



**CITY COUNCIL MEETING AGENDA
SEPTEMBER 5, 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.

1. Call Meeting to Order and Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda
4. Citizens Addressing the Council

State your name and address for the record. Please keep comments under 5 minutes. Individuals wishing to speak for more than five minutes should ask to be included on the agenda in advance. All comments are appreciated, but please refrain from personal or derogatory attacks on individuals.

CONSENT AGENDA

5. Approval of Consent Agenda
 - A) Approval of Bills
 - B) August 21, 2023, City Council Meeting Minutes
 - C) August 21, 2023, Special City Council Work Shop Minutes

OLD BUSINESS

6. First Reading of Special Vehicle Ordinance No. 346
7. Curb Painting Discussion

NEW BUSINESS

8. RESOLUTION 31-2023 Accepting a Donation and Designating its Use
9. RESOLUTION 32-2023 Accepting a Donation and Designating its Use
10. RESOLUTION 33-2023 Designating one-time public safety funds in the amount of \$27,489.60 for Portable Radios and Alpha Wireless set up for the Arlington Police Department.
11. Approval to Order Squad Computers
12. Truck Route Discussion

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

13. MMPA Written Overview of the August 29th Board Meeting
14. Peoples Service Reports
15. City Administrator Update, Jessica Steinke
16. City Attorney Update, Ken Janssen

MISCELLANEOUS BUSINESS

ADJOURNMENT

***Check Summary Register©**

10150 Unposted

	Name	Check Date	Check Amt
10150 Cash			
Unposted	AFTERMATH SERVICES LLC	9/1/2023	\$325.00
Unposted	AMAZON CAPITAL SERVICES	9/1/2023	\$775.79
Unposted	ARAMARK	9/1/2023	\$682.20
Unposted	ARLINGTON LION'S CLUB	9/1/2023	\$20.00
Unposted	ARNOLD'S	9/1/2023	\$15,700.00
Unposted	BARGEN INCORPORATED	9/1/2023	\$6,698.00
Unposted	BOLTON & MENK, INC.	9/1/2023	\$15,843.00
Unposted	CANON FINANCIAL SERVICES, I	9/1/2023	\$160.19
Unposted	CENGAGE LEARNING INC.	9/1/2023	\$212.18
Unposted	CENTERPOINT ENERGY	9/1/2023	\$396.48
Unposted	CITY OF ARLINGTON	9/1/2023	\$10,082.75
Unposted	DELTA DENTAL OF MINNESOTA	9/1/2023	\$142.50
Unposted	EMSAR	9/1/2023	\$677.98
Unposted	GAVIN-JANSSEN-STABENOW-M	9/1/2023	\$2,854.50
Unposted	GAYLORD PUBLIC LIBRARY	9/1/2023	\$73.00
Unposted	INGRAM LIBRARY SERVICES	9/1/2023	\$303.21
Unposted	LANO EQUIPMENT	9/1/2023	\$21.20
Unposted	LEAGUE OF MN CITIES INS. TRU	9/1/2023	\$54,147.00
Unposted	MADISON NATIONAL LIFE INS. C	9/1/2023	\$49.20
Unposted	MEDIACOM	9/1/2023	\$1,145.48
Unposted	MINNESOTA GUTTER	9/1/2023	\$6,850.52
Unposted	MINNESOTA LIFE	9/1/2023	\$100.77
Unposted	MINNESOTA VALLEY ELECTRIC	9/1/2023	\$33.60
Unposted	MJM MEDICAL DIRECTION SERV	9/1/2023	\$500.00
Unposted	PEOPLE SERVICE INC.	9/1/2023	\$25,175.00
Unposted	RENVILLE SIBLEY SANITATION	9/1/2023	\$1,069.30
Unposted	SEYKORA STRIPING	9/1/2023	\$3,475.00
Unposted	STRENGTHENING SIBLEY'S FUT	9/1/2023	\$375.00
Unposted	SUMMIT FIRE PROTECTION	9/1/2023	\$340.00
Unposted	THOMES BROTHERS INC.	9/1/2023	\$1,101.27
Unposted	TRAVERSE DES SIOUX LIBRARY	9/1/2023	\$4,539.36
Unposted	U.S. BANK	9/1/2023	\$2,227.67
Unposted	ULINE	9/1/2023	\$2,505.77
Unposted	VERIZON WIRELESS	9/1/2023	\$403.45
Unposted	VICKI POMPLUN	9/1/2023	\$90.19
Unposted	WOLF MOTORS	9/1/2023	\$677.44
	Total Checks		\$159,774.00

Fund Summary

	10150 Cash
101 General Fund	\$71,950.52
201 Fire Fund	\$3,365.31
202 Ambulance Fund	\$10,035.41
203 Community Center Fund	\$8,899.80
204 EDA Loan Programs Fund	\$1,290.50
401 Capital Equipment Fund	\$17,641.50
601 Water Fund	\$18,807.42
602 Sewer Fund	\$740.00
603 AGI Sewer Fund	\$24,533.52
604 Electric Fund	\$2,510.02
	<u>\$159,774.00</u>

Payments

Current Period: SEPTEMBER 2023

Payments Batch 09-05-23 PAY \$159,774.00

Refer 15581 AMAZON BUSINESS					
Cash Payment	E 101-41400-200	Office Supplies	AUG- OFFICE SUPPLIES & MATERIALS		\$452.00
Invoice					
Cash Payment	E 101-42110-480	Gas & Repair-Police Car	AUG- OFFICE SUPPLIES & MATERIALS		\$34.97
Invoice					
Cash Payment	E 101-43000-200	Office Supplies	AUG- OFFICE SUPPLIES & MATERIALS		\$18.99
Invoice					
Cash Payment	E 101-45500-206	Visual Materials - Library	AUG- OFFICE SUPPLIES & MATERIALS		\$22.95
Invoice					
Cash Payment	E 202-42153-217	Other Operating Supplie	AUG- OFFICE SUPPLIES & MATERIALS		\$28.97
Invoice					
Cash Payment	E 202-42153-401	Repairs/Maint Buildings	AUG- OFFICE SUPPLIES & MATERIALS		\$209.52
Invoice					
Cash Payment	E 203-45000-210	Operating Supplies	AUG- OFFICE SUPPLIES & MATERIALS		\$8.39
Invoice					
Transaction Date	9/1/2023	Cash	10150	Total	\$775.79
Refer 15582 ARAMARK					
Cash Payment	E 101-42110-210	Operating Supplies	AUG- MAT & LINEN RENTALS		\$54.09
Invoice					
Cash Payment	E 101-45500-220	Repair/Maint Supply	AUG- MAT & LINEN RENTALS		\$21.89
Invoice					
Cash Payment	E 202-42153-217	Other Operating Supplie	AUG- MAT & LINEN RENTALS		\$31.16
Invoice					
Cash Payment	E 203-45000-410	Rentals	AUG- MAT & LINEN RENTALS		\$575.06
Invoice					
Transaction Date	9/1/2023	Cash	10150	Total	\$682.20
Refer 15583 ARLINGTON LIONS CLUB					
Cash Payment	E 101-41400-200	Office Supplies	2024 CALENDARS- OFFICE & AMB.		\$10.00
Invoice					
Cash Payment	E 202-42153-200	Office Supplies	2024 CALENDARS- OFFICE & AMB.		\$10.00
Invoice					
Transaction Date	9/1/2023	Cash	10150	Total	\$20.00
Refer 15584 ARNOLDS					
Cash Payment	E 401-45202-500	Capital Outlay	NEW 2023 LAWN MOWER		\$7,850.00
Invoice					
Cash Payment	E 401-49990-500	Capital Outlay	NEW 2023 LAWN MOWER		\$7,850.00
Invoice					
Transaction Date	9/1/2023	Cash	10150	Total	\$15,700.00
Refer 15585 BARGEN INCORPORATED					
Cash Payment	E 101-43000-224	Street Maint Materials	'MASTIC GAP REPAIRS'- W.ADAMS & 7thAVE		\$6,698.00
Invoice					
Transaction Date	9/1/2023	Cash	10150	Total	\$6,698.00
Refer 15586 BOLTON & MENK, INC.					
Cash Payment	E 101-41910-300	Professional Srvs	JULY ENG- '24 IMP, MAPPING, WTP REHAB		\$626.00
Invoice					
Cash Payment	E 101-43000-303	Engineering Fees	JULY ENG- '24 IMP, MAPPING, WTP REHAB		\$13,441.00
Invoice					
Cash Payment	E 401-43000-500	Capital Outlay	JULY ENG- '24 IMP, MAPPING, WTP REHAB		\$204.00
Invoice					

Payments

Current Period: SEPTEMBER 2023

Cash Payment Invoice	E 601-46350-303	Engineering Fees	JULY ENG- '24 IMP, MAPPING, WTP REHAB	\$1,572.00
Transaction Date	9/1/2023	Cash	10150	Total \$15,843.00
Refer	15587 CANON			
Cash Payment Invoice	E 101-41400-218	Office Expense	AUG- COPIER LEASES (OFFICE & PD)	\$116.19
Cash Payment Invoice	E 101-42110-218	Office Expense	AUG- COPIER LEASES (OFFICE & PD)	\$44.00
Transaction Date	9/1/2023	Cash	10150	Total \$160.19
Refer	15588 CENGAGE LEARNING INC			
Cash Payment Invoice	E 101-45500-205	Print Materials - Library	AUG- LIBRARY MATERIALS	\$212.18
Transaction Date	9/1/2023	Cash	10150	Total \$212.18
Refer	15589 CENTERPOINT ENERGY			
Cash Payment Invoice	E 101-41940-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$60.93
Cash Payment Invoice	E 101-42110-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$12.60
Cash Payment Invoice	E 101-43000-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$39.83
Cash Payment Invoice	E 101-45202-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$16.03
Cash Payment Invoice	E 101-45500-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$15.00
Cash Payment Invoice	E 201-42280-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$20.46
Cash Payment Invoice	E 202-42153-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$18.90
Cash Payment Invoice	E 203-45000-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$81.49
Cash Payment Invoice	E 601-49400-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$48.48
Cash Payment Invoice	E 603-49450-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$65.00
Cash Payment Invoice	E 604-49550-383	Gas Utilities	CITY GAS BILLS- 7/18-8/15/23	\$17.76
Transaction Date	9/1/2023	Cash	10150	Total \$396.48
Refer	15590 CITY OF ARLINGTON			
Cash Payment Invoice	E 101-41940-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$1,031.81
Cash Payment Invoice	E 101-42110-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$338.42
Cash Payment Invoice	E 101-43000-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$105.28
Cash Payment Invoice	E 101-43160-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$421.14
Cash Payment Invoice	E 101-45202-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$153.47
Cash Payment Invoice	E 101-45500-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$186.42
Cash Payment Invoice	E 201-42280-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$97.78

