

**ARLINGTON CITY COUNCIL
MEETING AGENDA
FEBRUARY 6, 2012 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 January 17th Regular Meeting Minutes
 - B) Approval of Bills
 - C) Approval of Ambulance Mutual Aid Agreement with Glencoe Regional Health Services
 - D) Approval of Waiving the Main Street Sign Rental Fee for SMC Relay for Life

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council
6. Announcements
 - A) City Offices will be closed on Monday, February 20th for the President's Day Holiday
 - B) Next Council Meeting will be Tuesday, February 21st @ 6:30 p.m. (Change Meeting?)
7. Communications
 - A) December Water/Wastewater Report
 - B) January Building Permit Report
 - C) January Police Calls Report
 - D) 2011 Storm Sewer Outfall Inspection Report

REPORTS OF OFFICERS, BOARDS & COMMITTEES

8. Yearly Fire Department Update (Chief John Zaske)

ORDINANCES & RESOLUTIONS

9. Resolutions

- A) 14-2012 ó Accepting a Donation and Designating its Use
- B) 15-2012 ó Gambling Permit for St. Mary's Catholic Church
- C) 16-2012 ó Gambling Permit for Sibley County Pheasants Forever
- D) 17-2012 ó Mayoral Appointment to Fire Department Capital Equipment Advisory Committee
- E) 18-2012 ó A Resolution Ordering a Preparation of Report on Improvement

UNFINISHED BUSINESS

10. Fire and Ambulance Coverage Rates

- A) 2011 Revenue and Expense Report
- B) Review of 2013 Coverage Rates
- C) Approve/Deny Township Ambulance Agreements
- D) Approve/Deny Township Fire Agreements
- E) Approve/Deny Green Isle Ambulance Agreement

NEW BUSINESS

11. Approve/Deny Televising the Sanitary Sewer on Marion Drive

12. Approve/Deny Bids

- A) Well #2 VFD
- B) Box Blade and Spayer

13. Approve/Deny Summer Rec. Participation in Twins Tickets with Gaylord

14.

MISCELLANEOUS BUSINESS

15. Set Time and Date for a Fiber to the Home Workshop?

16. Council Committee Updates

17. Open Discussion

ADJOURNMENT

Reminders:

- 1) Hospital Board ó February 27th @ 5 pm (SMC)
- 2) Parks ó February 27th @ 7 pm
- 3) EDA ó February 28th @ 6 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
FEBRUARY 6, 2012**

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

Members present: Mayor Kreft, Pederson, Pichelmann, Reetz, Ruehling, Wills

Members absent: None

Also present: City Administrator Jaunich, Attorney Arneson, Fire Chief John Zasko, Kurt Menk

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

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

- A) Approval of the January 17th Regular Meeting Minutes
- B) Approval of the Bills
- C) Approval of Ambulance Mutual Aid Agreement with Glencoe Regional Health Services
- D) Approval of Waiving the Main Street Sign Rental Fee for SMC Relay for Life.

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 following announcements were reviewed:

- 1) City Offices will be closed on Monday, February 20th for the President's Day Holiday
- 2) Next Council Meeting will be Tuesday, February 21st @ 6:30 p.m. (Change Meeting?).

The Council reviewed the following communications:

- 1) December Water/Wastewater Report
- 2) January Building Permit Report
- 3) January Police Calls Report
- 4) 2011 Storm Sewer Outfall Inspection Report.

Fire Chief John Zasko presented the annual Fire Department Report, which included a detailed summary of the number/type of calls responded to, along with mutual aid calls given and/or received in 2011. He talked briefly about the new tanker truck and the problems they were having with it. It was noted that the e-dispatch program that was started in 2011 was working well; other communities were also utilizing it. Chief Zasko informed the Council that the county-wide switch over to the 800 MHz radio system would be taking place in fall. He stated that they had applied for a grant for this and were still waiting to hear if they would be getting it. He added, that the County Commissioners had offered to help fund this if the grant fell through, but it was unclear if the County would fund the entire thing or only a portion. Chief Zasko talked briefly about the lockbox program that was implemented last year. He stated that it had not been as well received by the businesses as they had hoped it would be, but they would be sending letters out again this year in hopes of promoting the program further. It was noted that other cities have ordinances requiring businesses to have lockboxes. Chief Zasko commented that the goal for 2012 was to get the Capital Equipment Advisory Committee going and start looking ahead to the future equipment needs of the Fire Department. Zasko commented on the number of members that work out of town and expressed concern about staffing needs for day calls.

