

**ARLINGTON CITY COUNCIL
MEETING AGENDA
MAY 21, 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 May 7th Regular Meeting Minutes
 - B) Approval of Bills
 - C) Approve Granting Sibley County Partnering in Prevention Coalition the Authority to Conduct Alcohol Compliance Checks within the City
 - D) Approval of Dance Permit for Arlington A&S Event on June 23
 - E) Approval of the May 7th Special Public Hearing Meeting Minutes
 - F) Approval of the May 17th Special Workshop Meeting Minutes
 - G) Acceptance of Resignation from Jeff Milette from the Police Department

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council
6. Announcements
 - A) City Offices will be closed on Monday, May 28th for Memorial Day
 - B) Special Joint Council Meeting with SMC Board ó Monday, June 4th @ 5 p.m.
 - C) Sibley County Municipalities Association Meeting ó Thursday, June 14th @ 6 p.m. (Arlington)
7. Communications
 - A) April Financial Reports
 - B) Wastewater Treatment Facility Improvement Project Monthly Update

REPORTS OF OFFICERS, BOARDS & COMMITTEES

8. Planning and Zoning Annual Report

ORDINANCES & RESOLUTIONS

9. Ordinance 272 (1st Reading) ó Regulating the Selling and Furnishing of Alcoholic Beverages through a Caterer's Permit
10. Resolution 37-2012 ó Accepting a Donation of Goods

UNFINISHED BUSINESS

11. Approve/Deny Community Center Cleaning Bid

NEW BUSINESS

12. Discussion on County Wide Radio Upgrade and its Impact on Arlington
13. Approve/Deny Request to Rent out a Portion of the Tech Center to Arlington Head Start
14. Approve/Deny Giving Administrative Control to City Staff on CIP Rebates
15. Approve/Deny Donating/Disposing of Old Senior Building Tables
16. Update on Ditch 6A

MISCELLANEOUS BUSINESS

17. Council Committee Updates
18. Open Discussion

ADJOURNMENT

Reminders:

- A) EDA ó May 22nd @ 6 pm
- B) Parks ó May 29th @ 7 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
MAY 21, 2012**

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

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

Members absent: Reetz

Also present: City Administrator Jaunich, City Attorney Arneson, Darin Mielke, Kurt Menk

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

Add item 4E) Approval of the May 7th Special Public Hearing Meeting Minutes

Add item 4F) Approval of the May 17th Special Workshop Meeting Minutes

Add item 4G) Acceptance of Resignation from Jeff Milette from the Police Department

Add item 16) Update on Ditch 6A.

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

A) Approval of the May 7th Regular Meeting Minutes

B) Approval of the Bills

C) Approve Granting Sibley County Partnering in Prevention Coalition the Authority to Conduct Alcohol Compliance Checks within the City

D) Approval of Dance Permit for Arlington Aø Event on June 23

E) Approval of the May 7th Special Public Hearing Meeting Minutes

F) Approval of the May 17th Special Workshop Meeting Minutes

G) Acceptance of Resignation from Jeff Milette from the Police Department.

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, May 28th for Memorial Day

2) Special Joint Council Meeting with SMC Board ø Monday, June 4th @ 5 pm

3) Sibley County Municipalities Association Meeting ø Thursday, June 14th @ 6 pm (Arlington).

The Council reviewed the following communications:

1) April Financial Reports

2) Wastewater Treatment Facility Improvement Project Monthly Update.

Darin Mielke presented the annual report for the Planning and Zoning Committee. It was noted that several public hearings were held in conjunction with property requests (for variances or conditional uses) and/or ordinance amendments. Mielke stated that the Committee continues to work on the Comprehensive Plan that the City adopted a few years ago, along with its vision, goals, and policies. Mielke stated that they had applied for and were awarded the Safe Routes to School Grant.

The first reading of Ordinance 272 ø An Ordinance Regulating Sale Provisions Governing Persons Selling or Furnishing Alcoholic Beverages Pursuant to a Catererø Permit Issued Pursuant to M.S. § 340A.404(12), was held. Adm. Jaunich explained that individuals who have been issued a catererø

permit may sell intoxicating liquor as an incidental part of their food service and can move from city to city if they wish, essentially a traveling party. It was his recommendation that the City should have something in place regulating this type of activity.

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

RESOLUTION 37-2012
A RESOLUTION ACCEPTING A DONATION OF GOODS

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 eleven (11) tables from the Arlington Lions Club to be used within the Senior Building at Four Seasons Park; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington that the City accepts the donation of eleven tables in full and designates their use at the Senior Building.

