

**ARLINGTON CITY COUNCIL
MEETING AGENDA
APRIL 15, 2013 AT 6:30 PM
COUNCIL CHAMBERS**

The City Council is provided background information for agenda items in advance by city staff, committees and boards. Many decisions regarding agenda items are based upon this information, as well as: City policy and practices, input from constituents, questions or information that has not yet been presented or discussed regarding an agenda item. If you have a concern or question, please ask to be recognized by the Mayor during the "Citizens addressing the Council" portion of the agenda—state your name and address for the record. Please keep comments under 5 minutes. Individuals wishing to speak for more than five minutes should ask to be included on the agenda in advance. All comments are appreciated, but please refrain from personal or derogatory attacks on individuals.

1. Call meeting to order and Pledge of Allegiance
2. Roll Call
3. Approve the agenda and any agenda additions

CONSENT AGENDA

The items listed for consideration will be enacted by one motion unless the Mayor, a member of the City Council, City Staff or a person in attendance requests an item to be removed from the Agenda.

4. Approval of Consent Agenda
 - A) Approval of the April 1st Regular Meeting Minutes
 - B) Approval of the April 1st Special Meeting Minutes
 - C) Approval of Bills
 - D) Approval of Hiring of Matt Pichelmann and Nathan Thomes as Part Time, Temporary Mowing/Weed Trimming Employees.

PUBLIC HEARINGS (NONE)

PETITIONS, REQUESTS, & COMMUNICATIONS

6. Addressing the Council
 - A. Citizens Addressing the Council
7. Announcements
 - A) Local Board of Appeal and Equalization Open Book Meeting: Tuesday, April 23, 2013; 3-8 p.m. Sibley County Assessor's Office, Gaylord
8. Communications
 - A) March Financial Reports
 - B) March Water/Wastewater Report

REPORTS OF OFFICERS, BOARDS & COMMITTEES

9. Yearly Update: Mike Barthel ó People Service.

ORDINANCES & RESOLUTIONS

10. Ordinances

- A) Second Reading: Ordinance 280 – An Ordinance Superseding Ordinance 267, Regulating the Possession, Sale, and Consumption of Intoxicating and 3.2 Percent Malt Liquor Within the City of Arlington, Minnesota.

11. Resolutions

- A) 22-2013 – A Resolution Authorizing An Actuarial Study to be Performed by the Public Employees Retirement Association
- B) 23-2013 – A Resolution Providing for Summary Publication of Ordinance 280 Entitled – An Ordinance Superseding Ordinance 267, Regulating the Possession, Sale, and Consumption of Intoxicating and 3.2 Percent Malt Liquor Within the City of Arlington, Minnesota.
- C) 24-2013 – A Resolution Accepting a Donation and Designating its Use.

UNFINISHED BUSINESS

- 12. Enhanced Pedestrian Crossing Location TH 5: Park Committee Recommendation.
- 13. Reserved.

NEW BUSINESS

- 14. Maintenance Superintendent Hiring.
 - A) Accept Revised Job Description, Approve Use of Supplemental Questionnaire, and authorize and direct advertising of the employment position.
- 15. Reserved.

MISCELLANEOUS BUSINESS

- 16. Council Committee Updates
- 17. Open Discussion

ADJOURNMENT

Reminders:

- 1) City Administrator Finalist Interviews – Friday/Saturday, April 19th and 20th
- 2) EDA Meeting - April 23rd @ 6 p.m.
- 3) SMC Board – April 29th @ 5 p.m. (SMC)
- 4) Planning & Zoning – May 2nd @ 7 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
APRIL 15, 2013**

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

Members present: Mayor Kreft, Jaszewski, Nuesse, Reetz, Ruehling, Wills

Members absent: None

Also present: Interim City Administrator Smith-Strack, City Attorney Arneson, Mike Barthel and Greg Stang from People Services, Sarah Matthews

Motion by Ruehling, seconded by Wills, and passed by unanimous vote to approve the agenda as presented.

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

- A) Approval of the April 1st Regular Meeting Minutes
- B) Approval of the April 1st Special Meeting Minutes
- C) Approval of Bills
- D) Approval of Hiring of Matt Pichelmann and Nathan Thomes as Part-Time, Temporary Mowing/Weed Trimming Employees.

It was noted that there were no public hearings scheduled.

Sarah Matthews addressed the Council regarding the Community Center Rental Policy, more specifically the refunding of deposits. She stated that she had intended to rent the Community Center, but the event had to be cancelled and she was told the deposit would not be refunded, and felt she was entitled to it. Interim Adm. Strack stated that staff was not notified either verbally or in writing that the event was cancelled. She added that staff had attempted, without success, to reach Ms. Matthews prior to the event for verification to see if the event was still happening or not. Attorney Arneson will review the policy and get back to Ms. Matthews and the Council.

