

**ARLINGTON CITY COUNCIL
MEETING AGENDA
JULY 20, 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 July 6th Regular Meeting Minutes.
 - B) Approval of the July 6th Closed Meeting Minutes.
 - C) Approval of Bills.
 - D) Approval of Hiring Krista Kube, Part-Time Library.

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council.
6. Announcements
 - A) MMPA Annual Summer Meeting in Le Sueur, July 28, 2015 at 5:30 p.m.
7. Communications
 - A) June Financials.
 - B) 2015 Law Summaries, Final Legislative Action for the MN Session Laws 2015, Published by the League of MN Cities.
 - C) "How Does Your City Cultivate the Arts?" Article Published in the Bi-Monthly League of MN Cities Magazine about the Arlington Public Library's efforts to Bring Arts & Culture in the Community.

REPORTS OF OFFICERS, BOARDS & COMMITTEES

ORDINANCES & RESOLUTIONS

8. Ordinances

A) None.

9. Resolutions

A) 48-2015 – Authorizing Adoption of the Sibley County All-Hazard Mitigation Plan.
(Bryan Gorman, Sibley County Emergency Management)

B) 49-2015 – Authorizing Application and Primary Contact Person.

C) 50-2015 – Authorizing and Documenting an Inter-Fund Loan.

D) 51-2015 – Approving the Application for a Lawful Gambling Permit for Arlington Area Chamber of Commerce on December 5, 2015.

UNFINISHED BUSINESS

NEW BUSINESS

10. Authorize/Deny Advertising Position Opening for Community Center Attendant Position at \$25/Hour.

MISCELLANEOUS BUSINESS

11. Council Committee Updates.

12. Open Discussion.

A) Follow-Up on City Wide Clean-Up Day.

B) Green Step Action Steps.

ADJOURNMENT

Reminders:

Parks – July 27th @ 7 pm

EDA – July 28th @ 6 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
JULY 20, 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, Bryan Gorman with Sibley County Emergency Management

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

Add item 4D) Approval of Hiring Krista Kube, Part-Time Library

Add item 7B) 2015 Law Summaries, Final Legislative Action for the MN Session Laws 2015, Published by the League of MN Cities

Add item 7C) "How Does Your City Cultivate the Arts?" Article Published in the Bi-Monthly League of MN Cities Magazine about the Arlington Public Library's efforts to Bring Arts & Culture in the Community.

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

- A) Approval of the July 6th Regular Meeting Minutes
- B) Approval of the July 6th Special Closed Meeting Minutes
- C) Approval of Bills
- D) Approval of Hiring Krista Kube, Part-Time Library Assistant.

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) MMPA Annual Summer Meeting in Le Sueur, July 28, 2015 at 5:30 p.m.

The Council reviewed the following communications:

- A) June Financial Reports
- B) 2015 Law Summaries, Final Legislative Action for the MN Session Laws 2015, Published by the League of MN Cities
- C) "How Does Your City Cultivate the Arts?" Article Published in the Bi-Monthly League of MN Cities Magazine about the Arlington Public Library's efforts to Bring Arts & Culture in the Community.

Bryan Gorman, Sibley County Emergency Management Director presented the County's All-Hazard Mitigation Plan. He explained what mitigation was. He stated that all seven cities and the County met and identified the various hazards within the county (i.e. terrorism, active shooter, civil unrest, flooding, etc.) and possible ways to lessen or alleviate them. The information was put into one Mitigation Plan, which is intended to be adopted by all the cities and the County. It was noted that the State and FEMA both reviewed and approved the Plan. One of the main items of concern was building safe rooms at campgrounds and schools, which would be used during severe weather conditions. Another area of concern was flooding/erosion. Educating the public will be important. FEMA offers a grant (75/25) to help pay for some of the costs associated with implementing the Mitigation Plan. It was noted that each entity has to take initiative to complete the projects within their jurisdiction.

