

**ARLINGTON CITY COUNCIL
MEETING AGENDA
AUGUST 5, 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 July 15th Regular Meeting Minutes
 - B) Approval of Bills
 - C) Authorize Liza Donabauer, City Administrator, and Lisa Tesch, Deputy City Clerk, as Individuals Authorized to Handle The Investments and Fund Transfers for the City of Arlington at Morgan Stanley.
 - D) Approval of Sibley County Agricultural Association-Arlington Ambulance Service Agreement.
 - E) Approval of Transient Merchant/Peddler's Permit for Erwin Jaster.

PUBLIC HEARINGS (NONE)

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council
6. Announcements
7. Communications
 - A) July Building Permit Report.
 - B) June Water/Wastewater Report.
 - C) Minnesota Municipal Power Agency (MMPA) Annual Report (2012).
 - D) July Police Calls Report.

REPORTS OF OFFICERS, BOARDS & COMMITTEES

ORDINANCES & RESOLUTIONS

8. Ordinances

- A) None.

9. Resolutions

- A) 31-2013 ó Approving a Gambling License for the Sibley Medical Foundation Raffle Event on 12-07-13.
B) 32-2013 ó Approving a Gambling License for the Arlington Area Chamber of Commerce Bingo Event on 8-03-13 at the Sibley County Fair Grounds.

UNFINISHED BUSINESS

10. Discussion Items

- A) Update on UFC Site.

NEW BUSINESS

11. Discussion on Safe Routes To School Project Costs, Open House, and Awarding of Bid.

- A) Feedback from Open House.
B) Discuss Out-of-Pocket Expenses for Engineering Fees.
C) Award Contract. (Jason Femrite, Bolten & Menk)

12. Approve/Deny Recommendation From Park Committee RE: Walking Path Expansion at Veterans Memorial Park.

~~13. Approve/Deny City to Become a Member of HGAC Buy with a \$2,000 Fee for Fire Pumper Truck Purchase. (Removed)~~

14. Approve/Deny Upgrade to High Speed Internet with Telephone Service Bundle Package for City Hall, Maintenance Shop, Police, Ambulance, and Fire Departments.

15. Approve/Deny 12-Year Service Agreement with Maguire Iron for Interior Cleaning and Inspections Services of Water Tower for \$7,920 (Service and Payment Every Three Years at \$1,980).

16. Library Request for Use of City Car to Attend Association for Rural and Small Libraries (ARSL) Conference in Omaha and Partial Funding of Conference Fees.

17. Funding for the Prairie Line Trail.

18. Signage for New Emergency Services Building. (Council Member Jennifer Nuesse)

MISCELLANEOUS BUSINESS

19. Council Committee Updates

20. Open Discussion

ADJOURNMENT

Reminders:

1. Planning & Zoning ó August 8th @ 7 pm
2. Hospital Board ó August 19th @ 5 pm (SMC)
3. Parks ó August 26th @ 7 pm
4. EDA ó August 27th @ 6 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
AUGUST 5, 2013**

The regular meeting was called to order at 6:45 p.m., Mayor Kreft presiding.

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

Members absent: None

Also present: City Administrator Donabauer, City Attorney Arneson, Elroy (Blackie) Schwirtz, Engineer Femrite, Kurt Menk

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

Remove item 13) Approve/Deny City to Become a Member of HGAC-Buy with a \$2,000 Fee for Fire Pumper Truck Purchase.

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

- A) Approval of the July 15th Regular Meeting Minutes
- B) Approval of Bills
- C) Authorize Liza Donabauer, City Administrator, and Lisa Tesch, Deputy City Clerk, as Individuals Authorized to Handle the Investments and Fund Transfers for the City of Arlington at Morgan Stanley
- D) Approval of Sibley County Agricultural Association-Arlington Ambulance Service Agreement
- E) Approval of Transient Merchant/Peddler's Permit for Erwin Jaster.

It was noted that there were no public hearings scheduled.

It was noted that there were no citizens present to address the Council on non-agenda items.

The Council reviewed the following communications:

- A) July Building Permit Report
- B) June Water/Wastewater Report
- C) Minnesota Municipal Power Agency (MMPA) Annual Report (2012)
- D) July Police Calls Report.

It was noted that there were no reports from Officers, Boards or Committees.

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

**RESOLUTION 31-2013
A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR
SIBLEY MEDICAL FOUNDATION**

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby approves the application for a Lawful Gambling Permit as submitted by the Sibley Medical Foundation for a raffle event on December 7, 2013.

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 5th day of August, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

Attest: /s/ Liza M. Donabauer, City Administrator

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

RESOLUTION 32-2013
A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR
ARLINGTON AREA CHAMBER OF COMMERCE

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby approves the application for a Lawful Gambling Permit as submitted by the Arlington Area Chamber of Commerce for a bingo event on August 3, 2013.

