



**ARLINGTON CITY COUNCIL  
MEETING AGENDA  
February 22, 2022 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 individual*

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 Bills
  - B) February 7, 2022 City Council Workshop minutes
  - C) February 7, 2022 City Council minutes
  - D) February 11, 2022 Special City Council minutes
  - E) February 16, 2022 Special City Council minutes

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
6. Announcements
7. Communications
  - A) CenterPoint Energy rate increase

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

8. Arlington Historical Society 2021 Annual Report – Dwight Grabitske
9. PeopleService 2021 Annual Report/January 2022 O&M Report – Lee Ortloff
10. P&Z 2021 Annual Report – Phil Mangis
11. EDA 2021 Annual Report – Kurt Menk
12. January Revenue Report
13. January Expense Report
14. January Investment Report
15. January PD Report

### **ORDINANCES & RESOLUTIONS**

16. Resolution 15-2022 A RESOLUTION AUTHORIZING ISSUANCE, AWARDED SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT OF \$ GENERAL OBLIGATIONS WATER REVENUE BONDS, SERIES 2022A
17. Resolution 16-2022 A RESOLUTION APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR THE SIBLEY COUNTY AGRICULTURAL ASSOCIATION
18. Resolution 17-2022 A RESOLUTION APPOINTING A NEW MEMBER TO THE ARLINGTON CITY COUNCIL
19. Resolution 18-2022 A RESOLUTION AMENDING MAYORAL APPOINTMENTS AND COMMITTEES

### **UNFINISHED BUSINESS**

20.

### **NEW BUSINESS**

21. Swearing in of new Councilmember David Meyer
22. Discussion on Section 7.6 Emergency Personnel Response Time  
Fire and Ambulance Emergency Personnel who are required to respond to emergency calls must be able to respond within eight (8) minutes of the call.  
Police who are required to respond to emergency calls must be able to respond within twenty (20) minutes of the call.
23. Approve/Deny Conditional Offer of Employment to Luke Ellanson for position of Chief of Police. Offer is contingent upon successful background, physical, and psychological evaluation.

## **MISCELLANEOUS BUSINESS**

Committee Updates

Open Discussion

## **ADJOURNMENT**

Reminders:

March 3 – P&Z at 7 pm

March 7 – City Council at 6:30 pm

March 14 – EDA at 5:30 pm

March 21 – City Council at 6:30 pm

**\*Check Summary Register©**

FEBRUARY 2022

	Name	Check Date	Check Amt	
<b>10150 Cash</b>				
UnPaid	ABDO		\$475.00	FIRE RELIEF- 2021 YE INFORMATION FORMS
UnPaid	ALLIED MEDICAL TRAINING		\$1,945.00	AMB EMT CLASS- P.WHITMORE-SCHATZ
UnPaid	B & B TRANSFORMER, INC.		\$16,031.25	(2) TRANSFORMERS REPAIRED (1.5/2.5)
UnPaid	CANON FINANCIAL SERVICES, I		\$160.19	JAN- COPIER LEASES (OFFICE & PD)
UnPaid	COORDINATED BUSINESS SYST		\$423.07	DEC- PHONE BILLS
UnPaid	FillMeUp		\$1,211.56	JAN- FUEL
UnPaid	GAVIN-JANSSEN-STABENOW-M		\$553.50	JAN- PROSECUTION SERVICES
UnPaid	HAGGENMILLER LUMBER/SNO		\$470.00	JAN- CITY SIDEWALKS SNOW REMOVAL
UnPaid	KEMSKE PAPER CO.		\$966.68	UB STATEMENT PAPER (YEARLY SUPPLY)
UnPaid	LINDE GAS & EQUIP		\$213.57	JAN- AMB. OXYGEN
UnPaid	LOFFLER		\$219.38	JAN- COPIER MAINT (OFFICE, PD, LIB)
UnPaid	MCLEOD COOPERATIVE POWE		\$2,595.00	JAN- ELEC. MAINT
UnPaid	MCLEOD PUBLISHING		\$371.46	JAN- PUBLISHING & COLORED PAPER
UnPaid	ULINE		\$2,123.50	VARIOUS SUPPLIES & SHOP CABINET
UnPaid	XCEL ENERGY		\$662.21	JAN- GRN ISLE LIFT STATION ELEC BILL
UnPaid	XCEL ENERGY-NSP		\$1,194.82	JAN- ADAMS ST. SUBSTATION CHG
	<b>Total Checks</b>		<b>\$29,616.19</b>	

Fund Summary

	10150 Cash
101 General Fund	\$4,695.41
201 Fire Fund	\$475.00
202 Ambulance Fund	\$2,462.42
203 Community Center Fund	\$431.00
207 Cemetery Fund	\$80.00
601 Water Fund	\$145.00
603 AGI Sewer Fund	\$807.21
604 Electric Fund	\$20,520.15
	<b>\$29,616.19</b>

Payments

Current Period: FEBRUARY 2022

Batch Name	02-22-22 PAY	User Dollar Amt	\$29,616.19		
	Payments	Computer Dollar Amt	\$29,616.19		
			\$0.00	In Balance	
Refer	13696 ABDO EICK & MEYERS LLP				
Cash Payment	E 201-42280-301 Auditing and Acct g Servi	FIRE RELIEF- 2021 YE INFORMATION FORMS			\$475.00
Invoice					
Transaction Date	2/18/2022	Cash	10150	Total	\$475.00
Refer	13697 ALLIED MEDICAL TRAINING				
Cash Payment	E 202-42153-208 Training and Instruction	AMB EMT CLASS- P.WHITMORE-SCHATZ			\$1,945.00
Invoice					
Transaction Date	2/18/2022	Cash	10150	Total	\$1,945.00
Refer	13698 B & B TRANSFORMER, INC.				
Cash Payment	E 604-49550-635 Transformers,Wire,Poles	(2) TRANSFORMERS REPAIRED (1.5/2.5)			\$16,031.25
Invoice					
Transaction Date	2/18/2022	Cash	10150	Total	\$16,031.25
Refer	13699 CANON				
Cash Payment	E 101-41400-218 Office Expense	JAN- COPIER LEASES (OFFICE & PD)			\$116.19
Invoice					
Cash Payment	E 101-42110-218 Office Expense	JAN- COPIER LEASES (OFFICE & PD)			\$44.00
Invoice					
Transaction Date	2/18/2022	Cash	10150	Total	\$160.19
Refer	13700 COORDINATED BUSINESS SYSTE				
Cash Payment	E 101-41400-321 Telephone	DEC- PHONE BILLS			\$222.17
Invoice					
Cash Payment	E 101-42110-321 Telephone	DEC- PHONE BILLS			\$117.37
Invoice					
Cash Payment	E 101-43000-321 Telephone	DEC- PHONE BILLS			\$27.84
Invoice					
Cash Payment	E 202-42153-321 Telephone	DEC- PHONE BILLS			\$55.69
Invoice					
Transaction Date	2/18/2022	Cash	10150	Total	\$423.07
Refer	13701 FILLMEUP				
Cash Payment	E 101-42110-480 Gas & Repair-Police Car	JAN- FUEL			\$669.70
Invoice					
Cash Payment	E 101-43000-485 Gas and Repair Miscella	JAN- FUEL			\$293.70
Invoice					
Cash Payment	E 202-42153-485 Gas and Repair Miscella	JAN- FUEL			\$248.16
Invoice					
Transaction Date	2/18/2022	Cash	10150	Total	\$1,211.56
Refer	13702 GAVIN-JANSSEN-STABENOW-MOL				
Cash Payment	E 101-42110-304 Legal Fees	JAN- PROSECUTION SERVICES			\$553.50
Invoice					
Transaction Date	2/18/2022	Cash	10150	Total	\$553.50
Refer	13703 HAGGENMILLER LUMBER/SNOW				
Cash Payment	E 101-43000-486 Snow Removal	JAN- CITY SIDEWALKS SNOW REMOVAL			\$470.00
Invoice					
Transaction Date	2/18/2022	Cash	10150	Total	\$470.00

Payments

Current Period: FEBRUARY 2022

<b>Refer 13704 KEMSKE PAPER CO.</b>					
Cash Payment	E 601-49400-218 Office Expense	UB STATEMENT PAPER (YEARLY SUPPLY)			\$145.00
Invoice					
Cash Payment	E 603-49450-218 Office Expense	UB STATEMENT PAPER (YEARLY SUPPLY)			\$145.00
Invoice					
Cash Payment	E 604-49550-218 Office Expense	UB STATEMENT PAPER (YEARLY SUPPLY)			\$676.68
Invoice					
Transaction Date	2/18/2022	Cash	10150	<b>Total</b>	\$966.68
<b>Refer 13705 LINDE GAS &amp; EQUIP.</b>					
Cash Payment	E 202-42153-217 Other Operating Supplie	JAN- AMB. OXYGEN			\$213.57
Invoice					
Transaction Date	2/18/2022	Cash	10150	<b>Total</b>	\$213.57
<b>Refer 13706 LOFFLER</b>					
Cash Payment	E 101-41400-218 Office Expense	JAN- COPIER MAINT (OFFICE, PD, LIB)			\$87.17
Invoice					
Cash Payment	E 101-42110-218 Office Expense	JAN- COPIER MAINT (OFFICE, PD, LIB)			\$15.59
Invoice					
Cash Payment	E 101-45500-220 Repair/Maint Supply	JAN- COPIER MAINT (OFFICE, PD, LIB)			\$94.22
Invoice					
Cash Payment	E 604-49550-218 Office Expense	JAN- COPIER MAINT (OFFICE, PD, LIB)			\$22.40
Invoice					
Transaction Date	2/18/2022	Cash	10150	<b>Total</b>	\$219.38
<b>Refer 13707 MCLEOD COOPERATIVE POWER</b>					
Cash Payment	E 604-49550-437 Services-McLeod Coop	JAN- ELEC. MAINT			\$2,595.00
Invoice					
Transaction Date	2/18/2022	Cash	10150	<b>Total</b>	\$2,595.00
<b>Refer 13708 MCLEOD PUBLISHING</b>					
Cash Payment	E 101-41400-200 Office Supplies	JAN- PUBLISHING & COLORED PAPER			\$30.00
Invoice					
Cash Payment	E 101-41400-351 Legal Notices Publishing	JAN- PUBLISHING & COLORED PAPER			\$150.46
Invoice					
Cash Payment	E 203-45000-340 Advertising	JAN- PUBLISHING & COLORED PAPER			\$191.00
Invoice					
Transaction Date	2/18/2022	Cash	10150	<b>Total</b>	\$371.46
<b>Refer 13709 ULINE</b>					
Cash Payment	E 101-43000-210 Operating Supplies	VARIOUS SUPPLIES & SHOP CABINET			\$350.50
Invoice					
Cash Payment	E 101-43000-420 Shop Equipment	VARIOUS SUPPLIES & SHOP CABINET			\$1,453.00
Invoice					
Cash Payment	E 203-45000-210 Operating Supplies	VARIOUS SUPPLIES & SHOP CABINET			\$240.00
Invoice					
Cash Payment	E 207-49990-406 Repairs, Supplies & Oth	VARIOUS SUPPLIES & SHOP CABINET			\$80.00
Invoice					
Transaction Date	2/18/2022	Cash	10150	<b>Total</b>	\$2,123.50
<b>Refer 13710 XCEL ENERGY</b>					
Cash Payment	E 603-49450-381 Electric & Heat Utilities	JAN- GRN ISLE LIFT STATION ELEC BILL			\$662.21
Invoice					
Transaction Date	2/18/2022	Cash	10150	<b>Total</b>	\$662.21

Payments

Current Period: FEBRUARY 2022

Refer	13711 XCEL ENERGY-NSP				
Cash Payment Invoice	E 604-49550-397 Facility Charge	JAN- ADAMS ST. SUBSTATION CHG			\$1,194.82
Transaction Date	2/18/2022	Cash	10150	<b>Total</b>	\$1,194.82

Fund Summary

	10150 Cash
101 General Fund	\$4,695.41
201 Fire Fund	\$475.00
202 Ambulance Fund	\$2,462.42
203 Community Center Fund	\$431.00
207 Cemetery Fund	\$80.00
601 Water Fund	\$145.00
603 AGI Sewer Fund	\$807.21
604 Electric Fund	\$20,520.15
	<u>\$29,616.19</u>

Pre-Written Check	\$0.00
Checks to be Generated by the Computer	\$29,616.19
<b>Total</b>	<u>\$29,616.19</u>



**ARLINGTON CITY COUNCIL  
WORKSHOP MEETING MINUTES  
FEBRUARY 7, 2022 AT 5:30 PM**

1. Call meeting to order and roll call- meeting was called to order at 5:30pm

Members Present

Michelle Battcher  
Joe Morgan  
John Thomes  
Matt Sharpe  
Rich Nagel

Member Absent

None

Staff Present

Phil Mangis  
Jaime Weikle  
Kirby Weckworth  
Mike Grover  
Doug Mackenthun

Staff Absent

Amy Newsom

Guest Present

Tom Hatlestad  
Howard Brinkman  
Tom Pomplun  
Christina Litfin  
Jason Litfin  
Roberta Zaske

2. Pledge of Allegiance
3. Approval of the Workshop Meeting Agenda- Motion to approve the workshop meeting agenda, seconded by Battcher. Motion carried.
4. Discussion on updates to Personnel Policy section 2.16
  - a) Drug and Alcohol Testing for Commercial Drivers Policy
  - b) Drug and Alcohol Testing and Drug-Free Workplace Act Policy for Non-



## Commercial Drivers (Non-DOT)

The Council discussed the random testing process. The P&Z administrator stated that it is who ever is in charged at the time and will go to the hospital for the testing. The Council asked where the Ambulance fell under, and they fall under the Non-DOT policy. The Ambulance also informed the Council that they have a zero-tolerance policy and adapted their policy to the City Policy. Certain council members also stressed that their needs to be better communication moving forward with the fire department.

### 5. Any other discussion items

#### **ADJOURNMENT**

Motion by Battcher to adjourn the workshop at 5:53pm, seconded by Morgan. Motion carried.

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City Administrator Amy Newsom

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Mayor Richard Nagel



**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
February 7, 2022 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 individual*

**Masks are required at City Hall.**

**6:00 pm - Presentation of the Darwin Mathwig Award to Denise Swenson**

1. Call Meeting to Order and Pledge of Allegiance- meeting was called to order at 6:30pm.
2. Roll Call-all council members were present at the meeting

Members Present

Michelle Battcher  
Joe Morgan  
John Thomes  
Matt Sharpe  
Rich Nagel

Member Absent

None

Staff Present

Phil Mangis  
Jaime Weikle  
Kirby Weckworth  
Mike Grover  
Doug Mackenthun

Staff Absent

Amy Newsom

Guest Present

Tom Hatlestad  
Howard Brinkman  
Tom Pomplun  
Christina Litfin  
Jason Litfin  
Roberta Zaske

3. Approve the Agenda and any Agenda Additions-few items were added to the agenda, under the consent agenda Appoint Amy Newsom as temporary representative to the Sibley County Library Board (next meeting February 11 at 9am), under Ambulance Report the 2021 annual report was added, under REPORTS OF OFFICERS, BOARDS AND COMMITTEES the fire department 2021 annual report was added after the December 2021 PeopleService O&M Report. Under the Approval of Consent Agenda, the Accept Resignation of Chad Carpenter from the Arlington Fire Department effective January 18, 2022, Accept Resignation of Corey Carpenter from the Arlington Fire Department effective January 26, 2022, Accept Resignation of Keith Dressen from the Arlington Fire Department effective February 1, 2022, Accept Resignation of John Zaske from the Arlington Fire Department effective February 2, 2022 were moved to new business for further discussion. The approval of Approve/Deny Off Sale/Sunday Sale Liquor permit to Dietel Inc. (Arlington Liquors) was moved to PETITIONS, REQUESTS, & COMMUNICATIONS after the Cemetery Committee Minutes 1/24/2022 and Parks Committee Minutes 1/24/2022. Motion to approve the agenda with the updates made by Battcher, seconded by Thomes. Motion carried.

### 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 Bills
  - B) January 18, 2022 City Council Workshop minutes
  - C) January 18, 2022 City Council minutes
  - D) Approve hiring of Samantha Gregory as an EMT student with the Arlington Area Ambulance Service
  - ~~E) Accept Resignation of Chad Carpenter from the Arlington Fire Department effective January 18, 2022~~
  - ~~F) Accept Resignation of Corey Carpenter from the Arlington Fire Department effective January 26, 2022~~
  - ~~G) Accept Resignation of Keith Dressen from the Arlington Fire Department effective February 1, 2022~~
  - ~~H) Accept Resignation of John Zaske from the Arlington Fire Department effective February 2, 2022~~
  - I) Appoint Jeremy Otto as 1<sup>st</sup> Assistant Fire Chief through December 31, 2022
  - J) Appoint Doug Mackenthun as Fire Chief through December 31, 2023
  - K) Appoint Amy Newsom as temporary representative to the Sibley County Library Board (next meeting February 11 at 9am)**

### PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
6. Announcements
7. Communications
  - A) Cemetery Committee Minutes 1/24/2022-Mayor informed the Council that their where two

- members of the Cemetery Committee that were interested in working intake updates
- B) Parks Committee Minutes 1/24/2022- The focus of the Parks Committee is to resurface the Basketball courts

8. **Approve/Deny Off Sale/Sunday Sale Liquor permit to Dietel Inc. (Arlington Liquors)-** Motion made by Battcher to approve the off sale/Sunday liquor permit to Dietel Inc. (Arlington Liquors), seconded by Morgan. Motion carried.

### **REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

9. January Public Works Report – Kirby Weckworth, Public Works Supervisor- The Public Works Supervisor stated that the snow has been keeping them busy other than that it has been pretty slow. The department has been doing their annual shop clean up. They had Summit complete the dry air repair that was in the CIP. Currently in the works in fixing streets lights that where damaged during an ice storm.
10. January Ambulance Report – Jaime Weikle, Ambulance Manager
- A) Arlington Area Ambulance Service Non-Transport Questionnaire
  - B) Arlington Area Ambulance Service Transport Questionnaire
  - C) Approve/Deny purchase of LIFEPAK from Stryker in the amount of \$60,794.52/3 interest free annual payments
    - Stryker \$60,794.52
    - Zoll \$98,356.88
  - D) 2021 Annual Report**

There were a few corrections that had been made to the annual report. The Ambulance Manager briefly went over the questionnaires. A motion was made by Battcher to approve the Stryker purchase and pay the full amount if the money was budgeted in the CIP, seconded by Sharpe. Motion carried.
11. December 2021 PeopleService O&M Report-Council did not have anything to say about the report.
12. **FD 2021 Annual Report**

Council had questions concerning the process for the helipad. Two-man operation, the department has a badge to get into the hospital and section off an area for the helicopter to land.

### **ORDINANCES & RESOLUTIONS**

13. First Reading of Ordinance 339: AN ORDINANCE AMENDING THE 2014 ARLINGTON COMPREHENSIVE PLAN FUTURE LAND USE MAP PERTAINING TO PROPERTY AT THE SOUTHEAST QUADRANT OFF FREEDOM DRIVE (“MEFFERT PROPERTY”)
14. First Reading of Ordinance 340: AN ORDINANCE AMENDING THE CHAPTER 31, SECTION 4, SUBD. 1 (OFFICAL ZONING MAP) OF THE CITY CODE PERTAINING TO PROPERTY AT THE SOUTHEAST QUADRANT OFF FREEDOM DRIVE (“MEFFERT PROPERTY”)

The Council has decided to table Ordinance 339 and 340, until the Planning and Zoning Administrator did a zoning report on the surrounding B-1 zoning district to avoid spot zoning issues.

15. Resolution 14-2022 A RESOLUTION SUPPORTING HOUSING AND LOCAL DECISION-MAKING AUTHORITY- A motion by Battcher to introduce Resolution 14-2022 A RESOLUTION SUPPORTING HOUSING AND LOCAL DECISION-MAKING AUTHORITY, seconded by Thomes. Motion carried. I voted was taken all were in favor.

