

**ARLINGTON CITY COUNCIL
MEETING AGENDA
AUGUST 17, 2015 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 3rd Regular Meeting Minutes.
 - B) Approval of the August 3rd Closed Special Meeting Minutes.
 - C) Approval of Bills.
 - D) Approval of Increasing Hourly Rate, Effective 8-01-15, to \$9.00 for Ashley Mercier, Library Assistant.
 - E) Approval of Increasing Hourly Rate, Effective 8-01-15, to \$9.00 for Kurt Menk, Community Center & Senior Building Cleaner.

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council.
6. Announcements
 - A) RSM Foundation Annual Ice Cream Social is August 19th from 4-7:00 p.m. in Memorial Park.
 - B) Prairie Line Trail Ribbon Cutting Ceremony & Celebration, August 26, 2015. 5-7 p.m.
 - C) City Offices will be closed on Monday, September 7th for Labor Day (Council Meeting will be Tuesday, September 8th).
 - D) Special Budget Workshop Meeting – September 21st at 5:00 p.m.
7. Communications
 - A) July Financial Reports.
 - B) July Police Report.

REPORTS OF OFFICERS, BOARDS & COMMITTEES

8. PeopleService: Regional Manager Greg Stang and Lee Ortloff
 - A) Approval/Denial to Request a Discretionary Variance to MN Rule 4720.0030 to Reduce Average Fluoride Concentration
9. Yearly Fire Relief Association Update (Curtis Ling)
 - A) Approval/Denial of City Contribution for 2015 for \$3,645.
 - B) Discussion on Schedule SC-15 and the Required Minimum City Contribution for 2016.
 - C) Approval/Denial of Relief Association's Request to Increase Annual Benefit Level to \$1,300.

ORDINANCES & RESOLUTIONS

10. Ordinances
 - A) First Reading: Ordinance 301 – Amending Section 8, Subdivision 3 of Ordinance 169, The Arlington Zoning Ordinance by Adding Subsection 3(C) Providing for Limited Manufacturing Uses Within the B-2 Central Business District.
 - B) First Reading: Ordinance 302 - Amending Section 13.5 of Ordinance 169, The Arlington Zoning Ordinance Relating to Signage by Repealing and Replacing Subd. 8(A)(2).
11. Resolutions
 - A) Ratifying Additional Mayoral Appointments.

UNFINISHED BUSINESS

NEW BUSINESS

12. Approve/Deny Sibley County Fair Request to Waive Portion of Electrical Service Line & Meter Policy in Reference to Moving Transformer at Sibley County Fair Grounds.
13. Accept/Deny Award of the "Paint the Town" Grant.

MISCELLANEOUS BUSINESS

14. Council Committee Updates.
15. Open Discussion.

ADJOURNMENT

Reminders:

Parks – August 24th @ 7 pm
EDA – August 25th @ 6 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
AUGUST 17, 2015**

The regular meeting was called to order at 6:37 p.m., Mayor Nagel presiding.

Members present: Battcher, Jaszewski, Heiland, Mayor Nagel, Nuesse, Wills

Members absent: None

Also present: City Administrator Donabauer, City Attorney Arneson, AFD Members Curtis Ling, Tom Pomplun, Rickey Schmidt; Police Officer Jordan Voigt, Sibley County Ag Assn Member Dennis Van Moorlehem, PeopleService Members Greg Stang and Lee Ortloff, Kurt Menk

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

Add 8A) Approval/Denial to Request a Discretionary Variance to MN Rule 4720.0030 to Reduce Average Fluoride Concentration

Add 11A) Resolution 52-2015 – Ratifying Additional Mayoral Appointments.

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

- A) Approval of the August 3rd Regular Meeting Minutes
- B) Approval of the August 3rd Special Closed Meeting Minutes
- C) Approval of Bills
- D) Approval of Increasing Hourly Rate, Effective 8-01-15, to \$9.00 for Ashley Mercier, Library Assistant
- E) Approval of Increasing Hourly Rate, Effective 8-01-15, to \$9.00 for Kurt Menk, Community Center & Senior Building Cleaner.

It was noted that there were no public hearings scheduled.

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

The following announcements were reviewed:

- A) RSM Foundation Annual Ice Cream Social is August 19th from 4-7:00 p.m. in Heritage Building @ County Fairgrounds
- B) Prairie Line Trail Ribbon Cutting Ceremony & Celebration, August 26, 2015, 5-7 pm
- C) City Offices will be closed on Monday, September 7th for Labor Day (Council Meeting will be Tuesday, September 8th)
- D) Special Budget Workshop Meeting – September 21st at 5:00 p.m.