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Cash Payment Invoice	E 202-42153-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$507.64
Cash Payment Invoice	E 203-45000-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$2,294.70
Cash Payment Invoice	E 601-49400-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$2,336.94
Cash Payment Invoice	E 603-49450-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$204.62
Cash Payment Invoice	E 603-49450-381	Electric & Heat Utilities	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$1,899.58
Cash Payment Invoice	E 202-42153-485	Gas and Repair Miscella	UTIL.BILLS- 7/17-8/15/23 & AMB GAS CARD	\$504.95
Transaction Date	9/1/2023	Cash	10150	Total \$10,082.75
Refer	15591 DELTA DENTAL OF MINNESOTA			
Cash Payment Invoice	G 101-21711	Health Ins. Premium	SEPT- PED. DENTAL INS. PREMIUMS	\$57.00
Cash Payment Invoice	E 101-42110-131	Employer Paid Health/Lif	SEPT- PED. DENTAL INS. PREMIUMS	\$85.50
Transaction Date	9/1/2023	Cash	10150	Total \$142.50
Refer	15592 EMSAR MIDWEST			
Cash Payment Invoice	E 202-42153-485	Gas and Repair Miscella	AMB. STAIR CHAIR SERVICE CALL	\$677.98
Transaction Date	9/1/2023	Cash	10150	Total \$677.98
Refer	15593 GAVIN-JANSSEN-STABENOW-MOL			
Cash Payment Invoice	E 101-41600-304	Legal Fees	JUNE- CITY & PROSECUTION LEGAL FEES	\$652.50
Cash Payment Invoice	E 101-41910-304	Legal Fees	JUNE- CITY & PROSECUTION LEGAL FEES	\$101.50
Cash Payment Invoice	E 204-46550-304	Legal Fees	JUNE- CITY & PROSECUTION LEGAL FEES	\$1,290.50
Cash Payment Invoice	E 101-42110-304	Legal Fees	JUNE- CITY & PROSECUTION LEGAL FEES	\$810.00
Transaction Date	9/1/2023	Cash	10150	Total \$2,854.50
Refer	15594 GAYLORD PUBLIC LIBRARY			
Cash Payment Invoice	E 101-45500-212	Library Programming	LIBRARY- ANNUAL MOVIE LIC. FEE	\$73.00
Transaction Date	9/1/2023	Cash	10150	Total \$73.00
Refer	15595 INGRAM LIBRARY SERVICES			
Cash Payment Invoice	E 101-45500-205	Print Materials - Library	AUG- LIBRARY MATERIALS	\$303.21
Transaction Date	9/1/2023	Cash	10150	Total \$303.21
Refer	15596 LANO EQUIPMENT			
Cash Payment Invoice	E 101-43000-485	Gas and Repair Miscella	PW TRACTOR PARTS	\$21.20
Transaction Date	9/1/2023	Cash	10150	Total \$21.20
Refer	15597 LEAGUE OF MN CITIES INS. TRUS			
Cash Payment Invoice	E 101-41400-360	Ins-Fire, Liab., WC	2nd HALF PROP. INS. PREMIUMS (REVISED)	\$30,153.50
Cash Payment Invoice	E 201-42280-360	Ins-Fire, Liab., WC	2nd HALF PROP. INS. PREMIUMS (REVISED)	\$3,109.50

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Cash Payment Invoice	E 202-42153-360	Ins-Fire, Liab., WC	2nd HALF PROP. INS. PREMIUMS (REVISED)	\$1,774.00
Cash Payment Invoice	E 203-45000-360	Ins-Fire, Liab., WC	2nd HALF PROP. INS. PREMIUMS (REVISED)	\$3,941.50
Cash Payment Invoice	E 601-49400-360	Ins-Fire, Liab., WC	2nd HALF PROP. INS. PREMIUMS (REVISED)	\$3,850.00
Cash Payment Invoice	E 603-49450-360	Ins-Fire, Liab., WC	2nd HALF PROP. INS. PREMIUMS (REVISED)	\$8,872.00
Cash Payment Invoice	E 604-49550-360	Ins-Fire, Liab., WC	2nd HALF PROP. INS. PREMIUMS (REVISED)	\$2,446.50
Transaction Date	9/1/2023	Cash	10150	Total \$54,147.00
Refer	15598 MADISON NATIONAL LIFE			
Cash Payment Invoice	E 101-41400-131	Employer Paid Health/Lif	SEPT- DISABILITY INS. PREMIUMS	\$6.15
Cash Payment Invoice	E 101-42110-131	Employer Paid Health/Lif	SEPT- DISABILITY INS. PREMIUMS	\$16.40
Cash Payment Invoice	E 101-43000-131	Employer Paid Health/Lif	SEPT- DISABILITY INS. PREMIUMS	\$8.20
Cash Payment Invoice	E 101-45500-131	Employer Paid Health/Lif	SEPT- DISABILITY INS. PREMIUMS	\$4.10
Cash Payment Invoice	E 202-42153-131	Employer Paid Health/Lif	SEPT- DISABILITY INS. PREMIUMS	\$8.20
Cash Payment Invoice	E 203-45000-131	Employer Paid Health/Lif	SEPT- DISABILITY INS. PREMIUMS	\$1.03
Cash Payment Invoice	E 604-49550-131	Employer Paid Health/Lif	SEPT- DISABILITY INS. PREMIUMS	\$5.12
Transaction Date	9/1/2023	Cash	10150	Total \$49.20
Refer	15599 MEDIACOM			
Cash Payment Invoice	E 101-41400-321	Telephone	SEPT- INTERNET & SOME PHONE BILLS	\$350.04
Cash Payment Invoice	E 101-42110-321	Telephone	SEPT- INTERNET & SOME PHONE BILLS	\$256.90
Cash Payment Invoice	E 101-43000-321	Telephone	SEPT- INTERNET & SOME PHONE BILLS	\$136.90
Cash Payment Invoice	E 101-45500-321	Telephone	SEPT- INTERNET & SOME PHONE BILLS	\$47.37
Cash Payment Invoice	E 201-42280-321	Telephone	SEPT- INTERNET & SOME PHONE BILLS	\$122.37
Cash Payment Invoice	E 202-42153-321	Telephone	SEPT- INTERNET & SOME PHONE BILLS	\$231.90
Transaction Date	9/1/2023	Cash	10150	Total \$1,145.48
Refer	15600 MINNESOTA GUTTER			
Cash Payment Invoice	E 101-42110-401	Repairs/Maint Buildings	AMB & PD BLDG. GUTTERS INSTALLED	\$3,393.03
Cash Payment Invoice	E 202-42153-401	Repairs/Maint Buildings	AMB & PD BLDG. GUTTERS INSTALLED	\$3,457.49
Transaction Date	9/1/2023	Cash	10150	Total \$6,850.52
Refer	15601 MINNESOTA LIFE			
Cash Payment Invoice	G 101-21706	Life Insurances	SEPT- LIFE INS. PREMIUMS	\$49.20
Cash Payment Invoice	E 101-41400-131	Employer Paid Health/Lif	SEPT- LIFE INS. PREMIUMS	\$6.95

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Cash Payment Invoice	E 101-42110-131	Employer Paid Health/Lif	SEPT- LIFE INS. PREMIUMS	\$17.00
Cash Payment Invoice	E 101-43000-131	Employer Paid Health/Lif	SEPT- LIFE INS. PREMIUMS	\$8.50
Cash Payment Invoice	E 101-45500-131	Employer Paid Health/Lif	SEPT- LIFE INS. PREMIUMS	\$4.25
Cash Payment Invoice	E 202-42153-131	Employer Paid Health/Lif	SEPT- LIFE INS. PREMIUMS	\$8.50
Cash Payment Invoice	E 203-45000-131	Employer Paid Health/Lif	SEPT- LIFE INS. PREMIUMS	\$1.06
Cash Payment Invoice	E 604-49550-131	Employer Paid Health/Lif	SEPT- LIFE INS. PREMIUMS	\$5.31
Transaction Date	9/1/2023	Cash	10150	Total \$100.77
Refer	15602 MINNESOTA VALLEY ELECTRIC C			
Cash Payment Invoice	E 101-45202-381	Electric & Heat Utilities	JULY- SPORTSMAN'S PARK ELEC BILL	\$33.60
Transaction Date	9/1/2023	Cash	10150	Total \$33.60
Refer	15603 MJM MEDICAL DIRECTION SERVIC			
Cash Payment Invoice	E 202-42153-300	Professional Srvs	SEPT- AMB. MEDICAL DIRECTOR FEE	\$500.00
Transaction Date	9/1/2023	Cash	10150	Total \$500.00
Refer	15604 PEOPLE SERVICE, INC.			
Cash Payment Invoice	E 601-49400-180	Operator Contract	SEPT- WWW SERVICES	\$11,000.00
Cash Payment Invoice	E 602-49450-180	Operator Contract	SEPT- WWW SERVICES	\$740.00
Cash Payment Invoice	E 603-49450-180	Operator Contract	SEPT- WWW SERVICES	\$13,250.00
Cash Payment Invoice	E 603-49450-392	Testing	SEPT- WWW SERVICES	\$185.00
Transaction Date	9/1/2023	Cash	10150	Total \$25,175.00
Refer	15605 RENVILLE SIBLEY SANITATION			
Cash Payment Invoice	E 101-41940-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$40.02
Cash Payment Invoice	E 101-42110-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$9.58
Cash Payment Invoice	E 101-43000-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$71.06
Cash Payment Invoice	E 101-43000-385	Recycling	AUG- CITY GARBAGE & RECYCLING	\$628.00
Cash Payment Invoice	E 101-45202-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$135.14
Cash Payment Invoice	E 101-45500-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$18.70
Cash Payment Invoice	E 201-42280-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$15.20
Cash Payment Invoice	E 202-42153-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$9.12
Cash Payment Invoice	E 203-45000-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$85.16
Cash Payment Invoice	E 603-49450-384	Refuse/Garbage Dispos	AUG- CITY GARBAGE & RECYCLING	\$57.32

Payments

Current Period: SEPTEMBER 2023

Transaction Date	9/1/2023	Cash	10150	Total	\$1,069.30
Refer	15606 SEYKORA STRIPING				
Cash Payment Invoice	E 101-43000-224 Street Maint Materials	2023 CURB & BIKE LANE PAINTING			\$1,737.50
Cash Payment Invoice	E 401-43000-500 Capital Outlay	2023 CURB & BIKE LANE PAINTING			\$1,737.50
Transaction Date	9/1/2023	Cash	10150	Total	\$3,475.00
Refer	15607 STRENGTHENING SIBLEYS FUTUR				
Cash Payment Invoice	E 101-41400-182 Seminars	2023-24 CLASS - G.SCHARPE			\$375.00
Transaction Date	9/1/2023	Cash	10150	Total	\$375.00
Refer	15608 SUMMIT FIRE PROTECTION				
Cash Payment Invoice	E 203-45000-396 Safety Program & Equip	EC- ANNUAL SPRINKLER SYS. INSPECT			\$340.00
Transaction Date	9/1/2023	Cash	10150	Total	\$340.00
Refer	15609 THOMES BROTHERS HARDWARE				
Cash Payment Invoice	E 101-41940-220 Repair/Maint Supply	AUG- MISC CHARGES			\$109.13
Cash Payment Invoice	E 101-42110-210 Operating Supplies	AUG- MISC CHARGES			\$43.95
Cash Payment Invoice	E 101-43000-210 Operating Supplies	AUG- MISC CHARGES			\$57.21
Cash Payment Invoice	E 101-43000-224 Street Maint Materials	AUG- MISC CHARGES			\$416.35
Cash Payment Invoice	E 101-45202-220 Repair/Maint Supply	AUG- MISC CHARGES			\$170.59
Cash Payment Invoice	E 202-42153-217 Other Operating Supplie	AUG- MISC CHARGES			\$30.98
Cash Payment Invoice	E 202-42153-396 Safety Program & Equip	AUG- MISC CHARGES			\$18.44
Cash Payment Invoice	E 203-45000-406 Repairs, Supplies & Oth	AUG- MISC CHARGES			\$254.62
Transaction Date	9/1/2023	Cash	10150	Total	\$1,101.27
Refer	15610 TRAVERSE DES SIOUX LIBRARY S				
Cash Payment Invoice	E 101-45500-300 Professional Srvs	LIBRARY- 2nd HALF MEMBER SERVICE FEE			\$4,539.36
Transaction Date	9/1/2023	Cash	10150	Total	\$4,539.36
Refer	15611 U.S. BANK - CREDIT CARD				
Cash Payment Invoice	E 101-42110-480 Gas & Repair-Police Car	AUG- MISC CHARGES, AMB. FURNITURE			\$68.39
Cash Payment Invoice	E 101-42110-503 Computers/Software/We	AUG- MISC CHARGES, AMB. FURNITURE			\$10.68
Cash Payment Invoice	E 101-43000-485 Gas and Repair Miscella	AUG- MISC CHARGES, AMB. FURNITURE			\$236.06
Cash Payment Invoice	E 202-42153-261 License	AUG- MISC CHARGES, AMB. FURNITURE			\$69.99
Cash Payment Invoice	E 202-42153-217 Other Operating Supplie	AUG- MISC CHARGES, AMB. FURNITURE			\$158.39
Cash Payment Invoice	E 202-42153-430 Miscellaneous	AUG- MISC CHARGES, AMB. FURNITURE			\$41.15
Cash Payment Invoice	E 202-42153-485 Gas and Repair Miscella	AUG- MISC CHARGES, AMB. FURNITURE			\$175.10

