

**ARLINGTON CITY COUNCIL
MEETING AGENDA
MARCH 4, 2013 @ 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 19th Regular Meeting Minutes
 - B) Approval of Bills
 - C) Approve the renewal of 3.2 Malt Liquor Licenses and Setup Licenses for the Arlington Baseball Association (On-Sale), Arlington Raceway (On & Off-Sale), and American Legion Post #250 (On-Sale & Setup)
 - D) Approval of Transient Merchant/Peddler's permit for Jorge Saucedo (Taco Stand)
 - E) Request for Leave Without Pay: Part-Time Police Officer Katherine Guanzini

PUBLIC HEARINGS

5. None.

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) February Financial Reports
 - B) February Building Report
 - C) Police Department Report

REPORTS OF OFFICERS, BOARDS & COMMITTEES

9. Yearly Update: Ambulance Service ó Kevin Sullivan

ORDINANCES & RESOLUTIONS

10. Ordinance
11. Resolutions
 - A) Resolution 18-2013 ó Gambling Permit Arlington Chamber of Commerce ó Town & Country Days

UNFINISHED BUSINESS

NEW BUSINESS

12. Approve/Deny Penalty to be placed on Arlington Liquors for Liquor License Violation
13. Approve/Deny Request for Street Light at Henderson Road Terminus: Seneca Foods
14. Approve/Deny Request to Restrict Parking on South Side of West Adams 500 Block: St. Paul's School
15. Community Center Work Group (Mayor Kreft).
16. Discuss Creating a Policy for Translating Services for the Police Department
- 17.

MISCELLANEOUS BUSINESS

18. Council Committee Updates
19. Open Discussion

ADJOURNMENT

Reminders:

- 1) Planning and Zoning ó March 11th @ 7:00 p.m.
- 2) City Council ó March 18th @ 6:30 p.m.
- 3) Hospital Board ó March 25th @ 5 p.m. (SMC)
- 4) Parks ó March 25th @ 7 p.m.
- 5) EDA ó March 26th @ 6 p.m.

**ARLINGTON CITY COUNCIL
MEETING MINUTES
MARCH 4, 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, Ambulance Director Kevin Sullivan, Leon & Renae Dose, Eric Kaesermann, Kurt Menk

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

Add item 16) Discuss creating a policy for Translating Services for the Police Department.

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

- A) Approval of the February 19th Regular Meeting Minutes
- B) Approval of Bills
- C) Approve the renewal of 3.2 Malt Liquor Licenses and Setup License for the Arlington Baseball Association (On-Sale), Arlington Raceway (On & Off-Sale), and American Legion Post #250 (On-Sale & Setup)
- D) Approval of Transient Merchant/Peddler's Permit for Jorge Saucedo (Taco Stand)
- E) Request for Leave Without Pay: Part-Time Police Officer Katherine Guanzini.

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:

- 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:

- D) February Financial Reports
- E) February Building Permit Report
- F) Police Department Report.

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

**RESOLUTION 18-2013
A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR THE
ARLINGTON 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 Chamber of Commerce for an event on June 16, 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 4th day of March, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

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

The Council reviewed a letter from Seneca Foods requesting that a street light be placed at the northwest corner at the dead end on Henderson Road. It was intended that the light would cover their water well building and also L.P. gas storage tank site, which would promote safer working areas and travel to and from same. Electrical Engineer Cordt had put an estimate of costs together for the Council to review. Interim Adm. Smith-Strack stated that after she had spoken with Supt. Thomes about the request, he noted that there was a street light in the area already and that a different bulb could be put in that would give off more light; Seneca had lighting fixtures on their buildings and some were burnt out, which should be replaced and/or more fixtures could be added. It was Thomes' recommendation to work with Seneca to update what already exists. Some concern was expressed that the area seemed to be adequately lit already, unless Seneca was looking for directional lighting.

Motion by Wills, seconded by Reetz, and passed by unanimous vote to table discussion/action until Supt. Thomes can talk with Seneca to see what exactly their needs are.

A letter from St. Paul's Lutheran School requesting parking restrictions on the south side of West Adams Street (500 Block) was reviewed. Principal Eric Kaesermann addressed concerns about congestion and safety.

