

**ARLINGTON CITY COUNCIL  
MEETING AGENDA  
APRIL 4, 2016 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 March 21<sup>st</sup> Regular Meeting Minutes.
  - B) Approval of Bills.
  - C) Approval of the Temporary Closure of E. Adams Street/1<sup>st</sup> Ave S. and W. Chandler/1<sup>st</sup> Ave N. on Saturday May 21<sup>st</sup>; Rain Date Sunday, May 22<sup>nd</sup> for Cancer Cruise of Sibley County.
  - D) Approval of 2016 Arlington Raceway and Ambulance Service Agreement.
  - E) Approval of the MN Rodeo Association-High Island Arena and Ambulance Service Agreement.
  - F) Approval of Revisions to the Arlington Fire Department Standard Operating Guidelines.
  - G) Approval of Hiring Jacob Strack and Kenneth Perschau as Part-Time Lawn Mowers.

**PUBLIC HEARINGS**

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
  - A) Citizens Addressing the Council.
    1. Laura Hacker and Kelly Carson, Sibley County Assessor's Office.
6. Announcements
  - A) Coffee with the Mayor, April 14<sup>th</sup> @ 1:30 p.m. Arlington Haus.
  - B) Local Board of Appeal and Equalization Open Book Meeting: Thursday, April 21<sup>st</sup> @ 3-8 p.m. Sibley County Assessor's Office, Gaylord.
  - C) Go Local: Live and Work in Sibley County 1<sup>st</sup> Annual Business Expo, April 23<sup>rd</sup>, 10-2 p.m. @ GFW High School, Winthrop.
  - D) LMC's Annual Conference in St. Paul, June 14-17.
  - E) Arlington Historical Society's "Save Your Stones Tombstone Preservation Workshop", June 11<sup>th</sup>, 9-3 p.m. at Arlington EMS Conference Room.

7. Communications
  - A) March Building Permit Report.
  - B) Arbor Day Foundation Letter of Congratulations on Earning Recognition as a 2015 Tree City USA, Growth Award Winner.
  - C) MnPCA Certificate of Commendation Awarded to the WWTP and its Wastewater Treatment Facility Staff for Compliance with the Agency's Permit Program.
  - D) Mediacom's Capital Investment Plan.
  - E) Quarterly Administrative Projects List.

## **REPORTS OF OFFICERS, BOARDS & COMMITTEES**

8. Annual Report – Heartland Engineering (Curtis Cordt and Sarah Peterson).

## **ORDINANCES & RESOLUTIONS**

9. Ordinances
  - A) Second Reading: Ordinance 305 – Approving a Complete Streets Policy.
10. Resolutions
  - A) 23-2016 – Approving Ordinance No. 305 and Providing Summary Publication Thereof.
  - B) 24-2016 – Transferring City Funds.
  - C) 25-2016 – Approving the Application for a Gambling Permit Sibley County Agricultural Association.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **MISCELLANEOUS BUSINESS**

11. Maintenance Department Update.
  - A) Approve/Deny Replacement of Overhead Doors at City Shop.
12. Council Committee Updates
13. Open Discussion.

## **ADJOURNMENT**

### Reminders:

Planning & Zoning – April 7<sup>th</sup> @ 7 pm  
Parks – April 25<sup>th</sup> @ 7 pm

**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
APRIL 4, 2016**

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

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

Members absent: None

Also present: City Administrator Donabauer, City Attorney Arneson, Maint. Supr. Voigt, Laura Hacker & Kelly Carson from the Assessor's Office, Curt Cordt and Sarah Peterson from Heartland Engineering, Kurt Menk

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

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

- A) Approval of the March 21<sup>st</sup> Regular Meeting Minutes
- B) Approval of Bills
- C) Approval of the Temporary Closure of E. Adams Street/1<sup>st</sup> Ave S. and W. Chandler/1<sup>st</sup> Ave N. on Saturday, May 21<sup>st</sup>; Rain Date Sunday, May 22<sup>nd</sup> for Cancer Cruise of Sibley County
- D) Approval of 2016 Arlington Raceway and Ambulance Service Agreement
- E) Approval of the MN Rodeo Association-High Island Arena and Ambulance Service Agreement
- F) Approval of Revisions to the Arlington Fire Department Standard Operating Guidelines
- G) Approval of Hiring Jacob Strack and Kenneth Perschau as Part-Time Lawn Mowers.