Payments

Current Period: SEPTEMBER 2023

Cash Payment Invoice	E 202-42153-500 Capital Outlay	AUG- MISC CHARGES, AMB. FURNITURE	\$1,379.97
Cash Payment Invoice	E 203-45000-499 Kitchen Expense	AUG- MISC CHARGES, AMB. FURNITURE	\$87.94
Transaction Date	9/1/2023	Cash 10150	Total \$2,227.67
Refer	15612 <i>ULINE</i>		
Cash Payment Invoice	E 101-41400-218 Office Expense	ADMIN. DESK & EC COFFEE MAKER	\$1,276.92
Cash Payment Invoice	E 203-45000-499 Kitchen Expense	ADMIN. DESK & EC COFFEE MAKER	\$1,228.85
Transaction Date	9/1/2023	Cash 10150	Total \$2,505.77
Refer	15613 <i>VERIZON WIRELESS</i>		
Cash Payment Invoice	E 101-42110-321 Telephone	SEPT- CELL PHONE & TABLET BILLS	\$185.06
Cash Payment Invoice	E 202-42153-321 Telephone	SEPT- CELL PHONE & TABLET BILLS	\$183.06
Cash Payment Invoice	E 604-49550-321 Telephone	SEPT- CELL PHONE & TABLET BILLS	\$35.33
Transaction Date	9/1/2023	Cash 10150	Total \$403.45
Refer	15614 <i>VICKI POMPLUN</i>		
Cash Payment Invoice	E 101-42110-417 Uniforms/Outerwear	REIMB- WORK BOOT RETURN	\$90.19
Transaction Date	9/1/2023	Cash 10150	Total \$90.19
Refer	15615 <i>WOLF MOTORS - FORD</i>		
Cash Payment Invoice	E 101-43000-485 Gas and Repair Miscella	2019 TRUCK MAINT.	\$677.44
Transaction Date	9/1/2023	Cash 10150	Total \$677.44
Refer	15616 <i>AFTERMATH</i>		
Cash Payment Invoice	E 101-42110-480 Gas & Repair-Police Car	PD- SQUAD CLEAN/DISINFECT	\$325.00
Transaction Date	9/1/2023	Cash 10150	Total \$325.00

Fund Summary

	10150 Cash
101 General Fund	\$71,950.52
201 Fire Fund	\$3,365.31
202 Ambulance Fund	\$10,035.41
203 Community Center Fund	\$8,899.80
204 EDA Loan Programs Fund	\$1,290.50
401 Capital Equipment Fund	\$17,641.50
601 Water Fund	\$18,807.42
602 Sewer Fund	\$740.00
603 AGI Sewer Fund	\$24,533.52
604 Electric Fund	\$2,510.02
	<u>\$159,774.00</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$159,774.00
Total	\$159,774.00



**CITY COUNCIL MEETING MINUTES
AUGUST 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.

1. Call Meeting to Order and Pledge of Allegiance- *Meeting was called to order at 6:30 PM by Mayor Scharpe.*
2. Roll Call-
Members Present-Mayor Matthew Scharpe, Councilmembers Dave Meyer, John Thomes, Jeff Matz, Christina Litfin and Curtis Ling
Members Absent- None
Staff Present- City Administrator Jessica Steinke, Andy Kelton Library Director, Glenn Gerads Chief of Police, Kirby Weckworth Public Works Supervisor
Guests Present- Kurt Menk Arlington Enterprise, Christian Lilienthal, Shaun Stapleton
3. Approval of the Agenda- *Litfin made a motion to approve the agenda. Meyer seconded. Motion carried with all voting in favor.*
4. Citizens Addressing the Council
State your name and address for the record. Please keep comments under 5 minutes. Individuals wishing to speak for more than five minutes should ask to be included on the agenda in advance. All comments are appreciated, but please refrain from personal or derogatory attacks on individuals.

No one spoke during this time.

CONSENT AGENDA

5. Approval of Consent Agenda
 - A) Approval of Bills
 - B) August 7, 2023, City Council Meeting Minutes
 - C) Approval of Liquor License for Bull Riding Event at Sibley County Fairgrounds- September 8 & 9*Ling made a motion to approve the consent agenda. Litfin seconded. Motion carried with all voting in favor.*

OLD BUSINESS

6. Christian Lilienthal speaking on tax forfeiture- *Lilienthal gave an update on a tax forfeiture in the City of Arlington. He explained the process and left it up to the Council if*
- 7.



8. *they were interested in the property. The consensus is that the City is not interested in the property.*
9. *Golf Cart Ordinance- Steinke presented two options for ordinances and asked the Council which one should be prepared. The consensus was to go with the broader option.*
10. *Update on Cannabis- Consensus was to wait for the County.*

NEW BUSINESS

11. **RESOLUTION 30-2023- A RESOLUTION AMENDING THE 2023 CITY CALENDAR**
Meyer made a motion to approve Resolution 30-2023. Thomes seconded. Motion carried. Ling, Matz, Litfin, Thomes, Meyer, voted in favor. None against. None abstained. None were absent.
12. **Street Maintenance Bids, Kirby Weckworth-Weckworth explained that he would like to use mastic to prolong the life of some of the better roads so that more focus can be put on roads that need more repair. Thomes made a motion to approve the bid from Barga for \$6,698. Meyer seconded. Motion carried with all voting in favor.**
13. **Door Bid, WWTP- Thomes made a motion to accept the bid from Vos Construction for \$54,470. Matz seconded. Motion carried with all voting in favor.**

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

14. **Submitted Police Report from July- Submitted report.**
15. **City Administrator Update, Jessica Steinke- Discussion on curb painting for no parking on Henderson Road. Steinke brought up the Dog Park and the fountain. She suggested to those that use the dog park to do a fundraiser for the fountain. She asked the Council if they would like a section on the agenda for Council updates. Steinke asked for guidance with the Event Center. She stated that there are 31 bookings for the year. Scharpe commented on the kitchen and the flooring need work. Ling asked how we are priced versus other venues. Steinke stated that we are extremely lower than other venues. Matz commented that the committee is looking into Pickleball courts in the rooms.**
16. **City Attorney Update, Ken Janssen- Janssen was not in attendance.**

MISCELLANEOUS BUSINESS

- Ling updated the Council that there is interest in EDA land. They discussed auctioning the land.*



ADJOURNMENT

Thomes made a motion to adjourn the meeting at 7:01 pm. Ling seconded. Motion carried with all voting in favor.

City Administrator Jessica Steinke

Mayor Matthew Scharpe



**CITY COUNCIL SPECIAL WORKSHOP MEETING MINUTES
AUGUST 21, 2023, AT 5:30 PM
COUNCIL CHAMBERS**

1. Call Meeting to Order- *Meeting was called to order at 5:30 pm by Mayor Scharpe.*

2. Roll Call-
Members Present- Mayor Matthew Scharpe, Councilmembers Dave Meyer, Jeff Matz, Christina Litfin, Curtis Ling
Members Absent- Councilmember John Thomes (arrived at 6:10 pm)
Staff Present- City Administrator Jessica Steinke, Chief of Police Glenn Gerads, Ambulance Manager Jaime Weikle, Library Director Andy Kelton
Guests Present- Kurt Menk Arlington Enterprise, Shaun Stapleton

3. A special meeting workshop to discuss the 2024 preliminary budget-*Steinke presented budget history back to 2021 as well as preliminary for 2024. The council asked to see actuals from 2022 and YTD 2023 for the next workshop. The council set another workshop to discuss the preliminary budget for September 11th at 5:30 pm to continue working on preliminary numbers for 2024.*

ADJOURNMENT

Meyer made a motion to adjourn the meeting at 6:18 pm. Thomes seconded. Motion carried with all voting in favor.

City Administrator Jessica Steinke

Mayor Matthew Scharpe

Regulating Special Vehicles

ORDINANCE NO. 346

AN ORDINANCE AMENDING SECTION 05 OF CHAPTER 7 OF THE ARLINGTON CITY CODE REGULATING SPECIAL VEHICLES

Findings and Purpose:

WHEREAS, The purpose of this section is to protect the public safety, health and welfare of the citizens of the City of Arlington and to prevent and abate unnecessary injury or death.

WHEREAS, It is the intent of the City of Arlington by the adoption of this Section to regulate Special Vehicles in compliance with Minnesota State law.

The City Council of Arlington, Minnesota does ordain:

Section 1: Section 05 of Chapter 7 of the Arlington City Code as adopted December 4th, 2017 on is hereby renamed “Regulating Special Vehicles” and shall state as follows:

§ 1. SPECIAL VEHICLES: MOTORIZED GOLF CARTS, UTILITY TASK VEHICLES, CLASS 1 ALL-TERRAIN VEHICLES, AND MINI-TRUCKS.

(A) (1) No person shall operate a motorized golf cart, utility task vehicle, all-terrain vehicle, or mini-truck on streets, alleys, sidewalks or other public property without obtaining a permit as provided herein.

(2) Every application for a permit shall be made on a form supplied by the city and shall contain all of the following information:

- (a) The name and address of the applicant.
- (b) The nature of the applicant’s physical handicap, if any.
- (c) Model name, make, and year and number of the motorized golf cart, all-terrain vehicle, or mini-truck.
- (d) Current driver’s license or reason for not having a current license.
- (e) Other information as the city may require.

(3) The permit fee shall be as set forth in the Ordinance Establishing Fees and Charges adopted pursuant to §219 of this code, as that ordinance may be amended from time to time.

(4) Permits shall be granted for a period of three (3) years and may be renewed.

(5) No permit shall be granted or renewed unless the following conditions are met:

- (a) The applicant must demonstrate that he or she currently holds or has held a valid Minnesota driver’s license to operate a mini-truck.

(b) The applicant may be required to submit a certificate signed by a physician that the applicant is able to safely operate a motorized golf cart, utility task vehicle or all-terrain vehicle on the roadways designated.

(c) The applicant must provide evidence of insurance in compliance with the provisions of Minnesota Statutes concerning insurance coverage for the golf cart, utility task vehicle, all-terrain vehicle, or mini-truck.

(d) The applicant has not had his or her driver's license revoked as the result of criminal proceedings.

(6) Motorized golf carts, utility task vehicles, all-terrain vehicles, and mini-trucks are permitted to operate only on city streets, not state or federal highways, except to cross at designated intersections.

(7) Motorized golf carts, utility task vehicles and all-terrain vehicles may only be operated on designated roadways from sunrise to sunset. They shall not be operated in inclement weather conditions or at any time when there is insufficient light to clearly see persons and vehicles on the roadway at a distance of 500 feet.

(8) Motorized golf carts shall display the slow-moving vehicle emblem provided for in Minn. Stat. § 169.045, as it may be amended from time to time, when operated on designated roadways.

(9) Motorized golf carts, utility task vehicles, all-terrain vehicles, and mini-trucks shall be equipped with a rear-view mirror to provide the driver with adequate vision from behind as required by Minn. Stat. § 169.70.

(10) The operator of a motorized golf cart, utility task vehicle, all-terrain vehicle, or mini-truck may cross any street or highway intersecting a designated roadway.

(11) Every person operating a motorized golf cart, a utility task vehicle, an all-terrain vehicle, or a mini-truck under permit on designated roadways has all the rights and duties applicable to the driver of any other vehicle under the provisions of Minn. Stat. ch. 169, as it may be amended from time to time, except when these provisions cannot reasonably be applied to motorized golf carts or mini-trucks and except as otherwise specifically provided in Minn. Stat. § 169.045, subd.7, as it may be amended from time to time.

(12) The City Council may suspend or revoke a permit granted hereunder upon a finding that the holder thereof has violated any of the provisions of this section or Minn. Stat. ch. 169, as it may be amended from time to time, or if there is evidence that the permit holder cannot safely operate the motorized golf cart, utility task vehicle, all-terrain vehicle, or mini-truck on the designated roadways.