### UNFINISHED BUSINESS

16. 2022 Goals: electronic records for the cemetery, continue to follow a 10-year CIP plan, EDA tasked to look at low-income housing, simplify/correct the City Codes, update the City Comprehensive Plan  
**Suggestion by Mayor Nagel to add completing the dog park.**  
The Mayor wanted one of the goals to be the authorization to look into fiber optics for the Town. Morgan made a motion to approve the authorization to look into fiber optics for the Town, seconded by Thomes. Motion carried. Nothing was discussed about the dog park. Council has decided to have the Planning Commission simplify/correct the City Codes, this was contested by the Planning and Zoning Administrator.

### NEW BUSINESS

17. Recommendation from Council to fill seat left vacant by Councilmember Craig Buss's resignation- Based on the scoring done by the Council members Dave Meyer had the highest score and Thomes made a motion to approve Dave Meyer to fill seat left vacant by Councilmember Craig Buss's resignation, seconded by Sharpe. Motion carried.
18. Approve/Deny payment to Bolton and Menk for preliminary layout and corresponding estimate for CR 166 extension, not to exceed \$5,000- Morgan made a motion to approve the payment to Bolton and Menk for preliminary layout and corresponding estimate for CR 166 extension, not to exceed \$5,000, seconded by Thomes. Motion carried.
- ~~19. Approve/Deny Off Sale/Sunday Sale Liquor permit to Dietel Inc. (Arlington Liquors)~~
20. **Accept Resignation of Chad Carpenter from the Arlington Fire Department effective January 18, 2022**
21. **Accept Resignation of Corey Carpenter from the Arlington Fire Department effective January 26, 2022**
22. **Accept Resignation of Keith Dressen from the Arlington Fire Department effective February 1, 2022**
23. **Accept Resignation of John Zaske from the Arlington Fire Department effective February 2, 2022**  
Motion made by Sharpe to approve the Resignation of Chad and Corey Carpenter, Keith Dressen and John Zaske, seconded by Batcher. Morgan and Thomes voted no, and the Mayor voted no to break the tie. Motion by Morgan to table to in order for the new fire chief to talk to the people resigning, seconded Thomes, Sharpe voted no, and Battcher voted yes. Motion was carried.

## MISCELLANEOUS BUSINESS

Committee Updates- Council Member Battcher gave an update on Sibley East Community Education Sibley East Advisory Council.

Open Discussion-Council member Sharpe discussed Lead Sibley together, talked touring business in town and the Ambulance. The group is impressed by what Arlington is doing.

### ADJOURNMENT

Motion by Thomes to adjourn the meeting at 8:25pm and was seconded by Morgan. Motion carried

#### Reminders:

February 10 – Community Center meeting at 5:30 pm

February 10 – Township/Green Isle meeting at 7 pm

February 14 – EDA meeting at 5:30 pm

February 22 – City Council meeting 6:30 pm

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City Administrator Amy Newsom

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Mayor Richard Nagel



**ARLINGTON CITY COUNCIL  
SPECIAL MEETING MINUTES  
FEBRUARY 11, 2022 AT 5:30 PM  
ARLINGTON COMMUNITY CENTER**

1. Call Meeting to Order and Pledge of Allegiance- meeting was called to order at 5:30pm, all council members were present.

Members Present

Michelle Battcher  
Joe Morgan  
John Thomes  
Matt Sharpe  
Rich Nagel

Member Absent

None

Staff Present

Phil Mangis

Staff Absent

Amy Newsom

Guest Present

Kim Quast  
Aaron Wiemann  
Lee Wiemann  
Betty Meyer  
Dave Meyer  
Jeremy Otto  
Doug Mackenthun  
Jason Quast  
Jen Quast  
Roberta Zaske

2. Act on resignations that were tabled at 2/7/2022 City Council meeting – Motion by Sharpe to remove the resignations that were tabled at 2/7/2022 City Council meeting, seconded by Battcher.

Sharpe and Battcher in favor, Morgan and Thomes oppose, Mayor has the tie breaker was in favor of the motion, Motion carried.

The City Attorney explained that the City Council does not have the right to deny anyone resignation. The Attorney did state that after the Council accepts the resignation of an employee, they can talk to that person to see if they would want to withdrawal their resignation. There was question to way if the Council must accept the resignation of an employee that it is put on the consent agenda. The Attorney stated that this has always been the City Councils practice. Council determined that there needs to be better communication and acknowledgment with exiting staff given the high turnover. The Council also has decided that an exist interview should take place to help improve the communication and acknowledgment with exiting staff. The exist interview will be a strictly volunteer base. The Council also would like to see a policy create for exist interviews, as well as exit interview questionnaire.

- Accept Resignation of Chad Carpenter from the Arlington Fire Department effective January 18, 2022
- Accept Resignation of Corey Carpenter from the Arlington Fire Department effective January 26, 2022
- Accept Resignation of Keith Dressen from the Arlington Fire Department effective February 1, 2022
- Accept Resignation of John Zaske from the Arlington Fire Department effective February 2, 2022

Motion made by Battacher to accept the resignation of Chad Carpenter, Corey Carpenter, Keith Dressen, and John Zaske, seconded by Sharpe, all in favor, Motion carried.

3. Adjournment-Motion to adjourn the meeting at 6:01pm, seconded by Morgan, Motion carried.

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City Administrator Amy Newsom

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Mayor Richard Nagel





**ARLINGTON CITY COUNCIL  
SPECIAL MEETING MINUTES  
FEBRUARY 16, 2022 AT 6:30 PM  
ARLINGTON COMMUNITY CENTER**

Interviews will include the full City Council; it will be an open meeting and the public may be in attendance.

1. Call Meeting to Order and Pledge of Allegiance – Meeting was called to order at 6:30 by Mayor Nagel. All stood for the Pledge of Allegiance.  
Present: John Thomes, Joe Morgan, Rich Nagel, Michelle Battcher, Matt Scharpe  
Staff Present: City Administrator Amy Newsom, P&Z Administrator Phil Mangis, Interim Police Chief Denley Kompelien, Officer Jason Lenertz  
Guests Present: Kenn Mueller, Dave Meyer, Luke Ellanson, Joseph Nagel
2. Police Chief Interviews:  
6:30 pm – Luke Ellanson  
7:30 pm – Joseph Nagel
3. Discussion – Council tallied their votes – 401 for Luke Ellanson and 389 for Joseph Nagel.  
Consensus to make conditional offer to Luke Ellanson on February 22<sup>nd</sup>.
4. Adjournment – Motion by Thomes to adjourn the meeting at 8:04 pm, seconded by Morgan.  
Motion carried.

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City Administrator Amy Newsom

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Mayor Richard Nagel



505 Nicollet Mall  
P.O. Bo 59038  
Minneapolis, MN 55459-0038

February 4, 2022

To Whom It May Concern:

I am writing to inform you that Administrative Law Judge Ann O'Reilly is holding four public hearings on CenterPoint Energy's rate increase proposal. For more on the public hearings, please see the enclosed copy of our Notice of Public Hearings for CenterPoint Energy Minnesota Customers.

Please contact me if you have any questions or would like additional information about the filing. Additional information about our Rate Case is available at our website at [CenterPointEnergy.com/RateCase](http://CenterPointEnergy.com/RateCase).

Sincerely,

Seth DeMerritt  
Manager, Regulatory  
612-393-6216

Enc.  
Notice of Public Hearings for CenterPoint Energy Minnesota Customers

# RATE INCREASE NOTICE

## NOTICE OF PUBLIC HEARINGS FOR CENTERPOINT ENERGY MINNESOTA CUSTOMERS

CenterPoint Energy has asked the Minnesota Public Utilities Commission (MPUC) to approve an increase to natural gas rates for distribution service. The requested increase is for about 6.5 percent or \$67.1 million per year. The requested increase would add about \$4.05 to a typical residential customer's monthly bill.

The MPUC may either approve or deny the requested changes, and may approve a lesser or greater increase than was requested for any customer class or classes of service.

The MPUC will likely make its decision on our rate request in the fourth quarter of 2022. If final rates are lower than interim (temporary) rates, we will refund customers the difference with interest. If final rates are higher than interim rates, we will not charge customers the difference.

If you move before a refund is issued and we cannot find you, your refund may be treated as abandoned property and sent to the Minnesota Department of Commerce, Unclaimed Property Unit. You can check for unclaimed property at [www.missingmoney.com](http://www.missingmoney.com). To make sure we can send you any refund owed, please provide a forwarding address when you stop service.

### PUBLIC HEARINGS

Administrative Law Judge Ann O'Reilly will hold two in-person public hearings and two virtual public hearings so that customers have an opportunity to comment on the company's request. Any CenterPoint Energy customer or other person may attend or provide comments at the hearings. You are invited to comment on the adequacy and quality of CenterPoint Energy's service, the level of rates, or other related matters. You do not need to be represented by an attorney. The hearings will begin at their scheduled time and adjourn after everyone present has had an opportunity to comment or ask questions.

Date	Time	Location
February 22, 2022	6:00 p.m.	Golden Valley Library 830 Winnetka Ave N Golden Valley, MN 55427
February 24, 2022	6:00 p.m.	EVENT CENTER 10 Civic Center Plaza Mankato, MN 56001
March 1, 2022	1:00 p.m.	Virtual WebEx
March 1, 2022	6:00 p.m.	Virtual WebEx

Bad weather? Find out if a hearing is canceled – call (toll free) 855-731-6208 or 651-201-2213 or visit [mn.gov/puc](http://mn.gov/puc).

## Virtual Public Hearings

Public hearings have been scheduled as follows to be held via video conference.

**March 1, 2022, at 1:00 p.m. and 6:00 p.m.**

### Attend by Internet Connection (Audio and Video)

To join the virtual hearing using a computer, tablet or smart phone, where you will have audio and video capability, go to: <https://minnesota.webex.com>. In the gray box where it says, "Enter Meeting Information," type the Event Number below for the public hearing date you are attending:

March 1, 2022 1:00 p.m.	March 1, 2022 6:00 p.m.
Event Number: <b>2492 340 7866</b>	Event Number: <b>2483 405 3637</b>
Event Password, if needed: MnPUC!	Event Password, if needed: MnPUC!

### Directions for Appearing via WebEx.

- Log on 5 to 15 minutes before the hearing begins. You will be asked to join the hearing through a Webex application or through a plug-in for your web browser.
- Enter the Event Number shown in the box above.
- Next you will be asked to enter your name, your email address, and an event password (if required). After entering this information, click "Join Now" and you will be granted access to the virtual hearing.
- When you enter the hearing, your microphone will be muted. If you would like to ask a question or make a comment during the meeting, use the chat function to send a message to the meeting moderator, who will place you in the queue to comment. When it is your time turn to comment, your name will be called and your line will be unmuted. You will then be able to ask questions or make a comment.

### To Attend by Telephone (Audio Only)

If you do not have access to a computer, tablet, or smart phone, or if you would prefer to attend the hearing via audio only, you may join using any type of telephone. You do not need internet access to call into the hearing, however, you will only be able to hear (not see) the speakers. You will still be able to comment and ask questions.

Use the information in the box below to dial into the hearing. You will be asked to enter the access code for the hearing, as set forth below:

March 1, 2022 1:00 p.m.	March 1, 2022 6:00 p.m.
Phone: 1-855-282-6330	Phone: 1-855-282-6330
Access Code: 2492 340 7866	Access Code: 2483 405 3637

If you would like to ask a question or make a comment during the hearing, **press \*3** on your telephone. You will then be placed into the queue to comment. When it is your turn to speak, the last few digits of

your telephone number will be announced by the moderator and your line will be unmuted, allowing you to be heard.

### **Public Hearing and Process Information**

Administrative Law Judge Ann O'Reilly will preside over the public hearings and will provide the Commission with findings of fact, conclusions of law, and recommendations after the conclusion of the evidentiary hearing.

The purpose of the public hearings is to receive public input on the proposed rate increase. At the public hearings, interested persons have the opportunity to: (1) ask questions of the utility and agency staff; and (2) offer verbal and written comments on the merits of the proposed rate increase. Members of the public may participate without needing to intervene as a party. Representation by legal counsel is permitted but not required.

Please note that the public hearings will end when all attendees present have had the opportunity to comment and all other business has been concluded. You are encouraged to join the meeting at the scheduled start time to be placed on the queue to comment. Commenters will be called in the order they enter the queue. Therefore, it is advantageous to arrive at the beginning of the hearing.

Written comments may be submitted during the comment period before and after the public hearings. Follow the instructions below to provide written comment.

Please contact Charley Bruce at 651-201-2251 or [charley.bruce@state.mn.us](mailto:charley.bruce@state.mn.us) or Tera Dornfeld at 651-201-2195 or [tera.dornfeld@state.mn.us](mailto:tera.dornfeld@state.mn.us) if you have questions on how to participate or have trouble accessing the public hearing using telephone or internet.

### **WRITTEN COMMENTS TO THE MINNESOTA PUBLIC UTILITIES COMMISSION**

You can still submit comments even if you do not attend a public hearing.

#### **Comment Period**

Comments accepted through **April 11, 2022, at 4:30 p.m.**

- *Comments must be received by 4:30 p.m. on the close date.*
- *Comments received after the comment period closes may not be considered.*

#### **How to Submit a Written Comment**

Written comments can be submitted via: (1) the Commission's eComments website; (2) electronic mail; (3) U.S. Mail; or (4) facsimile. To learn how to submit a comment in any of these ways, please visit [mn.gov/puc](http://mn.gov/puc), select "Consumers" from the dropdown menu on the top of the page, then select "Public Comments and How to Participate." This will take you to the Public Comment page, where you will find a list of ways to comment. Be sure to reference PUC Docket No. 21-435 in the subject line of your comment.

If you do not have access to the internet, you may send or deliver your comment to:

Minnesota Public Utilities Commission  
121 7th Place East, Ste. 350  
St. Paul, MN 55101

For assistance in submitting comments, or if you have questions, contact the Commission's Consumer Affairs Office at:

**Phone:** 651-296-0406 or 800-657-3782

**Email:** [consumer.puc@state.mn.us](mailto:consumer.puc@state.mn.us)

Be sure to reference Docket Number 21-435

**Important:** Comments can be reviewed by the public on the MPUC's website, except in limited circumstances consistent with the Minnesota Government Data Practices Act. The MPUC does not edit or delete personally identifying information or any other information from comments received.

#### **EVIDENTIARY HEARINGS**

Formal evidentiary hearings on CenterPoint Energy's proposal will be held on **April 6, 7, and 8, 2022**, starting at **9:30 a.m.** each day. The evidentiary hearing will be held in Courtroom 1 **at the Office of Administrative Hearings at 600 South Robert Street, St. Paul, Minnesota**. Individuals who cannot attend in person, may attend via Microsoft Teams (Teams), a video conferencing platform. Members of the public who wish to attend the hearing through Teams may request an electronic invitation by contacting Judge O'Reilly's legal assistant at [michelle.severson@state.mn.us](mailto:michelle.severson@state.mn.us).

The purpose of the evidentiary hearing is to allow CenterPoint Energy, the Minnesota Department of Commerce – Division of Energy Resources, the Minnesota Office of Attorney General – Residential Utilities Division, and parties who have formally joined the contested case, to present testimony and to cross-examine each other's witnesses on the proposed rate increase.

If you wish to formally intervene in this case, as a party to the litigation, you must serve and file a Petition to Intervene, pursuant to Minn. R. 1400.6200.

#### **TO LEARN MORE**

**CenterPoint Energy's current and proposed rate schedules are available at:**

##### **CenterPoint Energy**

505 Nicollet Mall, Minneapolis MN 55402

Phone 612-372-4727 or 800-245-2377

Web <http://www.CenterPointEnergy.com/RateCase>

##### **Minnesota Department of Commerce**

85 7th Place East, Suite 500, St. Paul, MN 55101

Phone: 651-539-1534

Web: <https://www.edockets.state.mn.us/EFiling/search.jsp> Select (21) in the year field, type (435) in the number field, select *Search*, and the list of documents will appear on the next page.

## Questions about the Minnesota Public Utilities Commission's review process?

### Minnesota Public Utilities Commission

121 7th Place East, Suite 350

St. Paul, MN 55101

Phone: 651-296-0406 or 800-657-3782

Email: [consumer.puc@state.mn.us](mailto:consumer.puc@state.mn.us)

Anyone with hearing or speech disabilities may call through their preferred Telecommunications Relay.

### Proposed Rate Increases

The table below shows the effect of both the interim and proposed rate changes on monthly bills for residential, commercial and industrial customers with average natural gas use.

Customer Type (usage in therms)	Avg monthly usage in therms	Avg monthly bill: current rates	Avg monthly bill: interim rates	Avg monthly bill: proposed rates
Residential	74	\$68	\$71	\$72
Commercial/Industrial				
up to 1,500/year	67	\$69	\$72	\$80
1,500 to 5,000/year	255	\$210	\$219	\$230
5,000 or more/year	1,440	\$1,096	\$1,131	\$1,136
Small Volume Dual Fuel Sales Service				
up to 120,000/year	3,971	\$2,310	\$2,382	\$2,482
120,000 or more/year	15,567	\$8,903	\$9,152	\$9,490
Large Volume Dual Fuel Sales Service	42,091	\$23,466	\$23,981	\$24,403
Large General Firm Sales Service	41,602	\$23,085	\$23,776	\$24,480
Demand charge (per Peak Day)	3,110			

\*Figures above are rounded (to the nearest whole number).

# Arlington Historical Society, Inc.

## 2021 Annual Report



Arlington Historical Society Photograph

## Brau Motors 75 Years Poster Presentation

November 15, 2021



## BOARD MEMBERSHIP

The 2021 Arlington Historical Society board members are Richard Trocke, president; Pauline Wiemann, vice president; Debbie Weckwerth, treasurer; Dwight Grabitske, secretary; Ramona Bade, and Lowell Nagel. Curt Boeder was also a member of the board, but because of the COVID 19 Situation, he was confined to the Good Samaritan Home and unable to attend any meetings.



Grabitske represents the board for the Arlington Greys Vintage Base Ball Team.

## NON BOARD MEMBERSHIP

Arlington Greys manager, Kurt Menk, is considered a historical society member because the historical society sponsors the 1860's Vintage Base Ball team. However, individual members (players) on the team are not.

## ARLINGTON GREYS VINTAGE BASE BALL



The Arlington Greys played three matches in 2021, two in Richfield on June 19 defeating the Quicksteps and the Silver Stars and on December 4 winning the annual Snow Ball game over the Mankato Baltics in Arlington. The Greys extended their winning streak to eleven games, going back to June 9, 2018. The Greys received a \$200 donation from Bolton & Menk to promote the Snow Ball game during the Arli-Dazzle celebration in December.

## MUSEUM FLOODING & WATER DAMAGE

On Sunday, 21 February 2021, the Arlington Museum suffered major water damage when frozen water pipes in the room above the south gallery thawed and began leaking. The leak was discovered that afternoon by the museum curator who had gone to the museum to take pictures for the Facebook page. Arlington Maintenance Supervisor Kerby Weckwerth was contacted, and he shut off the water in the building, however not before much damage was done in the museum. The newly installed carpeting and many ceiling tiles in the south gallery were destroyed along with some damage to the walls. Several items in the Arlington Garden Club 90<sup>th</sup> Anniversary exhibit suffered significant damage; pictures and newspaper reproductions in the Thomes Brothers exhibit were damaged.

Maintenance Supervisor Weckwerth, after shutting off the water, brought dehumidifiers and shop vacuums to collect the water and fans to assist in drying the walls and floors.

The clean-up began immediately that evening. Two members of the board began rescuing the water damaged museum items. Soaked items were moved to dry areas and laid out to dry. The framed pictures were separated from the frames and backings and spread out to dry. Scrap books from the Garden Club exhibit were spread open to dry.

Arlington City Manager Amy Newsom contacted the city's insurance carriers for clean-up and repairs to the facility. Although great efforts were made to dry the carpeting, eventually it was decided to remove the damaged carpeting and install new carpeting in the south gallery.

Museum members removed all the exhibits, emptying the south gallery completely, so that the clean-up and restoration work could be done. As soon as the room was restored, museum members began installing the exhibits for the 2021 year.

The planned opening date was May 1, but the south gallery restoration work was not completed until the second week in May. Museum workers worked frantically to get all the planned exhibits in place, and the museum opened the last Saturday in May. Additional items were added to the exhibits in June to complete the planned exhibits for the year.

