

**ARLINGTON CITY COUNCIL
MEETING AGENDA
OCTOBER 5, 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 September 21st Regular Meeting Minutes.
 - B) Approval of the September 21st Special Workshop Meeting Minutes.
 - C) Approval of Bills.
 - D) Approval of Routine Maintenance Agreements for CSAH 17 with Sibley County.
 - E) Approval of Routine Maintenance Agreements for CSAH 34 with Sibley County.
 - F) Approval to Purchase Kubota Z0221 Diesel Mower from Arnold's (\$5,900) after Trade-In.
 - G) Accept Resignation of Randall Haken as PT Community Center Attendant.
 - H) Approval of Date Change for Regularly Scheduled EDA Meetings to First Thursdays of Month.

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
6. Announcements
 - A) Wednesday, October 7th, 5:30 – 7 p.m. – Arlington Fire Department Home Delivery (Local Restaurant Food Delivery & Replace Batteries in Smoke Detectors).
 - B) Friday, October 9th, 5:00 – 7 p.m. – Fire Prevention & Safety Open House at Fire Hall.
 - C) Budget Workshop, Monday, October 19th, 5:00 p.m.
 - D) 5th Annual Halloween Fright Night, Saturday, October 31st from 5:30 – 7 p.m. along Main Street.
 - E) Arli-Dazzle – December 5, 2015.
7. Communications
 - A) September Building Permit Report.
 - B) September Police Report.

ORDINANCES & RESOLUTIONS

8. Ordinances

- A) First Reading: Ordinance 303 – Restricting the Use of Drone Aerial Vehicles in the City of Arlington Airspace.

9. Resolutions

- A) None.

NEW BUSINESS

- 10. Approve/Deny Changes to Hospital Bylaws (Ben Jaszewski and RSMC Hospital Administrator Todd Sandberg)

- 11. Approve/Deny City Attorney Arneson to Redraft Easement Agreement to Allow Good Sam to Place Sidewalk in Utility Easement in Fairview Park.

- 12. Authorize/Deny Signature on Purchase Agreement of Demers MX170 Ambulance in the 2016 Budget Year: \$179,850.00 after Trade-In of 2000 E450 Road Rescue.

- A) City Portion: \$120,005.42

- B) City of Green Isle and Township Portion: \$59,844.58

- 13. Authorize/Deny Execution of Settlement Agreement between Best & Flanagan and Current/Former Members of the Renville Sibley County Fiber Joint Powers Agency.

UNFINISHED BUSINESS

- 14. Approve/Deny Request to Open Alley Access from 3rd Ave SE to Henderson Rd on 200 Block of Dayton St.

MISCELLANEOUS BUSINESS

- 15. Council Committee Updates.

- 16. Open Discussion.

- A) Budget Workshop Date (Set Date during Second Week in November).

- B) Goal Setting/Strategic Planning Session in 2016.

- 17. CLOSED MEETING – (For the purpose to consider offer of real property)

- A) Seneca Roadway Easement Status.

ADJOURNMENT

Reminders:

Cemetery – October 26th @ 5:30 pm

Parks – October 26th @ 7 pm

EDA – November 5th @ 6 pm

Planning & Zoning – November 5th @ 7 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
OCTOBER 5, 2015**

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

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

Members absent: Mayor Nagel

Also present: City Administrator Donabauer, City Attorney Arneson, Shawn Olson, RSMC Adm. Todd Sandberg, Tom Von Eschen, Eddie ___, Police Chief Danner, Pastor Rod Stemme, Kurt Menk

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

Add item 7B) September Police Report.

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

- A) Approval of the September 21st Regular Meeting Minutes
- B) Approval of the September 21st Special Workshop Meeting Minutes
- C) Approval of Bills
- D) Approval of Routine Maintenance Agreements for CSAH 17 with Sibley County
- E) Approval of Routine Maintenance Agreements for CSAH 34 with Sibley County
- F) Approval to Purchase Kubota Z0221 Diesel Mower from Arnold's (\$5,900) after Trade-In
- G) Accept Resignation of Randall Haken as PT Community Center Attendant
- H) Approval of Date Change for Regularly Scheduled EDA Meetings to First Thursdays of Month.

