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STON CITY COUNCIL MEETING AGENDA

**SEPTEMBER 20, 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 September 7th Regular Meeting Minutes
 - B) Approval of Bills
 - C) Approval of Re-Roofing Contract with Additional Warranty for \$3,200
 - D) Approval of Work Order Change in the amount of \$1,900 for Fire Tanker Truck
 - E) Approval of Bonfire on October 1st for Homecoming
 - F) Approval of Infrared Patching Proposal from Southwest Paving, Inc. for \$855
 - G) Approval of Charitable Gambling Permit for the Sibley East Boosters on October 20th for a raffle
 - H) Approving the Purchase of 3 Park Benches and 1 Drinking Fountain in the amount of \$1,585

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council
6. Announcement
 - A) LMC Regional Meetings ó Various Locations in September and October
7. Communications
 - A) July Water/Wastewater Report
 - B) August Statement of Funds

REPORTS OF OFFICERS, BOARDS & COMMITTEES



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FINANCES & RESOLUTIONS

8. Ordinances

- A) 252 (1st Reading) ó Amending Ordinance 214 (Addressing the Methods of Assessment)
- B) 253 (1st Reading) ó Amending Ordinance 192 (Right-of-Ways & Easements)

9. Resolution 43-2010 ó Approving Election Judges for the General Election

UNFINISHED BUSINESS

10. Railroad Crossings Project ó Approve/Deny Taking Lead with the Railroad Improvement Project

NEW BUSINESS

- 11. Approve/Deny Community Center Cleaning Bid and Contract
- 12. Approve/Deny Authorizing Staff to Pursue Expansion of the Electrical Service Area
- 13. Approve/Deny not authorizing the People Service Contract to Evergreen for the Purposes of Renegotiation
- 14.
- 15.

MISCELLANEOUS BUSINESS

- 16. Set Budget Workshop Meeting
- 17. Council Committee Updates
- 18. Open Discussion

ADJOURNMENT

Reminders:

- 1) EDA ó September 22nd @ 6 pm (Tech Center)
- 2) Township/Fire/Ambulance Meeting ó September 23rd @ 7 pm
- 3) Police Committee ó September 27th @ 1 pm (Tech Center)
- 4) Hospital Board ó September 27th @ 5 pm
- 5) Cemetery Board ó September 29th @ 8:30 am
- 6) Library Board ó October 4th @ 6:30 p.m.

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

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

Members absent: Wills

Also present: City Administrator Jaunich, Kurt Menk

Motion by Pichelmann, seconded by Pederson, and passed by unanimous vote to approve the agenda as presented.

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

- A) Approval of the September 7th Regular Meeting Minutes
- B) Approval of the Bills
- C) Approval of Re-Roofing Contract with Additional Warranty for \$3,200
- D) Approval of Work Order Change in the amount of \$1,900 for Fire Tanker Truck
- E) Approval of Bonfire on October 1st for Homecoming
- F) Approval of Infrared Patching Proposal from Southwest Paving, Inc. for \$855
- G) Approval of Charitable Gambling Permit for the Sibley East Boosters on October 20th for a raffle
- H) Approving the Purchase of 3 Park Benches and 1 Drinking Fountain in the amount of \$1,585.

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) LMC Regional Meetings ó Various Locations in September and October
- 2) Office of Energy.

The Council reviewed the following communications:

- 1) July Water/Wastewater Report
- 2) August Statement of Funds.

It was noted that there were no Officers, Boards or Committees reporting to the Council.

The first reading of Ordinance 252 ó An Ordinance Amending Ordinance 214, Section 7(A), Addressing the Methods of Assessments, was held. Adm. Jaunich highlighted the changes being made within the ordinance, more specifically clarification to some of the definitions listed and the assessment formulation being used. He explained that the size of the lot will be considered when determining assessments now in addition to the lot frontage.

The first reading of Ordinance 253 ó An Ordinance to Administer and Regulate the Public Right-of-Way and Easements in the Public Interest, and to Provide for the Issuance and Regulation of Right-of-Way and Easement Permits within the City of Arlington, Minnesota, was held. Adm. Jaunich stated that the former ordinance (192) didn't address easements, thus creating enforcement issues. Mayor Kreft commented that easements include boulevards and alleys.

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

**RESOLUTION 43-2010
ELECTION JUDGES FOR THE 2010 GENERAL ELECTION**

WHEREAS, a General Election will be held on Tuesday, November 2, 2010, and polls must be open from 7:00 a.m. to 8:00 p.m.; and

WHEREAS, Minnesota Statute 204B.21, Subd. 2 requires Election Judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Arlington has one precinct; and

WHEREAS, the attached list (Exhibit A) of individuals have applied to serve as Election Judges for the General Election and have agreed to perform all statutory duties related to the election process.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Arlington, Minnesota, that the attached list (Exhibit A) of individuals are hereby approved for the 2010 elections.

