

**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
JANUARY 7, 2019**

The regular meeting was called to order at 6:30 p.m., Mayor Richard Nagel presiding.

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

Members absent: None

Also present: City Adm. Patrick Melvin, City Attorney Ross Arneson, Police Chief John Petterson, Maintenance Supvr. Kirby Weckworth, Kurt Menk

City Administrator Melvin administered the Oath of Office to newly re-elected Mayor Rich Nagel and Councilmembers Michelle Battcher and Jim Heiland.

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

Removed item 5A) Approval of the October 17<sup>th</sup> Council Workshop Minutes

Removed item 5B) Approval of the October 24<sup>th</sup> Special Council Minutes

Removed item 5D) Approval of the November 19<sup>th</sup> Regular Council Minutes

Removed item 5E) Approval of the December 17<sup>th</sup> Regular Council Minutes.

Add item 5H) Approval of Gambling Permit for Sibley County Agricultural Association Raffle on Aug. 4<sup>th</sup>.

Add item 7D) Open House on 2019 Street & Utility Improvements, Tuesday, Jan. 22, 4-6 pm @ Community Center.

Correction to 11F) Approve/Deny Resolution 6-2019 – A Resolution Approving Extension of the Arlington Sewer Access Connection Fee and Water Access Connection Fee Waiver Program for New Residential Construction with Arlington.

Add item 16) Approve/Deny City Waste Collection Contract to Renville Sibley Sanitation, LLC.

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

- A) Approval of the November 5<sup>th</sup> Regular Council Minutes
- B) Approval of Bills
- C) Approval of hiring Roberta Zaske as the Training/Safety Officer for the Fire Department, Retroactive to Jan. 1, 2019.
- D) Approval of Gambling Permit for Sibley County Agricultural Association Raffle on Aug. 4<sup>th</sup>.

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

The following announcements were reviewed:

- A) City Offices Closed on Monday, Jan. 21<sup>st</sup> in Observance of the Martin Luther King Jr. Holiday (Council meeting rescheduled for Jan. 22<sup>nd</sup> at 6:30 pm).
- B) League of Minnesota Cities Experienced Officials: 2019 Leadership Conference Feb. 1<sup>st</sup> – 2<sup>nd</sup>, in Plymouth and Feb. 22<sup>nd</sup> – 23<sup>rd</sup> in Brainerd.
- C) Knights of Columbus Fish Boil, Friday, Jan. 18<sup>th</sup> @ 4:30 p.m.-8:00 p.m. at Community Center
- D) Open House on 2019 Street & Utility Improvements, Tuesday, Jan. 22, 4-6 pm @ Community Center.

The Council reviewed the following communications:

- A) November Water/Wastewater Report
- B) Notification of Arlington's 2018 League of MN Cities Dividend of \$4,308.

The Council reviewed the 2018 Council Goals and started discussing the 2019 Goals. It was noted that Adm. Melvin was in the process of setting up a joint meeting with the EDA and Planning & Zoning Committees, so they could be included in the goal process as well. Cowell commented that the goals established within the strategic planning session should be included. The Council was asked to submit their ideas and/or suggestions to Adm. Melvin prior to January 17<sup>th</sup>.

Maintenance Supvr. Weckworth provided his monthly update. He reported that the Maintenance Dept. has been keeping up with the lighter snow falls. The ice rink was done and ready for use. Weckworth commented that he is getting closer to determining which streets lights to go with for the change out project. Adm. Melvin stated that the street light project will be handled through a Request for Proposal (including purchase of and install of lights).

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

**RESOLUTION NO. 1-2019**

**A RESOLUTION APPOINTING CITY ADMINISTRATOR AND AUTHORIZING THE CITY OF ARLINGTON TO ENTER INTO A CONTRACT WITH PATRICK MELVIN**

**WHEREAS**, Patrick Melvin is hereby re-appointed to serve as the City Administrator for the City of Arlington for an additional one-year term commencing on January 7, 2019; and

**WHEREAS**, the City of Arlington desires to secure the services of the City Administrator and the City Administrator desires to accept such employment; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Arlington, Minnesota as follows:

1. That the attached City Administrator Contract between Patrick Melvin and the City of Arlington is hereby approved. A copy of the Agreement is attached to this Resolution and made a part of it.
2. The Agreement describes the responsibilities of the City and City Administrator.
3. The Agreement may be terminated at any time for any reason upon written notification to the other party.
4. That the Mayor is designated the Authorized Representative for the City to sign contract.