Motion by Reetz, seconded by Nuesse, and passed by unanimous vote to approve the request from St. Paul's Lutheran School for restricted parking on the south side of the 500 Block of West Adams Street during school hours and to authorize St. Supt. Thomes to order signs similar to the ones located at the public school.

Mayor Kreft talked about establishing a Community Center Work Group. He explained that this group would consist of the Public Buildings Committee (Councilmembers Nuesse and Jaszewski), City Staff (Jen Strack and Jeff Paine) and a couple individuals from non-profit groups. The purpose of this group would be to look at the various needs of the Community Center, such as rental rates and improvements (garage door, stage area, restrooms, and electronic sign), and also a request from the Chamber to rent advertising space in the hallway. Some concern was expressed that if allowed, the signage (Chamber display) should be attractive and not destructive to the wall of the Community Center.

Leon and Renae Dose of Arlington Liquors were present to discuss the pending penalty for the liquor license violation that was tabled at the last meeting. Attorney Arneson summarized the contents of the liquor ordinance, more specifically the penalty section and compared it to State Law. He commented that the City's ordinance appears to be stricter than State law and could also be considered ambiguous in some areas. Wills questioned if language could be added to the ordinance so that civil charges (penalty) could be brought against the employee who violates the ordinance. Attorney Arneson thought it could be. Ruehling commented that he liked the idea of the cost of the card reader (proof of purchase by owner) being deducted from the \$1,000 fine. Nuesse commented that she would like to see the closing suspension waived.

Motion by Jaszewski, seconded by Nuesse, and carried (Reetz opposed) to uphold the penalty for liquor license violation against Arlington Liquors in the amount of \$1,000 less the cost of a card reader (approximately \$750) and to waive the closing suspension based on a memo from Attorney Arneson, which states the ordinance is ambiguous.

Discussion was held on possibly developing a policy to address Translation (Interpreter) Services offered by the Police Department in lieu of the recent case in the headlines. Reetz expressed concern about the City's liability with local police officers providing translation services to outside agencies (goes beyond Arlington's scope of service). Ruehling thought it was a good idea or some kind of Mutual Aid Agreement should be established. Attorney Arneson commented that interpreting services haven't been intended in the past with Mutual Aid Agreements. It was agreed to have the Police Committee meet in the next few weeks to draft a policy.

Wills commented that the Cable Commission will be airing a documentary called "Liquid Assets", which is about aging water (drinking and sewer) infrastructure and how to upgrade and pay for it. It will be shown at various times throughout the month of March.

Wills reported that the Library will be open Friday mornings again now due to the additional staff being hired. It was noted that the summer reading program was being put together and a trip to the Old Log Theater was planned for July.

Wills gave an update on the Fire Department. He stated that the batteries in Tanker 1 had been replaced and they also found the cause for an electrical problem to be a computer module. He added that a new problem has developed, it was now leaking antifreeze.

It was agreed that the liquor license ordinance should be revised by City Attorney Arneson. He will try to have a draft ready for the next regular meeting.

Brief discussion was held on the stoplight and crosswalks on Hwy 5. It was noted that the stoplight deactivation was pushed back to April so that the State can re-stripe the crosswalks and streets after it warms up. It was noted that the mill and overlay project on Hwy 5 was scheduled to start in late May or early June.

Wills questioned why the speed trailer (shows oncoming vehicle speed) hasn't been used in town during the last year. It was noted that the City is part owner and it rotates between Gaylord, Arlington and Winthrop. Ruehling will look into it.

Jaszewski commented that Trisha Zeiher of This Old House had expressed her dissatisfaction with the upcoming Hwy 5 project. Her business is located on the Hwy and is concerned how it will affect her; she hasn't been provided much information on the project. Smith-Strack stated that one lane of traffic will be open at all times during the project.

Ambulance Director Sullivan presented the annual report for the Ambulance Service. He stated that the Ambulance Service had 252 runs for the year, which was down approximately 70 runs from last year (mainly in the area of less transfers being done). They are excited about the remodeling project at the EMS building. Sullivan stated that they are doing well right now with staffing, but can always use more people. He stated that he continues to work on the paramedic intercepts with other agencies; it is getting used more as time goes along.

Motion by Wills, seconded by Nuesse, and passed by unanimous vote to adjourn the meeting at 7:32 pm.

Interim City Adm. Cynthia Smith-Strack

Mayor James R. Kreft