

**ARLINGTON CITY COUNCIL
COUNCIL MEETING WORKSHOP AGENDA
MAY 21, 2018 AT 5:00 PM
COUNCIL CHAMBERS**

1. Call meeting to order
2. Roll Call
3. Approve Meeting Workshop Agenda
4. Discussion regarding significant improvement projects in 2019 and the impact on the overall budget.

ADJOURNMENT

**ARLINGTON CITY COUNCIL
COUNCIL WORKSHOP MEETING MINUTES
MAY 21, 2018**

The Council Workshop meeting was called to order at 5:00 p.m., Mayor Richard Nagel presiding.

Members present: Mayor Nagel, Michelle Battcher, Adam Cowell, Tom Hatlestad, Ben Jaszewski and Jim Heiland

Also present: City Engineer Jason Femrite, Auditor Tom Olinger and City Adm. Pat Melvin

Motion by Battcher, seconded by Heiland, and passed by unanimous vote to approve the agenda.

The purpose of the Council Workshop meeting was to have further discussion on the 2019 projects and the impact on the City budget if the City were to attempt to tackle all these projects in 2019.

Administrator Melvin shared with the Council the significant new projects (those over \$50,000) that the City should be looking to do in the next couple years. This included street light replacement at approximately \$150,000, 800 MHz enhancement at \$500,000, Clinton/Baker Street drainage project at \$2,300,000 and establishing a set aside for an Industrial Park at \$1,000,000. He then proceeded to review the additional funding sources that might help the City to fund these projects.

Melvin also reviewed the existing Capital Improvement Projects that are identified for 2018-2020 and include seal coating/crack filling in 2019 at \$95,000. In 2020 the Capital Improvement Projects include a new \$300,000 tanker and Extraction tool of \$75,000 for the Fire Department, replacing a pay loader at the cost of \$130,000 and additional seal coating and crack filling in the amount of \$95,000. Jason Femrite indicated that the City could skip seal coating in 2018 and save some money but that the City should proceed with crack filling. It was also noted that some of these fire expenses could possibly be offset by city and township payments for fire services and equipment.

Jason Femrite, City Engineer, explained the benefit of putting together a comprehensive plan for maintaining City infrastructure and was in favor of the City pursuing the Clinton/Baker Street Drainage project based on the needs of the City. This project, he commented, is larger than previous drainage projects but will include a new outlet and will alleviate some of the burden on other lines therefore providing significant benefit to the overall drainage system.

Jason Femrite also provided a letter to the Mayor and Council Members providing information and proposing that they purchase Bolton and Menk's Pavement Management System to prioritize street improvement and maintenance projects. This system will allow City staff to prioritize areas that are most in need of repair and allow the City to extend the life of roads through routine maintenance while managing the budget. The proposed System uses the Pavement Surface Evaluation and Rating System (PASER) as utilized by the Wisconsin Department of Transportation.

Tom Olinger reviewed with the Council the existing debt for the City as provided in the annual audit. He indicated that the annual debt service requirement for the Arlington was increasing in 2019 and decreasing significantly for 2020. He felt that the Council could bond and do the drainage project in 2019 but that 2020 would be a better time since some debt was expiring in 2019.

Tom reviewed with the Council the 2018 levy with a 3% increase and indicated that the Council would have to find an additional \$58,885 in 2019 to do the drainage project. The Council has approximately \$681,000 in Capital Improvement Funds not factoring pending Capital Improvement Projects scheduled and the additional funds could possibly come from that account. The net levy for 2020 with debt falling off positions the City to have a \$17,875.98 reduction in levy in 2020. Tom also recommended that if the City proceeds with the drainage project it should evaluate the water, sewer and stormwater charges to start building up some reserves to help pay for future improvements and expenses associated with these systems. Administrator Melvin indicated that the Council was looking at changes to the electrical rates because of being out of compliance with the bond requirements.

The consensus from the Council was to have Shannon Sweeney visit with the Council at a future meeting about doing the drainage project in 2019 and place purchase of a Pavement Management System as proposed by Bolton & Menk on the May 21, 2018 agenda.

Motion by Heiland, seconded by Jaszewski, and passed by unanimous vote of those present to adjourn the meeting at 6:14 pm.

City Administrator Patrick Melvin

Mayor Richard Nagel