The following announcements were reviewed:

- B) Local Board of Appeal and Equalization Open Book Meeting: Tuesday, April 23, 2013; 3-8 p.m. Sibley County Assessor's Office, Gaylord.

The Council reviewed the following communications:

- C) March Financial Reports
- D) March Water/Wastewater Report.

Mike Barthel & Doug Rainforth of PeopleService presented the annual report for the City's water and wastewater department. Barthel reported that last year 120 million gallons of water were pumped between the three wells (75 million gallons between wells #2 and #4 {alone} and that well #3 belongs to Seneca). It was noted that the annual inspection of the wells was done and everything looks good. It was also noted that even with the drought levels the last couple of years, the water draw down levels are still good. Barthel commented on the various things that had either been repaired or replaced within the water plant. He reported that 116 million gallons of sewage had been treated and 92 loads of bio-solids had been hauled. It was noted that the wastewater plant construction/upgrade project was almost complete. Barthel commented that they also received a Certificate of Commendation from the MPCA; the 12th one since 1991. He also commented that (with the Council's permission) he would like to give tours next fall to the science/biology classes so they can have some understanding about how the plant and micro-organisms work together. Stang stated that they are anticipating more problems with tree roots in service lines this year due to the drought that last few years.

The second reading of Ordinance 280-An Ordinance Superseding Ordinance 267, Regulating the Possession, Sale and Consumption of Intoxicating and 3.2 Percent Malt Liquor within the City of Arlington, Minnesota, was held. It was noted that a liquor licensee had requested that the start time on Sundays be changed from noon to 10:30 a.m. Attorney Arneson stated that this was allowed per state law and was included in the ordinance.

Motion by Ruehling, seconded by Nuesse, and passed by unanimous vote to approve Ordinance 280 ó An Ordinance Superseding Ordinance 267, Regulating the Possession, Sale and Consumption of Intoxicating and 3.2 Percent Malt Liquor within the City of Arlington, Minnesota, as follows:

ORDINANCE NO. 280

AN ORDINANCE SUPERSEDING ORDINANCE 267, REGULATING THE POSSESSION, SALE AND CONSUMPTION OF INTOXICATING AND 3.2 PERCENT MALT LIQUOR WITHIN THE CITY OF ARLINGTON, MINNESOTA

(See official ordinance book for complete copy of ordinance.)

Adopted by the City of Arlington on the 15th day of April, 2013.

For City of Arlington:

/s/ James R. Kreft

By James R. Kreft

Itø Mayor

/s/ Cynthia Smith-Strack

By Cynthia Smith-Strack

Itø Interim City Administrator

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

RESOLUTION 22-2013

A RESOLUTION AUTHORIZING AN ACTUARIAL STUDY TO BE PERFORMED BY THE PUBLIC EMPLOYEES RETIREMENT ASSOCIATION

WHEREAS, the City of Arlington (óCityö) is exploring a potential affiliation of its municipal hospital, Sibley Medical Center (óHospitalö), with the Ridgeview Medical Center;

WHEREAS, if consummated, such an affiliation will effect a öprivatizationö within the meaning of Minnesota Statutes, Chapter 353F, Privatized Public Hospital, PERA Pension Benefits;

WHEREAS, Minnesota Statutes, Chapter 353F makes available to employees of a public hospital certain benefits upon the privatization of the public hospital;

WHEREAS, an actuarial study is required under Minnesota Statutes § 353F.025, subd. 1(c) prior to the inclusion of the public hospital in Chapter 353F;

WHEREAS, the City desires to proceed with the actuarial study required under Chapter 353F;

NOW THEREFORE BE IT RESOLVED:

1. The City authorizes the procurement and payment of an actuarial study to be performed by the Public Employees Retirement Association to determine whether employees of the Hospital will qualify for coverage under Chapter 353F if the Hospital is privatized through an affiliation with the Ridgeview Medical Center.
2. Hospital Administrator Todd Sandberg, on behalf of the City and the Hospital, shall transmit a copy of this resolution along with funds sufficient to pay for the actuarial study to the Public Employees Retirement Association.
3. Hospital Administrator Todd Sandberg shall report back to the Council on the results of the actuarial study.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Jaszewski and upon poll being taken thereon the following voted in favor thereof: Jaszewski, Nuesse, 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 15th day of April, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

Attest: /s/ Cynthia Smith-Strack, Int. City Administrator

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

RESOLUTION 23-2013

A RESOLUTION PROVIDING FOR SUMMARY PUBLICATION OF ORDINANCE 280 ENTITLED “AN ORDINANCE SUPERSEDING ORDINANCE 267, REGULATING THE POSSESSION, SALE, AND CONSUMPTION OF INTOXICATING AND 3.2 PERCENT MALT LIQUOR WITHIN THE CITY OF ARLINGTON, MINNESOTA”

