

**ARLINGTON CITY COUNCIL
MEETING AGENDA
JULY 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 June 17, 2019 Council Workshop Meeting Minutes.
 - B) Approval of the June 17, 2019 Council Meeting Minutes.
 - C) Approval of Bills.
 - D) Authorize Hiring of Kari Koester, Seasonal Part Time Parks Worker.
 - E) Approval of Fireworks Possession and Display on July 6th @ Sibley County Fairgrounds.
 - F) Approval of Arlington Area Ambulance Service & Sibley County Agricultural Association 2019 Service Agreement for the September 6th – 7th Bull Riding Event.
 - G) Accept resignation of Lindsey Drexler from the Cemetery Committee.

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
6. Announcements:
 - A) Arlington Summer Reading Program, June 10th - July 19th @ Arlington Library.
 - B) Arlington Farmer's Market, Monday Evenings June 17th -September 23rd , Arlington Community Center Parking Lot, 4:00 p.m. – 6:30 p.m.
 - C) MMPA's Annual Summer Meeting with City Officials – July 23rd @ 5:30 p.m. Chaska Event Center.
 - D) MN Municipal Utilities Association 88th Annual Summer Conference August 19-21st at Breezy Point Resort. **Early registration is due by July 26.**
 - E) Arlington Night Out – Hosted by the Arlington Police Dept. – August 6th @ 5:00-7:30 p.m. at the Four Seasons Park.
 - F) Ben Winchester Presentation – Moving In, Moving Out, Moving Over – August 7th @5:30-7:00 p.m. Arlington Community Center.
 - G) Leading Sibley Together is Recruiting Participants for the 2019-2020 Leadership Program, Applications can be found on the County website at www.co.sibley.mn.us. Submit application by August 9th
7. Communications:
 - A) May Water/Wastewater Report.
 - B) LMC Correspondence Advising of 3% Increase in Member Dues for the League's 2020 Fiscal Year.

- C) State of MN Demographic Center Correspondence Regarding City of Arlington Population and Household Estimates as of April 1, 2018.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

8. June Maintenance Department Update – Kirby Weckworth

ORDINANCES & RESOLUTIONS

None

UNFINISHED BUSINESS

9. 2019 Arlington City Council Goals
10. Approve/Deny Submissions for New City of Arlington Logo

NEW BUSINESS

11. Approve/Deny bid by Wm. Mueller & Sons, Inc. on State Contract Bid for Hot Patching on 6th Ave. NW in the amount of \$6,100.
12. Approve/Deny bid by Wm. Mueller & Sons, Inc. for Re-Paving/Repair of Frost Boil on West Adams St. Between 7th & 7 1/2th Ave. in the amount of \$20,832.
13. Approve/Deny Pay Estimate No. 1 from Wm. Mueller & Sons, Inc. in the Amount of \$103,642.98 for Work on the 2019 Street & Utility Improvement Project.
14. Approve/Deny MP Asphalt Bid for Crack Fill on 2nd Ave., 3rd Ave., 4th Ave., W. Brooks St., W. Alden St. (2017 Street Project area), 7th Ave. NW & SW, 8th Ave. NW, Fairview Parking Lot, W. Douglas St., Chestnut Dr. in the Amount of \$15,484.50.
15. Approve/Deny Bids from Bargaen, Inc. and Pearson Bros. for Seal Coating 2nd Ave., 3rd Ave., 4th Ave., W. Brooks St., W. Alden St. (2017 Street Project area), 7th Ave. NW & SW, 8th Ave. NW, Fairview Parking Lot, W. Douglas St., Chestnut Dr. in the Amounts of: \$25,095.72 (Bargaen Inc. – 2017 Street Project) and \$4,971.20 (Pearson Bros.).
16. Approve/Deny Bid for Replacement/Repair of High Service Pump 2 at the Wastewater Treatment Plant by McCarthy Well Co. in the Amount of \$14,433.91.

MISCELLANEOUS BUSINESS

17. Council Member/Committee Updates
18. Open Discussion-

ADJOURNMENT

Reminders:

EDA – July 8th @ 5:30 p.m.
Planning & Zoning – July 11th @ 7 p.m.

**ARLINGTON CITY COUNCIL
MEETING MINUTES
JULY 1, 2019**

The regular meeting was called to order at 6:32 p.m., Mayor Richard Nagel presiding.

