



**ARLINGTON CITY COUNCIL
MEETING AGENDA
March 6, 2023, 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
4. Citizens Addressing the Council

CONSENT AGENDA

5. Approval of Consent Agenda
 - A) Approval of Bills
 - B) February 2, 2023, P & Z Meeting Minutes
 - C) February 21, 2023, City Council Meeting Minutes

PETITIONS, REQUESTS & COMMUNICATIONS

6. February Electrical Ad Hoc Minutes
7. Resignation of Tom Pomplun from the Arlington Fire Department effective 2-22-23

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

8. People Service Update- Lee Ortloff
 - Well Bypass Connection- \$16,471 from Gridor Construction
9. February Ambulance Report- Ambulance Manager Jaime Weikle
10. February Library Report-Library Director Andy Kelton
 - Approve Purchase of Copier from Loffler for \$2420.36
 - Approve Funds of \$33,573 from the Sibley County Library Board
11. February Public Works Report-Public Works Supervisor Kirby Weckworth
 - Credit Card Spending Limit Increase-\$1000 for Credit Card and \$3500 for Maintenance
 - Approve Quote for \$19,500.00 from Retrofit Companies for LED Lighting Update at Event Center (estimated utility rebate \$1994.00 and total net project investment \$17,506.00)
 - Approve Quote for \$10,108.00 from Crysteel for a 12 ft. Snow Pusher
12. Interim City Administrator Update- Shirley Slater-Schulte
 - Chamber of Commerce Invitation
 - Updates

ORDINANCES AND RESOLUTIONS

13. Approve Resolution 12-2023 A RESOLUTION ACCEPTING A DONATION AND DESIGNATING ITS USE

UNFINISHED BUSINESS

NEW BUSINESS

14. Approve Pay Request No. 11 from Gridor Construction, Inc. for \$75,538.90

15. Update on the City's Insurance Policy
16. Set New Date for Workshop to discuss Pavement Management Plan and CIP Budget
17. Bradley Security Quote for Keys/Keypads for Building Security
18. Request to Review Reimbursement of Moving Expenses per Councilor Matz
19. Citizen's complaint against Councilor John Thomes

MISCELLANEOUS BUSINESS

20. Closed meeting complaint against Interim City Administrator Shirley Slater-Schulte
21. Re-Open Public Council Meeting and Summary of Closed Session

ADJOURNMENT

Reminders:

- March 13 at 5:30 pm-EDA Meeting
- March 20 at 6:30 pm-Council Meeting
- March 29 at 6:30 pm-Fire Relief
- April 3 at 6:30 pm-Council Meeting
- April 6 at 7 pm-P & Z Meeting

***Check Summary Register©**

MARCH 2023

| | Name | Check Date | Check Amt | |
|-------------------|------------------------------|------------|---------------------|---|
| 10150 Cash | | | | |
| UnPaid | AMAZON CAPITAL SERVICES | | \$257.99 | FEB- SUPPLIES & MATERIALS |
| UnPaid | ARAMARK | | \$339.96 | FEB- MAT RENTALS |
| UnPaid | ARLINGTON AUTO & FARM SUP | | \$24.68 | FEB- SHOP VEHICLE PARTS |
| UnPaid | BOUND TREE MEDICAL, LLC | | \$1,632.90 | FEB- AMB. SUPPLIES |
| UnPaid | BRANDON LEGG | | \$225.23 | REIMB- TRAINING (3) MILEAGE/MEALS (2/9- 2/24) |
| UnPaid | CANON FINANCIAL SERVICES, I | | \$160.19 | FEB- COPIER LEASE (OFFICE & PD) |
| UnPaid | CENGAGE LEARNING INC. | | \$88.48 | FEB- LIBRARY MATERIALS |
| UnPaid | CENTERPOINT ENERGY | | \$6,256.77 | CITY GAS BILLS (1/14-2/14/23) |
| UnPaid | CHRISTINA LITFIN | | \$138.77 | REIMB- LMC TRAINING MILEAGE/HALF HOTEL |
| UnPaid | CIRCLE F FARMS | | \$3,812.50 | FEB. 23-24 SNOW HAULING |
| UnPaid | CITY OF ARLINGTON | | \$9,318.95 | CITY UTILITY BILLS (1/16-2/15/23) |
| UnPaid | CORPORATE TECHNOLOGIES, L | | \$872.50 | MARCH- IT CONTRACT |
| UnPaid | CRYSTEEL | | \$1,695.16 | SANDING TRUCK REPAIRS |
| UnPaid | DRENTLAW TRUCKING | | \$787.50 | FEB. 23- SNOW HAULING |
| UnPaid | ECONO SIGNS | | \$3,498.98 | NEW BARRICADES (18) |
| UnPaid | EXPERT BILLING, LLC | | \$1,204.00 | JAN- AMB. BILLING |
| UnPaid | GAVIN-JANSSEN-STABENOW-M | | \$1,830.25 | JAN- CITY & PROSECUTION LEGAL FEES |
| UnPaid | GOPHER STATE ONE CALL | | \$8.10 | FEB- LOCATE TICKETS |
| UnPaid | HAGGENMILLER LUMBER/SNOW | | \$378.00 | FEB- SNOW REMOVAL |
| UnPaid | INGRAM LIBRARY SERVICES | | \$632.83 | FEB- LIBRARY MATERIALS |
| UnPaid | JERRY'S TRANSMISSION SERVI | | \$5,638.62 | AMB- RIG REPAIRS |
| UnPaid | KLEHR GRADING | | \$17,912.40 | FEB- PLOWING & LOADER/DOZER |
| UnPaid | LEAGUE OF MN CITIES | | \$635.63 | 2022- SAFETY TRAININGS |
| UnPaid | MAC QUEEN EQUIPMENT INC | | \$206,465.00 | NEW SNOWBLOWER |
| UnPaid | MADISON NATIONAL LIFE INS. C | | \$41.00 | MAR- DISABILITY INS. PREMIUMS |
| UnPaid | MATHESON TRI-GAS INC. | | \$101.70 | FEB- SHOP TANK RENTAL |
| UnPaid | MAVERICK AUTOMOTIVE | | \$852.62 | FEB- FUEL |
| UnPaid | MCLEOD COOPERATIVE POWER | | \$7,418.10 | FEB- ELEC MAINT. |
| UnPaid | MCLEOD PUBLISHING | | \$111.38 | FEB- PUBLISHING |
| UnPaid | MEDIACOM | | \$1,127.04 | MAR- INTERNET & SOME PHONE |
| UnPaid | MICRO MARKETING | | \$128.46 | FEB- LIBRARY MATERIALS |
| UnPaid | MID-AMERICAN RESEARCH CHE | | \$1,268.00 | CLEANER & WEED SPRAY |
| UnPaid | MINNESOTA LIFE | | \$92.15 | MAR- LIFE INS. PREMIUMS |
| UnPaid | MINNESOTA VALLEY ELECTRIC | | \$19.53 | JAN- SPORTSMAN'S PARK ELEC BILL |
| UnPaid | MJM MEDICAL DIRECTION SERV | | \$500.00 | MAR- AMB. MEDICAL DIRECTOR FEE |
| UnPaid | MN BUREAU OF CRIMINAL | | \$75.00 | PD TRAINING- OFFICER LEGG |
| UnPaid | MORRIS ELECTRONICS | | \$1,600.00 | JAN-FEB- POLICE IT CONTRACT |
| UnPaid | PEOPLE SERVICE INC. | | \$25,175.00 | MAR- W/WW SERVICES |
| UnPaid | PREMIER LOCATING, INC. | | \$205.00 | JAN- ELEC. LOCATING |
| UnPaid | RENVILLE SIBLEY SANITATION | | \$1,046.48 | FEB- GARBAGE & RECYCLING |
| UnPaid | SAFETY & SECURITY CONSULT | | \$3,000.00 | FIRE- 2 NEW FIREFIGHTER CLASSES |
| UnPaid | SHIRLEY SLATER-SCHULTE | | \$4,222.70 | INTERIM ADMIN- 2/21-3/3, PLUS PREVIOUS EXTRA |
| UnPaid | SOUTHERN MN EMS EDUCATIO | | \$292.50 | AMB- 1/15/23 TRAINING |
| UnPaid | THOMES BROTHERS INC. | | \$853.82 | FEB- MATERIALS & SUPPLIES |
| UnPaid | U.S. BANK | | \$2,068.69 | FEB- CHARGES (TRAINING, EQUIP, ETC) |
| UnPaid | VERIZON WIRELESS | | \$320.77 | MAR- CELL PHONE/TABLET BILLS |
| UnPaid | Y-NOT PLBG. & HTG | | \$306.00 | CC CUSTOM AIR FILTERS |
| | Total Checks | | \$314,641.33 | |

Payments

Current Period: MARCH 2023

| | | | | | |
|------------------|--|--|--------------|------------|------------|
| Batch Name | 03-06-23 PAY | User Dollar Amt | \$314,641.33 | | |
| | Payments | Computer Dollar Amt | \$314,641.33 | | |
| | | | \$0.00 | In Balance | |
| Refer | 14923 AMAZON BUSINESS | | | | |
| Cash Payment | E 101-42110-417 Uniforms/Outerwear | FEB- SUPPLIES & MATERIALS | | | \$43.98 |
| Invoice | | | | | |
| Cash Payment | E 101-45500-206 Visual Materials - Library | FEB- SUPPLIES & MATERIALS | | | \$107.86 |
| Invoice | | | | | |
| Cash Payment | E 202-42153-200 Office Supplies | FEB- SUPPLIES & MATERIALS | | | \$44.99 |
| Invoice | | | | | |
| Cash Payment | E 202-42153-217 Other Operating Supplies | FEB- SUPPLIES & MATERIALS | | | \$61.16 |
| Invoice | | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$257.99 |
| Refer | 14924 ARAMARK | | | | |
| Cash Payment | E 101-42110-210 Operating Supplies | FEB- MAT RENTALS | | | \$47.11 |
| Invoice | | | | | |
| Cash Payment | E 101-45500-220 Repair/Maint Supply | FEB- MAT RENTALS | | | \$18.63 |
| Invoice | | | | | |
| Cash Payment | E 202-42153-217 Other Operating Supplies | FEB- MAT RENTALS | | | \$26.69 |
| Invoice | | | | | |
| Cash Payment | E 203-45000-410 Rentals | FEB- MAT RENTALS | | | \$247.53 |
| Invoice | | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$339.96 |
| Refer | 14925 ARLINGTON AUTO & FARM SUPPL | | | | |
| Cash Payment | E 101-43000-485 Gas and Repair Miscella | FEB- SHOP VEHICLE PARTS | | | \$24.68 |
| Invoice | | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$24.68 |
| Refer | 14926 BRANDON LEGG | | | | |
| Cash Payment | E 101-42110-208 Training and Instruction | REIMB- TRAINING (3) MILEAGE/MEALS (2/9-2/24) | | | \$225.23 |
| Invoice | | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$225.23 |
| Refer | 14927 BOUND TREE MEDICAL, LLC | | | | |
| Cash Payment | E 202-42153-217 Other Operating Supplies | FEB- AMB. SUPPLIES | | | \$1,632.90 |
| Invoice | | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$1,632.90 |
| Refer | 14928 CANON | | | | |
| Cash Payment | E 101-41400-218 Office Expense | FEB- COPIER LEASE (OFFICE & PD) | | | \$116.19 |
| Invoice | | | | | |
| Cash Payment | E 101-42110-218 Office Expense | FEB- COPIER LEASE (OFFICE & PD) | | | \$44.00 |
| Invoice | | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$160.19 |
| Refer | 14929 CENGAGE LEARNING INC | | | | |
| Cash Payment | E 101-45500-205 Print Materials - Library | FEB- LIBRARY MATERIALS | | | \$88.48 |
| Invoice | | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$88.48 |
| Refer | 14930 CENTERPOINT ENERGY | | | | |
| Cash Payment | E 101-41940-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | | | \$1,048.26 |
| Invoice | | | | | |

Payments

Current Period: MARCH 2023

| | | | |
|----------------------|---|--|-------------------------|
| Cash Payment Invoice | E 101-42110-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$188.73 |
| Cash Payment Invoice | E 101-43000-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$873.28 |
| Cash Payment Invoice | E 101-45202-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$163.10 |
| Cash Payment Invoice | E 101-45500-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$180.71 |
| Cash Payment Invoice | E 201-42280-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$252.69 |
| Cash Payment Invoice | E 202-42153-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$283.10 |
| Cash Payment Invoice | E 203-45000-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$1,227.53 |
| Cash Payment Invoice | E 601-49400-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$717.65 |
| Cash Payment Invoice | E 603-49450-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$1,306.72 |
| Cash Payment Invoice | E 604-49550-383 Gas Utilities | CITY GAS BILLS (1/14-2/14/23) | \$15.00 |
| Transaction Date | 3/3/2023 | Cash 10150 | Total \$6,256.77 |
| Refer | 14931 CHRISTINA LITFIN | | |
| Cash Payment Invoice | E 101-41110-182 Seminars | REIMB- LMC TRAINING MILEAGE/HALF HOTEL | \$138.77 |
| Transaction Date | 3/3/2023 | Cash 10150 | Total \$138.77 |
| Refer | 14932 CIRCLE F FARMS | | |
| Cash Payment Invoice | E 101-43000-486 Snow Removal | FEB. 23-24 SNOW HAULING | \$3,812.50 |
| Transaction Date | 3/3/2023 | Cash 10150 | Total \$3,812.50 |
| Refer | 14933 CITY OF ARLINGTON | | |
| Cash Payment Invoice | E 101-41940-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$932.73 |
| Cash Payment Invoice | E 101-42110-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$295.81 |
| Cash Payment Invoice | E 101-43000-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$149.32 |
| Cash Payment Invoice | E 101-43160-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$705.31 |
| Cash Payment Invoice | E 101-45202-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$147.94 |
| Cash Payment Invoice | E 101-45500-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$102.70 |
| Cash Payment Invoice | E 201-42280-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$116.83 |
| Cash Payment Invoice | E 202-42153-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$443.71 |
| Cash Payment Invoice | E 203-45000-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$959.20 |
| Cash Payment Invoice | E 601-49400-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$2,702.81 |
| Cash Payment Invoice | E 603-49450-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | \$607.25 |

