

**ARLINGTON CITY COUNCIL
MEETING AGENDA
JUNE 15, 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 June 1st Regular Meeting Minutes.
 - B) Approval of the June 1st Workshop Meeting Minutes.
 - C) Approval of Bills.
 - D) Approval of Emergency Operations Plan for 2015/2016.
 - E) Approval Authorizing Installation of Fencing at Sportsman's Park. (\$11,882, Valley Fence, Inc.)
 - F) Approval of Partial Street Closure at the 500 Block of East Dayton on July, 16, 2015. (Trocke Auctioneers)
 - G) Approval of Fireworks Possession and Display on July 4, 2015 at the Sibley County Fairgrounds.
 - H) Approve Two (1-4 day) Temporary On Sale Liquor Licenses for the Sibley County Agricultural Association, County Fair (July 29-July 31 and August 1-2, 2015).
 - I) Approve Temporary On Sale Liquor License (1-4 day) for Sibley County Agricultural Association for a Bull Riding Fundraiser on September 11-12, 2015.
 - J) Approval of Hiring Lisa Roseland, Assistant Ambulance Manager, Arlington Area Ambulance.

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council.
6. Announcements
 - A) Adopt a Park/Trail in Arlington.
 - B) Sibley County Municipalities Association Semi-Annual Meeting, June 18, 2015, 6:00 p.m.
 - C) City of Arlington Clean-Up Day, Thursday, June 25, 2015, 9:00 a.m. – 4:30 p.m.
 - D) LMC's Annual Conference in Duluth, June 24-26, 2015.
 - E) City Office Closed on Friday, July 3, 2015.
 - F) MMPA Annual Summer Meeting in Le Sueur, July 28, 2015 at 5:30 p.m.

- 7. Communications
 - A) May Financial Reports.

REPORTS OF OFFICERS, BOARDS & COMMITTEES

ORDINANCES & RESOLUTIONS

- 8. Ordinances
 - A) None.
- 9. Resolutions
 - A) None.

UNFINISHED BUSINESS

NEW BUSINESS

- 10. Streets Committee Recommendations
 - A) Approve/Deny Purchase of Elgin Pelican Street Sweeper \$162,897, after trade-in.
 - B) Approve/Deny Stop Sign Location at Henderson Rd. and 1st. Ave S.
- 11. Mid-Year Update on Mayoral Goals:
 - A) Begin the Construction Phase of the 2015 Street and Utility Improvement Project. (Wills)
 - B) Explore Bringing New Employment Opportunities to our Community. (Nuesse)
 - C) Continue to Work Toward Platting the Industrial Park. (Battcher)
 - D) Reduce the Presence of “Blighted Properties” within the City of Arlington. (Nagel)
 - E) Open Access to a “Renewed” Arlington Sportsman’s Park. (Jaszewski)
 - F) Begin Phase One of the Sidewalk Rehabilitation Construction Program. (Heiland)

MISCELLANEOUS BUSINESS

- 12. Set Budget Workshop Date and Time (Proposed Dates: July 20th or August 3rd at 5:00 p.m.).
- 13. Council Committee Updates.
- 14. Open Discussion.

ADJOURNMENT

Reminders:

- Cemetery – June 22nd @ 5:30 pm
- Parks – June 22nd @ 7 pm
- EDA – June 30th @ 6 pm
- Planning & Zoning – July 9th @ 7 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
JUNE 15, 2015**

The regular meeting was called to order at 6:30 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, Kurt Menk

Motion by Wills, seconded by Jaszewski, and passed by unanimous vote to approve the agenda as presented.

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

- A) Approval of the June 1st Regular Meeting Minutes
- B) Approval of the June 1st Special Workshop Meeting Minutes
- C) Approval of Bills
- D) Approval of Emergency operations Plan for 2015/2016
- E) Approval Authorizing Installation of Fencing at Sportsman's Park (\$11,882 Valley Fence, Inc.)
- F) Approval of Partial Street Closure at the 500 block of East Dayton on July 16, 2015 (Trocke Auctioneers)
- G) Approval of Fireworks Possession and Display on July 4, 2015 at the Sibley County Fairgrounds
- H) Approve Two (1-4 day) Temporary On Sale Liquor Licenses for the Sibley County Agricultural Association, County Fair (July 29-July 31 and August 1-2, 2015)
- I) Approve Temporary On Sale Liquor License (1-4 day) for Sibley County Agricultural Association for a Bull Riding Fundraiser on September 11-12, 2015
- J) Approval of Hiring Lisa Roseland, Assistant Ambulance Manager, Arlington Area Ambulance.

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) Adopt a Park/Trail in Arlington
- B) Sibley County Municipalities Association Semi-Annual Meeting, June 18, 2015, 6:00 pm
- C) City of Arlington Clean-Up Day, Thursday, June 25, 2015, 9:00 am – 4:30 pm
- D) LMC's Annual Conference in Duluth, June 24-26, 2015
- E) City Office Closed on Friday, July 3, 2015
- F) MMPA Annual Summer Meeting in Le Sueur, July 28, 2015 at 5:30 pm.

