

**STON CITY COUNCIL  
ETING AGENDA  
JANUARY 19, 2010 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 January 4<sup>th</sup> Regular Meeting Minutes
  - B) Approval of Bills
  - C) Accept Letter of Resignation from Denise Swenson from the Police Committee

**PUBLIC HEARINGS**

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
  - A) Citizens Addressing the Council
6. Announcement
  - A) SEDCO Joint EDA Meeting is Thursday, January 21<sup>st</sup> @ 6:30 p.m.
7. Communications
  - A) 2009 Year End Building Permit Report
  - B) November Water/Wastewater Report
  - C) December Financial Report
  - D) City Administrator Project List
  - E) EDA Director's Quarterly Report

## **ICERS, BOARDS & COMMITTEES**

### **ORDINANCES & RESOLUTIONS**

#### 8. Resolutions

- A) 08-2010 ó Accepting Donation
- B) 09-2010 ó Approve/Deny Administrative Lot Split for Steve and Mary Trocke
- C) 10-2010 ó Additional Mayoral Appointments

### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

#### 9. Ambulance Longevity and Incentive Plan

- A) Approve/Deny Plan
- B) Approve/Deny Incentive Payout

#### 10. 2009 Year End Fire and Ambulance Financial/Call Reports

#### 11. Approve/Deny Water Bill for the Baseball Field

### **MISCELLANEOUS BUSINESS**

#### 12. Council Committee Updates

#### 13. Open Discussion

### **ADJOURNMENT**

#### Reminders:

- 1) EDA ó January 20<sup>th</sup> @ 6:00 p.m. (Tech Center)
- 2) Library ó January 20<sup>th</sup> @ 6:30 pm (Library)
- 3) Parks ó January 20<sup>th</sup> @ 7:00 pm
- 4) Police Committee - January 25<sup>th</sup> @ 1:00 pm (Tech Center)
- 5) Hospital Board ó January 25<sup>th</sup> @ 5:00 pm
- 6) Cemetery ó January 27<sup>th</sup> @ 8:30 am
- 7) Utility Committee ó January 28<sup>th</sup> @ 2:00 pm

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

Members present: Mayor Kreft, Pederson, Pichelmann, Vrklan, Wills

Members absent: Reetz

Also present: Adm. Jaunich, City Attorney Arneson, Kurt Menk

Motion by Vrklan, seconded by Pederson, and passed by unanimous vote to approve the agenda with the following additions/changes:

Add item 4C) Accept Letter of Resignation from Denise Swenson from the Police Committee.

Add item 11) Approve/Deny Water Bill for the Baseball Field.

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

- A) Approval of the January 4<sup>th</sup> Regular Meeting Minutes
- B) Approval of the Bills
- C) Accept Letter of Resignation from Denise Swenson from the Police Committee.

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) SEDCO Joint EDA Meeting is Thursday, January 21<sup>st</sup> @ 6:30 pm.

The Council reviewed the following communications:

- 1) 2009 Year End Building Permit Report
- 2) November Water/Wastewater Report
- 3) December Financial Report
- 4) City Administrator Project List
- 5) EDA Director's Quarterly Report.

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

**RESOLUTION 9-2010**

**A RESOLUTION APPROVING AN ADMINISTRATIVE LOT SPLIT FOR STEVE AND MARY TROCKE  
FOR PROPERTY NO. 310717000.**

WHEREAS, The City's Subdivision Ordinance (Ordinance No. 168) provides for administrative lot splits; and

WHEREAS, Under Ordinance 168, the City Council may approve an administrative lot split following review and recommendation by the Planning Commission; and

WHEREAS, The City has received a completed application for an Administrative Lot Split from Steve and Mary Trocke, owners of industrial property adjacent to 6<sup>th</sup> Avenue SE; and

WHEREAS, Said property is legally defined as Section 15, Township 113, Range 27, Book of Titles, Pg 311, City of Arlington, Sibley County MN with a parcel identification number of 310717000; and

WHEREAS, The Planning Commission reviewed the lot split application at a meeting on January 7, 2010; and

mends approval of the lot split provided certain conditions are met;

WHEREAS, The City Council reviewed the request for an administrative lot split on January 19, 2010.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Arlington hereby approves an administrative lot split for the aforementioned property as represented in the application submitted by Steve and Mary Trocke on December 30, 2009, contingent on the following:

1. *The property owner agrees to connect to municipal drinking water and sanitary sewer utilities when they become available to the property as per the water/sewer ordinances in effect at that time.*
2. *The property owner recognizes the presence of a 66' right-of-way easement which abuts the eastern property boundary.*
3. *The property owner shall contract with a licensed surveyor to produce a certificate of survey illustrating the resulting parcels. Said certificate of survey shall be recorded at the Sibley County Recorder's Office.*