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: Battcher, Cowell, Hatlestad, Heiland, Jaszewski; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel  
Mayor

Attest: /s/ Patrick Melvin  
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 Battcher introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 2-2019**

**A RESOLUTION DESIGNATING THE OFFICIAL CITY DEPOSITORY**

**BE IT RESOLVED** that the Arlington State Bank of Arlington, Minnesota is hereby designated as the official City of Arlington depository for the year 2019.

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

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel Mayor Attest: /s/ Patrick Melvin 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 Cowell introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 3-2019**

**A RESOLUTION AUTHORIZING SIGNATURE AUTHORITY FOR CITY ACCOUNTS**

**WHEREAS**, the City of Arlington has various bank accounts at Arlington State Bank for the City of Arlington;

**WHEREAS**, the City of Arlington needs to name the individuals who have signature authority for the various bank accounts; and

**WHEREAS**, authorized signature can only be those individuals so named and approved by the Arlington City Council; and

**BE IT RESOLVED** that the Arlington City Council grants signature authority for the City bank accounts to the following and the checks require two signatures:

- |                    |                   |
|--------------------|-------------------|
| Mayor              | Richard Nagel     |
| Vice-Mayor         | Michelle Battcher |
| City Administrator | Patrick Melvin    |
| Deputy City Clerk  | Lisa Tesch.       |

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: Battcher, Cowell, Hatlestad, Heiland, Jaszewski; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel Mayor Attest: /s/ Patrick Melvin 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 Heiland introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 4-2019**

**A RESOLUTION DESIGNATING THE OFFICIAL CITY NEWSPAPER**

**BE IT RESOLVED** that the Arlington Enterprise of Arlington, Minnesota is hereby designated as the official City of Arlington newspaper for the year 2019.

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: Battcher, Cowell, Hatlestad, Heiland, Jaszewski; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel Mayor Attest: /s/ Patrick Melvin 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 Battcher introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 5-2019**

**A RESOLUTION APPROVING THE 2019 CITY CALENDAR**

**BE IT RESOLVED** that the attached Calendar is hereby designated as the official City of Arlington Calendar of Public Meetings for the year 2019.

**CITY OF ARLINGTON  
2019 PUBLIC MEETINGS  
(MEETING DATES ARE SUBJECT TO CHANGE)**

**Holidays - City Offices Closed:**

January 1 - New Year's Day	January 21 - Martin Luther King Jr. Day
February 18 - President's Day	May 27 - Memorial Day
July 4 - Independence Day	September 2 - Labor Day
November 11 - Veteran's Day	November 28 - Thanksgiving Day
November 29 - Day After Thanksgiving	December 25 - Christmas Day

Planning & Zoning	7:00 pm	January 3
Council	6:30 pm	January 7
EDA	5:30 pm	January 14
Council (Holiday 21 <sup>st</sup> )	6:30 pm	January <del>21</del> (22 <sup>nd</sup> )
Township/Fire/Ambulance	7:00 pm	January 24 (10 Day Notice)
Cemetery	6:00 pm	January 28
Parks	7:00 pm	January 28
Council	6:30 pm	February 4
Planning & Zoning	7:00 pm	February 7
Emergency Operations Plan		February 6
EDA	5:30 pm	February 11
Council (Holiday 18 <sup>th</sup> )	6:30 pm	February <del>18</del> (19 <sup>th</sup> )
Library	5:30 pm	February 19
Council	6:30 pm	March 4
Planning & Zoning	7:00 pm	March 7
EDA	5:30 pm	March 11
Council	6:30 pm	March 18
Council	6:30 pm	April 1
Planning & Zoning	7:00 pm	April 4
EDA	5:30 pm	April 8
A-GI Wastewater (Arlington)	7:00 pm	April 11 (10 Day Notice)
Council	6:30 pm	April 15
Cemetery	6:00 pm	April 22
Parks	7:00 pm	April 22
Planning & Zoning	7:00 pm	May 2
Council	6:30 pm	May 6
EDA	5:30 pm	May 13
Council	6:30 pm	May 20
Library	5:30 pm	May 21
Council	6:30 pm	June 3
Planning & Zoning	7:00 pm	June 6
EDA	5:30 pm	June 10
Council	6:30 pm	June 17
Council	6:30 pm	July 1
Planning & Zoning (Holiday 4 <sup>th</sup> )	7:00 pm	July <del>04</del> (??)
EDA	5:30 pm	July 8
Council	6:30 pm	July 15
Cemetery	6:00 pm	July 22
Parks	7:00 pm	July 22
Special Council – Budget		July