Sibley County Assessor Laura Hacker and Kelly Carson (Appraiser for Arlington City) presented information with regards to recent sales within the city of Arlington, along with ratios for the past year. Carson and Hacker both explained the property tax assessment process, appraisal process (Market Value), basic approaches to value, and how appeals work. General questions were asked/answered.

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

The following announcements were reviewed:

- A) Coffee with the Mayor, April 14<sup>th</sup> @ 1:30 p.m. Arlington Haus
- B) Local Board of Appeal and Equalization Open Book Meeting, Thursday, April 21<sup>st</sup> @ 3-8 pm Sibley County Assessor's Office, Gaylord
- C) Go Local: Live and Work in Sibley County 1<sup>st</sup> Annual Business Expo, April 23<sup>rd</sup>, 10-2 p.m. at GFW High School Winthrop
- D) LMC's Annual Conference in St. Paul, June 14-17
- E) Arlington Historical Society's "Save Your Stones Tombstone Preservation Workshop", June 11<sup>th</sup>, 9-3 p.m. at Arlington EMS Conference Room.

The Council reviewed the following communications:

- A) March Building Permit Report
- B) Arbor Day Foundation Letter of Congratulations on Earning Recognition as a 2015 Tree City USA, Growth Award Winner
- C) MnPCA Certificate of Commendation Awarded to the WWTP and its Wastewater Treatment Facility Staff for Compliance with the Agency's Permit Program
- D) Mediacom's Capital Investment Plan
- E) Quarterly Administrative Projects List.

Electric Engineer Curt Cordt and Sarah Peterson presented the annual report for the City's electrical department. Cordt commented that they are in the process of updating/putting together an outline of projects for a 5-year work plan. The last one was done in 2010. As part of that process, an arch/flash assessment will need to be done (national safety code requirement) on electrical equipment to determine if any potential hazards exist. McLeod Power will need to be notified of these hazards. Cordt reported that a storage area, consisting of concrete pads for transformers to sit on, is planned to be installed at the new (east) substation this year. Cordt stated that a meeting was held within the last month with McLeod Power regarding pole replacement. It was the recommendation from that meeting that pole inspection and/or testing and replacement of the poor quality poles should be done; a portion of the city should be done yearly, over 5 years. It was noted that new (hazard) warning stickers had been purchased and will be installed on electrical equipment/cabinets (code requirement). Cordt commented that both the hospital and school are planning expansion projects; his staff will be working with them on their projects. It is the intent to re-use some equipment, such as the newer transformer installed for Seneca before they left.

The second reading of Ordinance No. 305 – An Ordinance Establishing a Complete Streets Policy Defining a Process to Ensure Future Street and Transportation Projects, Give Ample Consideration to all Future Users and Incorporate Features as Necessary to Fulfill the City's Vision of Complete Streets, was held. Adm. Donabauer explained that the Complete Streets concept is part of the City's effort as a GreenStep City.

Motion by Jaszewski, seconded by Wills, and passed by unanimous vote to approve Ordinance No. 305 – An Ordinance Establishing a Complete Streets Policy Defining a Process to Ensure Future Street and Transportation Projects, Give Ample Consideration to all Future Users and Incorporate Features as Necessary to Fulfill the City's Vision of Complete Streets, as follows:

#### **ORDINANCE 305**

##### **AN ORDINANCE ESTABLISHING A COMPLETE STREETS POLICY DEFINING A PROCESS TO ENSURE FUTURE STREET AND TRANSPORTATION PROJECTS, GIVE AMPLE CONSIDERATION TO ALL FUTURE USERS AND INCORPORATE FEATURES AS NECESSARY TO FULFILL THE CITY'S VISION OF COMPLETE STREETS**

