

**ARLINGTON CITY COUNCIL  
MEETING AGENDA  
SEPTEMBER 6, 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 15<sup>th</sup> Regular Meeting Minutes.
  - B) Approval of the August 11<sup>th</sup> Special Arlington City Council, Joint EDA and P&Z Committee Meeting Minutes.
  - ~~C) Approval of Bills.~~ (pulled and moved to item 11.5)
  - D) Approval of The Salvation Army's HeatShare Program for 2016-2017.
  - E) Approve Temporary On Sale Liquor License (1-4 day) for Arlington Fire Department Relief on October 15, 2016.
  - F) Approval of Hiring of Mavis Miller as Arlington Community Center Attendant.

**PUBLIC HEARINGS**

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
  - A) Citizens Addressing the Council.
6. Announcements
  - A) Arlington Farmer's Market, Every Monday in September, 4-7 p.m. (except Labor Day) at Arlington Community Center.
  - B) Coffee with the Mayor, Thursday, September 8<sup>th</sup>, 1:30 p.m. at Arlington Public Library.
  - C) Special Budget Workshop Meeting – September 19<sup>th</sup> @ 5:00 p.m.
  - D) Ambulance Assn's 24<sup>th</sup> Annual Harvest Event – Friday, September 30<sup>th</sup>, 4-8:00 p.m. at Arlington Community Center
  - E) LMC Regional Meetings – Various Locations in October
  - F) Public hearing on High Island Project 13, September 12, 2016, 7 p.m. @ Sibley County Service Center.

7. Communications
  - A) July Financial Report.
  - B) July Police Report.
  - C) August Building Permit Report.
  - D) German Days Gambling Donation Report.

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

### **ORDINANCES & RESOLUTIONS**

8. 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.
9. Resolutions
  - A) None.

### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

10. Cemstone Preliminary Application for Tax Abatement.
  - A) Accept/Deny Pre-Application, Authorize Submittal of Final Application, and Authorize Preparation of Abatement Documents.
11. Authorize/Deny Purchase of Vanity Countertops in Community Center Bathrooms. (Kreft Cabinets, \$6,300.)

### **MISCELLANEOUS BUSINESS**

- ~~12. Maintenance Department Update – Tony Voigt, Maintenance Supervisor. (removed)~~
13. Council Committee Updates.
14. Open Discussion.

### **ADJOURNMENT**

Reminders:

Special Council Budget Workshop – September 19<sup>th</sup> @ 5 pm  
Library – September 21<sup>st</sup> @ 5:30 pm (Library)  
Cemetery – September 26<sup>th</sup> @ 5:30 pm  
Parks – September 26<sup>th</sup> @ 7 pm  
Township/Fire/Ambulance – October 26<sup>th</sup> @ 6 pm (EMS Bldg)

**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
SEPTEMBER 6, 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, Tom Hatlestad, Police Officer Bruce Rovinsky, Kurt Menk

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

Remove item 12) Maintenance Department update – Tony Voigt, Maintenance Supervisor

Add item 6F) Public Hearing on High Island Project 13, September 12, 2016 @ 7 pm Sibley County Service Center.

Motion by Jaszewski, seconded by Wills, 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.~~ *(removed from Consent Agenda and moved to 11.5 on Regular Agenda)*
- D) Approval of The Salvation Army's HeatShare Program for 2016-2017
- E) Approve Temporary On Sale Liquor License (1-4 day) for Arlington Fire Department Relief on October 15, 2016.
- F) Approval of Hiring of Mavis Miller as Arlington Community Center Attendant.

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:

- G) Arlington Farmer's Market, Every Monday in September, 4-7 p.m. (except Labor Day) @ Arlington Community Center
- H) Coffee with the Mayor, Thursday, September 8<sup>th</sup>, 1:30 p.m. @ Arlington Public Library
- I) Special Budget Workshop Meeting – September 19<sup>th</sup> @ 5:00 p.m.
- J) Ambulance Assn's 24<sup>th</sup> Annual Harvest Event – Friday, September 30<sup>th</sup>, 4:8:00 p.m. @ Arlington Community Center
- K) LMC Regional Meetings – Various Locations in October
- L) Public Hearing on High Island Project 13, September 12, 2016 @ 7 pm @ Sibley County Service Center.