(13) The number of occupants on the golf cart, utility task vehicle, all-terrain vehicle, or mini-truck may not exceed the design occupant load.

(B) For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

DRIVER. The person driving and having physical control over the motorized golf cart, utility task vehicle, all-terrain vehicle, or mini-truck and being the licensee.

MOTORIZED GOLF CART. Any passenger conveyance being driven with four wheels with four low-pressure tires that is limited in engine displacement of less than 800 cubic centimeters and total dry weight less than 800 pounds.

UTILITY TASK VEHICLE. As defined by Minn. Stat. § 169.045, subd. 1 (3), a side-by-side, four-wheel drive, off-road vehicle that has four wheels, is propelled by an internal combustion engine with a piston displacement capacity of 1,200 cubic centimeters or less, and has a total dry weight of 1,800 but less than 2,600 pounds.

MINI-TRUCK. As defined in Minn. Stat. § 169.011, subd. 40(a), a motor vehicle that has four wheels; is propelled by an electric motor with a rated power of 7,500 watts or less or an internal combustion engine with a piston displacement capacity of 660 cubic centimeters or less; has a total dry weight of 900 to 2,200 pounds; contains an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety standards required of motor vehicles in the Code of Federal Regulations, title 49, sections 571.101 to 571.404, and successor requirements. A mini-truck does not include: a neighborhood electric vehicle or a medium-speed electric vehicle; or a motor vehicle that meets or exceeds the regulations in the Code of Federal Regulations, title 49, section 571.500, as it may be amended from time to time.

(C) Authorized city staff may operate city owned motorized golf carts and mini-trucks without obtaining a permit within the city on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.

(D) Mini-truck equipment requirements:

(1) A mini-truck may be operated under permit on designated roadways if it is equipped with all of the following:

- (a) At least two headlamps.
- (b) At least two tail lamps.
- (c) Front and rear turn-signal lamps.
- (d) An exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror.
- (e) A windshield.
- (f) A seat belt for the driver and front passenger.
- (g) A parking brake.

§ 2. OPERATION OF ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES.

(A) ***ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICE*** means a self-balancing device with two non-tandem wheels, designed to transport not more than one person, and operated by an electric propulsion system that limits the maximum speed of the device to 15 miles per hour.

(B) Except as otherwise provided by law, a person operating an electric personal assistive mobility device has the rights and responsibilities of a pedestrian.

(C) *Operation.*

(1) An electric personal assistive mobility device may be operated on a bicycle path.

(2) No person may operate an electric personal assistive mobility device on a roadway, sidewalk, or bicycle path at a rate of speed that is not reasonable and prudent under the conditions. Every person operating an electric personal assistive mobility device on a roadway, sidewalk, or bicycle path is responsible for becoming and remaining aware of the actual and potential hazards then existing on the roadway or sidewalk and must use due care in operating the device.

(3) An electric personal assistive mobility device may be operated on a roadway only under the following circumstances:

(a) While making a direct crossing of a roadway in a marked or unmarked crosswalk.

(b) Where no sidewalk is available.

(c) Where a sidewalk is so obstructed as to prevent safe use.

(d) When so directed by a traffic control device or by a peace officer.

(e) Temporarily in order to gain access to a motor vehicle.

(f) As provided in division (7) below by Council resolution.

(4) An electric personal assistive mobility device may not be operated at any time on a roadway with a speed limit of more than 35 miles per hour except to make a direct crossing of the roadway in a marked crosswalk.

(5) An electric personal assistive mobility device may not be operated at any time while carrying more than one person.

(6) Designated exclusive city streets. The City Council may, by resolution, designate exclusive city streets within its jurisdiction where the operation of electric personal assistive mobility devices is not permitted, provided that any street so designated has a speed limit of more than 35 miles per hour.

(7) A person operating an electric personal assistive mobility device on a sidewalk must yield the right-of-way to pedestrians at all times. A person operating an electric personal assistive mobility device on a bicycle path must yield the right-of-way to bicycles at all times.

(8) An electric personal assistive mobility device may not be operated unless the device bears reflectorized material on the front, back, and wheels, visible at night from 600 feet when illuminated by the lower beams of headlamps of a motor vehicle.

§ 3. MOTORIZED FOOT SCOOTERS

(A) **MOTORIZED FOOT SCOOTER** means a device with handlebars designed to be stood or sat upon by the operator, and powered by an internal combustion engine or electric motor that is capable of propelling the device with or without human propulsion, and that has no more than two 12-inch or smaller diameter wheels and has an engine or motor that is capable of a maximum speed of 15 miles per hour on a flat surface with not more than 1 percent grade in any direction when the motor is engaged. An electric personal assistive mobility device, a motorized bicycle, an electric-assisted bicycle, or a motorcycle is not a motorized foot scooter.

(B) Operation of a motorized foot scooter on city bicycle paths, bicycle lanes, bicycle trails, or bikeways is prohibited except as provided in division (C) below.

(C) The City Council may, by resolution, designate specific bicycle paths, bicycle lanes, bicycle trails, or bikeways as available for use by motorized foot scooters.

(D) Every person operating a motorized foot scooter shall have all rights and duties applicable to the operator of a bicycle, except in respect to those provisions relating expressly to motorized foot scooters and in respect to those provisions of law that by their nature cannot reasonably be applied to motorized foot scooters.

(E) No person may operate a motorized foot scooter upon a sidewalk, except when necessary to enter or leave adjacent property. No person may operate a motorized foot scooter that is carrying any person other than the operator.

(F) No person under the age of 12 years may operate a motorized foot scooter.

(G) No person under the age of 18 years may operate a motorized foot scooter without wearing properly fitted and fastened protective headgear that complies with standards established by the commissioner of Public Safety.

(H) A motorized foot scooter must be equipped with a headlight and a taillight that comply with standards established by the commissioner of Public Safety if the vehicle is operated under conditions when vehicle lights are required by law.

(I) A person operating a motorized foot scooter on a roadway shall ride as close as practicable to the right-hand curb or edge of the roadway, except in the following situations:

(1) When overtaking and passing another vehicle proceeding in the same direction.

(2) When preparing for a left turn, in which case the operator shall stop and dismount at the right-hand curb or right edge of the roadway, and shall complete the turn by crossing the roadway on foot, subject to restrictions placed by law on pedestrians.

(3) When reasonably necessary to avoid impediments or conditions that make it unsafe to continue along the right-hand curb or edge, including, but not limited to, fixed or moving objects, vehicles, bicycles, pedestrians, animals, surface hazards, or narrow lanes.

§ 4. MEDIUM-SPEED ELECTRIC VEHICLES AND NEIGHBORHOOD ELECTRIC VEHICLES

(A) Definitions.

(1) ***MEDIUM SPEED ELECTRIC VEHICLE*** means an electrically powered four-wheeled motor vehicle, equipped with a roll cage or crushproof body design, that can attain a maximum speed of 35 miles per hour on a paved level surface, is fully enclosed and has at least one door for entry, has a wheelbase of 40 inches or greater and a wheel diameter of 10 inches or greater, and except with respect to maximum speed, otherwise meets or exceeds regulations in the Code of Federal Regulations, title 49, section 571.500, and successor requirements.

(2) ***NEIGHBORHOOD ELECTRIC VEHICLE*** means an electrically powered motor vehicle that has three or four wheels, and has a speed attainable in one mile of at least 20 miles per hour, but not more than 25 miles per hour on a paved level surface.

(B) Operation of neighborhood electric vehicles on city streets is prohibited except as provided in (C) below.

(C) Use on designated exclusive city streets. The City Council may, by resolution, designate exclusive city streets within its jurisdiction where the operation of neighborhood electric vehicles or medium-speed electric vehicles is permissible, provided that no street so designated has a speed limit of more than 35 miles per hour.

(D) A neighborhood electric vehicle or a medium-speed electric vehicle may be operated on public streets and highways only if it meets all equipment and vehicle safety requirements in Code of Federal Regulations, title 49, section 571.500, as it may be amended from time to time.

(E) Authorized city staff may operate city owned neighborhood electric vehicles and medium-speed electric vehicles within the city on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.

Section 2. Repeal. All prior ordinances of the City of Arlington regulating the use of Special Vehicles as herein defined are hereby repealed.

Section 3. Effective Date. This ordinance becomes effective from and after its passage and publication.

Passed by the City Council of Arlington, Minnesota this 18th day of September, 2023.

Mayor

Attested:

City Administrator



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

RESOLUTION 31-2023

**A RESOLUTION ACCEPTING DONATIONS FOR THE
2023 ARLINGTON NIGHT OUT AT FOUR SEASONS PARK**

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 in kind donations from the Arlington Chamber, Arlington Lion's, Craig's, Jerry's, Emma's, Arlington Haus and Maverick's; and

WHEREAS, the City of Arlington has received a donation of a \$1504.00 from various businesses and individual residents of the City of Arlington; 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 5th day of September 2023.

Signed: _____
Mayor Matthew Scharpe

Attest: _____
City Administrator Jessica Steinke

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



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

RESOLUTION 32-2023

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 \$3,000.00 from Dave and Dee Czech to be used for the Arlington Area Ambulance Service; 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 5th day of September 2023.

Signed: _____
Mayor Matthew Scharpe

Attest: _____
City Administrator Jessica Steinke

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



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

RESOLUTION 33-2023

A RESOLUTION DESIGNATING ONE-TIME PUBLIC SAFETY FUNDS

WHEREAS, the Arlington Police Department is in need of new portable radios and alpha wireless setup; and

WHEREAS, the City of Arlington will receive one-time public safety aid for cities estimated to be in the amount of \$99,771;

WHEREAS, the lead time on portable radios and alpha wireless setup is estimated to be 16-20 weeks;

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

Section 1. The City Council designates a portion of the one-time public safety funds in the amount of \$27,489.60 to be used for the purchase of portable radios and alpha wireless setup for the Arlington Police Department.

Section 2. The City Administrator is hereby authorized to take all necessary steps to implement this resolution.

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 5th day of September 2023.

Signed: _____

Mayor Matthew Scharpe

Attest: _____

City Administrator Jessica Steinke

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



A Lifeline in the Moments that Matter

SAM COLUCCI
9494 HEMLOCK LANE N
MAPLE GROVE, MN 55369
PHONE: 920-544-4311
FAX: 920-468-8615
scolucci@baycominc.com

ARLINGTON POLICE DEPARTMENT
GLENN GERADS
108 4TH AVE NW
ARLINGTON, MN 55307
7/21/2023
763-306-1380
ggerads@arlingtonmn.com

QUOTE NO. SC20230721D

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
EQUIPMENT DETAILS AND PRICING

Table with 4 columns: QTY, MODEL AND DESCRIPTION, UNIT PRICE, TOTAL PRICE. Includes item 2: Panasonic Toughbook FZ-55 and options for warranty and docking station.

Summary table with 2 columns: Description, Amount. Includes EQUIPMENT COST: \$7,206.00, SHIPPING: Included, TAX: Exempt, TOTAL: \$7,206.00.

Payment Terms: Net 30 Days
Quotation Good for 90 Days
We impose a surcharge of 2% on credit card purchases over \$1,000.00 which is not greater than our cost of acceptance.

Your signature is an agreement to purchase and an acceptance of Baycom's Terms & Conditions (http://terms.baycominc.com)

Approved By: _____ / _____
AUTHORIZED CUSTOMER SIGNATURE DATE

All of the information listed on this proposal is confidential and proprietary information.
If You Have Any Questions, Please Contact Sam Colucci at 920-544-4311

www.baycominc.com | 920.468.5426 | 800.726.5426

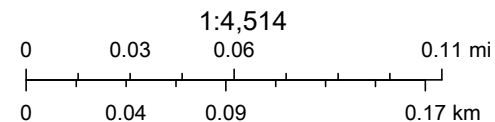


2023



8/31/2023, 9:47:02 AM

Road Centerlines — County — State — US
— City — CSAH — Township — Townships



Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, Sibley GIS

Web AppBuilder for ArcGIS
Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA | Sibley GIS |

Overview of MMPA Board Meeting 8.29.2023

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on August 29, 2023, at Chaska City Hall in Chaska, Minnesota and via videoconference.