**WHEREAS**, Complete Streets mean roadways planned, designed, and constructed to provide appropriate access to all users and promotes safe and efficient movement of people and goods, whether by car, truck, transit, assistive device, foot, or bicycle; and,

**WHEREAS**, Complete Streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation, and retail destinations by improving pedestrian and vehicular environments; and,

**WHEREAS**, increasing walking and bicycling offers improved health benefits for community members and makes Arlington a more livable community; and,

**WHEREAS**, Complete Streets enhance safe walking and bicycling options for school-age children, in recognition of the Safe Routes to Schools program; and

**WHEREAS**, the City of Arlington recognizes the importance of street infrastructure and modifications such as sidewalks, crosswalks, shared-use paths, bicycle lanes, signage, and accessible curb ramps that enable safe, convenient, and comfortable travel for all users.

**NOW THEREFORE, BE IT RESOLVED THE CITY COUNCIL OF THE CITY OF ARLINGTON DOES ORDAIN AS FOLLOWS:**

##### **SECTION I. PURPOSE**

This policy defines a process to ensure future street and transportation projects, give ample consideration to all future users and incorporate features as necessary to fulfill the City's vision of Complete Streets. The City views each street and transportation project as unique. This means design features will likely differ from street to street, yet each street may still be considered "complete".

##### **SECTION II. COMPLETE STREETS POLICY**

This policy consists of narrative standards and a map illustrating focus corridors. The following guidelines should be followed to ensure that complete street elements are incorporated into all transportation improvement projects (except as exempted herein):

1. Complete Streets elements should be incorporated into all public transportation projects.
2. At the start of any transportation project, the following factors shall be considered:

- the current and anticipated land uses along the subject corridor;
  - location of nearby destinations (i.e. parks, library, post office, shopping centers, etc.);
  - anticipated users and their abilities anticipated to frequent the corridor based on the identified land uses, nearby destinations, and surrounding development;
  - existing and anticipated transportation infrastructure that will interact with the subject corridor;
  - stated public desires for specific transportation infrastructure in specified areas; and,
  - general and specific guidance for the corridor in the City’s Comprehensive Plan.
3. Complete Street elements that potentially address the agreed upon factors should be identified at the start of a project.
  4. Within the City of Arlington there is no singular design prescription for Complete Streets; each design is unique and responds to its neighborhood area or overall community context. A complete street may include but is not limited to one or more of the following elements:
    - designated walking facilities, including sidewalks, trails, and adequate roadway shoulders if other facilities are not feasible;
    - safe crossing facilities, including marked crosswalks and curb ramps;
    - signs, signals and pavement markings that improve pedestrian visibility, safety and convenience;
    - American with Disabilities Act compliant accessibility improvements, including curb ramps, detectable warnings and audible signals;
    - improvements to the quality of the pedestrian environment, including street trees, boulevard landscaping, planter strips, street and sidewalk lighting, street furniture and other pedestrian amenities;
    - on-street bicycle facilities;
    - off-street bicycle facilities, including shared-use paths and bicycle trails;
    - bicycle parking/storage facilities;
    - preservation of on-street parking;
    - safe and effective lighting; and
    - adequate drainage facilities.
  5. All identified elements may not be warranted based on the importance and limitations of the corridor.
  6. The ideal roadway design may not always be feasible due to either a physical constraint such as lack of right-of-way or an economic constraint such as unsustainable cost of improvement. Factors to consider in making this judgment may include but are not limited to:
    - whether or not the corridor is within an identified area for complete streets as illustrated on the attached map;
    - community desires;
    - available and planned right-of-way;
    - existing and future use context;
    - existing improvements;
    - the number and types of users;
    - existing and proposed utilities;
    - parking needs; and,
    - available budget.
  7. When balancing competing interests, design decisions should favor the following:
    - transportation infrastructure that provides safe access for as many appropriate modes of transportation as possible; and,
    - transportation design that fits within the corridor’s environmental context in that it preserves the scenic, historic, aesthetic, community, and environmental conditions of the location.