## **ARLINGTON MUSEUM**

The Arlington Museum was open 24 dates during 2021 with 2 private showings. A total of 275 people visited the museum, and cash donations totaled \$166.00.

Three exhibits for 2020, the 90<sup>th</sup> Anniversary of the Arlington Garden Club exhibit, Thomes Brothers, and the 125<sup>th</sup> Anniversary of the Arlington Bank exhibit, were extended to the 2021 season because of COVID closing the museum for most of 2020. The military area had an exhibit featuring the World War I uniform of Albert Voight and his photograph with some letters he wrote to his parents. The 75<sup>th</sup> Anniversary of Brau Motors in Arlington was observed with an exhibit during the year and in November the placing of a poster celebrating the anniversary at Brau Motors.

## **MUSEUM LIGHTING GRANT**

The Arlington Historical Society submitted the final report for the Minnesota Historical & Cultural Heritage Grant from the Minnesota Historical Society for our *Lighting Design Implementation* project in December 2020. The Minnesota Historical Society approved that report in February 2021 and issued a check for the balance of the grant.

## **MAJOR COLLECTION ADDITIONS**

The Arlington Historical Society received a number of artifacts from the Barbara Spannaus Estate. Items included some school related items from her father, Ernest "Mike" Spannaus, some of his business items, and some family pictures.

Anne Buck Hoen gave the historical society several items from the Mary Ann Buck Estate including several booklets from the class reunions of the Arlington-Green Isle Class of 1958, collected by her father, Maurice Buck.

The historical society also received a Citizens Bank Ledger Book from the Carver County Historical Society. Carver County had received a number of items from the Knobloch Estate; that item related to Arlington history.

## **CONFERENCES & MEETINGS**

There were no “in person” conferences or meetings during 2021.

The MALHM Conference & Annual Meeting was conducted via ZOOM in April. See page 9 for Secretary’s notes regarding the conference.

MALHM “Collections Crash Course” was given in December. See page 10 for Secretary’s notes. Day Two of the course is recorded and available for viewing at the museum.

## **PUBLIC INTERACTION:**

The Arlington Historical Society recognized Brau Motors for its 75 years as an automotive business in Arlington with a Museum Exhibit during the 2021 season and presented a poster to Robert and Angie Brau, the business owners, in November.

## **ARLINGTON HISTORICAL SOCIETY FACEBOOK**

With the assistance of Dan Hislop, the Arlington Historical Society (AHS) established a Facebook page in 2021. The page provided news of the museum flooding and progress in the clean-up and repairs. AHS posted information about the deaths of Curt Boeder and Greg Goblirsch, two of the original members of the historical society, on the page. News about the museum’s opening for the 2021 season and information about some of the new exhibits highlighted the page. For the Arli-Dazzle event in December, the page contained information about the museum game to be held during the event. The Facebook page has 214 followers.

## **ARLINGTON HISTORICAL SOCIETY GOALS:**

### **1. MUSEUM IN 2022:**

The Arlington Historical Society plans to open the museum for the 2022 year on Saturday May 7, 2022. The normal scheduled hours will be from 9:00 to 12:00 on each Saturday from May to November. Special openings to coincide with Arlington Chamber events will also be held, as well as openings for school class reunions and similar events.

The new exhibits for 2022 will be a collection of pictures and items relating to the 150<sup>th</sup> Anniversary of St. Paul’s Evangelical Lutheran Church, a picture, ledger book and history of the Citizens Bank of Arlington, and two exhibits to be developed over the next month.

### **2. COMMUNITY EVENTS**

The Arlington Historical Society needs to establish more community involved events focusing on Arlington history. Two items being discussed are historic walks through the downtown Main Street and a program in cemetery cleaning. The last time a historic walk through downtown Arlington was offered was in 2006, during the Sesquicentennial celebration. Much change has occurred since then. In 2016, the historical society with the financial assistance of Kolden Funeral Home and VFW Post #6031 provided a course in cemetery stone cleaning. A day of instruction and hands-on experience cleaning stones properly would be a good community event.

### **3. FUND RAISING**

The Arlington Historical Society needs to establish a systematic fund raising program to ensure the continued operation of the society and the museum. The City of Arlington provides the building and covers the utility costs for the museum. AHS still needs to raise funds to cover the costs of operation, such as personal property and liability insurance, office equipment expenses, web-page creation and maintenance costs, exhibit development, etc. While grants may be available for the creation of new exhibits, the moneys given for such programs are usually in the form of matching grants, necessitating a fund raising program before the grant is given.

### **4. MUSEUM PRODUCT SALES**

The museum has the 2006 Sesquicentennial history book for sale as well as post cards from 2006. Because no other vender in Arlington has picture post cards, the historical society should consider selling post cards with Arlington scenes from its collection of pictures.

### **5. MEMBERSHIP IN THE HISTORICAL SOCIETY**

There is a need to establish a membership program for the Arlington Historical Society. Since its beginning the board members of the board have carried out all the functions of the society with the exception of the Structures Committee, which was given specific tasks by the board. With the opening of the museum, additional members of the society are needed to help with the operation of the museum. These members should have an interest in Arlington history and a willingness to be museum guides.

### **6. MAYORAL PICTURES:**

The Arlington Historical Society continues to search for photographs of early Arlington mayors (presidents of the Village Council) for the gallery of mayors in the City Council Chambers at the Community Center. Pictures of Christ Klinkert, August Huckenpoehler, William C. Porter, and Albert Zimmermann are known to exist, but nothing suitable for copying and framing has been found.

### **7. FIRE HALL ON THE NATIONAL HISTORIC REGISTER**

The Arlington Historical Society needs to resume its efforts to get the Arlington Fire Hall listed on the National Historic Register. The first step is to get a structure report which evaluates the property to see if it would qualify for the national register. The historical society would like to apply for a grant to cover the cost of an expert, who would be able to complete the process of getting the building on the national register.

### ARLINGTON HISTORICAL SOCIETY DONATION TOTALS:

The following chart shows the number of gifts (donations) and amounts from 2001 to 2021 which AHS has received. The average yearly gift total is \$6,184.31 and the average gift (439 total gifts) is \$295.83.

Year	# Gifts	Amount
2001	38	9,735.00
2002	44	10,460.00
2003	31	3,515.00
2004	43	4,960.00
2005	35	5,255.00
2006	5	1,230.00
2007	16	28,815.00
2008	16	3,245.00
2009	21	2,645.00
2010	26	4,690.00
2011	13	250.00
2012	13	3,095.00
2013	9	2,625.00
2014	12	3,250.00
2015	22	14,875.00
2016	23	7,800.00
2017	7	1,170.00
2018	9	2,950.00
2019	20	14,975.43
2020	12	2,165.00
2021	24	2,165.00
<b>TOTALS</b>	<b>439</b>	<b>129,870.43</b>

The amounts shown are only donations and gifts received by the Arlington Historical Society according to records of the AHS secretary. The amounts do not reflect income received through other sources such as grants, donation jars, book sales, post card sales, etc.

## IN MEMORIAL

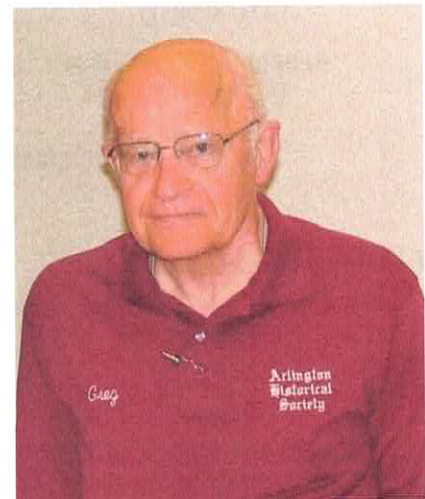
The Arlington Historical Society lost two of its original members in 2021, Curtis Boeder and Gregory Goblirsch. Because of their tireless efforts the Arlington Historical Society has a great foundation and has experienced great success.



Curtis Boeder

Curt Boeder, who served at the president of the historical society for its first 20 years, passed away June 29. Curt was instrumental in many of the early projects of the Arlington Historical Society. His tireless efforts to restore the façade of the old Arlington Fire Hall kept board members focused on the final outcome, an 1890 structure exhibiting the early history of the community. Curt found an old fire hose cart that needed many repairs and led the work to restore it. Curt approached the Lido Theater owners about restoring the neon lighting on the marquee, and the historical society completed that task. The historical monument to Arlington Brick manufacturing was also Curt's idea. Curt always thought that the old Fire Hall would make an excellent museum, and he was thrilled when the museum became a reality. Curt was a man of great ideas and the ways to make them work. He will be greatly missed.

Greg Goblirsch, the long-time treasurer, passed away on October 7. Greg provided the historical society with a firm financial foundation. He assumed the duties of treasurer when Ernest "Mike" Spannaus could no longer do it. Greg established the accounting system when the society began collecting funds for the fire hall restoration. His attention to detail provided accurate financial reports as the society advanced to each next step in the multi-year restoration process. As the society took on additional projects, Greg was instrumental in finding grants to assist the society in financing the projects. His working relationship with the Schmidt Foundation provided funds for several historical society projects. In addition to his treasurer duties, Greg volunteered frequently at the museum. He served as a guide often; he assisted with many of the tasks to get the museum ready for visitors each year. Greg's many talents have been a wonderful asset to the Arlington Historical Society. Greg will be greatly missed.



Gregory Goblirsch

## 2021 INCOME & EXPENSES

### INCOME:

Donations: .....	<b>\$ 2,151.00</b>
Gifts .....	\$1,300.00
Museum .....	\$ 1,200.00
General .....	100.00
Memorials .....	\$ 675.00
Curt Boeder .....	\$ 35.00
Greg Goblirsch .....	\$ 640.00
Museum Cash Donations .....	\$ 166.00
Genealogy / Family History .....	10.00
Sales .....	<b>\$ 142.02</b>
Books (Sibley County Historical Society) .....	100.00
Books (MN Tax) .....	16.02
Post Cards (MN Tax) .....	3.00
Masks .....	3.00
D2 Monument Stone Cleaner .....	20.00
Grants .....	<b>\$ 2,468.14</b>
Legacy Grant .....	\$2,468.14
Miscellaneous Income .....	<b>\$ 120.00</b>
Board Members Shirts .....	\$120.00
Interest .....	<b>\$ 39.06</b>
Passbook .....	\$ 5.60
CD (#820713) .....	15.84
CD (#820851) .....	17.62
<b>Arlington Greys VBBC:</b> .....	<b>\$ 200.00</b>
Bolton & Menk, Inc. ....	\$ 200.00
 <b>TOTAL INCOME</b> .....	 <b>\$ 5,120.22</b>

### LIABILITIES:

Sales Tax Collected: .....	<b>\$ 1.23</b>
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### EXPENSES:

<b>AHS General Fund Expenses</b> .....	<b>\$ 273.42</b>
Board Members Shirts .....	\$120.00
Franklin Printing (Sesquicentennial Pictures) .....	\$ 34.00
Thomes Brothers (Water Damage Cleaning Materials) .....	\$ 14.94
Funeral Flowers (Curt Boeder) .....	\$ 25.00
Funeral Flowers (Greg Goblirsch) .....	\$ 25.00
Haggenmiller Lumber (Closet Shelving) .....	30.48
Brau Anniversary Poster .....	24.00
<b>Office Expenses</b> .....	<b>39.88</b>
Thomes Brothers (Keys) .....	\$14.94
Thomes Brothers (Trash Bags, Tape, etc.) .....	24.94

<b>Advertising Expenses</b> .....	<b>159.10</b>
City Sign Rental (Advertising) .....	25.00
Lions Calendar (Advertising) .....	10.00
McLeod Publishing Arli-Dazzle (Advertising) .....	74.10
Arlington Dollars for Arli-Dazzle .....	50.00
<b>Conference &amp; Membership Expenses</b> .....	<b>65.00</b>
MALHM Conference .....	40.00
MALHM Membership .....	25.00
<b>Museum Expenses</b> .....	<b>964.31</b>
Museum Insurance .....	300.00
Exhibit Materials .....	172.07
Haggenmiller Lumber .....	\$ 101.09
Thomes Brothers .....	8.98
Franklin Printing .....	\$ 62.00
Museum Equipment .....	\$ 492.24
Sign Pro – Portable Street Sign .....	197.00
Haggenmiller Lumber – Cabinet .....	295.24
<b>Arlington Greys VBBC Expenses</b> .....	<b>\$ 204.43</b>
Arli-Dazzle Advertising .....	198.45
Arli-Dazzle Field Paint .....	5.98
<b>TOTAL EXPENSES</b> .....	<b>\$ 1,706.14</b>

**TOTAL LIQUID ASSETS (December 31, 2021)**

Pass Book Savings .....	\$ 4,183.75
CD #820713 .....	10,080.82
Checking Account .....	341.07
Petty Cash .....	44.00
<b>TOTAL</b> .....	<b>\$ 14,649.64</b>

**DESIGNATED FUNDS:**

<b>Total Designated</b> .....	<b>\$ 10,985.88</b>
Computer Program .....	200.04
Museum .....	10,129.65
Arlington Greys Base Ball .....	486.91
Save Your Stones .....	169.28

**AVAILABLE FUNDS:**

Total Liquid Assets .....	\$ 14,649.64
Total Designated .....	\$ 10,985.88
<b>BALANCE</b> .....	<b>\$ 3,663.76</b>



## VIRTUAL 2021 MALHM CONFERENCE

Secretary's highlights from the conference:

Because of technical problems with ZOOM and the viewer's lack of technical skills, some of the presentations were interrupted at times. The Arlington Museum has copies of the handouts and power point pictures at the museum.

### 1. Cemetery Restoration through Community Outreach with NBHPC:

Jessica Forney

Northern Bedrock Historic Preservation Corps (NBHPC) gave a power point presentation on cemetery stone cleaning. The power point also provided information about Northern Bedrock and their mission "to develop enduring workforce and life skills through service learning in historic preservation and community stewardship." [Note: much of what was presented was similar to the presentation done by Jarrod Roll in 2016.]

### 2. A Little Water Never Hurt Anyone. Right?

Johanna Ellison, Sally Stevens, Todd Mahon, & Megan Narvey

Presented a process of what to do in event of a disaster, such as a water damage, at a museum. Pictures and descriptions were from a water damage at the Cokato Historical Society. Pictures showed the damage and steps taken in the clean-up process.

### 3. What is a Historic Structure Report & How Can I Use It?

Mike Lovato & Jane Bisel

In 2005 the National Park Service defined the Historic Structure Report: "A historic structure report provides documentary, graphic, and physical information about a property's history and existing condition." A Historic Structure Report is now part of the process of putting a structure on the National Historic Register.

### 4. Creating Clear, Concise Exhibit Text:

Molly Huber & Rebekah Coffman

Presenters gave rules for writing descriptions for artifacts and exhibits and provided examples of artifact labels demonstrating clear, concise text.

### 5. A Virtual Story Tellers Paradise:

Heather Harren

Heather presented various ways museum stories could be told. [Need good tech people for this one.]

### 6. Collective Access Minnesota:

Means of sharing information about museum collections: System is designed to replace the PastPerfect® system now used for collection management. For MALHM members the cost is \$300 per year.

## **MALHM COLLECTION CRASH COURSE**

The Minnesota Alliance of Local History Museums (MALHM) provided a two day course via ZOOM given on Tuesday and Wednesday, 7-8 December from 10:00 to 12:00 each morning. The Arlington Museum has the power point pictures and handouts from the presentations. The Secretary found both presentations very informative, even though we were already doing many of the suggested things.

Day 1 – Claudia J. Nicholson: “Intake Procedures”

The Museum Lady, aka Claudia J. Nicholson, gave a power-point presentation showing the various steps in handling an artifact received at a history center. She included a sample “Gift Form,” and an incoming and outgoing loan forms.

Day 2 – Adam Smith, Archives Technician Mankato State University, & Heather Hoagland, Executive Director Scott County Historical Society:

“Making Do with What You’ve Got – Improving Your Collections Storage Now”

Adam Smith and Heather Hoagland presented information on Photographing, Storing, and Organizing things while operating a history center. The tips and information came from personal experiences at museums.

The section on photographing artifacts included tips on less expensive ways of accomplishing the task. Tips included photographing unusual or difficult objects.

The section on storing demonstrated various ways unusual or fragile artifacts could be safely stored. The tips on storage of clothing were very helpful.

The section on organizing included tips for labeling artifacts and storage boxes and also a section on organizing volunteers.

Date: February 11, 2022

To: City of Arlington

From: Lee Orloff/Lee Forcier/Corbin Kiecker, Operators

O & M Report: January 2022

## **Water Operation & Maintenance**

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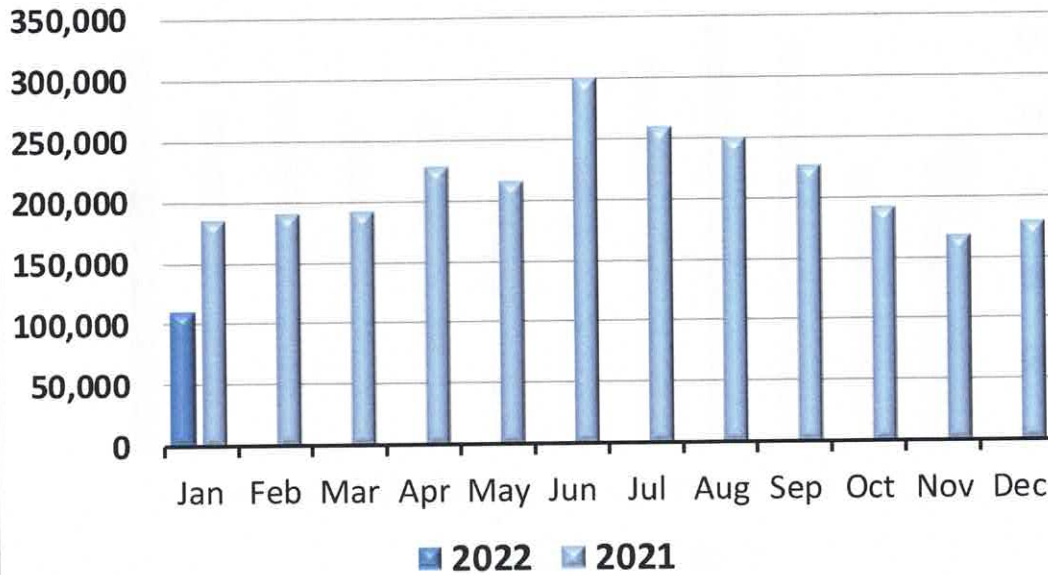
- There was a total of 6 service requests.
  - (5) Repair\replace existing radio read meters.
  - (1) Supply new meter for 7<sup>th</sup> Ave. - new home construction project.
- There were no locates from Gopher State One Call for this month.
- Performed weekly backwashing and testing of iron, fluoride, manganese, and chlorine residuals.
- Exercised emergency backup generators.
- Collected and submitted two samples for bacteria coliform testing per requirement by MN Dept. of Health. (None Found)
- Worked on Diamond Maps for water system.
- Performed monthly reading of electric\water meters.
- Performed monthly preventative maintenance on water treatment plant equipment.
- Jan 6<sup>th</sup> – Received a call from city hall that a resident in town has no water. Lack of water pooling in the yard or other indications of a service line break ruled out. Suggest resident's service line is frozen. Resident later found cause and heated line resulting in the restoration of water.
- Jan 25<sup>th</sup> – PeopleService personal Lee O, Lee F, Corbin K, and Region Manager Greg Stang attended a pre-construction meeting at city hall with Amy Newsom, Jake Pickelmann (Bolten & Menk), and contractors regarding the water treatment plant upgrade project to take place shortly.
- Completed the annual Tier II submissions for the hazardous chemicals located at the water and wastewater treatment plants to the Dept. of Homeland Security.
- Completed the first half of the DNR water Appropriations reports for the 2021 water usage.

