

ARLINGTON CITY COUNCIL  
MEETING MINUTES  
January 2, 2007

Administrator Krueger administered the Official Oath of Office to: James Kreft, Curt Reetz, and Michael Vrklan.

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

Members present: Griep, Reetz, Vrklan, Wills

Members absent: Borchert

Also Present: Administrator Krueger, Asst. EDA Director Schultz, Fire Chief Jeff Otto, Byron Joust of Pettipiece & Associates, Ambulance Manager Brian Thomes, Kurt Menk

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

10.5) Ambulance Manager Brian Thomes – Purchase a replacement defibrillator.

Motion by Reetz, seconded by Vrklan, and passed by unanimous vote to approve the minutes from the Special Joint EDA/Council September 20 and December 18, 2006 meetings as presented.

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

**RESOLUTION NO. 1-2007**

**RESOLUTION APPOINTING  
CITY ADMINISTRATOR/CLERK/TREASURER**

BE IT RESOLVED that David L. Krueger 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 2, 2007.

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

Adopted by the City Council of the City of Arlington this 2<sup>nd</sup> day of January, 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.

The Council reviewed the guidelines that Mayor Kreft used when he was nominating individuals to the various committees (Mayoral Appointments). They also reviewed the memo from City Attorney Arneson regarding the appointment of an Emergency Management Director (replaces the term of "Civil Defense Director"). Reetz commented that he feels that Councilmember Wills should be appointed to the Police Committee based on his knowledge and past experience with policing. He also expressed concern about the possible conflicts of interest that may occur on the Planning & Zoning Board with the new appointees as they are either contractors or are

members of a local construction group. Kreft explained that he took this into consideration in great detail before making his decision.

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

**RESOLUTION NO. 2-2007**

**RESOLUTION RATIFYING MAYORAL APPOINTMENTS**

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

**MAYORAL APPOINTMENTS FOR 2007**

Vice Mayor:	Curt Reetz
Chief of Police:	Bruce Rovinsky
Emerg. Mgmt.: Director	Fire Chief Jeff Otto
City Attorney:	Ross Arneson
Police Committee:	Bill Lensing (07), Mike Scharping (08), Councilmember Mike Vrklan
Planning & Zoning:	Dwight Grabitske (07), Lowell Nagel (07), Wayne Kramer (08), Dan Hislop (08), Arden Kreft (08), Tim Haggemiller (09), Jeff Pinske (09), Darin Mielke (09), Councilmember Curt Reetz
MMUA Delegates:	Mike Vrklan, David Krueger
MMPA Delegates:	David Krueger, Lisa Tesch
Health Officer:	Dr. Dean Bergersen
Cable Commission:	Rev. Bruce Hanneman, Councilmember John Griep
SEDCO Member:	David Krueger, David Czech
Library Committee:	Pauline Wiemann, Jean Olson, Phyllis Lensing, Dee Czech
Park Board:	Robert Thomes, Gary Hultgren, Alan Ihrke, Sue Schultz, Michelle Battcher, Pia Larsen, Councilmember Galen Wills, Supt. Dan Thomes
Cemetery Board:	Greg Goblirsch, Peter Glieden, Ken Wiemann, Elmer Burdorf, Councilmember Gregory Borchert, Supt. Dan Thomes, (2 <i>Open Seats</i> )
Hospital Board:	Kevin Lindstrand (11), Tom Noack (07), Eleanor Trocke (08), Dennis Van Moorlehem (09), Councilmember John Griep
Economic Dev Auth:	Trisha Rosenfeld (08), Larry Sorenson (10), Mike Noack (10), Mark Lundstrom, (07), Mike Feterl (07), Councilmember Mike Vrklan, Councilmember Gregory Borchert

**COUNCIL COMMITTEES**

Streets:	Mike Vrklan, Galen Wills
Public Buildings:	Mike Vrklan, Gregory Borchert
Utilities-Fire Dept-Ambulance:	Curt Reetz, Galen Wills
Bonds & Insurance:	John Griep, Galen Wills
A-GI Wastewater:	Curt Reetz, Gregory Borchert

Employee Relations Committee: Curt Reetz, John Griep  
Seneca Gregory Borchert, Galen Wills  
Firefighter Relief: Mayor Kreft, Administrator Krueger, Fire  
Chief Jeff Otto

**\*\*Unless otherwise indicated, appointments are for 1-year terms and end December 31, 2007.\*\***

Historical Society: Curt Boeder, Greg Goblirsch, Pauline Wiemann, Dwight Grabitske, Dennis Van Moorlehem,  
(volunteer) Ramona Bade

*Joint Trail Committee:* Alan Ihrke, Michelle Battcher, Darin Mielke, David Czech, Councilmember Galen Wills,  
(volunteer) EDA Director David Krueger, Asst. EDA Director Denny Schultz, Mayor Jim Kreft

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, Vrklan, Mayor Kreft to break the tie vote; and the following voted against the same: Reetz, Wills; and the following abstained from voting: None; and the following were absent: Borchert.