**SECTION III. COMPLETE STREETS FOCUS CORRIDORS**

The map (Exhibit A) accompanying this narrative is intended to illustrate Complete Street focus areas. The following suggestions are provided for consideration as the Arlington Complete Street policy is administered:

- **Downtown:** Consider all ages and abilities. Design to accommodate delivery trucks and passenger autos at low speeds. Favor the pedestrian experience. Sidewalks should be maintained throughout the Downtown adjacent to streets. Pedestrian enhancements are desired for boulevard areas. Greenspace, pocket parks, and decorative lighting will enhance the pedestrian experience. Bike racks are necessary to allow bicyclists to park and walk throughout Downtown.
- **Future expansion:** Implement Complete Streets policy as development occurs. Consider all ages and abilities. Consider truck routes, passenger auto routes, sidewalks/trails, overhead street lighting, and boulevard trees when reviewing street designs.
- **Industrial:** Consider all ages and abilities. Design to accommodate heavy trucks and delivery traffic. Provide for employees arriving/departing by various means including on foot, by bicycle, and other modes. Favor lighting for safety and security purposes.
- **Residential:** Consider all ages and abilities. Implement Complete Streets policy as street/utility reconstruction and/or sidewalk maintenance/construction plan is implemented. Truck traffic should be accommodated in designated truck routes. Vehicular traffic at slower speeds should be anticipated. Pedestrian accommodation should be considered on sidewalks adjacent to one or both sides of the street. Bikes may be accommodated in on-street lanes adjacent to collector streets. Lighting is anticipated overhead, typical street style. Boulevard trees incrementally spaced are recommended.

- Transportation Gateway Rural: Consider all ages and abilities. Design truck/passenger vehicle facility to favor through traffic mobility. Pedestrian and bicycle trail facility independent of roadway and combined for non-motorized use, perhaps on either side of the road should be considered. Lighting is anticipated to be conventional overhead street type. Boulevard treatments should include incrementally spaced boulevard trees. Truck parking may be restricted.
- Transportation Gateway Urban: Consider all ages and abilities. Design truck/passenger vehicle facility to emphasize mobility. Consider pedestrian sidewalks independent of roadway on both sides of the Highway. Lighting is anticipated to be conventional overhead street type but ornamental lighting such as that found in New Prague or St. Peter may be considered as a means of enhancing the streetscape. Boulevard trees incrementally spaced are desired. Truck parking may be restricted.

**SECTION IV. EXEMPTIONS**

Complete Street elements shall be considered and included in street construction, reconstruction, repaving and rehabilitation projects unless:

- a project involves only ordinary maintenance activities designed to keep assets in serviceable condition such as mowing, cleaning, sweeping, spot repair, concrete joint repair, or pothole filling, or when interim measures are implemented on temporary detour or haul routes;
- it is determined there is insufficient space to safely accommodate new facilities or such improvements create or do not address relatively high safety risks;
- excessive and disproportionate cost of establishing a specific enhancement as part of a project; and/or
- construction is not practically feasible or cost effective because of significant or adverse environmental impacts to streams, flood plains, remnants of native vegetation, wetlands, steep slopes or other critical areas, or due to impacts on neighboring land uses (including impact from right-of-way acquisition).

Whereas exemptions occur, the City will seek alternative options as a means to accommodate users with whom the City was unable to initially accommodate.

**SECTION V. EFFECTIVE DATE.**

This Ordinance shall become effective upon approval by the City Council and summary publication.

Adopted by the City of Arlington on the 4<sup>th</sup> day of April, 2016.

