

ARLINGTON CITY COUNCIL
MEETING MINUTES
MAY 5, 2008

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 Jaunich, Attorney Arneson, Fire Chief Otto, 1st Asst. Fire Chief Zaske, Police Chief Rovinsky, Street Supt. Thomes, Chris Neisen, Kurt Menk

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

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

- A) Approval of the April 21st Regular Meeting Minutes
- B) Approval of the Bills
- C) Approve the replacement of the entrance sign at the Cemetery
- D) Acceptance of Bid on the farming of bare EDA land – Marvin Riebe for \$2,500
- E) Acceptance of Bid for work on pump house roof – Vos Construction for \$12,069
- F) Acceptance of Bid for curb work at 718 W. Chandler – CMC Construction for \$1,200
- G) Approve the appointment of Elmer Burdorf to the Cemetery Committee.

Chris Neisen of Neisen Paving & Excavating, Inc. addressed the Council regarding his business and what changes have been made recently, including purchasing the business from his dad, adding employees and purchasing safety equipment (vests, cones, etc.).

The following announcements were reviewed:

- 1) Bid openings for Seal Coating and Vehicle bids will be at 2:00 p.m. on Thursday, May 15th
- 2) Review of the City Audit will take place at the next Council Meeting (5/19)
- 3) City Offices will be closed on Monday, May 26th for Memorial Day
- 4) Public Library will be closed May 15-18 for remodeling.

The Council reviewed the following:

- 1) April Building Permit Report
- 2) Water/Sewer Reports.

Adm. Jaunich gave an update on the wind turbine being proposed for the City of Arlington. He stated that he had met with the City's electrical engineer to discuss what options were available to the City and reviewed the possible sites, which it was noted that obviously the closer to a substation the better/cheaper it would be. It was noted that the estimated amount to run a line from the turbine (various sites) to the substation was \$100,000 to \$350,000, which would be the City's expense. Adm. Jaunich will continue to provide updates as they become available.

Fire Chief Otto and 1st Asst. Chief Zaske presented the annual report to the Council. Otto summarized the number of calls they had in the City and in each of the respective townships, including mutual aid calls. He also reviewed their expenses and revenues for 2007, which included the grants they received and what they were used for. Otto commented that the current wage for the fire department is \$8/hour for training and calls, which they are proposing to increase to \$10/hour in 2009. He spoke briefly on the fees the townships pay and their call rate schedule. Otto commented on a new program called "Automatic Aid" and how it worked. He stated that in 2007 they had completed their flagpole project; implemented the officer selection process, which went well; and had 2 members retire. Otto explained that in 2008 they will be updating the Bylaws. He also gave some insight on the future, which included the projected truck replacement schedule

(with estimated year of replacement and cost); needing additional space at the hall; need of new turn out gear and replacement of air packs; and continue setting money aside to purchase a used aerial truck.

Police Chief Rovinsky gave his monthly report. He noted that they had responded to 74 calls for the month of April. He stated that the Police Committee had reviewed the pet ordinance at their last meeting and discussed some options on how to get residents to register their pets (the number registered is down by a significant amount). City Staff would be sending out letters to those that hadn't registered their pets from the year before. Rovinsky commented that he had sent out nuisance yard (clean up) letters to residents and had a fairly good response to it. He noted that he was going to be meeting with the Town & Country Days Committee soon to determine their role for the day/evening.

The first reading of Ordinance No. 225 – An Ordinance Amending Ordinance 218, Establishing that No Building Permit will be Issued to Any Party Delinquent in the Payment of Other City Fees was held. Adm. Jaunich explained that there have been a couple of instances where a resident has applied (and paid) for a building permit, but is behind on their utility account. Attorney Arneson commented that there is language within the ordinance that covers other fees due to the city, but suggested adding ambulance fees to the ones listed.

The 2008 Sidewalk Improvement estimates were reviewed. It was noted that East Adams Street was scheduled to be done in 2008 and West Adams Street was scheduled for 2009, but due to the reduced cost for replacement from last year, it was suggested to move this project up a year. Supt. Thomes commented that he walked the east side with CMC Construction and the west side with Trocke Construction to determine what sections should be replaced. Supt. Thomes reviewed what the criteria were for replacement. Borchert commented that his name/property was listed, but the sections marked actually belonged to his neighbor.

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

RESOLUTION 22-2008

A RESOLUTION RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to action at the April 7, 2008 council meeting, a report has been prepared by City Staff with reference to the improvement of sidewalks on East Adams Street from the railroad tracks going east through the 400 block, including Avenues; along with West Adams Street from the railroad tracks going west through the 600 block, including Avenues; and this report was received by the City Council on May 5, 2008; 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 street 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 \$52,667.52.
2. A public hearing shall be held on such proposed improvement on the 19th day of May, 2008, in the Council Chambers of the Community Center at 6:30 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: Borchert, Griep, Vrklan, Reetz, 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 May, 2008.

Signed: /s/ James R. Kreft
Mayor

Attested: /s/ Matthew Jaunich
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.

The Council reviewed the three bids that were received for the street patching project: Neisen's Paving - \$8,523, WM Mueller & Sons - \$10,931.50, Hardline Asphalt - \$17,680.

Motion by Griep, seconded by Vrklan, and passed by unanimous vote to accept the low bid from Neisen's Paving & Excavating in the amount of \$8,523 for the street patching project.

Supt. Thomes explained that since the bids went out, 4 additional patches are needed due to water main breaks.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to accept the bid from Neisen's Paving & Excavating in the amount of \$3,598 for patching the 4 add-on projects.

