

**ARLINGTON CITY COUNCIL
MEETING AGENDA
MAY 5, 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. (removed)~~
 - B) Approval of Bills.
 - C) Acknowledge Correction to 4-21-14 Consent Agenda Item K) Approval of Hiring Wayne Maiers as ~~On-Call Paramedic~~-EMT.

PUBLIC HEARINGS (NONE)

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council
6. Announcements
 - A) LMC's Annual Meeting in St. Cloud – June 18-20, 2014.
7. Communications
 - A) March Water & Wastewater Report.
 - B) April Building Permit Report.

REPORTS OF OFFICERS, BOARDS & COMMITTEES

8. Yearly Update: Kathy Homme – Arlington Public Library.

ORDINANCES & RESOLUTIONS

9. Ordinances

10. Resolutions

- A) Resolution 31-2014 - Approve the Twins Fields For Kids Grant Agreement to Fund Field Improvements at Sportsman's Park.

UNFINISHED BUSINESS

11. 2014 Electrical Improvement Project

- A) Approve/Not Approve Proposed Rate Increase (Shannon Sweeney, David Drown Assoc.)
- B) Resolution 30-2014 - Relating to \$695,000 Electric Utility Revenue Bonds, Series 2014B; Authorizing the Issuance, Awarding the Sale, Prescribing the Form and Details, Providing for the Payment Thereof.
- C) Approve/Not Approve Bond Purchase Agreement.

12. Authorize/Not Authorize Final Salary Negotiation of Step 8 (\$57,827) to Cory Danner, Police Chief.

13. Approve/Not Approve Employment Agreement with Tony Voigt, Maintenance Supervisor.

NEW BUSINESS

14. (Reserved)

MISCELLANEOUS BUSINESS

15. Council Committee Updates

16. Open Discussion

- A) 1985 Chevy C70 Fire Pumper Truck.

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 5, 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, Library Director Kathy Homme, Library Committee Member Jean Olson, Financial Advisor Shannon Sweeney, Kurt Menk

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

Remove item 4A) Approval of the April 21st Regular Meeting Minutes.

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

- A) ~~Approval of the April 21st Regular Meeting Minutes~~ (removed)
- B) Approval of Bills
- C) Acknowledge Correction to 4-21-14 Consent Agenda Item K) Approval of Hiring Wayne Maiers as ~~On-Call Paramedic~~ EMT.

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) LMC's Annual Meeting in St. Cloud – June 18-20, 2014.

The Council reviewed the following communications:

- A) March Water & Wastewater Report
- B) April Building Permit Report.

Library Dir. Kathy Homme and Jean Olson presented the annual report for the Public Library. Homme stated that she works 34 hours a week (County pays for 24 of them) and with the other staff working, the Library is able to be open 38 hours a week. She commented that two staff members will be eligible to work an additional 120 hours to help out during the summer reading program (this is also funded by the County). The Library has been utilized Tuesday evenings for GED classes. Homme commented that she continues to work with Sibley East and St. Paul's schools to get kids more involved in reading and averaged 7-9 classes a month at the library. She reviewed the statistics from the Traverse de Sioux district (which Arlington is a part of). She noted that Arlington's usage was down 6% from last year, while the district as a whole was down 8%. She commented that the e-books/magazines usage continues to grow. It was noted that the district had purchased a dual server, increased bandwidth from 3 to 6 and will be updating to 10 within next three months. Homme talked about maintenance issues with the building, including a water leak in the basement foundation. She stated that the fire safe dropbox has been approved, ordered and will be installed in the next few months. Homme talked briefly about their plans for the summer reading program "Reading Under the Big Top". It was noted that the computer usage is stable.

Homme gave an update on the APPL Committee (Friends of the Library). She stated that they hosted Dale Swanson, the author of the "39th Man" back in October; helped with Santa Day and the Arli-Dazzle event; held a quilt show; hosted the Mill City Strings, which are a part of the Mankato Symphony; and are currently holding a basket auction and the funds will go toward the summer reading program. It was noted that The Piatigorsky Foundation would be doing a return visit/presentation on May 15th at the Methodist Church. Homme commented that the APPL Committee was named in the Lorraine Nuessmeier Trust, which entitles them to a portion of the estate, private donations and/or cash memorials. APPL is working with the family to honor their wishes with how the money will be used.

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

RESOLUTION 31-2014

A RESOLUTION TO APPROVE THE TWINS FIELDS FOR KIDS GRANT AGREEMENT THAT WILL FUND FIELD IMPROVEMENTS AT SPORTSMAN'S PARK

WHEREAS, Arlington Parks Committee and the City of Arlington supports the grant application made to the Twins Community Fund for the Twins Fields for Kids Grant Program. The grant funds are to support the renovation project at Sportsman's Park which includes scraping/leveling field, landscaping, installing new bases, adding new diamond dust, replacing the backstop as well as replacing the 3 1/2' fencing with new 5' fencing. The grant funds will be used toward the excavating, scraping, forming, creating proper drainage, and seeding the field and outfield areas.

WHEREAS, Arlington Parks Committee and the City of Arlington recognize the one hundred (100) percent match requirement for the Twins Fields for Kids Grant amount of \$10,000, and the Parks Committee will secure the matching funds via private donations and pledges for donated labor/materials through a collaboration of the Parks Committee and a private group called the Arlington Sportsman's Club. These financial donations and "sweat equity" will come from local businesses, organizations and individuals/citizens. The City has also set aside levied dollars and reserves for park improvements (which is included in the attached project budget).

