

**ARLINGTON CITY COUNCIL
MEETING AGENDA
APRIL 1, 2019 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 7, 2019 City Council Meeting Minutes.
 - B) Approval of the March 4, 2019 City Council Meeting Minutes.
 - ~~C) Approval of the March 18, 2019 City Council Meeting Minutes.~~
 - D) Approval of Bills.
 - E) Approval of the Raceway - Ambulance Service Agreement.

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council.
6. Announcements
 - A) Annual Meeting MN Valley Electric Cooperative Tues., April 9th @ Tri-City United, Le Center Elementary/Middle School from 6:30 - 8 pm.
 - B) Joint Training Exercise by the Arlington Ambulance and Fire Dept., Wed., April 10th @ Community Center, west side parking lot, auto extraction @ 7 pm.
 - C) Ridgeview Sibley Medical Foundation Spring Benefit Fri., April 12th, Arlington Community Center, beginning @ 5:30 pm. Tickets Available at www.sibleymedical.org
 - D) The Magic of Aging, sponsored by RSMC and Sibley County VA Services, Tues., April 16th at Arlington Community Center, 9 am -2:15 pm. Tickets \$10 in Advance and \$12 at the Door.
 - E) 4th Annual Sibley Community and Business Expo Mon., April 22nd at the Sibley East Elementary, Gaylord, 4:00 - 7:00 pm. Contact Amy Newsom at (507) 237-4117 for a booth.
 - F) Local Board of Appeal and Equalization Open Book Meeting: Thurs., April 25th, 3-8 p.m. Sibley County Courthouse, 400 Court Avenue, Gaylord.
 - G) National Prescription Drug Take-Back, Arlington Police Dept., Sat. April 27th, 10 am -2 pm.
 - H) Arlington Logo Design Contest – open until May 15.
 - I) League of MN Cities Annual Conference, Duluth, June 26-28th.
7. Communications
 - A) Spring Flood Plan and Emergency Response Notification from CenterPoint Energy.
 - B) MN Municipal Utilities Association- 2018 Year in Review.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

8. Maintenance Department Update – Maintenance Supervisor Kirby Weckworth
9. Arlington Historical Society Report.

ORDINANCES & RESOLUTIONS

10. Resolutions:
 - A) Resolution 16-2019 – A Resolution Calling for an Assessment Hearing for the 2019 Street & Utility Improvements Project.
 - B) Resolution 17--2019 – Approve/Deny Gambling Permit for Sibley County Fair Agricultural Assn for Purse Bingo, Friday, May 17, 2019.

UNFINISHED BUSINESS

11. Approve/Deny Quote Received for Carpet Purchase and Installation at the Arlington Library. Quotes received include Bergmann Interiors and Matz Flooring.

NEW BUSINESS

12. Approve/Deny Authorizing \$9,000 From the Annual State Police Aid to be Designated into CIP for Future Squad Replacement.
13. Approve/Deny Rental Code Framework and Refer to Planning Committee For Further Work and Conducting a Public Hearing.

MISCELLANEOUS BUSINESS

14. Council Member/Committee Updates
 - A) Planning & Zoning Agenda for April 4, 2019
 - B) Northland Drying Update
15. Open Discussion-

ADJOURNMENT

Reminders:

Planning and Zoning - April 4th @ 7 p.m.
EDA - April 8th @ 5:30 p.m.
A-GI Wastewater – April 11th @ 7:00 p.m.
Cemetery – April 22nd @ 6:00 p.m.
Parks – April 22nd @ 7:00 p.m.
Library – April 23rd @ 5:30 p.m.

**ARLINGTON CITY COUNCIL
MEETING MINUTES
APRIL 1, 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, Jim Heiland, Ben Jaszewski
Members absent: Tom Hatlestad

Also present: City Adm. Pat Melvin, City Attorney Ross Arneson, Maintenance Supvr. Kirby Weckworth, Library Director Kathy Homme, Jeff Matz, Howard Brinkman, and Kurt Menk

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

Remove item 4C) Approval of the March 18, 2019 City Council Meeting Minutes.

Motion by Heiland, seconded by Jaszewski, and passed by unanimous vote of those present, , to approve the consent agenda as follows:

- A) Approval of the January 7, 2019 City Council Meeting Minutes.
- B) Approval of the March 4, 2019 City Council Meeting Minutes.
- ~~C) Approval of the March 18, 2019 City Council Meeting Minutes. (removed)~~
- D) Approval of Bills.
- E) Approval of the Raceway - Ambulance Service Agreement.

It was noted that there were no public hearings scheduled.