## **Wastewater Operation & Maintenance**

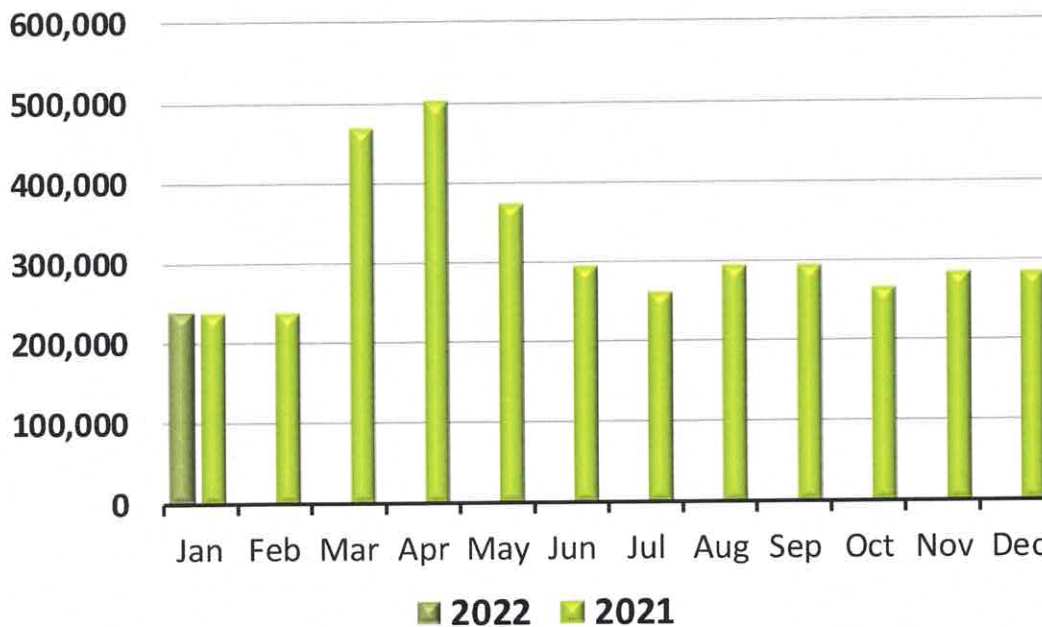
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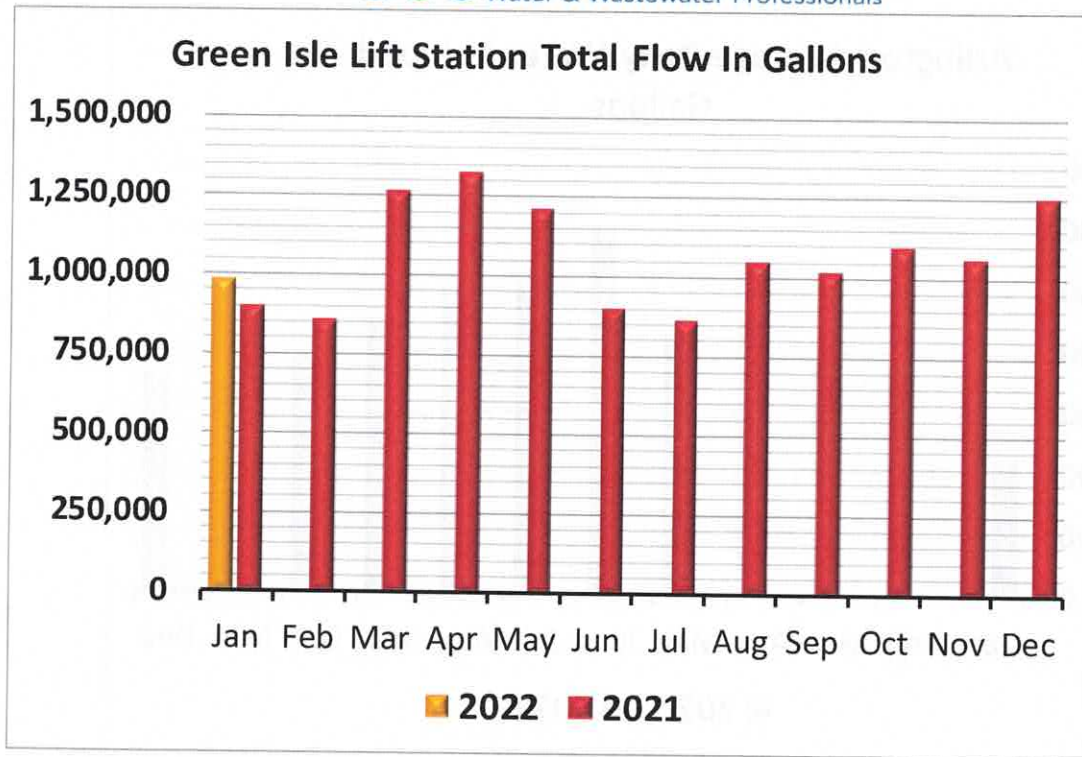
- Performed monthly preventative maintenance of wastewater treatment plant equipment.
- Performed weekly checks at all lift stations in the city for proper operation.
- Performed monthly testing of alarm dialers. Dialers operating normally.
- Jan 12<sup>th</sup> – Jetted main sanitary lines around 7<sup>th</sup> Ave project. Broken sewer cleanout pipe caused rocks and sand to enter sanitary sewer which resulted in issues for new residents in project housing. Pulled about three 5-gallon buckets of sand and grit from manhole.
- Jan 31<sup>st</sup> – Sewer backup reported on 100 block of East Adams. Manholes up and down stream pulled with main flowing. Resident had Jetter Clean out to camera and found tree roots in service line.

**Arlington Average Daily Water Pumped - In Gallons**



**Arlington Average Daily Wastewater Pumped - In Gallons**





		January-22	December-21	January-21
<b>Water</b>				
	<b>Units</b>			
Average Daily Pumped	gallons	108,935	180,065	186,774
Maximum Daily Pumped	gallons	289,000	252,000	288,000
Minimum Daily Pumped	gallons	105,000	105,000	111,000
Total Monthly Pumped	gallons	5,609,000	5,582,000	5,790,000
Well #2 Pumped	gallons	3,353,000	2,573,000	0
Well #3 Pumped	gallons	0	0	0
Well #4 Pumped	gallons	2,460,000	2,884,000	6,133,000
Average Daily Fluoride Conc.	mg/L	0.61	0.66	0.63
Fluoride concentration Permit Limit	mg/L	.5-0.9 mg/L	.5-0.9 mg/L	.5-0.9 mg/L
Fluoride used	gallons	10.00	8.50	10.00
Total Chlorine Residual	mg/L	0.25	0.49	0.47
Total Chlorine Concentration Permit Limit	mg/L	1-2 mg/L	1-2 mg/L	1-2 mg/L
Chlorine used	lbs	53.50	68.00	130.50
Potassium Permanganate used	gallons	39.00	41.00	49.00
<b>Wastewater</b>				
<b>CBOD</b>				
CBOD Influent	mg/L	231	208	353
CBOD Effluent-Monthly	mg/L	1	0	1
CBOD Effluent-Monthly Permit Limit	mg/L	15	15	15
CBOD Max Weekly	mg/L	1	1	1
CBOD Max Weekly-Permit Limit	mg/L	25	25	25
CBOD Effluent Monthly kg/day	kg/day	1	0	1
CBOD Monthly kg/day-Permit Limit	kg/day	46	38	46
CBOD Effluent Weekly kg/day	kg/day	1	1	1
CBOD Weekly kg/day-Permit Limit	kg/day	70	70	70
CBOD % Removal	%	100%	100%	100%
CBOD % Removal Permit Limit	%	85%	85%	85%
<b>TSS</b>				
TSS Influent	mg/L	421	201	432
TSS Effluent-Monthly	mg/L	3	1	6
TSS Effluent Permit Limit	mg/L	30	30	30
TSS Effluent Max Weekly	mg/L	3	3	7
TSS Max weekly - Permit Limit	mg/L	45	45	45
TSS Effluent-Monthly kg/day	kg/day	2	1	5
TSS Monthly kg/day-Permit Limit	kg/day	91	91	91
TSS Effluent Max Weekly kg/day	kg/day	3	4	7
TSS Max weekly kg/day- Permit Limit	kg/day	140	140	140
TSS % Removal	%	99%	99%	99%
TSS % Removal Permit Limit	%	85%	85%	85%
<b>Phosphorus</b>				
Phos Influent	mg/L	6.10	4.20	7.00
Phos Effluent	mg/L	0.20	0.20	0.10
Phos Effluent Permit Limit	mg/L	1	1	1
Phos Effluent Loading	kg/day	0.06	0.09	0.09
Phos Effluent Loading Permit Limit	kg/day	2.50	2.50	2.50

Fecal Coliform				
Fecal Effluent	ml	0	0.00	0
Fecal Effluent Permit Limit	ml	N/A	N/A	N/A
Dissolved Oxygen				
DO Effluent	mg/L	9	8	7
DO Effluent Permit Limit	mg/L	6	6	6
Effluent Flow				
Average Daily	gallons	236,000	284,000	238,000
Maximum Daily	gallons	287,000	365,000	264,000
Total Monthly	gallons	7,320,000	8,811,000	7,380,000
Total Monthly Precipitation	inches	0.90	2.40	0.54
Green Isle Lift Station Total Flow	gallons	987,000	1,253,000	901,000
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$20,627.00	\$396.00	2%	8%
Chemical Budget	\$12,853.00	\$0.00	0%	8%
<b>Total</b>	<b>\$33,480.00</b>	<b>\$396.00</b>	<b>1%</b>	<b>8%</b>



## 2021 year in review.

### **Water treatment plant upgrades.**

- Worked with city engineers and council to plan what needs to be upgraded at the water treatment plant.
- Provided access to all parties involved in order to create specifics so project could go out for sealed bids.

### **Water system.**

- All water meters have been changed out with in the city.
- Total of 6 water line breaks in 2021. 2 water mains and 4 service lines.
- Close to being completed with the layout of Diamond maps. Has been a very useful tool.
- Well 2 was rehabbed and is in good shape for many years to come.
- Spent remaining of money in budget to fill up chemicals due to significant increase in 2022.

### **Lift stations and generators.**

- All annual maintenance was performed on lift stations and generators.
- Issues with all diesel generators running poorly. Ran them low on fuel and had them filled up and put treatment in the tanks. We had bad fuel form the last time it was filled. All generators now run well.
- Insurance claim on 7<sup>th</sup> Ave lift station. All floats, transducer and controller were replaced.

### **Wastewater plant energy audit**

- Energy audit was performed by Minnesota rural water association. Significant energy saving was discovered.
- Programming was completed to tie in blowers for D.O. control. New tri lobe blower was ordered and budgeted to change all lights to LED in 2022.

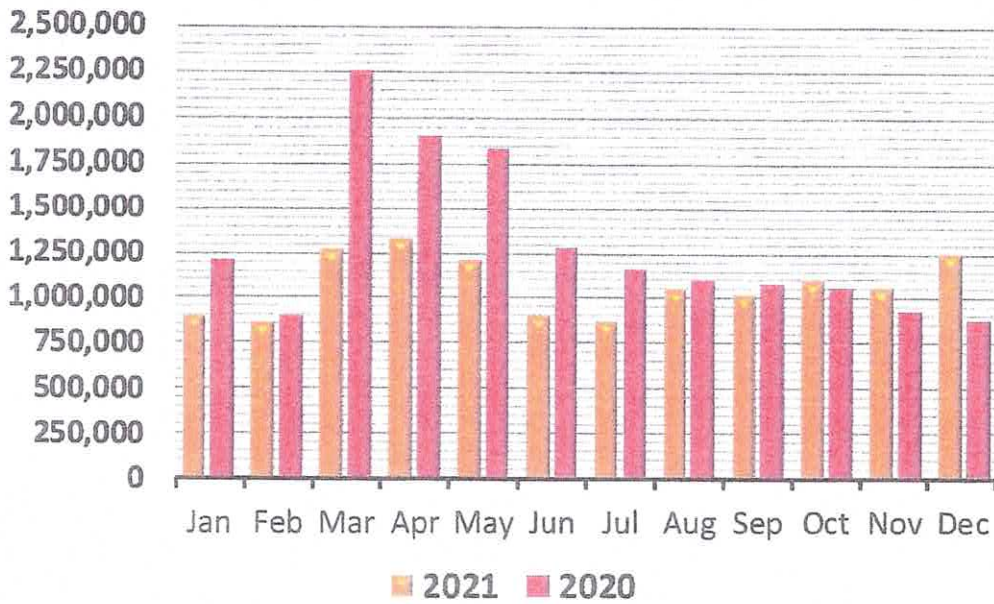
### **Wastewater treatment plant**

- Replaced tires on tractor for hauling solids.
- Had issues with rags blocking up a sewer line. Stopped after letters were sent out to the parties that were connected to the issue which had caused a sewer back up in the basement of a home.
- Disposed of dilapidated bio cube equipment. City is using the building for storage.
- Have had multiple meeting with Northland Drying on properly disposing of there potato waste. Hopefully they stay on track and the horrible smell is gone.

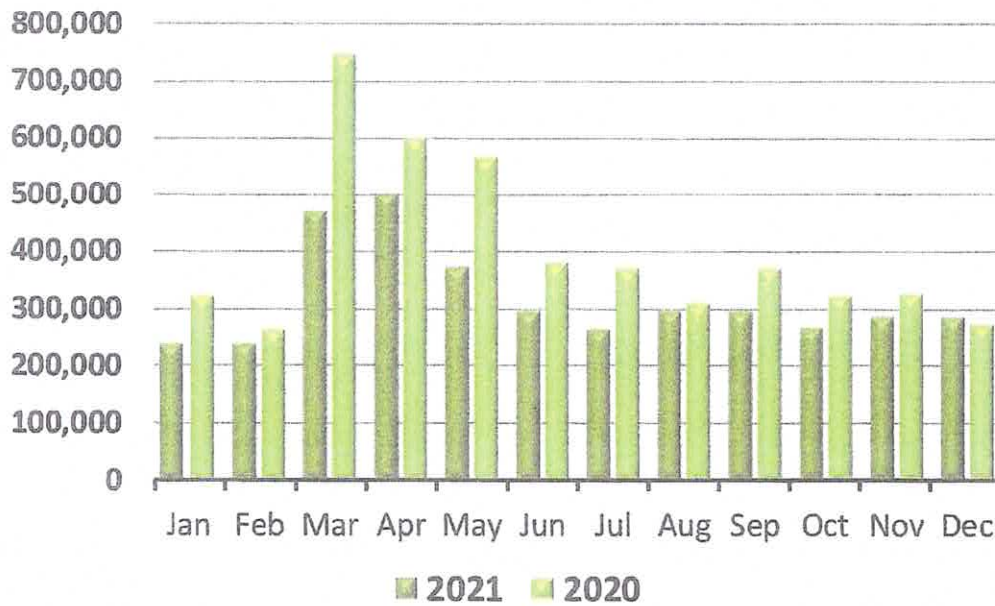
### **AGI agreement.**

- Replaced the main lift station pumps and panel along with tying the generator to start.
- Inspected all relief valve on force main from Green Isle to Arlington. Replace 2 valves.
- Discovered another source of I and I at the ball field. Has been repaired.

**Green Isle Lift Station Total Flow In Gallons**



**Arlington Average Daily Wastewater Pumped - In Gallons**



## Goals for 2022

### Water treatment plant upgrades.

- Work with Gridor Construction and sub-contractors during the project to coordinate events.
- Continue to produce the highest quality of water possible during shut downs and bypasses of treatment processes.

### Wastewater Treatment plant.

- Replace all windows and doors on control/ process building.
- Installation of aeration tri lobe blower to significantly reduce electrical costs.
- Change out of lights to LED to also reduce electrical costs
- Repair replace bad areas of tar inside fence and driveway into plant.

### Biological phosphorus removal.

- Continue to manipulate the process for biological removal of phosphorus without use of chemicals
- Used about 200 gallons of ferric chloride for treating phosphorus.
- Plant is working good and total effluent phosphorus levels are well below limit.
- Process effected by I and I.

### AGI agreement

- Continue with scheduled meetings and including Green Isle on operations at the wastewater plant
- Work to find more sources of I and I within the city.

### Biosolids Program

- Adding a 60-acre site that is farmed and owned by Wm. Soeffker. The 2 current sites will be combined into one site which will allow the city to apply more solids and not to worry about over applying as the two cities grow.

### Inflow and Infiltration.

- Educate residents on causes of I and I. sump pumps and drain tiles
- Continue monthly monitoring of fairgrounds for sewer caps on pipes.
- Inform council were there are I and I concerns with in the city.

2021	20.8%	28" of rainfall
2020	27.7%	34" of rainfall
2019	63.4%	48" of rainfall
2018	48.0%	40" of rainfall
2017	41.8%	34" of rainfall
Average over 5 years	40.5%	



## 2021 ANNUAL REPORT OF THE PLANNING COMMISSION

The Arlington Planning Commission has been asked to submit an annual report to the Arlington Mayor and City Council Members. The purpose of the report is to highlight planning activities over the previous year. Attached to this report, for Council information, is information provided to Planning Commissioners as part of introductory information at a regular meeting.

### 2021 APPOINTMENTS:

The following appointments to the Planning Commission were effective in 2021:

Joe Prasad                  Janet Deno                  David Welch-resigned  
James Carlson    Brandon Brinkman    Tom Hatlestad- appointed

City Council Liaison: Michelle Battcher

The following officers were elected by the Planning Commission in 2021:

Chair: Brandon Brinkman  
Vice Chair: Janet Deno  
Secretary: Joe Prasad

### 2021 MEETING DATES:

The Arlington Planning Commission volunteers met 11 times from January 2021 to the present. Meetings are typically held on the first Thursday of each month at 7:00 p.m. in the Council Chambers at the Arlington Community Center. The 2021 meeting dates were as follows:

January 7	July 1
February 4	August 5 and 18 (workshop)
March 4	September 2
April- no meeting	October 7
May 6	November-no meeting
June 3	December 2

## PLANNING COMMITTEE PURPOSE:

The volunteer Planning Commission is the appointed planning agency for the City of Arlington. The Planning Commission Role is to advise the Mayor and City Council on issues related to land use and property subdivision. The Planning Commission functions in three distinct capacities: Planning, Legislative (changes and additions), Regulatory (rules and regulations).

## CORE INITIATIVES AND STRATEGIC DIRECTIONS:

The Planning Commission continues to pursue the following priorities.

1. Promotion of the health, safety, and welfare of the Arlington community.
2. Consistent, balanced, and methodical administration of the zoning code in response to property owner requests for: rezoning, variance, and conditional use permit issuance.
3. Consistent, balanced, and methodical administration of the subdivision code in response to property owner/developer requests for plat approval and minor subdivisions.
4. Active participation in implementation of Comprehensive Plan.
5. Establishment of relevant land use and subdivision regulations that relate to existing conditions and the vision identified within the Comprehensive Plan.
6. Creation of a detailed, accurate, and permanent record for each land use and subdivision request to be retained at City Hall for future reference and/or establishment of a common rationale for reviewing requests and administering applicable ordinances.

## LAND USE AND SUBDIVISION APPLICATION PROCESSING:

The following land use and subdivision applications were processed by the Planning Commission functioning in its regulatory capacity. The processing of the Building/Land Use applications resulting in a public hearing and a recommended action by the Planning Commission to the City Council. The city may rule against a Planning Commission recommendation, since it is just that, a recommendation.

- May 6<sup>th</sup>, 2021: The planning Commission considered a request to Rezone the Nickel Property from R/A Residence/Agricultural District to I-1 Limited Industrial. The commission held a public hearing and made a motion that approved the variance request.

- June 3<sup>rd</sup>, 2021: The planning Commission considered a variance request for a proposed 1,440 sq ft detached garage located at 206 4<sup>th</sup> Ave. The commission held a public hearing and made a motion that approved the variance request.
- July 1<sup>st</sup>, 2021: The planning Commission considered a variance request for a proposed garage addition side setback from 8' to 4' and garage size to excess of 60% of principal structure at 307 Brooks St E. The commission held a public hearing and a motion that approve the variance request. The planning Commission considered a variance request for a proposed parking pad within the side easement setback at 501 4<sup>th</sup> Ave SE. The commission held a public hearing and made a motion that approved the variance request. There was another hearing concerning a variance of a proposed fence within the street setback, but this decision was table until the fence code was fixed.

#### ORDINANCE AMENDMENT/CREATION:

- July 1<sup>st</sup>, 2021: The creation of the Administrator Exception Policy. This was created to help streamline the variance process and not discourage building of accessory structures.
- October 7<sup>th</sup>, 2021: The creation of Chapter 32 Permitting Process. The P&Z Administrator noticed that there was not a clear set of guidelines for the permitting process. In order, to be more consistent and fairer to everyone, the Administrator created a City Chapter clearly outlining the Permitting process. This would also help residents have a better understanding of what the City practice is when it comes to issuing permits.