WHEREAS, the City Council of Arlington routinely passes ordinances to promote the public safety, health and welfare of the residents of Arlington; and

WHEREAS, the City Council initiated an update (Ordinance 280) an Ordinance superseding Ordinance 267 regulating the possession, sale, and consumption of intoxicating and 3.2 percent malt liquor within the City of Arlington after finding portions of said Ordinance (267) in regard to penalties were ambiguous; and

WHEREAS, the City Council held a first reading of Ordinance 280 at its regular meeting on April 1, 2013; and

WHEREAS, the City Council approved the second reading and adoption of Ordinance 280 at its regular meeting on April 15, 2013; and

WHEREAS, Chapter 6, Section 2 of the Arlington City Charter requires publication of Ordinances following first and second reading and approval; and

WHEREAS, City Council of the City of Arlington has determined the publication of the title and a summary of Ordinance 280 entitled “An Ordinance Superseding Ordinance 267 , Regulating the Possession, Sale, and Consumption of Intoxicating and 3.2 Percent Malt Liquor Within the City of Arlington, Minnesota” is sufficient; and

WHEREAS, prior to the publication of the title and summary, the Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW, THEREFORE, BE IT RESOLVED, that the City Administrator shall cause a summary of Ordinance 280 to be published in the City’s official newspaper at the earliest practicable date.

BE IT FURTHER RESOLVED, the summary publication shall read as follows:

“On April 15, 2013, the City Council of the City of Arlington approved Ordinance 280 entitled “A Resolution Providing for Summary Publication of Ordinance 280 Entitled “An Ordinance Superseding Ordinance 267, Regulating the Possession, Sale, and Consumption of Intoxicating and 3.2 Percent Malt Liquor Within the City of Arlington, Minnesota” The Ordinance in its entirety is available for review and/or photocopying during regular office hours at the City of Arlington, 204 Shamrock Drive, Arlington, Minnesota 55307. Ordinance 280 allows for Sunday liquor sales beginning at 10:30 a.m., provides for the citing of employees accused of selling liquor to minors, clarifies suspension and revocation standards, and prescribes penalties.”

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Jaszewski and upon poll being taken thereon the following voted in favor thereof: Jaszewski, Nuesse, 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 15th day of April, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

Attest: /s/ Cynthia Smith-Strack, Int. City Administrator

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

RESOLUTION 24-2013

A RESOLUTION ACCEPTING A DONATION AND DESIGNATING ITS USE

WHEREAS, the City of Arlington may accept a gift of real or personal property, including money, and use it in accordance with the terms prescribed by the donor; and

WHEREAS, the City may not, however, accept or use gifts for religious or sectarian purposes; and

WHEREAS, the City of Arlington has received a donation of money from the Arlington Lions to be used within the fire department for the purchase of equipment, specifically a high pressure cutter; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington that the City accepts the \$5,800 donation in full and designates its use to the fire department.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Ruehling and upon poll being taken thereon the following voted in favor thereof: Jaszewski, Nuesse, 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 15th day of April, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

Attest: /s/ Cynthia Smith-Strack, Int. City Administrator

The Council thanked the Lions Club for the donation.

Discussion was held on the enhanced pedestrian crossing location for Hwy 5. Mayor Kreft stated that the Parks Committee was recommending the location be at the Adams Street intersection vs. the Main Street intersection. He stated that the MnDOT would be putting in the appropriate signage when they do the road work on Hwy 5.

Motion by Reetz, seconded by Nuesse, and passed by unanimous vote to approve the enhanced pedestrian crossing location at the Hwy 5 and Adams Street intersection per the Parks Committee recommendation.

The Council reviewed the proposed job description and posting for the Maintenance Supervisor position. Smith-Strack stated that the description was brought up to current pay equity standards. She added that some changes within the duties and/or responsibilities had been added, along with some physical requirements. Smith-Strack reviewed the minimum qualifications needed. It was noted that the posting should include the pesticide/insecticide licensing. She also reviewed the proposed Supplemental Questionnaire that is to be submitted with each application and will be used to help score/rate the applicants.

Motion by Jaszewski, seconded by Wills, and passed by unanimous vote to approve the job description and posting, use of the Supplemental Questionnaire, and authorize and direct advertising for the Maintenance Supervisor position.

Jaszewski gave an update on the SMC affiliation process with Ridgeview Medical Center. He stated that they are very close.

It was noted (per the police chief's weekly report) that since the stop light had been deactivated, things were going well; there was a little confusion at first, but it is getting better.

Motion by Nuesse, seconded by Reetz, and passed by unanimous vote to adjourn the meeting at 7:23 pm.

Interim City Adm. Cynthia Smith-Strack

Mayor James R. Kreft