Payments

Current Period: MARCH 2023

| | | | | |
|------------------|---|------------------------------------|-------|-------------------------|
| Cash Payment | E 603-49450-381 Electric & Heat Utilities | CITY UTILITY BILLS (1/16-2/15/23) | | \$2,155.34 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$9,318.95 |
| Refer | 14934 CORPORATE TECHNOLOGIES | | | |
| Cash Payment | E 101-41400-218 Office Expense | MARCH- IT CONTRACT | | \$872.50 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$872.50 |
| Refer | 14935 CRYSTEEL | | | |
| Cash Payment | E 101-43000-485 Gas and Repair Miscella | SANDING TRUCK REPAIRS | | \$1,695.16 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$1,695.16 |
| Refer | 14936 DRENTLAW TRUCKING | | | |
| Cash Payment | E 101-43000-486 Snow Removal | FEB. 23- SNOW HAULING | | \$787.50 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$787.50 |
| Refer | 14937 ECONO SIGNS | | | |
| Cash Payment | E 101-43000-500 Capital Outlay | NEW BARRICADES (18) | | \$3,498.98 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$3,498.98 |
| Refer | 14938 EXPERT BILLING | | | |
| Cash Payment | E 202-42153-301 Auditing and Acct g Servi | JAN- AMB. BILLING | | \$1,204.00 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$1,204.00 |
| Refer | 14939 GAVIN-JANSSEN-STABENOW-MOL | | | |
| Cash Payment | E 101-41600-304 Legal Fees | JAN- CITY & PROSECUTION LEGAL FEES | | \$435.00 |
| Invoice | | | | |
| Cash Payment | E 101-41910-304 Legal Fees | JAN- CITY & PROSECUTION LEGAL FEES | | \$29.00 |
| Invoice | | | | |
| Cash Payment | E 101-42110-304 Legal Fees | JAN- CITY & PROSECUTION LEGAL FEES | | \$1,032.75 |
| Invoice | | | | |
| Cash Payment | E 204-46550-304 Legal Fees | JAN- CITY & PROSECUTION LEGAL FEES | | \$111.00 |
| Invoice | | | | |
| Cash Payment | E 601-49400-304 Legal Fees | JAN- CITY & PROSECUTION LEGAL FEES | | \$111.25 |
| Invoice | | | | |
| Cash Payment | E 603-49450-304 Legal Fees | JAN- CITY & PROSECUTION LEGAL FEES | | \$111.25 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$1,830.25 |
| Refer | 14940 GOPHER STATE ONE CALL | | | |
| Cash Payment | E 604-49550-637 Service Locations | FEB- LOCATE TICKETS | | \$8.10 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$8.10 |
| Refer | 14941 HAGGENMILLER LUMBER/SNOW | | | |
| Cash Payment | E 101-43000-486 Snow Removal | FEB- SNOW REMOVAL | | \$378.00 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$378.00 |
| Refer | 14942 INGRAM LIBRARY SERVICES | | | |
| Cash Payment | E 101-45500-205 Print Materials - Library | FEB- LIBRARY MATERIALS | | \$632.83 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$632.83 |

Payments

Current Period: MARCH 2023

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|------------------|--|-------------------------------|-------|---------------------------|
| Refer | 14943 JERRY S TRANSMISSION SERVIC | | | |
| Cash Payment | E 202-42153-485 Gas and Repair Miscella | AMB- RIG REPAIRS | | \$3,794.65 |
| Invoice | | | | |
| Cash Payment | E 202-42153-485 Gas and Repair Miscella | AMB- RIG REPAIRS | | \$1,843.97 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$5,638.62 |
| Refer | 14944 KLEHR GRADING | | | |
| Cash Payment | E 101-43000-486 Snow Removal | FEB- PLOWING & LOADER/DOZER | | \$17,912.40 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$17,912.40 |
| Refer | 14945 LEAGUE OF MN CITIES | | | |
| Cash Payment | E 101-43000-396 Safety Program & Equip | 2022- SAFETY TRAININGS | | \$635.63 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$635.63 |
| Refer | 14946 MAC QUEEN EQUIPMENT INC | | | |
| Cash Payment | E 401-43000-500 Capital Outlay | NEW SNOWBLOWER | | \$206,465.00 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$206,465.00 |
| Refer | 14947 MADISON NATIONAL LIFE | | | |
| Cash Payment | E 101-41400-131 Employer Paid Health/Lif | MAR- DISABILITY INS. PREMIUMS | | \$2.05 |
| Invoice | | | | |
| Cash Payment | E 101-42110-131 Employer Paid Health/Lif | MAR- DISABILITY INS. PREMIUMS | | \$12.30 |
| Invoice | | | | |
| Cash Payment | E 101-43000-131 Employer Paid Health/Lif | MAR- DISABILITY INS. PREMIUMS | | \$8.20 |
| Invoice | | | | |
| Cash Payment | E 101-45500-131 Employer Paid Health/Lif | MAR- DISABILITY INS. PREMIUMS | | \$4.10 |
| Invoice | | | | |
| Cash Payment | E 202-42153-131 Employer Paid Health/Lif | MAR- DISABILITY INS. PREMIUMS | | \$8.20 |
| Invoice | | | | |
| Cash Payment | E 203-45000-131 Employer Paid Health/Lif | MAR- DISABILITY INS. PREMIUMS | | \$1.03 |
| Invoice | | | | |
| Cash Payment | E 604-49550-131 Employer Paid Health/Lif | MAR- DISABILITY INS. PREMIUMS | | \$5.12 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$41.00 |
| Refer | 14948 MATHESON TRI-GAS | | | |
| Cash Payment | E 101-43000-210 Operating Supplies | FEB- SHOP TANK RENTAL | | \$101.70 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$101.70 |
| Refer | 14949 MAVERICK AUTOMOTIVE | | | |
| Cash Payment | E 101-42110-480 Gas & Repair-Police Car | FEB- FUEL | | \$87.43 |
| Invoice | | | | |
| Cash Payment | E 101-43000-485 Gas and Repair Miscella | FEB- FUEL | | \$51.73 |
| Invoice | | | | |
| Cash Payment | E 201-42280-485 Gas and Repair Miscella | FEB- FUEL | | \$278.64 |
| Invoice | | | | |
| Cash Payment | E 202-42153-485 Gas and Repair Miscella | FEB- FUEL | | \$434.82 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$852.62 |
| Refer | 14950 MCLEOD COOPERATIVE POWER A | | | |
| Cash Payment | E 604-49550-437 Services-McLeod Coop | FEB- ELEC MAINT. | | \$2,353.00 |
| Invoice | | | | |

Payments

Current Period: MARCH 2023

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|----------------------|--|----------------------------|-------|--------------|------------|
| Cash Payment Invoice | E 604-49550-500 Capital Outlay | FEB- ELEC MAINT. | | | \$155.00 |
| Cash Payment Invoice | E 604-49550-635 Transformers,Wire,Poles | FEB- ELEC MAINT. | | | \$4,910.10 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$7,418.10 |
| Refer | 14951 MCLEOD PUBLISHING | | | | |
| Cash Payment Invoice | E 101-41400-351 Legal Notices Publishing | FEB- PUBLISHING | | | \$92.88 |
| Cash Payment Invoice | E 203-45000-340 Advertising | FEB- PUBLISHING | | | \$18.50 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$111.38 |
| Refer | 14952 MEDIACOM | | | | |
| Cash Payment Invoice | E 101-41400-321 Telephone | MAR- INTERNET & SOME PHONE | | | \$350.78 |
| Cash Payment Invoice | E 101-42110-321 Telephone | MAR- INTERNET & SOME PHONE | | | \$256.90 |
| Cash Payment Invoice | E 101-43000-321 Telephone | MAR- INTERNET & SOME PHONE | | | \$116.90 |
| Cash Payment Invoice | E 101-45500-321 Telephone | MAR- INTERNET & SOME PHONE | | | \$47.78 |
| Cash Payment Invoice | E 201-42280-321 Telephone | MAR- INTERNET & SOME PHONE | | | \$122.78 |
| Cash Payment Invoice | E 202-42153-321 Telephone | MAR- INTERNET & SOME PHONE | | | \$231.90 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$1,127.04 |
| Refer | 14953 MICRO MARKETING | | | | |
| Cash Payment Invoice | E 101-45500-206 Visual Materials - Library | FEB- LIBRARY MATERIALS | | | \$128.46 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$128.46 |
| Refer | 14954 MID-AMERICAN RESEARCH CHEMI | | | | |
| Cash Payment Invoice | E 101-45202-216 Chemicals and Chem Pr | CLEANER & WEED SPRAY | | | \$1,120.00 |
| Cash Payment Invoice | E 203-45000-210 Operating Supplies | WEED SPRAY & CLEANER | | | \$148.00 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$1,268.00 |
| Refer | 14955 MINNESOTA LIFE | | | | |
| Cash Payment Invoice | G 101-21706 Life Insurances | MAR- LIFE INS. PREMIUMS | | | \$49.20 |
| Cash Payment Invoice | E 101-41400-131 Employer Paid Health/Lif | MAR- LIFE INS. PREMIUMS | | | \$2.13 |
| Cash Payment Invoice | E 101-42110-131 Employer Paid Health/Lif | MAR- LIFE INS. PREMIUMS | | | \$12.75 |
| Cash Payment Invoice | E 101-43000-131 Employer Paid Health/Lif | MAR- LIFE INS. PREMIUMS | | | \$8.50 |
| Cash Payment Invoice | E 101-45500-131 Employer Paid Health/Lif | MAR- LIFE INS. PREMIUMS | | | \$4.70 |
| Cash Payment Invoice | E 202-42153-131 Employer Paid Health/Lif | MAR- LIFE INS. PREMIUMS | | | \$8.50 |
| Cash Payment Invoice | E 203-45000-131 Employer Paid Health/Lif | MAR- LIFE INS. PREMIUMS | | | \$1.06 |
| Cash Payment Invoice | E 604-49550-131 Employer Paid Health/Lif | MAR- LIFE INS. PREMIUMS | | | \$5.31 |

Payments

Current Period: MARCH 2023

| | | | | | |
|----------------------|---|---------------------------------|-------|--------------|-------------|
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$92.15 |
| Refer | 14956 MINNESOTA VALLEY ELECTRIC C | | | | |
| Cash Payment Invoice | E 101-45202-381 Electric & Heat Utilities | JAN- SPORTSMAN'S PARK ELEC BILL | | | \$19.53 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$19.53 |
| Refer | 14957 MJM MEDICAL DIRECTION SERVIC | | | | |
| Cash Payment Invoice | E 202-42153-300 Professional Srvs | MAR- AMB. MEDICAL DIRECTOR FEE | | | \$500.00 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$500.00 |
| Refer | 14958 MN BUREAU OF CRIMINAL APPRE | | | | |
| Cash Payment Invoice | E 101-42110-208 Training and Instruction | PD TRAINING- OFFICER LEGG | | | \$75.00 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$75.00 |
| Refer | 14959 MORRIS ELECTRONICS | | | | |
| Cash Payment Invoice | E 101-42110-503 Computers/Software/We | JAN-FEB- POLICE IT CONTRACT | | | \$800.00 |
| Cash Payment Invoice | E 101-42110-503 Computers/Software/We | JAN-FEB- POLICE IT CONTRACT | | | \$800.00 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$1,600.00 |
| Refer | 14960 PEOPLE SERVICE, INC. | | | | |
| Cash Payment Invoice | E 601-49400-180 Operator Contract | MAR- W/WW SERVICES | | | \$11,000.00 |
| Cash Payment Invoice | E 602-49450-180 Operator Contract | MAR- W/WW SERVICES | | | \$740.00 |
| Cash Payment Invoice | E 603-49450-180 Operator Contract | MAR- W/WW SERVICES | | | \$13,250.00 |
| Cash Payment Invoice | E 603-49450-392 Testing | MAR- W/WW SERVICES | | | \$185.00 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$25,175.00 |
| Refer | 14961 PREMIER LOCATING, INC. | | | | |
| Cash Payment Invoice | E 604-49550-637 Service Locations | JAN- ELEC. LOCATING | | | \$205.00 |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total | \$205.00 |
| Refer | 14962 RENVILLE SIBLEY SANITATION | | | | |
| Cash Payment Invoice | E 101-41940-384 Refuse/Garbage Dispos | FEB- GARBAGE & RECYCLING | | | \$16.80 |
| Cash Payment Invoice | E 101-42110-384 Refuse/Garbage Dispos | FEB- GARBAGE & RECYCLING | | | \$15.20 |
| Cash Payment Invoice | E 101-43000-384 Refuse/Garbage Dispos | FEB- GARBAGE & RECYCLING | | | \$85.68 |
| Cash Payment Invoice | E 101-43000-385 Recycling | FEB- GARBAGE & RECYCLING | | | \$628.00 |
| Cash Payment Invoice | E 101-45202-384 Refuse/Garbage Dispos | FEB- GARBAGE & RECYCLING | | | \$60.00 |
| Cash Payment Invoice | E 101-45500-384 Refuse/Garbage Dispos | FEB- GARBAGE & RECYCLING | | | \$24.00 |
| Cash Payment Invoice | E 201-42280-384 Refuse/Garbage Dispos | FEB- GARBAGE & RECYCLING | | | \$16.80 |
| Cash Payment Invoice | E 202-42153-384 Refuse/Garbage Dispos | FEB- GARBAGE & RECYCLING | | | \$12.00 |

