

**ARLINGTON CITY COUNCIL  
MEETING AGENDA  
FEBRUARY 19, 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 February 4<sup>th</sup> Special Meeting Minutes
  - B) Approval of the February 4<sup>th</sup> Regular Meeting Minutes
  - C) Approval of the February 11<sup>th</sup> Special Meeting Minutes
  - D) Approval of Bills
  - E) Approval of City Administrator Position Profile, Wage Scale, and Hiring Schedule
  - F) Approval of Fiscal Agent Agreement for Small Arts Project Grant
  - G) Approve Purchase of Replacement Freezer for Community Center Kitchen
  - H) Approve Hiring of Tosha Anderson and Suzanne Mueller Part-Time Library

**PUBLIC HEARINGS**

5. Administrative Hearing on Liquor License Violation on Arlington Liquors

**PETITIONS, REQUESTS, & COMMUNICATIONS**

6. Addressing the Council
  - A) Citizens Addressing the Council
7. Announcements
  - A) Sibley County Public Works Meeting with Property Owners along Prairie Line Trail Route: March 5, 2013; 6:30-8:00 p.m. Community Center.
8. Communications
  - A) January Financial Reports
  - B) January Water/Wastewater Report
  - C) Sibley County Public Works Bridge Safety Inspection

- D) St. Mary's Charitable Bingo Event Rescheduled Due to Inclement Weather, Resolution Amendment Not Needed.

## **REPORTS OF OFFICERS, BOARDS & COMMITTEES**

9. Yearly Arlington Historical Society Update

## **ORDINANCES & RESOLUTIONS**

10. Ordinance

11. Resolutions

- A) Resolution 16-2013 ó Gambling Permit Sibley County Agricultural Association  
B) Resolution 17-2013 ó Appointing Interim City Administrator

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

12. Approve/Deny Penalty to be placed on Arlington Liquors for Liquor License Violation
13. Approve/Deny Pay Estimate #4 on the Marion Drive/Shamrock Drive Project Reducing the Retainage from 5% to 2%
14. Approve/Deny Purchase of Heater and Trays for Bio Cube.
15. Consider Calling Council Workshop for Tuesday, Feb. 26<sup>th</sup> at 6:30 P.M. to Discuss Affiliate Lease Terms.
- 16.
- 17.

## **MISCELLANEOUS BUSINESS**

18. Council Committee Updates
19. Open Discussion

## **ADJOURNMENT**

### Reminders:

- 1) Library ó February 20<sup>th</sup> @ 6:30 pm (Library)  
2) Hospital Board ó February 25<sup>th</sup> @ 5 pm (SMC)  
3) Parks ó February 25<sup>th</sup> @ 7 pm

**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
FEBRUARY 19, 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, Arlington Historical Society members Dwight Grabitske & Greg Goblirsch, Leon & Renae Dose, Kurt Menk

Motion by Jaszewski, seconded by Reetz, and passed by unanimous vote to approve the agenda as presented.

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

- A) Approval of the February 4<sup>th</sup> Special Meeting Minutes
- B) Approval of the February 4<sup>th</sup> Regular Meeting Minutes
- C) Approval of the February 11<sup>th</sup> Special Meeting Minutes
- D) Approval of Bills
- E) Approval of City Administrator Position Profile, Wage Scale, and Hiring Schedule
- F) Approval of Fiscal Agent Agreement for Small Arts Project Grant
- G) Approve Purchase of Replacement Freezer for Community Center Kitchen
- H) Approve Hiring of Tosha Anderson and Suzanne Mueller Part-Time Library.

Arlington Historical Society members Dwight Grabitske and Greg Goblirsch presented the Annual Historical Society Report. Grabitske stated that the Arlington Brickøhistoric marker project had been completed. He commented that the Historic Structures (sub) Committee has been doing research on various properties with older homes on them (essentially they have been trying to determine year built and by whom, and who was the original owner). It was noted that the AHS continues to look for space to house their collections, but knows this is a costly venture.

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

The following announcements were reviewed:

- B) Sibley County Public Works Meeting with Property Owners along Prairie Line Trail Route: March 5, 2013 @ 6:30-8:00 pm at the Arlington Community Center.

