

ARLINGTON CITY COUNCIL MEETING MINUTES
NOVEMBER 20, 2006

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

Members present: Vice Mayor Voight, Borchert, Griep, Reetz, Wills

Members absent: Mayor Czech

Also Present: Administrator Krueger, City Attorney Arneson, Street Supt. Thomes, Jim Kreft, Mike Vrklan, Engineer Joel Hawbaker, Ambulance Members Brian Thomes, Bob Lueth, & Neal Wisch; MN Dept. of Health Terry Bovee, Fran Ferch, Barb Meyers, Larry McCormick, Kurt Menk

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

Delete Item No. 12 – Travel Request, the conference is full.

Item No. 7 is no longer a public hearing, rather a public informational meeting.

Motion by Griep, seconded by Wills, and passed by unanimous vote to table the minutes from the November 6, 2006 meeting until the next regular Council meeting due to time constraints.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to approve the minutes from the Special November 8, 2006 meeting.

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

Administrator Krueger reviewed the current On-call policy (individual must be within a 15 minute response time and/or cannot leave town). He stated that with the most recent resignation and upcoming changes to the water/wastewater department, the City will be down to 3 individuals for being On-call. He stated that a request had been made for more flexibility, such as allowing the individual to leave town but still be on-call. Reetz expressed concern that if there is a problem somewhere within the city, the individual should be able to respond within the allotted time and not be too far away. Brian Thomes (who currently takes on-call) gave some examples of what he has been called out for (electrical outages, various community center problems). Krueger commented that if there was more flexibility at least with the response time, city employees Lana Woehler and Denny Schultz (rural Arlington) would be able to take call as well and others could attend their children's out-of-town sporting events. He commented that an ad could be run in the local newspaper, but was doubtful it would be productive. Voight questioned if someone could be hired strictly to be on-call for the Community Center.

Motion by Wills, seconded by Reetz, and carried (Borchert opposed) to change the On-call response time to 30 minutes and run an ad in the newspaper to see if there is anyone else interested in this position.

Ambulance members Brian Thomes, Bob Lueth and Neal Wisch presented a bid from Road Rescue Emergency Vehicles in the amount of \$119,004 less \$5,000 trade-in for a total of \$114,004 and a bid from Wheeled Coach Industries in the amount of \$104,681 less \$2,500 trade-in for a total of \$102,181. He stated that 6 bids had been sent out, which 5 had sent demo models for the ambulance personnel to look over, but only the 2 bids had been submitted by the deadline. Thomes summarized the differences between the bids (such as size of rigs, wiring, types of flooring, etc.) including warranties. He explained that the bid from Wheeled Coach did not meet the minimum requirements that they were looking for (as had been sent out in the spec book). He added that they have dealt with Wheeled Coach in the past and have not had good experiences with them. Thomes stated that the main rig is from Road Rescue, which the company is located in St. Paul and has been very good to work with as far as getting repairs taken care of, etc. He added that they have been very pleased with the main rig and wanted the new one to be as close to it as possible.

Motion by Borchert, seconded by Wills, and passed by unanimous vote to accept the bid from Road Rescue Emergency Vehicles in the amount of \$114,004 for a new ambulance.

Ambulance Manager Thomes stated that he was still putting information together regarding defibrillators and would be presenting it at an upcoming meeting.

Terry Bovee from the Minnesota Department of Health (Mankato Office) presented information with regard to completing the City's Wellhead Protection Plan (which was started back in 1999) and keeping in compliance therewith. The City of Arlington's water supply is considered to be in a low vulnerability area, which is a good thing. He stated that the Minnesota Rural Water Association will be helping the City draft a Wellhead Protection Plan. He commented that all wells within the wellhead protection area will have to be identified as possible sources for contamination. Bovee explained that the City has until 2008 to complete a Wellhead Protection Plan, but was anticipating an early completion (late summer 2007) because of the low vulnerability status (not as much to do as high vulnerability areas).