The Board reviewed the Agency's financial and operating performance for July 2023.

Customer penetration for the residential Clean Energy Choice program increased to 4.9%. There was an increase of 49 customers participating in the residential Clean Energy Choice program from June to July.

The Board discussed the current business environment.

The Board discussed the status of renewable projects the Agency is pursuing.

The average rate to MMPA members for September is projected to be \$99.50 per MWh. This is approximately \$3.00 per MWh lower than the projected August rate.

This MMPA rate is 10% lower than Xcel's projected rate of \$110.56 per MWh.

This results in an EAC to members of \$0.02043 per kWh for the month of September.

The Minnesota Municipal Power Agency is developing a Renewable Natural Gas (RNG) project at the Elk River Landfill in Elk River, Minnesota. The project would take gas produced by decomposition of materials in the landfill and convert it to pipeline-quality natural gas.

MMPA has requested to interconnect with the Northern Natural Gas (NNG) pipeline near the project site. Thus far, NNG has not offered an interconnection agreement to MMPA. As a result, MMPA filed a complaint with the Federal Energy Regulatory Commission (FERC).

The timing and outcome of the FERC complaint process is uncertain. We do, however, expect resolution of this issue in 2024.



Date: August 28, 2023

To: City of Arlington

From: Lee Ortloff/Craig Billerbeck/Corbin Kiecker, Operators

O & M Report: July 2023

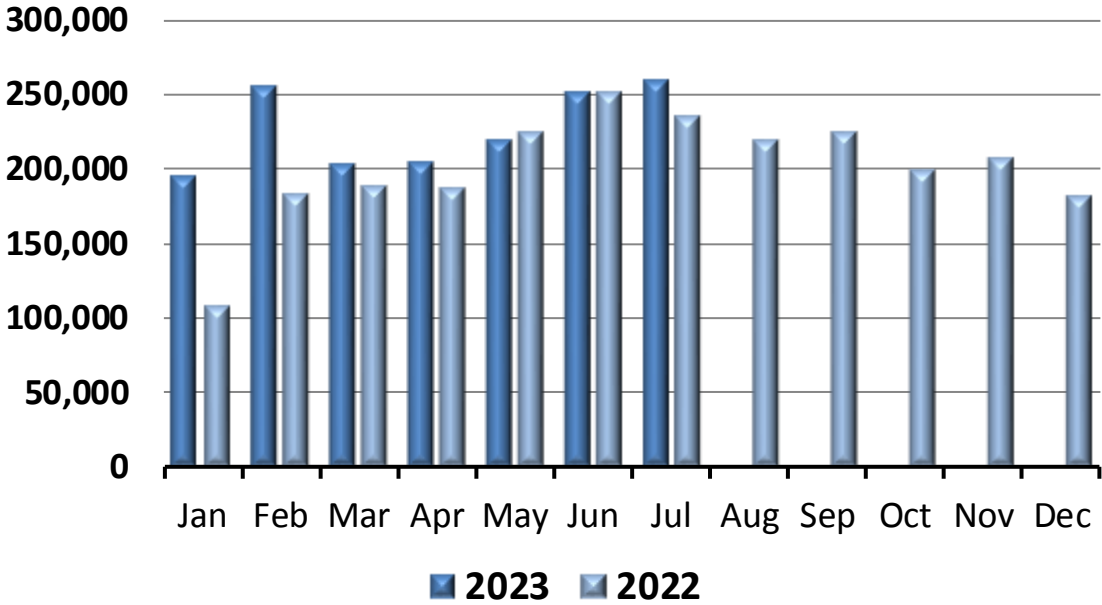
Water Operation & Maintenance

- Total of 50 Gopher State One locates and 5-meter change outs.
- Monthly reading of water meters and electric meters completed.
- Weekly backwashing of water plant completed.
- Weekly testing of iron, chlorine, fluoride, and manganese completed at various distribution points in the city.
- Monthly fluoride report completed.
- Monthly maintenance completed at water treatment plant and well buildings.
- Work continuing at water treatment plant.

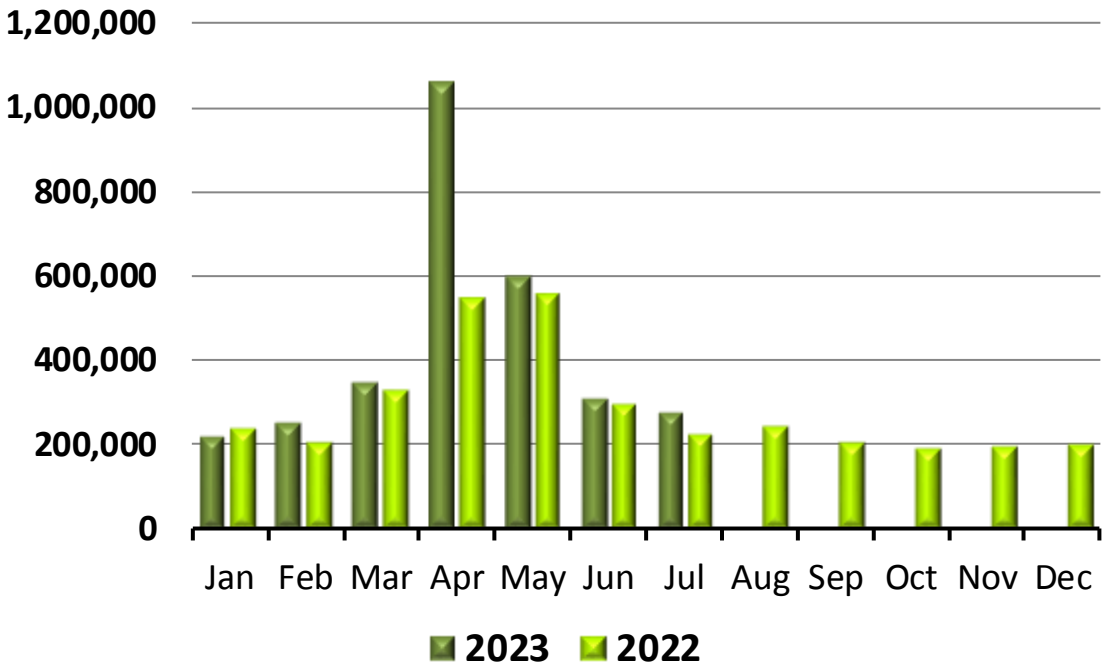
Wastewater Operation & Maintenance

- Continuing to work with northland drying and pumping their pit down.
- Jetting of sewer mains started, should be done by the end of August.
- Monthly maintenance of wastewater plant equipment completed.
- Maintenance completed on lift stations and generators.
- Weekly checks of lift stations completed.
- Continuing to decant and make more sludge storage.
- Monitoring phosphorus weekly to stay under limit.

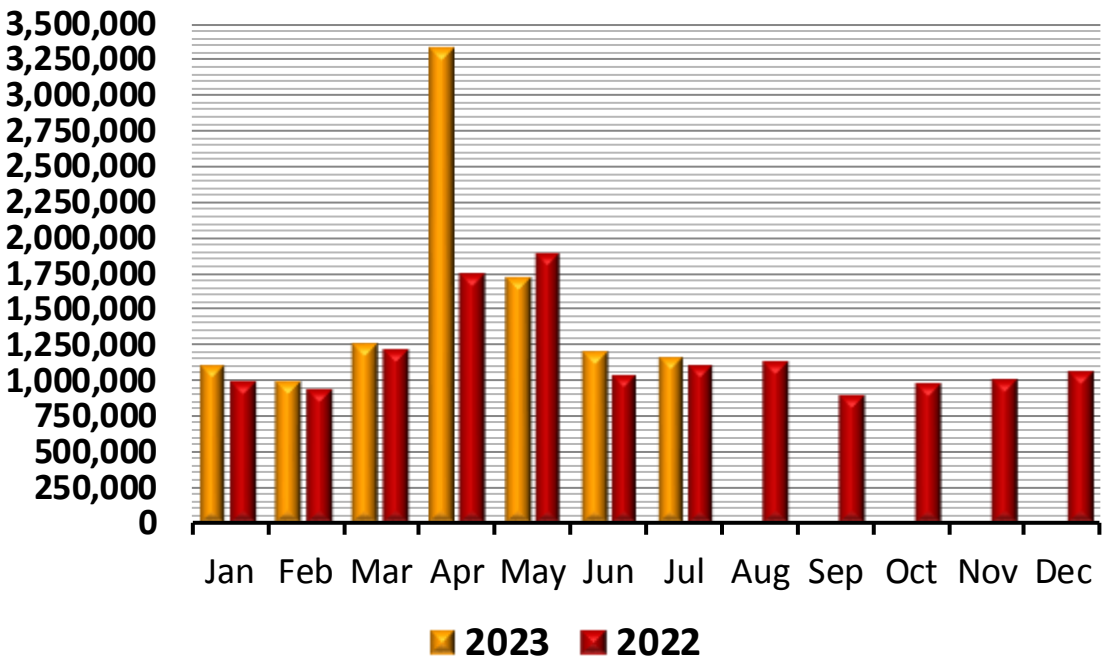
Arlington Average Daily Water Pumped - In Gallons



Arlington Average Daily Wastewater Pumped - In Gallons



Green Isle Lift Station Total Flow In Gallons



		July-23	June-23	July-22
Water				
Average Daily Pumped	gallons	260,000	252,000	236,000
Maximum Daily Pumped	gallons	369,000	314,000	375,000
Minimum Daily Pumped	gallons	104,000	138,000	148,000
Total Monthly Pumped	gallons	8,064,000	7,554,000	7,332,000
Well #2 Pumped	gallons	0	0	7,540,000
Well #3 Pumped	gallons	0	0	0
Well #4 Pumped	gallons	782,000	7,335,000	0
Average Daily Fluoride Conc.	mg/L	0.61	0.63	0.67
Fluoride concentration Permit Limit	mg/L	.5-0.9 mg/L	.5-0.9 mg/L	.5-0.9 mg/L
Fluoride used	gallons	18.50	17.50	14.00
Total Chlorine Residual	mg/L	0.38	0.15	0.98
Total Chlorine Concentration Permit Limit	mg/L	1-2 mg/L	1-2 mg/L	1-2 mg/L
Chlorine used	lbs	129.30	71.30	143.60
Potassium Permanganate used	gallons	44.00	32.00	16.00
Wastewater				
CBOD				
CBOD Influent	mg/L	165	161	215
CBOD Effluent-Monthly	mg/L	1	1	2
CBOD Effluent-Monthly Permit Limit	mg/L	15	15	15
CBOD Max Weekly	mg/L	1	1	2
CBOD Max Weekly-Permit Limit	mg/L	25	25	25
CBOD Effluent Monthly kg/day	kg/day	1	1	2
CBOD Monthly kg/day-Permit Limit	kg/day	46	46	46
CBOD Effluent Weekly kg/day	kg/day	2	1	2
CBOD Weekly kg/day-Permit Limit	kg/day	70	70	70
CBOD % Removal	%	99%	100%	99%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	193	203	190
TSS Effluent-Monthly	mg/L	3	1	2
TSS Effluent Permit Limit	mg/L	30	30	30
TSS Effluent Max Weekly	mg/L	5	6	2
TSS Max weekly - Permit Limit	mg/L	45	45	45
TSS Effluent-Monthly kg/day	kg/day	3	1	1
TSS Monthly kg/day-Permit Limit	kg/day	91	91	91
TSS Effluent Max Weekly kg/day	kg/day	6	7	2
TSS Max weekly kg/day- Permit Limit	kg/day	140	140	140
TSS % Removal	%	98%	98%	99%
TSS % Removal Permit Limit	%	85%	85%	85%
Phosphorus				
Phos Influent	mg/L	5.06	4.55	6.00
Phos Effluent	mg/L	0.20	0.22	0.20
Phos Effluent Permit Limit	mg/L	1	1	1
Phos Effluent Loading	kg/day	0.20	0.25	0.25
Phos Effluent Loading Permit Limit	kg/day	2.50	2.50	2.50