/s/ Richard Nagel  
By Richard Nagel  
It's Mayor

Attested: /s/ Liza M. Donabauer  
By Liza M. Donabauer  
It's Administrator

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

**RESOLUTION 23-2016**

**A RESOLUTION APPROVING ORDINANCE NO. 305 ENTITLED, “AN ORDINANCE ESTABLISHING A COMPLETE STREETS POLICY DEFINING A PROCESS TO ENSURE FUTURE STREET AND TRANSPORTATION PROJECTS, GIVE AMPLE CONSIDERATION TO ALL FUTURE USERS AND INCORPORATE FEATURES AS NECESSARY TO FULFILL THE CITY’S VISION OF COMPLETE STREETS” AND PROVIDING FOR SUMMARY PUBLICATION THEREOF**

**WHEREAS**, Complete Streets mean roadways planned, designed, and constructed to provide appropriate access to all users and promotes safe and efficient movement of people and goods, whether by car, truck, transit, assistive device, foot, or bicycle; and,

**WHEREAS**, Complete Streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation, and retail destinations by improving pedestrian and vehicular environments; and,

**WHEREAS**, increasing walking and bicycling offers improved health benefits for community members and makes Arlington a more livable community; and,

**WHEREAS**, Complete Streets enhance safe walking and bicycling options for school-age children, in recognition of the Safe Routes to Schools program; and

**WHEREAS**, the City of Arlington recognizes the importance of street infrastructure and modifications such as sidewalks, crosswalks, shared-use paths, bicycle lanes, signage, and accessible curb ramps that enable safe, convenient, and comfortable travel for all users.

**WHEREAS**, the City tasked the Planning and Zoning Commission and the Streets Committee with developing a Complete Streets policy; and;

**WHEREAS**, the Planning and Zoning Commission and the Streets Committee have drafted and recommend approval of the Complete Streets policy; and,

**WHEREAS**, the City Council on March 21<sup>st</sup> held a public hearing and approved first reading of Ordinance 305, entitled “An Ordinance Establishing a Complete Streets Policy Defining a Process to Ensure Future Street and Transportation Projects, Give Ample Consideration to All Future Users and Incorporate Features as Necessary to Fulfill the City’s Vision of Complete Streets”; and,

**WHEREAS**, the City Council approved the second reading of the same at its regular meeting on April 4, 2016; and,

**WHEREAS**, the proposed ordinance is itemized in Exhibit A which is attached to this resolution; and,

**WHEREAS**, the City Council of the City of Arlington has determined the publication of the title and a summary of Ordinance 305 would clearly inform the public of the intent and effect of the Ordinance; and,

**WHEREAS**, prior to the publication of the title and summary, the Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Arlington hereby approves Ordinance 305 as presented in Exhibit A which is attached to this resolution; and,

**BE IT FURTHER RESOLVED** that the City Administrator shall cause a summary of Ordinance No. 305 to be published in the City’s official newspaper at the earliest practicable date; and,

**BE IT FURTHER RESOLVED**, the summary publication shall read as follows:

“On April 4, 2016 the City Council of the City of Arlington approved Ordinance 305, entitled “An Ordinance Establishing a Complete Streets Policy Defining a Process to Ensure Future Street and Transportation Projects, Give Ample Consideration to All Future Users and Incorporate Features as Necessary to Fulfill the City’s Vision of Complete Streets”. The Ordinance in its entirety is available for review and/or photocopying during regular office hours at the City of Arlington, 204 Shamrock Drive, Arlington, Minnesota 55307. The Complete Streets policy defines a process to ensure future street and transportation projects give ample consideration to all future users and incorporate features as necessary to fulfill the City’s vision of Complete Streets. The City views each street and transportation project as unique, this means design features will likely differ from street to street, yet each street may still be considered ‘complete’.”

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, Heiland, Jaszewski, 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 4<sup>th</sup> day of April, 2016.

CITY OF ARLINGTON, MINNESOTA

/s/ Richard Nagel, Mayor

Attest: /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 24-2016**

**A RESOLUTION TRANSFERRING CITY FUNDS**

**WHEREAS**, sound financial planning by the City Council of the City of Arlington and City Staff is the purpose behind the transfer and closing of funds; and

**WHEREAS**, the City Council deems it expedient under the circumstances to transfer the following funds:

\$ 54,302.00 -- From the General Fund (101) to the 2008 Equip Cert (320)

\$ 19,080.00 -- From the Sewer Fund (603) to the 2008 Equip Cert (320)

To cover Debt Service Payments, as budgeted.

