



**CITY COUNCIL MEETING AGENDA
NOVEMBER 20, 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) November 6, 2023, City Council Meeting Minutes
 - C) November 6, 2023, Special Workshop City Council Meeting Minutes
 - D) Approve hiring of Aaron Hoover for Part-Time Paramedic Position pending successful backgrounding.

OLD BUSINESS

6. Water Treatment Plant Rehab Update
7. People Service Report, Lee Ortloff
8. City Parking Lot Discussion

NEW BUSINESS

9. Committees Discussion
10. Strategic Planning Discussion

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

11. Written PD Report
12. City Administrator Update, Jessica Steinke

MISCELLANEOUS BUSINESS

ADJOURNMENT

***Check Summary Register©**

10150 Unposted

Name	Check Date	Check Amt
10150 Cash		
Unposted	ARETE ADVISORS	11/16/2023 \$6,320.00
Unposted	BAYCOM	11/16/2023 \$7,358.00
Unposted	BORDER STATES ELECTRIC	11/16/2023 \$788.01
Unposted	BOUND TREE MEDICAL, LLC	11/16/2023 \$888.88
Unposted	CENTRAL FIRE PROTECTION IN	11/16/2023 \$1,094.70
Unposted	COORDINATED BUSINESS SYST	11/16/2023 \$422.43
Unposted	DAVE BERG CONSULTING	11/16/2023 \$8,221.39
Unposted	DAVID DROWN ASSOCIATES, IN	11/16/2023 \$3,200.00
Unposted	FillMeUp	11/16/2023 \$2,679.06
Unposted	HERALD JOURNAL	11/16/2023 \$150.56
Unposted	JERRY'S HOME QUALITY FOODS	11/16/2023 \$28.88
Unposted	KRANZ ELECTRIC	11/16/2023 \$3,092.77
Unposted	LEAGUE OF MN CITIES	11/16/2023 \$470.34
Unposted	LINDE GAS & EQUIP	11/16/2023 \$422.11
Unposted	LOFFLER	11/16/2023 \$121.10
Unposted	MAVERICK AUTOMOTIVE	11/16/2023 \$2,649.35
Unposted	MCLEOD COOPERATIVE POWER	11/16/2023 \$38,389.97
Unposted	MINI BIFF, LLC	11/16/2023 \$184.72
Unposted	MN BUREAU OF CRIMINAL	11/16/2023 \$650.00
Unposted	MN CRITTER GETTER	11/16/2023 \$900.00
Unposted	MN MUNICIPAL POWER AGENCY	11/16/2023 \$151,868.25
Unposted	MORRIS ELECTRONICS	11/16/2023 \$6,260.80
Unposted	NUESSMEIER ELECTRIC	11/16/2023 \$399.35
Unposted	OVERLINE & SON	11/16/2023 \$1,725.00
Unposted	PRECISION UTILITIES	11/16/2023 \$2,900.00
Unposted	PREMIER LOCATING, INC.	11/16/2023 \$8,931.13
Unposted	TRUGREEN PROCESSING CENT	11/16/2023 \$3,140.87
Unposted	U.S. BANK TRUST NATL ASSOC.	11/16/2023 \$254,106.25
Unposted	ULINE	11/16/2023 \$976.93
Unposted	UNITED FARMERS COOPERATIV	11/16/2023 \$1,286.46
Unposted	XCEL ENERGY	11/16/2023 \$758.24
Unposted	XCEL ENERGY-NSP	11/16/2023 \$1,218.72
Unposted	Y-NOT PLBG. & HTG	11/16/2023 \$145.75
Total Checks		\$511,750.02

Fund Summary

	10150 Cash
101 General Fund	\$27,867.95
201 Fire Fund	\$575.36
202 Ambulance Fund	\$9,942.20
203 Community Center Fund	\$683.67
204 EDA Loan Programs Fund	\$49.60
207 Cemetery Fund	\$923.36
360 Hospital Bond Fund	\$254,106.25
601 Water Fund	\$55.45
603 AGI Sewer Fund	\$5,989.36
604 Electric Fund	\$209,831.82
605 Storm Water Drainage Fund	\$1,725.00
	\$511,750.02

