

ARLINGTON CITY COUNCIL
MEETING MINUTES
MAY 16, 2011

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

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

Members absent: Pederson

Also present: City Administrator Jaunich, City Attorney Arneson, City Auditor Tom Olinger, Don Burgess, Kim Yang, Tim Haggenmiller, Police Chief Rovinsky, Denise Cote, Kurt Menk

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

Add item 16) HAMS Radio (amateur radio) Request for use at Memorial Park.

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

- A) Approval of the May 2nd Regular Meeting Minutes
- B) Approval of the Bills
- C) Approval of Extra Library Service Agreement
- D) Accepting the Resignation of Elijah Schewe from the Police Department
- E) Approval of Replacement of Media for BioCube for \$4,136.25 plus freight.

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) HIPPA Training for Public Safety Officials has been scheduled for May 25th @ 7:00 pm
- 2) City Offices will be closed on Monday, May 30th for Memorial Day
- 3) 2011 LMC Annual Conference in Rochester from June 15-17.

The Council reviewed the following communications:

- 1) April Financial Reports
- 2) Arbor Day Event Collaboration with the School
- 3) City Administrator Project List
- 4) Meeker-McLeod-Sibley Community Health Board Report on Community Support for Minnesota's SHIP.

Sibley County Emergency Amateur Radio Services Coordinator Don Burgess was present to request permission to use Memorial Park for an upcoming event in which they would be using HAM Radios. He commented that they hold an annual event during the last week in June called 'Field Day'. He explained that the purpose of the event is to operate and practice emergency communications with other services such as Homeland Security or FEMA (on the local, State or National level), to test the equipment to make sure everything is working correctly. He stated that this would not interfere in any way with City utilities/services. Burgess commented that various representatives from each community within Sibley County, such as: Councils, Fire, Police, SMC, Ambulance, Girl/Boy Scouts, etc.; will be invited to attend the event being held at Memorial Park on June 25-26 so they can see how things work.

Motion by Wills, seconded by Reetz, and passed by unanimous vote to approve the use of Memorial Park for the 'Field Day' event as mentioned above on said dates.

Tom Olinger from Abdo, Eick & Meyers presented the 2010 Audit Report and Management Letter. He noted the changes/improvements made from the previous year. He commended Staff on the improvements.

Motion by Wills, seconded by Pichelmann, and passed by unanimous vote to approve the 2010 Audit Report and Management Letter as presented.

Denise Cote from Johnson Controls presented the Post Construction and one (1) year Energy Savings Performance Report. She gave a brief history about what the project all entailed (installation of energy efficiency lighting, upgrades on controls for automated systems, etc.) and stated that the City had achieved the savings goal they had set. She noted that there are ongoing issues with the street lights, but they were working on corrective measures with the manufacturer. Cote also inquired if the City was interested in pursuing additional savings programs.

Tim Haggemiller presented the annual report for the Planning & Zoning Committee. He stated that PZ Adm. Smith-Strack does a wonderful job of keeping the group on task and up-to-date on things. He commented that many amendments have been made to the Zoning Ordinance. He noted that the PZ Committee is now working with the High Island Creek Watershed District on creating ordinance standards relating to erosion and sediment control and storm water management. He added that they are also pursuing Green Step Cities designation from the MPCA.

The second reading of Ordinance 257 – An Ordinance Establishing Arlington Fire Department Fire Call Billing Procedures, was held. Adm. Jaunich commented that no changes had been made since the first reading.

Motion by Wills, seconded by Reetz, and passed by unanimous vote to approve Ordinance 257 – An Ordinance Establishing Arlington Fire Department Fire Call Billing Procedures, as follows:

ORDINANCE 257
AN ORDINANCE ESTABLISHING ARLINGTON FIRE DEPARTMENT FIRE CALL BILLING
PROCEDURES

(See attached for complete ordinance.)

Adopted by the City of Arlington on the 16th day of May, 2011.

Signed: /s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator

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

RESOLUTION 32-2011
A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 257 ENTITLED “AN
ORDINANCE ESTABLISHING ARLINGTON FIRE DEPARTMENT FIRE CALL BILLING PROCEDURES”

WHEREAS, the City Council of Arlington routinely passes ordinances to promote the public safety, health and welfare of the residents of Arlington; and

WHEREAS, the City Council initiated an ordinance (257) to amend and supersede Ordinances 189 and 191 establishing fire call billing procedures for the Arlington Fire Department; and

WHEREAS, the City Council held a first reading of Ordinance 257 at its regular meeting on May 2, 2011; and

WHEREAS, the City Council approved the second reading and adoption of Ordinance 257 at its regular meeting on May 16, 2011; and

WHEREAS, the City Council of the City of Arlington has determined the publication of the title and a summary of Ordinance 257 entitled “An Ordinance Establishing Arlington Fire Department Fire Call Billing Procedures”; 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 Administrator shall cause a summary of Ordinance 257 to be published in the City’s official newspaper at the earliest practicable date.