Payments

Current Period: MARCH 2023

| | | | | |
|------------------|--|--|-------|-------------------------|
| Cash Payment | E 203-45000-384 Refuse/Garbage Disposa | FEB- GARBAGE & RECYCLING | | \$120.00 |
| Invoice | | | | |
| Cash Payment | E 603-49450-384 Refuse/Garbage Disposa | FEB- GARBAGE & RECYCLING | | \$68.00 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$1,046.48 |
| Refer | 14963 SAFETY & SECURITY CONSULTATI | | | |
| Cash Payment | E 201-42280-208 Training and Instruction | FIRE- 2 NEW FIREFIGHTER CLASSES | | \$3,000.00 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$3,000.00 |
| Refer | 14964 SHIRLEY SLATER-SCHULTE | | | |
| Cash Payment | E 101-41400-300 Professional Srvs | INTERIM ADMIN- 2/21-3/3, PLUS PREVIOUS EXTRA | | \$1,040.00 |
| Invoice | | | | |
| Cash Payment | E 101-41400-300 Professional Srvs | INTERIM ADMIN- 2/21-3/3, PLUS PREVIOUS EXTRA | | \$2,960.00 |
| Invoice | | | | |
| Cash Payment | E 101-41400-300 Professional Srvs | INTERIM ADMIN- 2/21-3/3, PLUS PREVIOUS EXTRA | | \$222.70 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$4,222.70 |
| Refer | 14965 SOUTHERN MN EMS EDUCATION | | | |
| Cash Payment | E 202-42153-208 Training and Instruction | AMB- 1/15/23 TRAINING | | \$292.50 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$292.50 |
| Refer | 14966 THOMES BROTHERS HARDWARE | | | |
| Cash Payment | E 101-42110-210 Operating Supplies | FEB- MATERIALS & SUPPLIES | | \$85.94 |
| Invoice | | | | |
| Cash Payment | E 101-42110-401 Repairs/Maint Buildings | FEB- MATERIALS & SUPPLIES | | \$80.20 |
| Invoice | | | | |
| Cash Payment | E 101-43000-210 Operating Supplies | FEB- MATERIALS & SUPPLIES | | \$18.99 |
| Invoice | | | | |
| Cash Payment | E 101-43000-430 Miscellaneous | FEB- MATERIALS & SUPPLIES | | \$34.99 |
| Invoice | | | | |
| Cash Payment | E 201-42280-210 Operating Supplies | FEB- MATERIALS & SUPPLIES | | -\$41.97 |
| Invoice | | | | |
| Cash Payment | E 202-42153-401 Repairs/Maint Buildings | FEB- MATERIALS & SUPPLIES | | \$86.61 |
| Invoice | | | | |
| Cash Payment | E 202-42153-485 Gas and Repair Miscella | FEB- MATERIALS & SUPPLIES | | \$34.66 |
| Invoice | | | | |
| Cash Payment | E 203-45000-210 Operating Supplies | FEB- MATERIALS & SUPPLIES | | \$28.98 |
| Invoice | | | | |
| Cash Payment | E 203-45000-406 Repairs, Supplies & Othe | FEB- MATERIALS & SUPPLIES | | \$525.42 |
| Invoice | | | | |
| Transaction Date | 3/3/2023 | Cash | 10150 | Total \$853.82 |
| Refer | 14967 U.S. BANK - CREDIT CARD | | | |
| Cash Payment | E 101-42110-200 Office Supplies | FEB- CHARGES (TRAINING, EQUIP, ETC) | | \$96.19 |
| Invoice | | | | |
| Cash Payment | E 101-42110-208 Training and Instruction | FEB- CHARGES (TRAINING, EQUIP, ETC) | | \$1,125.00 |
| Invoice | | | | |
| Cash Payment | E 101-42110-322 Postage | FEB- CHARGES (TRAINING, EQUIP, ETC) | | \$55.88 |
| Invoice | | | | |
| Cash Payment | E 101-42110-503 Computers/Software/We | FEB- CHARGES (TRAINING, EQUIP, ETC) | | \$10.68 |
| Invoice | | | | |

Payments

Current Period: MARCH 2023

| | | | |
|----------------------|--|-------------------------------------|-------------------------|
| Cash Payment Invoice | E 101-42700-261 License | FEB- CHARGES (TRAINING, EQUIP, ETC) | \$40.24 |
| Cash Payment Invoice | E 101-43000-430 Miscellaneous | FEB- CHARGES (TRAINING, EQUIP, ETC) | \$91.68 |
| Cash Payment Invoice | E 101-43000-420 Shop Equipment | FEB- CHARGES (TRAINING, EQUIP, ETC) | \$612.21 |
| Cash Payment Invoice | E 201-42280-430 Miscellaneous | FEB- CHARGES (TRAINING, EQUIP, ETC) | \$8.40 |
| Cash Payment Invoice | E 202-42153-430 Miscellaneous | FEB- CHARGES (TRAINING, EQUIP, ETC) | \$8.41 |
| Cash Payment Invoice | E 203-45000-170 Permits and Licenses | FEB- CHARGES (TRAINING, EQUIP, ETC) | \$20.00 |
| Transaction Date | 3/3/2023 | Cash 10150 | Total \$2,068.69 |
| Refer | 14968 VERIZON WIRELESS | | |
| Cash Payment Invoice | E 101-42110-321 Telephone | MAR- CELL PHONE/TABLET BILLS | \$167.75 |
| Cash Payment Invoice | E 202-42153-321 Telephone | MAR- CELL PHONE/TABLET BILLS | \$103.02 |
| Cash Payment Invoice | E 604-49550-321 Telephone | MAR- CELL PHONE/TABLET BILLS | \$50.00 |
| Transaction Date | 3/3/2023 | Cash 10150 | Total \$320.77 |
| Refer | 14969 Y-NOT PLBG. & HTG | | |
| Cash Payment Invoice | E 203-45000-406 Repairs, Supplies & Othe | CC CUSTOM AIR FILTERS | \$306.00 |
| Transaction Date | 3/3/2023 | Cash 10150 | Total \$306.00 |

Fund Summary

| | |
|----------------------------|---------------------|
| | 10150 Cash |
| 101 General Fund | \$48,990.22 |
| 201 Fire Fund | \$3,754.17 |
| 202 Ambulance Fund | \$11,055.79 |
| 203 Community Center Fund | \$3,603.25 |
| 204 EDA Loan Programs Fund | \$111.00 |
| 401 Capital Equipment Fund | \$206,465.00 |
| 601 Water Fund | \$14,531.71 |
| 602 Sewer Fund | \$740.00 |
| 603 AGI Sewer Fund | \$17,683.56 |
| 604 Electric Fund | \$7,706.63 |
| | \$314,641.33 |

| | |
|--|---------------------|
| Pre-Written Checks | \$0.00 |
| Checks to be Generated by the Computer | \$314,641.33 |
| Total | \$314,641.33 |



PLANNING AND ZONING COMMITTEE
Meeting Minutes
February 2, 2023, AT 7:00 PM
Arlington Community Center – Council Chambers

Members Present

Dave Meyer

Jeanne Bearson

Tom Hatlestad

Brandon Brinkman

Christina Litfin

Member Absent

Joe Prasad

Staff Present

Interim City Administrator Shirley Slater-Schulte

Guest Present

Charlie Shimota

Andrew Shimota

1. Call Meeting to Order -
2. Pledge of Allegiance
3. Election of Officers:
 - a. Chairperson – Motion made to appoint Joe Prasad as Chairperson for 2023. Motion made by Brandon Brinkman, seconded by Tom Hatlestad. All moving ayes. Motion declared passed.
 - b. Vice Chairperson – Motion made to appoint Brandon Brinkman as Vice Chairperson for 2023. Motion made by Tom Hatlestad, seconded by Dave Meyer. All voting ayes. Motion declared passed.
 - c. Secretary – Consensus to appoint Interim City Administrator Shirley Slater-Schulte as Secretary for 2023.

4. Public Hearing – Variance Request submitted by Andrew C. Shimota, 509 West Main, Arlington, MN 55307 for a proposed garage addition exceeds 60% of the foundation size of the dwelling unit to which it is attached. The applicant proposes a 3-stall garage of 1056 sq. feet.

Public Hearing was opened by Chairperson Brandon Brinkman. The following were present for the Public Hearing, Andrew Shimota the applicant and Charles Shimota. The Chairperson Brandon Brinkman called three times for public input, no one spoke to the issues and the Public Hearing was closed at 7:10 p.m.

Discussion by the Planning Commission members were regarding the green space that is still available on this lot. Applicant Shimota had some questions regarding the curb cut for the driveway and these items will be address at the time of the drive-way permit.

5. Approve the Agenda –Motion by Dave Meyer, seconded by Christina Litfin. All voting ayes. Motion declared passed.
6. Approve the Minutes of December 1, 2022 – Motion made by Jeanne Bearson, seconded by Dave Meyer. All voting ayes. Motion declared passed.

7. New Business

- a. RESOLUTION 2023-01 APPROVING A VARIANCE TO REQUIRE DIMENSIONAL SIZE REQUIREMENT IN THE R-2 ONE & TWO-FAMILY RESIDENTIAL DISTRICT AT 509 WEST MAIN STREET.

Motion made Dave Meyer, seconded by Brandon Brinkman. All voting ayes. Motion declared passed.

8. Other/Updates

- a. Update on the Siwek property.

9. Motion to adjourn at 7:25 p.m.

Motion made by Dave Meyer, seconded by Tom Hatlestad. All voting ayes.

Meeting adjourned at 7:25 p.m.

Brandon Brinkman, Planning & Zoning Chair

Attest: _____

Interim City Administrator Shirley Slater-Schulte



**ARLINGTON CITY COUNCIL
MEETING MINUTES
February 21, 2023, 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 – Meeting was called to order at 6:30 p.m. by Mayor Scharpe.

2. Roll Call-

Members Present- Mayor Matt Scharpe, Councilmembers Dave Meyer, John Thomes, Jeff Matz, Christina Litfin and Curtis Ling.

Members Absent: None

Staff Present: Administrative Assistant/Event Center Coordinator Gwen Scharpe, Fire Chief Doug Mackenthun

Staff Absent: Interim City Administrator Shirley Slater-Schulte, Library Director Andy Kelton and City Engineer Jason Femrite. (due to weather)

Guests Present – Kurt Menk *Arlington Enterprise*, Roberta Zaske, Mike Scharping, Kim Quast, Curt Reetz, Dwight Grabitske Arlington Historical Society, Lee Ortloff People Services, Inc.

3. Approve the Agenda and any Agenda Additions - Councilor Thomas requested that item #21 regarding Termination of EDA Consultant be added to the agenda, so that the City Council can discuss the terms of the contract. Councilor Meyer introduced a motion to

approve the agenda as amended, seconded by Councilor Litfin. All voting ayes. Motion declared passed.

4. **Citizens Addressing the Council** – Curtis Reetz, 309 NW 4th Avenue, resident of the City of Arlington, stated that in his travels he has received a lot of questions regarding what is going on in Arlington. Some of the present council members have supported a previous staff member and there have been some things that have not been done on the up and up and maybe there is more to surface. Currently, I have given the mayor a no vote of confidence and I am hoping that it get better over the next 3 years.

CONSENT AGENDA

5. **Approval of Consent Agenda**
 - A) Approval of Bills
 - B) February 6, 2023, City Council Meeting Minutes

Councilor Ling introduced the motion to approve the Consent Agenda. Councilor Litfin seconded. All voting ayes. Motion declared passed.

PETITIONS, REQUESTS & COMMUNICATIONS

6. **EDA CONSULTANT ANY NEWSOM** – Councilor Thomes informed the Council that should be worded as a termination of contract not a resignation.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

7. **MAYOR’S REPORT** – Mayor Scharpe reported on attending the League of Minnesota Cities training for newly elected officials and this training was very informative. Also, reminded everyone that he is planning to attend and work at the Lion’s Fish Fry that was scheduled for February 24th is now rescheduled due to weather for Friday, March 3, 2023

City Attorney Kenneth Janssen arrived at 6:41 p.m.

8. **HISTORICAL SOCIETY ANNUAL REPORT**- Dwight Grabitske presented background on the Historical Society and it was established in 1999. Everyone is welcome to visit the Museum. The Museum is open on Saturday’s and if anyone would like a tour other than Saturday, contact Grabitske for a private tour. He stated that the Historical Society is looking for two new members. His report stated that they were focused on St. Paul’s 150th Anniversary, donations are being collected and they are working on getting more members. Improvements are needed in the entry area. He also stated that in 2024 there would be a big Anniversary (140TH).

9. JANUARY LIBRARY REPORT – LIBRARY DIRECTOR ANDY KELTON

Library Director Andy Kelton was not present due to the weather.