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

Members absent: Michelle Battcher

Also present: City Adm. Pat Melvin, City Atty. Arneson, Public Works Supervisor Kirby Weckworth, Kurt Menk

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

Add #'s 14, 15 & 16 under New Business:

14. Approve/Deny MP Asphalt Bid for Crack Fill on 2nd Ave., 3rd Ave., 4th Ave., W. Brooks St., W. Alden St. (2017 Street Project area), 7th Ave. NW & SW, 8th Ave. NW, Fairview Parking Lot, W. Douglas St., Chestnut Dr. in the Amount of \$15,484.50.
15. Approve/Deny Bids from Bergen, Inc. and Pearson Bros. for Seal Coating 2nd Ave., 3rd Ave., 4th Ave., W. Brooks St., W. Alden St. (2017 Street Project area), ~~7th Ave. NW & SW~~ *(removed during the meeting)*, 8th Ave. NW, Fairview Parking Lot, ~~W. Douglas St., Chestnut Dr~~ *(removed during the meeting)* in the Amounts of: \$25,095.72 (Bergen Inc. – 2017 Street Project) and \$4,971.20 (Pearson Bros.).
16. Approve/Deny Bid for Replacement/Repair of High Service Pump 2 at the Wastewater Treatment Plant by McCarthy Well Co. in the Amount of \$14,433.91.

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

- A) Approval of the June 17, 2019 Council Workshop Meeting Minutes.
- B) Approval of the June 17, 2019 Council Meeting Minutes.
- C) Approval of Bills.
- D) Authorize Hiring of Kari Koester, Seasonal Part Time Parks Worker.
- E) Approval of Fireworks Possession and Display on July 6th @ Sibley County Fairgrounds.
- F) Approval of Arlington Area Ambulance Service & Sibley County Agricultural Association 2019 Service Agreement for the September 6th – 7th Bull Riding Event.
- G) Accept resignation of Lindsey Drexler from the Cemetery Committee.

No one was present to speak under the Addressing the Council section of the agenda.

The following announcements were reviewed:

- A) Arlington Summer Reading Program, June 10th - July 19th @ Arlington Library.
- B) Arlington Farmer's Market, Monday Evenings June 17th -September 23rd, Arlington Community Center Parking Lot, 4:00 p.m. – 6:30 p.m.
- C) MMPA's Annual Summer Meeting with City Officials – July 23rd @ 5:30 p.m. Chaska Event Center.
- D) MN Municipal Utilities Association 88th Annual Summer Conference August 19th -21st at Breezy Point Resort. **Early registration is due by July 26.**
- E) Arlington Night Out – Hosted by the Arlington Police Dept. – August 6th @ 5:00-7:30 p.m. at the Four Seasons Park.
- F) Ben Winchester Presentation – Moving In, Moving Out, Moving Over – August 7th @5:30-7:00 p.m. Arlington Community Center.

- G) Leading Sibley Together is Recruiting Participants for the 2019-2020 Leadership Program, Applications can be found on the County website at www.co.sibley.mn.us. Submit application by August 9th

Next was the Communications area of the agenda. First was the May Water/Wastewater Report from PeopleService. Adm. Melvin gave an overview of their report and activities, along with a comparison to 2018 usage. Additionally, Melvin informed the Council that there is a group from Mankato who is questioning the lowering of the chloride and phosphorus limits by the MPCA, whether they have the right to lower the limits, and whether the amount being discharged into the rivers is really as much of a problem as the MPCA says.

The Council then next reviewed the correspondence from the League of MN Cities which advised that the LMC is proposing to increase the membership dues 3% in the 2020 fiscal year. Administrator Melvin acknowledged how he and other staff have benefited from having access to League of Minnesota Cities resources and staff.

Adm. Melvin then spoke regarding the correspondence from the State of MN Demographic Center regarding the population and household estimates for the City of Arlington. The City of Arlington's 2018 population and household estimate was 2,230 population and 911 households. There was questioning as to how the estimates numbers were arrived at? Administrator Melvin stated he would investigate and get back to the Council in an e-mail.

Maintenance Supvr. Weckworth came forward to provide his monthly update to the Council. Weckworth spoke about the meeting he recently attended in Gaylord regarding FEMA monies which the City may be eligible to receive for the work done to repair frost boils, etc. this spring. Also there may be some additional fixes required as some are just now showing up. There will be a significant amount of time and paperwork spent to apply for these monies, but the work needed to be done whether or not there was a possibility of reimbursement. The Council acknowledged that townships and cities have had damage this year that has not been previously seen before. Weckworth provided updates as to: mosquito spraying, tree removal/pruning, alleyways, weed spraying, various small engine repair work, wood chips in the parks, various repairs in the parks, the 2019 Street & Utility Project. There are continuous roof leaks at the PD. Weckworth has reached out to Vos Construction to look at the roof and provide additional information and/or a bid for the work needed. Weckworth informed the Council that there is an overhead power line providing electricity to the shop that is in the grove/woods area and the trees are impacting the power lines. McLeod Power is suggesting that the lines be buried at a cost of \$1,500 to \$2,000. Kirby is recommending this solution which would eliminate the need to continually trim back the trees. The Council too felt that it would be well worth it to bury the lines.