The Council reviewed the following communications:

- A) July Financial Reports
- B) July Police Report.

Greg Stang of PeopleService stated that Mike Barthel had accepted a promotion within PeopleService and was now overseeing a different community/facility. He introduced Lee Ortloff and noted that he would be taking Barthel's place. Ortloff was going to be the lead over a couple of facilities, including Arlington.

Ortloff commented that the City should apply for a discretionary variance to Minnesota Rule 4720.0030, which would allow for the discontinuance of fluoride being added to the city water supply. He stated that Arlington's water supply contains acceptable natural levels of fluoride (in range per guidelines set by the EPA & CDC). He pointed out that fluoride is being added to toothpaste and other products; and too much fluoride is bad for a person's health. Ortloff commented that by not adding fluoride to the City's water would be a big cost savings to the City (approximately \$1,200 per year).

Motion by Battcher, seconded by Nuesse, and passed by unanimous vote to approve the request to apply for the discretionary variance to Minnesota Rule 4720.0030 to reduce average fluoride concentration.

Curtis Ling, Treasurer of the Fire Relief Association, presented the annual Fire Relief Association Audit. Fire Relief members Tom Pomplun and Rickey Schmidt were also present. Ling reviewed the audit (SC-15) in detail, noting that it contained information on active and retired members. He commented that one name had been removed from the listing before the Audit was sent to the State, as the individual was no longer a (vested) member of the department.

Ling reviewed the details within Maximum Benefit Worksheet. It was noted that the investments had done well again this past year. If all the members on the department with 10+ years of service would decide to retire (now or all at once) and/or for those members who have retired, but have not collected their pensions yet; their vested interest would be covered. Ling commented that the fund is currently 118% funded due to their investments. In the past, if the fund went below 100%, the City has had to contribute to it to make up the difference (the funds have to be available if/when members retire). The Auditor for the Relief Association had suggested they increase the annual benefit level to \$1,300 in an effort to decrease the percentage so it is closer to the 100% area (preferred by the State). The current benefit level is \$1,150 and has not seen an increase since 2006. Adm. Donabauer explained that the City makes a voluntary contribution to the Relief Association yearly, the intent being to ensure funds are there when needed barring a stock market crash. The annual amount contributed originally started out being \$100 (per member) and at some point a yearly 3% increase was then added (this year it is at \$118).

Motion by Wills, seconded by Nuesse, and passed by unanimous vote to approve the City Contribution to the 2015 Fire Fighters Relief Association in the amount of \$3,645.

Motion by Jaszewski, seconded by Heiland, and passed by unanimous vote to approve the Relief Association's request to increase the annual benefit level to \$1,300.

The first reading of Ordinance 301-An Ordinance Amending Section 8, Subdivision 3 of Ordinance 169, the Arlington Zoning Ordinance by Adding Subsection 3 (C) Providing For Limited Manufacturing Uses within the B-2 Central Business District, was held. Adm. Donabauer explained that due to the current number of and type of vacant buildings in the downtown, the Planning Committee has given consideration to the proposed ordinance as a means of addressing an inquiry from a potential business hopeful to locate there. She stated the purpose of the ordinance was to allow light manufacturing (as a conditional use) in the Central Business District while maintaining the integrity of the downtown.

Manufacturing operations would be limited to manufacturing, assembling, or treating merchandise that is made of such materials as cloth, stone, wax, wood, etc. A Conditional Use Permit can only be issued if:

- 1) No outdoor storage occurs in conjunction with the use;
- 2) All company vehicles are parked off-street;
- 3) The front of the building is retained in appearance as storefront or office;
- 4) Manufacturing operations are limited to the first floor or below; such operations must be compatible with residential uses if within a mixed use structure.
- 5) Deliveries must occur off-street to the extent possible.

The first reading of Ordinance 302-An Ordinance Amending Section 13.5 of Ordinance 169, the Arlington Zoning Ordinance Relating to Signage by Repealing and Replacing Subdivision 8(A)(2), was held. Adm. Donabauer explained that the Planning Committee has given consideration to the proposed ordinance as it had received requests from two institutions related to signs in residential districts. As noted in PZ Adm. Smith-Strack's memo: "The Planning Committee found restricting sign sizes in residential areas has the unintended effect of disallowing appropriately sized signs for institutions such as churches and schools. Rezoning to the public/institutional district is not a viable option as the subject parcels are embedded in residential areas. Issuance of a variance is problematic in that a practical difficulty is usually not present." The purpose of the proposed ordinance is to provide some flexibility in sign sizes for non-residential principal uses (churches, schools) in residential zones.

