

**ARLINGTON CITY COUNCIL  
MEETING AGENDA  
AUGUST 15, 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 August 1<sup>st</sup> Regular Meeting Minutes.
  - B) Approval of the August 1<sup>st</sup> Special Meeting Minutes.
  - C) Approval of Bills.

**PUBLIC HEARINGS**

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
  - A) Citizens Addressing the Council.
6. Announcements
  - A) Arlington Farmer's Market, Every Monday in August, 4-7 p.m. @ Arlington Community Center.
  - B) Filing for Three City Council Positions from August 2<sup>nd</sup>-16<sup>th</sup>.
  - C) RSM Foundation Annual Ice Cream Social, August 17<sup>th</sup> 4:30-7:00 p.m. in Memorial Park.
  - D) Arlington Ambulance Department "Be an EMT for the Day", Arlington Community Center West Parking Lot, August 29<sup>th</sup>, 4-7 p.m.
  - E) City Offices will be closed on Monday, September 5<sup>th</sup> for Labor Day (Council Meeting will be Tuesday, September 6<sup>th</sup>).

7. Communications
  - A) June Water/Wastewater Report.

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

8. Yearly Fire Relief Association Update. (Curtis Ling)
  - A) Approval/Denial of City Contribution for 2016 for \$3,125.
  - B) Discussion on Schedule SC-16 and the Required Minimum City Contribution for 2017.

### **ORDINANCES & RESOLUTIONS**

9. Ordinances
  - A) First Reading: Ordinance 309 – Repealing and Replacing Ordinance 295 Regulating the Possession, Sale and Consumption of Intoxicating and 3.2 Percent Malt Liquor.
10. Resolutions
  - A) 52-2016 – Accepting a Donation from Various Donors for Arlington Night Out.

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

11. Approve/Deny Purchase of Document Retention System (OPG3, \$12,189).

### **MISCELLANEOUS BUSINESS**

12. Council Committee Updates.
13. Open Discussion.
  - A) Schedule Special Budget Workshop Meeting – September 19<sup>th</sup> @ 5:00 p.m.

### **ADJOURNMENT**

Reminders:  
Parks – August 22<sup>nd</sup> @ 7 pm

**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
AUGUST 15, 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 Adm. Donabauer, City Attorney Arneson, Karan Pichelmann, Firefighter Curtis Ling, Anne Karl, Charlie Leighton, Police Officer Jordan Voigt, Heidi Jo Fisher, Kurt Menk

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

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

- A) Approval of the August 1<sup>st</sup> Regular Meeting Minutes
- B) Approval of the August 1<sup>st</sup> Special Meeting Minutes
- C) Approval of Bills.

It was noted that there were no public hearings scheduled.

Residents Karan Pichelmann (112 E. Clinton), Anne Karl (201 E. Clinton) and Charles Leighton (204 E. Clinton) were present to express their concerns about the flooding that continues to happen in their neighborhood after very heavy rains. Pichelmann commented that she cleans the storms drains regularly. She also experiences water backing up in her basement; sump pump can't handle the volume. City Maintenance Staff told the residents that the storm sewer system gets overloaded and cannot handle the mass volume of water when flash flooding occurs. Karl stated that the area has been known for flooding issues for some 40 years and asked to see the information about the 5-Yr Plan related to what areas of town are scheduled for improvements and have it explained to her how they are chosen over others. She stated that a large portion of her front yard gets flooded. Leighton commented that he has three vehicles and he only has room for one vehicle in his driveway. His front yard, driveway and street all get flooded, causing water to enter through the bottom of the doors of his vehicles. Adm. Donabauer will pass the information onto the City Engineer.

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

The following announcements were reviewed:

- F) Arlington Farmer's Market, Every Monday in August, 4-7 p.m. @ Arlington Community Center
- G) Filing for Three City Council Positions from August 2<sup>nd</sup>-16<sup>th</sup>
- H) RSM Foundation Annual Ice Cream Social, August 17<sup>th</sup>, 4:30-7:00 p.m. in Heritage Bldg @ County Fair Grounds
- I) Arlington Ambulance Department "Be an EMT for the Day", Arlington Community Center West Parking Lot, August 29<sup>th</sup>, 4-7 p.m.
- J) City Offices will be closed on Monday, September 5<sup>th</sup> for Labor Day (Council Meeting will be Tuesday, September 6<sup>th</sup>).

The Council reviewed the following communications:

- A) June Water/Wastewater.

Curtis Ling, Treasurer of the Fire Relief Association, presented the annual Fire Relief Association Audit. He reviewed the audit (SC-16, actual year 2015) in detail, noting that it contained information on active and retired members. He commented that some names had been changed from active to deferred (no longer active members, their account accrues interest, but they do not receive annual contribution). He explained that a member must be on the department ten years to be vested (eligible to collect retirement funds); but can't withdraw from the fund until they have been on for 20 years or reach the age of 50 years old (then can draw lump sum out).

Ling noted that their investments had done well 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 if the fund went below 100%, the City has to contribute to it to make up the difference (the funds have to be available if/when members retire).

Motion by Wills, seconded by Battcher, and passed by unanimous vote to approve the City Contribution to the 2016 Fire Fighters Relief Association in the amount of \$3,125 (\$125 per member/25 members).