Weckworth then moved to providing explanation as to the seal coating/crack fill bids which are listed under the New Business portion of the agenda. It is a new type of material or sealant that is being recommended in one of the bids. This sealant is a thin layer that soaks into the road and does not involve rock chips adhering to asphalt. He has done research on this material with other cities and learned for newer roads this is a better option and actually slightly cheaper. There were 3 total bids received. The Council asked for an update on the street lighting project. Weckworth and Melvin advised the Council that the City is waiting for information from MN Valley Electric Coop (MVEC) on a loan to do the project. The City would be the first public project to receive funds from MVEC. MVEC would provide 75% of the monies needed, interest free for a period of 10 years. MVEC has their next Board meeting the end of July and will provide the Board with documentation they recently requested from the City. The Council then asked for an update on storm damage from the previous night, to which Weckworth advised them that there was only 1 large limb down which he had to move off the street with the payloader.

As there were no more questions, the Council moved on to the 2019 City Council Goals. Melvin advised the Council that he took from prior workshop meetings goals of the Council and goals from a joint EDA and Planning Committee workshop to create the 2019-2020 goals found in the packet. One that he overlooked was for the Council to work more closely with the EDA on attracting senior and low income housing. The Council did feel that should be added. The Council reviewed the remaining goals list and made a few minor changes. Motion by Cowell, seconded by Hatlestad, and passed by unanimous vote of those present, to approve the 2019 City Council Goals with the addition of item d. under Long-Range Planning which is to support the EDA in an effort to secure more senior housing.

The Council reviewed the top two submissions for the new City of Arlington logo which had been discussed at the last Council meeting. In that workshop it was evenly divided as to which logo submission was favored and Councilmember Cowell was absent. Since that workshop, modifications were made to one of the submissions, removing the circle that had been a part of the logo design. The Council felt the removal of the circle made the decision as to which logo to choose much easier, as they really liked the submission showing the fire hall and water tower, but without the circle. Motion by Heiland, seconded by Hatlestad, and passed by unanimous vote of those present, to APPROVE the new City of Arlington logo showing the fire station and the water tower, without the circle.

Next up on the agenda under New Business was a proposal to hire Wm Mueller & Sons on State Contract for hot patching of 6th Avenue in the amount of \$6,100. Motion by Cowell, seconded by Jaszewski, and passed by unanimous vote of those present, to APPROVE the bid by Wm. Mueller & Sons, Inc. for hot patching on 6th Ave. NW.

The Council had some discussion with Supvr. Weckworth who was still present in the audience as to Item #12 under New Business and whether it was eligible for any potential FEMA payment. Weckworth explained that the road needed to be done, but there would only be about half the cost of the project that was related to the frost boil damage and therefore eligible for FEMA payment. It could either be done now, or put into the long term CIP, but if it was done on a long term basis there would be no potential for payment from FEMA for even a portion of the repair. Motion by Hatlestad, seconded by Jaszewski, and passed by a unanimous vote of those present, to APPROVE the bid from Wm. Mueller & Sons, Inc. for the re-paving/repair of frost boil on West Adams St. between 7th and 7 1/2th Avenue in the amount of \$20,832.

Motion by Jaszewski, seconded by Hatlestad, and passed by unanimous vote of those present, to APPROVE Pay Estimate No. 1 from Wm. Mueller & Sons, Inc. in the amount of \$103,642.98 for work on the 2019 Street & Utility Improvement Project. Adm. Melvin informed the Council of the regularly scheduled construction meetings which occur every other Wednesday to keep the City apprised of progress on the project. There will be a person coming out to the meeting on July 24 to provide additional information as to the poly piping that will now be used on the project.

Next up on the agenda was the bid for the crack fill on various streets in town. Supvr. Weckworth provided additional information to the Council as to why the bids are spread out as they are, whereby he was attempting to keep the work to be done within the budget as permitted by the CIP. The Council had discussion as to how often areas are scheduled for hot patching, crack filling, and seal coating. Motion by Cowell, seconded by Hatlestad, and passed by unanimous vote of those present, to APPROVE the bid from MP Asphalt for crack fill on 2nd Ave., 3rd Ave., 4th Ave., W. Brooks St., W. Alden St. (the 2017 Street Project area), 7th Ave. NW & SW, 8th Ave. NW, Fairview Parking Lot, W. Douglas St., and Chestnut Dr. in the amount of \$15,484.50.