The Council reviewed the following communications:

- A) July Financial Report
- B) July Police Report
- C) August Building Permit Report
- D) German Days Gambling Donation Report.

The first reading of 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 held. Adm. Donabauer stated that the proposed ordinance had been discussed at length, along with various revisions considered at the last couple of regular Council meetings. At the last meeting it had been suggested to include the following language at the end of the paragraph of Section 6:

*“...community service organizations, or a city celebration, class reunion, family reunion, company party, or other special event group activity. The City, in granting any such exception, may set such terms for the event, as it deems appropriate to protect the public property and the rights of other users of the park area”.*

Jaszewski expressed his opposition to disallowing alcohol in the parks. Heiland agreed, since the research done by staff showed there were no problems whether it was allowed or not (within other communities). Jaszewski commented that there is a positive way to look at this also; adults should be able to drink in front of children, as long as it is done responsibly, which would teach them that it does not have to be abused. Nuesse expressed concern that city residents would not be represented fairly if the proposed ordinance is adopted as written (it is too restrictive); based on feedback received from residents both for and against allowing alcohol in the parks. Attorney Arneson commented that the conversation has been focusing on alcohol in the parks, when, in fact, the ordinance addresses no alcohol on any public property. Jaszewski still wanted to see some type of compromise, which would allow alcohol at Four Seasons Park and the Sportsman’s Park. Kurt Menk commented that there were more issues at Four Seasons Park this summer with (broken) glass beer bottles left behind from people who rented both the shelter and Senior Building (party going back and forth between both facilities).

Motion by Jaszewski, no second was made, to send the proposed ordinance back to have staff re-word it; to allow a reasonable use of alcohol in the parks and requiring large groups to apply via permit (similar language that had been presented at a previous meeting).

It was noted that the proposed new wording (presented at this meeting) was less restrictive than a previous version and still provides the City with some leniency/discretion to allow alcohol (in the parks). The question was asked and discussion was held on whether or not a permit was needed (it was agreed it was not). Batcher, Wills and Nuesse were happy with the proposed ordinance language as presented at this meeting. Nuesse invited the public to come to a Council meeting to comment on the proposed ordinance if they do not agree with the proposed language or the direction the Council is taking on this subject.

The Council reviewed a memo from EDA Director Smith-Strack regarding a Pre-Application for Tax Abatement from Cemstone. It was noted that Cemstone was in the process of purchasing property along Circle Drive, across the road from Scott Equipment. The subject property is currently used for agricultural purposes, guided toward residential use, and zoned residence agriculture. Cemstone proposes re-guiding and rezoning to I-1 Limited Industrial to provide for the relocation of their operation from the downtown to the subject property. The details within the Pre-Application were reviewed (relocation costs are projected at \$1.2M; conventional financing is available for \$800,000 leaving a \$400,000 gap/abated amount).

The City was awarded a Business Development Public Infrastructure Program (BDPI) Grant in the amount of \$66,275 to assist with the extension of utilities and improvements of Circle Drive. Remaining costs associated with the utility and roadway improvements would be secured from assessments to the benefitting property and City participation. The City Engineer estimates utility extension and roadway improvement costs at \$161,700. Sibley County Assessor has been contacted to determine the projected estimated market value. The projection will be used to determine potential proceeds from tax abatement.

Very preliminary data produced via the City's financial consultant indicated potential tax abatement proceeds over a 15 to 20 year term with the City and County participation based on a building valuation of \$500,000 could exceed \$200,000.

It was noted that per the City's Abatement Policy, the Cemstone Project would meet the following criteria:

1. Enhance, diversify, or increase the City of Arlington's economic base;
2. Remove blight and/or encourage redevelopment in the commercial and industrial areas of the City in order to encourage high quality development or redevelopment and private reinvestment in those areas;
3. Retain local jobs;
4. Facilitate the development process.

The project meets several qualifying objectives for the use of tax abatement and qualifying costs for reimbursement by abatement appear to meet eligibility guidelines (land acquisition and site preparation). Based on the above information, EDA Director Smith-Strack requested the use of tax abatement to support the project. It was noted that State law does not require the EDA to review pre-applications for tax abatement; the City Council is the only decision-making body for tax abatement requests; however the EDA will review, comment and make a recommendation on the final abatement request.