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

RESOLUTION 52-2015

A RESOLUTION RATIFYING ADDITIONAL MAYORAL APPOINTMENTS

BE IT RESOLVED that Mayor Richard Nagel has appointed the following individual to the following appointment:

TASK FORCES AND COMMISSIONS:

Arlington Historical Society:

Board of Directors, Volunteers: Lowell Nagel.

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

The foregoing resolution was adopted by the City Council of the City of Arlington this 17th day of August, 2015.

Signed: /s/ Richard Nagel, Mayor

Attested: /s/ Liza M. Donabauer, City Administrator

Whereupon the resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the City Administrator.

Adm. Donabauer explained that the City had been notified by McLeod Power that the Fair Board was going to be upgrading their electrical service, and had also requested that a transformer located on their property be moved/relocated. She commented that the Electrical Service Line & Meter Policy states that the customer shall pay all expenses in the event the customer is requesting relocation or modification of their service. Donabauer commented that since the Fair Board was initiating the service upgrade, the City would supply and pay for the wire for said upgrade (approximately 25 ft. at \$250). The City was not responsible for the cost to relocate the transformer as this requires moving the primary service. This is beyond the scope of the City's services as there is no benefit to the City for moving the transformer. McLeod Power provided an estimate of \$3,950 for moving the transformer. Adm. Donabauer stated that the Fair Board, at the previous Council meeting, had asked the City to waive the fee for moving the transformer. Fair Board member Dennis Van Moorlehem stated that he had inquired with the County to see if they could help with the cost. The County gives the fair a stipend every year and no more. Wills and Nuesse were in favor of the City covering the cost, as the Fair Board is a non-profit organization and the events they hold bring many people to town. Heiland expressed concern about setting a precedent.

Motion by Wills, seconded by Heiland, and passed by unanimous vote to approve the request from the Sibley County Fair to waive the portion of the Electrical Service Line & Meter Policy in reference to moving the transformer at the Sibley County Fair Grounds in the amount of \$3,950 in lieu of them being a community service non-profit organization and safety reasons.

Adm. Donabauer stated that the Community Center Committee had applied for a “Paint the Town” grant. The grant was through the Southern Minnesota Initiative Foundation (SMIF). It is intended for a community mural project engaging volunteers to build collaborative efforts that beautify communities. The grant pays for the cost of the paint (approximately \$375 value). The project includes two murals being painted within the Community Center this fall. Adm. Donabauer stated that the designer of the murals would be paid from the Community Center Capital Improvement Fund (401).

Motion by Jaszewski, seconded by Battcher, and passed by unanimous vote to accept the “Paint the Town” Grant as presented above.

Wills provided an update on the AGGW (Cable) Commission. He stated that the technology project (new recording equipment for each city) was put on hold due to the high cost proposal presented from the company they were working with. The Commission intends to seek other pricing at a later date.

Mayor Nagel shared some information that he obtained while attending a Hwy 212 Coalition meeting in Chaska recently. He feels that making Hwy 212 four-lane (from Carver, Minnesota to South Dakota) is a good thing and much needed. It will benefit those who commute from Sibley County. Funding for the project continues to be the major issue.

Wills commented that it had been brought to his attention that there were problems with some of the newer electronic water meters (getting error messages). He questioned if they were still under warranty. Administrator Donabauer will check into this.

Wills questioned if any progress was being made with Johnson Controls. Attorney Arneson stated that he had sent them an email a couple of weeks back and was awaiting a reply.

Wills questioned if anything was being done about the nuisance property at the intersection of West Brooks Street and 5th Avenue NW. Mayor Nagel commented that the Police were aware of the property. Wills also expressed concern about two other properties located at the intersection of 2nd Avenue NW and West Alden Street. Attorney Arneson commented that he was familiar with these properties. It appears the owners have been trying to do away with traditional lawns and attempting gardens instead. He stated there are weed control laws in place and action probably could take place on both.

Wills questioned if instead of holding a separate special closed Council meeting before the regular meeting, if it could be incorporated into the regular Council meeting. Attorney Arneson stated that it could be as long as it was added at the end of the agenda, as the Council meetings do not have a set closing time.

Motion by Battcher, seconded by Nuesse, and passed by unanimous vote to adjourn the meeting at 7:46 pm.

City Administrator Liza M. Donabauer

Mayor Richard Nagel