

**ARLINGTON CITY COUNCIL  
MEETING AGENDA  
AUGUST 4, 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 July 21<sup>st</sup> Regular Meeting Minutes.
  - B) Approval of the July 21<sup>st</sup> Budget Workshop Meeting Minutes.
  - C) Approval of Bills.
  - D) Approval of Changes to Personnel Manual.

**PUBLIC HEARINGS**

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
  - A) Citizens Addressing the Council.
6. Announcements
  - A) Filing for Mayor and Two City Council Positions from July 29 - August 12, 2014.
  - B) Primary Election is August 12, 2014.
  - C) RSMC Annual Ice Cream Social is August 20<sup>th</sup> from 4-7:30 p.m. in Memorial Park.
  - D) City Offices will be closed on Monday, September 1<sup>st</sup> for Labor Day (Council Meeting will be Tuesday, September 2<sup>nd</sup>).
  - E) Special Budget Workshop Meeting – September 2<sup>nd</sup> at 5:00 p.m.
7. Communications
  - A) June Financial Reports (City Administrator Summary)
  - B) July Building Permit Report.
  - C) Thank You Letter from Red Ribbon Ride for Use of Four Seasons Park on 7-19-14
  - D) Report from MN Department of Revenue – 2015 Certified Local Government Aid (LGA).

## **REPORTS OF OFFICERS, BOARDS & COMMITTEES**

None.

## **ORDINANCES & RESOLUTIONS**

### 8. Ordinances

None.

### 9. Resolutions

A) 51-2014 – Setting a Public Hearing on a Utility Easement Vacation

B) 52-2014 – Approving a Gambling License for the Arlington Area Chamber of Commerce Raffle Event on 12-06-14 at the City Parking Lot – Main Street.

## **UNFINISHED BUSINESS**

10. None.

## **NEW BUSINESS**

11. Approve/Not Approve Three-Person Police Department (Budget & Schedule).

## **MISCELLANEOUS BUSINESS**

12. Council Committee Updates.

13. Open Discussion.

## **ADJOURNMENT**

### Reminders:

Planning & Zoning – August 7<sup>th</sup> @ 7 pm

Parks – August 25<sup>th</sup> @ 7 pm

EDA – August 26<sup>th</sup> @ 6 pm

**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
AUGUST 4, 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, Police Chief Danner, Kurt Menk

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

7D) Report from MN Department of Revenue – 2015 Certified Local Government Aid (LGA).

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

- A) Approval of the July 21<sup>st</sup> Regular Meeting Minutes
- B) Approval of the July 21<sup>st</sup> Budget Workshop Meeting Minutes
- C) Approval of Bills
- D) Approval of Changes to Personnel Manual.

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) Filing Period for Mayor and Two City Council Positions is from July 29 – August 12, 2014
- B) Primary Election is August 12, 2014
- C) RSMC Annual Ice Cream Social is August 20<sup>th</sup> from 4-7:30 pm in Memorial Park
- D) City Offices will be closed on Monday, September 1<sup>st</sup> for Labor Day (Council Meeting will be Tuesday, September 2<sup>nd</sup>)
- E) Special Budget Workshop Meeting – September 2<sup>nd</sup> at 5:00 pm.

The Council reviewed the following communications:

- A) June Financial Reports (City Administrator Summary)
- B) July Building Permit Report
- C) Thank You Letter from Red Ribbon Ride for use of the Four Seasons Park on 7-19-14
- D) Report from MN Department of Revenue – 2015 Certified Local Government Aid (LGA).

It was noted that there were no reports from Officers, Boards or Committees.

