

**ARLINGTON CITY COUNCIL
MEETING AGENDA
SEPTEMBER 3, 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 August 19th Regular Meeting Minutes.
 - B) Approval of the August 19th Special Council Meeting Minutes.
 - C) Approval of Bills.
 - D) Approval of Bonfire on October 4th for Homecoming.
 - E) Accept Resignation of Todd Voigt, Part Time, Temporary Mowing/Weed Trimming Employee.
 - F) Accept Resignation of Brandon Voigt, Part Time, Temporary Mowing/Weed Trimming Employee.
 - G) Authorize Sale of Electric Meters to John Jones for Disposal of \$100.00.
 - H) Accept Resignation of Denny Adamski, Part Time Police Officer.
 - I) Approve Hiring of Julie Ehlers, Volunteer EMT.

PUBLIC HEARINGS (NONE)

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council
 - ~~B) Letter from Amarylis Nieland & Family RE: Forgiveness of Repayment of Grant Dollars Used for Remodel Project via the City of Arlington/Gaylord Housing Rehabilitation Program. (Removed)~~
6. Announcements
 - A) LMC Regional Meetings ó Various Locations in October.

- B) Sibley County Economic Development Commission "Growing Sibley County", Tuesday, September 17, 2013 from 11:45 to 3:30 p.m. at the Arlington Community Center.
- C) Ambulance's 21st Annual Harvest Event to Friday, September 20, 2013 from 4 to 8:00 p.m.
- D) Fall Appreciation Open House By Arlington Fire and Ambulance Departments at new EMS Building on Wednesday, September 25, 2013 at 6:00 p.m. (for Townships and Council).

7. Communications

- A) July Water & Wastewater Report
- B) August Building Permit Report

ORDINANCES & RESOLUTIONS

8. Ordinances

- A) Second Reading: Ordinance 282 "An Ordinance Amending Ordinance 168, The Arlington Subdivision Ordinance to Allow for Boundary Line Adjustments by Adding Section 7.25".

9. Resolutions

- A) 33-2013 to A Resolution Providing for Summary Publication of Ordinance 168 Entitled "The Arlington Subdivision Ordinance to Allow for Boundary Line Adjustments by Adding Section 7.25".
- B) 34-2013 to A Resolution Approving the Application for a Lawful Gambling Permit for Sibley East Wolverines Boosters, Inc. for a Raffle on October 16, 2013.

UNFINISHED BUSINESS

10. Discussion Items

- A) Animal Control.
- B) Safe Routes to School Project Wrap-Up.

NEW BUSINESS

11. 2014 Budget Discussion

- A) Approve/Determine Preliminary Tax Levy (Resolution 35-2013).
- B) Anticipated Savings in 2014 Resulting From Sales Tax Exemption.
- C) Set Time and Place of Truth & Taxation Hearing for Monday, December 2nd at 6:00 p.m.

MISCELLANEOUS BUSINESS

12. Council Committee Updates

13. Open Discussion

ADJOURNMENT

Reminders:

- Planning & Zoning to September 5th @ 7 pm
- Library to September 18th @ 5:30 pm (Library)
- FD Cap. Equip. Comm. to September 19th @ 7 pm (EMS)
- Parks to September 23rd @ 7 pm
- EDA to September 24th @ 6 pm
- Hospital Board to September 30th @ 5 pm (SMC)

**ARLINGTON CITY COUNCIL
MEETING MINUTES
SEPTEMBER 3, 2013**

The regular meeting was called to order at 6:35 p.m., Mayor Kreft presiding.

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

Members absent: None

Also present: City Administrator Donabauer, City Attorney Arneson, Kurt Menk

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

Add item 4H) Accept Resignation of Denny Adamski, Part Time Police Officer.

Add item 4I) Approve Hiring of Julie Ehlers, Volunteer EMT.

Remove item 5B) Letter from Amarylis Nieland & Family RE: Forgiveness of Repayment of Grant Dollars Used for Remodel Project via the City of Arlington/Gaylord Housing Rehabilitation Program.