Payments

Current Period: NOVEMBER 2023

Payments Batch 11-20-23 PAY		\$511,750.02	
Refer	15884 ARETE ADVISORS	-	
Cash Payment	E 101-41400-300 Professional Srvs	OCT. EMAIL DATA BREECH INVESTIGATION	\$6,320.00
Invoice			
Transaction Date	11/16/2023	Cash	10150
		Total	\$6,320.00
Refer	15885 BAYCOM	-	
Cash Payment	E 202-42153-503 Computers/Software/We	AMB- NEW TOUGHBOOKS & BASES (2)	\$7,358.00
Invoice			
Transaction Date	11/16/2023	Cash	10150
		Total	\$7,358.00
Refer	15886 BORDER STATES ELECTRIC	-	
Cash Payment	E 604-49550-635 Transformers,Wire,Pole	ELEC METERS (SOLAR)	\$788.01
Invoice			
Transaction Date	11/16/2023	Cash	10150
		Total	\$788.01
Refer	15887 BOUND TREE MEDICAL, LLC	-	
Cash Payment	E 202-42153-217 Other Operating Supplie	OCT- AMB. SUPPLIES	\$888.88
Invoice			
Transaction Date	11/16/2023	Cash	10150
		Total	\$888.88
Refer	15888 CENTRAL FIRE PROTECTION INC	-	
Cash Payment	E 101-41940-396 Safety Program & Equip	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$35.50
Invoice			
Cash Payment	E 101-42110-210 Operating Supplies	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$97.90
Invoice			
Cash Payment	E 101-43000-396 Safety Program & Equip	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$209.00
Invoice			
Cash Payment	E 101-45202-210 Operating Supplies	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$29.70
Invoice			
Cash Payment	E 101-45500-210 Operating Supplies	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$44.95
Invoice			
Cash Payment	E 201-42280-396 Safety Program & Equip	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$265.35
Invoice			
Cash Payment	E 202-42153-396 Safety Program & Equip	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$103.90
Invoice			
Cash Payment	E 203-45000-396 Safety Program & Equip	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$120.30
Invoice			
Cash Payment	E 601-49400-636 Supplies & Repairs	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$55.45
Invoice			
Cash Payment	E 603-49450-396 Safety Program & Equip	ANN. FIRE EXT. CHECKS/CERTIFICATIONS	\$132.65
Invoice			
Transaction Date	11/16/2023	Cash	10150
		Total	\$1,094.70
Refer	15889 COORDINATED BUSINESS SYSTE	-	
Cash Payment	E 101-41400-321 Telephone	SEPT- CITY PHONE BILLS	\$191.71
Invoice			
Cash Payment	E 101-42110-321 Telephone	SEPT- CITY PHONE BILLS	\$146.45
Invoice			
Cash Payment	E 101-43000-321 Telephone	SEPT- CITY PHONE BILLS	\$28.09
Invoice			
Cash Payment	E 202-42153-321 Telephone	SEPT- CITY PHONE BILLS	\$56.18
Invoice			
Transaction Date	11/16/2023	Cash	10150
		Total	\$422.43