Adm. Donabauer noted that the City is budgeting \$128.75 per member (25 members) for the 2017 (a 3% increase from last year's amount) Fire Relief Association Contribution.

Proposed Ordinance No. 309 – An Ordinance Repealing and Replacing Ordinance 295 Regulating the Possession, Sale and Consumption of Intoxicating and 3.2 Percent Malt Liquor, was presented for discussion. Adm. Donabauer stated that at the previous meeting she was asked to inquire with both Glencoe and Hutchinson to see if they allowed alcohol in their parks; both cities do allow it. She handed out the proposed Application and Permit for Alcohol in Sportsman's/Four Seasons Parks for review. It was noted that the Senior Building was not included in the ordinance as it was addressed by its own rental policy. Nuesse again questioned what, if any, liability the City had if party was cited and did not have insurance. Attorney Arneson stated none; their homeowner's insurance will cover some of the situations, but not always. Wills was opposed to the start time being 7 am; he felt 10 am was a good time. He also wanted to see the alcohol restricted to the shelter area only and not allow it all over the park. Battcher agreed. Lengthy discussion was held.

Motion by Battcher, seconded by Nuesse, and carried (Jaszewski and Heiland opposed) to leave Ordinance 295 intact, with the following additional language added to the bottom of Section 6: The City Council may, at its own discretion, make exceptions to this section for special events sponsored by community service organizations or a city celebration, or class/family reunions or similar situation; the terms of which are to be accepted by the City Council on a case-by-case basis.

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

**RESOLUTION 52-2016**

**A RESOLUTION ACCEPTING A DONATION AND DESIGNATING ITS USE**

**WHEREAS**, Minnesota State Statutes 465.03 states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

**WHEREAS**, the City may not, however, accept or use gifts for religious or sectarian purposes; and

**WHEREAS**, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members; and

**WHEREAS**, the City of Arlington has received a monetary donation of \$562.00, prizes, food and other items from various donors, as seen on attached form, for activities related to Arlington Night Out; and

**WHEREAS**, charitable contributions to governmental units are tax-deductible under Section 170(c)(1) of the Internal Revenue Code if made for public purpose, and

**WHEREAS**, the Arlington City Council would like to express its thankfulness for this gracious community support, and

**NOW THEREFORE BE IT RESOLVED**, pursuant to Minnesota State Statute 465.03 the Arlington City Council does hereby accept the aforementioned donation.

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 15<sup>th</sup> day of August, 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.

**2016 Arlington Night Out Monetary Donations**

	<u>\$ Amount</u>
American Legion Post #250	\$25.00
Belle Plaine German Days	\$200.00
Blackie & Pat Schwartz	\$25.00
Brau Motors	\$50.00
Dale & Laurie Stern	\$25.00
Dan & Nancy Hislop	\$20.00
Donation Basket @ Event	\$27.00
Elmer Creech	\$10.00
Greg Goblirsch	\$10.00
Heidi Jo Fisher	\$10.00
Joe & Pam Morgan	\$20.00
Lisa Aguilera	\$5.00
Marlene Moskop	\$10.00
Ross Arneson	\$25.00
VFW Post 6031	\$100.00
Total:	<u><u>\$562.00</u></u>

Other Donations:

Arlington Area Chamber of Commerce  
Arlington Enterprise  
Arlington Haus  
A&M Processing  
Jerry's Home Quality Foods  
Kick's Bakery  
Lang's Meat Market  
LIDO Theatre  
Lions  
Chris Pichelmann  
Ridgeview Sibley Medical Center

Items:

Insurance for Event  
Advertising  
Prizes  
150 Hotdogs  
Water  
Buns & Cookies  
75 Hotdogs  
Prizes  
Prizes  
Prizes  
Chips

Adm. Donabauer presented information and an estimate pertaining to the purchase of a document retention system from OPG3 (Crabtree Companies). It was noted that six different companies had been reviewed, but this system would work the best with all the other software (the utility billing, accounts payables/receivable, GIS mapping, and Novus Agenda) programs that the City has. Donabauer explained how the program worked. It was noted that the Winthrop and Gaylord both have this and it is working well for them. Donabauer commented that there would be an annual maintenance fee that would have to be paid also.

Motion by Heiland, seconded by Wills, and passed by unanimous vote to approve the purchase of a Document Retention System from OPG3 (Crabtree Company) in the amount of \$12,189.

Battcher provided an update on the most recent Finance Committee meeting. She stated that the Utilities Committee will be asked to meet to discuss changing the Utility Billing Policy; whereby looking to discontinue putting accounts in renter's names; accounts will be in the name of the property owners (landlords) only.

Heiland provided an update on the Fire Committee. He stated that there are currently 25 members on the department. They discussed some ideas for recruiting new members and how to keep existing members. It was noted that other communities are struggling with the same issues.

It was the consensus of the Council to set September 19<sup>th</sup> at 5 pm as the date for the next Budget Workshop meeting.

Wills questioned why potholes were not filled before the sealcoating was done. This will be checked into with the Maintenance Department.

Motion by Nuesse, seconded by Battcher, and passed by unanimous vote to adjourn the meeting at 8:02 pm.

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City Administrator Liza M. Donabauer

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Mayor Richard Nagel