

STON CITY COUNCIL MEETING AGENDA

**MAY 17, 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 May 3rd Regular Meeting Minutes
 - B) Approval of Bills

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Les Bening ó Request to waive \$580 Fire Department Bill
 - B) Citizens Addressing the Council
6. Announcement
 - A) City Offices will be closed on Monday, May 31st for Memorial Day
 - B) LMC Annual Conference is June 23-25 in St. Cloud
7. Communications
 - A) April Financial Reports
 - B) Update on State Budget

REPORTS OF OFFICERS, BOARDS & COMMITTEES

8. Planning and Zoning Annual Report
9. Yearly Library Committee Report

FINANCES & RESOLUTIONS

10. Resolution 25 2010 Closing and Transferring of City Funds

UNFINISHED BUSINESS

NEW BUSINESS

11. Approve/Deny Bids or Proposals
 - A) Highway 5 Lift Station
 - B) Frenzel Park Shelter Project
 - C) Additional Seal Coating Routes
 - D) Architectural Services for Community Center Roof
12. Solid Waste/Recycling Contracts
 - A) Approve/Deny Waste Management& Residential Solid Waste Permit
 - B) Approve/Deny up to 4 Commercial/Dumpster Solid Waste Permits
 - C) Approve/Deny City Recycling Contract
 - D) Approve/Deny City Garbage Collection Contract
13. Approve/Deny Cost Sharing Request from St. Paul& Lutheran Church on Sidewalk Replacement
14. Approve/Deny Hiring Summer Rec. Assistants
15. Approve/Deny Amendment to Town and Country Days Temporary Liquor License
16. Approve/Deny a Vegetable Garden on City Property, request from Sibley East High School

MISCELLANEOUS BUSINESS

17. Set Special Budget/Assessment Workshop Meeting
18. Council Committee Updates
19. Open Discussion

ADJOURNMENT

Reminders:

- 1) Library ó May 19th @ 6 pm
- 2) Parks ó May 19th @ 7 pm
- 3) Police ó May 24th @ 1 pm (Tech Center)
- 4) SMC Board ó May 24th @ 5 pm
- 5) EDA ó May 26th @ 6 pm (Tech Center)

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

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

Members absent: Vrklan

Also present: Adm. Jaunich, 2nd Asst. Fire Chief Jim Farber, Jean Olson, Library Director Kathy Homme, Darin Mielke, Dwight Grabitske, Les Bening Lois Harens, Engineer Swanson, Fire Chief Jeff Otto, David Thaemert, Travis Christensen, Kurt Menk

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

Add item 16) Approve/Deny a Vegetable Garden on City Property, request from Sibley East High School.

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

- A) Approval of the May 3rd Regular Meeting Minutes
- B) Approval of the Bills.

It was noted that there were no public hearings scheduled.

Les Bening & Lois Harens were requesting that the Council waive a fire call bill in the amount of \$580. Adm. Jaunich explained that the Fire Department had been paged out by the Sibley County Sheriff's Office for smoke going over a roadway. The Department responded and used some water at the scene. It was noted that Mr. Bening had a valid burning permit and had been given permission by the County to burn that day. Mr. Bening presented his recollection of the events that day; that he had things under control and that he was not the one who called 911, therefore he should not be billed. Mayor Kreft disagreed that things were under control otherwise, the trained law enforcement officer would not have called it in. Fire Chief Otto and 2nd Asst. Fire Chief Farber were also present to answer questions. Reetz was opposed to waiving the fee; the department had been dispatched to a scene.

Motion Reetz, seconded by Wills, and passed by unanimous vote to deny Les Bening's request to waive the \$580 fire call bill.

It was noted that there were no citizens present to address the Council on non-agenda items.

The following announcements were reviewed:

- 1) City Offices will be closed on Monday, May 31st for Memorial Day
- 2) LMC Annual Conference is June 23-25 in St. Cloud.

The Council reviewed the following communications:

- 1) April Financial Reports
- 2) Update on State Budget.