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) Wednesday, October 7th, 5:30 – 7 p.m. – Arlington Fire Department Home Delivery (Local Restaurant Food Delivery & Replace Batteries in Smoke Detectors).
- B) Friday, October 9th, 5:00 – 7 p.m. – Fire Prevention & Safety Open House at Fire Hall.
- C) Budget Workshop, Monday, October 19th, 5:00 p.m.
- D) 5th Annual Halloween Fright Night, Saturday, October 31st, 5:30-7 p.m. – Main Street
- E) Arli-Dazzle – December 5, 2015.

The Council reviewed the following communications:

- A) September Building Permit Report
- B) September Police Report.

Attorney Arneson presented draft Ordinance 303-An Ordinance Restricting Use of Drone Aerial Vehicles in the City of Arlington Airspace. He commented that he drafted the proposed ordinance based on language from another city's ordinance, as it was fairly simple and straight forward. He commented that he had included alternate language for the Council to consider pertaining to drones being allowed by permits. It was noted that the other city's ordinance prohibited all drones. Battcher commented that she liked the idea of allowing drones as permitted uses, but permit guidelines would have to be established

first. Attorney Arneson stated that the guidelines would be established through a resolution. It was suggested that the ordinance should require some form of insurance and consideration should be given with regards to restricting them from the helipad flight corridor also. Concern was expressed about having cameras on the units and neighbors using them against each other (nuisance/privacy issues). Attorney Arneson stated that as the ordinance is currently written, cameras are prohibited, but could be listed as exception by permitted use for aerial photography only. Attorney Arneson will make the revisions to the proposed ordinance and bring it back for the Council's consideration.

Shawn Olson, a resident of Arlington, commented that he was starting a business using drones, which included aerial photography of property. He expressed his opposition against complete prohibition of drones as this would hinder his business. He commented that the Council could set restrictions such as height limit and range allowed to fly from operator. Olson commented that he does plan to carry some type of insurance once his business is operational; he was just getting started, had just acquired the device a few weeks ago. He understood and agreed with the need to have an ordinance for safety and privacy reasons.

RSMC Adm. Todd Sandberg was present to discuss revisions to the hospital By-Laws. He stated that language was being changed to align the bylaws with Ridgeview's for consistency, which included flow/organization of document, minor wordsmith changes and section titling. He added that no changes were made to the Reserved Powers of either Ridgeview (Member) or the City of Arlington. Sandberg reviewed the various changes being made overall, most of which had to do with description of roles and responsibilities of various staff or Board Members.

Motion by Nuesse, seconded by Battcher, and passed by unanimous vote to approve the changes to the Ridgeview Sibley Medical Center Bylaws as presented.

Adm. Donabauer explained that the City had been approached by the Good Samaritan Center about placing a sidewalk within the City's utility easement in Fairview Park. The sidewalk would protrude 41.5 inches into the park and run along the south side of the assisted living facility. The Parks Committee had reviewed the request and was recommending its approval with the condition that the sidewalk is being placed (allowed) at Good Sam's risk. Attorney Arneson is to re-write the Easement Agreement with Good Sam to allow for the sidewalk with the understanding that the City has the right to remove the sidewalk in the case of an emergency no questions asked or without the permission of Good Sam.

Motion by Jaszewski, seconded by Nuesse, and passed by unanimous vote to approve City Attorney Arneson to redraft an Easement Agreement to allow Good Sam to place a sidewalk in the utility easement in Fairview Park.

Discussion was held on the proposed new ambulance purchase. Adm. Donabauer stated that the ambulance was included in the budget (CIP) for 2016 and \$180,000 was allotted for it. The proposed new ambulance will cost \$179,850 after trading in the 2000 Road Rescue. It was noted that the City's portion would be \$120,005.42 (67%) and the townships and City of Green Isle portion combined (33%) would be \$59,844.58. Upon approval, the ambulance would be ordered and would take 120 days to complete, anticipated delivery would be sometime in February 2016. It was noted that there were less than 60,000 miles on the 2000 ambulance and there have been minimal repairs made over the years. Some concern was expressed that there was a lot of 'life' left in the rig yet.

Motion by Nuesse, seconded by Battcher, and carried (Heiland opposed) to table action on the purchase of the Demers MX170 Ambulance until the October 19th Special Budget Workshop meeting where it can be discussed further with possible action then at the October 19th regular Council meeting.