Fecal Coliform				
Fecal Effluent	ml	0	0.00	9
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Dissolved Oxygen				
DO Effluent	mg/L	6	7	6
DO Effluent Permit Limit	mg/L	6	6	6
Effluent Flow				
Average Daily	gallons	273,000	306,000	224,000
Maximum Daily	gallons	379,000	595,000	281,000
Total Monthly	gallons	8,463,000	9,169,000	6,951,000
Total Monthly Precipitation	inches	2.23	2.82	5.22
Green Isle Lift Station Total Flow	gallons	1,165,000	1,208,000	1,110,000
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$22,525.00	\$10,820.00	48%	58%
Chemical Budget	\$14,035.00	\$7,436.00	53%	58%
Total	\$36,560.00	\$18,256.00	50%	58%

Datecompleted	Equipment	Location	Notes	Task	Taskdesc
7/10/2023	Aeration Diffusers	5192 Arlington, MN	Turned air up , no issues with diffusers	Monthly PM	1. Flexing Diffusers by varing air volume 3 times. 2. During normal operation inspect basins for even air flow. Fine bubbles not release of course bubbles in large. See maint instructions sec 11374 Vol 2
7/10/2023	Clarifier #1	5192 Arlington, MN	WASHED SCUM BOX AND PLATES, GREASED, OIL OK	Monthly PM	1. Wash and clean scum box, walls, wiers and center mech. 2. Check oil level in all drive units. 3. If equipment is not used daily, run 5 minutes to oil. 4. Grease worm gear bearing 2 shots 1 zerk (2 shots every 10' to 12' of rotation) 5. Clean all air vents. See Maint. man. for lube/oil chart, Sec 11350, Vol-2
7/10/2023	Clarifier #2	5192 Arlington, MN	Not in use	Monthly PM	1. Wash and clean scum box, walls, wiers and center mech. 2. Check oil level in all drive units. 3. If equipment is not used daily, run 5 minutes to oil. 4. Grease worm gear bearing (2 shots) 1 zerk (2 shots every 10' to 12' of rotation) 5. Clean all air vents. See Maint. man. for lube/oil chart, Sec 11350, Vol-2
7/10/2023	Clarifier #3	5192 Arlington, MN	WASHED OUT SCUM BOX AND WEIRS, GREASED, OIL OK	Monthly PM	1. Wash and clean scum box, walls, wiers and center mech. 2. Check oil level in all drive units. 3. If equipment is not used daily, run 5 minutes to oil. 4. Grease worm gear bearing (2 shots) 1 zerk (2 shots every 10' to 12' of rotation) 5. Clean all air vents. See Maint. man. for lube/oil chart, Sec 11350, Vol-2
7/10/2023	HI-E DEHUMIDIFIER	5192 Arlington, MN	Works , says Freon is low	Monthly PM	INSPECT HOSE FOR PORPER DRAINAGE AND CHECK FOR PROPER OPERATION.

7/10/2023	Dialer	5192 Arlington, MN	Works calls out	Test alarm dialer	Check dialer for proper operation.
7/10/2023	Knight heating Gas Boiler	5192 Arlington, MN	Not in use	Monthly PM	<ol style="list-style-type: none"> 1. Check boiler water level in glass guage 2. Check fresh air vents for obstructions 3. Oil blower motor bearing 4. Inspect/clean flame detector and veiwing window if necessary 5. Check limit and operating controls 6. Check operation of flame safeguard See maint. man. for lube/oil chart, sec 15700, Vol-3
7/10/2023	Gas Detector- Portable	5192 Arlington, MN	Calibrated	Calibrate Equipment	<ol style="list-style-type: none"> 1. Inspect entire unit. 2. Calibrate Unit. See Maint. man., Sec. 10250.2.C, Vol-1
7/10/2023	Wastewater Plant Generator	5192 Arlington, MN	Oil full coolant full filter ok belts ok batteries ok	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels, check operation of coolant 2. Check overall condition on unit. 3. Run unit under load for one cycle (exercise unit every other week under load) 4. Check over unit for leaks and condition of hoses 5. Check battery level, connections and charge 6. Keep screens on generator and air passages on air filter clean 7. Keep generator set clean and dry. See Maint. man. for lube/oil charts, sec 16200, Vol-4
7/10/2023	Wastewater Plant Generator	5192 Arlington, MN	Runs good , did monthly run test and inspection	Inspection	<ol style="list-style-type: none"> 1. Check engine coolant level. 2. Perform semi-annual standby engine maint. list 3. Perform semi-annual generator maint. checklist 4. Keep generator set clean and dry. See Maint. man. for lube/oil charts, sec 16200, Vol-4
7/10/2023	OBRIEN HYDROJETTER	5192 Arlington, MN	Ran for 10 minutes all fluids ok battery ok	Monthly PM	EXERCISE ENGINE, CHECK BATTERY CABLES AND OIL LEVEL IN ENGINE, HYDRAULIC TANK, AND WATER PUMP.

7/10/2023	OBRIEN HYDROJETTER	5192 Arlington, MN	Oiled , hose reel ok	Quarterly PM	GREASE HOSE REEL, PIVOT SHAFT BEARINGS. INSPECT ALL HOSES FOR WEAR. INSPECT HOSE REAL DRIVE CHAIN, LUBE AND ADJUST TENSION IF NEEDED.
7/10/2023	Ferric Mixer ME-MX-6	5192 Arlington, MN	OIL OK, PADDLE WORKING, GREASED	Monthly PM	Check oil level in sight glass to mid-point level. Check paddle operation.
7/10/2023	Make-Up Air Unit #1 Influent	5192 Arlington, MN	Washed filters	Quarterly PM	Check screen for obstructions Maint. manual sec. 15800.I, Vol-3
7/10/2023	Make-Up Air Unit #1 Influent	5192 Arlington, MN	Belt loose bearing is out	Quarterly PM	Check belt tension on unit. Maint. manual sec 15800, pg 17, Vol-3
7/10/2023	Make-Up Air Unit #1 Influent	5192 Arlington, MN	Washed filters belt loose bearing is out	Inspection	Perform 6 month maintainance check on unit. See Maint. man. sec. 15800, Pg 17, Vol-3
7/10/2023	Make-Up Air Unit #2 Boiler Room	5192 Arlington, MN	Screen clean	Quarterly PM	Check screen for obstructions
7/10/2023	Make-Up Air Unit #2 Boiler Room	5192 Arlington, MN	Belt tightened up	Quarterly PM	Check belt tension on unit. Maint. Manual sec. 15800, pg 17, Vol-3
7/10/2023	Make-Up Air Unit #2 Boiler Room	5192 Arlington, MN	Belt ok filters ok	Inspection	Perform 6 month maintenance check on unit. See Maint. Manual sec. 15800, pg 17, Vol-3
7/10/2023	RAS Pump #1	5192 Arlington, MN	GREASED OPERATION OK, SEALS GOOD	Monthly PM	1. Keep interior & exterior of motor clean/dry. 2. Check if motor comes quickly up to speed and mainains constant rotation rate & sounds & runs smooth. 3. Rotate motr at least 15 revolutions/month. 4. Inspect mechanical seals for leaks. See Maint. man. for lube/oil chart, Sec. 11310.13.1, Vol-1
7/10/2023	RAS Pump #1	5192 Arlington, MN	GREASED OPERATION GOOD, SEALS GOOD	Quarterly PM	Grease 2 zerks 2 shots

7/10/2023	RAS Pump #2	5192 Arlington, MN	GREASED OPERATION OK, SEALS GOOD	Monthly PM	<ol style="list-style-type: none"> 1. Keep interior & exterior of motor clean/dry. 2. Check if motor comes quickly up to speed and maintains constant rotation rate & sounds & runs smooth. 3. Rotate motr at least 15 revolutions/month. 4. Inspect mechanical seals for leaks. See Maint. man. for lube/oil chart, Sec. 11310.13.1, Vol-1
7/10/2023	RAS Pump #2	5192 Arlington, MN	GREASED OPERATION OK, SEALS GOOD	Quarterly PM	Grease 2 zerks 2 shots
7/10/2023	RAS Pump #3	5192 Arlington, MN	DOWN FOR REPAIR	Monthly PM	<ol style="list-style-type: none"> 1. Keep interior & exterior of motor clean/dry. 2. Check if motor comes quickly up to speed and maintains constant rotation rate & sounds & runs smooth. 3. Rotate motr at least 15 revolutions/month. 4. Inspect mechanical seals for leaks. See Maint. man. for lube/oil chart, Sec. 11310.13.1, Vol-1
7/10/2023	RAS Pump #3	5192 Arlington, MN	DOWN FOR REPAIRS	Quarterly PM	Grease 2 zerks 2 shots
7/10/2023	RAS Pump #4	5192 Arlington, MN	GREASED OPERATION GOOD, NO LEAKS	Monthly PM	<ol style="list-style-type: none"> 1. Keep interior & exterior of motor clean/dry. 2. Check if motor comes quickly up to speed and maintains constant rotation rate & sounds & runs smooth. 3. Rotate motr at least 15 revolutions/month. 4. Inspect mechanical seals for leaks. See Maint. man. for lube/oil chart, Sec. 11310.13.1, Vol-1
7/10/2023	RAS Pump #4	5192 Arlington, MN	GREASED OPERATION OK	Quarterly PM	Grease 2 zerks 2 shots

7/10/2023	RAS Pump #5	5192 Arlington, MN	GREASED OPERATION OK, NO LEAKS	Monthly PM	<ol style="list-style-type: none"> 1. Keep interior & exterior of motor clean/dry. 2. Check if motor comes quickly up to speed and maintains constant rotation rate & sounds & runs smooth. 3. Rotate motr at least 15 revolutions/month. 4. Inspect mechanical seals for leaks. See Maint. man. for lube/oil chart, Sec. 11310.13.1, Vol-1
7/10/2023	RAS Pump #5	5192 Arlington, MN	GREASED OPERATION OK	Quarterly PM	Grease 2 zerks 2 shots
7/10/2023	FIRE EXTINGUISHERS	5192 Arlington, MN	CHECK ALL OK	Inspection	Inspect, tip upside down bang with rubber hammer, check to see if charged. (WWTP, WTP, Well #2, Well #4) Tools Required: rubber hammer, pen
7/10/2023	Dehumidifer at Water Plant	6192 Arlington, MN	New humidifier running filters new	Monthly PM	Inspect both filters type dp model# mx40 sp2 size 15.75x15.75x2.
7/10/2023	Forced Air Furnance at WTP	6192 Arlington, MN	Not in service being replaced with make up air unit	Annual PM	Check all three filters and replace as needed.
7/11/2023	Blower #3- Roots	5192 Arlington, MN	BLOWER IS CURRENTLY NOT IN SERVICE NEEDS NEW DRIVE	Service Equipment	<ol style="list-style-type: none"> 1. Grease bearings (2 zerks, 6 shots) NLGI #2 Petroleum base high temp 2. Check breather hole by greased bearings ends for plugging 3. Check gear box oil level & add if necessary- Synthetic 220 oil See Maint. man. for lube/oil charts, sec 11373.2.3, vol-2
7/11/2023	Blower #3- Roots	5192 Arlington, MN	BLOWER CURRENTLY NOT IN SERVICE NEEDS NEW DRIVE	Quarterly PM	<ol style="list-style-type: none"> 1. Change oil or after every 1500 hours 2. Check belts, adjust or replace if necessary 3. Check for hot spots or increase in noise or vibration 4. Check relief valve for proper operation 5. Check monometer for proper operating pressure & fluid See Maint. man. for lube/oil chart, sec 11373.2.3, vol-2