Planning & Zoning members Dwight Grabitske and Darin Mielke presented the annual report for the Planning & Zoning Committee, as prepared by the Zoning Adm. Cynthia Smith-Strack. It was noted that the Committee continues to update the zoning and subdivision ordinances to maintain consistency with the 2008 Comprehensive Plan. They are also in the process of reviewing the base map and official zoning map.

Dolson presented the annual report for the Library Committee. Usage from patrons in conjunction with computer/internet use. She commented on the various programs offered through the Library system and on the various organizations that hold meetings there. She added that they are strengthening ties with the nursing home/assisted living facilities to provide the elderly with material. Recognition was given the Friends of the Library for their assistance with fundraising, etc.

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

**RESOLUTION 23-2010
A RESOLUTION CLOSING AND TRANSFERRING CITY FUNDS**

WHEREAS, sound financial planning by the City Council and Staff is the purpose behind the transfer and closing of funds; and

WHEREAS, after consideration from the City Auditor, the City Administrator has recommended that the following funds be closed and their remaining balances be transferred effective May 31, 2010:

- Close Fund 350 (Ambulance Certificate) and transfer any remaining fund balances to Fund 202 (Ambulance Fund)

- Close Fund 352 (Fire Certificate) and transfer any remaining fund balances to Fund 201 (Fire Fund)

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Arlington hereby approve the closing and transferring of these funds as of May 31, 2010.

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

Approved by the City Council of the City of Arlington this 17th day of May, 2010.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kreft
Mayor

Attest: /s/ Matthew Jaunich
City Administrator

Engineer Swanson stated that four (4) bids had been received for the Highway 5 Lift Station Rehabilitation project. He briefly reviewed the project specs for alternative no. 1 and no. 2. He recommended that alternative no. 2 (more extensive work) be done as it would best benefit the City in the long term (additional 10-15 years). He commented on some of the problems they are having with the lift station currently. It was noted that reserve funds would be used to pay for this project.

Motion by Reetz, seconded by Wills, and tied/failed (Reetz, Pederson opposed with Mayor Kreft voting in opposition to break the tie) to repair the Highway 5 Lift Station using Alternative No. 2 as bid by Rice Lake Construction Group in the amount of \$73,100, the low bid.

Motion by Pederson, seconded by Reetz, and carried (Wills opposed) to repair the Highway 5 Lift Station using Alternative No. 2 as bid by Magney Construction, Inc. in the amount of \$74,800 with a deduction of \$10,000 for quality flow systems equipment.

Adm. Jaunich stated that 11 bids had been received for Frenzel Park Shelter Project, which one bid was strictly for electrical work and two bids did not include costs for underground wiring to the site. He stated

Minnesota Builders, Inc. It was noted that Park Dedication fees

Motion by Pederson, seconded by Reetz, and passed by unanimous vote to accept the low bid from Mid Minnesota Builders, Inc. in the amount of \$15,510.62 to construct a park shelter in Frenzel Park.

Discussion was held on expanding the seal coating project. Adm. Jaunich stated that the Streets Committee met and were recommending that additional (5 more sections) streets be added to the 2010 Seal Coating project.

Motion by Reetz, seconded by Pichelmann, and passed by unanimous vote to approve the addition of 21,140 sq. yds to the 2010 Seal Coating project in the amount of \$24,733.80.

Discussion was held on the roof leaking problem at the Community Center. Adm. Jaunich stated that he had contacted two architectural firms to provide proposals for fixing the roof problems. It was noted that only one firm, Haugen Architecture, Inc. had responded and were proposing to provide services in the amount of \$3,750. Adm. Jaunich stated that both the Building Official and City Engineer were familiar with this company and gave them a good recommendation.

Motion by Reetz, seconded by Pederson, and passed by unanimous vote to accept the proposal for architectural services for the Community Center Roof project from Haugen Architecture, Inc. in the amount of \$3,750.