Purchase of Copier in the amount of \$2,420.36.

Councilor Meyer made a motion to table the purchase of the copier until the Library Director could be in attendance for discussion on this item. Seconded by Councilor Thomes. All voting ayes. Motion declared passed.

Funds in the amount of \$33,573 from Sibley County Library Board

Councilor Meyer a motion to table this item until the Library Director could be present at the meeting. Seconded by Councilor Thomes. All voting ayes. Motion declared passed.

10. JANUARY FIRE DEPARTMENT REPORT – FIRE CHIEF DOUG MACKENTHUN

Fire Chief Mackenthun gave an update for January 2023. Reported that the monthly Fire Relief Meeting and drill would be held the following evening. Training has been scheduled for this evening, weather permitting. Staff is working on quotes for skids for the Ranger (Fire Relief will be paying for this cost) and a grant for more equipment for grain rescue trailer.

11. ANNUAL FIRE EPARTMENET REPORT – FIRE CHIEF DOUG MACKENTHUN

Fire Chief Mackenthun gave and annual report on the Fire Department. The Department had 67 calls last year and 54 of those were in the city. The Department received grants for \$5000 from the DNR to help pay for helmets and \$900 from Ferguson for a gas monitor. He stated that the townships requested to have the annual meeting in January so they can set their budgets in March.

12. JANUARY PEOPLE SERVICE REPORT- LEE ORTLOFF

Lee Ortloff reported that the control cabinet installation for the water treatment plant was pushed back to mid-March. People Service will be working on a water leak that was reported on Monday, February 20th at 2nd Avenue and West Chandler St.

Report on Tony Hoff Project – Lee Ortloff reported that Tony Hoff brought in a payment for WAC fee but not SAC fee and that his drawing was hand drawn and not acceptable. **City Attorney Janssen** stated that Mr. Hoff has an attorney and he has been in communication with him.

Update on Siwek Property – Lee Ortloff also reported that Chard Excavation will be working on the Siwek property and that the city will retain the \$20,000 until the work is completed (estimated cost of \$10,000 for the work per the contractor).

Refund from People Services – Lee Ortloff informed the council that People Services provided a check to the city for \$2,758.00 for a True Up payment as there was money left in the maintenance budget.

Report on Wastewater Site – Lee Ortloff stated that an annual meeting date should be scheduled between the City of Arlington and City of Green Isle regarding repairs to the East Brook Street Lift Station.

13. CITY ENGINEER'S REPORT -Jason Femrite with Bolton & Menk was unable to be present due to the weather. The workshop will be rescheduled for a later date.

14. INTERIM CITY ADMINISTRATOR SHIRLEY SLATER-SCHULTE was unable to attend due to the weather.

- **Approve of purchase of barricades from Econosigns** – Kirby Weckworth, Public Works will give an update on the purchase at the next meeting as to the purchase and reimbursement of some of the cost of the barricades in the amount of \$3,498.98.

Motion to approve the purchase of the barricades from Econosigns was made by Councilor Thomes, seconded by Councilor Meyer. All voting ayes. Motion carried.

- **Approval of extra hours worked by Interim City Administrator**

Motion to approve the extra hours worked totaling 13 hours over 2-week period as submitted by Interim City Administrator Slater-Schule was made by Councilor Thomes, seconded by Councilor Litfin. All voting ayes. Motion declared passed.

- **Update on Siwek Property** – Consensus of the City Council to address the Siwek update when the work is completed.

15. CITY ATTORNEY'S UPDATE

City Attorney Janssen stated that he is waiting for the conditions of the loan to Mr. Siwek and a report from the EDA. Also, stated that he had a conversation with Interim City Administrator Slater-Schulte regarding security, collection of keys from past employees and mentioned a passcode system for the building.

ORDINANCE AND RESOLUTIONS

16. RESOLUTION 11-2023 APPROVING THE APPLICATION FOR A LAWFUL GAMBLING PERMIT FOR DUCKS UNLIMITED (HIGH ISLAND BOTTOM FEEDERS)

Motion made by Councilor Ling to approve Resolution 11-2023, seconded by Councilor Meyer. Roll Call Vote as follows: Councilor Litfin, Councilor Ling, Councilor Thomes and Councilor Meyer voted in favor. None against. Resolution and motion declared passed.

UNFINISHED BUSINESS

NEW BUSINESS

17. RECOMMENDATION FROM ELECTRICAL AD HOC COMMITTEE TO HIRE DAVE BERG CONSULTING LLC TO PERFORM AN ELECTRICAL COST OF SERVICE STUDY FOR \$8,000 PLUS APPLICABLE EXPENSES.

Lee Ortloff, member of the Electrical Ad Hoc Committee explained that this would come out of the City's Electrical Fund.

Motion made by Councilor Thomes to approve the recommendation to hire Dave Berg LLC, at a cost of \$8,000 plus applicable expenses, seconded by Councilor Meyer. All voting ayes. Motion declared passed.

18. RECOMMENDATION FROM THE ELECTRICAL AD HOC COMMITTEE TO HIRE MCLEOD COOPERATIVE FOR MAPPING AND IDENTIFICATION AT A COST OF APPROXIMATELY \$12,200

Lee Ortloff, member of the Electrical Ad Hoc Committee explained that the City has cabinets that are not labeled inside. This is to label wires so that the city knows which direction they are going. The cost of \$12,200 will include 2 crewmembers and one bucket truck for 1 week. Funds are available through McLeod Power, in the amount of \$190,000.

Motion made by Councilor Meyer to approve the recommendation to hire McLeod Coop for mapping and identification at a cost not to exceed \$12,200, which will include 2 crewmembers and one bucket truck for 1 week, seconded by Councilor Litfin. All voting ayes. Motion declared passed.

19. RECOMMENDATION FROM THE ELECTRICAL AD HOC COMMITTEE TO PURCHASE 4-25 KVA TRANSFORMERS AT APPROXIMATELY \$5000 PER TRANSFORMER

Lee Ortloff, member of the Electrical Ad Hoc Committee explained that the recommendation is to purchase 4-25 KVA Transformers at \$5,000 each. Currently, the city does not have any backup transformers.

Motion made by Councilor Thomes to approve the purchase of 4-25 KVA Transformers at \$5,000.00 each, seconded by Councilor Ling. All voting ayes. Motion declared passed.

20. RECOMMENDATION FROM THE ELECTRICAL AD HOC COMMITTEE TO APPROVE MOVING FORWARD WITH THE INSTALLATION OF A FEEDER LINE EXTENSION

Lee Ortloff, member of the Electrical Ad Hoc Committee explained that the recommendation to move forward with the installation of a Feeder Line Extension to include boring under the railroad tracks at the ballpark not to exceed \$70,000.00.

Motion made by Councilor Meyer to move forward with the installation of a Feeder Line extension to not to exceed \$70,000, seconded by Councilor Matz. All voting ayes. Motion declared passed.

Lee Ortloff reported that the East Substation had some old transformers that will be recycled and the money would go back to the city.

MISCELLANEOUS BUSINESS

21. DISCUSSION OF TERMINATION OF CONTRACT WITH AMY NEWSON

Councilor Thomes stated that he had requested this item be placed on the agenda. Also, requested that staff review her contract regarding schooling, relocation fees owed to the city.

City Attorney Janssen stated that he had reviewed these costs and that nothing was paid out and recommended to waive the 30 days and terminate the contract immediately per Ms. Newson's email.

Motion made by Council Thomas to terminate the contract waive the 30 days with Amy Newson as EDA Director effective immediately. Also, that all documents, city keys and/or other city property be returned to City Hall. Motion seconded by Councilor Meyer. All voting ayes. Motion declared passed.

COUNCIL UPDATES

Councilor Ling reported that the EDA did a walk through at the Siwek Villas.

Mayor Scharpe reminded the City Council of the interview process for the City Administrator position on March 6th and 7th, 2023. Mike Humpal will bring packets for the City Council by February 27th or 28th.

ADJOURNMENT

Motion to adjourn was made by Councilor Meyer, seconded by Councilor Thomes. All voting ayes. Meeting was adjourned at 7:36 p.m. Motion declared passed.

Mayor Matthew Scharpe

ATTEST: _____

Interim City Administrator Shirley Slater-Schulte



**ELECTRICAL AD HOC
MEETING MINUTES
February 9, 2023, AT 2 PM
COUNCIL CHAMBERS**

Members Present- Howard Brinkmann, Brandon Brinkmann, Lee Ortloff, Lisa Tesch, Gwen Scharpe, Emerson Brady (McLeod Coop), Stephanie Jakel (McLeod Coop)

Members Absent- Councilman John Thomas, Bryan Moe, Ron Meier (McLeod Coop)

1. East Substation Repair- We need pics to see what is going on out there. McLeod stated that the fence needs repairs along with gates and latches, rubber matting needs to be looked at cleanup on the Southeast side (scrap wire on a trailer). It was the consensus to do this work in the Spring. We will check to see if this is something that Kirby can do.
2. Feeder/Line Extension-Brady is to continue to get pricing. This would cost approximately \$78,000 for the project. This would be for the West side of Arlington. We could use the gear that we already have.
3. Old Substation De-commission-Brady stated that we cannot switch very easily if we needed to. We need to be looking at the new substation for the future. He will get some numbers and bring them back to the committee.
4. Mapping/Identification-We need to get wires ID'd that are going into and out of the cabinets. This would only be for the primary wires. We also need to look into IDing the cabinets themselves. We are to start with 2 crew members and a bucket truck for 1 week and the cost would be about \$12,200. This will need to be put on the agenda for the next Council meeting.
5. Transformer Purchases- There was a recommendation from McLeod to purchase 4-25 KVA transformers. The City currently does not have any backups and the last one

that was used was bigger than needed, making it inefficient to use. The cost would be about \$5000 each. Could use 4 but would like 5. This will need Council approval.

6. Pole Attachment Survey- This was approved by the Council at the Feb. 6th, 2023 meeting. Currently McLeod charges \$1/month per pole for their pole attachments.
7. Sectionalizing Study-Star Engineering is who McLeod Coop currently uses for their consultant. Need a full current study.
8. Cost-of-Service Study-Scharpe called other communities to get their opinions on Dave Berg Consulting LLC. The committee has decided to recommend to the City Council the proposal from Dave Berg Consulting LLC for \$8,000 plus applicable expenses. This is an expense that does not come out of the City's budget with McLeod Coop.
9. Franchise- It was discussed that a recommendation to have an ordinance be drawn up for a franchise agreement with Frontier Communications. The committee is to wait until the pole attachment count is completed.
10. Tree Trimming-Consensus is to let Public Works do as much as they can and call McLeod in when too close to lines.
11. Adjourn-Adjourned at 3:35pm
12. Next Meeting Thursday, March 2, 2023, at the Arlington Event Center

To Fire Chief Doug Mackenthun

Due to issues that I am currently dealing with I am retiring from the Arlington Fire Department effective February 22 2023.

Thanks to all for the friendship and experiences.

A handwritten signature in black ink that reads "Tom Pomplun". The signature is written in a cursive style with a long horizontal flourish at the end.

Tom Pomplun

Arlington Library Copy Machine

Copy machine at library was installed 1/13/2009. Parts are obsolete and it does not have all the capabilities that the library needs. Loffler has proposed selling the library a new machine. This new machine would fax, copy, scan and print in both black and white and color. Loffler would cover all maintenance and supply costs with the exception of paper. I propose we purchase the machine outright for \$2,420.36. Loffler will dispose of the existing machine.

Loffler's bid:

Current Units and Library Upgrade Recommendation

| Customer | Model | Install Date | Equipment Number | Status | Lease/ Owned | Black Avg | Color Avg | Toner Inclusive | |
|-------------------------------------|---------------|--------------|------------------|----------|-----------------|-------------------|-------------------|-------------------|------|
| | | | | | | Monthly Volume 12 | Monthly Volume 12 | Service per Image | |
| | | | | | | Month | Month | Black/Color | |
| Arlington, City of - Public Library | TOSHIBA E203L | 1/13/2009 | 451666 | Obsolete | Owned | 495 | 0 | \$ 0.0425 | \$ - |

| New Option-Library | Pages Per Minute | Purchase | 60 Month FMV Lease | Toner Inclusive Service per Image | |
|---------------------------------------|------------------|--------------------|--------------------|-----------------------------------|----------|
| | | | | Black/Color | |
| Canon DX C257iF | 26 Blk &Clr | \$ 2,575.68 | \$ 50.74 | \$ 0.0073 | \$ 0.049 |
| 2 x 550 Sheet Drawer | Addtl Discount | -155.32 | | | |
| Single Pass/Dual Scan Document Feeder | | \$ 2,420.36 | \$ 47.68 | | |
| ESP Power Surge | | | | | |
| Copy/Print/Scan/Fax | | | | | |
| Maximum Paper Size of 8.5" x 14" | | | | | |
| Cabinet | | | | | |

LOFFLER *Helping You Succeed*

City of Arlington—Library
Monthly Report
January 2023

- Jan 26: Arn Kind did his World War 1 presentation at the library. This was paid for with grant dollars. 14 people attended.
- Lots of training for both myself and staff to get ready for new library software. This software will go live on March 2 and will lessen our fee to TDS. This is a nine-county system wide update. The last one was done in February of 2015.
- Three classes from St. Paul's come for story time every other week. They love counting semis on the walk over.
- January was the first full month as a city department. The county agreed to give the city its portion of the library funds quarterly. They sent the first quarter payment at the beginning of January in the amount of \$19,374.25.
- Sibley County also closed out the Sibley County Library Board Fund. Under this fund there were six different budgets; one for each of the five libraries in the county and a separate non-departmental fund for the board itself including reserves. Anything left over in the city budgets was given back plus 20% of the non-departmental fund. Arlington received \$33,573.92
- TDS director's meeting on Jan 12th. Usual business mostly talking about migration to the new software. TDS will be paying for Mango Languages. Available at all libraries with the ability to learn 75 different languages.