Motion by Reetz, seconded by Griep, and carried (Borchert opposed) to accept Officer Patrick Longbehn's letter of resignation from the Police Department effective November 13, 2006.

Discussion was held on whether or not to advertise for a new full-time police officer. Wills suggested checking with the Sibley County Sheriff's Office to see what kind of service/coverage they could provide and work out some kind of schedule in conjunction with our 2 full-time officers. He thought this could be cheaper for the City and would not have to worry about hiring someone who may not stay very long or could turn out to be a bad employee. Borchert commented that at the last Police Committee meeting, they had made the recommendation to establish an eligibility listing of prospective officers. Krueger explained that he was not opposed to checking with the County, but he would like to at least initiate the process of establishing the eligibility listing because it does take so much time and that way if the County is unable to provide the service(s) the City needs, they can start setting up interviews off the listing.

Motion by Wills, seconded by Borchert, and passed by unanimous vote to authorize the Police Committee to establish only an eligibility listing for a police officer at this time.

Some discussion was held on how soon the Sheriff's office should be contacted about possibly providing coverage in conjunction with the City's police department. Administrator Krueger commented that an "Ad Hoc" committee could be put together consisting of members from the Police Committee and City Council to do the necessary research on this matter. They can look at putting a Request For Proposal together, determine what kind of service and/or coverage is needed and then report back to the Council. Borchert suggested talking with the police officers to get their input on this also. Administrator Krueger stated that he has had Attorney Arneson research if the City of Arlington could have the Sheriff's Department take over all police coverage, thereby eliminating the police department if it chose to do so. Attorney Arneson stated that the City of Arlington is a Charter City and in the Charter it states that the Mayor must appoint a Police Chief, clearly implying that there is a police department. He stated that Statutory Cities (like Green Isle) are different. He also stated that the Charter can be changed and explained the lengthy process to do so.

Vice Mayor Voight recessed the regular meeting to hold a public hearing.

At 7:30 p.m. Vice Mayor Voight called to order the public hearing to discuss the final curb and gutter replacement assessments associated with the 2006 Street Resurfacing project. Engineer Joel Hawbaker reviewed the project and presented the breakdown of the related fees. Larry McCormick expressed his dissatisfaction of the work done adjacent to his mother's property (312 East Baker Street). Wills stated that he had looked at the work done and also stated that the workmanship was pour. Engineer Hawbaker stated that the work is covered under warranty and could be redone by the same contractor with money being withheld until the job is done satisfactorily. McCormick also commented that he had instructed both the general contractor and mason that he would re-pour the driveway approach himself. He didn't his mother should have to pay for this, when they made the mistake. Reetz agreed that the amount should be deducted from the bill. Fran Ferch and Barb Meyers also expressed this dissatisfaction with the work done. Ferch questioned why so much more curbing had to be replaced along her property and why the bill she received didn't give a breakdown (how much replaced and at what cost per foot, etc.). Engineer Hawbaker explained that at the time the masons were forming things up they could see a problem further down and decided to correct it. Ferch stated that she was

never notified of the change, the work was just done. Administrator Krueger stated that they can include the breakdown information in future billings to the public. McCormick stated that for future street projects, the City should consider redoing the entire street; start in the middle and replace all curbing to the end of the street and stop doing just bad sections. Engineer Hawbaker commented that when bidding out work the low bid is not always the best way to go (don't get the craftsmanship).

Vice Mayor Voight adjourned the public hearing and reconvened the regular meeting.

Brief discussion was held on reconstruction of city streets and replacement of water and sewer lines.

Reetz questioned why there had not been a public hearing for the sidewalk project showing final numbers and assessments. Administrator Krueger will check into what happened.

Motion by Griep, seconded by Borchert, and passed by unanimous vote officially layoff water/wastewater employees Wayne McCormick and Andrew Simmonds effective November 30, 2006 due to the fact the Council has approved the Service Contract with PeopleService effective December 1, 2006.

