

**STON CITY COUNCIL  
MEETING AGENDA  
MAY 3, 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 April 19<sup>th</sup> Regular Meeting Minutes
  - B) Approval of Bills
  - C) Approval of the renewal of Life Insurance and Short-Term Disability policies for full-time city employees
  - D) Approve the Recycling of Short-Length Large Spool (3-Phase) Wire
  - E) Approval of Transient Merchant/Peddler's permit for Jorge Saucedo (Taco Stand)
  - F) Approval of a Public Dance Permit for the Chamber of Commerce on June 18<sup>th</sup> & 19<sup>th</sup> at Four-Seasons Park
  - G) Approval of a Temporary On-Sale 3.2 Malt Liquor License for the Dugout on June 18<sup>th</sup> & 19<sup>th</sup> at the Four-Seasons Park

**PUBLIC HEARINGS**

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
  - A) Citizens Addressing the Council
6. Announcement
  - A) City Offices will be closed on Monday, May 31<sup>st</sup> for Memorial Day
  - B) LMC Annual Conference is June 23-25 in St. Cloud

- 27) 2009 Property Sales Report
- C) City Administrator Project List
- D) EDA Memo on Fiber to the Home
- E) Horseshoe Drive/Circle Lane Preliminary Punch List
- F) April Police Report
- G) March Water & Wastewater Reports

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

### **ORDINANCES & RESOLUTIONS**

- 8. Resolutions
  - A) 20-2010 ó Approve/Deny Amendments to the WWTP Facility Plan
  - B) 21-2010 ó Providing for the Issuance and Sale of \$150,000 G.O. Equipment Certificate
  - C) 22-2010 ó Approve/Deny Ordering Preparation of Report on Improvement to Marion Drive

### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

- 9. Approve/Deny Reroof Projects
  - A) Memorial Park Gazebo Shelter
  - B) Fairview Park Shelter
- 10. Approve/Deny Hiring Summer Rec. Director
- 11. Approve/Deny Authorizing Survey of the Vacated Portion of Circle Drive
- 12. Approve/Deny Graveling Quote
- 13.

### **MISCELLANEOUS BUSINESS**

- 14. Council Committee Updates
- 15. Open Discussion

### **ADJOURNMENT**

#### Reminders:

- 1) Planning & Zoning ó May 6<sup>th</sup> @ 7 pm
- 2) Library ó May 19<sup>th</sup> @ 6 pm
- 3) Parks ó May 19<sup>th</sup> @ 7 pm
- 4) Police ó May 24<sup>th</sup> @ 1 pm (Tech Center)
- 5) SMC Board ó May 24<sup>th</sup> @ 5 pm
- 6) EDA ó May 26<sup>th</sup> @ 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, Vrklan, Wills

Members absent: None

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

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

Add item 7F) April Police Report

Add item 7G) March Water & Wastewater Reports

Add item 12) Approve/Deny Graveling Quote.

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

- A) Approval of the April 19<sup>th</sup> Regular Meeting Minutes
- B) Approval of the Bills
- C) Approval of the renewal of Life Insurance and Short-Term Disability policies for full-time city employees
- D) Approve the Recycling of Short-Length Large Spool (3-Phase) Wire
- E) Approval of Transient Merchant/Peddlers Permit for Jorge Saucedo (Taco Stand)
- F) Approval of a Public Dance Permit for the Chamber of Commerce on June 18<sup>th</sup> & 19<sup>th</sup> at Four Seasons Park
- G) Approval of a Temporary 3.2 On-Sale Malt Liquor License for the Dugout on June 18<sup>th</sup>-19<sup>th</sup> at Four Seasons Park.

Mayor Kreft had to leave the meeting for a short time and turned control of the meeting over to Vice Mayor Reetz.

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

The Council reviewed the following communications:

- 1) April Building Permit Report
- 2) Open Book Meeting results and the 2009 Property Sales Report
- 3) City Administrator Project List.

Engineer Swanson was present to discuss amendments to the Wastewater Treatment Facility Plan. He explained that after doing a re-evaluation of the Plan, it was noted that population projections were down, along with flow rates. He stated that continued improvements to inflow and infiltration will help offset additional growth. Swanson added that due to the reduced projections, the proposed improvements have been modified and costs have been adjusted to present-day pricing and include: expansion of the aeration basins, adding of an additional final clarifier, new tertiary sand filters, new disinfection basin, additional

ures for phosphorus removal. The estimated capital cost for only \$5.53 million. Swanson stated that there is a grant would help with improvements to the facility.

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

**RESOLUTION 20-2010  
A RESOLUTION AMENDING THE WASTEWATER TREATMENT FACILITY PLAN**

**WHEREAS**, pursuant to a resolution of the City Council adopted on April 19, 2010, a report has been prepared by Kris Swanson of Bolton & Menk with reference to amendments to the Wastewater Treatment Facility Plan; and

**WHEREAS**, the original Wastewater Treatment Facility Plan was adopted by resolution on February 5, 2007; and

**WHEREAS**, the City Council recognizes the need to modernize and update its Wastewater Treatment methods and has identified future capacity problems of its existing Wastewater Treatment Facility; and

**WHEREAS**, since its adoption in 2007, the Facility Plan is in need of amendments; and

**WHEREAS**, Bolton & Menk, Inc. has been retained as Consulting Engineers to prepare the amendments to the Facility Plan for the purpose of submitting such amendments to the Minnesota Pollution Control Agency; and

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARLINGTON:**

1. The City Council does hereby adopt the proposed amendments to the Arlington Wastewater Treatment Facility Plan as presented by Bolton & Menk, Inc.
2. That the appropriate City Officials are hereby authorized and directed to submit the City's amended Wastewater Treatment Facility Plan to the Minnesota Pollution Control Agency for review and approval.

