

**ARLINGTON CITY COUNCIL
MEETING AGENDA
FEBRUARY 1, 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 January 19th Regular Meeting Minutes.
 - B) Approval of the January 19th Special Meeting Minutes.
 - C) Approval of Bills.
 - D) Authorize Repair of Make-Up Unit at Influent Building (TEK Service, Inc. \$3,496.57).
 - E) Authorize Replacement of CASE Loader Tires (Sam's Tire Service, \$6,354.00).
 - F) Accept the Resignation of Brent Doetkott, Volunteer Fire Fighter.
 - G) Accept the Resignation of Nick Rauch, Volunteer Fire Fighter.
 - H) Accept the Resignation of Thomas Pfarr, Volunteer Fire Fighter.
 - I) Accept the Resignation of Jason Quast, Volunteer Fire Fighter.

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council.
6. Announcements
 - A) Meeting with the Townships/G.I. on Fire/Ambulance Coverage is February 2nd, 7:00 p.m.
 - B) City Offices will be closed on Monday, February 15th for the President's Day Holiday.
 - C) Council Meeting Rescheduled for Tuesday, February 16th @ 6:30 p.m.
 - D) Award of Darwin Mathwig Award at the Arlington Lions Fish Fry, February 26th @ 5:00 p.m.
7. Communications
 - A) December Water/Wastewater Report.
 - B) December Building Permit Report.
 - C) December/Year End Financial Reports.
 - D) Sibley County Public Works Bridge Safety Inspection.
 - E) Letter from MnPCA Acknowledging Receipt of Biosolids Annual Report for Cropping Year 2015.

- F) Invitation from Coalition of Greater Minnesota Cities to Attend Legislative Action Day 2016 in St. Paul, May 16th.
- G) Letter from Good Samaritan Society RE: Tour of Tables Fundraiser.
- H) Summary Results from One-to-One Conversations Conducted by Sibley East's Partnering in Prevention Coalition RE: Its Work to Reduce Alcohol Use Among Youth in the Sibley East Communities.

REPORTS OF OFFICERS, BOARDS & COMMITTEES

- 8. Yearly Fire Department Update (Chief John Zaske)

ORDINANCES & RESOLUTIONS

- 9. Ordinances
- 10. Resolutions
 - A) 11-2016 – Supporting an Increase of Local Government Aid (LGA) in the 2016 Legislative Session.
 - B) 12-2016 – Accepting a Donation from Arlington Conquerors 4H Club.

UNFINISHED BUSINESS

NEW BUSINESS

- ~~14.~~ 13. Inquiry from Timothy & Rebecca Dahl to Extend City Sewer & Water to 22970 401 Ave.
- 12. Orderly Annexation Agreement.
- ~~13.~~ 11. Fire and Ambulance Coverage Rates
 - A) Recap of the 2-02-16 Fire & Ambulance Funding Presentation
 - B) Review of 2016 Coverage Rates

MISCELLANEOUS BUSINESS

- 14. Police Department Update.
- 15. Council Committee Updates.
- 16. Open Discussion.
 - A) “City of Arlington” Sign Design.
 - B) Request by Open Door Mobile Health Center.

ADJOURNMENT

Reminders:

- Township/Fire/Ambulance/GI – February 2nd @ 7 pm (EMS Bldg)
- Library – February 3rd @ 5:30 pm (Library)
- Parks & Public Building Committee – February 3rd @ 7:00 pm (Senior Building)
- EDA – February 4th @ 6 pm
- Planning & Zoning – February 4th @ 7 pm
- Parks – February 22nd @ 7:00 p.m.

**ARLINGTON CITY COUNCIL
MEETING MINUTES
FEBRUARY 1, 2016**

The regular meeting was called to order at 6:47 p.m., Mayor Richard Nagel presiding.

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

Members absent: None

Also present: City Administrator Donabauer, City Attorney Arneson, Police Officer Jordan Voigt,

Firefighters: John Zaske, Corey Carpenter, Doug Mackenthun; Kurt Menk

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

Switch items 11 and 13 around under new business.

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

- A) Approval of the January 19th Regular Meeting Minutes
- B) Approval of the January 19th Special Meeting Minutes
- C) Approval of Bills
- D) Authorize Repair of Make-Up Unit at Influent Building (TEK Service, Inc. \$3,496.57)
- E) Authorize Replacement of CASE Loader Tires (Sam's Tire Service, \$6,354.00)
- F) Accept the Resignation of Brent Doetkott, Volunteer Fire Fighter
- G) Accept the Resignation of Nick Rauch, Volunteer Fire Fighter
- H) Accept the Resignation of Thomas Pfarr, Volunteer Fire Fighter
- I) Accept the Resignation of Jason Quast, Volunteer Fire Fighter.