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: 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 5th day of August, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

Attest: /s/ Liza M. Donabauer, City Administrator

Engineer Femrite was present to discuss the Safe Routes to School Project/Bid. Adm. Donabauer summarized the costs of the project, including the costs for Alternates A, B and C. It was noted that the School was willing to use some of their TIF dollars towards this project (possibly towards the replacement of trees). Engineer Femrite suggested having a contingency of 2.5%-5% in place to allow for unforeseen items during reconstruction. He stated that he had been in contact with the low bid contractor, who made it known that he was anxious to get going on this project. It was noted that the base bid was lower than the engineer's estimate of \$149,188.

Motion by Reetz, seconded by Nuesse, and passed by unanimous vote to approve the low bid from Ti-Zack Concrete for the base bid amount and also to include alternate A and B for a total of \$173,608.50 for the Safe Routes to School Project.

Councilmember Ruehling had to leave the meeting early.

Adm. Donabauer and Mayor Kreft provided an update on the UFC site.

Adm. Donabauer provided information she had collected from two vendors for upgrading the City's internet and telephone service. She explained that the Mediacom package is the cheaper of the two; however everything runs through the internet, including the phone lines. She stated that being a government entity, the City cannot afford to lose its phone system if the internet goes down. She added that the current phone system could not handle the Mediacom system and would have to be upgraded (additional costs). She recommended approving the Frontier package.

Motion by Jaszewski, seconded by Nuesse, and passed by unanimous vote to accept the bid from Frontier (as presented) for upgrading the City's internet and telephone service in the amount of \$726.52.

The Council reviewed a 12-Year Service Agreement from Maguire Iron for interior cleaning and inspections of the water tower in the amount of \$7,920. It was noted that there was an opt out clause after every year.

Motion by Reetz, seconded by Jaszewski, and passed by unanimous vote to approve the 12-Year Service Agreement with Maguire Iron for interior cleaning and inspecting of the water tower in the amount of \$7,920.

The Council reviewed a request from Librarian Homme to attend the Association for Rural and Small Libraries Conference in Omaha, funding of a portion of the fees (\$300) and for use of the city vehicle. It was noted that the County would be picking up the difference in the fees. Adm. Donabauer was instructed to check with the City's insurance agent if it covered type of use.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to approve Librarian Homme to attend the Association for Rural and Small Libraries Conference in Omaha, to pay \$300 towards fees, and allow use of the city vehicle pending insurance approval.

Discussion was held on the Prairie Line Trail. Adm. Donabauer stated that she, Mayor Kreft, County Engineer Becker and County Administrator Jaunich had met to discuss funding of said trail. It was noted that the trail was under funded by \$290,000, and the City did not have tax dollars invested at this time. The project has been broken down by location and the City was being asked to contribute approximately \$55,000. Mayor Kreft commented that the total project costs from the Sportsman's Park to Frenzel Park and then to Memorial Park is \$1.57 million dollars, with a portion secured by a grant, TIF dollars and donations. It was noted that construction of the trail was planned for 2014-2015.

Elroy (Blackie) Schwirtz was present to discuss the need to expand the Veteran's Walking Path of Honor in Memorial Park. He stated that they have over 700 pavers now, and would like to allow up to 1,000. He added that the Veteran's organization is currently financially stable to handle this project and some repairs in the future, but not necessarily long-term maintenance.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to approve the recommendation from the Parks Committee to allow the expansion of the Veteran's Walking Path of Honor in Memorial Park.

Councilmember Nuesse commented that she finally had a chance to visit the new EMS building since it was renovated for the Police. She would like to see some signage put up around town directing the public to the location of the building. Various locations were suggested to place signs. Adm. Donabauer will have staff check into this.

Jaszewski gave an update on the Sibley Medical Center and how they were doing with the goal setting. He shared the information in the 3rd Quarter Financial Statement ó doing better than had projected. It was noted that SMC was in need of various employees/staff and continue to interview primary care doctors. Jaszewski commented that a Committee had been organized to help with the affiliation process with Ridgeview. He stated that a new doctor had recently started in the pain clinic and also helping out in surgery. The construction of the new Winthrop Clinic has started.

Wills expressed concern about the trucks being parked on Hwy 5 by the intersection of W. Alden Street essentially blocking traffic. Attorney Arneson commented that no parking zones could be established around those corners.

Attorney Arneson commented that he and PZ Adm. Smith-Strack have been working together getting ready for Court regarding the Matz fish house case.

Motion by Nuesse, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 7:51 pm.

City Administrator Liza M. Donabauer

Mayor James R. Kreft