OTHER BUSINESS: In addition to considering official requests the Planning Commission also pursued several courses which did not result in amendments, participated in training, and commented on requests pertaining to the interpretation of the code.

#### Additional Items Discussed/Addressed

- Update on Rail Yard Project- this projected fell through given they where unable to acquire federal funding
- Updated on Minnesota Valley Vet Services Veterinary Clinic CUP- The Clinic put up a fence instead of the required bushes. The P&Z administrator reached out to the neighbors to see if they are okay with this

change. The neighbors were okay with the change and submitted a letter of approval.

- Scott Equipment Expansion- They did not need a variance for their expansion.
- Update on Dog Park- this is moving forward and is in the process of being finalized.
- Rezoning of the Nickel Property – This was rezoned and approved by both Planning Commission and City Council.
- Fill Me Up Liquor Store Project- This was denied by City Council to allow this project to move forward.
- Creation of the Administrator Exception Policy- This was approved by both City Council and Planning Commission.
- Discussion of installing a Splash Pad- The P&Z Administrator is still looking into the matter.
- Discussion on variance process for Fences- City Council has determined that under the current City Code variances are not allowed and the City Code for fences needs to be updated.
- Update on Census Data- still waiting for the data, have not heard anything
- Discussion of amending Peeps Repair CUP- the CUP was amended with a written letter of approval from the neighbor.
- Discussion of the Variance Process- this is currently still being discussed
- Discussion of the Zoning Map- this is currently still being discussed  
Working on updating the Zoning Code- this is still an ongoing process and have updated the code up to section 10
- Discussion of Creation of Chapter 32 of the City Code- This was approved by City Council
- Allowing a RV at Pit Stop for housing an employee- The Committee needed more information before deciding, the owner never provided more detail information and therefore is still up in the air.
- Applying for the Safe Route to School Grant- The P&Z administrator has applied and is waiting to hear back on approval.
- Amba Homes Development- Amba Home developers bought the Hennen Land and are planning to build homes on the property. The property will need to be rezoned to residential. The project is currently in the works of creating a site plan for the property.
- Remove Section 5 Urban Reserve District- The Committee agreed to remove this section from the zoning code, given it applies more towards overlay districts.
- Reviewing the Comprehensive Plan- This has been table until the Zoning Code is updated.

## PLANNING GOALS:

The Planning Commission is working on the following goals for the 2021 calendar year:

### Planning function

- Review the Comprehensive Plan
- Administer the Comprehensive Plan as zoning requests and opportunities arise.
- Update the zoning and subdivision code to maintain consistency with the 2014 Comprehensive Plan.

### Regulatory function

- Review requests for variances, rezoning, text amendment, and conditional use permits in a timely, consistent, and professional manner in the process prescribed by the zoning and/or subdivision ordinance.
- Implement strategies within the Comprehensive Plan that relate to land use and subdivision of property.

### 2022 Planning and Zoning Goals

- Update Comprehensive Plan
- Update the Zoning Code to maintain consistency with the Comprehensive Plan
- Work on Orderly Annexation process
- Update the Zoning Map





# **City of Arlington Economic Development Authority**

## *Annual Report*

ANNUAL ACTIVITIES FOR YEAR 2021

**I. ARLINGTON ECONOMIC DEVELOPMENT AUTHORITY**

The Arlington Economic Development Authority (EDA) is governed by a seven-member Board of Directors. The Board consists of two members from the business community members, three residents, and two City Council liaisons. The structure of the Board during 2021 is provided in the table below:

<i>Member</i>	Position	Affiliation	Term Expires
Kurt Menk	President	Resident	12/2026
Matt Scharpe	Vice President	Councilmember	12/2024
Craig Buss	Member, Board of Directors	Councilmember	Resigned 11/2021
Larry Sorenson	Member, Board of Directors	Resident	12/2025
Dean Bergersen	Member, Board of Directors	Resident	12/2023
Tim Kloeckl	Member, Board of Directors	Business Owner	12/2022
Howard Brinkman	Member, Board of Directors	Business Owner	12/2021

Amy Newsom serves as the EDA Director as well as the City Administrator.

## **II. 2021 GOALS AND OBJECTIVES**

At the start of the 2020 the EDA specified several goals. With the mission of creating jobs, raising incomes, and broadening the City's tax base, the following goals and objectives were broken down as follows:

### **ECONOMIC DEVELOPMENT AUTHORITY 2021 EDA Goals**

#### **1. Business and Industrial Development Goals**

- a. Work toward purchasing industrial park land.
- b. Work with P&Z on creating an Orderly Annexation.
- c. Work to attract specific businesses to town – i.e., meat market.
- d. Work to sell existing businesses – i.e. – bakery

#### **2. Housing Goals**

- a. Work with developers on rental properties.

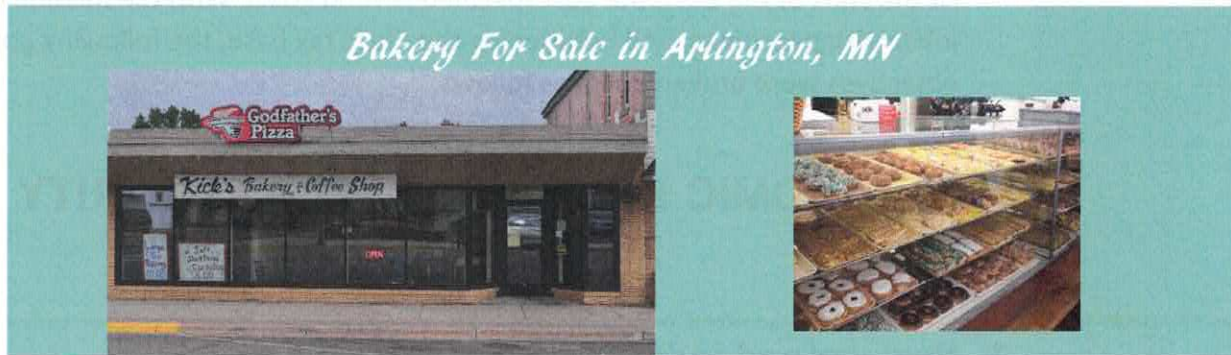
#### **3. Marketing Goals**

- a. Work with City on new website.
- b. Collaborative projects with regional and local partners.
- c. Completion of dog park.
- d. Develop other areas that would drive people to live in Arlington.
- e. Market Arlington having low (lowest) tax rate in Sibley County.

## **III. ACTIVITY REPORT**

In addition to the identified goals and objectives above, there were other activities undertaken by the EDA in 2021. These activities included:

- A. In January of 2021 the EDA marketed Arlington and the bakery for sale on KFAI 90.3 FM radio station.



Initially opened in 1970, this family-owned, main street bakery, offers full bakery services for locals and businesses around its rural community in the South Central region of Minnesota.

As brought under new ownership in 1980, this business is classified as a sole proprietorship. The current owner has many community ties with churches, local fairs, and restaurants allowing the business to drive consistent sales. The current owner is looking to retire within the next year from the business to focus on another venture within the area but is willing to work with a new owner for up to one month for training purposes. Currently, the business is open to the public six days a week, providing service to walk-in customers and an average of three wholesale clients. With a loyal community, the walk-in business contributes nearly 85 percent of total revenues. Current staff is made up of three long term, well-trained staff that are expected to stay on with the business through and after transition.

This bakery is the only full-service bakery in a 35-mile radius, setting them apart from other smaller bakery operations. Specialty products include custom order cakes, pastries, cookies, and breads. Walk-in business is supported through small order pastries and coffee for the local business community as well as foot traffic from a nearby school with an open lunch hour. Currently, the business holds a pizza franchise inside it as well, that is separately organized and non transferable but has developed more traffic within the bakery since its opening and could be an opportunity for new ownership to launch themselves.

With these businesses long term commitment to the community, it is looked as one of the more consistent storefronts in town and has a loyal following from both long-time locals and newer citizens. As this business is seen for its consistency, local walk-in traffic and wholesale clients have not fled the business over product price changes throughout time. With this loyal following, the owner has implemented minimal marketing leaving room for a new owner to take further efforts to break into different communities.

The current facilities and equipment are all state-licensed, health department compliant and have been maintained to keep them in good condition. The business sits in a space approximately 3,600 square feet with about one third set up as a café seating area and the rest as a production facility. Part of the space includes a large unfinished basement that is currently used as office space for the owner but provides development opportunities if needed for expansion. The business must transfer through outright purchase, and the real estate can be negotiated for purchase, lease-to-purchase or lease arrangement. High-value equipment with the sale of the business includes two Hobart mixers, an additional 80-quart floor mixer, oven sets, labeler, coolers, showcases, café area tables and seating, freezer, and all associated bakery equipment. As negotiable with the sale, a licensed food truck equipped with fryer can also be included to assist a new owner with outreach to community events.

**Listing price: \$145,000 - \$180,000**

**If interested, please contact EDA Director Amy Newsom at 507-964-2378 or [anewsom@arlingtonmn.com](mailto:anewsom@arlingtonmn.com)**

- B. Assisted Main Street business with Covid-19 grant writing. Provided resources for business owners regarding Sibley County Business Assistance Program.
- C. In February EDA was part of the ribbon cutting at FillMe Up Pitstop.



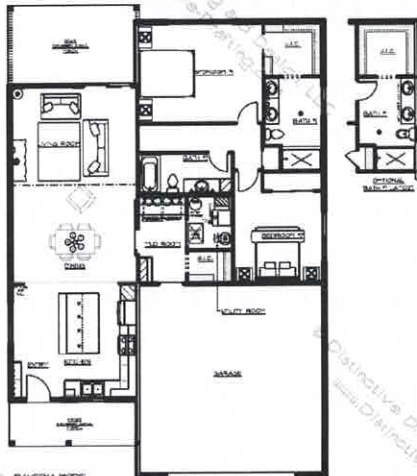
Enterprise photo by Kurt Menk

- D. Grand opening for A-Town Tavern.
- E. EDA asked Newsom to reach out to Tony Hoff regarding the Nickel property.
- F. In March the EDA considered a proposal from Tony Hoff to purchase the Nickel property.
- G. EDA decided against purchasing the Hennen land on the west side of town.
- H. EDA member Craig Buss brought up the idea of having a tractor pull in Arlington.
- I. EDA held a public hearing on the proposed dog park near the wastewater treatment plant. Those in attendance at the EDA public hearing were in favor of the smaller dog park proposed by Menk and Newsom. Received commitment for \$1,000 in funding from Lyle Braun and \$1,000 in funding from Denise Swenson.
- J. EDA received an update on the Scott Equipment expansion.
- K. Approved a sign loan for Brandon Brinkman Grand K LLC
- L. In April the EDA held a public hearing on the sale of the Nickel property to Tony Hoff.
- M. EDA voted to approve the purchase agreement and development agreement with AJH Properties LLC (Tony Hoff).



- N. In May the EDA approved a Façade Improvement Loan to Jacob Behnke for his building located at 407 West Main Street
- O. In June the EDA received an estimate for the dog park for \$12,133.60. EDA applied for a SMIF grant to help cover the expenses.
- P. Worked through issues with the survey on the Nickel property so that Tony Hoff could close on the property.
- Q. Siwek began construction on 4 of the 8 rental villas.
- R. In July Gene O'Brien presented his intentions to move Data Metalcraft Inc. (DMI) to Arlington. Working on Phase I and Phase II environmental assessments.
- S. In August Newsom worked with O'Brien on DEED applications and tax abatement at the City and County.
- T. In September the EDA approved sign loans to Kellie Miexl and Corine Carney for their businesses at 318 West Main Street.
- U. Received an offer from Northland Drying to purchase the 22-acre parcel for \$129,200.
- V. Nishul Patel presented plans to purchase the Hennen land and proposed to build 30 rental units.

# RAVEENA MODEL BY: AMBA HOMES



W. EDA received a SMIF grant in the amount of \$6,450 for the dog park.

- X. EDA members were asked to attend the Sibley County Tax Abatement hearing to show support for DMI.



- Y. Received Minnesota Investment Fund grant in the amount of \$350,000 for DMI.  
Z. Received Job Creation Fund grant in the amount of \$175,000.  
AA. In October Derrick Bushman returned the 22-acre parcel to the EDA.  
BB. EDA brochures detailing the different EDA programs were mailed to local businesses.  
CC. Received DEED Redevelopment grant in the amount of \$80,500 for DMI.  
DD. Rich Lucas from Scott Equipment presented an update on the expansion. He stated they added approximately 50,000 square feet and now have 26 employees.



- EE. Lucas brought up concerns about the internet speeds and options in Arlington.



- FF. Discussion and support from the EDA to utilize local businesses such as Tony's Outdoor Services.
- GG. EDA began work on CR 166 expansion.
- HH. EDA is working with St. Paul's Lutheran Church and School on grant for the sign at Frenzel Park.

#### **IV. 2022 GOALS AND INITIATIVES**

The EDA has identified the following goals for 2022:

##### **1. Business and Industrial Development Goals**

- a. Sell parcels of land owned by the EDA
- b. Work with P&Z on creating an Orderly Annexation
- c. Work to attract specific businesses to town – i.e., meat market, pharmacy
- d. Focus on Main Street/sell existing businesses – i.e. – bakery
- e. CR 166 expansion
- f. Work to bring motel to town

##### **2. Housing Goals**

- a. Work with developers on low-income housing as directed by City Council
- b. Continue to encourage new housing development in town

##### **3. Marketing Goals**

- a. Completion of dog park

**ARLINGTON, MN**  
**\*Revenue Summary**

FUND	Description	2022 YTD Budget	JANUARY 2022 Amt	2022 YTD Amt	YTD Balance	% of YTD Budget
101	General Fund	\$1,313,981.00	\$42,067.48	\$42,067.48	\$1,271,913.52	3.20%
102	Tax Abatement	\$7,830.00	\$0.19	\$0.19	\$7,829.81	0.00%
200	COVID-19 Fund	\$0.00	\$20.51	\$20.51	-\$20.51	0.00%
201	Fire Fund	\$135,355.00	\$1,906.42	\$1,906.42	\$133,448.58	1.41%
202	Ambulance Fund	\$501,412.00	\$50,954.89	\$50,954.89	\$450,457.11	10.16%
203	Community Center Fund	\$74,025.00	\$1,760.00	\$1,760.00	\$72,265.00	2.38%
204	EDA Loan Programs Fund	\$3,800.00	\$82.83	\$82.83	\$3,717.17	2.18%
205	Revolving Loan Fund	\$9,000.00	\$695.98	\$695.98	\$8,304.02	7.73%
206	Small Cities Developmt Program	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
207	Cemetery Fund	\$8,400.00	\$521.63	\$521.63	\$7,878.37	6.21%
208	Cemetery Perpetual Care Fund	\$110.00	\$0.00	\$0.00	\$110.00	0.00%
210	Medical Center Fund	\$191,039.00	\$83.46	\$83.46	\$190,955.54	0.04%
215	Park Dedication Fund	\$300.00	\$22.60	\$22.60	\$277.40	7.53%
314	Sinking Fund - 2009 GO Improv.	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	Sinking Fund - 2012 GO Improv.	\$11,985.00	\$27.18	\$27.18	\$11,957.82	0.23%
317	Sinking Fund - 2015 GO Improv.	\$93,162.00	\$400.10	\$400.10	\$92,761.90	0.43%
318	Sinking Fund - 2017 GO Improv.	\$80,131.00	\$878.72	\$878.72	\$79,252.28	1.10%
320	2008 Equipment Certificates	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
321	Sinking Fund - 2019 GO Improv.	\$87,308.00	\$357.88	\$357.88	\$86,950.12	0.41%
350	Ambulance Certificate	\$40.00	\$2.46	\$2.46	\$37.54	6.15%
351	FIRE TRUCK - 2019 Tanker	\$23,225.00	\$102.00	\$102.00	\$23,123.00	0.44%
352	2014 Fire Truck	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Hospital Bond Fund	\$270,638.00	\$0.00	\$0.00	\$270,638.00	0.00%
401	Capital Equipment Fund	\$370,563.00	\$197.30	\$197.30	\$370,365.70	0.05%
410	Economic Development Authority	\$100.00	\$2.59	\$2.59	\$97.41	2.59%
417	2015 Improvement Const. Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
418	2017 Imp. Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
419	Circle Dr. Imp. Project	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
421	2019 Street Imp. Const. Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
425	2014 Electric Imp. Project	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601	Water Fund	\$450,005.00	\$33,563.62	\$33,563.62	\$416,441.38	7.46%
602	Sewer Fund	\$91,800.00	\$43,328.18	\$43,328.18	\$48,471.82	47.20%
603	AGI Sewer Fund	\$605,800.00	\$20,830.60	\$20,830.60	\$584,969.40	3.44%
604	Electric Fund	\$2,035,650.00	\$161,759.07	\$161,759.07	\$1,873,890.93	7.95%
605	Storm Water Drainage Fund	\$121,050.00	\$11,235.51	\$11,235.51	\$109,814.49	9.28%
606	Comm Center Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
901	General Fixed Assets Acct Grp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
902	General Long-Term Debt Acct Gr	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
903	GASB 34 - Revenue Recognition	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$6,486,709.00	\$370,801.20	\$370,801.20	\$6,115,907.80	5.72%

FILTER: None

**ARLINGTON, MN**  
**\*Expenditure Summary**

FUND	Description	2022 YTD Budget	JANUARY 2022 Amt	2022 YTD Amt	Enc Current	YTD Balance	% YTD Budget
101	General Fund	\$1,313,981.00	\$70,646.54	\$70,646.54	\$0.00	\$1,243,334.46	5.38%
102	Tax Abatement	\$7,825.00	\$0.00	\$0.00	\$0.00	\$7,825.00	0.00%
201	Fire Fund	\$148,133.00	\$2,248.94	\$2,248.94	\$0.00	\$145,884.06	1.52%
202	Ambulance Fund	\$511,822.00	\$40,523.13	\$40,523.13	\$0.00	\$471,298.87	7.92%
203	Community Center Fund	\$73,245.00	\$3,180.45	\$3,180.45	\$0.00	\$70,064.55	4.34%
204	EDA Loan Programs Fund	\$49,700.00	\$769.65	\$769.65	\$0.00	\$48,930.35	1.55%
205	Revolving Loan Fund	\$45,500.00	\$0.00	\$0.00	\$0.00	\$45,500.00	0.00%
206	Small Cities Developmt Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
207	Cemetery Fund	\$10,659.00	\$350.00	\$350.00	\$0.00	\$10,309.00	3.28%
208	Cemetery Perpetual Care Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Medical Center Fund	\$169,838.00	\$0.00	\$0.00	\$0.00	\$169,838.00	0.00%
215	Park Dedication Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
314	Sinking Fund - 2009 GO Improv.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	Sinking Fund - 2012 GO Improv.	\$11,726.00	\$10,411.76	\$10,411.76	\$0.00	\$1,314.24	88.79%
317	Sinking Fund - 2015 GO Improv.	\$100,858.00	\$89,318.75	\$89,318.75	\$0.00	\$11,539.25	88.56%
318	Sinking Fund - 2017 GO Improv.	\$85,031.00	\$75,120.94	\$75,120.94	\$0.00	\$9,910.06	88.35%
320	2008 Equipment Certificates	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
321	Sinking Fund - 2019 GO Improv.	\$88,650.00	\$71,850.00	\$71,850.00	\$0.00	\$16,800.00	81.05%
350	Ambulance Certificate	\$18,234.00	\$39,946.50	\$39,946.50	\$0.00	-\$21,712.50	219.08%
351	FIRE TRUCK - 2019 Tanker	\$23,225.00	\$0.00	\$0.00	\$0.00	\$23,225.00	0.00%
352	2014 Fire Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Hospital Bond Fund	\$270,638.00	\$500.00	\$500.00	\$0.00	\$270,138.00	0.18%
401	Capital Equipment Fund	\$255,350.00	\$137.43	\$137.43	\$0.00	\$255,212.57	0.05%
410	Economic Development Authority	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
417	2015 Improvement Const.Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
418	2017 Imp. Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
419	Circle Dr. Imp. Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
421	2019 Street Imp. Const. Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
425	2014 Electric Imp. Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601	Water Fund	\$442,964.00	\$90,590.93	\$90,590.93	\$0.00	\$352,373.07	20.45%
602	Sewer Fund	\$88,557.00	\$46,693.49	\$46,693.49	\$0.00	\$41,863.51	52.73%
603	AGI Sewer Fund	\$633,056.00	\$53,489.80	\$53,489.80	\$0.00	\$579,566.20	8.45%
604	Electric Fund	\$2,031,695.00	\$219,891.42	\$219,891.42	\$0.00	\$1,811,803.58	10.82%
605	Storm Water Drainage Fund	\$128,364.00	\$105,006.50	\$105,006.50	\$0.00	\$23,357.50	81.80%
606	Comm Center Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
901	General Fixed Assets Acct Grp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
902	General Long-Term Debt Acct Gr	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
903	GASB 34 - Revenue Recognition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$6,509,051.00	\$920,676.23	\$920,676.23	\$0.00	\$5,588,374.77	14.14%