7/11/2023	Chlorination/Dechlor Equipment	5192 Arlington, MN	cleaned screen on sulfur and chlorine , good pressure	Monthly PM	<ol style="list-style-type: none"> 1. Inspect flash mixer for normal operation March through October 2. Inspect and clean ejector screens Maint. man. sec 11354, Vol-2
7/11/2023	Chlorine Gas Detector	5192 Arlington, MN	works sets off alarm	Test alarm dialer	<ol style="list-style-type: none"> 1. Power supply LED and ready LED check 2. Alarm circuit check 3. Alarm circuit to remote on SCP check 4. Malfunction LED off See Maint. man., Sec 11355, Vol-2
7/11/2023	Effluent Blower #1-Lamson	5192 Arlington, MN	RAN 15 MINUTES EVERYTHING OK, GREASED	Monthly PM	<ol style="list-style-type: none"> 1. Check inlet filter headloss indicator & service if necessary 2. Check discharge gauge for typical operating pressure 3. Grease blower/exhauster bearings 1 to 2 shots (S2 High Performance Heay Duty grease)) See maint. man. sec. 11373.5.B, Vol-2
7/11/2023	Effluent Blower #2-Lamson	5192 Arlington, MN	RAN 15 MINUTES EVERYTHING OKAY, SOME AIR LEAKING OUT CHECK VALVE GREASED	Monthly PM	<ol style="list-style-type: none"> 1. Check inlet filter headloss indicator & service if necessary 2. Check discharge gauge for typical operating pressure 3. Grease blower/exhauster bearings 1 to 2 shots (USE S2 High Performance Heavy Duty Grease) See maint. man. sec. 11373.5.B, Vol-2
7/11/2023	Effluent Sampler	5192 Arlington, MN	hose is clean	Monthly PM	<ol style="list-style-type: none"> 1. Flush suction lines with chlorine rinse if needed 2. Check housing for seal failure See Maint. man. sec. 11630, Vol-3
7/11/2023	Effluent Sampler	5192 Arlington, MN	clean hose is fine	Quarterly PM	<ol style="list-style-type: none"> 1. Clean interior and exterior of sampler with sponge and detergent. 2. Check pump tube for flexibility.
7/11/2023	OBRIEN HYDROJETTER	5192 Arlington, MN	CLEANED STRAINER, AIRED TIRES TO 72 PSI	Inspection	CLEAN STRAINER, CHECK BELTS ON PUMP AND ADJUST IF NEEDED. CHECK TIRE PRESSURE. CHECK ELECTRIC BRAKES FOR PROPER OPERATION.

7/11/2023	Influent Sampler	5192 Arlington, MN	hose is clean	Monthly PM	<ol style="list-style-type: none"> 1. Flush suction line with water and chlorine rinse. 2. Check housing for seal failure. Every other month: <ol style="list-style-type: none"> 1. Clean interior and exterior of sampler with sponge and detergent. 2. Check pump tube for flexibility. See Maintl man., Sec. 11630, Vol-3
7/11/2023	Pretreatment Building	5192 Arlington, MN	could use more rock, found soft spot in roof	Inspection	<ol style="list-style-type: none"> 1. Check caulking and sealants on building and equipment. 2. Check ballast on roof to ensure enough ballast material present to hold down roofing material. 3. Check all roof areas for leaks. 4. Clean windows. 5. Lube hardware (door closures) w/ silicone or graphite.
7/11/2023	Sludge Thickener Pump	5192 Arlington, MN	GREASED, OIL OK, RAN OK	Monthly PM	<ol style="list-style-type: none"> 1. Check oil level in gear case of process pump, oil if necessary. ** #30 low ash in pump gearbox ** 2. Inspect packing. 3. Rotate motor & shafts if not used regularly. Oil mobil sparton FP 220 or equivalent to 80-90w gearbox and buffer chamber Oil bottle pressure 1.3 See Maint. man. for lube/oil chart, sec. 11310.19.F, Vol-1
7/11/2023	Thickener Supernatant Pump	5192 Arlington, MN	OIL OK, TIGHTENED PACKING, GREASED	Monthly PM	Vortex Pump: Check oil level ** Use #20 Non-Detergent oil See Maint. man. for lube/oil chart, sec. 113100.4.C, Vol-1
7/11/2023	FAIRGROUND PVC CAPS	5192 Arlington, MN	CHECKED ALL GOOD	Monthly PM	Inspect Caps
7/11/2023	SANITARY MANHOLES CREEKVIEW LANE	5192 Arlington, MN	189 BURIED. 178 SOME GAPS AROUND LID, 157 BURIED	Monthly PM	Inspect for Leaks
7/11/2023	DO Sensors	5192 Arlington, MN	calibrated	Calibrate Equipment	Calibration of any equipment that is required by manufacturer.

7/12/2023	City Hall Generator	5192 Arlington, MN	Fluids full runs good	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels, check operation of coolant 2. Check overall condition of unit. 3. Run unit under load for one cycle (exercise generator every other week under load) 4. Check over unit for leaks and condition of hoses 5. Check battery level , connections and charge 6. Keep screens on generator and air passages on air filter 7. Keep generator set clean and dry <p>See Maint. man. for lube/oil charts, sec.16200, Vol-4</p>
7/12/2023	7th St. Lift Station Generator	5192 Arlington, MN	Runs good fluids full	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels. Check overall condition. 2. Check air filter and radiator air passages. 3. Check fuel tank level. 4. Run unit under load for one cyle. (exercise every other week under load) 5. Check condition of air filter. 6. Check condition and wear of belts, check battery connections and electolite level. 7. Check and clean screens on generator set. 8. Check voltage and amperage on unit under load. <p>See Maint. man for lube/oil chart & instructions, sec 16200, Vol-4</p>
7/12/2023	7th St. Lift Station Generator	5192 Arlington, MN	oil changed last year , hardly any hours put on since battery is ok and charging , coolant full, belts ok	Service Equipment	<ol style="list-style-type: none"> 1. Change oil and filter, clean oil drip pan and engine. 2. Check battery level and charge rate, clean connections. 3. Check engine coolant level and condition. 4. Check complete unit over following check list in manual <p>See Maint. man. for lube/oil charts, sec. 16200, Vol-4</p>

7/12/2023	School Lift Station Generator	5192 Arlington, MN	Has bad coolant leak	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels. Check overall condition. 2. Check air filter and radiator air passages. 3. Check fuel tank level. 4. Run unit under load for one cycle.(exercise every other week under load) 5. Check condition of air filter. 6. Check condition and wear of belts, check battery connections and electrolyte level. 7. Check and clean screens on generator set. 8. Check voltage and amperage on unit under load. 9. Check fuel level, top off if below half full. See Maint. man. for lube/oil chart and instructions, sec. 16200, Vol-4
7/12/2023	School Lift Station Generator	5192 Arlington, MN	oil ok , coolant leaks from water pump housing filter ok	Service Equipment	<ol style="list-style-type: none"> 1. Change oil and filter, clean oil drip pan and engine. 2. Check battery level and charge rate, clean connections. 3. Check engine coolant level and condition. 4. Check complete unit over following check list in manual. See Maint. man. for lube/oil charts, sec. 16200, Vol-4

7/12/2023	Brook St. LS Generator	5192 Arlington, MN	Fluids full runs good	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels. Check overall condition. 2. Check air filter and radiator air passages. 3. Check fuel tank level. 4. Run unit under load for one cycle. (exercise unit every other week under load) 5. Check condition of air filter. 6. Check condition and wear of belts, check battery connections and electrolyte level. 7. Check and clean screens on generator set. 8. Check voltage and amperage on unit under load. <p>See Maint. man. for lube/oil chart & instructions, sec. 16200, Vol-4</p>
7/12/2023	Grit Cyclone	5192 Arlington, MN	no noises, greased weekly	Monthly PM	<p>Check washer for unusual noises and excessive vibrations.</p> <p>See Maint. man. for lube/oil chart, sec 11325 , Vol-1</p>
7/12/2023	Grit Cyclone	5192 Arlington, MN	Sounds good no noises	Inspection	<p>Inspect for internal wear.</p> <p>See Maint. man., sec. 11325, Vol-1</p>
7/12/2023	Gravity Thickner	5192 Arlington, MN	not in use	Monthly PM	<ol style="list-style-type: none"> 1. Check collection chain, flights, wear slides and guides for visible damage, loose or missing parts. 2. Grease all 4 shaft bearings (8 zerls 5-6 shots) 3. Check drive chain for tightness and alignment with drive gears and idler gear. <p>See Maint. man., sec. 11352, pgs 3-4 to 3-8, Vol-2</p>
7/12/2023	Grit Pump	5192 Arlington, MN	oil ok belt and packing ok	Monthly PM	<p>Vortex pump:</p> <ol style="list-style-type: none"> 1. Check oil level. Use SAE 20 non-detergent oil containing inhibitors. 2. Check packing. 3. Check belts. <p>See Maint. man. for lube/oil chart, sec. 11310.4.C, Vol-1</p>

7/12/2023	Grit Trap- Jeta (Grit Seperator)	5192 Arlington, MN	oil ok greased every Wednesday no noises	Monthly PM	*Should be done weekly , write dates in note section* 1. Grease drive head, 2 zerks on side, with 6 shots each 2. Check drive motor gear box oil level ****Use Mobilgear 630 Oil**** See Maint. man. for oil/lube chart,sec. 11325, pg 1, Vol-1
7/12/2023	Lift Station- 7th Street	5192 Arlington, MN	Floats clean transducer clean pump 1 noisy	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
7/12/2023	Lift Station- 7th Street	5192 Arlington, MN	quality flow comes and does amp draws and checks on lift stations	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
7/12/2023	Lift Station- Hwy 5	5192 Arlington, MN	Pumped down floats have some build up transducer ok	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
7/12/2023	Lift Station- School	5192 Arlington, MN	Pump 1 loud floats and transducer clean	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
7/12/2023	Lift Station- School	5192 Arlington, MN	quality flow comes and does amp draws and checks on lift stations	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED

7/12/2023	Lift Station- Brook Street	5192 Arlington, MN	Pumped down cleaned rags off of floats and transducer	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
7/12/2023	Mechanical Bar Screen	5192 Arlington, MN	greased and cleaned	Monthly PM	<ol style="list-style-type: none"> 1. Aqua-guard: Hose off rotating brush assembly with high pressure water. 2. Check rotating brush assembly for movement of proper tightness of bolts and other fasteners. 3. Check that rotating brush is properly engaging the elements and check for wear. 4. Check for damaged screen filter elements. 5. Grease all fittings (7 zerks- 1 shot each). 6. Grease brush chain by brushing with gun grease. 7. Check all bearings and lock collars for tightness. 8. Remove accum. of debris & residue from all mechanisms. 9. Check operation of float switches. 10. Check condition of oil in gear reducer and change if needed. 11. Check Neopreme side seals for wear and correct sealing. <p>See Maint. man. for lube/oil chart, sec. 11330, Vol-1</p>
7/12/2023	Screw Lift Pump #1	5192 Arlington, MN	oil ok, resevoir full	Monthly PM	<ol style="list-style-type: none"> 1. Fill reservoir with grease if low, check to see if grease is dropping indicating grease is going to bearing. 2. Grease top bearing (2 zerks- 2 shots) top zerk first. 3. Check oil level in gear reducer on screw pump and in gear reducer on grease pump. <p>See Maint. man. Vol-1 sec. 11310</p>

7/12/2023	Screw Lift Pump #2	5192 Arlington, MN	oil ok	Monthly PM	<ol style="list-style-type: none"> 1. Fill reservoir with grease if low, check to see if grease is dropping indicating grease is going to bearing. 2. Grease top bearing (2 zerks- 2 shots) top zerk first. 3. Check oil level in gear reducer on screw pump and in gear reducer on grease pump. See Maint. man. Vol-1 sec. 11310
7/12/2023	Screw Lift Pump #3	5192 Arlington, MN	greased, oil levels good	Monthly PM	<ol style="list-style-type: none"> 1. Fill reservoir with grease if low, check to see if grease is dropping indicating grease is going to bearing. 2. Grease top bearing (2 zerks- 2 shots) top zerk first. 3. Check oil level in gear reducer on screw pump and in gear reducer on grease pump. See Maint. man. Vol-1 sec. 11310
7/12/2023	Screenings Dewatering Press	5192 Arlington, MN	cleaned and washed down, no wear, motors good, greased	Monthly PM	<p>Daily:</p> <ol style="list-style-type: none"> 1. General visual inspection 2. Rinse accumulated solids off of exterior surfaces <p>Weekly:</p> <ol style="list-style-type: none"> 1. Inspect and flush drain housing 2. Inspect motor 3. Clean brush with water <p>Monthly:</p> <ol style="list-style-type: none"> 1. Inspect brush and wear bars 2. Check gearmotor oil level 3. Inspect drain lines 4. Inspect shaft seal gland
7/12/2023	Air Compressor	6192 Arlington, MN	Oil full belts ok filters ok	Monthly PM	Check oil and overall performance. Use Mobil DTE-24 oil.
7/12/2023	Booster Pump	6192 Arlington, MN	Good pressure , greased motor	Monthly PM	Check for proper operation (screen and pressure)
7/12/2023	Backwash Blower	6192 Arlington, MN	Filter ok belt ok , greased drive	Monthly PM	Check air filters and belts.