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

“On May 16, 2011, the City Council of the City of Arlington approved Ordinance 257 entitled ‘An Ordinance Establishing Arlington Fire Department Fire Call Billing Procedures’. 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 purpose of the ordinance is to amend previous ordinances dealing with the billing procedures of the Arlington Fire Department. The Ordinance also addresses charges for responding to accidents not related to fires.”

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Pichelmann and upon poll being taken thereon the following voted in favor thereof: Pichelmann, Reetz, Ruehling, Wills; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: Pederson.

Approved by the City Council of the City of Arlington this 16th day of May, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator

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

RESOLUTION 33-2011
A RESOLUTION ACCEPTING A DONATION AND DESIGNATING ITS USE

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 money from the family of Marilyn Thomes for use at the Arlington Public Library; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington that the City accepts the \$872.72 donation in full from the family of Marilyn Thomes and designates its use to the Arlington Public Library for general use.

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

Approved by the City Council of the City of Arlington this 16th day of May, 2011.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator

The Council reviewed a memo from Consultant Smith-Strack regarding the submittal of a Safe Routes to School Grant Application. Mayor Kreft provided some background on the Safe Routes program. It was noted that the funds would be used for infrastructure within Arlington as part of their trails/sidewalks plan.

Motion by Pichelmann, seconded by Ruehling, and passed by unanimous vote to approve the submittal of the Safe Routes to School Grant Application.

Brief discussion was held on the City entering into the 'social' media setting. Adm. Jaunich presented a policy for use of same.

Motion by Reetz, seconded by Pichelmann, and passed by unanimous vote the Social Media Policy as follows:

Disclaimer and Comment Policy for Social Media

The City of Arlington uses social media to provide two-way communication with the public and the City. The City of Arlington's use of social media is intended to be a supplemental source of news and information about the City. The City reserves the right, at the City's sole discretion, to change, modify, add or delete comments, photos and videos in accordance with this policy.

The City of Arlington welcomes participation/comments from the public on any of its social media sites. Once posted, the City reserves the right to delete comments that:

- Are implicitly or explicitly vulgar
- Are personal attacks of any kind
- Are offensive
- Are prejudiced or hurtful remarks made toward any person or entity, including any ethnic, racial, or religious group
- Are spam
- Include sales/promotion of goods or services, or links to other sites
- Are off-topic
- Advocate illegal activity
- Promote services, products, or political organizations
- Infringe on copyrights or trademarks

The City of Arlington reserves the right to reproduce any pictures or videos posted to any of its social media sites. The City reserves the right to quote any comments or suggestions left by users.

Advertising

The City of Arlington does not endorse any products, service, company or organization advertising on its social media pages. The ads that appear on social media pages are sold, posted and maintained by those social media sites.

Privacy Policy

The City of Arlington does not share information gathered through its social media sites with third parties for promotional purposes. However, any information you provide to the City is subject to the Minnesota Government Data Practices Act. This law classifies certain information as available to the public on request.

Please note that comments expressed on the City's social media sites do not reflect the opinions or positions of the City of Arlington, its employees, or elected or appointed officials.

Reetz provided an update on the Fiber to the Home project. He stated that the Executive Board has been discussing with the League of MN Cities insurance coverage/claims and how things would work since there were separate entities (Cities and Counties) involved.

Police Chief Rovinsky was present to discuss City Staffing needs for the Town & Country Days celebration, including the parade which is being held on Sunday. He presented a proposed schedule of officers/hours (based on previous years). It was noted that the T&C Days Committee has not requested any kind of additional support, nor have they provided their security plan for the dance area. Some discussion was held on whether the Chamber of Commerce could be billed for the additional police staffing. The Council reviewed the parade route and need for staffing (Officers and City Street Department) to control various (critical) intersections in addition to having just barricades at some. Rovinsky commented that some of the Parade Committee members were going to be assisting at the barricaded only intersections. Mayor Kreft commented that this is a 'city' celebration and the local government should be involved, but at the same time it has to watch costs associated therewith.

Motion by Wills, seconded by Pichelmann, and passed by unanimous vote to table discussion/action on the Staffing Requests related to the T&C Days event until more information can be obtained, more specifically a security plan for the dance area from the Arlington Dugout.

Adm. Jaunich commented that the Fire Department had received a grant in the amount of \$1,850 from CenterPoint Energy. He stated that CenterPoint would like to make a formal presentation at an upcoming Council meeting.

Brief discussion was held on purchasing a construction role for the compost site. He explained that it is designed to help with water runoff/filtering. Adm. Jaunich commented that it could be added as a cost under the Wastewater Treatment Improvement for erosion control purposes. City Engineer was looking into pricing.

Motion by Wills, seconded by Ruehling, and passed by unanimous vote to adjourn the meeting at 8:12 pm.

City Administrator Matthew Jaunich

Mayor James R. Kreft