January Stats:

Circulation: 1188 (1106 in 2022)

People in the Door: 1124 (unknown for 2022)

From: Kirby Weckworth
Sent: Thursday, February 16, 2023 1:00 PM
To: City of Arlington - General
Subject: council approval

Shirley, this is the retrofit lighting quote for the interior at the comm ctr. We set aside CIP money for this. I would like it to be included in the March 6th meeting as I will be doing my update then anyways, and the spending limit approval thing.

Approval specifications entail---Total Project Investment \$19,500.00 Estimated Utility Rebate \$1,994.00
Total Net Project Investment \$17,506.00

Thank you

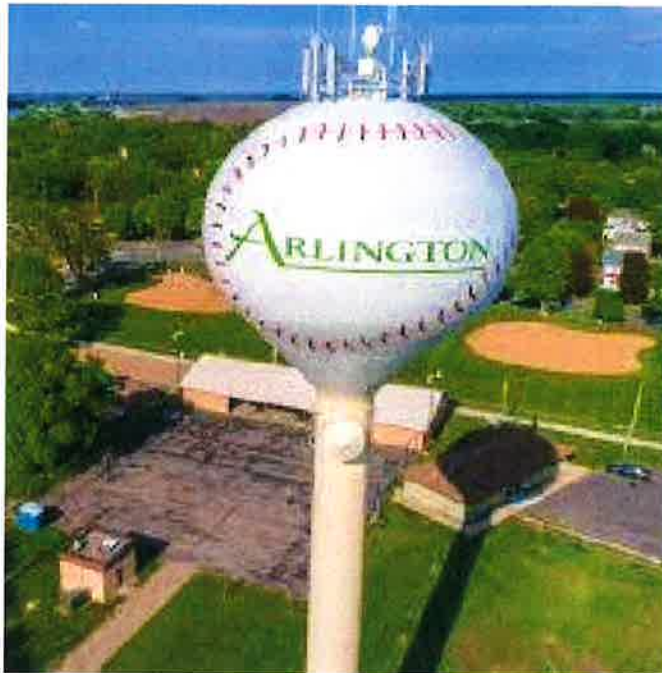
Make it a great day

Kirby

City of Arlington

Community Center - Type B LED Update 2023

February 07, 2023



Prepared By:

Adam Wacholz

Lighting Consultant

(651) 279-0325

awacholz@retrofitcompanies.com

Executive Summary

Since 1992, The Retrofit Companies, Inc. has offered thousands of clients a premium solution to help them meet their energy-saving goals. Through our collaborative approach, sophisticated design capabilities, and thorough project management, we implement high-performance solutions that deliver quality results.

We are pleased to offer you a customized turn-key solution that includes: project material, labor, equipment, and utility rebates. We've included estimates for your current and proposed energy usage, as well as savings for the areas this project addresses. Additionally, you will find payback and R.O.I. information. Please keep in mind that the electrical rate and hours of operation will affect the accuracy of these figures.

After reviewing this proposal, please sign and send back to get your lighting upgrade started. We look forward to working with you!

Adam Wacholz
Lighting Consultant
(651) 279-0325
awacholz@retrofitcompanies.com

City of Arlington

Community Center - Type B LED Update 2023

Customized Energy-Efficient Lighting Solution Summary

TRC will supply materials and the installation for conversion of your existing lighting systems. All equipment meets necessary requirements to qualify for the lighting rebates. Disposal costs are included in proposal price.

ENERGY SAVINGS

| | |
|--|-------------------|
| Current Annual lighting cost | \$2,953.00 |
| Current KW | 16.051 |
| Current KWH | 29,529 |
| Proposed Annual lighting cost | \$1,047.00 |
| Proposed KW | 5.839 |
| Proposed KWH | 10,471 |
| KW Saved | 10.213 |
| KWH Saved | 19,058 |
| Annual Energy Cost Savings | \$1,905.77 |
| • MONTHLY | \$158.81 |
| • DAILY (cost per business day of not doing retrofit) | \$7.94 |

| | |
|---|--------------------|
| Total Project Investment | \$19,500.00 |
| Estimated Utility Rebate | \$1,994.00 |
| Total Net Project Investment | \$17,506.00 |
| Project Simple Payback (based on energy-excluding Maintenance savings) in years | 9.19 |
| Return on Investment Excluding Maintenance Savings | 10.89% |

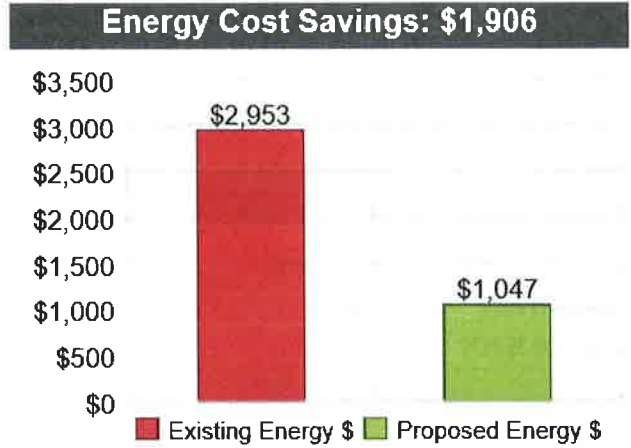
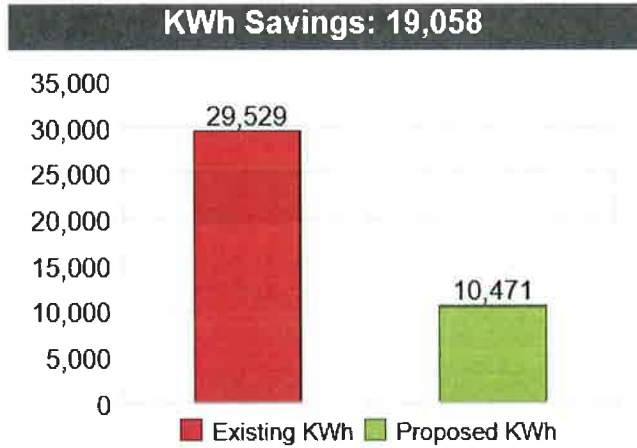
ENVIRONMENTAL IMPACT* (ANNUALLY)

| | |
|--|----------------|
| Total greenhouse gas reduction (Metric Tons of CO ₂) | 14.2 |
| Passenger cars not driven for one year | 3.0 |
| Gallons of gasoline | 1,595.5 |
| Acres of forest preserved from deforestation | 13.38 |
| Tons of waste recycled instead of landfilled | 18.18 |

*SOURCE: <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

Energy Savings Summary

The following graphs and tables show the annual energy savings expected with the proposed design, based on annual usage hours and a utility rate of \$0.1000 per kWh.



Area Detail

| Community Center | | | | |
|--------------------------------------|--------------------|----------------------------|-----------------------|---------------------|
| Area | Energy Reduction % | Avg. Burn Hour Reduction % | Annual Energy Savings | Annual HVAC Savings |
| Interior | 65% | 2% | \$1,906 | \$0 |
| Total Number of Fixtures: 222 | | | | |

| PREPARED FOR: | | QUOTED BY: | |
|---------------|---|---|--|
| ACCOUNT | City of Arlington | TRC REP | Adam Wacholz |
| ADDRESS | 204 Shamrock Drive Arlington, MN 55307 | EMAIL | awacholz@retrofitcompanies.com |
| ATTN | Kirby Weckworth 507-964-2378 kweckworth@arlingtonmn.com | PHONE | (651) 279-0325 |
| DATE | 02/07/2023 | The Retrofit Companies, Inc. dba Retrofit Lighting and Design 1010 Hoffman Drive Suite A Owatonna, MN 55060 RETROFITCOMPANIES.COM | |

Community Center - Type B LED Update 2023

| QTY | DESCRIPTION | UNIT PRICE | TOTAL |
|--|---|------------|-------------|
| 222 | Implement Customized Energy-Efficient Lighting Solutions utilizing the Cooperative Purchasing Connection (CPC) Contract: #20.6 - RLD - Lighting Audit and Solutions | | \$19,500.00 |
| | Rebate payable to: Estimated City of Arlington (MMPA) Rebate* City of Arlington | | \$1,994.00 |
| * For all instances of PCB containing ballasts, generator must obtain EPA ID number and complete profile/manifest paperwork to ensure proper off-site disposal upon completion of the project. ** Visa & MasterCard are accepted and will be charged 3% for processing | | | |

This proposal is valid for 30 days*
*Pricing is subject to change

Signature _____
Title _____
Date _____

| | |
|---------------------|--------------------|
| Subtotal | \$19,500.00 |
| Shipping & Handling | Included |
| Taxes | Not Included |
| TOTAL | \$19,500.00 |

1.5% FINANCE CHARGE APPLIED TO ALL PAST DUE ACCOUNTS

Proposal Acknowledgement:

Your signature above, or PO for this proposal, indicates you have read and agree to the Terms and Conditions and Warranty information provided in the proposal.

Any changes in the above specifications shall be made in writing, and as evidence of agreement, shall be signed by both parties. TRC shall not be held responsible or liable for any loss, damage or delay due to causes beyond his control. If the purchaser disposes of the property by sale or otherwise before this contract has been fulfilled, the full unpaid amount of the contract shall become due and payable at once.

PROPOSAL NOTES

1. Solutions are specified in 4000K CCT
2. does not include any under cabinet lighting
3. Solutions are lamp based retrofitted with type B lamps

Terms and Conditions

Payment Terms: A down payment of 50% of the gross project value is due prior to project materials being ordered. The remaining balance is due upon project completion.

Incentives: The rebate figure provided is merely an estimate. Utilities reserve the right to adjust their rebate programs at any time, thus The Retrofit Companies, Inc. (TRC) will not be liable for unforeseen adjustments to rebate programs and amounts.

Schedule Contingencies: Conditions or events beyond the control of TRC may jeopardize the proposed performance schedules. TRC shall not be responsible for delays in delivery beyond TRC's control. Examples of conditions or events beyond TRC's control include inability to access client's facility, extreme weather conditions, or force majeure.

Cancellation: Customer may choose to cancel prior to material shipment without additional restocking charge(s). Material orders that have been manufactured and/or shipped cannot be canceled and returned. All order cancellations must be in writing. All costs for warehousing and freight on orders canceled after shipment and/or refused at destination will be charged to the customer.

Maintenance of Material: Customer acknowledges and agrees that customer shall operate and maintain the material in accordance with the manufacturer's recommendations.

Publicity of Customer Participation: The customer grants TRC the right to use and reference, for promotional purposes, the customer's partnership with TRC.

Indemnification and Limitation of Company's Liability: Customer shall indemnify, defend and hold harmless TRC, its affiliates and their respective contractors, officers, directors, employees, agents, representatives from and against any and all claims, damages, losses and expenses, including reasonable attorneys' fees and costs incurred to enforce this indemnity, arising out of, resulting from, or related to the project or the performance of any services or other work in connection with the project's ("Damages"), caused or alleged to be caused in whole or in part by any actual or alleged act or omission of the customer, any subcontractor, agent, or third party, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. To the fullest extent allowed by law, TRC's aggregate liability, regardless of the number of claims, shall be limited to paying approved incentives in accordance with these Terms and Conditions. TRC and its affiliates and their respective contractors, officers, directors, employees, agents, representatives shall not be liable to the customer or any other party for any other obligation. To the fullest extent allowed by law and as part of the consideration for participation in the project, the customer waives and releases TRC and its affiliates from all obligation, and for any liability or claim associated with the material, the performance of the material, or these Terms and Conditions.

Contractor Selection: Customer acknowledges that TRC reserves the right to select a vendor or contractor to install the materials and equipment at the customer's facility.

Removal of Equipment: The customer agrees to allow TRC to properly remove and dispose of, or recycle, the equipment, lamps and components in accordance with all applicable laws, and regulations and codes. The customer agrees not to re-install any of removed equipment. Customer may be responsible for securing an EPA ID #, if they don't currently have one, in the instance of PCB ballast being found on-site.

Energy Benefits: Other than the energy cost savings projected to the customer, TRC is not held liable for unforeseen factors that could alter the projected savings outlined in this proposal.

ASHRAE or IECC Energy Codes: Unless explicitly stated otherwise on the quote page, all lighting projects developed by TRC do not comply with the ASHRAE or IECC energy codes. Adjustments to project pricing resulting from adhering to these codes, should the project be flagged during the electrical permitting process, are the sole responsibility of the customer.

PLEASE TAKE NOTICE:

(A) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS

(B) UNDER MINNESOTA LAW YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

(C) IF AT ANY TIME DURING INSTALLATION OR INSPECTION IT IS FOUND THAT THE FACILITY'S EXISTING ELECTRICAL DOES NOT MEET CURRENT CODE, THE RETROFIT COMPANIES, INC. IS NOT RESPONSIBLE FOR THE WORK REQUIRED TO BRING ELECTRICAL UP TO CODE. THE RETROFIT COMPANIES, INC. REQUIRES FULL PAYMENT FOR THE ENTIRE CONTRACT. BUILDING OWNER IS RESPONSIBLE FOR MAKING ALL ARRANGEMENTS REQUIRED TO BRING ELECTRICAL UP TO CODE.