Planning & Zoning	7:00 pm	August 1
Council	6:30 pm	August 5
EDA	5:30 pm	August 12
Council	6:30 pm	August 19
Special Council – Budget		August
Council (Holiday 2 <sup>nd</sup> )	6:30 pm	September 2 (3 <sup>rd</sup> )
Planning & Zoning	7:00 pm	September 5
EDA	5:30 pm	September 9
A-GI Wastewater (Green Isle)	7:00 pm	September 12 (10 Day Notice)
Council	6:30 pm	September 16
Library	5:30 pm	September 17
Township/Fire/Ambulance	6:00 pm	September 25 (10 Day Notice)
Special Council – Budget		September
Planning & Zoning	7:00 pm	October 3
Council	6:30 pm	October 7
EDA (Holiday 14 <sup>th</sup> )	5:30 pm	October <del>14</del> (??)
Council	6:30 pm	October 21
Cemetery	6:00 pm	October 28
Parks	7:00 pm	October 28
Special Council – Budget		October
Council	6:30 pm	November 4
Planning & Zoning	7:00 pm	November 7
EDA (Holiday 11 <sup>th</sup> )	5:30 pm	November <del>11</del> (??)
Council	6:30 pm	November 18
Library	5:30 pm	November 19
Special Council – Budget		November
Council	6:30 pm	December 2
Planning & Zoning	7:00 pm	December 5
EDA	5:30 pm	December 9
Council	6:30 pm	December 16
Special Council		December

**MEETING SCHEDULE:**

City Council	1 <sup>st</sup> & 3 <sup>rd</sup> Monday Evenings @ 6:30 pm
EDA	2 <sup>nd</sup> Monday Evening (Monthly) @ 5:30 pm
Planning & Zoning	1 <sup>st</sup> Thursday Evening @ 7:00 pm
Park Board	4 <sup>th</sup> Monday Evening – 1 <sup>st</sup> Month (Quarterly) @ 7:00 pm
Library	3 <sup>rd</sup> Tuesday Evening (Quarterly) @ 5:30 pm (Library)
Cemetery	4 <sup>th</sup> Monday Evening, 1 <sup>st</sup> Month (Quarterly) @ 6:00 pm
A-GI Wastewater	2 <sup>nd</sup> Thursday Evening April/September (10 Day Notice) @ 7:00 pm (April-Arl, September-GI - alternate locations) (GI Council Meets 2 <sup>nd</sup> & 4 <sup>th</sup> Tues)
Township/Fire/Ambulance	4 <sup>th</sup> Thursday Evening – Jan & Last Wed. Evening Sept. (10 Day Notice) @ 7:00 pm
Cable Commission	4 <sup>th</sup> Wednesday Evening (Monthly)
Fire Relief	Last Wednesday Evening (Monthly) (Fire Hall)
Emergency Operations Plan	1 <sup>st</sup> Wednesday in February (Annually) (EMS Bldg)
Shade Tree	Quarterly
Community Center	Quarterly

*\*All meetings are at Community Center-Council Chambers unless otherwise noted.*

*\*\*All meeting dates are subject to change, plus additional 'special' meetings may be scheduled.*

Annual Schedule for Committees to Report to City Council (attended by a minimum of 2 representatives from each):