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

**RESOLUTION 51-2014**

**A RESOLUTION SETTING A PUBLIC HEARING ON A UTILITY EASEMENT VACATION**

**WHEREAS**, the City Council previously approved a final plat entitled “Hutchco ScottEquip Subdivision” filed jointly by Hutchinson Cooperative and Scott Equipment Company;

**WHEREAS**, there are no City utilities placed in an easement proposed for vacation; and,

**WHEREAS**, the aforementioned plat includes easements placed on, over, and under the location where utilities are actually present; and,

**WHEREAS**, the City Council pursuant to Minnesota Statute §412.851 desires to consider the vacation of a portion of a City utility easement running over, on, and under the following described pathway in the Arlington Industrial Park:

“An easement corridor 16 feet wide, lying 8 feet on each side of the following described centerline: Beginning at the southwest corner of Lot 1, Arlington Industrial Park Plat, thence South 44 degrees 09 minutes east 170 feet to a point on the southwest boundary line of said Lot 1, which said point is the actual point of beginning of the centerline to be described; thence continuing South 44 degrees 09 minutes east 80 feet to the southeast corner of said Lot 1, thence North 45 degrees 51 seconds east 475 feet to the intersection of said line with the southwest boundary line of Lot 2, Arlington Industrial Park Plat, thence South 44 degrees 09 minutes east 28.96 feet to the southeast corner of said Lot 2, thence North 45 degrees 54 minutes east a distance of 992.58 feet, more or less, to a point which is the southwest corner of Lot 5, Arlington Industrial Park Plat, and said centerline there terminating”.

**NOW THEREFORE BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF ARLINGTON, COUNTY OF SIBLEY, MINNESOTA:**

1. The Council will consider the vacation of such utility easement and a public hearing shall be held on such proposed vacation on the 18<sup>th</sup> day of August, 2014, before the City Council in the Council Chambers at the Community Center, 204 Shamrock Drive, at 6:30 p.m. or shortly thereafter.
2. The City Administrator is hereby directed to give published, posted and mailed notice of such hearing as required by law.

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.

The foregoing resolution was adopted by the City Council of the City of Arlington this 4<sup>th</sup> day of August, 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.

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

**RESOLUTION 52-2014**

**A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR ARLINGTON AREA CHAMBER OF COMMERCE**

**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 Arlington Area Chamber of Commerce for a raffle event on December 6, 2014 at the City of Arlington Main Street Parking Lot.

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.

The foregoing resolution was adopted by the City Council of the City of Arlington this 4<sup>th</sup> day of August, 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.

Discussion was held on a proposed 3-person police department. Police Chief Danner was present. Adm. Donabauer provided a brief summary (past discussions) on the subject of having a 3-person department. She presented a budget showing the differences between a 2-person vs. 3-person department. It was noted that a 3-person department would be able to cover 120-128 hours a week. Chief Danner believes a larger department would be beneficial to the City and its residents based on the following:

- 1) Providing more accountability with the department, having officers able to follow up on issues as they arise (taking ownership of their calls) and making officers available more often;
- 2) Public Safety reasons: officers out on the streets more hours during the day (being more visible);
- 3) Consistency with how calls and/or traffic stops are handled;
- 4) Public interaction and education through presentations in schools on safety and/or scams.

Wills commented that he would like to discuss the use of part-time officers further at a Police Committee meeting. Ruehling commented that he believes that the City is well under way to establishing a quality police department again; a 3-person department would be a big benefit to the City. Jaszewski questioned why the change to a larger department was needed when the County provides assistance. Ruehling stated it has a lot to do with what Chief Danner said (above: quality, consistency, safety) and city population dictates it. Reetz added that the cost associated with the use of part-time officers continues to increase. Mayor Kreft commented that full-time staff has a vested interest in the process.

Motion by Wills, seconded by Jaszewski, and passed by unanimous vote to table discussion/action on the 3-person Police Department until after the September 2<sup>nd</sup> Budget meeting.

Jaszewski gave an update on the most recent Parks Committee meeting. They reviewed the proposed 2015 budget and agreed that another walk through the parks was needed in October to determine what (if any) repairs will be needed next year. Jaszewski stated that they also discussed the concept of 'adopt a park' and also a farmer's market.

Nuesse stated that the EDA has been discussing access to the new industrial park.

Brief discussion was held on getting the parks fixed up (mulch and red rock down). Adm. Donabauer stated that in lieu of being short-staffed and the flooding earlier this year, staff is doing everything they can.

Brief discussion was held on the proposed panels (color and wording) for the LED sign.

Motion by Nuesse, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 7:14 pm.

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City Administrator Liza M. Donabauer

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Mayor James R. Kreft