Warranty

The Retrofit Companies, Inc. (TRC) warrants that its labor for all Turn-Key Retrofit projects is consistent with applicable industry standards. If you believe that TRC's labor did not comply with this warranty, then for a period of 30 days, TRC will have its laborers work with you to cure any alleged deficiencies in the labor performed pursuant to the parties' agreement. This limited warranty period starts upon substantial completion.

TRC's limited warranty is strictly limited, and only applies, to TRC's labor provided on the project. You understand that TRC's warranty does not cover, and TRC does not have any responsibility for, the design, manufacture, operation, maintenance, or performance of the products and equipment used in your project. The applicable manufacturers' warranties are owned by you, and you may pursue any warranty-related claims for the products with the manufacturers. Your TRC representative can, and will, help coordinate your warranty claims with the manufacturer as needed.

WHAT IS NOT INCLUDED IN THE WARRANTY

Labor and Equipment

TRC will leave your facility with lights and equipment in full working order. If products should fail, TRC will assist you in making a warranty claim to the manufacturer, free of charge. At your option, TRC will offer repair at our hourly rate, or offer to ship product to you for your own installation. If lifts or other specialty equipment is required to access the defective product, those fees will also be charged at the time of service.

Shipping and Delivery

TRC will invoice for shipping fees associated with return & delivery of replacement products.

LIMITATION OF DAMAGES

Regardless of the type of claim or damages, you agree that TRC's aggregate liability for all claims will not exceed the fee paid for our labor services or \$25,000, whichever is greater. If you are unwilling to accept this allocation of risk, we will increase our aggregate liability to \$50,000 provided that, within 10 days of the date of our Agreement, you provide payment in an amount that will increase our fees by 10%, but not less than \$500, to compensate us for the greater risk undertaken. This increased fee is not the purchase of insurance.

WARRANTY LIMITATIONS

THIS LIMITED WARRANTY CONSTITUTES THE SOLE WARRANTY MADE BY TRC, AND REPLACES ALL OTHER ORAL OR WRITTEN WARRANTIES, LIABILITIES OR OBLIGATIONS OF TRC. THE OBLIGATIONS CONTAINED IN THIS LIMITED WARRANTY CONSTITUTE THE EXCLUSIVE REMEDY AND ARE EXPRESSLY PROVIDED IN LIEU OF, AND REPLACE, ANY AND ALL OTHER OBLIGATIONS, GUARANTEES, AND WARRANTIES. THIS LIMITED WARRANTY IS NON-TRANSFERABLE AND THERE ARE NO OTHER WARRANTIES EXPRESSED OR IMPLIED WHICH EXTEND BEYOND THE FACE HEREOF, HEREIN, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE EXPRESSLY DISCLAIMED. TRC'S OBLIGATIONS, RESPONSIBILITIES AND/OR LIABILITY SHALL BE LIMITED AS STATED ABOVE.

IN NO EVENT SHALL TRC BE LIABLE FOR ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES INCLUDING ECONOMIC LOSS AND DAMAGE TO ANY PERSONS OR PROPERTY.



1130 73rd Avenue NE
 Fridley, MN 55432
 (763) 571-1902
 1-800-795-1902
 Fax # (763) 571-5091

Highway 60 East
 Lake Crystal, MN 56055
 (507) 726-6041
 1-800-722-0588
 Fax # (507) 726-2984

www.crysteeltruck.com

AN EQUAL OPPORTUNITY EMPLOYER

Date: 3/1/2023
 Company: City of Arlington
 Contact: Kirby Weckworth
 Phone#: (O)507-964-2378 (C)507-380-6546
 Email: kweckworth@arlingtonmn.com

Reference:
 Address: 204 Shamrock Dr
 PO BOX 466
 City: Arlington
 State: MN 55307

| | |
|-------------|----------------------------|
| Dealer | Chassis Estimated Delivery |
| Truck Make | CA or CT |
| Model Year | Transmission |
| Truck Model | Cab Color |

REFERENCE: COOPERATIVE PURCHASE OF EQUIPMENT FROM STATE OF MINNESOTA
 CONTRACT NO: 208944
 RELEASE NO: T-632(5)
 CONTRACT PERIOD: MARCH 21, 2022, THROUGH MARCH 31, 2023
 EXTENSION OPTION: Up to 48 months
 1-UNIT
 STATE COOPERATIVE PRICING

| <u>QTY</u> | | <u>Price Each</u> | <u>Extended</u> |
|----------------------------|---|-------------------|-----------------|
| 3.0 Pro Tech Pusher | | | |
| | Protech Fusion Edge Sno Pusher (Loader) | | |
| 1 | 3.24 SG12L | \$8,908.00 | \$8,908.00 |
| 1 | 3.63 Fusion JRB 416 Coupler (Loader) RP2867 | \$1,200.00 | \$1,200.00 |

Total Package Price \$10,108.00

PRICES SHOWN DO NOT INCLUDE ANY APPLICABLE TAXES OR FEES

Cost Per Loaded Mile for Delivery: \$4.00

Starting Point: Lake Crystal, MN

*A WRITTEN PURCHASE ORDER MUST BE RETURNED SPECIFYING PURCHASE OF THIS EQUIPMENT OFF THE STATE OF MINNESOTA COOPERATIVE PURCHASE CONTRACT
 **NO EXHAUST WORK INCLUDED FOR TRUCKS WITH NEW EMISSION CONTROL EXHAUST SYSTEMS EXHAUST SYSTEMS CANNOT BE MODIFIED
 ***ALL LABOR COSTS ARE BASED ON INSTALLING EQUIPMENT ON A TRUCK CHASSIS WITH ALL TRUCK ITEMS OUT OF THE WAY FOR EQUIPMENT INSTALLATION. IF CRYSTEEL HAS TO MOVE FUEL TANKS, AIR TANKS, AIR DRYER, ETC. EXTRA CHARGES MAY APPLY

| | |
|-------------------|--|
| Vendor Name: | Crysteel Truck Equipment-Lake Crystal |
| Contact Person: | Josh Miller |
| Street Address: | 52248 Ember Rd |
| City, State, Zip: | Lake Crystal, MN 56055 |
| Phone #: | (507) 726-6041 |
| Toll Free #: | (800) 722-0588 |
| Fax #: | (507) 726-2984 |
| Email Address: | jmiller@crysteeltruck.com |

Arlington Area Chamber of Commerce



Annual Awards Banquet

Join us for a night of celebration!

Special presentation - Friend of the Chamber Award
to the Family of Julianne Shaw

Tuesday, March 21st at the Arlington Haus

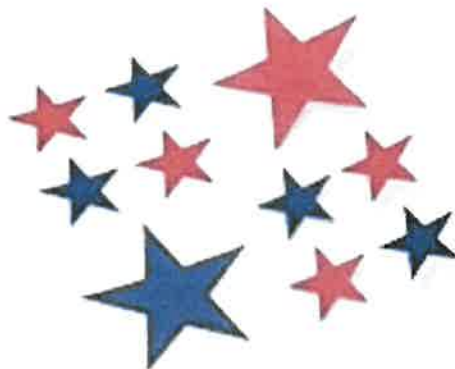
5:30 pm to 6:30 pm Cash Bar

6:30 pm – Serving Salad, Lasagna and Dessert

Cost \$15.00 per person

RSVP to Jayne Melsha by March 17th at

info@arlingtonmnchamber.org or 507-351-5036





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

RESOLUTION 12-2023

A RESOLUTION ACCEPTING A DONATION AND DESIGNATING ITS USE

WHEREAS, Minnesota State Statutes 465.03 states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

WHEREAS, the City may not, however, accept or use gifts for religious or sectarian purposes; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members; and

WHEREAS, the City of Arlington has received a donation of a \$100.00 from Vivian Meyer to be used for the Arlington Ambulance Fund; and

WHEREAS, charitable contributions to governmental units are tax-deductible under Section 170(c)(1) of the Internal Revenue Code if made for public purpose, and

WHEREAS, the Arlington City Council would like to express its thankfulness for this gracious community support, and

NOW THEREFORE BE IT RESOLVED, pursuant to Minnesota State Statute 465.03 the Arlington City Council does hereby accept the aforementioned donation.

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 from voting: ____; and the following were absent: ____.

The foregoing resolution was adopted by the City Council of the City of Arlington this 6th day of March 2023.

Signed: _____
Mayor Matthew Scharpe

Attest: _____
Interim City Administrator Shirley Slater-Schulte

Whereupon the resolution was declared duly passed and adopted and was signed by the Mayor whose signature was attested by the City Administrator.



**BOLTON
& MENK**

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1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

VIA EMAIL

March 3, 2023

Shirley Slater-Schulte, Interim City Administrator
City of Arlington
204 Shamrock Drive
Arlington, MN 55307

RE: Pay Request No. 11
Water Treatment Facility Rehabilitation
Arlington, Minnesota
Project No.: 0M2.124705

Dear Ms. Slater-Schulte,

Enclosed is a copy of Pay Request No. 11 from Gridor Constr., Inc. for \$75,538.90. I have reviewed this request and recommend payment to the Contractor. The work reflected on this request represents 74.4 percent of the work to be completed under this contract. Please process this request for payment.

If you have any questions, please do not hesitate to contact me.

Sincerely,

BOLTON & MENK, INC.

Jake R. Pichelmann, P.E.
Principal Environmental Engineer

Enclosure

cc: File

APPLICATION AND CERTIFICATE FOR PAYMENT

| | | | | | |
|-------------|--|-----------|---|----------------------------|----------|
| TO OWNER: | City of Arlington, MN 101 Henderson RD Arlington, MN 55307 | PROJECT: | Water Treatment Plant Renovation | APPLICATION NO: | 11 |
| | | | | PERIOD TO: | 02/25/23 |
| | | | | PROJECT NO: | 2021-05 |
| CONTRACTOR: | Ordor Constr., Inc 3990 27th Street SE Buffalo, MN 55313 | ENGINEER: | Bolton & Menk, Inc. 12224 Nicolet Avenue Burnsville, MN 55337 | SUBSTANTIAL CONTRACT DATE: | |
| | | | | FINAL CONTRACT DATE: | |
| CONTACT: | Nate Voogele | CONTACT: | Jake Pichermann | | |

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract

| | | |
|---|--------------|----------------|
| 1. ORIGINAL CONTRACT SUM | | \$1,831,900.00 |
| 2. Net change by Change Orders | | \$0.00 |
| 3. CONTRACT SUM TO DATE (Line 1 + Line 2) | | \$1,831,900.00 |
| 4. TOTAL COMPLETED & STORED TO DATE | | \$1,214,579.82 |
| 5. RETAINAGE: | | |
| A. 5% of Completed to Date | \$733,038.82 | |
| B. 5% of Stored Materials | \$481,543.00 | |
| Total Retainage | \$60,728.99 | |
| 6. TOTAL EARNED LESS RETAINAGE | | \$1,153,850.83 |
| (Line 4 less Line 5 Total) | | |
| 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT | | \$1,078,311.93 |
| (Line 6 from prior payment) | | |
| 8. CURRENT PAYMENT DUE | | \$75,538.90 |
| 9. BALANCE TO FINISH, INCLUDING RETAINAGE | | \$478,040.17 |
| (Line 3 less Line 6) | | |

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due


CONTRACTOR
By: 
State of Minnesota
Subscribed and sworn to before me this _____ day of _____, 20__

Notary Public: _____ Commission Expiration _____

| <u>CHANGE ORDER SUMMARY</u> | <u>ADDITIONS</u> | <u>DEDUCTIONS</u> |
|--|------------------|-------------------|
| Total changes approved in previous months by Owner COs | | |
| Total approved this month: | | |
| TOTALS: | \$0.00 | \$0.00 |
| NET CHANGES by Change Order: | \$0.00 | \$0.00 |

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED
ENGINEER: Bolton & Menk, Inc.
By:  \$75,538.90