FILTER: None

January 31, 2022

**ARLINGTON STATE BANK**

<b>Certificates of Deposit</b>	<b>RATE</b>	<b>ISS DATE</b>	<b>MAT.DATE</b>	<b>AMOUNT</b>	
820497	2.00	02/15/17	02/15/22	100,000.00	Quarterly
820767	1.00	03/23/20	03/23/23	195,000.00	Quarterly
820795	1.10	07/27/20	07/27/24	80,000.00	Quarterly
<b>ARLINGTON STATE BANK TOTAL:</b>				<b>\$375,000.00</b>	

**RBC WEALTH MGMT (Transferred from MORGAN STANLEY)**

<b>Certificates of Deposit</b>	<b>RATE</b>	<b>ISS DATE</b>	<b>MAT DATE</b>	<b>AMOUNT</b>	<b>INTEREST</b>
Sallie Maie Bank, SaltLakeCity	2.60	04/10/19	04/11/22	96,000.00	Semi-Annual
Goldman Sachs, NY	2.60	04/17/19	04/18/22	200,000.00	Semi-Annual
American Exp- Salt Lake City,UT	2.40	05/24/17	05/24/22	100,000.00	Semi-Annual
MS Bank - Salt Lake City, UT	2.90	04/05/18	04/05/23	100,000.00	Semi-Annual
Morgan Stanley	0.25	01/05/21	01/08/24	145,000.00	Quarterly
Morgan Stanley PVT Bank	1.65	03/05/20	03/05/24	220,000.00	Semi-Annual
FlagStar Bank- Troy, MI	0.50	08/06/20	07/31/24	245,000.00	Semi-Annual
State Bank India, NY	1.05	06/10/20	06/10/25	200,000.00	Semi-Annual
Jonesboro Bank	0.50	12/18/20	12/18/26	175,000.00	Monthly
First National Bank-Amer East Lans	1.25	12/30/21	12/30/26	165,000.00	Monthly
Texas Exchange Bank-Crowley	0.80	11/25/20	05/25/27	145,000.00	Monthly
Celtic Bank - Salt Lake City, UT	1.50	12/20/21	12/20/28	165,000.00	Monthly
Cash/MoneyMarket				6,782.31	
<b>RBC WEALTH MGMT TOTAL:</b>				<b>\$1,962,782.31</b>	
				<b>CD Amounts:</b>	<b>1,956,000.00</b>

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## FINANCIAL NORTHEASTERN COMPANIES

	RATE	ISS.DATE	MAT.DATE	AMOUNT	
<b>Certificates of Deposit</b>					
CITIBANK - Sioux Falls, SD	3.10	05/04/18	05/04/23	100,000.00	Semi-Annual
Sallie Mae - Salt Lake City, UT	3.30	06/13/18	06/13/23	98,000.00	Semi-Annual
Comenity Cap. Bank- Salt Lake, UT	3.25	06/15/18	06/15/23	151,000.00	Monthly
State Bank India - New York, NY	1.80	01/31/22	02/01/27	100,000.00	Semi-Annual
Cash & Cash Equivalent				1,319.01	
FINANCIAL NORTHEASTERN COMPANIES TOTAL:				<u>\$450,319.01</u>	

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### 4M FUND

4M Plus	0.03	General Money Market	749,385.88
4M	0.01	2019 Imp. Bond Account	<u>999,145.76</u>
4M Fund Total:			<b>\$1,748,531.64</b>



# **Arlington Police Department**

Denley Kompelien, Chief of Police

108 4th Ave. NW  
Arlington, MN 55307

Office: (507)964-5200 Fax: (507)964-2737

## **JANUARY 2022 – 113 Recorded ICR's**

Traffic Stops	29
Residence Watch	28
Agency Assist	8
Business/Door Checks	8
Informational	5
911 Hang-up	5
Public Assist	4
Juvenile Trouble/Truancy	3
Suspicious Activity	3
Medical Calls	3
Accidents	3
Civil Matters	2
Fire Call	2
Alarms	2
Scams	1
Warrant Checks/Arrests	1
Welfare Checks	1
OFP/HRO Violation	1
Runaway/Missing Person	1
DUI/DWI	1
Animal Calls	1
Domestic	1

Denley Kompelien  
Police Chief



# Arlington Police Department

Denley Kompelien, Chief of Police

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## JANUARY 2022

### 1-1-22

- 911 Hangup – 600 Sheila Dr.
- Residence Watch – 300 Block Frenzel Dr.
- Traffic Stop – Intersection 4<sup>th</sup> Ave. & Adams St.
- Residence Watch – 400 Block W. Elgin St.
- Directed Patrol/Business Check – 40900 Block Hwy 5

### 1-2-22

- Fire Call/Agency Assist – 200 Block Shamrock Dr.
- Residence Watch – 300 Block Frenzel Dr.
- Residence Watch – 400 Block W. Elgin St.

### 1-3-22

- 911 Hangup – 900 Block W. Brooks St. (SO)
- Alarm/Agency Assist – 100 Block W. Main St.
- Informational/Med Disposal – 100 Block 4<sup>th</sup> Ave. NW
- Directed Patrol/Business Check – 40900 Block Hwy 5

### 1-4-22

- Agency Assist/DUI – Intersection 591<sup>st</sup> Ave. & Hwy 19, Winthrop (*actual assist @ RSMC*)
- Informational – 100 Block 4<sup>th</sup> Ave. NW
- Traffic Stop – Intersection Cty. Rd. 9 & W. Chandler St. (SO)
- Traffic Stop – Intersection W. Chandler St. & 7<sup>th</sup> Ave. (SO)

### 1-5-22

- Medical Call/Agency Assist – 200 Block W. Main St. (SO)
- Informational – 300 Block W. Main St.
- Juvenile Trouble/Runaway – 300 Block E. Main St.
- Residence Watch – 400 Block W. Elgin St.
- Residence Watch – 300 Block Frenzel Dr.

### 1-6-22

- Residence Watch – 300 Block Frenzel Dr.
- Residence Watch – 400 Block W. Elgin St.

### 1-7-22

- Informational – 100 Block 4<sup>th</sup> Ave. NW
- Traffic Stop – Intersection W. Main St. & Cty. Rd. 9
- Traffic Stop – Intersection Cty. Rd. 9 & Hwy 5
- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)

### 1-8-22

- Traffic Stop – Intersection Hwy 5 & Cty. Rd. 12 (SO)
- Civil Matter – 700 Block Chestnut Dr.



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- Traffic Stop – Intersection Hwy 5 & Marion Dr. (SO)
- Community Policing/Business Check – 300 Block W. Main St.

## 1-9-22

- Traffic Stop – Intersection Hwy 5 & W. Alden St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Residence Watch – 400 Block W. Elgin St.
- Residence Watch – 300 Block Frenzel Dr.
- Traffic Stop – Intersection Hwy 5 & 441<sup>st</sup> Ave.

## 1-10-22

- Warrant Arrest – 300 Block E. Elmwood St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Domestic/Agency Assist – 500 Block 5<sup>th</sup> Ave. SE
- Medical Call/Agency Assist – 600 Block Marion Dr. (SO)
- Public Assist – 200 Block W. Alden St.

## 1-11-22

- Residence Watch – 400 Block W. Elgin St.
- Residence Watch – 300 Block Frenzel Dr.
- Agency Assist/Informational – 100 Block 4<sup>th</sup> Ave. NW
- Suspicious Activity – 100 Block 7<sup>th</sup> Ave. NW

## 1-12-22

- Scam – 500 Block 5<sup>th</sup> Ave. SE
- Accident – Intersection 4<sup>th</sup> Ave. SE & E. Baker St. (SO)

## 1-13-22

- Medical Call/Suspicious Activity/Agency Assist – 400 Block E. Adams St.
- Business Check – 300 Block W. Main St.

## 1-14-22

- DUI/VOR/Agency Assist – Intersection Hwy 5 & 4<sup>th</sup> Ave. NW
- Business Check – 300 Block W. Main St.

## 1-15-22

- Alarm/Agency Assist – 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop – Intersection Hwy 5 & 230<sup>th</sup> St. (SO)
- Agency Assist/Alarm – 100 Block N. Railroad St., Green Isle
- Agency Assist/VOR/DUI – Intersection Hwy 19 & 8<sup>th</sup> St., Gaylord

## 1-16-22

- Medical Call/Agency Assist – 800 Block W. Main St.





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## 1-17-22

- Suspicious Activity – 500 Block W. Adams St.

## 1-18-22

- Juvenile Trouble/Agency Assist – 200 Block 3<sup>rd</sup> Ave. NW
- Animal Call/Public Assist – 700 Block W. Brooks St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Main St.
- Residence Watch – 400 Block W. Elgin St.
- Traffic Stop – Intersection W. Main St. & 6<sup>th</sup> Ave.
- Residence Watch – 300 Block Frenzel Dr.

## 1-19-22

- Fire Call/Agency Assist – 100 Block 7<sup>th</sup> Ave. NW
- Residence Watch – 300 Block Frenzel Dr.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Residence Watch – 400 Block W. Elgin St.

## 1-20-22

- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Main St.
- Residence Watch – 300 Block Frenzel Dr.
- Residence Watch – 400 Block W. Elgin St.
- 911 Hangup – 600 Block W. Chandler St.
- Public Assist – 100 Block 5<sup>th</sup> Ave. NW

## 1-21-22

- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)
- Traffic Stop – Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)

## 1-22-22

- 

## 1-23-22

- Business Check – 300 Block W. Main St.
- Civil Matter – 100 Block E. Adams St.

## 1-24-22

- Informational/Med Disposal – 100 Block 4<sup>th</sup> Ave. NW
- Welfare Check – 400 Block E. Dayton St.
- Public Assist – 400 Block E. Adams St.
- Agency Assist/Accident – Intersection Hwy 169 & 336<sup>th</sup> St., Henderson (*assist in Arlington*)
- Residence Watch – 300 Block Frenzel Dr.
- Residence Watch – 400 Block W. Elgin St.



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## **1-25-22**

- Agency Assist/Traffic Stop – Intersection W. Chandler St. & 4<sup>th</sup> Ave. NW
- Accident – Intersection W. Adams St. & 4<sup>th</sup> Ave. SW
- Juvenile Trouble – 200 Block 3<sup>rd</sup> Ave. NW
- Accident – 100 Block 7<sup>th</sup> Ave. SW
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Brooks St.
- Residence Watch – 400 Block W. Elgin St.
- Residence Watch – 300 Block Frenzel Dr.

## **1-26-22**

- OFP Violation – 500 Block E. Clinton St.
- Public Assist – 700 Block Chestnut Dr.

## **1-27-22**

- Business Check – 300 Block W. Main St.
- Business Check – 300 Block W. Main St.

## **1-28-22**

- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Main St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Main St.
- Residence Watch – 300 Block Frenzel Dr.
- Residence Watch – 400 Block W. Elgin St.
- Agency Assist – 400 Block Harrison St., Gaylord (*assist at RSMC*)

## **1-29-22**

- Traffic Stop – Intersection 4<sup>th</sup> Ave. SE & E. Alden St.
- Traffic Stop – Intersection 4<sup>th</sup> Ave. SE & E. Adams St.
- Traffic Stop – Intersection 411<sup>th</sup> Ave. & W. Alden St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Residence Watch – 300 Block Frenzel Dr.
- Residence Watch – 400 Block W. Elgin St.

## **1-30-22**

- 911 Hangup – 800 Block W. Main St.
- 911 Hangup – 200 Block W. Main St.
- Residence Watch – 400 Block W. Elgin St.
- Residence Watch – 300 Block Frenzel Dr.

## **1-31-22**

- Missing Person – 200 Block 6<sup>th</sup> Ave. SW
- Agency Assist/Warrant Check – 800 Block W. Main St.

Denley Kompelien  
Police Chief



**DDA**  
David Drown Associates, Inc.  
Public Finance Advisors

Cologne Office:  
10555 Orchard Road  
Cologne, MN 55322  
(952) 356-2992  
shannon@daviddrown.com

February 15, 2022

City of Arlington  
Amy Newsom, City Administrator  
204 Shamrock Drive  
Arlington, MN 55307

**RE: 2022 Water Treatment Plant Project Financing**

Honorable Mayor, Council Members, and Ms. Newsome:

The City Council has previously initiated a competitive sale of bonds to fund project costs associated with the 2022 Water Treatment Plant Renovation Project. On February 22, 2022, we will be receiving bids for the purchase of the bonds and will be presenting those bids to the City Council with a recommendation regarding award that same evening.

A draft of the award resolution is attached for consideration. The resolution will be updated with information received from the low bidder on the day of sale.

Thank you for your time and consideration.

Sincerely,

Shannon Sweeney, Associate  
David Drown Associates, Inc.

CERTIFICATION OF MINUTES RELATING TO  
GENERAL OBLIGATION WATER REVENUE BONDS,  
SERIES 2022A

Issuer: City of Arlington, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held February 22, 2022 at 6:30 p.m., at the City offices.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. 15-2022

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE,  
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR  
THE PAYMENT OF \$[PAR] GENERAL OBLIGATION WATER  
REVENUE BONDS, SERIES 2022A

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this \_\_\_\_ day of February, 2022.

\_\_\_\_\_  
City Administrator

It was reported [ ] ([ ]) sealed proposals for the purchase of \$[PAR] General Obligation Water Revenue Bonds, Series 2022A, were received prior to 11:00 o'clock a.m., Central time, pursuant to the Official Statement distributed to potential purchasers of the Bonds by David Drown Associates, Inc., municipal advisors to the City. The proposals have been publicly opened, read and tabulated and were found to be as follows:

See Attached

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption, which motion was seconded by Councilmember \_\_\_\_\_:

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT OF \$[PAR] GENERAL OBLIGATION WATER REVENUE BONDS, SERIES 2022A

BE IT RESOLVED by the City Council (the “Council”), City of Arlington, Minnesota (the “City”), as follows:

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. This Council, by resolution duly adopted on January 3, 2022 (the “Preliminary Resolution”), authorized the issuance and sale of its General Obligation Water Revenue Bonds, Series 2022A (the “Bonds”), pursuant to Minnesota Statutes, Section 444.075 and Chapter 475, to finance the 2022 Water Treatment Plant Renovation Project (the “Project”) for the City’s water utility system (the “System”).

1.2. Sale. Pursuant to the Terms of Offering and Official Statement prepared on behalf of the City by David Drown Associates, Inc., sealed proposals for the purchase of the Bonds were received at or before the time specified for receipt of proposals. The proposals have been opened, publicly read and considered, and the purchase price, interest rates and net interest cost under the terms of each proposal have been determined. The most favorable proposal received is that of [Purchaser], in [City, State] (the “Purchaser”), to purchase the Bonds at a price of \$[\_\_\_\_], plus accrued interest on all Bonds to the day of delivery and payment, on the further terms and conditions hereinafter set forth.

1.3. Award. The sale of the Bonds is hereby awarded to the Purchaser, and the Mayor and City Administrator are hereby authorized and directed to execute a contract on behalf of the City for the sale of the Bonds. The good faith deposit of the Purchaser shall be retained and deposited by the City until the Bonds have been delivered and shall be deducted from the purchase price paid at settlement.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota and City Charter to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Bonds having been done, now existing, having happened and having been performed, it is now necessary for the Council to establish the form and terms of the Bonds, to provide security therefor and to issue the Bonds forthwith.

2.02. Maturities; Interest Rates; Denominations and Payment. The Bonds shall be originally dated as of March 8, 2022, shall be in the denomination of \$5,000 each, or any integral multiple thereof, of single maturities, shall mature on February 1 in the years and amounts stated

below, and shall bear interest from date of issue until paid or duly called for redemption, at the annual rates set forth opposite such years and amounts, as follows:

<u>Year</u>	<u>Amount</u>	<u>Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Rate</u>
2023	\$	%	2033	\$	%
2024			2034		
2025			2035		
2026			2036		
2027			2037		
2028			2038		
2029			2039		
2030			2040		
2031			2041		
2032			2042		

[TO BE ADJUSTED IF ANY TERM BONDS]

The Bonds shall be issuable only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof shall be payable by check or draft issued by the Registrar described herein, provided that so long as the Bonds are registered in the name of a securities depository, or a nominee thereof, in accordance with Section 2.08 hereof, principal and interest shall be payable in accordance with the operational arrangements of the securities depository.

2.03. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.07 and upon any subsequent transfer or exchange pursuant to Section 2.06, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. Interest on the Bonds shall be payable on February 1 and August 1 in each year, commencing February 1, 2023, each such date being referred to herein as an Interest Payment Date, to the persons in whose names the Bonds are registered on the Bond Register, as hereinafter defined, at the Registrar’s close of business on the fifteenth day of the calendar month preceding that in which the Interest Payment Date falls, whether or not such day is a business day. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months.

2.04. Redemption. Bonds maturing in 2030 and later years shall be subject to redemption and prepayment at the option of the City, in whole or in part, in such order of maturity dates as the City may select and, within a maturity, by lot as selected by the Registrar (or, if applicable, by the bond depository in accordance with its customary procedures) in integral multiples of \$5,000, on February 1, 2029, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The City Administrator shall cause notice of the call for redemption thereof to be published if and as required by law, and at least thirty (30) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail, to the Registrar and registered holders of any Bonds to be redeemed at their addresses as they appear on the Bond Register described in Section 2.06 hereof, provided that notice shall be given to any securities depository in accordance with its operational arrangements. No defect in or failure to

give such notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

[INCLUDE IF ANY TERM BONDS]

Bonds maturing on February 1, 20[ ], and 20[ ] (the "Term Bonds") shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.04 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

<u>Term Bonds Maturing in 20[ ]</u>		<u>Term Bonds Maturing in 20[ ]</u>	
<u>Sinking Fund Payment Date</u>	<u>Aggregate Principal Amount</u>	<u>Sinking Fund Payment Date</u>	<u>Aggregate Principal Amount</u>
	\$		\$
(final maturity)		(final maturity)	

Notice of redemption shall be given as provided in the preceding paragraph.]

2.05. Appointment of Registrar. The City hereby appoints U.S. Bank Trust Company, National Association, in St. Paul, Minnesota, as the initial Bond registrar, transfer agent and paying agent (the "Registrar"). The Mayor and City Administrator are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company organized under the laws of the United States or one of the states of the United States and authorized by law to conduct such business, such corporation shall be authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar, effective upon not less than thirty days' written notice and upon the appointment and acceptance of a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the Bond Register to the successor Registrar.

2.06. Registration. The effect of registration and the rights and duties of the City and the Registrar with respect thereto shall be as follows:

- (a) Register. The Registrar shall keep at its principal corporate trust office a register (the "Bond Register") in which the Registrar shall provide for the registration of



ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged. The term Holder or Bondholder as used herein shall mean the person (whether a natural person, corporation, association, partnership, trust, governmental unit, or other legal entity) in whose name a Bond is registered in the Bond Register.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the Holder thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the Holder thereof or by an attorney duly authorized by the Holder in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the first day of the month in which each interest payment date occurs and until such interest payment date.

(c) Exchange of Bonds. At the option of the Holder of any Bond in a denomination greater than \$5,000, such Bond may be exchanged for other Bonds of authorized denominations, of the same maturity and a like aggregate principal amount, upon surrender of the Bond to be exchanged at the office of the Registrar. Whenever any Bond is so surrendered for exchange the City shall execute and the Registrar shall authenticate and deliver the Bonds which the Bondholder making the exchange is entitled to receive.