Monthly: Streets-1<sup>st</sup> Mtg, Police Dept.-2<sup>nd</sup> Mtg

February: Fire Dept.-1<sup>st</sup> Mtg, Historical Society-2<sup>nd</sup> Mtg

April: Electrical Engineer-1<sup>st</sup> Mtg, PeopleService-2<sup>nd</sup> Mtg

June: Hospital/RSMC-1<sup>st</sup> Mtg, Cemetery-2<sup>nd</sup> Mtg

August: Fire Relief-2<sup>nd</sup> Mtg

March: Ambulance-1<sup>st</sup> Mtg, Parks/Trails-2<sup>nd</sup> Mtg

May: Library-1<sup>st</sup> Mtg, Planning/Zoning-2<sup>nd</sup> Mtg

July: EDA-1<sup>st</sup> Mtg,

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

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel  
Mayor

Attest: /s/ Patrick Melvin  
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 Battcher introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 6-2019**

**A RESOLUTION APPROVING EXTENSION OF THE ARLINGTON SEWER ACCESS CONNECTION AND WATER ACCESS CONNECTION FEE WAIVER PROGRAM FOR NEW RESIDENTIAL CONSTRUCTION WITHIN ARLINGTON.**

**WHEREAS**, the City of Arlington is currently charging residents building a residential home in Arlington a Sewer Access Connection (SAC) fee of \$1,325 and Water Access Connection (WAC) fee of \$3,500, and

**WHEREAS**, a recommendation was made to the EDA to consider waiving Sewer Access Connection (SAC) and Water Access Connection (WAC) fees in an attempt to encourage residential growth within the City of Arlington, and

**WHEREAS**, the City Attorney has determined that waiving the Sewer Access Connection (SAC) fee and Water Access Connection (WAC) fee for residential development does not require approval from Green Isle Representatives with whom the City of Arlington has an Agreement for sharing the costs of a waste water treatment facility, and

**WHEREAS**, the Arlington EDA has researched and investigated the financial impact of waiving residential SAC and WAC fees, and

**WHEREAS**, the Arlington EDA has documented under what specific conditions the SAC and WAC fee waiver Program shall be permitted, limited the number of waivers allowed and set a sunset date for this Program to expire, and

**NOW, THEREFORE, BE IT RESOLVED**, that the Arlington City Council hereby recommends approval of the extension of the Arlington Sewer Access Connection (SAC) and Water Access Connection (WAC) fee waiver program for new residential development within the City of Arlington.

**BE IT FURTHER RESOLVED**, that funding for the Program up to a maximum of \$14,475 is hereby authorized through EDA Account 410 and that the Program will run until the funds are exhausted or December 31, 2019, whichever occurs first.

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

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel  
Mayor

Attest: /s/ Patrick Melvin  
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 Cowell introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 7-2019**

**A RESOLUTION FOR STATE AID FOR LOCAL TRANSPORTATION RESOLUTION –  
APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS**

**BE IT RESOLVED** that:

WHEREAS, plans for Project No. 072-617-025 showing proposed alignment, profiles grades and cross-sections for the construction, reconstruction or improvement of County State-Aid Highway No. 17 within the limits of the City as a State Aid Project have been prepared and presented to the City.

**NOW, THEREFORE, BE IT RESOLVED:** That said plans be in all things approved.

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: Battcher, Cowell, Hatlestad, Heiland, Jaszewski; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel  
Mayor

Attest: /s/ Patrick Melvin  
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 Jaszewski introduced the following resolution and moved for its adoption:

**RESOLUTION NO. 8-2019**

**A RESOLUTION RATIFYING MAYORAL APPOINTMENTS AND COMMITTEES**

**BE IT RESOLVED** that Mayor Richard Nagel has appointed the following individuals to the following appointments:

**APPOINTEES TO MUNICIPAL OFFICES:**

<i>Vice Mayor:</i>	Councilmember Michelle Battcher
<i>City Attorney:</i>	Attorney Ross Arneson
<i>Health Officer:</i>	Representative from Sibley County Public Health
<i>Emergency Management Director:</i>	Tim Haggenmiller