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

Approved by the City Council of the City of Arlington this 19<sup>th</sup> day of January, 2010.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

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

**RESOLUTION 10-2010  
A RESOLUTION RATIFYING ADDITIONAL MAYORAL APPOINTMENTS**

BE IT RESOLVED that Mayor James R. Kreft has appointed the following individuals to the following appointments:

*Cemetery Committee:*

Citizen Appointees: Gordon Schauer (2011)

*Park Committee/Shade Tree Board:*

Citizen Appointees: Lesley Kaesermann (2011)  
Jill Warzecha (2011)

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

Approved by the City Council of the City of Arlington this 19<sup>th</sup> day of January, 2010.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

Adm. Jaunich gave a brief history on the ambulance retirement plan. He explained that such a plan is illegal for a municipality to have, but the City still wants to provide some form of benefit to the members. In doing some research, it was determined that incentive plans are legal (not the same as

presented a Longevity & Incentive Plan that had been put plan. He stated that the Ambulance members and Employee It was noted that the Ambulance members would like to see a yearly payout (option A), but the Employee Relations Committee wanted a 5-year payout (option B - incentive to stay on the service longer). Some discussion was held on how payouts for existing members would be handled.

Motion by Pichelmann, seconded by Vrklan, and carried (Pederson abstained) to approve the Longevity & Incentive Plan for Volunteer Ambulance Service with a 5-year payout (Option B) as follows:

**Longevity and Incentive Plan for Volunteer Ambulance Service**

**Purpose**

The Arlington Longevity and Incentive Plan for Volunteer Ambulance Service members were established by the Arlington City Council in 2010. The purpose of the policy is to reward and retain volunteer ambulance service personnel, and to provide incentives for volunteers to enter emergency medical services with the City. Volunteers will receive an incentive compensation if they meet the general guidelines as laid out in this plan.

**General Guidelines**

- 1) To be eligible to receive incentive compensation, a volunteer must have accrued at least five years of service credits with the Arlington Ambulance Department.
- 2) To receive a service credit, one must have 800 hours of service in per year to be eligible for that year's service.
- 3) The 800 hours must be volunteer and not a full or part-time paid position with the City of Arlington.
- 4) Member's individual service year will begin with their 1<sup>st</sup> day of service as an EMT/First Responder.
- 5) All incentive compensation is considered taxable income on a W-2 Form.
- 6) All incentive pays will be received during the month of December after all hours have been calculated.
- 7) No payment may be deferred to a future year.

**"Incentive" Payout Amounts**

Incentive payments will be issued on the following schedule:

<b><u>YEARS OF SERVICE CREDITS</u></b>	<b><u>INCENTIVE PAY</u></b>
After 5 <sup>th</sup> Year of Service	\$2,000
After 10 <sup>th</sup> Year of Service	\$3,000
After 15 <sup>th</sup> Year of Service	\$4,000
After 20 <sup>th</sup> Year of Service	\$5,000
After 25 <sup>th</sup> Year of Service	\$6,000

Motion by Vrklan, seconded by Pichelmann, and carried (Pederson abstained) to approve the incentive payout of \$40,000 per the above schedule to the current active ambulance members.

Adm. Jaunich explained that a \$5,000 donation had been received from the Baseball Association and that its use had not been specified; therefore, it was his intention to apply the donation to the water fund. He was informed by staff that the Baseball Assn. has given a donation to the City for several years, which then has been applied to pay off the summer water bill (in Association's name) for the Baseball Park, at which time there is an outstanding bill for this year. He stated that a donation cannot be used to pay off a bill. Attorney Arneson commented that the ball field is owned by the school, but the Baseball



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during the summer. He stated that there is an agreement for cost sharing, etc. It was noted that the ball field is also used for the City's summer recreation program. Several options on how to fix the problem were mentioned and will be researched further.

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

**RESOLUTION NO. 8-2010  
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 Arlington Baseball Association for water use at the Arlington Baseball Field.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington that the City accepts the \$5,000 donation in full and designates its use to the general fund.

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

Approved by the City Council of the City of Arlington this 19<sup>th</sup> day of January, 2010.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

Motion by Pichelmann, seconded by Pederson, and passed by unanimous vote to table action the water bill for the Baseball Association/Baseball Park, in order to research the matter further.

Adm. Jaunich presented the 2009 Year End Fire and Ambulance Financial/Call Reports. Discussion was held on the rates currently being charged to the Townships and City of Green Isle for emergency services. Adm. Jaunich commented on a formula that he had put together for how to charge the townships and City of Green Isle for said emergency services.

Motion by Vrklan, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 7:55 pm.

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City Administrator Matthew Jaunich

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Mayor James R. Kreft