BE IT FURTHER RESOLVED, that the hourly wage for training time and the election judge services are hereby approved for the 2010 election at \$8.75 per hour, except that the Head Judges will be paid \$9.25 per hour. Mileage incurred due to training and election duties shall be reimbursed at the current IRS rate.

FURTHERMORE BE IT RESOLVED, that the City Administrator is hereby authorized to appoint any substitutions to Election Judges if necessary.

Exhibit A

MORNING SHIFT (6:00 am ó 2:45 pm)

Minimum requirement: 4 Judges

Barb Haggemiller - Head Judge
409 Circle Lane

Pat Grabitske
302 West Adams Street

Deb Brinkman
401st 4th Avenue NE

Loanne Sorenson
724 Marion Drive

Helen Kittock
401 Creekview Lane

AFTERNOON SHIFT (2:30 ó 8:00 pm)

Minimum requirement: 4 Judges

Marion Van Moorlehem - Head Judge
507 West Elgin Street

Diane Ebersviller
505 Circle Lane

Carol Mesenbring
502 West Elgin Street

Pauline Wiemann
503 West Adams Street

Ruth Voight
206 East Dayton Street

Marie Schneider
108 East Douglas Street

ALTERNATES

Rena Dose
107 East Brooks Street

Ramona Bade
511 East Elmwood Street

Audrey Sickmann
310 Frenzel Drive

William Ehlke
110 East Clinton Street

Edythe Haggemiller
822 West Main Street, Apt. 205

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

Approved by the City Council of the City of Arlington this 20th day of September, 2010.

CITY OF ARLINGTON, MINNESOTA

/s/ James R. Kref
Mayor

Attest: /s/ Matthew Jaunich
City Administrator

conversation with Darin Mielke, Sib. Cty. Public Works Director, (regarding which entity (the City or the County) should take the lead on the proposed railroad crossings project. He stated that the County didn't care either way, as there really wasn't a benefit to either party. Adm. Jaunich feels that the City should take the lead on the project as the work being done is within city limits. It was noted that Engineer Hawbaker from Bolton & Menk was going to be the engineer overseeing the project. Reetz expressed concern about keeping each entity's responsibilities separated (neither one is paying for something they shouldn't be) in the event of change orders, etc.

Motion by Reetz, seconded by Pichelmann, and passed by unanimous vote that the City take the lead on the Railroad Crossings Project. Adm. Jaunich commented that a written agreement specifying each entity's responsibilities could be drafted.

Adm. Jaunich stated that he had spoken with Rich Mueller about the Cleaning Contract for the Community Center. It was noted that Mr. Mueller did not have his own liability insurance, but would get it if the City required it, which would then raise his bid by \$10.

Motion by Vrklan, seconded by Reetz, and passed by unanimous vote to approve the bid for cleaning the Community Center in the amount of \$185 per event on Fridays, Saturdays and Sundays or \$110 for non-profit events on Sundays from Rich Mueller, in addition to him obtaining general liability insurance.

Adm. Jaunich commented that the Utility Committee has been discussing the electrical service area and the need to expand it to encompass all of the recent annexations and the Orderly Annexation Area. He stated that the City would have to acquire ownership from two other electric service providers. He presented some cost estimates for the transition onto the current grid system.

Motion by Pederson, seconded by Reetz, and passed by unanimous vote to authorize Staff to pursue expansion of the electrical service area with Minnesota Valley Electric Cooperative and McLeod Power Cooperative.


Discussion was held on the Contract currently in place with PeopleService. Adm. Jaunich noted that the contract was due to expire at the end of the year and that if neither party served written notice to cancel it, it would automatically renew as written. He stated that the Utility Committee has reviewed the Contract and would not like it to automatically renew as they would like to renegotiate various parts within the Contract in an effort to save money, more specifically some administrative costs. Reetz commented that the City is very satisfied with work PeopleService and their Staff has provided.

Motion by Reetz, seconded by Pederson, and passed by unanimous vote to not allow the Contract with PeopleService to evergreen, but instead to serve notice to negotiate a new/revised Contract.

Adm. Jaunich stated that he would like to hold at least two budget workshop meetings before December when the tax levy has to be finalized. It was the consensus of the Council to hold a budget workshop meeting on Wednesday, October 13th at 5:30 pm.

Pichelmann gave an update on the Fire Department Officers' meeting. He stated that the new truck should be late November or early December. It was noted that the department is trying to schedule trainings with other communities.

Pichelmann commented that the Safe Routes to School Committee will be holding a "kick off" event on October 6th and explained the details of the event.



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mittee. He shared a picture of the new benches being
earlier in the meeting). He stated that they are seeking
Park Shelter on Sat. Oct. 2nd at 1 pm.

Pederson inquired on the SHIP grant mentioned a few months ago. Mayor Kreft and Adm. Jaunich explained that it was being utilized and invoices had been sent off.

Motion by Reetz, seconded by Pederson, and passed by unanimous vote to adjourn the meeting at 7:10 pm.

City Administrator Matthew Jaunich

Mayor James R. Kreft