Supvr. Weckworth spoke next about the seal coating bids from Bargaen, Inc. and Pearson Bros. and provided additional information about the rationale for doing some of the streets with the polymer process

and some of the streets with the previous process of asphalt and rock chips. The Council conducted some additional discussion regarding the polymer process which use is new to the City of Arlington. Motion by Hatlestad, seconded by Heiland, and passed by unanimous vote of those present, to APPROVE the bids from Borgen, Inc. and Pearson Bros. for seal coating 2nd Ave., 3rd Ave., 4th Ave., W. Brooks St., W. Alden St. (2017 Street Project area), 8th Ave. NW, Fairview Parking Lot, in the Amounts of: \$25,095.72 (Borgen Inc. – 2017 Street Project) and \$4,971.20 (Pearson Bros.).

The Council then moved to discussion regarding item #16 about the repair of High Service Pump 2. Council inquired about the apparent miscommunication regarding McCarthy Well Co. doing work that had not been authorized by the City. Melvin explained that Lee from PeopleService did not authorize McCarthy Well to do the work. Atty. Arneson offered some additional information regarding whether this work even met the threshold of obtaining more than 1 bid. Arneson compared the bids of McCarthy Well Co. and Hydro Engineering, and said that although he was not familiar with this type of equipment, that the Hydro Engineering bid did not have the advantage of actually looking at the piece of equipment. The Council compared this to a situation that occurred previously at the Fairgrounds where work was done without being fully authorized and that they did not want to see this type of miscommunication occur. Arneson felt that if the miscommunications are occurring with PeopleService, maybe they should participate in the payment for this work. By the same token, based upon the correspondence from McCarthy Well Co. they made specific mention of the fact that they had done work for the City of Arlington on this equipment since 1921, and it is completely possible that McCarthy Well Co. made presumptions based upon that long time service provided. The \$6000 amount of money incurred so far is strictly due to McCarthy Well Co. picking up the equipment and taking it apart to determine what was needed to actually fix it. The Council was concerned with this type of cost being incurred with no authority to do so. Motion by Heiland, seconded by Hatlestad, and passed by unanimous vote of those present, to TABLE any decision on the bid for Replacement/Repair of the High Service Pump 2 at the Water (*changed during the meeting from Wastewater*) Treatment Plant by McCarthy Well Co. in the amount of \$14,433.91. Melvin advised that before the next meeting he will be in contact with both Lee from PeopleService and McCarthy Well Co. to obtain additional information regarding this matter.

Mayor Nagel asked if there were any Council Member/Committee Updates. Hatlestad asked about the money that had been received from the Cable Commission for security cameras. He said that he was aware that the PD had ordered, received, and installed the cameras there. The bill for the PD cameras is being submitted for reimbursement. There was then discussion as to cameras being installed at the Community Center and where the Council may want those placed. Hatlestad advised that there is a more than significant amount of money available and the City should utilize that money and not be afraid to do so.

Melvin asked if members of the Council were going to be attending the MMPA meeting in Chaska. There was some discussion about carpooling among the Council members. They will meet at the parking lot on July 23 at 5:00 p.m.

In the Open Discussion portion of the agenda, Atty. Arneson spoke to the Council regarding the significant workload issues he and his office are experiencing, particularly as to the City prosecution matters. Although he had always felt that it was important for him to do the City prosecutions, with the City now having a 4 person police force, the workload has increased tremendously. Last month he had 34 criminal prosecutions which could constitute full time for his office. In thinking about this, he has been considering whether these prosecutions could be done by the County Attorney's Office instead of his office. Arneson has spoken to Chief Petterson about this who had felt that since he and his officers were already used to working with the County Attorney's Office, that this could be a solution. Additionally, Arneson spoke with the County Attorney's Office and found that they were receptive to this also. He has also spoken to the new County Administrator who was not opposed to this either. Arneson is looking for

response from the Council as to their thoughts on this matter. He has been researching the cost factor that would be incurred by the City if this matter would be agreed to. He is hoping that this could be discussed more thoroughly in the coming months if all parties would be in agreement to this. The County Attorney's Office needs to discuss with the County Board whether they would have any opposition to this. Arneson would like to be able to spend more of his office time doing the other, additional City Attorney work that needs to be done. At this point, Arneson is just advising the Council of his thoughts in regard to the situation at this time but wants to allow the Council some time to think about this and look at other options available to the City. In speaking with the County Attorney's Office, he feels that it will be price competitive, as the County Attorney's Office has attorneys who specialize in various criminal areas of law and so there may be some advantages, from an efficiency point. The Council felt that this should continue to be explored in more depth and reviewed at additional Council meetings.

Motion by Hatlestad, seconded by Heiland, and passed by unanimous vote of those present, to adjourn the meeting at 8:18 p.m.

City Administrator Patrick Melvin

Mayor Richard Nagel