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

RESOLUTION 48-2014

A RESOLUTION ADOPTING THE SIBLEY COUNTY ALL-HAZARD MITIGATION PLAN

WHEREAS, the City of Arlington has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Sibley County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Sibley County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Sibley County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Sibley County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Sibley County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that the City of Arlington supports the hazard mitigation planning effort and wishes to adopt the Sibley County All-Hazard Mitigation Plan.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Jaszewski, 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 20th day of July, 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.

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

RESOLUTION 49-2014

A RESOLUTION AUTHORIZING APPLICATION AND PRIMARY CONTACT PERSON

WHEREAS, the Arlington City Council has reviewed the Minnesota Department of Transportation's Community Roadside Landscaping Partnership Program Application Manual; and,

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby acts as sponsoring unit for the project identified as the City of Arlington West Entrance Sign on State Trunk Highway 5 to be conducted during the period of fall 2015 through spring 2016.

BE IT FURTHER RESOLVED, Tony Voigt, Maintenance Supervisor, is hereby authorized to apply to the Minnesota Department of Transportation for funding of this project on behalf of the City of Arlington.

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 20th day of July, 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.

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

RESOLUTION 50-2014

A RESOLUTION AUTHORIZING AND DOCUMENTING AN INTER-FUND LOAN

WHEREAS, the Arlington City Council has reviewed its policy for the making of inter-fund loans; and,

WHEREAS, the City Council has determined that the inter-fund loan is the most appropriate mechanism for alleviating a temporary cash deficiency or funding a specific activity;

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby approves an inter-fund of \$161,000.00.

- Loaning Fund: General Fund (101)
- Receiving Fund: Capital Projects Fund (401)
- Interest rate to be charged: 0%
- Term of the loan: 7 Years
- Purpose of Loan: Purchase of Street Sweeper

Repayment Schedule: The repayment schedule of \$23,000.00/year is to be made from the Capital Fund (401) into the General Fund (101). Funding for these payments are to come from the annual CIP contribution that comes from the General Fund.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Nuesse, 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 20th day of July, 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.

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

RESOLUTION 51-2014

A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR ARLINGTON AREA CHAMBER OF COMMERCE

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby approves the application for a Lawful Gambling Permit as submitted by the Arlington Area Chamber of Commerce for a raffle event.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Heiland, 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 20th day of July, 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 stated that the Community Center Committee had met recently to discuss various topics, of which the main issue was the need to hire Attendants to work the events at the Community Center. She explained that the position had been heavily advertised with no response. The Committee recommended increasing the wage from \$10/hour to \$25/hour due to the responsibilities included with the position. Some discussion was held, with concern expressed about having to pay PERA.

Motion by Heiland, seconded by Battcher, and passed by unanimous vote to authorize advertising for the Community Center Attendant position at \$25/hour.

Nuesse provided an update on the Community Center Committee. They discussed their budget and property improvements needed to both entice the public to rent the facility and make it a safer environment.

Battcher provided an update on the Planning Committee. They have been discussing allowing limited manufacturing in the Central Business District. They also talked about making a change to the sign ordinance, which would allow for larger signage in certain areas. She noted that there was a possible purchase agreement on the old dry cleaner building.

Battcher commented that a petition for placement of a stop sign at the intersection of Creekview Lane and County Road 166 was going around her neighborhood. She commented that speed has been an issue. It was noted that both the City and County have jurisdiction. It was suggested to notify the Police and have more patrol of the area done.

Mayor Nagel commented that he would like to see the new bike lane marked for walking also. It was also suggested that public education on 'etiquette' on the trail was needed.

Discussion was held on how the Cleanup Day went. It was a productive day, lots of stuff was brought in.

Adm. Donabauer talked about the Greenstep Community action steps. The City has been at step one for a few years. Donabauer would like to see the Planning Committee start looking at making some changes, such as integrate green building practices information and assistance in the building permit process, etc. The Council liked the idea.

Adm. Donabauer stated that she had been contacted by MnDOT, who informed her that they were going to be removing five unhealthy trees along Hwy 5 by This Old House later in the week; therefore Hwy 5 would be closed during the day and traffic re-routed.

Motion by Nuesse, seconded by Wills, and passed by unanimous vote to adjourn the meeting at 7:39 pm.

City Administrator Liza M. Donabauer

Mayor Richard Nagel