The Council reviewed the following communications:

- A) May Financial Reports.

Adm. Donabauer commented that the Streets Committee, along with Maintenance Supervisor Voigt had met recently to discuss the purchase of a new street sweeper. They reviewed three different proposals. It was noted that the sweeper was scheduled for replacement in 2015 in the Capital Improvement Plan at \$180,000. Adm. Donabauer stated that with the trade in of the old sweeper, the cost would be \$162,897 (State contract pricing) and would be funded internally (per recommendation for City Auditor), whereby the City would pay itself back with interest. The question was asked why the City wasn't trying to sell the old sweeper outright (to get more money for it) versus accepting the trade in pricing. It was determined that the trade in price offered was probably the best pricing the City would get for it.

Motion by Wills, seconded by Heiland, and passed by unanimous vote to approve the purchase of the Elgin Pelican Street Sweeper in the amount of \$162,897, after trade-in of the old sweeper.

Adm. Donabauer commented that the Streets Committee at their recent meeting, also discussed the recommendation from Supervisor Voigt (supported by Police Chief Danner) to place a stop sign at the intersection of Henderson Road and 1st Avenue South. The sign was being recommended due to the speed of traffic turning off Henderson Road onto 1st Ave; having the park nearby and now the bike trail along that area. Wills suggested that a flag, flasher or something be added to the sign, pending it is approved, to draw attention to it; people will not be used to it being there. He also suggested that officers should only be allowed to issue warnings, not tickets, to people that get pulled over for failure to stop for the first 60 days; again the public will not be used to it being there. Another suggestion was to place signage that indicated “traffic control change ahead”, etc. It was noted that the Committee had discussed stop signs for two other intersections.

Motion by Heiland, seconded by Wills, and passed by unanimous vote to approve the placement of a stop sign at the location of Henderson Road and 1st Avenue South with the condition that Officers are instructed to issue warning tickets for the first 60 days.

Mayor Nagel asked the Council to provide a mid-year update on the goals that he assigned to each of them at the beginning of the year.

Wills reported that the construction phase for the 2015 Street and Utility Improvement project was a little off schedule due to a water main leak on Chandler Street and the rain days this year. He added that some reconstruction had to be done to a manhole at the intersection of 2nd Avenue and Douglas Street. Years ago, a pipe had been put in that ran from the storm sewer to the sanitary sewer to act as an overflow system in the event of heavy rain. This has been corrected by the reconstruction and will aid in reducing the inflow problem at the wastewater plant. Completion date for the project is September 1st. Heiland commented that he recently overheard a resident, who lived within the construction area, talking to someone, that they were very pleased with the project and communication/updates being given to them.

Nuesse reported that the EDA is always striving to attract positions/business to the community, whether it is new business or help business expansion. The EDA will be moving forward with platting the Industrial Park, which they are hopeful will draw new business to the area.

Battcher reported that preliminary plans have been presented for the platting of the Industrial Park. They are trying to work out road access with Seneca Foods currently.

Mayor Nagel reported on reducing the presence of “blighted” properties within the city. He commented that the recently adopted Storage Ordinance was now in effect and encouraged residents to report violations to the Police Department. He commented that he foresees, in the near future, a revision to the City’s parking ordinances (more specifically parking on city streets), as they need to be updated and combined.

Jaszewski reported on the open access to the ‘renewed’ Sportsman’s Park. He mentioned the improvements that had been made over the last year. It was noted that the project was getting closer to being completed. The Parks Committee still needs to look at making some improvements to the parking area yet. Battcher commented that the new trail looks great and that it was being utilized; there was considerable traffic on it.

Heiland reported on the Sidewalk Rehabilitation Construction Program. He stated that new sidewalks were being installed in the area of the construction/improvement project currently going on. He added that a crosswalk will also be put in at the intersection of 2nd Avenue and Hwy 5 yet this year. Jaszewski expressed concern about sidewalks that are ‘buckling’ and/or cracked (safety hazard) that aren’t in the

plans for replacement anytime soon. Adm. Donabauer explained that the City did have a policy in place regarding sidewalk replacement.

It was the consensus of the Council to set Monday, July 20th at 5 pm as the date to hold the first Budget Workshop Meeting of the year.

Battcher commented on the most recent Finance Committee meeting. She stated that the new policy implemented with bill collection was working well.

Jaszewski questioned what the Council's role was, if any, with regards to a state of emergency. He noted that various staff was mentioned with designated duties within the Emergency Operations Plan, but the Council was not mentioned. Adm. Donabauer explained that Special Council meetings would be called with intent to take specific emergency actions, etc.

Adm. Donabauer commented that the Prairie Line Trail Committee had met recently. They are in the process of planning a 'trail opening' ceremony (tentatively August 15th), as it is the completion of the second leg of the county-wide trail system. She commented that the Committee is seeking new members.

Motion by Battcher, seconded by Nuesse, and passed by unanimous vote to adjourn the meeting at 7:15 pm.

City Administrator Liza M. Donabauer

Mayor Richard Nagel