(d) Cancellation. All Bonds surrendered for payment, transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name any Bond is at any time registered in the Bond Register as the absolute owner of the Bond, whether the Bond shall be overdue or not, for the purpose of receiving payment of or on account of, the principal of and interest on the Bond and for all other purposes; and all payments made to or upon the order of such Holder shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds (except for an exchange upon a partial redemption of a Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the City and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, Subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the City, evidencing the same debt, and entitled to the same benefits under this Resolution as the Bonds surrendered upon such transfer or exchange.

2.07. Execution, Authentication and Delivery. The Bonds shall be prepared under the direction of the City Administrator and shall be executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that the signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until the date of delivery of such Bond. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond, substantially in the form provided in Section 2.09, has been executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on any Bond shall be conclusive evidence that it has been duly authenticated and delivered under this Resolution. When the Bonds have been prepared, executed and authenticated, the City Administrator shall deliver them to the Purchaser upon payment of the purchase price in accordance with the contract of sale theretofore executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.08. Securities Depository. (a) For purposes of this section the following terms shall have the following meanings:

“Beneficial Owner” shall mean, whenever used with respect to a Bond, the person in whose name such Bond is recorded as the beneficial owner of such Bond by a Participant on the records of such Participant, or such person’s subrogee.

“Cede & Co.” shall mean Cede & Co., the nominee of DTC, and any successor nominee of DTC with respect to the Bonds.

“DTC” shall mean The Depository Trust Company of New York, New York.

“Participant” shall mean any broker-dealer, bank or other financial institution for which DTC holds bonds as securities depository.

“Representation Letter” shall mean the Representation Letter pursuant to which the City agrees to comply with DTC’s Operational Arrangements.

(b) The Bonds shall be initially issued as separately authenticated fully registered bonds, and one Bond shall be issued in the principal amount of each stated maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the Bond Register in the name of Cede & Co., as nominee of DTC. The Registrar and the City may treat DTC (or its nominee) as the sole and exclusive owner of the Bonds registered in its name for the purposes of payment of the principal of or interest on the Bonds, selecting the Bonds or portions thereof to be redeemed, if any, giving any notice permitted or required to be given to registered owners of Bonds under this resolution, registering the transfer of Bonds, and for all other purposes whatsoever; and neither the Registrar nor the City shall be affected by any notice to the contrary. Neither the Registrar nor the City shall have any responsibility or obligation to any Participant, any person claiming a beneficial ownership interest in the Bonds under or through DTC or any Participant, or any other person which is not shown on the Bond Register as being a registered owner of any Bonds, with respect to the accuracy of any records maintained by DTC or any Participant, with respect to the payment by DTC or any Participant of any amount with respect to the principal of or interest on the Bonds, with respect to any notice which is permitted or required to be given to owners of Bonds under this resolution, with respect to the selection by DTC or any Participant of any person to receive payment in the event of a partial redemption of the Bonds, or with respect to any consent given or other action taken by DTC as registered owner of the Bonds. So long as any Bond is registered in the name of Cede & Co., as nominee of DTC, the Registrar shall pay all principal of and interest on such Bond, and shall give all notices with respect to such Bond, only to Cede & Co. in accordance with DTC’s Operational Arrangements, and all such payments shall be valid and effective to fully satisfy and discharge the City’s obligations with respect to the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the City to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with paragraph (e) hereof.

(c) In the event the City determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bonds in the form of physical certificates, the City may notify DTC and the Registrar, whereupon DTC shall notify the Participants of the availability through

DTC of Bonds in the form of certificates. In such event, the Bonds will be transferable in accordance with paragraph (e) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with paragraph (e) hereof.

(d) The execution and delivery of the Representation Letter to DTC, if not previously filed with DTC, by the Mayor or City Administrator is hereby authorized and directed.

(e) In the event that any transfer or exchange of Bonds is permitted under paragraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of this resolution. In the event Bonds in the form of certificates are issued to owners other than Cede & Co., its successor as nominee for DTC as owner of all the Bonds, or another securities depository as owner of all the Bonds, the provisions of this resolution shall also apply to all matters relating thereto, including, without limitation, the printing of such Bonds in the form of physical certificates and the method of payment of principal of and interest on such Bonds in the form of physical certificates.

2.09. Form of Bonds. The Bonds shall be prepared in substantially the form found at EXHIBIT B hereto.

SECTION 3. USE OF PROCEEDS. There is hereby established on the official books and records of the City a General Obligation Water Revenue Bonds, Series 2022A Construction Fund (the "Construction Fund"). The Construction Fund shall be credited with \$[ ] from the proceeds of the Bonds, representing the estimated costs of the Project (\$[ ]) and costs of issuance of the Bonds (\$[ ]). Every item of expense made for the Project shall be deducted from Construction Fund to the extent paid from proceeds of the Bonds. The City Administrator shall maintain the Construction Fund until payment of all costs and expenses incurred in connection with the construction of the Project have been paid.

From the Construction Fund there shall be paid all costs and expenses related to the construction and acquisition of the Project, including costs of issuance of the Bonds. After payment of all such costs and expenses, the Construction Fund shall be terminated. All funds on hand in the Construction Fund when terminated shall be credited to the Bond Fund described in Section 4 hereof, unless and except as such proceeds may be transferred to some other fund or account as to which the City has received from bond counsel an opinion that such other transfer is permitted by applicable laws and does not impair the exemption of interest on the Bonds from federal income taxes. In no event shall funds remain in the Construction Fund later than March 8, 2025.

SECTION 4. GENERAL OBLIGATION WATER REVENUE BONDS, SERIES 2022A BOND FUND. There is hereby created and shall be maintained on the official books and records of the City a General Obligation Water Revenue Bonds, Series 2022A Bond Fund (the "Bond Fund"), the moneys in which shall be used solely for the payment of the principal of and interest on the Bonds. There shall be credited to the Bond Fund the following:

- (i) [Bond proceeds in the amount of \$[\_\_\_\_], representing capitalized interest];
- (ii) the amounts specified in Section 3 above, after payment of all costs of the Project;
- (iii) net revenues of the System which is owned and operated by the City, such revenues to be distributed ratably with respect to the portion of the Bonds payable therefrom and any other obligations of the City payable from the same source;
- (iv) any taxes collected pursuant to Section 7 hereof; and
- (v) any other funds appropriated by the Council for the payment of the Bonds.

There are hereby established two accounts in the Bond Fund, designated as the "Debt Service Account" and the "Surplus Account." Thereafter, during each bond year (each twelve month period commencing on February 2 and ending on the following February 1, a "Bond Year"), as monies are received into the Bond Fund, the City Administrator shall first deposit such monies into the applicable subaccount within the Debt Service Account until an amount has been appropriated thereto sufficient to pay all principal and interest due on the Bonds through the end of the Bond Year. All subsequent monies received in the Bond Fund during the Bond Year shall be appropriated to the Surplus Account. If at any time the amount on hand in the Debt Service Account is insufficient for the payment of principal and interest then due, the City Administrator shall transfer to the Debt Service Account amounts on hand in the Surplus Account to the extent necessary to cure such deficiency. Investment earnings (and losses) on amounts from time to time held in the Debt Service Account and Surplus Account shall be credited or charged to said accounts.

If the balance in the Bond Fund is at any time insufficient to pay all interest and principal then due on all Bonds payable therefrom, the payment shall be made from any fund of the City which is available for that purpose, subject to reimbursement from the Surplus Account when the balance therein is sufficient, and the City covenants and agrees that it will each year levy a sufficient amount of ad valorem taxes to take care of any accumulated or anticipated deficiency, which levy is not subject to any constitutional, statutory or charter limitation.

Pursuant to the Minnesota Public Facilities Authority (the "Authority") Credit Enhancement Program Agreement (the "Agreement"), the Bonds are also payable by the State of Minnesota, acting through the Authority, subject to Minnesota Statutes, Section 446A.086 (the "Act") and provided that funds are available therefor in the State General Fund. The County has previously, pursuant to the Act, entered into the Agreement with the Authority and the Commissioner of Administration. The City hereby covenants and obligates itself to notify the Authority of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 446A.086, to guarantee payment of the principal and interest on the Bonds when due. The City further covenants to deposit with the Registrar three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Authority that it will be unable to make all or a portion of that payment. The Registrar is authorized and directed to notify the Authority if it becomes aware of a potential

default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The City understands that as a result of its covenant to be bound by the provision of the Act, the provisions of that section shall be binding as long as any Bonds remain outstanding.

SECTION 5. RESERVED.

SECTION 6. PLEDGE OF NET REVENUES. It is hereby found, determined and declared that the City owns and operates the System as a revenue-producing utility and convenience, and that the net operating revenues of the System, after deducting from the gross receipts derived from charges for the service, use and availability of the System the normal, current and reasonable expenses of operation and maintenance thereof, will be sufficient, together with any other pledged funds, for the payment when due of the principal of and interest on the Bonds herein authorized, and on any other bonds to which such revenues are pledged.

Pursuant to Minnesota Statutes, Section 444.075, the City hereby covenants and agrees with the registered owners from time to time of the Bonds, that until the Bonds and the interest thereon are discharged as provided in Section 8 or paid in full, the City will impose and collect reasonable charges in accordance with said Section 444.075 for the service, use and availability of the System according to schedules sufficient to produce net revenues sufficient to pay the Bonds and any other bonds to which said net revenues have been pledged, and the net revenues, to the extent necessary, are hereby irrevocably pledged and appropriated to the payment of the Bonds herein authorized and interest thereon when due. Nothing herein shall preclude the City from hereafter making further pledges and appropriations of the net revenues of the System for payment of additional obligations of the City hereafter authorized if the Council determines before the authorization of such additional obligations that the estimated net revenues of the System will be sufficient, together with any other sources pledged to the payment of the outstanding and additional obligations, for payment of the outstanding Bonds and such additional obligations. Such further pledges and appropriations of net revenues may be made superior or subordinate to or on a parity with, the pledge and appropriation herein made.

SECTION 7. PLEDGE OF TAXING POWERS. For the prompt and full payment of the principal of and interest on the Bonds as such payments respectively become due, the full faith, credit and unlimited taxing powers of the City shall be and are hereby irrevocably pledged. It is, however, presently estimated that the funds appropriated pursuant to Section 6 hereof will provide sums not less than 5% in excess of principal and interest on the Bonds when due, and therefore no tax levy is presently required.

SECTION 8. DEFEASANCE. When all of the Bonds have been discharged as provided in this Section, all pledges, covenants and other rights granted by this Resolution to the Holders of the Bonds shall cease. The City may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they

are prepayable according to their terms by depositing with the Registrar on or before that date an amount equal to the principal, redemption premium, if any, and interest then due, provided that notice of such redemption has been duly given as provided herein. The City may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with the Registrar or with a bank or trust company qualified by law to act as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited for such purpose, bearing interest payable at such times and at such rates and maturing or callable at the holder's option on such dates as shall be required to pay all principal and interest to become due thereon to maturity or, if notice of redemption as herein required has been irrevocably provided for, to an earlier designated redemption date. If such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the City must have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or earlier designated redemption date.

#### SECTION 9. TAX COVENANTS; ARBITRAGE MATTERS AND CONTINUING DISCLOSURE.

9.01. General Tax Covenant. The City agrees with the registered owners from time to time of the Bonds that it will not take, or permit to be taken by any of its officers, employees or agents, any action that would cause interest on the Bonds to become includable in gross income of the recipient under the Internal Revenue Code of 1986, as amended (the "Code") and applicable Treasury Regulations (the "Regulations"), and agrees to take any and all actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and the Regulations. All proceeds of the Bonds deposited in the Construction Fund will be expended solely for the payment of the costs of the Project. The Project is and will be owned and maintained by the City and available for use by members of the general public on a substantially equal basis. The City shall not enter into any lease, management contract, use agreement, capacity agreement or other agreement with any non-governmental person relating to the use of the Project, or any portion thereof, or security for the payment of the Bonds which might cause the Bonds to be considered "private activity bonds" or "private loan bonds" pursuant to Section 141 of the Code.

9.02. Arbitrage Certification. The Mayor and City Administrator being the officers of the City charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with Section 148 of the Code, and applicable Regulations, stating the facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds which make it reasonable to expect that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be "arbitrage bonds" within the meaning of the Code and Regulations.

9.03. Arbitrage Rebate. (a) It is hereby found that the City has general taxing powers, that no Bond is a "private activity bond" within the meaning of Section 141 of the Code, that 95% or more of the net proceeds of the Bonds are to be used for local governmental activities of

the City, and that the aggregate face amount of all tax-exempt obligations (other than private activity bonds) issued by the City and all subordinate entities thereof during the year 2022 is not reasonably expected to exceed \$5,000,000. Therefore, pursuant to the provisions of Section 148(f)(4)(D) of the Code, the City shall not be required to comply with the arbitrage rebate requirements of paragraphs (2) and (3) of Section 148(f) of the Code.

(b) Notwithstanding the provisions of paragraph (a) of this Section 9.03, if the arbitrage rebate provisions of Section 148(f) of the Code apply to the Bonds, the City hereby covenants and agrees to make the determinations, retain records and rebate to the United States the amounts at the times and in the manner required by said Section 148(f) and applicable Regulations.

9.04. Qualified Tax-Exempt Obligations. The Council hereby designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt governmental obligations (within the meaning of Section 265(b)(3) of the Code) which will be issued by the City and all subordinate entities during calendar year 2022 does not exceed \$10,000,000.

9.05. Reimbursement. The City certifies that the proceeds of the Bonds will not be used by the City to reimburse itself for any expenditure with respect to the Project which the City paid or will have paid more than 60 days prior to the issuance of the Bonds unless, with respect to such prior expenditures, the City shall have made a declaration of official intent which complies with the provisions of Section 1.150-2 of the Regulations, provided that this certification shall not apply (i) with respect to certain de minimis expenditures, if any, with respect to the Project meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to “preliminary expenditures” for the Project as defined in Section 1.150-2(f)(2) of the Regulations, including engineering or architectural expenses and similar preparatory expenses, which in the aggregate do not exceed 20% of the “issue price” of the Bonds.

9.06. Continuing Disclosure. (a) Purpose and Beneficiaries. To provide for the public availability of certain information relating to the Bonds and the security therefor and to permit the Purchaser and other participating underwriters in the primary offering of the Bonds to comply with amendments to Rule 15c2-12 promulgated by the SEC under the Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12), relating to continuing disclosure (as in effect and interpreted from time to time, the Rule), which will enhance the marketability of the Bonds, the City hereby makes the following covenants and agreements for the benefit of the Owners (as hereinafter defined) from time to time of the Outstanding Bonds. The City is the only obligated person in respect of the Bonds within the meaning of the Rule for purposes of identifying the entities in respect of which continuing disclosure must be made. If the City fails to comply with any provisions of this section, any person aggrieved thereby, including the Owners of any Outstanding Bonds, may take whatever action at law or in equity may appear necessary or appropriate to enforce performance and observance of any agreement or covenant contained in this section, including an action for a writ of mandamus or specific performance. Direct, indirect, consequential and punitive damages shall not be recoverable for any default hereunder to the extent permitted by law. Notwithstanding anything to the contrary contained herein, in no event shall a default under this section constitute a default under the Bonds or under any other provision of this resolution. As used in this section, Owner or Bondowner means, in respect of a



Bond, the registered owner or owners thereof appearing in the bond register maintained by the Registrar or any Beneficial Owner (as hereinafter defined) thereof, if such Beneficial Owner provides to the Registrar evidence of such beneficial ownership in form and substance reasonably satisfactory to the Registrar. As used herein, Beneficial Owner means, in respect of a Bond, any person or entity which (i) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, such Bond (including persons or entities holding Bonds through nominees, depositories or other intermediaries), or (ii) is treated as the owner of the Bond for federal income tax purposes.

(b) Information To Be Disclosed. The City will provide, in the manner set forth in subsection (c) hereof, either directly or indirectly through an agent designated by the City, the following information at the following times:

- (1) on or before twelve (12) months after the end of each fiscal year of the City, commencing with the fiscal year ending December 31, 2021, the following financial information and operating data in respect of the City (the “Disclosure Information”):
  - (A) the audited financial statements of the City for such fiscal year, prepared in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under Minnesota law, as in effect from time to time, or, if and to the extent such financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the City, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the City; and
  - (B) to the extent not included in the financial statements referred to in paragraph (A) hereof, the information for such fiscal year or for the period most recently available of the type contained in the Official Statement under headings: “Valuations – County Auditor,” “Trends in Valuation,” and “City Indebtedness.”

Notwithstanding the foregoing paragraph, if the audited financial statements are not available by the date specified, the City shall provide on or before such date unaudited financial statements in the format required for the audited financial statements as part of the Disclosure Information and, within 10 days after the receipt thereof, the City shall provide the audited financial statements. Any or all of the Disclosure Information may be incorporated by reference, if it is updated as required hereby, from other documents, including official statements, which have been submitted to the Municipal Securities Rulemaking Board (“MSRB”) through its Electronic Municipal Market Access System (“EMMA”) or to the SEC. The City shall clearly identify in the Disclosure Information each document so incorporated by reference. If any part of the Disclosure Information can no longer be generated because the operations of the City have materially changed or been discontinued, such Disclosure Information need no longer be provided if the City includes in the Disclosure Information a statement to such effect; provided,

however, if such operations have been replaced by other City operations in respect of which data is not included in the Disclosure Information and the City determines that certain specified data regarding such replacement operations would be a Material Fact (as defined in paragraph (2) hereof), then, from and after such determination, the Disclosure Information shall include such additional specified data regarding the replacement operations. If the Disclosure Information is changed or this section is amended as permitted by this paragraph (b)(1) or subsection (d), then the City shall include in the next Disclosure Information to be delivered hereunder, to the extent necessary, an explanation of the reasons for the amendment and the effect of any change in the type of financial information or operating data provided.

- (2) In a timely manner not in excess of ten business days after the occurrence of the event, notice of the occurrence of any of the following events (each a “Material Fact”):
  - (A) Principal and interest payment delinquencies;
  - (B) Non-payment related defaults, if material;
  - (C) Unscheduled draws on debt service reserves reflecting financial difficulties;
  - (D) Unscheduled draws on credit enhancements reflecting financial difficulties;
  - (E) Substitution of credit or liquidity providers, or their failure to perform;
  - (F) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
  - (G) Modifications to rights of security holders, if material;
  - (H) Bond calls, if material, and tender offers;
  - (I) Defeasances;
  - (J) Release, substitution, or sale of property securing repayment of the securities, if material;
  - (K) Rating changes;
  - (L) Bankruptcy, insolvency, receivership or similar event of the obligated person;
  - (M) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
  - (N) Appointment of a successor or additional trustee or the change of name of a trustee, if material.
  - (O) Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and

- (P) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

For purposes of the events identified in paragraphs (O) and (P) above, the term “financial obligation” means (i) a debt obligation; (ii) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii). The term “financial obligation” shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule.

As used herein, for those events that must be reported if material, an event is “material” if it is an event as to which a substantial likelihood exists that a reasonably prudent investor would attach importance thereto in deciding to buy, hold or sell a Bond or, if not disclosed, would significantly alter the total information otherwise available to an investor from the Official Statement, information disclosed hereunder or information generally available to the public. Notwithstanding the foregoing sentence, an event is also “material” if it is an event that would be deemed material for purposes of the purchase, holding or sale of a Bond within the meaning of applicable federal securities laws, as interpreted at the time of discovery of the occurrence of the event.

For the purposes of the event identified in (L) hereinabove, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

- (3) In a timely manner, notice of the occurrence of any of the following events or conditions:
  - (A) the failure of the City to provide the Disclosure Information required under paragraph (b)(1) at the time specified thereunder;
  - (B) the amendment or supplementing of this section pursuant to subsection (d), together with a copy of such amendment or supplement and any explanation provided by the City under subsection (d)(2);
  - (C) the termination of the obligations of the City under this section pursuant to subsection (d);
  - (D) any change in the accounting principles pursuant to which the financial statements constituting a portion of the Disclosure Information are prepared; and
  - (E) any change in the fiscal year of the City.

(c) Manner of Disclosure.