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

- A) Approval of the August 19th Regular Meeting Minutes
- B) Approval of the August 19th Special Workshop Minutes
- C) Approval of Bills
- D) Approval of Bonfire on October 4th for Homecoming
- E) Accept Resignation of Todd Voigt, Part Time, Temporary Mowing/Weed Trimming Employee
- F) Accept Resignation of Brandon Voigt, Part Time, Temporary Mowing/Weed Trimming Employee
- G) Authorize Sale of Electric Meters to John Jones for Disposal of \$100.00
- H) Accept Resignation of Denny Adamski, Part Time Police Officer
- I) Approve Hiring of Julie Ehlers, Volunteer 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 announcements were reviewed:

- 1) LMC Regional Meetings ó Various Locations in October
- 2) Sibley County Economic Development Commission öGrowing Sibley Countyö, Tuesday, September 17, 2013 from 11:45 ó 3:30 p.m. at the Arlington Community Center
- 3) Ambulanceø 21st Annual Harvest Event ó Friday, September 20, 2013 from 4- 8:00 p.m.
- 4) Fall Appreciation Open House by Arlington Fire and Ambulance Departments at new EMS Building on Wednesday, September 25, 2013 at 6:00 p.m. (for Townships and Council).

The Council reviewed the following communications:

- C) July Water & Wastewater Reports
- D) August Building Permit Report.

The second reading of Ordinance 282 ó An Ordinance Amending Ordinance 168, The Arlington Subdivision Ordinance to Allow for Boundary Line Adjustments by Adding Section 7.25, was held.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to approve Ordinance 282 ó An Ordinance Amending Ordinance 168, The Arlington Subdivision Ordinance to Allow for Boundary Line Adjustments by Adding Section 7.25, as follows:

ORDINANCE NO. 282

AN ORDINANCE AMENDING ORDINANCE 168, THE ARLINGTON SUBDIVISION ORDINANCE TO ALLOW FOR BOUNDARY LINE ADJUSTMENTS BY ADDING SECTION 7.25

(See official ordinance book for complete copy of ordinance.)

Adopted by the City of Arlington on the 3rd day of September, 2013.

For City of Arlington:

/s/ James R. Kreft
By James R. Kreft
Itø Mayor

/s/ Liza M. Donabauer
By Liza M. Donabauer
Itø City Administrator

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

RESOLUTION 33-2013

A RESOLUTION APPROVING ORDINANCE 282, ENTITLED “AN ORDINANCE AMENDING ORDINANCE 168, THE ARLINGTON SUBDIVISION ORDINANCE TO ALLOW FOR BOUNDARY LINE ADJUSTMENTS BY ADDING SECTION 7.25” AND PROVIDING FOR SUMMARY PUBLICATION THEREOF

WHEREAS, the City of Arlington placed Ordinance 168 into effect several years ago; and,

WHEREAS, the Arlington Planning and Zoning Commission finds although portions of Ordinance 168 relating to boundary line adjustments is in need of clarification; and,

WHEREAS, the Planning and Zoning Commission initiated an amendment Ordinance 168 providing a process and review criteria for simple boundary line adjustments; and,

WHEREAS, the Arlington Planning and Zoning Commission has reviewed and studied the issue and developed text to be included in Ordinance 282; and,

WHEREAS, a public hearing was properly noticed and held on August 8, 2013 by the City of Arlington Planning and Zoning Commission; and,

WHEREAS, the Planning and Zoning Commission approved a resolution recommending the City Council approve Ordinance 282; and,

WHEREAS, the City Council approved the first reading of Ordinance 282 at its regular meeting on August 19, 2013; and,

WHEREAS, the City Council approved second reading and the adoption of Ordinance 282 at its regular meeting on September 3, 2013; and,

WHEREAS, the proposed ordinance is itemized in Exhibit A which is attached to this resolution; and,

WHEREAS, the City Council of the City of Arlington has determined the publication of the title and a summary of Ordinance 282 would clearly inform the public of the intent and effect of the Ordinance 282; and,

WHEREAS, prior to the publication of the title and summary, the Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Arlington hereby approves Ordinance 282 as presented in Exhibit A which is attached to this resolution; and,

BE IT FURTHER RESOLVED that the City Administrator shall cause a summary of Ordinance No. 282 to be published in the Cityø official newspaper at the earliest practicable date; and,

BE IT FURTHER RESOLVED, the summary publication shall read as follows:

On September 3, 2013 the City Council of the City of Arlington approved Ordinance 282, entitled, "An Ordinance Amending Ordinance 168, the Arlington Subdivision Ordinance, by Adding Section 7.25 Relating to Boundary Line Adjustments" The Ordinance in its entirety is available for review and/or photocopying during regular office hours at the City of Arlington, 204 Shamrock Drive, Arlington, Minnesota 55307. The Ordinance provides for simple boundary line adjustments through an administrative process following submittal of a certificate of survey when the resulting parcels conform to the underlying zoning district standards and/or lessen non-conformity.

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.