Attorney Arneson provided a brief summary/update with regards to the Renville Sibley County Fiber Joint Powers Agency and lawsuit brought against same. He commented that during the initial process a bonding company had been hired and was not paid. It was noted that Arlington had opted out of the venture before the bonding company had been hired. Arneson had anticipated that Arlington would be dropped from the lawsuit for this reason. Since communicating back and forth with the bond company's attorney, a settlement had been reached with the remaining cities and the lawsuit was being dismissed. Arneson stated that by signing the Settlement Agreement between Best & Flanagan and members of the Renville Sibley County Fiber Joint Powers Agency releases any and all named in the settlement including Arlington.

Motion by Wills, seconded by Jaszewski, and passed by unanimous vote to authorize execution of the Settlement Agreement between Best & Flanagan and current/former members of the Renville Sibley County Fiber Joint Power Agency.

Adm. Donabauer updated the Council on the request/petition from Mr. Von Eschen to open the alley access at 3rd Avenue SE and Henderson Road (200 Block of East Dayton Street). She reported that staff had researched the Council minutes from 1983 through 1990 when Jerry Schultz was a Councilmember (also a resident of the block at that time) and did not find any reference to the alley in question (either to open or vacate it). She noted that there was a 1983 aerial photo of the area which did not show the alley being open to the end of the block.

Motion by Jaszewski, seconded by Nuesse, and passed by unanimous vote to deny the petition/request to open alley access from 3rd Avenue SE to Henderson Road (200 Block of East Dayton Street).

Wills provided an update on the Cable Commission. He was appointed as the new Chairperson at their most recent meeting. The Commission is also looking at a new company with regards to the technology project for updating each city's recording capabilities.

Jaszewski provided an update on the hospital board. He stated that Ridgeview's Foundation will be working with RSCM's Foundation on fundraising efforts. The Ridgeview system as a whole continues to strive for quality at each of their facilities.

Jaszewski provided an update on the Parks Committee. He reported that the Lions organization is interested in assisting (financially) with the improvements to the Senior Building at Four Seasons Park. The Lions group is pursuing grants, while City Staff is getting price quotes. The Farmer's Market will be moving forward; the \$2,000 grant has already come in so advertising/planning can begin.

Nuesse provided an update on the EDA. She stated they approved a RRR loan for a local business. She noted that the EDA continues to discuss the new industrial park, more specifically getting it platted. The access road to the property is still the issue at hand and holding things up.

Battcher provided an update on the Planning & Zoning Committee. She reported that they are looking at an ordinance pertaining to 'tiny' homes and/or 'grandma flats'. A survey will be going out to the residents to try to get some input.

Adm. Donabauer inquired about setting the date for the Special Budget Workshop meeting in November. After some discussion, Adm. Donabauer suggested sending a survey to Council Members to determine the date that works best for all.

Adm. Donabauer commented that previous Council had expressed interest in participating in a moderated Goal Setting/Strategic Planning Session in 2016. She had reached out to three companies that provide this type of service and has heard back from two of them. She commented that the process could be as short as 4 hours to start with or could be very lengthy and could involve the public or not. It was suggested to discuss this further at the next budget meeting.

The Council commented that the first attempt at paperless packets (sent via email) went well.

Wills questioned when PeopleService was going to start televising the storm sewer on Brooks and 4th Avenue. There appears to be some kind of issue with that section of line and should be corrected before next spring.

Wills commented that he has noticed that there are some areas within the 2015 Improvement Project where soil has sunken (6-8 inches). He also expressed concern that there were areas where the grass still wasn't growing. Adm. Donabauer will let Bolton & Menk know; these issues will be addressed as part of the final follow up next spring.

Wills commented on the number of racecars being parked throughout the city; city ordinance doesn't allow them to be.

Vice Mayor Heiland recessed the regular meeting to hold a closed meeting.

Vice Mayor Heiland called the closed meeting to order. He stated the purpose of the closed meeting was for the purpose to consider an offer of real property.

No action was taken. Adm. Donabauer and City Attorney Arneson provided information as requested by the Council at previous meetings.

Motion by Nuesse, seconded by Wills, and passed by unanimous vote to adjourn the closed meeting.

Vice Mayor Heiland adjourned the closed meeting and reconvened the regular meeting at 8:45 pm.

Motion by Jaszewski, seconded by Battcher, and passed by unanimous vote to adjourn the meeting at 8:47 pm.

City Administrator Liza M. Donabauer

Vice Mayor Jim Heiland