Payments

Current Period: NOVEMBER 2023

Refer	15890	<i>DAVE BERG CONSULTING</i>	-			
Cash Payment	E 604-49550-300	Professional Svcs	ELEC RATE STUDY			\$8,221.39
Invoice						
Transaction Date	11/16/2023		Cash	10150	Total	\$8,221.39
Refer	15891	<i>DAVID DROWN ASSOCIATES, INC.</i>	-			
Cash Payment	E 101-41400-300	Professional Svcs	2022 CONTINUING DISCLOSURE FILING			\$3,200.00
Invoice						
Transaction Date	11/16/2023		Cash	10150	Total	\$3,200.00
Refer	15892	<i>FILLMEUP</i>	-			
Cash Payment	E 101-42110-480	Gas & Repair-Police Car	OCT- FUEL			\$327.88
Invoice						
Cash Payment	E 101-43000-485	Gas and Repair Miscella	OCT- FUEL			\$1,052.95
Invoice						
Cash Payment	E 202-42153-485	Gas and Repair Miscella	OCT- FUEL			\$386.22
Invoice						
Cash Payment	E 603-49450-485	Gas and Repair Miscella	OCT- FUEL			\$912.01
Invoice						
Transaction Date	11/16/2023		Cash	10150	Total	\$2,679.06
Refer	15893	<i>HERALD JOURNAL</i>	-			
Cash Payment	E 101-41400-351	Legal Notices Publishing	OCT- CITY NOTICES PUBLISHED			\$100.96
Invoice						
Cash Payment	E 204-46550-340	Advertising	OCT- CITY NOTICES PUBLISHED			\$49.60
Invoice						
Transaction Date	11/16/2023		Cash	10150	Total	\$150.56
Refer	15894	<i>JERRY S HOME QUALITY FOODS</i>	-			
Cash Payment	E 101-42110-210	Operating Supplies	OCT- PD SUPPLIES			\$28.88
Invoice						
Transaction Date	11/16/2023		Cash	10150	Total	\$28.88
Refer	15895	<i>KRANZ ELECTRIC</i>	-			
Cash Payment	E 101-41940-396	Safety Program & Equip	REPLACED EMERGENCY/EXIT LIGHTS			\$2,852.77
Invoice						
Cash Payment	E 202-42153-401	Repairs/Maint Buildings	REPLACED EMERGENCY/EXIT LIGHTS			\$240.00
Invoice						
Transaction Date	11/16/2023		Cash	10150	Total	\$3,092.77
Refer	15896	<i>LEAGUE OF MN CITIES</i>	-			
Cash Payment	E 101-41400-503	Computers/Software/We	ADOBE LICENSE RENEWALS (4)			\$218.38
Invoice						
Cash Payment	E 101-42110-503	Computers/Software/We	ADOBE LICENSE RENEWALS (4)			\$142.77
Invoice						
Cash Payment	E 202-42153-503	Computers/Software/We	ADOBE LICENSE RENEWALS (4)			\$109.19
Invoice						
Transaction Date	11/16/2023		Cash	10150	Total	\$470.34
Refer	15897	<i>LINDE GAS & EQUIP.</i>	-			
Cash Payment	E 202-42153-217	Other Operating Supplie	OCT- AMB. OXYGEN			\$422.11
Invoice						
Transaction Date	11/16/2023		Cash	10150	Total	\$422.11
Refer	15898	<i>LOFFLER</i>	-			
Cash Payment	E 101-41400-218	Office Expense	OCT- COPIER MAINT (OFFICE & PD)			\$74.08
Invoice						