**DELEGATES TO EXTRA-MUNICIPAL AGENCIES:**

<i>Minnesota Municipal Utility Association (MMUA) Delegates:</i>	Councilmember Jim Heiland City Administrator Patrick Melvin
<i>Minnesota Municipal Power Association (MMPA) Delegates:</i>	City Administrator Patrick Melvin Deputy City Clerk Lisa Tesch
<i>Cable Commission Delegates:</i>	Councilmember Tom Hatlestad Don Koch
<i>A-GI Wastewater Board Delegates:</i>	Councilmember Jim Heiland Councilmember Michelle Battcher People Service Representative
<i>Prairie Line Trail Committee Delegate:</i>	Councilmember Ben Jaszewski
<i>Sibley County Library Board Representative:</i>	<b>VACANT</b>
<i>Minnesota Valley Regional Rail Coalition (MVRRC) Delegate:</i>	City Administrator Patrick Melvin
<i>Sibley Medical Center Foundation (SMC):</i>	Ben Jaszewski

**COUNCIL COMMITTEES: (All council members serve one year terms)**

<i>Employee Relations Committee:</i>	Councilmember Michelle Battcher Councilmember Tom Hatlestad
<i>Finance Committee:</i>	Councilmember Michelle Battcher Councilmember Ben Jaszewski

*Public Buildings Committee:* Councilmember Adam Cowell  
 Councilmember Ben Jaszewski  
*Streets Committee:* Councilmember Jim Heiland  
 Councilmember Tom Hatlestad  
*Utilities Committee:* Councilmember Jim Heiland  
 Councilmember Adam Cowell  
*Police Committee:* Councilmember Tom Hatlestad  
 Councilmember Michelle Battcher

**MISCELLANEOUS COMMITTEES:**

*Firefighter Relief Committee:*  
 (per by-laws) Mayor: Richard Nagel  
 City Administrator: Patrick Melvin  
 Fire Chief: John Zaske

*Ambulance Department Committee:* Rep. to RSMC: Councilmember Ben Jaszewski  
 Councilmember: Councilmember Michelle Battcher  
 City Administrator: Patrick Melvin  
 Ambulance Director: Sara Burton  
 Volunteer Ambulance Manager: Lisa Roseland  
 RSMC Administrator: Ben Nielsen

*Fire Department Committee:* Councilmember Adam Cowell  
 Councilmember Jim Heiland  
 Fire Department Officer Corp.

Emergency Operations Plan: Mayor: Richard Nagel  
 City Administrator: Patrick Melvin  
 Emergency Management Director: Tim Haggemiller  
 Fire Chief: John Zaske  
 Police Chief: John Petterson  
 Ambulance Director: Sara Burton  
 Maintenance Supervisor: Kirby Weckworth

**CITIZEN COMMITTEES: (All council members serve one year terms)**

*Cemetery Committee:* (Term Length: Two years)  
 Staff Representatives: City Administrator Patrick Melvin  
 Maintenance Supervisor Kirby Weckworth  
 Councilmember Appointee: Councilmember Adam Cowell  
 Citizen Appointees: Dennis Van Moorlehem (2020)  
 Lyle Rud (2020)  
 Lindsey Drexler (2020)  
 Jennifer Nuesse (2019)  
 Laura Ward (2019)  
 VACANT (2019)

*Community Center Committee:* (Term Length: Two years)  
 Staff Representatives: City Administrator Patrick Melvin  
 Community Center Coordinator Annie Willmsen  
 Maintenance Supervisor: Kirby Weckworth  
 Councilmember Appointee: Councilmember: Adam Cowell  
 Citizen Appointees: Kurt Menk (2020)  
 Amanda Feterl (2020)  
 Tim Haggemiller (2020)  
 Nancy Mathwig (2019)  
 Julie Warweg (2019)  
 Deb Brinkman (2019)

*Economic Development Authority:* (Term Length: Six years)  
 Staff Representative: Consultant Amy Newsom (Sibley County EDA)  
 Councilmember Appointees: Councilmember Michelle Battcher  
 Councilmember Tom Hatlestad



Citizen Appointees:

Tim Kloeckl (2022)  
Dean Bergersen (2023)  
Larry Sorenson (2019)  
Kurt Menk (2020)  
Dick Thomes (2021)

*EDA Board Loan Committee:*

*EDA Consultant Amy Newsom  
1 EDA Councilmember  
1 EDA Member*

*Library Committee:* (Term Length: Two years)

Staff Representative:  
Councilmember Appointee:  
Citizen Appointees:

Library Director Kathy Homme  
Councilmember Adam Cowell  
Pauline Wiemann (2019)  
Anita Quast (2019)  
Galen Wills (2019)  
Sue Morrisette (2020)  
Jean Olson (2020)  
**VACANT** (2020)  
Sibley County Library Board Representative

Ex-officio Member:

*Parks Committee:* (Term Length: Two years)

Staff Representative:  
Councilmember Appointee:  
Citizen Appointees:

Maintenance Supervisor Kirby Weckworth  
Councilmember Ben Jaszewski  
Gary Hultgren (2019)  
Jerry Ebersviller (2019)  
Karan Pichelmann (2019)  
Robert Thomes (2020)  
Michael Christeson (2020)  
Al Ihrke (2020)

*Planning and Zoning Committee:* (Term Length: Three years)

Staff Representative:  
Councilmember Appointee:  
Citizen Appointees:

Consulting P & Z Administrator Cynthia Smith-Strack  
Councilmember Michelle Battcher  
Janet Deno (2021)  
Jim Carlson (2021)  
Dwight Grabitske (2019)  
Darnell Halverson (2019)  
Jim Krefit (2020)  
Jennifer Nuesse (2020)

*Shade Tree Committee:* (Term Length: One year)

Staff Representative:  
  
Councilmember Appointee:  
Citizen Appointees:

City Administrator Patrick Melvin  
Maintenance Supervisor Kirby Weckworth  
Mayor Richard Nagel  
Jeff Pinske (2019)  
Jim Krefit (2019)  
Dale Stern (2019)

**TASK FORCES AND COMMISSIONS:**

*Arlington Historical Society:*

Board of Directors, Volunteers:

Curt Boeder  
Greg Goblirsch  
Pauline Wiemann  
Dwight Grabitske  
Ramona Bade  
Mike Noack  
Lowell Nagel

Community Ed/Sum. Rec. Advisory Board:  
Councilmember Appointee:  
Citizen Appointees:

Mayor Rich Nagel (non-voting)  
Ben Jaszewski  
Karan Pichelmann  
Evea Traxler

**FURTHERMORE BE IT RESOLVED** that the Mayor is Ex-Officio for all Boards, Committees and Commissions.

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, Cowell, Hatlestad, Heiland, Jaszewski; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel  
Mayor

Attest: /s/ Patrick Melvin  
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.

Building Official Darin Haslip was present to discuss the services he provides under his contract; along with the fees being charged to the City. It was noted that Building Official Haslip has developed a good rapport with the contractors in the area in his 11 years of service to the community.

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

**RESOLUTION NO. 9-2019**

**A RESOLUTION AUTHORIZING AND APPROVING AN AMENDMENT TO THE CITY OF ARLINGTON 2019 FEE SCHEDULE RESOLUTION 79-2018.**

**WHEREAS**, the City Council of the City of Arlington approved Resolution 79-2018, at its December 17, 2018 Council meeting; and;

**WHEREAS**, the 2019 schedule of fees and charges contained recommendations from Avant Energy to increase electrical fees to cover operational costs associated with the City owned electrical services; and

**WHEREAS**, Resolution 79-2018 was incomplete in that it did not contain all the recommended electrical rate increases;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Arlington:

That the City Council of the City of Arlington hereby approves the additions of a Residential Energy Rate per kWh, Commercial Energy Charges for small and large commercial users and an Electric Demand Charge for large commercial users as part of the 2019 Fee Schedule.

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, Cowell, Hatlestad, Heiland, Jaszewski; and the following voted against the same: None; and the following abstained from voting: None; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 7<sup>th</sup> day of January, 2019.

Signed: /s/ Richard Nagel  
Mayor

Attest: /s/ Patrick Melvin  
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.