- (1) The City agrees to make available to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, the information described in subsection (b).
- (2) All documents provided to the MSRB pursuant to this subsection (c) shall be accompanied by identifying information as prescribed by the MSRB from time to time.

(d) Term; Amendments; Interpretation.

- (1) The covenants of the City in this section shall remain in effect so long as any Bonds are Outstanding. Notwithstanding the preceding sentence, however, the obligations of the City under this section shall terminate and be without further effect as of any date on which the City delivers to the Registrar an opinion of Bond Counsel to the effect that, because of legislative action or final judicial or administrative actions or proceedings, the failure of the City to comply with the requirements of this section will not cause participating underwriters in the primary offering of the Bonds to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended, or any statutes or laws successory thereto or amendatory thereof.
- (2) This section (and the form and requirements of the Disclosure Information) may be amended or supplemented by the City from time to time, without notice to (except as provided in paragraph (c)(3) hereof) or the consent of the Owners of any Bonds, by a resolution of this Council filed in the office of the recording officer of the City accompanied by an opinion of Bond Counsel, who may rely on certificates of the City and others and the opinion may be subject to customary qualifications, to the effect that: (i) such amendment or supplement (a) is made in connection with a change in circumstances that arises from a change in law or regulation or a change in the identity, nature or status of the City or the type of operations conducted by the City, or (b) is required by, or better complies with, the provisions of paragraph (b)(5) of the Rule; (ii) this section as so amended or supplemented would have complied with the requirements of paragraph (b)(5) of the Rule at the time of the primary offering of the Bonds, giving effect to any change in circumstances applicable under clause (i)(a) and assuming that the Rule as in effect and interpreted at the time of the amendment or supplement was in effect at the time of the primary offering; and (iii) such amendment or supplement does not materially impair the interests of the Bondowners under the Rule.

If the Disclosure Information is so amended, the City agrees to provide, contemporaneously with the effectiveness of such amendment, an explanation of the reasons for the amendment and the effect, if any, of the change in the type of financial information or operating data being provided hereunder.

- (3) This section is entered into to comply with the continuing disclosure provisions of the Rule and should be construed so as to satisfy the requirements of paragraph (b)(5) of the Rule.

#### SECTION 10. CERTIFICATION OF PROCEEDINGS.

10.01. Registration of Bonds. The City Administrator is hereby authorized and directed to file a certified copy of this resolution with the County Auditor of Sibley County, together with such additional information as is required, and to obtain a certificate that the Bonds have been duly entered upon the County Auditor's Bond register.

10.02. Authentication of Transcript. The officers of the City and the County Auditor are hereby authorized and directed to prepare and furnish to the Purchaser and to Dorsey & Whitney LLP, Bond Counsel, certified copies of all proceedings and records relating to the Bonds and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of the Bonds, as the same appear from the books and records in their custody and control or as otherwise known to them, and all such certified copies, affidavits and certificates, including any heretofore furnished, shall be deemed representations of the City as to the correctness of all statements contained therein.

10.03. Official Statement. The Preliminary Official Statement relating to the Bonds prepared and distributed by David Drown Associates, Inc. is hereby approved. David Drown Associates, Inc. is hereby authorized on behalf of the City to prepare and deliver within seven business days from the date hereof a final Official Statement listing the offering price, the interest rates, selling compensation, delivery date, the underwriters and such other information relating to the Bonds required to be included in the Official Statement by Rule 15c2-12 adopted by the SEC under the Securities Exchange Act of 1934. The officers of the City are hereby authorized and directed to execute such certificates as may be appropriate concerning the accuracy, completeness and sufficiency of the Official Statement.

10.04. Credit Enhancement Program. Notwithstanding anything else to the contrary contained herein, the terms of the Agreement are hereby incorporated in this resolution.

**EXHIBIT A**

UNITED STATES OF AMERICA  
STATE OF MINNESOTA

CITY OF ARLINGTON

GENERAL OBLIGATION WATER REVENUE BONDS,  
SERIES 2022A

R-\_\_\_\_\_ \$ \_\_\_\_\_

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP No.</u>
___%	February 1, 20__	March 8, 2022	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS

CITY OF ARLINGTON, State of Minnesota (the “City”) acknowledges itself to be indebted and for value received hereby promises to pay to the registered owner specified above, or registered assigns, the principal amount specified above on the maturity date specified above and promises to pay interest thereon from the date of original issue specified above or from the most recent Interest Payment Date (as hereinafter defined) to which interest has been paid or duly provided for, at the annual interest rate specified above, payable on February 1 and August 1 in each year, commencing February 1, 2023 (each such date, an Interest Payment Date), all subject to the provisions referred to herein with respect to the redemption of the principal of this Bond before maturity. The interest so payable on any Interest Payment Date shall be paid to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the calendar month preceding that in which the Interest Payment Date occurs. Interest hereon shall be computed on the basis of a 360-day year composed of twelve 30-day months. The interest hereon and, upon presentation and surrender hereof at the principal office of the agent of the Registrar described below, the principal hereof are payable in lawful money of the United States of America by check or draft drawn on U.S. Bank Trust Company, National Association, St. Paul, Minnesota, as Bond registrar, transfer agent and paying agent, or its successor designated under the Resolution described herein (the “Registrar”) or other agreed-upon means of payment by the Registrar or its designated successor. For the prompt and full payment of such principal and interest as the same respectively come due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

This Bond is one of an issue (the “Bonds”) in the aggregate principal amount of \$[PAR] issued pursuant to a resolution adopted by the City Council on February 22, 2022 (the “Resolution”), to finance improvements to the City’s water system (the “System”), and is issued by authority of and in strict accordance with the provisions of the Constitution and laws of the State of Minnesota and City Charter thereunto enabling, including Minnesota Statutes, Section 444.075 and Chapter 475. For the full and prompt payment of the principal of and interest on the Bonds as the same become due, the full faith, credit and taxing power of the City have been and are hereby irrevocably pledged. The Bonds are

issuable only in fully registered form, in the denomination of \$5,000 or any integral multiple thereof, of single maturities.

Bonds maturing in 2030 and later years shall be subject to redemption and prepayment at the option of the City, in whole or in part, in such order of maturity dates as the City may select and, within a maturity, by lot as selected by the Registrar (or, if applicable, by the Bond depository in accordance with its customary procedures) in multiples of \$5,000, on February 1, 2029, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The City shall cause notice of the call for redemption thereof to be published if and to the extent required by law, and at least thirty (30) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail (or, if applicable, provided in accordance with the operational arrangements of the securities depository), to the registered holders of any Bonds, at the holders' addresses as they appear on the Bond register maintained by the Bond Registrar, but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

[Bonds maturing in the years 20[ ] and 20[ ] shall be subject to mandatory redemption, at a redemption price equal to their principal amount plus interest accrued thereon to the redemption date, without premium, on February 1 in each of the years shown below, in an amount equal to the following principal amounts:

<u>Term Bonds Maturing in 20[ ]</u>		<u>Term Bonds Maturing in 20[ ]</u>	
<u>Sinking Fund Payment Date</u>	<u>Aggregate Principal Amount</u>	<u>Sinking Fund Payment Date</u>	<u>Aggregate Principal Amount</u>
	\$		\$
(final maturity)		(final maturity)	

Notice of redemption shall be given as provided in the preceding paragraph.]

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner's attorney, and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the designated transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date; subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to any such transfer or exchange.

The Bonds have been designated by the City as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

The City and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment

as herein provided and for all other purposes, and neither the City nor the Registrar shall be affected by any notice to the contrary.

Notwithstanding any other provisions of this Bond, so long as this Bond is registered in the name of Cede & Co., as nominee of The Depository Trust Company, or in the name of any other nominee of The Depository Trust Company or other securities depository, the Registrar shall pay all principal of and interest on this Bond, and shall give all notices with respect to this Bond, only to Cede & Co. or other nominee in accordance with the operational arrangements of The Depository Trust Company or other securities depository as agreed to by the City.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required; that, prior to the issuance hereof, the City Council has by the Resolution covenanted and agreed to collect and apply to payment of the Bonds certain net revenues of the System, which revenues are estimated to be collectible in years and amounts sufficient to produce sums not less than 5% in excess of the principal of and interest on the Bonds when due, and has appropriated such revenues to its General Obligation Water Revenue Bonds, Series 2022A Bond Fund for the payment of such principal and interest; that if necessary for the payment of such principal and interest, ad valorem taxes are required to be levied upon all taxable property in the City, without limitation as to rate or amount; that all proceedings relative to the projects financed by this Bond have been or will be taken according to law and that the issuance of this Bond, together with all other indebtedness of the City outstanding on the date hereof and on the date of its actual issuance and delivery, does not cause the indebtedness of the City to exceed any constitutional, statutory or charter limitation of indebtedness.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon shall have been executed by the Registrar by manual signature of one of its authorized representatives.



IN WITNESS WHEREOF, the City has caused this Bond to be executed on its behalf by the facsimile signatures of its Mayor and City Administrator and has caused this Bond to be dated as of the date set forth below.

CITY OF ARLINGTON, MINNESOTA

\_\_\_\_\_  
(facsimile signature – City Administrator)

\_\_\_\_\_  
(facsimile signature – Mayor)

\_\_\_\_\_

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

Date of Authentication: \_\_\_\_\_

U.S. BANK TRUST COMPANY, NATIONAL  
ASSOCIATION,  
as Registrar

By \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_



SIBLEY COUNTY AUDITOR'S  
CERTIFICATE AS TO REGISTRATION

The undersigned, being the duly qualified and acting County Auditor of Sibley County, Minnesota, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on February 22, 2022, by the City Council of the City of Arlington, Minnesota, setting forth the form and details of an issue of \$[PAR] General Obligation Water Revenue Bonds, Series 2022A dated as of March 8, 2022.

I further certify that the issue has been entered on my bond register as required by Minnesota Statutes, Section 475.61.

WITNESS my hand and official seal on the \_\_\_\_ day of \_\_\_\_\_, 2022.

---

Sibley County Auditor

(SEAL)



Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION 16-2022**

**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 Bingo on May 20, 2022 at the Sibley County Fairgrounds.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_, and upon poll being taken thereon the following voted in favor thereof: \_\_\_\_\_; the following voted against: \_\_\_\_\_; the following abstained: \_\_\_\_\_; and the following were absent: \_\_\_\_\_.

The foregoing resolution was adopted by the City Council of the City of Arlington this 22nd day of February 2022.

Signed: \_\_\_\_\_  
Mayor

Attested: \_\_\_\_\_  
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 \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION 17-2022**

**A RESOLUTION APPOINTING A NEW MEMBER TO THE ARLINGTON CITY COUNCIL**

**WHEREAS**, a vacancy exists on the Arlington City Council due to the resignation of Council Member Cowell, said resignation given by Council Member Buss effective November 16, 2021;

**WHEREAS**, pursuant to City Council Resolution 87-2021, the resignation of Council Member Cowell has been accepted by the City Council and a vacancy has been declared as of December 6, 2021;

**WHEREAS**, David Meyer is an individual eligible and well-qualified to fill the office of Arlington City Council Member until the completion of the existing term;

**WHEREAS**, Chapter 3, Section 13 of the Arlington City Charter allows for a vacancy to be filled for the unexpired terms of such official by resolution of the Council:

**NOW THEREFORE BE IT RESOLVED**, that the City Council of Arlington hereby appoints David Meyer as a member of the Arlington City Council to serve in such office until the completion of former Council member Adam Cowell's term.

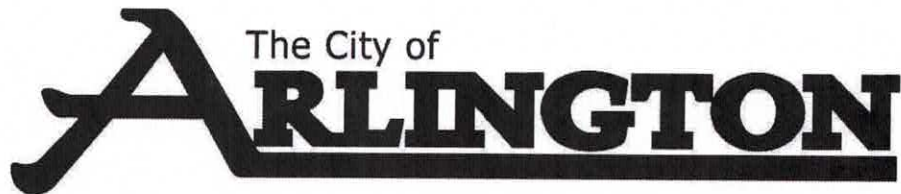
The motion for the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_, and upon poll being taken thereon the following voted in favor thereof: \_\_\_\_\_ and the following were absent: \_\_\_\_\_.

The foregoing resolution was adopted by the City Council of the City of Arlington this 22nd day of February 2022.

Signed: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
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 \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION 18-2022**

**A RESOLUTION AMENDING MAYORAL APPOINTMENTS AND COMMITTEES**

BE IT RESOLVED that Mayor Richard Nagel has made the following appointments to the following positions:

**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 Co. Public Health
<i>Emergency Management Director</i>	Tim Haggemiller

**DELEGATES TO EXTRA-MUNICIPAL AGENCIES:**

<i>MN Municipal Utility Assoc. (MMUA)</i>	Councilmember - Dave Meyer
	City Administrator Amy Newsom
<i>MN Municipal Power Assoc. (MMPA)</i>	City Administrator Amy Newsom
	Deputy Clerk Lisa Tesch
<i>A-GI Wastewater Board</i>	Councilmember John Thomes
	Councilmember Michelle Battcher
	PeopleService Representative
<i>Sibley Co. Library Board</i>	City Administrator Amy Newsom
<i>MN Valley Regional Rail Coalition (MVRRC)</i>	City Administrator Amy Newsom
<i>Ridgeview Sibley Medical Center (RSMC) Board</i>	Councilmember John Thomes

**COUNCIL COMMITTEES (1-year terms):**

<i>Employee Relations Committee</i>	Councilmember Joe Morgan
	Councilmember Matthew Scharpe

**MISCELLANEOUS COMMITTEES:**

*Firefighter Relief Committee*

Mayor Richard Nagel  
City Administrator Amy Newsom  
Fire Chief Doug Mackenthun

*Fire Department Committee*

Councilmember Joe Morgan  
Councilmember Dave Meyer  
Fire Dept. Officer Corps.

*Emergency Operations Plan*

Mayor Richard Nagel  
City Administrator Amy Newsom  
Emergency Management Director Tim Haggenmiller  
Police Chief  
Fire Chief Doug Mackenthun  
Ambulance Director Jamie Weikle  
Maintenance Supervisor Kirby Weckworth

**CITIZEN COMMITTEES (Councilmembers serve 1-year terms)**

*Cemetery Committee (2-year term)*

City Administrator Amy Newsom  
Maintenance Supervisor Kirby Weckworth  
Councilmember – Dave Meyer

Vacant 2022

Lyle Rud 2022

Marge Erickson 2023

Dan Hislop 2023

Jeanne Bearson 2023

Morris Mesenbring 2022

City Administrator Amy Newsom

*Community Center Committee (2-year term)*

Comm. Ctr. Coordinator Philip Mangis  
Maintenance Supervisor Kirby Weckworth  
Councilmember Matt Scharpe

Kurt Menk 2022

Leon Dose 2022

Tim Haggenmiller 2022

Nancy Mathwig 2023

Julie Warweg 2023

Deb Brinkman 2023

City Administrator Amy Newsom

*Economic Development Authority (6-year term)*

EDA Director Amy Newsom  
Councilmember Joe Morgan  
Councilmember Matthew Scharpe

Tim Kloeckl 2022

Dean Bergersen 2023

Larry Sorenson 2025

Kurt Menk 2026

Howard Brinkman 2027

*EDA Loan Board*

EDA Director Amy Newsom  
EDA Member  
EDA Member

*Library Committee (2-year term)*

Library Director  
Councilmember John Thomes  
Pauline Wiemann

2023

<i>Library Committee cont.</i>	Tara Sabako	2023
	Galen Wills	2023
	Sue Morrisette	2022
	Jean Olson	2022
	Sheila Arneson	2023

<i>Parks Committee (2-year term)</i>	Maintenance Supervisor Kirby Weckworth	
	Councilmember Dave Meyer	
	Gary Hultgren	2023
	Jerry Ebersviller	2023
	Karan Pichelmann	2023
	Robert Thomes	2022
	Michael Christeson	2022
	Al Ihrke	2022

<i>Planning &amp; Zoning Committee (3-year term)</i>	P&Z Administrator Phil Mangis	
	Councilmember Michelle Battcher	
	Vacant	2024
	Vacant	2024
	Brandon Brinkman	2022
	Tom Hatlestad	2022
	Joe Prasad	2023
	Jeanne Bearson	2023

<i>Shade Tree Committee (1-year term)</i>	City Administrator Amy Newsom	
	Maintenance Supervisor Kirby Weckworth	
	Mayor Richard Nagel	
	Jeff Pinske	2022
	Jason Ruehling	2022
	Dale Stern	2022

**TASK FORCES AND COMMISSIONS:**  
*Arlington Historical Society*

Debbie Weckwerth  
 Pauline Weimann  
 Dwight Grabitske  
 Ramona Bade  
 Richard Trocke  
 Lowell Nagel  
 Linda Plieseis  
 Sharon Shimota

<i>Community Ed./Summer Rec. Advisory Board</i>	Mayor Richard Nagel (non-voting)
	Councilmember Michelle Battcher
	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 \_\_\_\_\_



and upon poll being taken thereon the following voted in favor thereof: \_\_\_\_\_; and the following voted against the same: \_\_\_\_; and the following abstained: \_\_\_\_; and the following were absent: \_\_\_\_\_.

The foregoing resolution was adopted by the City Council of the City of Arlington this 22<sup>nd</sup> day of February 2022.

Signed:

\_\_\_\_\_  
Richard Nagel  
*Mayor*

Attest:

\_\_\_\_\_  
Amy Newsom  
*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.

available to the City for emergencies. In addition to the hourly on call pay, the employee shall be paid at the overtime pay rate for actual time worked in response to an emergency call during the employee's on call shift. To compensate the employee for travel and preparation time for being called in for emergencies, the employee shall be paid a minimum of one hour of overtime pay per call. If the work time spent on a call exceeds one hour, the employee will be paid at the overtime pay rate for the actual time worked.

In all cases where an emergency arises, the employees who are on call in the affected department shall be called first, unless special skills are needed that can only be supplied by other employees who are not on call or who are in another department. The opportunity to earn overtime pay is another compensation for serving on call and must not be denied to the on-call employees unless absolutely for the benefit of the City.

Each employee that is on call shall be for one calendar week at a time. Employees shall not swap on call time without obtaining approval of the City Administrator.

### **7.3 Meal Breaks and Rest Periods**

A paid fifteen (15) minute paid break is allowed within each four (4) consecutive hours of work. An unpaid thirty (30) or sixty (60) minute lunch period is provided when an employee works eight or more consecutive hours. The employee, at their discretion and in coordination with their Department, can select an unpaid thirty or sixty-minute lunch break as long as the Department has adequate employee coverage. Employees are expected to use these breaks as intended and will not be permitted to save these breaks in order to adjust work start time, end time or lunchtime. Departments with unique job or coverage requirements may have additional rules, issued by the department head and subject to approval of the City Administrator, on the use of meal breaks and rest periods.

### **7.4 Timecards**

All employees that report to the shop must properly enter their timecard into the time clock at the beginning and end of each shift. Employees are expected to clock in no earlier than five minutes before the start of their scheduled work shift and are expected to clock out no later than five minutes after the end of their scheduled work shift, except in emergency situations. Paid time off should be indicated by reason (vacation, holiday). Overtime and any duty other than normal work shift hours must also be entered on the timecard by use of the time clock. If the employee clocks out more than 7.5 minutes after the normal work shift should have ended because of City needs, the time in excess of 7.5 minutes after the normal end of shift shall be paid at the overtime rate. All other employees must fill out a timecard approved by the City Administrator.

### **7.5 Adverse Weather Conditions**

City facilities will generally be open during adverse weather. Due to individual circumstances, each employee will have to evaluate the weather and road conditions in deciding to report to work (or leave early). Employees not reporting to work for reasons of personal safety will be allowed to use accrued vacation time or compensatory time; or with department head approval may modify the work schedule or make other reasonable schedule adjustments.

Sworn police officers and public works maintenance employees will generally be required to report to work regardless of conditions.

Decisions to cancel departmental programs (special events, recreation programs, etc.) will be made by the respective department head or the City Administrator.

### **7.6 Emergency Personnel Response Time**

Fire and Ambulance Emergency Personnel who are required to respond to emergency calls must be able to respond within eight (8) minutes of the call.

Police who are required to respond to emergency calls must be able to respond within twenty (20) minutes of the call.

## **SECTION 8 – COMPENSATION**