\$ 2,000.00 -- From General Fund – Parks (101-45202-38080) to Community Center Fund (203).

SHIP Funds for upstart costs of a Farmers Market which will be hosted at the Community Center.

**NOW THEREFORE BE IT RESOLVED**, that the aforementioned funds are hereby closed and/or transferred to the above mentioned funds of the City of Arlington.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Wills and upon poll being taken thereon the following voted in favor thereof: Battcher, Heiland, Jaszewski, 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 4<sup>th</sup> day of April, 2016.

CITY OF ARLINGTON, MINNESOTA

/s/ Richard Nagel, Mayor

Attest: /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 25-2016**

**A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR THE SIBLEY COUNTY AGRICULTURE ASSOCIATION**

**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 Sibley County Agricultural Association for an event on September 9 and 10, 2016.

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, Heiland, Jaszewski, 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 4<sup>th</sup> day of April, 2016.

CITY OF ARLINGTON, MINNESOTA

/s/ Richard Nagel, Mayor

Attest: /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.

Maintenance Supr. Voigt stated that he would like to replace the garage doors at the shop, as some are not safe to use or energy efficient. Three bids had been obtained for door replacement and repurposing. Adm. Donabauer stated that the door replacement had been included in the budget for this year.

Motion by Wills, seconded by Nuesse, and passed by unanimous vote to accept the low bid from Larry Lamb in the amount of \$4,918.90 for door replacement and \$609.35 for repurposing a door.

Maintenance Supr. Voigt commented that he had been contacted by a company that does sealcoating. They had taken some measurements and were putting an estimate together. Voigt was hoping to have the work done sooner this year and was still seeking other bids.

Battcher questioned where things were at with regards to the backstop fencing at the Sportsman's Park. Voigt commented that he has attempted to contact the company, but has had no luck. It was commented that it was time to find a different contractor to complete this project.

Adm. Donabauer commented that the school informed her that the City will be able to repurpose the redrock from their ballfields, along with the fencing on their property (for Frenzel Park) when their construction project starts, which will be a nice cost savings to the parks budget this year.

Adm. Donabauer stated that the Parks Committee was recommending moving forward with two out-swinging doors for the Senior Building Remodel project.

Jaszewski provided an update on the Parks Committee. He stated that the high school will be holding their Sibley Serve day again this year on May 27<sup>th</sup>. They are seeking projects, such as painting benches, picnic tables, etc. A Twins Ball Clinic is being planned for June 4<sup>th</sup> at the Baseball Park. Waste containers are intended to be placed along the trail. The Adopt-A-Park program went very well and many of the caretakers are staying on for another year.

Jaszewski provided an update on the Hospital Board. He reported on some staffing changes that have occurred. The preliminary information regarding the DVM report sounds positive. Things are moving in a positive direction.

Nuesse provided an update on the Cemetery Committee. She stated that they toured the cemetery and viewed problems areas, along with possible sites for a columbarium and also discussed road/maintenance issues. A representative from Cold Spring Granite presented information on columbarium structures.

Wills reminded those present of the Jim Gilbert event being hosted by the Library Committee at the Methodist Church on April 5<sup>th</sup> at 7 pm.

Heiland questioned where things were at with regards to the new recording equipment for the Council Chambers. Adm. Donabauer stated that the agreement had been signed, but no install date had been given.

Heiland questioned where things were at with regards to the larger sign for the compost site. Adm. Donabauer stated that staff had researched material and pricing in the fall, but decided to hold off till spring with installation.

Heiland commented that Kahnke Nursery in Glencoe will be holding a tree sale/auction in late April/May and the prices seem very reasonable.

Mayor Nagel expressed his concerns about how large the piles are getting at the compost site and was open to ideas on how to either process or get rid of some of the product. It was suggested to have staff dig out some product out of the center and advertise that free compost was available for the taking.

Motion by Heiland, seconded by Nuesse, and passed by unanimous vote to adjourn the meeting at 7:51 pm.

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City Administrator Liza M. Donabauer

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Mayor Richard Nagel