

****NOTICE DATE/TIME CHANGE****

**ARLINGTON CITY COUNCIL
MEETING AGENDA
AUGUST 3, 2017 AT 5:30 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 17th Regular Meeting and July 24th Special Meeting Minutes
 - B) Approval of Bills
 - C) Approval of 2017 Service Agreement – Arlington Area Ambulance Service & Sibley County Agricultural Association (September 8 & 9, 2017)
 - D) Acceptance of Resignation – Michelle Halverson Parpart (Paramedic)
 - E) Approval of Final Offer of Employment – Scott Sandquist (Police Officer)

PUBLIC HEARINGS

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council
 - B) Arlington Area Chamber of Commerce – Small Town Grant
6. Announcements
 - A) Arlington Farmer's Market, August – September 25th @ 4-6:30 p.m., Arlington Community Center West Parking Lot.
 - B) Deadline to Register for 2017-2018 "Leading Sibley Together" Leadership Program, August 4th.
 - C) City Offices will be closed on Monday, September 4th for Labor Day (Council Meeting will be Tuesday, September 5th).
7. Communications
 - A) Monthly Financial Report – June

REPORTS OF OFFICERS, BOARDS & COMMITTEES

8. Annual Report – Ridgeview Sibley Medical Center (Todd Sandberg - To Be Confirmed)

ORDINANCES & RESOLUTIONS

9. Ordinances

- A) First Reading: Ordinance 313 – An Ordinance Enacting a Code of Ordinances for the City of Arlington, Minnesota, Amending, Restating, Revising, Updating, Codifying, and Compiling Certain Ordinances of the City Dealing with the Subjects Embraced in the Code of Ordinances, and Providing Penalties for the Violation of the Code of Ordinances.
- Chapter 26 – Towers
 - Chapter 27 - Trees

10. Resolutions

- A) 70-2017 – Columbarium Fees

UNFINISHED BUSINESS

- ~~10.~~ 11. Project 13 - Tile 6A Improvements
- ~~11.~~ 12. Johnson Controls Update (City Attorney Arneson)

NEW BUSINESS

- ~~12.~~ 13. Service Agreement – True Green

MISCELLANEOUS BUSINESS

- ~~13.~~ 14. Department Update – Maintenance
- ~~14.~~ 15. Council Member/Committee Updates
- ~~15.~~ 16. Open Discussion

ADJOURNMENT

Reminders:

Joint City Council/Planning & Zoning Committee Work Session – August 3 @ 7:15 p.m. (See Planning & Zoning Committee Agenda for Joint Work Session Agenda)

EDA – August 7th @ 5:30 pm

City Council Special Meeting (Police Chief Interviews) – August 9 @ 6:30 p.m.

Council Member Tour of Sibley East High School – August 21 @ 5:30 pm

Parks – August 28th @ 7:00 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
AUGUST 3, 2017**

The regular meeting was called to order at 5:30 p.m., Mayor Richard Nagel presiding.

Members present: Mayor Nagel, Cowell, Hatlestad, Heiland, Jaszewski

Members absent: Battcher

Also present: Interim City Adm. Elvebak, City Attorney Arneson, Maint. Supvr. Kirby Weckworth, Kurt Menk

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

Add item 10A) Resolution 70-2017 – Columbarium Fees.

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

- A) Approval of the July 17th Regular Meeting Minutes and July 24th Special Meeting Minutes
- B) Approval of Bills
- C) Approval of 2017 Service Agreement – Arlington Area Ambulance Service & Sibley County Agricultural Association (September 8 & 9, 2017)
- D) Acceptance of Resignation – Michelle Halverson Parpart (Paramedic)
- E) Approval of Final Offer of Employment – Scott Sandquist (Police Officer).

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.

Interim Adm. Elvebak stated that Chamber of Commerce was requesting the City of Arlington and EDA to apply for the Small Town Grant being offered through the Southern Minnesota Initiative Foundation.

Motion by Heiland, seconded by Jaszewski, and passed by unanimous vote to endorse the Chamber of Commerce's Small Town Grant application.

The following announcements were reviewed:

- A) Arlington Farmer's Market, August – September 25th, 4-6:30 p.m. Arlington Community Center West Parking Lot
- B) Deadline to Register for 2017-2018 "Leading Sibley Together" Leadership Program, August 4th
- C) City Offices will be closed on Monday, September 4th for Labor Day (Council Meeting will be Tuesday, September 5th).

The Council reviewed the following communications:

- A) Monthly Financial Report – June.

It was noted that the RSMC annual report would be presented at a future meeting.