Adopted by the City Council of the City of Arlington this 2<sup>nd</sup> day of January, 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 Griep introduced the following resolution and moved for its adoption:

### **RESOLUTION NO. 3-2007**

#### **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 2007.

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

Adopted by the City Council of the City of Arlington this 2<sup>nd</sup> day of January, 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 Reetz introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 4-2007**

**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 2007.

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

Adopted by the City Council of the City of Arlington this 2<sup>nd</sup> day of January, 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.

Assistant EDA Director Schultz gave a brief summary on the Small Cities Development Grant Program. He stated that Arlington had applied last year, but did not qualify and the information collected was good for 2 years. This year a joint application with Gaylord was being submitted, which did pass the preliminary application process. Byron Joust of Pettipiece & Associates explained the changes to the program from last year, why a joint application was being done and how the money would be split (if approved), and what was needed to complete the full application process by February 1<sup>st</sup>. Various questions were asked and answered. Joust stated that \$3,000, which would be an administrative cost and are not included within the grant itself, would cover the costs to complete Arlington's portion of the application. Administrator Krueger questioned what happens to Arlington if Gaylord does not get their information pulled together. Joust said that Arlington should still submit an application, but because it would no longer be a joint venture it would receive fewer points. Schultz commented that a public hearing should be held at the next regular meeting to get public input about the possible submission of the application (must be done as part of the application process).

Motion by Wills, seconded by Reetz, and passed by unanimous vote to schedule a public hearing during the January 17<sup>th</sup> Council meeting to obtain public input on the application for the Small Cities Development Grant.

Fire Chief Jeff Otto explained that the department held its annual "election of officers" in December like it has done the past. They have found that the "election" process is not legally correct and a new policy (selection process) needs to be developed where an individual must meet a certain criteria to be an officer and apply/interview for a specific officer position. He presented the newly "elected" list of officers as recommended by the department, this is still not completely correct, but having the Council approve it is a start in the right direction. Administrator Krueger stated that the new (selection) process will be put into affect next year. Otto commented that they had also voted to change the length of the officer terms from 1 year to 2 years (Chief and 2<sup>nd</sup> Assist same year and 1<sup>st</sup> Assist alternate year).

Motion by Griep, seconded by Vrklan, and passed by unanimous vote to accept the recommendation from the Fire Department to appoint the following individuals as officers:

Fire Chief – Jeff Otto (2 years)	First Assistant Chief – Tim Haggemiller**
Second Assistant Chief – Keith Dressen (2 years)	Secretary – Rick Schmidt*
Treasurer – Curtis Ling*	Training Officers – Jason Quast & Jim Farber*.

\*1 year terms

\*\*1 year for 2007, then becomes a 2 year term (alternate with Chief & 2<sup>nd</sup> Assist)

Chief Otto reviewed the fire department call rates that had been approved a few years back. He stated the department had checked around with other communities and insurance companies to compare rates and was recommending leaving them the same: \$500 first 2 hours on fire call and a \$1,000 exceeding 2 hours on a call, \$1,000 minimum for hazardous calls (department has discretion to charge more), and \$250 for accident calls. He stated that supplies such as gloves, neck collars, foam, etc. are billed out in addition to the call fees.

Ambulance Manager Brian Thomes presented a bid in the amount of \$2,581.56 for a new defibrillator from Bound Tree. He had informed the Council a few meetings back that the existing defibrillator in the main rig could not be reprogrammed to the new CPR standards any longer. He stated that he had received another bid that was closer to \$3,000.

Motion by Vrklan, seconded by Reetz, and passed by unanimous vote to authorize Ambulance Manager Thomes to purchase a new defibrillator for the main rig from Bound Tree in the amount of \$2,581.56.