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) Meeting with the Townships/G.I. on Fire/Ambulance Coverage - February 2nd @ 7:00 p.m.
- B) City Offices will be closed on Monday, February 15th for the President's Day Holiday
- C) Council Meeting Rescheduled for Tuesday, February 16th @ 6:30 p.m.
- D) Award of Darwin Mathwig Award at the Arlington Lions Fish Fry, February 26th @ 5:00 p.m.

The Council reviewed the following communications:

- A) December Water/Wastewater Report
- B) December Building Permit Report
- C) December/Year End Financial Reports
- D) Sibley County Public Works Bridge Safety Inspection
- E) Letter from MnPCA Acknowledging Receipt of Biosolids Annual Report for Cropping Year 2015
- F) Invitation from Coalition of Greater Minnesota Cities to Attend Legislative Action Day 2016 in St. Paul, May 16th
- G) Letter from Good Samaritan Society RE: Tour of Tables Fundraiser
- H) Summary Results from One-to-One Conversations Conducted by Sibley East's Partnering in Prevention Coalition RE: Its Work to Reduce Alcohol Use Among Youth in the Sibley East Communities.

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

RESOLUTION 11-2016

**A RESOLUTION IN SUPPORT OF INCREASING LOCAL GOVERNMENT AID
IN THE 2016 LEGISLATIVE SESSION**

WHEREAS, Local Government Aid (LGA) is a critical need for our city; and

WHEREAS, LGA provides funding to restrain property taxes on homeowners and businesses; and

WHEREAS, LGA provides for basic services such as public safety, infrastructure and fire protection; and

WHEREAS the legislature and state agencies have imposed unfunded mandates upon local cities, including increased pension requirements, expensive wastewater infrastructure costs, among other mandates; and

WHEREAS an LGA increase would help the City of Arlington maintain a flat levy as the City examines its capital needs in the next five years;

WHEREAS, no Omnibus Tax Bill was passed by the 2015 legislature, thus freezing the LGA appropriation;

THEREFORE, BE IT RESOLVED that the City of Arlington supports an increase in the base appropriation for Local Government Aid of \$45.5 million effective for aid payable in 2017 and urges adoption of this proposal by the House and Senate.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the following: the legislators representing the City of Arlington, Speaker of the House Rep. Kurt Daudt, Senate Majority Leader Sen. Tom Bakk, House Tax Chair Rep. Greg Davids, Senate Tax Chair Sen. Rod Skoe, and Governor Mark Dayton.

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, 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 1st day of February, 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 Wills introduced the following resolution and moved for its adoption:

RESOLUTION 12-2016

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 donation of two 6' tables valued at \$107.33 from the Arlington Conquerors 4H Club for use at the Senior Building at Four Season's Park; 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 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 1st day of February, 2016.

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 provided a detailed overview of the information to be presented to the Townships regarding the Fire Service, more specifically, the 2015 revenues and expenses, future capital needs, and the proposed coverage rates for 2017. It was noted that the townships will be paying \$352.57/section in 2016 for fire coverage and are projected to pay \$336.50 in 2017. Adm. Donabauer commented that the fire department has pagers listed as one of their capital needs for 2016. She noted that payments are scheduled to start in 2016 and continue over the next five years for the 2014 Pumper Truck.

Fire Chief John Zaske presented the Annual Report on behalf of the Fire Department. The report included a detailed summary of the number and type of calls responded to, along with mutual aid calls given and/or received in 2015; and a breakdown of non-billable (civic) man hours. Zaske commented that truck expenses were less than the previous year, mainly due to fuel costs being lower and fewer calls. He stated that the department underwent an ISO Audit in March and explained how it affected both the City and Townships' ratings. The City's rating dropped from a 6 to a 5 and the Townships' rating dropped from a 9 to a 5Y, which was good. A couple of reasons for the improvement were due to the new engine/pumper and its pumping capacity, and the amount of water the department can now carry to the rural. Zaske commented that the improved ISO rating will also benefit the taxpayers; it should lower their insurance. It was noted that the department switched from E-Dispatch to Active 911, a paging system that provides information to their cellphones at a reduced cost. It was noted that the department received a \$2,000 matching DNR grant, which allowed them to purchase hose for Engine 1 and become compliant with NFPA and ISO requirements. Zaske commented that pagers (the current ones are no longer serviceable by company) and airbags (exceeded their expiration period) are projected to be replaced in 2016-17. He continues to seek out grant money to help with these costs.

