare Time Bowling Center – On Sale & Set-up.

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

RESOLUTION NO. 10-2007

RESOLUTION AUTHORIZING WATER RATE INCREASES

WHEREAS, the Arlington City Charter, Chapter 6, gives the City Council authority to set by resolution electric, water and sewer rates; and

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of Arlington, Sibley County, Minnesota, that the water rates for the City of Arlington be amended as follows and shall take effect and be in force on and after March 15, 2007:

Each account will have a fixed monthly base charge of:

- \$8.77 for a standard residential 5/8” meter
- \$9.27 for a 1” meter
- \$9.56 for 1.25-1.50” meters
- \$10.35 for a 2” meter
- \$11.40 for a 3” meter
- \$15.61 for 4”-8” meters.

Monthly usage will be billed at \$4.38 per 1,000 gallons of water used, with no minimum usage.

The charge for new connections onto the water system (Water Access Charge) is \$1,325.

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: Borchert, Griep, Reetz, Vrklan, Wills; 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 5th day of March, 2007.

Signed: /s/ James R. Kreft
Mayor

Attested: /s/ David L. Krueger
City Administrator/Clerk/Treasurer

Whereupon said 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. 11-2007

RESOLUTION AUTHORIZING ELECTRIC RATE SHIFT/INCREASE

WHEREAS, the Arlington City Charter, Chapter 6, gives the City Council authority to set by resolution electric, water and sewer rates; and

WHEREAS, the Arlington City Council deems it necessary to shift/increase the electric rates.

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of Arlington, Sibley County, Minnesota, that the electric rates for the City of Arlington be amended as follows and shall take effect and be in force on and after March 15, 2007:

Increase the electric usage rate for residential and commercial accounts to \$.077 per kwh.

Monthly meter base charge for residential accounts will be \$5.00 per month.

Monthly meter base charge for commercial accounts will be \$15.00 per month.

Monthly meter base charge for residential accounts outside of city limits will be \$10.00 per month.

Decrease the monthly fluctuating electric adjust charge as received by MMPA by 1 penny.

The hookup charge for new connections to the electric system is \$150.

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, Reetz, Vrklan, Wills; 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 5th day of March, 2007.

Signed: /s/ James R. Kreft
Mayor

Attested: /s/ David L. Krueger

City Administrator/Clerk/Treasurer

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

Mayor Kreft explained that a Land Use Planning Workshop is being held in St. Paul on April 18th. He encouraged the Council to attend it with him. He felt it could be helpful with trying to put a Comprehensive Plan together for the City of Arlington.

Griep commented on the most recent Hospital Board meeting. He stated that discussion was held on the possibility of the hospital taking over the management of the ambulance service; the details have to be worked out. Krueger stated that it is a real benefit for the hospital (a win-win for both the City and hospital).

Wills commented on the Township/Fire/Ambulance meeting. He stated that both the ambulance and fire department gave reports/updates.

Borchert gave an update on the Cemetery Board. He stated that officers were elected. Krueger commented that they continue to work on their 5-year plan.

Administrator Krueger talked about email accounts for the Council. He will check with Venture Computers about getting these email accounts setup through the city's plan.

Borchert commented that he had received a complaint about a pile of snow in front of the library on Main Street and asked if it could be taken care of. Administrator Krueger stated that Street Supt. Thomes was planning to go out in the next couple of days to try clean more snow off the street and sand.

Mayor Kreft commented on some topics for future agendas.

Motion by Vrklan, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 9:40 p.m.

Administrator David L. Krueger

Mayor James R. Kreft