NOW, THEREFORE, BE IT RESOLVED, Arlington Parks Committee and the City of Arlington agree to accept the grant award, and may enter into an agreement with the Twins Community Fund for the above referenced project. Arlington Parks Committee and the City of Arlington will comply with all regulations as stated in the 2014 grant agreement, and

BE IT FURTHER RESOLVED, the Arlington Parks Committee names the fiscal agent for this project as the City of Arlington at 204 Shamrock Drive, Arlington MN, 55307.

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 5th 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.

Financial Advisor Shannon Sweeney was present to discuss the proposed rate increase related to the 2014 Electrical Improvement project, which was needed to help pay for the \$690,000 Revenue Bond, along with building a reserve for future projects. He explained that a proposal to purchase the bonds was solicited from Dougherty & Co. of Minneapolis, Minnesota. They have agreed to the purchase and were proposing an interest rate of 3.67%. He explained that a standard condition with issuing these types of bonds is that it meets debt coverage requirements. This means that the City charges sufficient rates in the

electric utility to ensure that net revenues equate to 125% of debt service payments (coverage). Sweeney commented that the City has not done this in the last three years and therefore was recommending a rate increase (of 6% on both base rate and demand charges) be considered and/or implemented. Adm. Donabauer stated the proposed rate increase would be effective immediately, but the City's fee schedule would have to be updated first. Sweeney presented a Bond Purchase Agreement for the Council to review, noting the payments would be \$60,000 per year.

Motion by Nuesse, seconded by Wills, and passed by unanimous vote to approve a rate increase of 6% for the electric utilities.

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

RESOLUTION 30-2014

A RESOLUTION RELATING TO \$690,000 ELECTRIC UTILITY REVENUE BONDS, SERIES 2014B; AUTHORIZING THE ISSUANCE, AWARDED THE SALE, PRESCRIBING THE FORM AND DETAILS, PROVIDING FOR THE PAYMENT THEREOF

(See official resolution book for complete resolution.)

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Ruehling 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 5th 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.

Motion by Ruehling, seconded by Nuesse, and passed by unanimous vote to approve the Bond Purchase Agreement with Dougherty & Co. as presented.

Discussion was held on the final salary negotiation for the Police Chief position offered to Officer Cory Danner. Adm. Donabauer stated that the Council had initially proposed a conditional offer for the starting salary to be at step 6 on the pay scale with the Police Committee being authorized to negotiate up to step 8. Donabauer commented that step 8 had been agreed to and Danner could start upon passing his psychological evaluation, physical and background check.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to authorize the final salary negotiation of step 8 to Cory Danner for the Police Chief position.

Adm. Donabauer commented that Tony Voigt had accepted the Maintenance Supervisor position. She added that he was also a volunteer fire fighter and noted that this would make things complicated as far as his pay (keeping maintenance hours separate from fire call hours). Donabauer stated that considerable research had been done on this matter (wanting to make sure the City is handling the pay correctly). An Employment Agreement had been drafted explaining how the pay would be handled; the Council reviewed it. Discussion was held.

Motion by Wills, seconded by Jaszewski, and passed by unanimous vote to approve the Employment Agreement with Tony Voigt, Maintenance Supervisor, as presented.

Jaszewski gave an update on the Parks Committee. He stated that they had met at Four Seasons Park to view the actual location of the Prairie Line Trail and determine what obstacles would have to be moved and where. Jaszewski commented that the Committee was waiting on bids for replacing the tin on the shelter at the Sportsman's Park. He noted that City Staff had done an inventory of the picnic tables and it was determined that 16 more tables (4 per year) were still needed. He stated that they will be discussing the Senior Center (possible improvements) at their next meeting.

Wills gave an update on the Fire Department. The FEMA grant received in 2009 had been closed out and they received what they were supposed to. The Fire Department was awarded a grant from McLeod Power and used it to purchase a vac-mattress (full-body splint). The Department had also received grain bin rescue equipment from UFC, valued at approximately \$2,300.

Wills gave an update on the Cable Commission. He stated that there was an issue recently with audio and video on Channels 7 and 8, but has since been resolved after contacting Mediacom. He added that the recording equipment at GFW School will be getting replaced/upgraded (where information for Chs. 7-8 is played) as it is over 10 years old and starting to give them problems. The Cable Commission is going to start reviewing the contract with Mediacom at its next meeting.

Nuesse gave an update on the recent EDA meeting. She stated that representatives from Mediacom, Frontier and Broadband were invited to the meeting and each provided information on their respective services and what they offered to Arlington residents as far as internet. She stated that it was agreed by the representatives that there would not be much to gain with the "Fiber to the Home" project; as they could adequately provide service to the residents of Arlington.

Adm. Donabauer stated that the 1985 Chevy C70 Fire Pumper Truck had been advertised for sale by sealed bids. She stated that no bids had been received by the deadline, however one bid had been received after the deadline (she did not open it). Staff researched some other options and found that Fahey Sales Auctions could list the truck at their upcoming auction; or it had been suggested to donate the truck to another department that may need one. Ruehling commented that after knowing the history of the truck, he didn't think it should be offered as a fire truck anymore (past its useful life). It was the consensus of the Council to authorize City Staff to take the truck to the Fahey Auction in Glencoe now, and place this on the next meeting agenda (authorize the sale at auction).

Motion by Nuesse, seconded by Reetz, and passed by unanimous vote to adjourn the meeting at 7:28 pm.

City Administrator Liza M. Donabauer

Mayor James R. Kreft