It was noted that there were citizens present to address the Council on an agenda item. Howard Brinkman came forward to talk about the proposed 2019 Street & Utility Project. He was particularly concerned about which side of the street the sidewalk in the 2019 Street Improvement and Utility Project would be put – whether it was on the south side or the north side. The Council advised him that the side chosen was by recommendation of the engineering firm, but they thought it may have to do with the number of trees on each side. Brinkman advised that he had gone down the street and the number of trees was pretty equal on each side. He feels that the City is not listening to the residents. He and other residents do not want the sidewalk on the south side. Brinkman also feels that there is a discrepancy between the maps that were provided at the open house. Brinkman was asked and he advised the Council that he had not attended the open house. The Council advised that there would be an upcoming assessment hearing and more information would be provided at that time.

The following announcements were reviewed:

- A) Annual Meeting MN Valley Electric Cooperative Tues., April 9th @ Tri-City United, Le Center Elementary/Middle School from 6:30 - 8 pm.
- B) Joint Training Exercise by the Arlington Ambulance and Fire Dept., Wed., April 10th @ Community Center, west side parking lot, auto extraction @ 7 pm.
- C) Ridgeview Sibley Medical Foundation Spring Benefit Fri., April 12th, Arlington Community Center, beginning @ 5:30 pm. Tickets Available at www.sibleymedical.org
- D) The Magic of Aging, sponsored by RSMC and Sibley County VA Services, Tues., April 16th at Arlington Community Center, 9 am -2:15 pm. Tickets are \$10 in Advance and \$12 at the Door.
- E) 4th Annual Sibley Community and Business Expo Mon., April 22nd at the Sibley East Elementary, Gaylord, 4:00 - 7:00 pm. Contact Amy Newsom at (507) 237-4117 for a booth.
- F) Local Board of Appeal and Equalization Open Book Meeting: Thurs., April 25th, 3-8 p.m. Sibley County Courthouse, 400 Court Avenue, Gaylord.

- G) National Prescription Drug Take-Back, Arlington Police Dept., Sat. April 27th, 10 am -2 pm.
- H) Arlington Logo Design Contest – open until May 15.
- I) League of MN Cities Annual Conference, Duluth, June 26-28th.

Adm. Melvin provided communications received from CenterPoint Energy regarding the spring flood plan and emergency response; along with the Minnesota Municipal Utilities Association 2018 year-in-review.

Maintenance Supvr. Weckworth provided his monthly update on the Maintenance Department. He thanked everyone again for their assistance throughout the tough snow season that we had. He has the snow blower presently in for repair and the street sweeper is in for a maintenance check, which has not been done since 2015. The loader was repaired but other issues were found and he is waiting for an estimate as to what the additional repair costs would be. There have been some small leaks in the police department/ambulance roof and he has contacted Vos Construction. They have done a temporary fix and will be providing an estimate for more extensive repair. April 26 is Arbor Day. The trees have been ordered for spring planting and he was contacted by a class at the high school who stated that they will assist with spring planting. If he is going to work with the school class, he will need to work to find a date that will avoid finals and test schedules. Weckworth then gave an update as to the street light project. It is probably ready for RFP. He spoke with an agent who helped him understand more fully the differences in the LED lights and that agent recommended buying the lights directly from the company rather than through the contractor to help avoid sales tax being passed down to the City from the contractor. In regard to spring work, he is aware that there will need to be some repairs done on a couple of catch basin/sink hole areas. It needs to warm up a bit before he can work on the cold patching. In regard to summer help, Weckworth is wondering if he could possibly have 3 people this year for summer help. One person will be able to start earlier in the year, and work later in the season, which is a time when college kids who may have applied, are unable to work. This was referred to the employee relations committee to review, with them hopefully meeting sometime next week.

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

RESOLUTION 16-2019

A RESOLUTION CALLING FOR AN ASSESSMENT HEARING FOR THE 2019 STREET & UTILITY IMPROVEMENTS

WHEREAS, by a resolution passed by the City Council of the City of Arlington on December 17, 2018, the city clerk was directed to prepare a proposed assessment of the cost of the 2019 Street & Utility Improvement Project, improving East Clinton Street between 1st Avenue SE proceeding to the east terminus and 2nd and 3rd Avenues SE both from E. Dayton Street to E. Baker Street and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ARLINGTON, MINNESOTA:

1. A hearing shall be held at 6:00 p.m. on May 6, 2019 in the Arlington Council Chambers at 204 Shamrock Drive in Arlington to pass such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the

improvement. He/She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Arlington, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

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

Adopted by the City Council of the City of Arlington this 1st day of April, 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 17-2019

A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR THE SIBLEY COUNTY AGRICULTURAL ASSOCIATION

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Arlington hereby approves the application for a Lawful Gambling Permit as submitted by the Sibley County Agricultural Association for Purse Bingo on May 17, 2019.