OWNER'S ACCEPTANCE/ APPROVAL

OWNER: Arlington, MN
By: _____ Date: _____

| Item No. | B Description of Work | C Scheduled Value | D Work Completed | | E | F Material Presently Stored (Not in D or E) | G Total Completed and Stored To Date (D+E+F) | H Percent Completed (G/C) | I Balance To Finish (C-G) | |
|---------------------|-----------------------------------|----------------------|---------------------------|-------------|----------------|--|---|------------------------------|------------------------------|--------|
| | | | From Previous Application | This Period | | | | | | |
| | | | | Percent | | | | | | Amount |
| Division 1 | | | | | | | | | | |
| 1000 000 | Mobilization Insurance & Bonds | \$13,000 | \$13,000 | | | | \$13,000 | 100.0% | \$0 | |
| 1010 000 | Allowances | \$210,000 | \$29,585 | | \$7,000 | \$100,400 | \$136,995 | 65.2% | \$73,005 | |
| Subtotal for | Division 1 | \$223,000 | \$42,585 | | \$7,000 | \$100,400 | \$149,995 | 67.3% | \$73,005 | |
| | | | \$42,595 | | | check | \$149,995 | | | |
| Division 2 | | | | | | | | | | |
| 2060 000 | Demolition of Existing Facilities | \$55,000 | \$49,500 | | | | \$49,500 | 90.0% | \$5,500 | |
| 2920 000 | Turf Restoration | \$3,000 | | | | | \$0 | 0.0% | \$3,000 | |
| 2080 000 | Bypassing | \$4,900 | \$3,675 | | | | \$3,675 | 75.0% | \$1,225 | |
| 2090 000 | Disinfection | \$6,000 | \$3,300 | | | | \$3,300 | 55.0% | \$2,700 | |
| Subtotal for | Division 2 | \$68,900 | \$56,475.00 | | \$0 | \$0 | \$56,475 | 81.97% | \$12,425 | |
| | | | check | \$56,475 | | Check | \$56,475 | | | |
| Division 3 | | | | | | | | | | |
| 3300 000 | CIP Concrete | \$5,000 | \$5,000 | | | | \$5,000 | 100.0% | \$0 | |
| Subtotal for | Division 3 | \$5,000 | \$5,000.00 | | \$0 | \$0 | \$5,000 | 100.00% | \$0 | |
| | | | check | \$5,000 | | Check | \$5,000 | | | |
| Division 4 | | | | | | | | | | |
| 4810 000 | Masonry Restoration | \$70,000 | \$70,000 | | | | \$70,000 | 100.0% | \$0 | |
| Subtotal for | Division 4 | \$70,000 | \$70,000.00 | | \$0 | \$0 | \$70,000 | 100.00% | \$0 | |
| | | | check | \$70,000 | | Check | \$70,000 | | | |
| Division 5 | | | | | | | | | | |
| 5520 000 | Handrails and Railings | \$10,000 | | | | \$7,107 | \$7,107 | 71.1% | \$2,893 | |
| 5521 000 | Halches | \$2,000 | \$2,000 | | | | \$2,000 | 100.0% | \$0 | |
| Subtotal for | Division 5 | \$12,000 | \$2,000.00 | | \$0 | \$7,107 | \$9,107 | 75.89% | \$2,893 | |
| | | | check | \$2,000 | | Check | \$9,107 | | | |
| Division 6 | | | | | | | | | | |
| 6100 000 | Rough Carpentry | \$2,000 | \$2,000 | | | | \$2,000 | 100.0% | \$0 | |
| 6200 000 | Finish Carpentry | \$2,000 | | 50.00% | \$1,000 | | \$1,000 | 50.0% | \$1,000 | |

| Item No. | B Description of Work | C Scheduled Value | D | | E | | F Material Presently Stored (Not in D or E) | G Total Completed and Stored To Date (D+E+F) | H Percent Completed (G/C) | I Balance To Finish (C-G) |
|---------------------|---|----------------------|---------------------------|----------------------------|----------------|-----------------|--|---|------------------------------|------------------------------|
| | | | From Previous Application | Work Completed This Period | | | | | | |
| | | | | Percent | Amount | | | | | |
| Subtotal for | Division 6 | \$4,000 | \$2,000.00 | | \$1,000 | \$0 | \$3,000 | 75.00% | \$1,000 | |
| | | check | \$2,000 | | | Check | \$3,000 | | | |
| Division 7 | | | | | | | | | | |
| 7900 000 | Caulking & Sealants | \$5,000 | \$3,750 | 25.00% | \$1,250 | | \$5,000 | 100.0% | \$0 | |
| 7901 000 | Sheet Metal | \$7,000 | | | | | \$0 | 0.0% | \$7,000 | |
| Subtotal for | Division 7 | \$12,000 | \$3,750.00 | | \$1,250 | \$0 | \$5,000 | 41.67% | \$7,000 | |
| | | check | \$3,750 | | | Check | \$5,000 | | | |
| Division 8 | | | | | | | | | | |
| 8110 000 | Doors and Frames | \$38,000 | \$7,030 | | | \$29,701 | \$36,731 | 96.7% | \$1,269 | |
| 8220 000 | FRP Doors and Frames | \$6,000 | \$1,500 | | | \$4,000 | \$5,500 | 91.7% | \$500 | |
| 8360 000 | Windows | \$10,000 | | | | | \$0 | 0.0% | \$10,000 | |
| 8900 000 | Insulated Translucent Panel System | \$10,000 | | | | \$6,296 | \$6,296 | 63.0% | \$3,704 | |
| Subtotal for | Division 8 | \$64,000 | \$8,530.00 | | \$0 | \$39,997 | \$48,527 | 75.82% | \$15,473 | |
| | | check | \$8,530 | | | Check | \$48,527 | | | |
| Division 9 | | | | | | | | | | |
| 9900 000 | Water Treatment Facility Painting | \$130,000 | \$120,900 | | | | \$120,900 | 93.0% | \$9,100 | |
| Subtotal for | Division 9 | \$130,000 | \$120,900.00 | | \$0 | \$0 | \$120,900 | 93.00% | \$9,100 | |
| | | check | \$120,900 | | | Check | \$120,900 | | | |
| Division 10 | | | | | | | | | | |
| 10000 000 | Dock Bumpers | \$1,000 | | | | | \$0 | 0.0% | \$1,000 | |
| 10110 000 | Marker Boards | \$1,000 | | | | | \$0 | 0.0% | \$1,000 | |
| 10400 000 | Signage | \$1,000 | | | | | \$0 | 0.0% | \$1,000 | |
| Subtotal for | Division 10 | \$3,000 | \$0.00 | | \$0 | \$0 | \$0 | 0.00% | \$3,000 | |
| | | check | | | | Check | \$0 | | | |
| Division 11 | | | | | | | | | | |
| 11220 000 | Air Wash Blowers (Positive Displacement) | \$25,000 | | | | | \$0 | 0.0% | \$25,000 | |
| 11230 000 | Water Aeration Equipment | \$65,000 | \$35,000 | | | \$30,000 | \$65,000 | 100.0% | \$0 | |
| 11240 000 | Chemical Feed Systems - Sections 11240 to 11260 | \$10,000 | \$9,000 | 10.00% | \$1,000 | | \$10,000 | 100.0% | \$0 | |

| Item No. | B Description of Work | C Scheduled Value | D Work Completed | | E Amount | F Material Presently Stored (Not in D or E) | G Total Completed and Stored To Date (D+E+F) | H Percent Completed (G/C) | I Balance To Finish (C-G) | |
|---------------------|-------------------------------|----------------------|---------------------------|-------------|-----------------|--|---|------------------------------|------------------------------|--------|
| | | | From Previous Application | This Period | | | | | | |
| | | | | Percent | | | | | | Amount |
| 11311.000 | Submersible Centrifugal Pumps | \$50,000 | \$50,000 | | | | \$50,000 | 100.0% | \$0 | |
| Subtotal for | Division 11 | \$150,000 | \$94,000.00 | | \$1,000 | \$30,000 | \$125,000 | 83.33% | \$25,000 | |
| | | check | \$94,000 | | | | | | | |
| Division 13 | | | | | | | | | | |
| 13225.000 | Filter Renovation | \$150,000 | \$77,352 | | | \$72,648 | \$150,000 | 100.0% | \$0 | |
| Subtotal for | Division 13 | \$150,000 | \$77,352.00 | | \$0 | \$72,648 | \$150,000 | 100.00% | \$0 | |
| | | check | \$77,352 | | | Check | \$150,000 | | | |
| Division 14 | | | | | | | | | | |
| | | | | | | | \$0 | 0.0% | \$0 | |
| Subtotal for | Division 14 | \$0 | \$0.00 | | \$0 | \$0 | \$0 | 0.00% | \$0 | |
| | | check | | | | | | | | |
| Division 15 | | | | | | | | | | |
| 15060.000 | Process Pipe & Pipe Fittings | \$20,000 | \$13,400 | 25.00% | \$5,000 | | \$18,400 | 92.0% | \$1,600 | |
| 15060.001 | Misc. Process Pipe & Valves | \$40,000 | \$32,000 | 10.00% | \$4,000 | | \$36,000 | 90.0% | \$4,000 | |
| 15100.000 | Valves | \$220,000 | \$6,600 | | | \$208,406 | \$215,006 | 97.7% | \$4,994 | |
| | HVAC Subcontract | | | | | | \$0 | 0.0% | \$0 | |
| 15000.000 | General Provisions (HVAC) | \$15,000 | \$8,100 | | | | \$8,100 | 54.0% | \$6,900 | |
| 15540.000 | Unit Heaters | \$13,000 | \$6,500 | 50.00% | \$6,500 | | \$13,000 | 100.0% | \$0 | |
| 15721.000 | MAU | \$30,000 | | | | | \$0 | 0.0% | \$30,000 | |
| 15821.000 | Dehumidifiers | \$23,000 | | | | | \$0 | 0.0% | \$23,000 | |
| 15870.000 | Exhaust Fans | \$11,000 | | 50.00% | \$5,500 | | \$5,500 | 50.0% | \$5,500 | |
| 15910.000 | Ductwork/Accessories | \$123,000 | | 25.00% | \$30,750 | | \$30,750 | 25.0% | \$92,250 | |
| 15950.000 | Temp Controls | \$33,000 | | 50.00% | \$16,500 | | \$16,500 | 50.0% | \$16,500 | |
| 15990.000 | Test and Balance | \$2,000 | | | | | \$0 | 0.0% | \$2,000 | |
| 15480.000 | Compressor System | \$10,000 | | | \$1,015 | \$8,985 | \$10,000 | 100.0% | \$0 | |
| Subtotal for | Division 15 | \$540,000 | \$66,600.00 | | \$69,265 | \$217,391 | \$353,256 | 65.42% | \$186,744 | |
| | | check | \$66,600 | | | Check | \$353,256 | | | |
| Division 16 | | | | | | | | | | |
| 16050.000 | General Conditions | \$24,000 | \$19,920 | | | | \$19,920 | 83.0% | \$4,080 | |
| 16050.001 | Branch Power M&L | \$8,000 | \$6,800 | | | | \$6,800 | 85.0% | \$1,200 | |

| Item No. | B Description of Work | C Scheduled Value | D Work Completed | | E | F Material Presently Stored (Not in D or E) | G Total Completed and Stored To Date (D+E+F) | H Percent Completed (G/C) | I Balance To Finish (C-G) | |
|---------------------|-----------------------------------|----------------------|---------------------------|-------------|------------------------------------|--|---|------------------------------|------------------------------------|--------|
| | | | From Previous Application | This Period | | | | | | |
| | | | | Percent | | | | | | Amount |
| 16500.000 | Lighting and Electric Heaters | \$14,000 | | | | \$14,000 | \$14,000 | 100.0% | \$0 | |
| 16901.000 | Measuring and Control Instruments | \$60,000 | \$26,600 | | | | \$26,600 | 44.3% | \$33,400 | |
| 16950.000 | Supervisory Controls | \$94,000 | \$51,000 | | | | \$51,000 | 54.3% | \$43,000 | |
| Subtotal for | Division 16 | \$200,000 | \$104,320.00 | | \$0 | \$14,000 | \$118,320 | 59.16% | \$81,680 | |
| | | check | \$104,320 | | | Check | \$118,320 | | | |
| | Grand Total | \$1,631,900 | \$653,522 | | \$79,515 \$79,515 | \$481,543 | 1,214,580 | 74.43% | \$417,320 1631900 | |



Pay Req. No. 11
Period Ending: 2/25/2023

| Pay Item No. | Pay Application Work Item | Scheduled Value | Previous Stored To Date | New Storage This Month | Vendor/Description for New Storage | Total Stored to Date | Previous Installed to date | Installed this month | Total installed to date | Amount Remaining in Storage |
|---------------------|-----------------------------------|--------------------|-------------------------|------------------------|------------------------------------|----------------------|----------------------------|----------------------|-------------------------|-----------------------------|
| Grand Totals | | \$1,631,900 | | | | | | | | |
| 1000 000 | Mobilization Insurance & Bonds | \$13,000 | | | | | | | | |
| 1010 000 | Allowances | \$210,000 | \$100,400 | | Gravel | \$100,400 | | | | \$100,400 |
| Subtotal for | Division 1 | \$223,000 | \$100,400 | \$0 | | \$100,400 | \$0 | \$0 | \$0 | \$100,400 |
| Division 2 | | | | | | | | | | |
| 2050 000 | Demolition of Existing Facilities | \$55,000 | | | | | | | | |
| 2920 000 | Turf Restoration | \$3,000 | | | | | | | | |
| 2080 000 | Bypassing | \$4,900 | | | | | | | | |
| Subtotal for | Division 2 | \$68,900 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |
| Division 3 | | | | | | | | | | |
| 3300 000 | CIP Concrete | \$5,000 | | | | | | | | |
| Subtotal for | Division 3 | \$5,000 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |
| Division 4 | | | | | | | | | | |
| 4510 000 | Masonry Restoration | \$70,000 | | | | | | | | |
| Subtotal for | Division 4 | \$70,000 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |
| Division 5 | | | | | | | | | | |
| 5520 000 | Handrails and Railings | \$10,000 | \$7,107 | | | \$7,107 | | | | \$7,107 |
| 5521 000 | Hatches | \$2,000 | | | | | | | | |
| Subtotal for | Division 5 | \$12,000 | \$7,107 | \$0 | | \$7,107 | \$0 | \$0 | \$0 | \$7,107 |
| Division 6 | | | | | | | | | | |
| 6100 000 | Rough Carpentry | \$2,000 | | | | | | | | |
| 6200 000 | Finish Carpentry | \$2,000 | | | | | | | | |
| Subtotal for | Division 6 | \$4,000 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |
| Division 7 | | | | | | | | | | |
| 7900 000 | Caulking & Sealants | \$5,000 | | | | | | | | |
| 7901 000 | Sheet Metal | \$7,000 | | | | | | | | |
| Subtotal for | Division 7 | \$12,000 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |
| Division 8 | | | | | | | | | | |
| 8110 000 | Doors and Frames | \$58,000 | \$29,701 | | David Hardware | \$29,701 | | | | \$29,701 |
| 8220 000 | FRP Doors and Frames | \$6,000 | \$4,000 | | David Hardware | \$4,000 | | | | \$4,000 |
| 8350 000 | Windows | \$10,000 | | | | | | | | |