The Council reviewed the following communications:

- E) January Financial Reports
- F) January Water/Wastewater Report
- G) Sibley County Public Works Bridge Safety Inspection
- H) St. Maryø Charitable Bingo Event Rescheduled Due to Inclement Weather, Resolution Amendment Not Needed.

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

**RESOLUTION 16-2013  
A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR THE  
SIBLEY COUNTY AGRICULTURE ASSOCIATION**

**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 County Agricultural Association for an event on March 23, 2013.

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 19<sup>th</sup> day of February, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

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

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

**RESOLUTION 17-2013**  
**A RESOLUTION APPOINTING AN INTERIM CITY ADMINISTRATOR**

**BE IT RESOLVED** that Cynthia Smith-Strack is hereby appointed to serve as the Interim City Administrator for the City of Arlington until a permanent City Administrator is appointed, employed, presumably prior to June 1, 2013.

**BE IT FURTHER RESOLVED** that the Interim City Administrator is contracted at a rate of \$78 per hour with a not to exceed allowance of 20 hours per week, inclusive of time spent providing services for the Economic Development Authority and the Planning and Zoning duties.

**BE IT FURTHER RESOLVED** that either party may cancel the contractual arrangement, effective upon receipt of written notice.

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: 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 19<sup>th</sup> day of February, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

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

Mayor Kreft recessed the regular meeting to hold an Administrative Hearing.

Mayor Kreft called to order the administrative hearing regarding the liquor license violation by Arlington Liquors. It was noted that Leon & Renae Dose were present. The Council reviewed a letter from Renae Dose on the matter. She stated that she does train her employees; has calendars and/or stickers with reminder dates on them available to employees; has purchased an id/license scanner; and hires employees with experience. The Doseø expressed their dissatisfaction with the Countyø unwillingness to prosecute the employee because it is a first offense and also how the compliance checks are done (too many leaks). Renae stated that it doesnø give her any leverage to work with against her employee(s). She does take some responsibility for what happened.

Mayor Kreft adjourned the administrative hearing and reconvened the regular meeting.

Discussion continued on the liquor license violation by Arlington Liquors and what penalty should be imposed. Ruehling commented that he believed that the violation was not willfully done. He does feel a penalty is in order, but what is dictated in the ordinance is too stiff for this instance (2<sup>nd</sup> violation for the business in specified time period, but first time for employee). Jaszewski and Wills agreed and feel the

language within the ordinance should be looked at. Reetz expressed his disappointment with the criminal side of this, in that the County is not willing to prosecute; putting full weight on the City.

Motion by Wills, seconded by Ruehling, and passed by unanimous vote to table discussion and/or action on the penalty to be placed on Arlington Liquors for liquor license violation until the March 4<sup>th</sup> meeting when Attorney Arneson can be present to address some legal questions.

The Council reviewed Pay Estimate #4 on the Marion Drive/Shamrock Drive Project reducing the retainage from 5% to 2%.

Motion by Reetz, seconded by Jaszewski, and passed by unanimous vote to approve Pay Estimate #4 for the Marion Drive/Shamrock Drive Project to Chard Tiling & Excavating in the amount of \$16,559.81.

Quotes to replace the heater and trays in the bio-cube by Hutch Co-Op were reviewed. Reetz explained that the bio-cube was installed to help control odor issues from the force main system from Green Isle. It was noted that the costs would be covered by the joint A-GI wastewater fund account.

Motion by Reetz, seconded by Nuesse, and passed by unanimous vote to approve the purchase of the heater and trays for the bio-cube in the amount of \$5,325.

The Council reviewed some information that Interim Adm. Smith-Strack had put together regarding hospital affiliations and lease agreements. It was the consensus of the Council to hold a special workshop meeting on March 4<sup>th</sup> before the regular meeting to discuss the information in more detail.

Jaszewski handed out information that was presented to the legislature regarding the railroad.

Reetz talked about the water leak on Adams Street by the railroad. He stated that some fittings on a valve had disintegrated; the problem was not caused by the construction project.

Mayor Kreft gave an update on the renovation project at the Tech Center/EMS building.

Motion by Wills, seconded by Nuesse, and passed by unanimous vote to adjourn the meeting at 7:31 pm.

---

Interim City Adm. Cynthia Smith-Strack

---

Mayor James R. Kreft