Ambulance Manager Thomes commented that he is planning to speak with Administrator Krueger about increasing the ambulance budget because they will need to replace some supplies throughout the year (blood pressure monitor, etc.). He stated that the ambulance needs to increase its call rates also. Thomes reported that the new ambulance will hopefully be done sometime in July; it takes 6 months from the time it is ordered to delivery. Vrklan questioned how recruitment was going. Thomes stated that one individual should complete the EMT class in February. He has heard that a few other individuals have expressed an interest in joining the ambulance, but when they hear about the 4-month training class, they get discouraged.

Motion by Reetz, seconded by Griep, and passed by unanimous vote to accept Vicki Pomplun's resignation from the Cemetery Board.

The Council reviewed the rules/bylaws/ordinances that govern the various committees. Mayor Kreft stated that his perception on the committees is that they are split into the following 3 groups: Citizen, Council and Volunteer/Task Force and what role each has. Administrator Krueger explained that there are not official minutes for each committee at this time, but this is something that will be changed. It was noted that the Library Committee is the only committee that does not have any rules (that city staff could find) or a Councilmember appointed to it. Administrator Krueger suggested having Attorney Arneson draft an ordinance for this committee. Brief discussion was held what role the Library Committee was operating on, whether it was active or inactive and about appointing a Councilmember to it. The Council reviewed the draft ordinance for the Park Board. Administrator Krueger stated that language for trails should be added. Mayor Kreft commented that the Park Board should review the proposed ordinance before the first reading by the Council.

The Police Committee was discussed in great detail. Mayor Kreft presented a flow chart that had been put together showing the "chain of command" with regard to the Officers, Police Chief, Police Committee, Employee Relations Committee, City Administrator, Mayor and Council. Reetz expressed his concern about the Council's role (or lack thereof) over the police department. Mayor Kreft stated that he had met with the Police Chief, Police Committee members and the Council all on an individual basis and determined that the overall feeling was that communication was severely lacking between members. Vrklan commented that he liked it when the Police Chief would attend 1 Council meeting a month and present the monthly report; questions could

be asked and answered (the doors of communication were open). Mayor Kreft suggested recording the Police Committee meetings and have city staff type the minutes (just like EDA, P&Z and Council, etc.) so there is an official record of the meeting on hand. Wills suggested having an outside agency (another law enforcement agency, not Sibley County) investigate complaints against specific officers and then report to the Employee Relations Committee. Reetz questioned who the Police Chief reports to. Administrator Krueger feels that the Chief should answer to the Mayor and Police Committee jointly. Reetz put his thoughts, comments and concerns about the Police Department in writing; Administrator Krueger will make copies and send it out to the entire Council, which will be discussed at a later date. Administrator Krueger stated that the Police Committee would like to have a joint meeting with the Council to discuss several issues. It was suggested that all the Councilmembers should put their thoughts/comments/concerns in writing and combined into 1 document, then allow the Police Committee to review it. Reetz stated that one of his biggest concerns is that the Police Committee is such a small group and has only 1 Councilmember on it. The overall feeling of the Council was that we have to get the public's "trust" back and change the current image of the Police Department.

Administrator Krueger reported that the Employee Relations Committee had met recently to clarify some information with an employee.

Wills and Reetz commented that they had taken a tour of the water treatment facility with the design engineer, Bolton & Menk and PeopleService representatives. It provided some good insight on the water situation.

Mayor Kreft stated that he plans to attend all Committee Meetings (as much as possible) in January. He intends to have each committee hold an election of officers, review the ordinance or bylaws that govern them and set goals for 2007, also re-evaluate their monthly meeting schedules. He stated that he also wants to address the issue of being understaffed on the police department. He feels a decision needs to be made to hire another full-time officer or work something out with the County.

Mayor Kreft commented that the next regular meeting will be Wednesday, January 17<sup>th</sup> at which time he will present his goals for 2007. He stated that the proposed Park Board ordinance will also be reviewed, provided the Park Board has had a chance to review it and give their input.

Administrator Krueger explained that the snow blower did break down (hydraulics for the shoot). They are able to continue using it, but can only fill the trucks half full because the shoot cannot handle anymore. They are also using the pay loader to fill trucks.

Administrator Krueger stated that a notice will be published in the paper regarding the use of snowmobiles in city limits. He stated that young snowmobilers are not following the rules; they are trespassing on private property.

Motion by Vrklan, seconded by Reetz, and passed by unanimous vote to adjourn the meeting at 8:50 p.m.

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Administrator David L. Krueger

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Mayor James R. Kreft