

**ARLINGTON CITY COUNCIL
MEETING AGENDA
MAY 6, 2013 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 15th Regular Meeting Minutes
 - B) Approval of the April 19th Special Meeting Minutes
 - C) Approval of the April 20th Special Meeting Minutes
 - D) Approval of the April 24th Special Meeting Minutes
 - E) Approval of Bills
 - F) Approve Use of Memorial Park and Waive Closing Time for Amateur Radio Emergency Field Day; June 29th and 30th.
 - G) Approve Amendment to Fire Relief Association By-Laws Relating to Interest Rate Paid to Deferred Members.
 - H) Approve Safe Routes to School Project Supervision Agreement with Sibley County Public Works.
 - I) Approve Chamber of Commerce Requests for Town & Country Days
 - a. Temporary 3.2 Liquor License for Four Seasons Park June 14th, 2013.
 - b. Dance Permit for Four Seasons Park June 14th and 15th, 2013.
 - J) Approve Hiring of Ashley Mercier Part-Time Library

PUBLIC HEARINGS (NONE)

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council

6. Announcements
 - A) League of Minnesota Cities Annual Conference June 19th & 20th in St. Paul.
7. Communications
 - A) April Building Permit Report
 - B) April Police Calls Report

REPORTS OF OFFICERS, BOARDS & COMMITTEES

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

ORDINANCES & RESOLUTIONS

9. Ordinances
 - A. None.
10. Resolutions
 - A. Resolution 25-2013: A Resolution Approving a County Project within Municipal Corporate Limits. (Safe Routes to School Project)

UNFINISHED BUSINESS

11. Wastewater Treatment Plant Expansion: Change Order - Paving at Plant.
12. Reserved

NEW BUSINESS

13. SMC Winthrop Clinic Lease Agreement.
14. CLOSED MEETING ó Preliminary Consideration of Discipline of an Employee
15. Approve/Deny Disciplinary Action for Employee (Open)

MISCELLANEOUS BUSINESS

16. Council Committee Updates
17. Open Discussion
 - A. Decommissioned Squad Car Retention/Sale.
 - B. Snow Plowing Bid Letting.

ADJOURNMENT

Reminders:

- 1) Library Committee ó May 15th 6:30 pm (Library)
- 2) EDA ó May 28th 6 p.m.
- 3) Hospital Board ó May 20th 5 p.m. (SMC)

**ARLINGTON CITY COUNCIL
MEETING MINUTES
MAY 6, 2013**

The regular meeting was called to order at 6:40 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, SMC Adm. Todd Sandberg, Library Director Kathy Homme, Kurt Menk

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

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

- A) Approval of the April 15th Regular Meeting Minutes
- B) Approval of the April 19th Special Meeting Minutes
- C) Approval of the April 20th Special Meeting Minutes
- D) Approval of the April 24th Special Meeting Minutes
- E) Approval of Bills
- F) Approve Use of Memorial Park and Waive Closing Time for Amateur Radio Emergency Field Day, June 29th and 30th
- G) Approve Amendment to Fire Relief Association By-Laws Relating to Interest Rate Paid to Deferred Members
- H) Approve Safe Routes to School Project Supervision Agreement with Sibley County Public Works
- I) Approve Chamber of Commerce Requests for Town & Country Days
 - a) Temporary 3.2 Liquor License for Four Seasons Park June 14th, 2013
 - b) Dance Permit for Four Seasons Park June 14th and 15th, 2013
- J) Approve Hiring of Ashley Mercier Part-Time Library.

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) League of Minnesota Cities Annual Conference June 19th and 20th in St. Paul.

The Council reviewed the following communications:

- C) April Building Permit Report
- D) April Police Calls Report.

Kathy Homme presented the annual report for the Public Library. Dir. Homme stated that the library is open more hours now with the welcomed addition of two part-time staff members. She commented that they continue to work with SE classes for library time, which included an ipad program with the junior and senior high students. She also commented on the amount of usage from patrons in conjunction with computer/internet use and/or programs offered through the Library. It was noted that the Library does offer home delivery to those individuals who are not physically able to come to the library, including the nursing homes. She also commented briefly on the various events/programs scheduled for this summer. It was noted that APPL (Friends of Library) obtained their 501c3 status.

SMC Adm. Sandberg presented a proposed Lease Agreement for the Winthrop Clinic, which is being funded by Ridgeview Medical Center. He reviewed the details of the lease and explained the concept of the new clinic. It was noted that the clinic would be approximately 4,000 sq. feet and be on the Good Samaritan campus, along with being attached to an assisted living complex. Sandberg commented that the cost of the project was estimated at 1.15 million dollars.

Motion by Jaszewski, seconded by Reetz, and passed by unanimous vote to authorize SMC to execute the Lease Agreement for the Winthrop Clinic (see attached for complete copy).

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

RESOLUTION 25-2013
A RESOLUTION APPROVING A COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS
(SAFE ROUTES TO SCHOOL PROJECT)

MN # SRTS 7213 (183)

WHEREAS, plans for Project No. SP 072-591-002 showing proposed alignment, profiles grades and cross-sections for the construction, reconstruction or improvement of County State-Aid Highway No. 2nd Ave NW within the limits of the City as a (Federal) (State) Aid Project have been prepared and presented to the City.

NOW, THEREFORE, BE IT RESOLVED: That said plans be in all things approved.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Jaszewski 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 6th day of May, 2013.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft, Mayor

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

Interim Adm. Smith-Strack presented a change order in the amount of \$13,738 for paving in the interior of the site with regards to the wastewater treatment plant expansion project. Brief discussion was held.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to approve the change order as presented above.

Discussion was held on the decommissioned squad car and whether it should be retained for staff use or sold. Wills felt that if it was still in good shape it should be sold. It was noted that the City also has a Bravada that it uses for staff needs. It was commented that both vehicles are not needed and one should be sold. Staff will be asked about both vehicles and one will be approved for sale by sealed bid at the next meeting.

Interim Adm. Smith-Strack explained that she had received a verbal request from one of the snow removal contractors to move the bidding process to earlier in the year versus late in the year. It was the theory that the City could get more bids or at the very least better pricing. It was the consensus to give it a try, with the understanding that if quality bids aren't received it could be re-advertised in fall.

Brief discussion was held on who would be available to attend the meeting the Contractor and City Engineer to close out the railroad project.

At 7:21 pm Mayor Kreft recessed the regular meeting to hold a closed meeting. He stated the purpose of the closed meeting was to have discussion regarding preliminary consideration of discipline of an employee. Discussion was held.

Mayor Kreft reconvened the regular meeting at 8:02 pm.

Motion by Wills, seconded by Nuesse, and passed by unanimous vote to approve disciplinary action of an employee as discussed during the closed meeting.

Motion by Wills, seconded by Ruehling, and passed by unanimous vote to adjourn the meeting at 8:03 pm.

Interim City Adm. Cynthia Smith-Strack

Mayor James R. Kreft