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

RESOLUTION 14-2012
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 V.F.W. Post 6031 in Arlington to be used within the fire department for clothing/uniforms; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington that the City accepts the \$2,000 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 Wills and upon poll being taken thereon the following voted in favor thereof: Pederson, Pichelmann, 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 6th day of February, 2012.

CITY OF ARLINGTON, MINNESOTA
/s/ James R. Kreft, Mayor

Attest: /s/ Matthew Jaunich, City Administrator

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

RESOLUTION 15-2012
A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR ST. MARY'S CATHOLIC CHURCH

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 St. Mary's Catholic Church for four bingo events in 2012 with the first one being held on February 5th.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Pichelmann and upon poll being taken thereon the following voted in favor thereof: Pederson, Pichelmann, 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 6th day of February, 2012.

CITY OF ARLINGTON, MINNESOTA
/s/ James R. Kreft, Mayor

Attest: /s/ Matthew Jaunich, City Administrator

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

RESOLUTION 16-2012
A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR THE SIBLEY COUNTY PHEASANTS FOREVER

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 Sibley County Pheasants Forever for a raffle event on February 11, 2012.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Pederson and upon poll being taken thereon the following voted in favor thereof: Pederson, Pichelmann, 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 6th day of February, 2012.

CITY OF ARLINGTON, MINNESOTA
/s/ James R. Kreft, Mayor

Attest: /s/ Matthew Jaunich, City Administrator

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

RESOLUTION 17-2012
A RESOLUTION RATIFYING ADDITIONAL MAYORAL APPOINTMENTS

BE IT RESOLVED that Mayor James R. Kreft has appointed the following individual to the following appointment:

Fire Department Capital Equipment Advisory Committee
Citizen Appointee: Jerry Narr (Jessenland Township)

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Pichelmann and upon poll being taken thereon the following voted in favor thereof: Pederson, Pichelmann, 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 6th day of February, 2012.

CITY OF ARLINGTON, MINNESOTA
/s/ James R. Kreft, Mayor

Attest: /s/ Matthew Jaunich, City Administrator

Discussion was held on the proposed 2012 Capital Improvement Project. Adm. Jaunich explained that improvements are being proposed on Marion Drive, a portion of Shamrock Drive lying east of Marion Drive, (alternative would be a portion on Shamrock Drive west of Marion Drive), in an area south of Hwy 5, and in the alley north of West Douglas Street. The Council reviewed the cost estimates for the proposed project.

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

RESOLUTION 18-2012
A RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to improve the street surface including curb and gutter, sanitary sewer main, water main, and storm sewer improvements on Marion Drive and the street surface including curb and gutter, sanitary sewer main, water main, and storm sewer on Shamrock Drive east of Marion Drive, and the storm sewer main south of Highway 5 and in the alley north of West Douglas Street, and a complete reconstruct of the street surface, sanitary sewer main, water main and storm sewer system on West Elgin Street; along with a bid alternate for the street surface including curb and gutter and storm sewer on Shamrock Drive west of Marion Drive to Mary Lane; and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ARLINGTON, MINNESOTA:

That the proposed improvement, called the 2012 Construction Project, be referred to Joel Hawbaker of Bolton & Menk, Inc. for study and that Bolton & Menk is instructed to report to the Council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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: Pederson, Pichelmann, 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 6th day of February, 2012.

Fire and Ambulance Coverage Rates were discussed. Adm. Jaunich reviewed the 2011 Revenue and Expense Reports for each service. It was noted that the per section Fire Coverage Rate for 2012 was \$434.52 and will be \$269.56 for 2013; and the 2012 per section Ambulance Coverage Rate was \$157.49 and will be \$157.49 for 2013. Attorney Arneson drafted Ambulance/Fire Service Agreements, which the Council reviewed.