Solid waste (residential/commercial and city contract) collection bids were reviewed. Adm. Jaunich commented that all bids were due to expire at the end of the month. He questioned if they contracts should be renewed for a full year or extended to the end of the year to get them on a calendar year schedule.

Motion by Pederson, seconded by Wills, and passed by unanimous vote to approve Waste Management's Residential Solid Waste Collection permit through December 31, 2010 at a pro-rated amount.

Motion by Pederson, seconded by Pichelmann, and passed by unanimous vote to approve the following Commercial/Dumpster Solid Waste Collection permits through December 31, 2010 at a pro-rated amount:
Gaylord Sanitation, Inc./Renville Sibley Sanitation/TCW Disposal, Inc./Waste Management.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to accept the low bid from Waste Management in the amount of \$120/week for the City Recycling Contract through December 31, 2010.

Motion by Pichelmann, seconded by Wills, and passed by unanimous vote to accept the low bid TCW Disposal, Inc. in the amount of \$312.35 (monthly for all sites listed) for the City Garbage Collection Contract through December 31, 2010.

Discussion was held on a proposal from St. Paul's Lutheran Church regarding cost sharing for a sidewalk replacement project. Adm. Jaunich explained that the City was still in the process of putting a sidewalk replacement plan together. He added that there are budgetary constraints already in place. It was acknowledged by the Council that the proposed sidewalk work was needed.

Motion by Wills, seconded by Pichelmann, and passed by unanimous vote to deny the request from St. Paul's Lutheran Church for the City to participate in the cost sharing for a sidewalk replacement project.

ons had been received for the 2 Assistant Summer Recreation
looked over the applications to see who he would recommend.

Motion by Wills, seconded by Reetz, and passed by unanimous vote to hire Lindsay Thomes and Blake Henke for the two (2) Assistant Summer Recreation positions.

Discussion resumed from the previous meeting regarding the Town & Country Days Temporary Liquor License. Adm. Jaunich explained that they were expanding the area where liquor could be consumed during the event. Chief Rovinsky had some concerns with the revised plan. Adm. Jaunich recommended tabling discussion/action until such time that Chief Rovinsky has a chance to meet with the TC Day Committee. Reetz expressed his opposition to the revised plan.

Motion by Wills, seconded by Pichelmann, and passed by unanimous vote table discussion/action on the revised Temporary Liquor License for the Town & Country Days event.

A request from Sibley East Ag Education Instructors was reviewed for the placement of a vegetable garden on (1 acre) city property. Adm. Jaunich commented that the site proposed was EDA property north of the race track/fairgrounds property. Some concerns were expressed about determining where the city/EDA property and Fairground property start/end.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to table discussion/action on the request from the SE Ag Education Instructors regarding the placement of a vegetable garden on city property until such time that more information can be obtained. City Staff was given authority to work out the necessary details.

Adm. Jaunich stated that he would like to have a Special Meeting to discuss amending (reducing) the budget, discuss assessment options for the Horseshoe/Circle Drive Improvement project, and a Special Closed/Joint EDA meeting to discuss the possible purchase of real property.

It was the consensus of the Council to set Wednesday, May 26th as the date to hold a Special/Closed/Joint EDA meeting to discuss the above mentioned items.

Reetz commented that the Planning & Zoning Committee continues to refine ordinances related to structural standards. He stated that they are addressing issues with non-compliant CUPØs.

Mayor Kreft commented on the Arbor Day Celebration that was held in Memorial Park. He stated that attendance was poor, but the new City Forester had a chance to meet with a student (boy scout) who is looking to do a city-wide tree inventory as an Eagle Scout project, which the City would then be utilizing within its GIS program. Adm. Jaunich was impressed with the information the City Forester presented. Adm. Jaunich commented that the Forester was looking at the Tree Ordinance and putting a list together of what trees are acceptable in the boulevard.

Motion by Wills, seconded by Reetz, and passed by unanimous vote to adjourn the meeting at 8:46 pm.

City Administrator Matthew Jaunich

Mayor James R. Kreft