

**ARLINGTON CITY COUNCIL  
MEETING AGENDA  
MARCH 5, 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 February 21<sup>st</sup> 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), Spare Time Bowling Center (On-Sale & Setup), and American Legion Post #250 (On-Sale & Setup)
  - D) Approval of the Phosphorus Trading Agreement with the City of Mankato

**PUBLIC HEARINGS**

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
  - A) Citizens Addressing the Council
6. Announcements
  - A) RS Fiber Council Workshop ó March 6<sup>th</sup> @ 5:30 p.m.
  - B) Faribault Energy Park & Oak Glen Wind Farm Tours ó March 16<sup>th</sup> or March 22<sup>nd</sup>
7. Communications
  - A) February Building Permit Report
  - B) February Police Calls Report
  - C) Redistricting Report
  - D) Update on State Budget

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

8. Yearly Ambulance Department Update

### **ORDINANCES & RESOLUTIONS**

9. Ordinances

- A) 270 (1<sup>st</sup> Reading) ó Providing for Residential Uses in the Central Business District
- B) 271 (1<sup>st</sup> Reading) ó Repeal/Replace Ordinance 258 Relating to Storm Water Management

10. Resolutions

- A) 20-2012 ó Accepting a Donation and Designating its Use
- B) 21-2012 ó Mayoral Appointment to the Sibley County Library Board
- C) 22-2012 ó Establishing a Precinct and Polling Place
- D) 23-2012 ó Approve/Deny CUP for 311 East Clinton Street

### **UNFINISHED BUSINESS**

11. Emergency Manager Position

### **NEW BUSINESS**

12. Approve/Deny Request from Sibley County's Child Abuse Prevention Council on Tree Ribbons

13. Approve/Deny the Hiring of Two Part-Time Police Officers

- 14.

### **MISCELLANEOUS BUSINESS**

15. Council Committee Updates

16. Open Discussion

### **ADJOURNMENT**

Reminders:

- 1) Hospital Board ó March 26<sup>th</sup> @ 5 pm (SMC)
- 2) Parks ó March 26<sup>th</sup> @ 7 pm
- 3) EDA ó March 27<sup>th</sup> @ 6 pm

**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
MARCH 5, 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, City Attorney Arneson, Amb. Director Kevin Sullivan, Rich & Roseann Nagel, Kurt Menk

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

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

- A) Approval of the February 21<sup>st</sup> Regular Meeting Minutes
- B) Approval of the 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), Spare Time Bowling Center (On-Sale & Setup), and American Legion Post #250 (On-Sale & Setup)
- D) Approval of the Phosphorus Trading Agreement with the City of Mankato.

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) RS Fiber Council Workshop ó March 6<sup>th</sup> @ 5:30 pm
- 2) Faribault Energy Park & Oak Glen Wind Farm Tours ó March 16<sup>th</sup> or March 22<sup>nd</sup>.

The Council reviewed the following communications:

- 1) February Building Permit Report
- 2) February Police Calls Report
- 3) Redistricting Report
- 4) Update on State Budget.

Ambulance Director Sullivan presented the annual report for the Ambulance Service. He stated that the Ambulance Service had 312 runs for the year, which was a record year and verifies the need of the ambulance service. He stated that 170 calls were within the City of Arlington, which included 75 transfers out of SMC to various other facilities. It was noted that Aaron Wisch was added as a new EMT and another individual is currently taking classes for becoming an EMT and will be available during the daytime once she passes. Sullivan stated that the Association just updated/purchased a 6-wheeler. He stated that the medics are helping out at SMC on a more consistent schedule now. Sullivan talked briefly about the part-time ALS (Advanced Life Support) service and how it is being utilized with other (BLS) services such as Gaylord and Winthrop.

The first reading of Ordinance 270 ó An Ordinance Amending Section 8, Subdivision 2 of Ordinance 169, The Arlington Zoning Ordinance by Adding Subsection 2.5 and 27.5 Providing for Certain

Residential Uses Within the B-2 Central Business District, was held. PZ Adm. Smith-Strack had submitted a memo detailing the changes/additions for the Council to review.

The first reading of Ordinance 271 6 An Ordinance Repealing and Replacing Ordinance 258 Relating to Storm Water Management Within the City of Arlington, was held. PZ Adm. Smith-Strack had submitted a memo detailing the changes for the Council to review. It was noted that the purpose of the ordinance was to create a buffer zone and enhance the water entering the High Island Creek watershed. It will also be an engineering tool during development/platting.

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

**RESOLUTION 20-2012**  
**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 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 5<sup>th</sup> day of March, 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 21-2012**  
**A RESOLUTION RATIFYING ADDITIONAL MAYORAL APPOINTMENTS**

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

*Sibley County Library Board Representative*

Citizen Appointee: Pauline Wiemann.

