

**ARLINGTON CITY COUNCIL
MEETING AGENDA
MAY 19, 2014 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 April 21st Regular Meeting Minutes
 - B) Approval of the May 5th Regular Meeting Minutes.
 - C) Approval of Bills.
 - D) Authorize Auction of 1985 Chevy C70 Fire Pumper Truck at Fahey Sales, Glencoe.
 - E) Approve Annual Rate and Service Agreement from the Sibley County Library System, \$20.48/hour @ Nine Hours/Week.
 - F) Approval of Hiring Sara Burton as On-Call Paramedic.
 - G) Approve Rate Increase and Billing Agreement from Advantage Billing Concepts, \$27/run.

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council.
6. Announcements
 - A) Sibley County Municipalities Association at Henderson Roadhaus – June 17, 2014, 6:00 p.m.
 - B) LMC's Annual Meeting in St. Cloud – June 18-20, 2014.
7. Communications
 - A) ~~April Financial Reports. (removed)~~
 - B) ~~April Water/Wastewater Report. (removed)~~
 - C) Administrative Project List.

REPORTS OF OFFICERS, BOARDS & COMMITTEES

8. Yearly Update: Arlington Economic Development Authority – Dean Bergersen and Mark Lundstrom.

ORDINANCES & RESOLUTIONS

9. Ordinances
None.

10. Resolutions

- A) Resolution 32-2014 – Approving Plans and Specifications and Ordering an Advertisement for Bids on the 2014 Sanitary Sewer System Cleaning & Televising.

UNFINISHED BUSINESS

11. Community Center

- A) Award Bid for Painting Services to Spletzer Home Repair & Improvement, LLC. (\$6,825.00)
B) Update on Sole Beverage Provider.
C) Approve/Not Approve Rate Increase on Community Center Liquor License – On Sale” Fee to \$1,000.

12. Electric Rate Increase

- A) Resolution 33-2014 – A Resolution Amending the 2014 Fee Schedule.

NEW BUSINESS

13. Reserved.

MISCELLANEOUS BUSINESS

14. Council Committee Updates

15. Open Discussion

ADJOURNMENT

Reminders:

Library – May 21st @ 5:30 pm (Library)

EDA – May 27th @ 6:00 pm

Parks – June 9th @ 5:30 p.m. (Annual Parks Tour)

**ARLINGTON CITY COUNCIL
MEETING MINUTES
MAY 19, 2014**

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

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

Members absent: None

Also present: City Administrator Donabauer, City Attorney Arneson, EDA Members Mark Lundstrom and Dean Bergersen, Kurt Menk

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

Remove item 7A) April Financial Reports.

Remove item 7B) April Water/Wastewater Report.

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

- A) Approval of the April 21st Regular Meeting Minutes
- B) Approval of the May 5th Regular Meeting Minutes
- C) Approval of Bills
- D) Authorize Auction of 1985 Chevy C70 Fire Pumper Truck at Fahey Sales, Glencoe
- E) Approve Annual Rate and Service Agreement from the Sibley County Library System, \$20.48/hour @ Nine Hours/Week
- F) Approval of Hiring Sara Burton as On-Call Paramedic
- G) Approve Rate Increase and Billing Agreement from Advantage Billing Concepts, \$27/run.

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:

- A) Sibley County Municipalities Association at Henderson Roadhaus – June 17th, 2014, 6:00 pm.
- B) LMC's Annual Meeting in St. Cloud – June 18-20, 2014.

The Council reviewed the following communications:

- A) Administrative Project List.

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

RESOLUTION 32-2014

**A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING AN
ADVERTISEMENT FOR BIDS ON THE 2014 SANITARY SEWER SYSTEM CLEANING &
TELEVISIONING**

WHEREAS, the City Engineer (Bolton & Menk) has prepared plans and specifications for an improvement titled "2014 Sanitary Sewer System Cleaning & Televisioning Project" which includes the sanitary sewer cleaning and televising of approximately 18,500 LF of sanitary sewer (all diameters); and has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and are hereby approved.

2. The City Engineer shall prepare and cause to be inserted in the official paper and in the *Construction Bulletin or similar trade magazine*, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for two weeks, shall specify the work to be done, shall state that bids will be received by the City Administrator until 11:00 a.m. on May 30, 2014, at which time they will be privately read by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 6:30 p.m. on June 2, 2014, in the Council Chambers of the Community Center. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility.
3. The City Administrator shall work with the City Engineer on a specific bid date deadline if the dates selected in bullet #2 do not work.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Nuesse 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.

The foregoing resolution was adopted by the City Council of the City of Arlington this 19th day of May, 2014.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

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

Whereupon the resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the City Administrator.

Mark Lundstrom and Dean Bergersen presented the annual report for the EDA. Lundstrom commented that the EDA has been reviewing conceptual plans for the new industrial park. Bergersen commented that the EDA still owns both parcels of land (Swenson and Nickel) and is still leasing the properties as they did not receive any offers to buy the land. Adm. Donabauer commented that the EDA has met with a few business owners' to see if the EDA could help them in any way.

Adm. Donabauer presented the two bids received for painting the Community Center.

Motion by Ruehling, seconded by Jaszewski, and passed by unanimous vote to approve the low bid for paint the Community Center from Spletzer Home Repair & Improvement, LLC in the amount of \$6,825.