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

RESOLUTION NO. 16-2006

RESOLUTION TRANSFERRING CITY FUNDS

WHEREAS, the City Council of the City of Arlington deems it expedient under the circumstances to transfer the following funds:

- \$ 35,000.00 from the Sewer Fund to the Wastewater Sinking Fund
- \$ 66,000.00 from the Sewer Fund to the '04 Water & Sewer Refund Bond Fund
- \$156,500.00 from the Water Fund to the '04 Water & Sewer Refund Bond Fund
 - To cover debt service payments

- \$ 40,000.00 from the General Fund to the Community Center Fund
- \$ 50,000.00 from the General Fund to the Fire Fund
- \$ 11,000.00 from the General Fund to the Cemetery Fund
- \$ 10,000.00 from the General Fund to a Capital Outlay Fund (for Ambulance)
 - To cover Special Revenue fund deficits & contribute to a Capital fund

- \$ 50,000.00 from the Sewer Improvement Fund to the Sewer Fund
 - To reimburse for Capital expenditures this year

- \$ 9,767.03 from the Building/Parks/Streets Improvement Fund to the '04 Improvement Construction Fund
 - To cover deficit balance and close out Construction Fund

NOW THEREFORE BE IT RESOLVED, that the aforementioned funds are hereby transferred to said funds of the City of Arlington.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Griep and upon vote being taken thereon the following voted in favor thereof: Borchert, Griep, 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 20th day of November, 2006.

Signed: Ruth Voight

Vice Mayor

Attested: 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 thank you card from the Ho Ho Shrine Club for the use of the Community Center. Administrator Krueger read an invitation from the City of Belle Plaine to join them for a ribbon cutting ceremony for the new bridge.

Griep stated that the Cable Commission gave \$2,000 to the Arlington Public Library and \$3,500 to the Sibley East School for technology grants.

Administrator Krueger updated the Council on what the EDA was working on. He stated that a group of investors was forming and were looking to put a hotel up in Arlington. He stated that the EDA continues to work with local businesses and their expansion needs.

Further discussion was held on the police department and need to hire another officer. Reetz commented that the department has been understaffed for quite some time and does not want to see this delayed any longer than necessary. He would like to see the 2 options proceed simultaneously. Attorney Arneson commented that the whole process of changing/amending the City Charter will take approximately 6 months, but will do more research on this subject and report back to the Council at the next meeting. Voight questioned why there is still so much overtime when they have approved hiring so many part-time officers. Administrator Krueger stated that they are not available as they have other full-time jobs as well. Borchert suggested seeing if the County could help out for the interim. Krueger suggested combining the 2 processes (keep Police Department and Contract for Services with the County). Attorney Arneson stated that the City is already essentially paying the County for services (minimal) through tax dollars and would have to increase the amount if the services were stepped up. It was suggested to get the public's input on this matter as well. It was agreed to put this back on the next regular meeting.

Vice Mayor Voight recessed the regular meeting and called the closed meeting to order.

Minutes Incomplete – See Council Folder for Complete Information

Discussion was held on Administrator Krueger's evaluation and his proposal for salary/benefit increase. Administrator Krueger questioned some items on his most recent evaluation that was done by the Council. He was unsure what exactly he was being held accountable for and asked for clarification. The Council gave a few reasons why they evaluated him the way they did. The Council also reviewed the salaries for the remaining employees and Administrator Krueger explained how he evaluated each employee.

Motion by Reetz (no second was made and therefore motion died) to move the Council pay increase, that had been approved at a previous meeting, out 2 years because he is against a pay increase for certain employees and would feel guilty getting an increase in pay when in fact he was part of the reason someone else doesn't get a pay increase.

Vice Mayor Voight adjourned the closed meeting and reconvened the regular meeting.

Motion by Borchert, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 9:35 pm.

Administrator David L. Krueger

Vice Mayor Ruth Voight