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

The foregoing resolution was adopted by the City Council of the City of Arlington this 1st day of April, 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.

In unfinished business the Council then reviewed the 2 bids that had been received for the replacement of carpeting in the Library. Library Director Homme addressed the Council voicing her recommendation that the Council go with the bid submitted by Bergmann Interiors. There was discussion among the Council as to the bid procedures and what criteria should be used in selecting the chosen bid. Motion by Battcher, seconded by Jaszewski to approve the bid submitted by Matz Flooring to replace the carpeting at the Library, and upon poll being taken thereon the following voted in favor of: Battcher, Cowell, and Jaszewski; and the following voted against the same: none; and the following abstained from voting: Heiland; and the following were absent: Hatlestad.

In new business Adm. Melvin provided information about the Annual State Police Aid recommending the City allocate the funds received from this area to the CIP budget for the Police Department for future squad replacement. There was discussion that two squads were recently replaced. Motion by Battcher; seconded by Cowell, and passed by unanimous vote of those present, to approve allocating \$9,000 received from the Annual State Police Aid to the CIP budget for replacement of vehicles for the Arlington Police Department.

The Council then moved to discussion of the proposed Rental Code Framework that the Planning & Zoning Committee has been working on for several years under the direction of the City Council. The Council and the PZ have heard from several rental owners who believe that the Rental Code is not needed, and that the City is attempting to fix something that isn't broke. The rental owners feel that the State has enough regulations in place to address these potential issues. Motion by Battcher, seconded by Cowell, and passed by unanimous vote of those present, to discontinue further pursuit of a Rental Code Ordinance. Council member Heiland requested that the Rental Code Framework that was presented by the PZ be reviewed again in one year.

Adm. Melvin then provided an update as to Northland Drying and the efforts towards the noise mitigation. Northland Drying has until May 4 to fully address this issue which includes providing the City noise testing results confirming compliance with the MPCA standards. There are 3 options available to the City if Northland Drying is not compliant after this date. Resident Todd Mayer came forward to speak to the Council regarding the noise and why the City can't shut the business down and/or limit the hours of operation. His feeling is that if this business does not have to adhere to noise limits, why should the residents adhere to the noise limits, and that this has been going on too long. The Council advised that they have an expectation to mitigate the noise and that Northland is aware of it. If things are not fixed beyond the May 4 date, there will be additional sanctions placed upon Northland to help the residents regarding the noise.

The Council reviewed the Arlington Historical Society reports and minutes as presented.

The Council then had open discussion about the proposed upcoming 2019 Street & Utility project. In response to questions from a resident as to the location of the sidewalk in this project, Adm. Melvin will reach out to City Engineer Femrite as to the rationale involved in the location of the sidewalk. It has been the usual procedure to put in sidewalks on only 1 side of the street due to financial constraints. The project has already been bid and it was bid with sidewalk on only 1 side.

The City Administration informed the Council of complaints from a resident who feels the flooding he is presently experiencing in the High Island area is being worsened by the drainage coming from the farm fields.

Adm. Melvin reminded Councilmembers of the Municipalities meeting coming on April 2. Additionally, he is working on trying to find a mutually convenient date for the A-GI Wastewater meeting. There is a meter that monitors the flow from Green Isle and this needs repair. . At this meeting the Agreement between the Cities is to be reviewed, and then another meeting can be held 3-4 months out when the meter is repaired and tracking the amount of flow from Green Isle is known and if necessary the Agreement can be updated.

The 50th anniversary of the Ambulance is this year and there are plans in the works to recognize the members of the Ambulance Dept. – past and present.

The Council then had a lengthy discussion regarding the bids that were received and opened for the proposed 2019 Street & Utility project. The 2 bids that were received came in 20% higher than anticipated. Council member Battcher was concerned that this was not brought up when the Council discussed setting the assessment hearing earlier in the meeting. Melvin indicated that bids being higher should not prompt the Council to reject moving ahead as the City Engineer is looking for additional options to lower the cost. It was decided to speak to Engineer Femrite and Shannon Sweeney to see if they would be able to attend a Council workshop on April 15 prior to the regular City Council meeting. Affordability of the project needs to be discussed. There is no way to do "half" of the project. The Assessment Hearing should still go forward on May 6.

Motion by Battcher, seconded by Cowell, and passed by unanimous vote of those present,, to adjourn the meeting at 8:15 pm.

City Administrator Patrick Melvin

Mayor Richard Nagel