Police Chief Petterson was present to discuss the need for hiring of an additional full-time officer. He stated that with the addition of another officer, there would be more flexibility with the schedule and more coverage will be provided on weekends and holidays, and during vacations and trainings or when another

officer is out sick. Chief Petterson noted that being EMT certified had been added to the job description (either certified at the time of hire or ability to become certified within first year of hire).

Motion by Hatlestad, seconded by Jaszewski, and passed by unanimous vote to approve the posting to hire a Full-Time Police Officer.

Motion by Heiland, seconded by Battcher, and passed by unanimous vote to approve 2019 Membership in the Minnesota Rural Water Association.

Discussion was held on the benefits of the City having one refuse hauler city-wide. Adm. Melvin stated that previous Councils have addressed this subject in the past. It was noted that the public had strong opinion on the subject with regard to being able to choose their own refuse hauler. Hatlestad stated he had done some research and found that there could be a considerable cost savings; not to mention the potential for less traffic on the streets. It was noted that neighboring communities all having single refuse contracts. Considerable discussion was held. Adm. Melvin will do more research on the subject.

The Council reviewed the final pay request for \$7,078.69 for the completion of the 2018 Street & Utility Improvement Project.

Motion by Battcher, seconded by Heiland, and passed by unanimous vote to approve the Contractor's Final Pay Request for \$7,078.69 for the Completion of the 2018 Street & Utility Improvement Project.

Motion by Heiland, seconded by Hatlestad, and passed by unanimous vote to approve the City Waste Collection Contract to Renville Sibley Sanitation, LLC.

At 7:56 pm Mayor Nagel recessed the regular meeting in order to hold a closed meeting.

At 8:00 pm Mayor Nagel called the closed portion of the meeting to order. He stated the purpose of the closed meeting was to hold employee reviews.

No action was taken. Adm. Melvin provided a review to the Council of all employee performance evaluations. Adm. Melvin left the Council Chambers while the Council completed their annual review of the City Administrator. A summary of their review was given to Adm. Melvin upon his return.

Motion by Battcher, seconded by Hatlestad, and passed by unanimous vote to adjourn the closed meeting.

Mayor Nagel adjourned the closed meeting and reconvened the regular meeting at 8:45 p.m.

Adm. Melvin provided an update on the Northland Drying situation. He stated that earlier in the day that ESI (noise engineer firm) and City Officials did a walk through of the Northland facilities. Some initial noise level testing was done. Noise level monitoring equipment was setup and will be on site for 3 days to evaluate noise levels at different times of the day/night. ESI will prepare a report and present the information to the Council and Northland Drying Staff at a later date. It was noted that the City would be paying 100% for the testing being done.

Mayor Nagel commented that he and City Adm. Melvin would be meeting with some attorneys to possibly become an alternate attorney for the City to avoid conflict of interest issues in the future.

Mayor Nagel commented that the bid for the 800 MHz radio tower came in about \$50,000 less than originally planned for. It was noted that the County would be handling the financial part (paperwork/grant, etc.) and bill the City for its portion.

Adm. Melvin stated that the City received a letter from the MPCA, which stated they were going to be modifying the phosphorus and chloride amounts allowed within the City's water supply. It was noted that the City would be able to meet the phosphorus levels but would be asking for an extension on meeting the chloride levels.

Adm. Melvin stated that the City also received a letter from the State Auditor regarding the Fire Relief Association pension and not using the proper accounting program (GASB 68). He was working with Abdo Eick & Meyers on correcting this.

Heiland inquired on what the water usage had been at the Fairgrounds since the new meter system was installed. Mayor Nagel also inquired on the outcome of the dispute over the cost of the installation of the meter by the entrance. Adm. Melvin stated that the City paid its portion.

Mayor Nagel inquired on the outcome of the situation by the hospital where it was claimed that lines had not been marked and a water line had been hit during a dig. City Adm. Melvin stated that it had been submitted to PeopleServices claim department.

Motion by Heiland, seconded by Hatlestad, and passed by unanimous vote to adjourn the meeting at 9:01 pm.

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City Administrator Patrick Melvin

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Mayor Richard Nagel