Pay Req. No. 11
Period Ending: 2/25/2023

| Pay Item No. | Pay Application Work Item | Scheduled Value | Previous Stored To Date | New Storage This Month | Vended/Description for New Storage | Total Stored to Date | Previous Installed to date | Installed this month | Total Installed to date | Amount Remaining in Storage |
|---------------------|------------------------------------|-----------------|-------------------------|------------------------|------------------------------------|----------------------|----------------------------|----------------------|-------------------------|-----------------------------|
| 8900 000 | Insulated Translucent Panel System | \$10,000 | \$5,286 | | | \$0,286 | | | | \$0,286 |
| Subtotal for | Division 8 | \$64,000 | \$39,997 | \$0 | | \$39,997 | \$0 | \$0 | \$0 | \$39,997 |

| Division 9 | | | | | | | | | | |
|---------------------|-----------------------------------|------------------|------------|------------|--|------------|------------|------------|------------|------------|
| 9900 000 | Water Treatment Facility Painting | \$130,000 | | | | | | | | |
| Subtotal for | Division 9 | \$130,000 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |

| Division 10 | | | | | | | | | | |
|---------------------|--------------------|----------------|------------|------------|--|------------|------------|------------|------------|------------|
| 10000 000 | Dock Bumpers | \$1,000 | | | | | | | | |
| 10110 000 | Marker Boards | \$1,000 | | | | | | | | |
| 10400 000 | Signage | \$1,000 | | | | | | | | |
| Subtotal for | Division 10 | \$3,000 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |

| Division 11 | | | | | | | | | | |
|---------------------|---|------------------|-----------------|------------|--|-----------------|------------|------------|------------|-----------------|
| 11220 000 | Air Wash Blowers (Positive Displacement) | \$25,000 | | | | | | | | |
| 11230 000 | Water Aeration Equipment | \$65,000 | \$30,000 | | | \$30,000 | | | | \$30,000 |
| 11240 000 | Chemical Feed Systems - Sections 11240 to 11260 | \$10,000 | | | | | | | | |
| 11314 000 | Submersible Centrifugal Pumps | \$50,000 | | | | | | | | |
| Subtotal for | Division 11 | \$150,000 | \$30,000 | \$0 | | \$30,000 | \$0 | \$0 | \$0 | \$30,000 |

| Division 13 | | | | | | | | | | |
|---------------------|--------------------|------------------|-----------------|------------|--|-----------------|------------|------------|------------|-----------------|
| 13225 000 | Filter Renovation | \$150,000 | \$72,648 | | | \$72,648 | | | | \$72,648 |
| Subtotal for | Division 13 | \$150,000 | \$72,648 | \$0 | | \$72,648 | \$0 | \$0 | \$0 | \$72,648 |

| Division 14 | | | | | | | | | | |
|---------------------|--------------------|------------|------------|------------|--|------------|------------|------------|------------|------------|
| Subtotal for | Division 14 | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |

| Division 15 | | | | | | | | | | |
|-------------|------------------------------|-----------|-----------|--|--|-----------|--|--|--|-----------|
| 15060 000 | Process Pipe & Pipe Fittings | \$20,000 | | | | | | | | |
| 15060 021 | Misc. Process Pipe & Valves | \$40,000 | | | | | | | | |
| 15100 000 | Valves | \$220,000 | \$208,406 | | | \$208,406 | | | | \$208,406 |
| | HVAC Subcontract | | | | | | | | | |
| 15000 000 | General Provisions (HVAC) | \$15,000 | | | | | | | | |
| 15540 000 | Unit Heaters | \$11,000 | | | | | | | | |
| 15721 000 | MAU | \$90,000 | | | | | | | | |
| 15821 000 | Dehumidifiers | \$23,000 | | | | | | | | |
| 15870 000 | Exhaust Fans | \$11,000 | | | | | | | | |
| 15910 000 | Ductwork Accessories | \$123,000 | | | | | | | | |
| 15930 000 | Temp Controls | \$31,000 | | | | | | | | |



Pay Req. No. 11
Period Ending: 2/25/2023

| Pay Item No. | Pay Application Work Item | Scheduled Value | Previous Stored To Date | New Storage This Month | Vendor/Description for New Storage | Total Stored to Date | Previous installed to date | Installed this month | Total installed to date | Amount Remaining in Storage |
|---------------------|---------------------------|------------------|-------------------------|------------------------|------------------------------------|----------------------|----------------------------|----------------------|-------------------------|-----------------------------|
| 15990 000 | Test and Balance | \$2,000 | | | | | | | | |
| 15480 000 | Compressor System | \$10,000 | \$8,985 | | | \$8,985 | | | | \$8,985 |
| Subtotal for | Division 15 | \$640,000 | \$217,391 | \$0 | | \$217,391 | \$0 | \$0 | \$0 | \$217,391 |

| Division 16 | | | | | | | | | | |
|---------------------|-----------------------------------|------------------|------------|------------|--|------------|------------|------------|------------|------------|
| 16090 000 | General Conditions | \$24,000 | | | | | | | | |
| 16090 001 | Branch Power M&L | \$8,000 | | | | | | | | |
| 16500 000 | Lighting and Electric Heaters | \$14,000 | \$14,000 | | | \$14,000 | | | | \$14,000 |
| 16901 000 | Measuring and Control Instruments | \$50,000 | | | | | | | | |
| 16950 000 | Supervisory Controls | \$94,000 | | | | | | | | |
| Subtotal for | Division 46 | \$200,000 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 |

Grand Totals **\$1,631,900** **\$467,543** **\$0** **\$467,543** **\$0** **\$0** **\$467,543**

CITY OF ARLINGTON

SIBLEY COUNTY, MINNESOTA

20

TO Philip D. Mangis

DR.

| | | | | |
|----------|----|---|--------|----|
| April 30 | 21 | U-Haul Rental | 338 | 00 |
| April 30 | 21 | Hampton Inn Beloit Fee | 118 | 61 |
| April 29 | 21 | Gas - APlus 7577 AMHerst OH | 33 | 41 |
| April 29 | 21 | Gas - APlus, West Unity OH | 29 | 01 |
| April 30 | 21 | Gas - J+R Express Mart, Wisconsin Dells, WI | 44 | 81 |
| April 30 | 21 | Gas - Kwik Trip, Baldwin WI | 45 | 00 |
| April 29 | 21 | Gas - 7-Eleven, Hinsdale, IL | 48 | 59 |
| | | | 657.43 | |

STATE OF MINNESOTA

COUNTY OF SIBLEY

CITY OF ARLINGTON

SS

101-41910-131

in said County and State, being duly sworn, on oath

says that he is _____ the person named in the above account; that such account is just and true; that the money therein charged was actually paid for the purpose therein stated; that the property therein charged was actually delivered or used for the purposes therein stated; and was of the value therein charged; that the services therein charged were actually rendered, and of the value therein charged; that the fees or amounts charged thereof are such as are allowed by law; and that no part of such account has been paid.

SIGN
HERE



Philip D Mangis III

CITY OF ARLINGTON, MN 55307

Subscribed and sworn to before this _____ day of _____

INVOICE AMOUNT PO VENDOR COMMENTS DISCOUNT S # 34 058507 INVOICE TOTAL

\$657.43

E 101-41910-131 REIMB- MOVING EXPENSES

\$0.00

\$657.43

**EMPLOYMENT CONTRACT
CITY OF ARLINGTON
PLANNING AND ZONING ADMINISTRATOR/ADMINISTRATIVE COORDINATOR**

This agreement is effective as of May 3, 2021 between the City of Arlington, a Minnesota municipal corporation, hereafter "City", and Philip Mangis III, hereafter "Employee".

WHISEAS, the City of Arlington desires to secure the services of the Employee and the Employee desires to accept such employment.

NOW THEREFORE, in consideration of the material advantages accruing to the two parties and the mutual covenants contained herein, and intending to be legally and ethically bound hereby, the City of Arlington and the Employee agree with each other as follows:

1. The Employee will render full-time professional services to the City in the capacity of Planning and Zoning Administrator/Administrative Coordinator, beginning May 3, 2021, for a term of 12 months. The Employee will at all times, faithfully, industriously and to the best of his ability, perform all duties set forth in the City Code and in policy statements of the City Council. The job description attached at Appendix A shall serve as further guidance as to the duties and powers of the Employee.
2. In consideration for these services as Employee, the City agrees to pay the Employee a salary of \$45,472.20 for the first 12-month contract term. The Employee shall be subject to a performance evaluation after 6 months and annually at the end of each 12-month contract year. Future salary increases will be granted at the same time as salary adjustments are made for other city employees, subject to a satisfactory performance evaluation and City Council approval. The Employee salary shall be paid in bi-weekly installments at the same time as pay checks are issued to all the other city employees.
3. Employee shall also receive as compensation the following employment benefits:
 - a) The Employee shall be eligible to earn vacation leave in accordance with the City's personnel policy. The use of vacation leave shall be consistent with the City's Personnel Policy. Upon leaving the City's employ, for whatever reason, the Employee shall be entitled to payment for all accrued and unused vacation time at the Employee's then current rate of compensation.
 - b) The Employee shall also be granted the same number of paid national holidays as all other city employees.
 - c) In the event of a single period of prolonged inability to work due to the result of a sickness or an injury, the Employee will be compensated in accordance with the City's sick leave and disability insurance policies. The city reserves the right to verify the medical condition of the Employee by obtaining reports from the Employee's treating medical professionals. In the alternative, the City may require the Employee be examined by medical professionals of the City's choosing to obtain an independent opinion as to the Employee's medical status. It is understood that such medical reports may be necessary to trigger the City's insurance coverage in such event.
 - d) In addition, the Employee will be permitted to be absent from the City office during working days to attend professional meetings and to attend to such outside professional duties in the municipal field as have been mutually agreed upon between the Employee and the Mayor or the Council. Attendance at such approved meetings and accomplishment of approved professional duties shall be fully compensated service time and shall not be considered

vacation time. The City shall reimburse the Employee for all expenses incurred by the Employee incident to attendance at approved professional meetings incurred by the Employee in furtherance of the City's interests, provided, however, that such reimbursement is approved by the City Council in advance.

- e) Employee shall be given health insurance coverage under the policies and procedures in place for all city employees.
 - f) Employee will be provided with a work computer with appropriate computer programs by the City. Employee will be given a cell phone allowance to cover reasonable use of said cell phone for city business.
 - g) Employee will be given a \$3,000 moving allowance. In exchange for this moving allowance, employee shall be subject to a reimbursement obligation to the City if the employee does not maintain his employment position with the City under this contract for a term of at least 36 months. If the employee stays less than 12 months the employees will reimburse the City the full \$3,000. If the employee stays with the City more than 12 months, but less than 24 months the employee will reimburse the City \$2,000. If the employee stays more than 24 months, but less than 36 months, the employee will reimburse the City \$1,000. Said reimbursement shall be made within 30 days after the end of said employment.
 - h) Employee shall be given pension benefits as a member of the Public Employees Retirement Association, according to the standard city employee benefit package.
4. Should the Employee at his discretion elect to terminate this contract for any reason, the Employee shall give the City 30 days written notice of his decision to terminate.
 5. The City Council may in its discretion terminate the Employee for just cause at any time. Termination for just cause could be based on, but not limited to, willful neglect of duty, gross inefficiency or incompetence in office that the Employee fails to correct after reasonable written notice, or malfeasance in office. Prior to any City Council vote to consider termination of the Employee's employment, the Employee shall be entitled to the same administrative review of their performance or conduct as afforded to all other city employees under existing city employment policies.
 6. The Employee shall maintain confidentiality with respect to information that the Employee receives in the course of their employment and not disclose any such information. The Employee shall not, either during the term of employment or thereafter, use or permit the use of any information of or relating to the City in connection with any outside activity or business and shall not divulge such information to any person, firm, or corporation whatsoever, except as may be necessary in the performance of his duties hereunder or as may be required by law or legal process.
 7. This contract constitutes the entire agreement between the parties and contains all the agreements between them with respect to the subject matter hereof. It also supersedes any and all other agreements or contracts, either oral or written, between the parties with respect to the subject matter hereof.
 8. Except as otherwise specifically provided, the terms and condition of this contract may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be valid or effective it shall have been reduced to writing, approved by the City Council, and signed by the Mayor and the Employee.
 9. The invalidity or unenforceability of any particular provision of this contract shall not affect its other provisions, and this contract shall be construed in all respects as if such invalid or unenforceable provision had been omitted.

10. The City shall defend and indemnify the Employee pursuant to Minnesota Statutes 466.07 and 465.76, and any laws amending or replacing such laws. The City shall also defend and hold harmless and indemnify the Employee from all torts, civil damages, penalties and fines, provided the Employee was reasonably acting in the performance of Employee's duties.
11. This agreement shall be construed and enforced under and in accordance with the laws of the State of Minnesota.

Dated: April 5, 2021

For City of Arlington:

By Richard Nagel
Its Mayor

By Amy Newsom
Its City Administrator

Philip D Mangis III 3-17-21

Philip Mangis III
Employee