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, Reetz, Vrklan, 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 3<sup>rd</sup> day of May, 2010.

CITY OF ARLINGTON, MINNESOTA

/s/ Curt Reetz  
Vice Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

Engineer Swanson gave a brief update on where things were with regards to the bids for the rehabilitation project for the Hwy 5 Lift station.

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

**RESOLUTION 21-2010  
A RESOLUTION PROVIDING FOR THE ISSUANCE, SALE AND DELIVERY OF A \$153,600 GENERAL OBLIGATION EQUIPMENT CERTIFICATE, SERIES 2010A; ESTABLISHING THE TERMS AND FORM THEREOF; CREATING A DEBT SERVICE FUND THEREFOR; AND AWARDED THE SALE THEREOF**

*(see resolution book for complete resolution)*

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



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ngton this 3<sup>rd</sup> day of May, 2010.

/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

Adm. Jaunich stated that he and Street Supt. Thomes had been contacted by a resident who lives on Marion Drive about some concerns he had with drainage and/or ponding water at the end of his driveway. Adm. Jaunich had Engineer Hawbaker look over the area and found several problems: collapsing and/or heaving curb, alligator cracking, and there is no storm sewer. He stated that the Streets Committee had reviewed some options and were recommending that a complete study of area be done. Considerable discussion was held.

Mayor Kreft returned and resumed control of the meeting.

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

**RESOLUTION 22-2010**  
**A RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT**

**WHEREAS**, it is proposed to improve the street, curb & gutter, and storm sewer on Marion Drive between Highway 5 and the end of Marion Drive to the North, along with analyzing the water and sewer system within the proposed improvement area, and to assess the benefited properties for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429.

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

That the proposed improvement be referred to Joel Hawbaker of Bolton & Menk, Inc. for study and that Joel Hawbaker is instructed to report to the Council will all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Vrklan and upon poll being taken thereon the following voted in favor thereof: Pederson, Pichelmann, Reetz, Vrklan, 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 3<sup>rd</sup> day of May, 2010.

CITY OF ARLINGTON, MINNESOTA  
/s/ James R. Kreft  
Mayor

Attest: /s/ Matthew Jaunich  
City Administrator

It was noted that there was no unfinished business.

Discussion was held on reroofing the gazebo in Memorial Park and shelter in Fairview Park. Bids were reviewed for both projects.

Motion by Pederson, seconded by Wills, and passed by unanimous vote to accept the low bid from Don Paul Roofing in the amount of \$1,600 to reroof the gazebo in Memorial Park.

Motion by Reetz, seconded by Pichelmann, and passed by unanimous vote to accept the low bid from Don Paul Roofing in the amount of \$2,400 to reroof the shelter in Fairview Park.

ived for the Summer Recreation Director position. Brief  
fications.

Motion by Vrklan, seconded by Pederson, and carried (Wills opposed) to hire Brett Pioske for the Summer Recreation Director position.

Discussion was held on a letter that had been received from a resident who is now having an issue accessing his property due to the recent sale of the adjoining property and vacation of a portion of Circle Drive. It was noted that the resident was asking the City to help with the costs of putting in a driveway. Adm. Jaunich suggested having the roadway area (formerly Circle Drive) surveyed. Some concern was expressed about this being a private property issue versus city issue. Considerable discussion was held.

Motion by Pichelmann, seconded by Pederson, and passed by unanimous vote to deny the authorization to survey the vacated portion of Circle Drive.

Motion by Reetz, seconded by Pichelmann, and passed by unanimous vote to authorize Adm. Jaunich to send a letter to the resident requesting financial assistance that the City will not consider any action on their request until they provide a certified survey of their property.

The Council reviewed a bid from Klehr Grading for graveling Arlington as follows:

Hauling - \$4.60/ton, approximately 23-ton on a belly dump for approximate cost of \$105.80/load with 8 loads on Seneca Foods road, and 8 loads on Meadowlark Lane/Circle Drive and East Brooks Street.

Motion by Reetz, seconded by Pederson, and passed by unanimous vote to accept the quote from Klehr Grading as presented above.

Wills gave an update on the Library Committee and the recent author signing event held at the Community Center.

Vrklan gave an update on the EDA. He stated that there has been an increase in activity through the EDA. It was noted that Technical Services has a new president, who will be meeting with Director Schultz on their future needs. It was also noted that the Brinkman building is being considered for an automotive restoration business, the Geib/Pieper property is being considered for a tractor repair business, someone was looking for space on Main Street for a Real Estate office and a composting outfit was looking to move to the area, which will need access to the railroad.

Pederson gave an update on the Parks Committee. He stated that the City, along with the County Trail Committee, have been awarded two federal \$400,000 grants to be used in 2013-2014. It was noted that some of the money was going to help with putting in a walking bridge to the Sportsmans Park. Pederson added that the Committee walked a portion of the town with their intent being to determine the best place for a trail (connecting the parks). County Engineer Darin Mielke has volunteered to help the City determine the best placement of the walking bridge and apply for future grants and/or Legacy money.

Brief discussion was held on the wind generator and when the City would start seeing a reduction (not have to buy as much power). Adm. Jaunich explained how the savings worked through MMPA.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 8:00 pm.

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City Administrator Matthew Jaunich

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Mayor James R. Kreft