Supt. Thomes reported on how the Spring Cleanup Day went. It was noted that Evergreen Sanitation had brought 2 garbage trucks and collected over 11 tons of debris; Mike Olson collected 4 trailers of scrap metal; approximately half a trailer load of appliances were collected; Dan Woehler collected approximately 165 gallons of used oil. Thomes commented that they had not anticipated a big turnout due to the weather, but it ended up being a very nice day and was well attended by residents. It was suggested to try a Fall Cleanup Day. Attorney Arneson commented that the city crew did a great job and everything was well organized.

A memo was reviewed from P&Z Adm. Smith-Strack regarding the need to amend the Orderly Annexation Agreement, more specifically the zoning control within said annexation area. Attorney Arneson commented that a developer has some property that lies within and out of city limits. The developer had approached the township about developing it, but due to the way the Orderly Annexation Agreement is written this is not permitted. Arneson had talked with the County Attorney about the possibility of establishing a joint board to review development requests within said annexation area and was informed that the County really wasn't interested in this; they would rather the City handle it. He stated that a joint meeting with the City, Township and County needs to be held to move this process forward.

Motion by Reetz, seconded by Vrklan, and passed by unanimous vote to initiate the process with the County and Township to discuss the zoning control within the annexation area.

Discussion was held on the proposed 2008 Improvement project. It was noted that the following were included in said project:

- 1) Street and utility reconstruction on Horseshoe Drive, Circle Lane, 3rd Avenue NW, 4th Avenue NW, and West Douglas Street;
- 2) Construction of new road in the public cemetery;
- 3) Utility extension to Stuewe & Pomplun properties.

The preliminary estimates for each one of the above items were reviewed. Reetz commented that he was not opposed to doing the improvements, as they are needed, but expressed some concern about calling a public hearing and presenting the preliminary estimates to residents, when surveying and elevations haven't been done, plus the estimates are "inventory" listings and not everything on them will be needed. It was suggested

to re-evaluate the 5-year Street Improvement Plan as there are some streets that have really deteriorated since it was done. The Streets Committee had discussed the idea that a full city-wide infrastructure analysis needs to be done.

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

RESOLUTION 23-2008

A RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to improve Horseshoe Drive, Circle Lane, 3rd Avenue NW, 4th Avenue NW, West Douglas Street; the Cemetery Road; and provide utility services to the properties recently annexed into city limits in the NE section of town (Stuewe/Pomplun); and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429. The improvement shall be known as the “2008 Bonding Projects”.

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 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 May, 2008.

Signed: /s/ James R. Kreft
Mayor

Attested: /s/ Matthew Jaunich
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.

Considerable discussion was held on the possible utility extension to the resident who owns property adjacent to the city boundary in the southwest area of the city. The Utility Committee had discussed this and was recommending extending the utilities to the resident with the understanding that the property would be annexed into city limits. Adm. Jaunich stated that the preliminary estimate for this utility extension was \$120,882.74 and Bolton & Menk had presented 3 different options to consider regarding how to pay for said extension. Mayor Kreft suggested (with the Council giving their consensus) to have city staff meet with the three residents in the area and present the information that the City has obtained regarding the extension of utilities to the area and explain what the City would be willing to offer if there was interest on their part.

Adm. Jaunich commented that at the last A-GI WW meeting discussion was held regarding some issues that exist and need to be addressed, such as the digester and HVAC work, at the treatment facility. He stated that any improvement done (estimated \$200,000-\$230,000) would not hinder the long-range expansion of the facility; it would actually go hand-in-hand with it. Reetz explained that the existing digester is an anaerobic (airless) system and is in a very corrosive atmosphere and the pipes are deteriorating to a point where they cannot safely use the equipment anymore. He stated that the Committee expressed concern about sticking money into the system when they are looking at remodeling/expanding it in the near future. He added that the plan is to convert the new facility into an aerated (with air) system. The City’s engineer informed the

Committee that the current system can be converted before the remodel/expansion and still meet State standards.

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

RESOLUTION 24-2008

A RESOLUTION ORDERING A PRELIMINARY ENGINEERING REPORT

WHEREAS, it is proposed to improve the Wastewater Treatment Plant; such improvement would convert the existing anaerobic digester to aerated storage. The improvement also includes the installation of air blowers and coarse bubble diffusers and the construction of a fixed cover on the existing anaerobic digester.

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

That the proposed improvement be referred to Lana Tullis 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 Borchert 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 May, 2008.

Signed: /s/ James R. Kreft
Mayor

Attested: /s/ Matthew Jaunich
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.

Wills gave an update on the most recent trails meeting. He stated that the 501c(3) status is almost finalized. He added that there will be about 61-62 miles of trail when it's done. It was noted that there was a representative from MNDoT at the meeting who reviewed what some of the requirements were for applying for State funding/grants and informed the Committee that all funds have been allocated through 2013.

Borchert commented that the Cemetery Committee had met, but really didn't have anything to report.

Reetz commented that the P&Z Committee is in the process of reviewing/revising the Planned Unit Development (PUD) portion of the Zoning Ordinance. They have been discussing the extra-territorial zoning regulations within the Orderly Annexation area, sidewalk program, and creating a separate "historical" zoning for the original part of town.

Griep commented that a topic for a future meeting should be parking around the school.

Motion by Vrklan, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 9:00 pm.

City Administrator Matthew Jaunich

Mayor James R. Kreft