Motion by Reetz, seconded by Ruehling, and passed by unanimous vote to approve the Township Ambulance Agreements as presented. *(See attached)*

Motion by Ruehling, seconded by Pederson, and passed by unanimous vote to approve the Township Fire Agreements as presented. *(See attached)*

Motion by Wills, seconded by Pederson, and passed by unanimous vote to approve the Green Isle Ambulance Agreement as presented. *(See attached)*

Adm. Jaunich commented that it had been recommended to have the sanitary sewer on Marion Drive televised prior to proceeding with the proposed 2012 improvement project. Brief discussion was held on the subject.

Motion by Pichelmann, seconded by Wills, and passed by unanimous vote to televise the sanitary sewer on Marion Drive.

The Council reviewed various bids for replacing Well #2ø Variable Frequency Drive (VFD) at the water plant. Reetz gave a brief explanation of what the part does. It was noted that the part was still the original one from when the water plant was built.

Motion by Reetz, seconded by Pederson, and passed by unanimous vote to approve the bid in the amount of \$6,300 from Schwab Vollhaber Lubratt Service Corp for replacing Well #2ø VFD.

Two bids were reviewed for replacing the Box Blade and Sprayer. It was noted that the current sprayer was a home-made unit from several years ago and was falling apart.

Motion by Ruehling, seconded by Wills, and passed by unanimous vote to approve the bid in the amount of \$3,307.78 from Lano Equipment of Norwood for the purchase of a Box Blade and Sprayer.

Discussion was held on whether or not the City of Arlington wanted to participate with the City of Gaylord in the purchase of Twins Tickets for the Summer Recreation Program. Adm. Jaunich stated that the City did not participate last year and prior to that the Baseball Association had purchased the tickets but were no longer interested in doing so. The Council was interested in the program, but needed more information.

Motion by Reetz, seconded by Pederson, and passed by unanimous vote to table action on participation in purchasing Twins Tickets for the Summer Recreation Program with Gaylord until more information can be obtained.

Brief discussion was held on the Fiber to the Home Project. Adm. Jaunich commented that the Council has been invited to and attended various public meetings on the Fiber Project, but has not really had a chance to sit down on its own to discuss the information it has been provided. He commented that he

would like to see a Special Council meeting/workshop held, so the Council could discuss all the information it has been provided and determine if it wants to continue with the program or not, before any more funds are given out. It was the consensus of the Council to hold a Special Workshop meeting on Monday, March 5th at 5:00 pm.

Wills talked about the Fire Dept. Officerø meeting that he attended. It was noted that the department (officers) was going to be implementing some new procedures and will also be trying to figure out ways to get the payroll down some.

Wills commented that the Library is trying to get two authors to come in the next couple of months, along with putting things together for the summer reading program.

Reetz gave an update on the Planning & Zoning Committee. He stated that they are looking at ways to protect the High Island Creek running through town without negatively impacting/restricting the adjoining property owners. He commented that the PZ is looking into conservation easements with regards to future development along the creek.

Pichelmann gave an update on the SMC Board. He stated that the SMC Adm. had obtained quotes from various organizations that specialize in affiliations between medical facilities and this was moving forward. He added that SMC has started discussions with the City of Winthrop on building a new clinic.

Pederson commented that the Parks Committee had obtained prices for some benches and tables. He explained that some of the tables currently at Four Seasons Park will go to the Sportsmanø Park once the new tables come in and the oldest tables at Sportsmanø Park will be gotten rid of.

Pichelmann commented briefly on the most recent EDA meeting; he noted that the SMC Adm. and Mayor were guest speakers.

Adm. Jaunich stated that the electric meter change-out program in the residential district had started. It was noted that the inconvenience to residents should be brief/minimal at best.

Motion by Pederson, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 7:40 pm.

City Administrator Matthew Jaunich

Mayor James R. Kreft