Approved by the City Council of the City of Arlington this 3rd day of September, 2013.

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.

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

RESOLUTION 34-2013
A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR
SIBLEY EAST WOLVERINES BOOSTERS, INC.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby approves the application for a Lawful Gambling Permit as submitted by the Sibley East Wolverines Boosters, Inc. for a Raffle on October 16, 2013.

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 3rd day of September, 2013.

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.

Adm. Donabauer provided an update on her research with regards to animal control (stray cats). She stated that she had been in contact with an organization that would be willing to come to Arlington for \$700 per month to collect strays. They also proposed a catch, neuter and release program. Adm. Donabauer had also contacted the Hutchinson Animal Shelter. They would be willing to help out and take strays provided they have room. Attorney Arneson had made some revisions to the pet ordinance (as recommended at a previous meeting) and presented said redraft for the Council's consideration. He stated that he changed the paragraph referring to the collection and/or impoundment of strays to read that the City is no longer responsible for this. Concern was expressed about stray dogs. Ruehling commented that the Police Department should be allowed to exercise their discretion when it comes to all strays and determine if they need to be picked up and taken to a shelter (Fairfax); as sometimes there are special circumstances such as a rabies incident, etc. Reetz expressed concern about officers transporting strays any distance out of town.

Adm. Donabauer stated that the Safe Routes to School project had been completed. She noted that there were four areas that needed additional work (would be overage charges) and had been taken care of by the Contractor. It was noted that City Staff would be responsible for watering the seeded areas. Adm. Donabauer added that there would be a savings (estimated \$8,000-\$10,000) with the project since areas were seeded versus being sodded as had been originally planned. She reviewed the billing/payment process.

Discussion was held on the Preliminary Tax Levy. It was noted that the proposed levy was at 4.84%. She reminded the Council that once the preliminary levy is set it cannot be raised; only lowered for the final levy that is approved in December.

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

RESOLUTION 35-2013
A RESOLUTION PROPOSING THE 2013 TAX LEVY, COLLECTIBLE IN 2014

BE IT RESOLVED, by the City Council of the City of Arlington, County of Sibley, Minnesota, that the following sums of money be levied for the current year, collectible in 2014, upon taxable property in the City of Arlington, for the following proposed purposes:

General Fund	\$563,662
Fire Certificate	\$ 40,000
2004 Improvement Bond	\$ 65,000
Pub. Proj. Lease Rev.	\$ 70,000
2009 G.O. RF Bonds	\$ 38,600
2012 G.O. Bonds	\$ 13,400
Other Levies (Tax Abatement)	<u>\$ 2,800</u>
Total Tax Levy	\$793,462

TOTAL CERTIFIED TAX LEVY \$ 793,462.00

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Reetz 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 3rd day of September, 2013.

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.

Adm. Donabauer stated that a recent change made by the Legislature will provide the City with a sales tax exemption in 2014 (potential savings of \$5,300).

It was the consensus of the Council to set Monday, December 2, 2013 at 6:00 p.m. as the date/time for the 2013 Truth in Taxation Hearing for Taxes Payable in 2014, which is to be held at the Arlington Community Center in the Council Chambers.

Wills commented that the Cable Commission approved a \$2,000 grant for the Emergency Services meeting room for audiovisual equipment.

Adm. Donabauer explained that the directional signs for the EMS Building had been ordered and were \$44 each.

Adm. Donabauer stated that she had contacted the County Engineer about cost sharing the blinking stop sign for Main Street. The Council reviewed an email for the Engineer which stated they would not be splitting costs (various reasons were given).

Brief discussion was held on vehicle speed on Main Street. Nuesse expressed concern that 30 mph was too fast. Wills commented that many years ago the City had applied to have the speed reduced to 20 mph, but it was denied via the State.

Attorney Arneson gave an update on the Matz fish house building permit. He stated that it went to trial on August 26th. He explained that PZ Adm. Smith-Strack did an excellent job of providing the judge with a timeline and information about the structure. The judge was taking testimony under advisement and would be letting them know his decision.

Adm. Donabauer commented that with the resignation of the two individuals for mowing earlier in the meeting, the City was again in need of assistance. She stated that even though it is dry some areas need to be touched up. She questioned if the Council would allow Jen Strack to once again help out as she did in the spring. Reetz opposed as Strack would be at a higher wage, plus would put her at full-time. It was suggested to re-advertise the position.

Motion by Nuesse, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 7:22 pm.

City Administrator Liza M. Donabauer

Mayor James R. Kreft