7/12/2023	Water Plant Generator	6192 Arlington, MN	Fluids ok runs good	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels, check operation of coolant. 2. Check overall condition of unit. 3. Run unit under load for one cycle.(exercise unit every other week under load) 4. Check over unit for leaks and condition of hoses. 5. Check battery level, connections and charge. 6. Keep screens on generator and air passages on air filters. 7. Keep generator set clean and dry. 8. Check fuel level, top off if below half full. See Maint. man. for lube/oil charts, sec 16200, Vol-4
7/12/2023	Water Plant Generator	6192 Arlington, MN	coolant and fluids full does have slight oil leak	Inspection	<ol style="list-style-type: none"> 1. Check engine coolant level. 2. Perform semi-annual standby engine maint. list. 3. Perform semi-annual generator maint. checklist. 4. Keep generator set clean and dry. See Maint. man. for lube/oil charts, sec 16200, Vol-4
7/12/2023	Well #2 Generator	6192 Arlington, MN	Fluids full runs good	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels, check operation of coolant. 2. Check overall condition of unit. 3. Run unit under load for one cycle.(excerise unit every other week under load) 4. Check over unit for leaks and conditon of hoses. 5. Check battery level, connections and charge. 6. Keep screens on generator and air passages on air filter clean. 7. Keep generator set clean and dry. See Maint. man. for lube/oil charts, sec 16200, Vol-4

7/12/2023	Well #2 Generator	6192 Arlington, MN	Coolant full	Inspection	<ol style="list-style-type: none"> 1. Check engine coolant level. 2. Perform semi-annual standby engine maint. list. 3. Perform semi-annual generator maint. checklist. 4. Keep generator set clean and dry. See Maint. man. for lube/oil charts, sec 16200, Vol-4
7/12/2023	Well #4 Generator	6192 Arlington, MN	Fluids full no leaks runs good	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels, check operation of coolant 2. Check overall condition of unit. 3. Run unit under load for one cycle.(exercise unit every other week under load) 4. Check over unit for leaks and conditon of hoses. 5. Check battery level, connections and charge. 6. Keep screens on generator and air passages on air filter 7. Keep generator set clean and dry. See Maint. man for lube/oil charts, sec 16200, Vol-4
7/12/2023	High Service Pump #1 (P-PW-1)	6192 Arlington, MN	Packing ok , greased pump and motor	Monthly PM	Inspect packing for High Service Pump.
7/12/2023	High Service Pump #2 (P-PW-2)	6192 Arlington, MN	Packing ok greased pump and motor	Monthly PM	Inspect packing for High Service Pump.
7/12/2023	Pump Motor at Well #2	6192 Arlington, MN	Oil full packing ok	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and well motor. 2. Check packing for any leaking.
7/12/2023	Northland Drying Lift station	5192 Arlington, MN	Pumped down floats ok	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.

7/14/2023	Green Isle-Lake Erin Generator	5192 Arlington, MN	Oil full runs good	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels. Check overall condition. 2. Check air filter and radiator air passages. 3. Check fuel tank level. 4. Run unit under load for one cycle.(exercise unit every other week under load) 5. Check condition of air filter. 6. Check condition and wear of belts. Check battery connections and electrolyte level. 7. Check and clean screens on generator set. 8. Check voltage and amperage on until under load. <p>See Maint. Man. for lube/oil chart and instructions, sec 16200, vol-4</p>
7/14/2023	Green Isle Generator Main Lift	5192 Arlington, MN	Fluids full idles rough	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels. Check overall condition. 2. Check air filter and radiator air passages. 3. Check fuel tank level. 4. Run unit under load for one cycle.(exercise unit every other week under load) 5. Check condition of air filter. 6. Check condition and wear of belts. Check battery connections and electrolyte level. 7. Check and clean screens on generator set. 8. Check voltage and amperage on until under load. <p>See Maint. Man. for lube/oil chart and instructions, sec 16200, vol-4</p>

7/14/2023	Green Isle Main Lift Station	5192 Arlington, MN	Pumped down floats ok transducer ok alarm works	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station.
7/14/2023	Green Isle Lift Station #2	5192 Arlington, MN	Floats ok transducer ok pumped down alarm works	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station.
7/14/2023	Pump Building	5192 Arlington, MN	Windows new roof ok	Inspection	<ol style="list-style-type: none"> 1. Check caulking and sealants on building and equipment. 2. Check ballast on roof to ensure enough ballast material present to hold down roofing material. 3. Check all roof areas for leaks. 4. Clean windows. 5. Lube hardware (door closures) w/ silicone or graphite.
7/19/2023	Blower #2- Roots	5192 Arlington, MN	Oil ok filter ok belts ok	Service Equipment	<ol style="list-style-type: none"> 1. Check drive belt tensions 2. Check air filter 3. Change oil every 6000 hours or 2 years. SB220 oil 1800 belt

7/19/2023	Blower #2- Roots	5192 Arlington, MN	Delete work order	Quarterly PM	<ol style="list-style-type: none"> 1. Change oil or after every 1500 hours 2. Check belts, adjust or replace if necessary 3. Check for hot spots or increase in noise or vibration 4. Check relief valve for proper operation 5. Check monometer for proper operating pressure & fluid See Maint. man. for lube/oil chart, sec 11373.2.3, vol-2
7/28/2023	Blower #1- Roots	5192 Arlington, MN	greased and exercised	Service Equipment	<ol style="list-style-type: none"> 1. Grease bearings (2 zerks, 6 shots) NLGI #2 Petroleum base high temp 2. Check breather hole by greased bearings ends for plugging 3. Check gear box oil level & add if necessary- 220 Synthetic See Maint. man. for lube/oil charts, sec 11373.2.3, vol-2
7/28/2023	Blower #1- Roots	5192 Arlington, MN	currently not in service	Quarterly PM	<ol style="list-style-type: none"> 1. Change oil or after every 1500 hours 2. Check belts, adjust or replace if necessary 3. Check for hot spots or increase in noise or vibration 4. Check relief valve for proper operation 5. Check monometer for proper operating pressure & fluid See Maint. man. for lube/oil chart, sec 11373.2.3, vol-2
7/28/2023	Blower #6- Roots	5192 Arlington, MN	currently not in use , greased last month and ran	Service Equipment	<ol style="list-style-type: none"> 1. Grease bearings (2 zerks, 6 shots) NLGI #2 Petroleum base high temp 2. Check breather hole by greased bearings ends for plugging 3. Check gear box oil level & add if necessary- Chevron 220 See Maint. man. for lube/oil charts, sec 11372.2.3, vol-2

7/28/2023	Blower #7- Roots	5192 Arlington, MN	currently not in service	Service Equipment	<ol style="list-style-type: none"> 1. Grease bearings (2 zerks, 6 shots) NLGI #2 Petroleum base high temp 2. Check breather hole by greased bearings ends for plugging 3. Check gear box oil level & add if necessary- Chevron 220 <p>See Maint. man. for lube/oil charts, sec 11373.2.3, vol-2</p>
7/28/2023	City Hall Generator	5192 Arlington, MN	did monthly work order , fluids all full	Inspection	<ol style="list-style-type: none"> 1. Check engine coolant level. 2. Perform semi-annual standby engine maint. list 3. Perform semi-annual generator maint. checklist. 4. Keep generator set clean and dry. <p>See Maint. man. for lube/oil chars, sec 16200, Vol-4</p>
7/28/2023	Hwy 5 Lift Station Generator	5192 Arlington, MN	oil and coolant full air screen ok , fuel ok	Monthly PM	<ol style="list-style-type: none"> 1. Check oil and water levels. Check overall condition. 2. Check air filter and radiator air passages. 3. Check fuel tank level. 4. Run unit under load for one cyle.(exercise unit every other week under load) 5. Check condition of air filter. 6. Check condition and wear of belts, check battery connections and electolite level. 7. Check and clean screens on generator set. 8. Check voltage and amperage on unit under load. <p>See Maint. man for lube/oil chart & instructions, sec 16200, Vol-4</p>
7/28/2023	Lift Station- Hwy 5	5192 Arlington, MN	quality flow comes and does amp draws and checks on lift stations	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
7/28/2023	Lift Station- Brook Street	5192 Arlington, MN	quality flow comes and does lift station inspections and does amp draws	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED

7/28/2023	Well #4 Generator	6192 Arlington, MN	coolant full oil ok filters ok	Inspection	<ol style="list-style-type: none">1. Check engine coolant level.2. Perform semi-annual standby engine maint. list.3. Perform semi-annual generator maint. checklist.4. Keep generator set clean and dry. See Maint. man. for lube/oil charts, sec 16200, Vol-4
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**CITY OF ARLINGTON
STATEMENT OF FUNDS**

July 31, 2023

<u>FUND</u>	<u>MONTH END BALANCE</u>	<u>Aug. 7th Bills</u>	<u>BALANCE</u>
General	\$1,125,658.08	\$41,729.86	\$1,083,928.22
Water	744,263.72	190,572.13	553,691.59
Arl. Sewer	(109,754.99)	740.00	(110,494.99)
AGI Sewer	1,017,125.83	243,695.33	773,430.50
Electric	602,869.68	3,921.85	598,947.83
Storm Drainage	204,096.72		204,096.72
Fire	262,084.45	513.31	261,571.14
Ambulance	140,596.28	4,784.21	135,812.07
Community Center	36,904.66	4,980.42	31,924.24
Cemetery	22,176.82	609.23	21,567.59
DESIGNATED FUNDS			
Capital Improvement Fund	232,941.92	1,578.00	231,363.92
Park Dedication Fund	39,162.97		39,162.97
Fire Truck 2019	25,064.17		25,064.17
Cemetery Perpetual	115,982.75		115,982.75
EDA - Loan Programs Fund	133,594.40	29,502.19	104,092.21
Revolving Loan	74,863.47		74,863.47
EDA	4,483.06		4,483.06
TIF Disc #1-4	0.00		0.00
Tax Abatement	1,693.06		1,693.06
COVID-19 Fund	233,756.08		233,756.08
Medical Center Fund	106,706.88		106,706.88
Circle Dr. Imp. Const. Fund	3,665.05		3,665.05
Hospital Bonds	0.00		0.00
2012 Street Imp. Skg	19,561.44		19,561.44
2015 Street Imp. Skg	196,456.48		196,456.48
2017 Street Imp. Skg	328,150.35		328,150.35
2019 Street Imp. Skg	285,045.78		285,045.78
TOTAL	\$5,847,149.11	\$522,626.53	\$5,324,522.58

INVESTMENTS

ARLINGTON STATE BANK	375,000.00	8.51%	Bank Balance
RBC Wealth Mgmt	2,007,301.58	45.54%	+ \$1,439,169.37
FINANCIAL NORTHEASTERN	201,607.66	4.57%	Investment Balance
4M Fund Gen & 2019 Bond Accts	1,824,070.50	41.38%	= <u>\$4,407,979.74</u>
	<u>4,407,979.74</u>	100.00%	Month End Account Balance
			\$5,847,149.11