

**ARLINGTON CITY COUNCIL
MEETING AGENDA
SEPTEMBER 2, 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 August 18th Regular Meeting Minutes.
 - B) Approval of Bills.
 - C) Approval of Providing Barricades and Closing Main Street from the East Side of Highway 5 to 1st Ave N for Chamber of Commerce Event on Halloween.
 - D) Approval of The Salvation Army's HeatShare Program for 2014-2015.
 - E) Approval of Changes to Personnel Manual.

PUBLIC HEARINGS

5. None.

PETITIONS, REQUESTS, & COMMUNICATIONS

6. Addressing the Council
 - A) Citizens Addressing the Council.
7. Announcements
 - A) Arlington Historical Society Celebrates the 125th Anniversary of Thomes Bros. Hardware on Friday, September 5, 2014 at 3:00 p.m. (at Thomes Bros.)
 - B) 2015 Improvement Hearing, Monday, September 15, 2014 at 6:30 p.m. at Arlington City Council Chambers.
 - C) Ambulance's 22nd Annual Harvest Event – Friday, September 19, 2014 from 4 – 8:00 p.m. at the Arlington Community Center.
 - D) Fall Appreciation Open House By Arlington Fire and Ambulance Departments at new EMS Building on Wednesday, September 24, 2014 at 6:00 p.m. (for Townships and Council).
 - E) LMC Regional Meetings – Various Locations in October.
 - F) 2015 Street & Utility Improvement Open House Meeting, October 20th from 4-6 p.m. at Arlington Community Center.
 - G) Third Annual Halloween Fright Night, Friday October 31st from 5:30 – 7 p.m. along Main Street.

8. Communications
 - A) July Financial Reports.
 - B) July Water/Wastewater Report.
 - C) July/August Building Permit Reports.
 - D) Minnesota Municipal Power Agency (MMPA) Annual Report (2013).

ORDINANCES & RESOLUTIONS

9. Ordinances
None.
10. Resolutions
None.

UNFINISHED BUSINESS

11. Approve/Deny Three-Person Police Department (Budget & Schedule).
 - A) Approve/Deny Job Description and Salary Scale for FT Police Officer.
 - B) Approve/Deny Advertisement for Job Opening for FT Police Officer.

NEW BUSINESS

12. Approve/Deny Three-Year Lease for Computers, Server and Back-Up System for City Hall and Police.
- 12.5 Approve/Deny an Increase in Hourly Rate for Seasonal Mower

MISCELLANEOUS BUSINESS

13. Council Committee Updates.
14. Open Discussion.

ADJOURNMENT

Reminders:

Planning & Zoning – September 4th @ 7 pm
Library – September 17th @ 5:30 pm (Library)
Parks – September 22nd @ 7 pm
EDA – September 23rd @ 6 pm
A-GI WW – TBD

**ARLINGTON CITY COUNCIL
MEETING MINUTES
SEPTEMBER 2, 2014**

The regular meeting was called to order at 6:42 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, Council

Candidates Jim Heiland & Tom Hatlestad, Mayor Candidate Bruce Anderson, Kurt Menk

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

Add item 12.5) Approve/Deny an Increase in Hourly Rate for Seasonal Mower.

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

- A) Approval of the August 18th Regular Meeting Minutes
- B) Approval of Bills
- C) Approval of Providing Barricades and Closing Main Street from the East Side of Highway 5 to 1st Ave N for Chamber of Commerce Event on Halloween
- D) Approval of The Salvation Army's HeatShare Program for 2014-2015
- E) 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) Arlington Historical Society Celebrates the 125th Anniversary of Thomes Bros Hardware on Friday, September 5, 2014 at 3:00 pm (at Thomes Bros)
- B) 2015 Improvement Hearing, Monday, September 15, 2014 at 6:30 pm at Arlington City Council Chambers
- C) Ambulance's 22nd Annual Harvest Event – Friday, September 19, 2014 from 4 – 8:00 pm at the Arlington Community Center
- D) Fall Appreciation Open House By Arlington Fire & Ambulance Departments at new EMS Building on Wednesday, September 24, 2014 at 6:00 pm (for Townships and Council)
- E) LMC Regional Meetings – Various Locations in October
- F) 2015 Street & Utility Improvement Open House Meeting, October 20th from 4-6 pm at Arlington Community Center
- G) Third Annual Halloween Fright Night, Friday, October 31st from 5:30 – 7 pm along Main Street.

The following communications were reviewed:

- A) July Financial Reports
- B) July Water/Wastewater Report
- C) July/August Building Permit Reports
- D) Minnesota Municipal Power Agency (MMPA) Annual Report (2013).

Discussion resumed from a previous meeting with regards to having a three (3) person police department. Concern was expressed whether it will be financially feasible with the proposed 2015 Tax Levy.

Motion by Wills, seconded by Ruehling, and passed by unanimous vote to table action on having a three-person police department until the next meeting when more will be known about the 2015 Tax Levy.

Adm. Donabauer explained that the three-year lease on the City computers/server was up for renewal in September. She had obtained quotes (offering same package) from three providers: Business Ware Solutions (current IT provider), Marco (previous provider, current lease), and Tech Star (new provider). The various quotes were reviewed by staff in detail, comparing equipment costs and service needs, along with past experience when it came to tech support. It was noted that the new provider had submitted an alternate quote with different equipment that was cheaper (otherwise same package). Staff was willing to try the new company.

Motion by Reetz, seconded by Wills, and passed by unanimous vote to enter into a three-year Lease Agreement with Tech Star in the amount of \$16,222.97 for computers and equipment listed (within their quote), along with authorizing Adm. Donabauer administrative approval for changes as may be needed.

Adm. Donabauer explained that the lawn mowing staff is done for this year, as they have gone back to school. Staff has placed ads in the local paper, on facebook and the website looking for individuals to help finish the mowing season. No applications have been received to date. Adm. Donabauer stated that staff has been hearing that the wage is too low. She was proposing an increase to see if that would help generate interest.

Motion by Wills, seconded by Ruehling, and passed by unanimous vote to increase the hourly rate for lawn mowing to \$9.00 per hour for the remainder of this year.

Jaszewski gave an update on the RSMC Board. He stated that they continue to discuss their strategic planning and one of their goals is being able to stabilize the family practice. Another goal is a seamless experience for patients (from the time they walk in the door until they leave, the patient comes first). The Board is looking to save approximately 2% system-wide as they are cutting out areas where duplications have been occurring (still in somewhat of a transition between SMC and RSMC). He commented briefly about a Nomination Committee being formed and what its purpose will be.

Jaszewski gave an update on the most recent Parks Committee meeting. He stated the Committee tabled discussion on placing cement slabs for the port-a-biffs in each park until Supervisor Voigt can determine the best permanent location within each park. It was noted that the renovation at the Sportsman's Park had finally started (after being delayed from the spring flooding), the fencing had been removed. Melsha would be starting on the ground work this fall; with hopes that the grass can still be seeded. Supervisor Voigt still plans to get the mulch and red rock ordered and down in the other parks. Jaszewski commented that the Committee had brief discussions on a farmer's market and a potential adopt-a-park/street program. It had also been suggested by the Mayor to rename the Sportsman's Park to Buck Thomes Park (in his memory for all that he did for the park).

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

City Administrator Liza M. Donabauer

Mayor James R. Kreft