Zaske talked further about the number of non-billable man hours in conjunction with the increasing number of medical calls (lift assists) that are happening each year. He stated that it is not always feasible for members to make the 'lift assist' calls, as they are not close by and the call doesn't last long; but these calls affect the total overall percentage of calls made by members at the end of the year. He foresees a large turnover or reduction in membership in the next few years as members are reaching their 20 years of service and retiring; and new younger members are not joining. Zaske commented that the City and the department need to come up with some kind of incentives to attract new members and retain members. It was noted that other cities are having the same problems and trying different ideas.

Adm. Donabauer provided a detailed overview of the information to be presented to the Townships and City of Green Isle regarding the Ambulance Service, more specifically, the 2015 revenues and expenses, service call rate changes and the proposed coverage rates for 2017. It was noted that the townships will be paying \$143.90/section in 2016 for ambulance coverage and are projected to pay \$138.67 in 2017. Green Isle's portion will be \$6,291.33 in 2016 and \$5,969.04 in 2017. It was noted that there were no capital needs anticipated in the next five years. Adm. Donabauer provided a breakdown of how the 2016 ambulance will be paid for. The Townships and City of Green Isle will have the option to pay their portion of the new ambulance in full in 2016 or in installments over eight years.

Attorney Arneson talked about the Orderly Annexation Agreement currently in place with Arlington Township and the County. He explained what Orderly Annexation was and how it worked (allows the City to expand its physical boundaries easier than without an Agreement in place and gives the City zoning control within the OAA). It was noted that the current Agreement is due to expire in September 2017 and if it is not renewed the City will lose the advantages it currently has, such as zoning control. The City will still be able to annex property, but through a more lengthy process. Attorney Arneson explained how the current OAA was established and what annexations have taken place since then. Discussion was held on how private wells and septic systems are handled within the OAA, more

specifically the Boerner Addition, which lies just north of city limits. It was suggested to renew the Agreement, but to change the boundary; elongate it along Highway 5 and other major roads coming into the city to allow for potential development. It was also suggested to include the OAA in the upcoming Strategic Planning Session. It was the consensus of the Council to have the Planning Committee work on renewing the OAA and reshape it (there are no limitations of how far out the annexation area can be).

The Council reviewed the request from Timothy & Rebecca Dahl to extend city utilities (water and sewer) to 22970 401st Avenue. The Dahl's are in the process of selling their home and the potential buyer has inquired if it is possible to get connected to city utilities and what the cost would be. Adm. Donabauer explained what the process would be to the Dahl's. She added that Zoning Consultant Smith-Strack feels that any and all engineering fees pertaining to this request should be the responsibility of the requesting party(ies) and not city taxpayers. It was noted that utilities are in the area. It was the consensus of the Council to survey the residents in the Boerner Addition, to find out if there are other property owners interested in hooking up to city utilities now, before giving the Dahls and answer.

Officer Jordan Voigt provided an update on the police department. He stated that he is starting to research what is all involved with the 'National Night Out' and getting it implemented in Arlington. Jaszewski commented that he is to work on this also as the mayoral goal assigned to him.

Jaszewski provided an update on the hospital board. He stated that the Board was very pleased with how things went in the last year; as they were above their budgets in most areas. The process for the hospital redesign continues to move forward; keeping in mind at all times how to best serve the needs of the community. It was noted that the hospital passed their DMV Inspection.

Jaszewski and Heiland shared what they learned at the LMC Conference that they attended recently – "Love where you Live". General theme was beautifying the community (paint murals), cleanliness, safety, getting people (especially youth) involved, and make it fun without spending a lot doing it. The City is already doing some of the things suggested, such as making the community walkable and bike friendly.

Mayor Nagel talked briefly about the Hwy 212 Coalition meeting that he attended recently.

Adm. Donabauer presented revised drawings of the proposed City of Arlington entrance signs for the Council to review. Considerable discussion was held. It was the consensus of the Council that they liked the wording (for Chamber) on the brick base. Adm. Donabauer will make sure a copy of the proposed design of the sign will be available for the Chamber's next meeting.

The Council reviewed a request from the Open Door Mobile Health Center; to be allowed to park their medical RV in the municipal parking lot. They cater to people who are under insured, not insured and provide translating services. They feel they are a less intimidating facility than a hospital. The hospital facility here in Arlington provides the same services. It was the consensus of the Council to deny the request on the basis that the Council feels that it is inappropriate to use public property for this type of activity; and considering that the city is adequately served by its existing medical and dental services.

Jaszewski commented that he would like to see (in Spring) the intersection at Cty 17 and Henderson Road marked as a trail crossing area, preferably by signage versus markings on the ground. It was noted that there is a stop sign already there and a crosswalk painted on the ground.

Wills commented that it had been suggested to him to have doggie doo containers placed along the trail and/or park areas. Battcher commented that maybe the boy/girls scouts could put them up as a project.

Motion by Wills, seconded by Nuesse, and passed by unanimous vote to adjourn the meeting at 8:53 pm.