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 5<sup>th</sup> day of March, 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 22-2012**  
**A RESOLUTION REESTABLISHING PRECINCTS AND POLLING PLACES**

**WHEREAS**, the legislature of the State of Minnesota has been redistricted; and

**WHEREAS**, Minnesota Statute section 204B.14, subd. 3 (d) requires that precinct boundaries must be reestablished within 60 days of when the legislature has been redistricted or at least 19 weeks before the state primary election, whichever comes first;

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Arlington, County of Sibley, State of Minnesota hereby reestablishes the boundaries of the voting precinct and polling place as follows:

**Precinct 1 (Arlington Community Center, 204 Shamrock Drive)**

All areas within the city limits of the City of Arlington

**FURTHERMORE BE IT RESOLVED**, that attached to this resolution, for illustrative purposes, is a map showing said precinct and the location of the polling place.

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 5<sup>th</sup> day of March, 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 23-2012**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW AN ATTACHED GARAGE THAT IS 65% OF THE SIZE OF THE DWELLING TO WHICH IT IS ATTACHED**

**WHEREAS**, Section 13, Subd. 6(1) of the Zoning Ordinance allows an attached garage to exceed 60% of the foundation size of the home to which it is attached provided a conditional use permit is issued; and

**WHEREAS**, Richard and Roseann Nagel have applied for a Conditional Use Permit to allow an attached garage that is 65% of the foundation size of the house to which it is attached; and

**WHEREAS**, The subject property is legally described as Lot 1 & 2 and E ½ Lot 3, Block 1, Fred Bussman's Addition, City of Arlington with a property identification number of 31.0571.000; and

**WHEREAS**, The subject property's address is 311 East Clinton Street; and

**WHEREAS**, notice of a public hearing to accept input on the CUP request was published in the official newspaper on February 16, 2012 and sent to property owners within 350 feet of the property; and

**WHEREAS**, the Planning and Zoning Committee conducted a public hearing on the CUP request on March 1, 2012 and accepted input on the CUP request; and

**WHEREAS**, the Planning Committee has reviewed the CUP request and has made the following findings:

1. That with the conditions listed below the use will not be detrimental to the health, safety, morals, comfort, convenience or welfare of the persons residing in the neighborhood since the use will be consistent with adjacent land uses within the same zoning district.
2. That with the conditions listed below the use will not be detrimental to the public welfare, or injurious to property or improvements in the neighborhood since the use will be consistent with adjacent land uses within the same zoning district.

**WHEREAS**, the Planning Committee approved a resolution recommending the City Council approve the CUP.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARLINGTON THAT:** The City Council hereby approves a conditional use permit to allow an attached garage that is 65% of the

foundation size of the house to which it is attached for the property at 311 East Clinton Street subject to the following:

1. This conditional use permit is in effect for the property at 311 East Clinton Street and assigned to the current and/or any future owner of the property unless the use changes or the use is in violation of the conditions of this permit.
2. The conditional use permit may be revoked by the City following written notice to the property owner if the conditions of the permit as listed herein are not met and/or maintained. The conditional use permit will expire if/when the use of the property is changed.
3. The conditional use permit shall be recorded at the Sibley County Recorder's Office.

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 5<sup>th</sup> day of March, 2012.

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

Attest: /s/ Matthew Jaunich, City Administrator

Discussion was held on the Emergency Management Director position. Adm. Jaunich stated that the position had been posted internally for all full-time City/EMS Staff, but no applications had been received. He commented that it is not uncommon for smaller cities to use the County's Emergency Management. It was the consensus of the Council that Adm. Jaunich should inquire with the County about the City utilizing the County's Emergency Management Director.

The City Council reviewed a letter from the Sibley County's Child Abuse Prevention Council whereby requesting permission for various youth groups to tie blue ribbons around trees in parks and by public buildings in conjunction with Child Abuse Prevention Month.

Motion by Reetz, seconded by Pederson, and passed by unanimous vote to allow the Sibley County Child Abuse Prevention Council to tie blue ribbons around trees in recognition of Child Abuse Prevention Month.

Discussion was held on the hiring of part-time police officers. Adm. Jaunich stated that nine applications had been received, of which seven applicants were interviewed. He stated that the hiring committee was recommending hiring two part-time officers from those interviewed. Adm. Jaunich noted that one of the current part-time officers had accepted a full-time position and would no longer be available; and another part-time officer may have to be let go from the roster due to inability to cover shifts. The Council reviewed a report from Chief Rovinsky on the part-time officers. It was commented that it would be nice to have six part-time officers on the roster at one given time to make sure shifts can be covered properly.

Motion by Ruehling, seconded by Pichelmann, and passed by unanimous vote to hire Andrew Mathwig and Khang (Mike) Nguyen as part-time police officers.

Adm. Jaunich and Mayor Kreft talked about the Watershed meeting that they both attended recently. It was noted that the Watershed still does not have written guidelines/standards in place.

Adm. Jaunich commented that City (Office) Staff and the Community Center Attendant (as uniform) were going to be ordering polo shirts and inquired if the Council was interested in getting them also.

Adm. Jaunich commented that there are ongoing issues with the current cleaning company for the Community Center and he will be placing an ad for new help.

Motion by Wills, seconded by Reetz, and passed by unanimous vote to adjourn the meeting at 7:14 pm.

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City Administrator Matthew Jaunich

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Mayor James R. Kreft