Motion by Heiland, seconded Battcher, and passed by unanimous vote to accept the Pre-Application, Authorize Submittal of Final Application, and Authorize Preparation of Abatement Documents for the Cemstone Project (as presented).

Adm. Donabauer stated that the Community Center Committee had reviewed a couple of estimates pertaining to the bathroom upgrade project and had also chosen the new colors for the countertops and sink inserts. It was noted that \$10,000 was earmarked within the CIP for improvements to the Community Center, which included floor jacking and the bathroom improvements. The CC Committee recommended moving forward with the bathroom project and to accept the quote from Kreft Cabinets in the amount of \$6,300.

Motion by Battcher, seconded by Jaszewski, and passed by unanimous vote to authorize the purchase of vanity countertops for the Community Center bathrooms from Kreft Cabinets in the amount of \$6,300.

The Bills were reviewed (as they had been removed from the consent agenda). Battcher questioned if the crack/sealcoating project was complete. Adm. Donabauer stated it was not. Battcher questioned if the check was for the full amount due or if a portion was being held back until the project was completed. Adm. Donabauer stated that staff usually holds the check until the project is completed (cleared by Maintenance Supvr. Voigt). Battcher felt that a payment could be made, but a 5-10% retainer should be held back until the project was completed. Wills felt that if the whole payment was held, it would encourage them to come back and get the job done sooner.

Motion by Battcher, seconded by Wills, and passed by unanimous vote to approve the bills as presented with the condition that the check for Allied Blacktop Company is held until the sealcoating project is completed.

Jaszewski provided an update on the Parks Committee. They toured the various parks with Karan Zumach, an individual who identifies trees and helps with landscaping/tree placement in parks. The City was awarded a grant for an upcoming tree planting project. Jaszewski stated that while they toured the parks, the playground equipment was also looked at, to see what needs to be replaced/repared. It was noted that the soffit on the hockey rink needs to be replaced (pretty dented up); Maintenance Supvr. Voight was looking at replacing it with a more pliable material. The Committee is looking at

implementing a memorial bench/tree program. The School was looking to donate some old football lights to the City for use at the Sportsman's Park. It was noted that the Committee is discussing options with regards to control of lights in the parks (metering). Jaszewski stated the grant through the Lions was approved for the Senior Building Remodeling Project.

Jaszewski provided an update on the hospital board. They will be replacing/upgrading the CT scanner, which will have newer, faster, technology and better image quality. Jaszewski stated that the remodel plans are being finalized and the pricing will be available for the Board in September. A new telephone system is in the process of being installed at the various clinics/hospitals, which will provide for a more seamless patient experience and better internal/external communications.

Battcher provided an update on the Planning & Zoning Committee. They discussed rezoning the area Cemstone is purchasing. They started reviewing Ordinance 300-Outdoor Storage; which they plan to take some time going over and include Police Chief Danner in the discussions/revision process. Battcher commented that they are having to revisit the newly adopted Solar Ordinance, as the wall-mounted project for the school is no longer a viable option due to structural reasons. They will be discussing ground mounting systems.

Heiland provided an update on the Utility Committee. They discussed the flooding issue in the area of Baker and Clinton Streets. Maintenance Supvr. Voigt was going to camera the storm sewer system to see if there were any obstructions. If he couldn't get it done with equipment available, a contractor would have to be hired to televise the system. After the televising is done, the City will be able to determine if the schedule of future improvement projects would have to be re-arranged so that this area could be moved up. Adm. Donabauer will be contacting the resident from the last Council meeting regarding the information she had requested related to this topic. Mosquito spraying was also discussed.

Wills commented on the trees that were trimmed recently at a residence by the electric line contractor (in Adm. Donabauer's weekly update to the Council). Wills felt the contractor should have cut down the trees versus trimming them as there was nothing left. Battcher commented that the trees probably could have been nicely shaped if they had been trimmed every year as part of an electric line maintenance plan. Heiland commented that they may be unsightly now, but the trees will come back in a couple of years.

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

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City Administrator Liza M. Donabauer

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Mayor Richard Nagel