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, Ruehling, Wills; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: Reetz.

Approved by the City Council of the City of Arlington this 21st day of May, 2012.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

Attest: /s/ Matthew Jaunich, City Administrator

Adm. Jaunich commented that he had finally been in contact with the company that submitted the bid for cleaning the Community Center (tabled at previous meeting). He noted that the bid was intended to be \$167, not \$67 as listed. Adm. Jaunich expressed his concerns that only one bid had been received, the bid was extremely low (prior to clarification) and the bidder never came in to view the facility. He stated that he had talked with the City's Insurance Agent regarding the requirement of making contractors have separate liability insurance when contracting for cleaning services. The Insurance Company and/or League of Cities does not require it as the contractors would be (technically) covered by the City's insurance if something would happen; it would be considered extra or additional insurance. Adm. Jaunich commented that he had been contacted by a local individual who had cleaned the Community Center previously, who informed him that they would be interested in doing so again if they didn't have to get their own liability insurance.

Motion by Ruehling, seconded by Pichelmann, and passed by unanimous vote to deny the bid from North American Cleaning for cleaning the Community Center.

Motion by Ruehling, seconded by Wills, and passed by unanimous vote to re-advertise the cleaning position for the Community Center without the requirement of having liability insurance.

Discussion was held on the County Wide Radio Upgrade. Adm. Jaunich stated that the County had applied for a grant to help with the costs to upgrade the EMS radio system to 800 MHz (a federal mandate); unfortunately they were not awarded the grant. It was noted that the County intends to pick up costs for the following: Arlington Police-2 mobiles, 3 portables; Arlington Ambulance-2 mobiles, 4 portables; Arlington Fire-5 mobiles, 12 portables. The City will have to cover the costs (approximately \$35,-\$40,000) for the following additional items: Police-1 portable; Ambulance- 3 portables; Fire-2 mobiles, 5 portables, 1 base and 1 charging station. The Council reviewed a proposal from Alpha Wireless. Adm. Jaunich commented that the outside warning sirens will also have to be upgraded, which

will be covered by both the County and City. Ruehling commented that the grant would be available again next year. Adm. Jaunich will put a plan/proposal together for a future meeting.

The Council reviewed a letter from the Head Start Program requesting permission to rent out the space at the Tech Center recently vacated by the Faith in Action Program and/or where the Planning & Zoning Adm. had been. The question was asked if they were looking for in kind or rental services. Adm. Jaunich expressed his concerns about this request as the City has been having some discussions about renovating the space to make it the EMS building (for fire/ambulance and police).

Motion by Ruehling, seconded by Pederson, and passed by unanimous vote to table action on the request from the Head Start Program for renting space at the Tech Center until such time as more information can be obtained.

Discussion was held on the CIP Rebate Program. Adm. Jaunich explained that in the past a specified dollar amount was allotted to be given out each year with regards to rebates. However, due to legislative changes a specified allotment is still required, but it now must equal a certain kilowatt hours saved. Adm. Jaunich stated that the City's current policy only allows up to 10% of the City's yearly allotment to be given to individual larger projects. He would like to see City Staff have the discretion to issue rebates to meet the CIP requirements.

Motion by Ruehling, seconded by Pederson, and passed by unanimous vote to give City Staff the Administrative Control regarding the issuance of CIP Rebates.

Adm. Jaunich stated that the Arlington Lions have donated 11 new tables to the City/Senior Citizens Building. He stated that he has received requests from both the general public and/or organizations to purchase the old tables or have them donated to their organizations.

Motion by Pederson, seconded by Wills, and passed by unanimous vote to give the old tables from the Senior Citizens Building away, but allow the Baseball Association first choice.

Adm. Jaunich provided an update on the County Ditch 6A/Petition from Vincent Danielson. He stated that the property owner has petitioned the County to have the ditch taken over by the Watershed. He added that if granted, the City would be negotiating with the Watershed regarding the connecting of this ditch into the City's storm water system on Freedom Drive.

Wills gave an update on the Fire Department Officers' meeting.

Pichelmann gave an update on the Hospital Board.

Adm. Jaunich stated that the TED Grant that the City applied was denied.

Motion by Wills, seconded by Pichelmann, and passed by unanimous vote to adjourn the meeting at 7:27 pm.

City Administrator Matthew Jaunich

Mayor James R. Kreft