Adm. Donabauer gave a brief update on the sole beverage provider being proposed for the Community Center. She stated that the Community Center Committee had met with the two bar owners to discuss the competitive bidding concept. After some discussion, the Committee and Bar Owners came to an agreement to leave things as they are currently (renters can choose between the two bars in Arlington) but increase the Liquor License Fee for the Community Center from \$100 to \$1,000 for the next year. It was also agreed to work together to put a drink price listing together that would be the sole price list for the Community Center (for all events).

Motion by Wills, seconded by Reetz, and passed by unanimous vote to raise the rate for the Community Center Liquor License fee to \$1,000 (for each bar establishment in Arlington).

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

RESOLUTION 33-2014

A RESOLUTION AMENDING RESOLUTION 59-2013 ADOPTING A SCHEDULE OF FEES AND CHARGES FOR VARIOUS SERVICES, LICENSES AND PERMITS

WHEREAS, the City Council is desirous of establishing a uniform system of fees for requests relating to official controls, information, permits, applications or other matters handled by the City; and

WHEREAS, any changes in the current fees and charges shall take effect immediately, and shall remain in effect unless otherwise modified by the City Council through resolution; and

WHEREAS, in the event of a conflict, the Fee Schedule from Resolutions 59-2013 and 15-2014 with the following amendment shall prevail;

WHEREAS, upon the recommendation by the Community Center Committee to increase revenues at the Community Center and approval of the City Council to increase the Community Center Liquor License – On-Sale fee; and

WHEREAS, during the City Council’s review of the estimated debt service on the proposed bond issue for the 2014 Electrical Improvements Project and the financial history of the electric utility, it was concluded that the electric utility revenues (rates) will need to increase by approximately 6% in order to meet the debt coverage requirements.

THEREFORE, BE IT RESOLVED, by the City Council of the City of Arlington that the following fee be added and adopted as part of the 2014 Fee and Rate Schedule:

| UTILITY SERVICES | |
|--|---|
| Meter Deposit - Electric Only | \$100 |
| Meter Deposit - Electric/Water/Sewer | \$150 |
| Meter Deposit - Bad Account History | \$250 |
| Water Access Charge | \$1,325 |
| Sewer Access Charge | \$3,500 |
| Electric Hookup | \$150 |
| Sewer User Rate | \$.00368/gallon |
| Sewer Base Rate | \$33.90/month plus \$4.70 per additional unit |
| Green Isle Sewer Base Rate | \$27.61/month |
| Water User Rate | \$.00586/Gallon |
| 5/8-3/4 Inch Meter Water Base Rate | \$11.09/month |
| 1 Inch Meter Water Base Rate | \$11.61/month |
| 1 1/4 - 1 1/2 Inch Meter Water Base Rate | \$11.92/month |
| 2 Inch Meter Water Base Rate | \$12.75/month |
| 3 Inch Meter Water Base Rate | \$13.85/month |
| 4-8 Inch Meter Water Base Rate | \$18.27/month |
| Electric User Rate | \$.09/KW |
| Electric Demand Charge | \$1.00/KW or \$5 minimum |
| Residential Electric Base Rate | \$5.50/month |
| Residents outside city limits Electric Base Rate | \$11.00/month |
| Commercial Electric Base Rate | \$16.50/month |
| Commercial Rural Base Rate | \$27.50/month |
| Utility Disconnect Notice | \$25 per occurrence |
| Water Reconnect Fee | \$25 |
| Electric Reconnect - Day | \$50 |
| Electric Reconnect - After Hours | \$250 |
| Utility Bill Late Fee | 5% (less tax) of current bill; \$1 minimum |
| Load Management Disconnect | \$50 |
| Metering Fee for Meter on Private Wells | Cost of parts and labor |
| Lawn Sprinkler Meter | \$35 plus tax |
| Lawn Sprinkler Meter Repair Fee | Cost of parts and labor |

| BEER/LIQUOR LICENSES | |
|--|-----------------------------------|
| Temporary 3.2 Malt Liquor License | \$50 per event |
| Liquor License - On Sale | \$1,300 |
| Liquor License - Off Sale | \$100 |
| Setup License | \$20 |
| 3.2 Malt Liquor - On Sale | \$65 |
| 3.2 Malt Liquor - Off Sale | \$10 |
| Temporary 1-4 Day On Sale Liquor License | \$50 per event |
| Caterer's Permit | \$50 per event |
| Sunday Liquor License | \$100 |
| Community Center Liquor License - On Sale | \$1,000 (7/1/14 - 6/30/15) |

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.

The foregoing resolution was adopted by the City Council of the City of Arlington this 19th day of May, 2014.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

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

Whereupon the resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the City Administrator.

Ruehling and Kreft gave an update on the School Task Force. It was noted that they continue to move forward, but there is concern with financing. It was noted that there are two primary options they are looking into: new Pre-K through 5th grade in Gaylord and a new 6th through 12th grade in Arlington (all on school property); or remodeled facilities with addition in Arlington and a new facility in Gaylord. Mayor Kreft commented that the public is welcome at any of the Task Force meetings.

Motion by Nuesse, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 6:58 pm.

City Administrator Liza M. Donabauer

Mayor James R. Kreft