The first reading of Ordinance 313 – An Ordinance Enacting a Code of Ordinances for the City of Arlington, Minnesota, Amending, Restating, Revising, Updating, Codifying, and Compiling Certain Ordinances of the City Dealing with the Subjects Embraced in the Code of Ordinances, and Providing Penalties for the Violation of the Code of Ordinances, was held. The Council reviewed the following

chapters: Chapter 26-Towers and Chapter 27-Trees. Attorney Arneson commented that he has changed the numbering of the chapters within the Code several times for various reasons. After he submitted these two chapters for review, he realized they were not in the alphabetical order he was trying to maintain; and therefore will be renumbering and resubmitting them as 28-Towers and 29-Trees, respectfully.

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

RESOLUTION 70-2017

A RESOLUTION FIXING THE FEES AND CHARGES OF THE COLUMBARIUM FOR THE CITY OF ARLINGTON, SIBLEY COUNTY, MINNESOTA

WHEREAS, the City of Arlington has decided to add a columbarium to the cemetery for urn placement(s); and

WHEREAS, it is the City Council’s decision to fix the fees and charges for urn placement in columbarium niche, and;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Arlington, Minnesota the following fees and charges beginning August 1, 2017:

Columbarium Niche

Urn Placement	\$75.00
Urn Placement (Non-Regular Business Hours)	\$125.00
Niche Plaque (Single or double with full dates)	\$450.00
Niche Plaque (Double without full dates)	\$500.00
Memory Wall Plaque.....	\$200.00

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Hatlestad, and upon poll being taken thereon the following voted in favor thereof: Cowell, Hatlestad, Heiland, Jaszewski; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: Battcher.

The foregoing resolution was adopted by the City Council of the City of Arlington this 3rd day of August, 2017.

Signed: /s/ Richard Nagel
Mayor

Attested: /s/ Laura Elvebak
Interim City Administrator

Whereupon the resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the Interim City Administrator.

The Council reviewed the bids for the Project 13-Tile 6A Improvements-2017. Mayor Nagel explained that this would be a joint project (80/20) with the Watershed in the southeast corner of town; and the Watershed would be paying for the higher percentage of the costs. The project was intended to address a drainage issue occurring along the southeastern boundary line and adjoining property owned by Vince Danielson. Interim Adm. Elvebak commented that even though the bids came in higher than the engineer’s estimate, Engineer Femrite was recommending the City move forward with the project. Mayor Nagel commented that the City has already expended \$35,000 in the last year for engineering/design fees related to this subject matter; this amount would be deducted from the City’s portion.

Motion by Hatlestad, seconded by Jaszewski, and passed by unanimous vote to accept the low bid from Juul Contracting Co. in the amount of \$165,126.70 for the Project 13-Tile 6A Improvements-2017.

Attorney Arneson provided an update on the Johnson Controls matter. He stated that he had obtained the names of two firms that handle litigation cases such as the one the City was contemplating. He was going to reach out to them and would report back to the Council.

Maint. Supvr. Weckworth proposed contracting with an outside company to treat the City properties (community center, parks, etc.) with fertilizer and weed control. He explained that an outside company is staffed and equipped to do the job more efficiently. He presented a couple of estimates from TruGreen for fall applications (locked in rate for three years).

Motion by Heiland, seconded by Jaszewski, and passed by unanimous vote to approve the 3-year Service Agreement with TruGreen for fall fertilization and weed control at a cost of \$3,409 per year.

Maint. Supvr. Weckworth provided his monthly update.

- The hot patching and sealcoating had been completed. It was noted that the hot patching bill ended up being \$4,000 over the approved bid amount. The reason for the overage was that double the amount of material was needed as the streets (Clinton Street) were in poorer condition than anticipated; and a few areas were added that were not included when the job was bid. The company doing the work absorbed a significant portion of the overage costs.
- Weed spraying in the streets was about 75% complete.
- The columbarium had been delivered; the granite benches still needed to be secured around it.
- Maint. Worker Latzke has been watering the new trees in the rock bed.
- The crab apple trees in the landscape by the north entrance sign will be replaced at no charge from This Old House since they were still under warranty.
- Mosquito spraying is being done.
- Mowers are doing well.

Maint. Supvr. Weckworth commented that their 'to do' list consists of removing hazardous/dying trees, stump removal, tree trimming over the streets, and curb/crosswalk painting. He reminded the Council of the upcoming Tree Planting Event on September 30th. He also commented that they will be burning the brush pile in smaller amounts on different occasions.

Brief discussion was held on having security cameras at the compost site, Lions/Sr. Building and shelter at Four Seasons Park.

Jaszewski provided an update on the Hospital Board. RSMC is doing well with regards to the number patients it has when compared to other facilities. Recruitment of doctors in rural areas continues to be an issue. Mike Phelps is the new CEO and shared his vision for the future with the Board.

Heiland commented that the street improvement project appears to be coming along. Cowell commented that a resident was happy with the contractor doing the work as they were doing all the work themselves versus subcontracting it out.

Brief discussion was held on the Cable Commission/franchise.

Motion by Heiland, seconded by Hatlestad, and passed by unanimous vote to adjourn the meeting at 6:41 pm.

Interim City Administrator Laura Elvebak

Mayor Richard Nagel