Payments

Current Period: NOVEMBER 2023

Cash Payment	E 101-42110-218	Office Expense	OCT- COPIER MAINT (OFFICE & PD)		\$32.02
Invoice					
Cash Payment	E 604-49550-218	Office Expense	OCT- COPIER MAINT (OFFICE & PD)		\$15.00
Invoice					
Transaction Date	11/16/2023	Cash	10150	Total	\$121.10
Refer	15899 MAVERICK AUTOMOTIVE				
Cash Payment	E 101-42110-480	Gas & Repair-Police Car	OCT- FUEL & '16 SQUAD REPAIRS		\$548.11
Invoice					
Cash Payment	E 101-42110-480	Gas & Repair-Police Car	OCT- FUEL & '16 SQUAD REPAIRS		\$981.13
Invoice					
Cash Payment	E 101-43000-485	Gas and Repair Miscella	OCT- FUEL & '16 SQUAD REPAIRS		\$259.18
Invoice					
Cash Payment	E 101-45202-467	Gas & Repair - Mower	OCT- FUEL & '16 SQUAD REPAIRS		\$184.66
Invoice					
Cash Payment	E 201-42280-485	Gas and Repair Miscella	OCT- FUEL & '16 SQUAD REPAIRS		\$310.01
Invoice					
Cash Payment	E 202-42153-485	Gas and Repair Miscella	OCT- FUEL & '16 SQUAD REPAIRS		\$287.12
Invoice					
Cash Payment	E 207-49990-467	Gas & Repair - Mower	OCT- FUEL & '16 SQUAD REPAIRS		\$79.14
Invoice					
Transaction Date	11/16/2023	Cash	10150	Total	\$2,649.35
Refer	15900 MCLEOD COOPERATIVE POWER A				
Cash Payment	E 604-49550-437	Services-McLeod Coop	ADD'L SEPT & OCT. ELEC MAINT & PROJ.		\$13,852.98
Invoice					
Cash Payment	E 604-49550-500	Capital Outlay	ADD'L SEPT & OCT. ELEC MAINT & PROJ.		\$14,934.56
Invoice					
Cash Payment	E 604-49550-500	Capital Outlay	ADD'L SEPT & OCT. ELEC MAINT & PROJ.		\$9,602.43
Invoice					
Transaction Date	11/16/2023	Cash	10150	Total	\$38,389.97
Refer	15901 MINI BIFF, LLC				
Cash Payment	E 101-45202-418	Other Rentals	FINAL BILLING- PARK TOILETS		\$184.72
Invoice					
Transaction Date	11/16/2023	Cash	10150	Total	\$184.72
Refer	15902 MN BUREAU OF CRIMINAL APPRE				
Cash Payment	E 101-42110-208	Training and Instruction	PD TRAININGS		\$650.00
Invoice					
Transaction Date	11/16/2023	Cash	10150	Total	\$650.00
Refer	15903 MN CRITTER GETTER				
Cash Payment	E 101-42700-430	Miscellaneous	NOV. SQUIRREL CATCHING/REMOVAL		\$900.00
Invoice					
Transaction Date	11/16/2023	Cash	10150	Total	\$900.00
Refer	15904 MN MUNI. POWER AGENCY				
Cash Payment	E 604-49550-389	Electric Energy Purchas	OCT- ENERGY		\$151,868.25
Invoice					
Transaction Date	11/16/2023	Cash	10150	Total	\$151,868.25
Refer	15905 MORRIS ELECTRONICS				
Cash Payment	E 101-41400-503	Computers/Software/We	SEPT-OCT CONTRACTS & SERVICE CALLS		\$1,682.20
Invoice					
Cash Payment	E 101-41400-503	Computers/Software/We	SEPT-OCT CONTRACTS & SERVICE CALLS		\$1,500.00
Invoice					

Payments

Current Period: NOVEMBER 2023

Cash Payment	E 101-42110-503	Computers/Software/We	SEPT-OCT CONTRACTS & SERVICE CALLS	\$1,078.60
Invoice				
Cash Payment	E 101-42110-503	Computers/Software/We	SEPT-OCT CONTRACTS & SERVICE CALLS	\$2,000.00
Invoice				
Transaction Date	11/16/2023	Cash	10150	Total \$6,260.80
Refer	15906 <i>NUESSMEIER ELECTRIC</i>			
Cash Payment	E 604-49550-636	Supplies & Repairs	REPLACED SECURITY LIGHT W/ LED	\$399.35
Invoice				
Transaction Date	11/16/2023	Cash	10150	Total \$399.35
Refer	15907 <i>OVERLINE & SON</i>			
Cash Payment	E 605-49600-513	Storm Sewer	STORM SWR TELEVISE & BRICK REMOVAL	\$1,725.00
Invoice				
Transaction Date	11/16/2023	Cash	10150	Total \$1,725.00
Refer	15908 <i>PRECISION UTILITIES</i>			
Cash Payment	E 603-49450-408	Rep & Supp. Lift Station,	BROOKS ST. LIFT STN- SEWAGE PUMPING	\$2,900.00
Invoice				
Transaction Date	11/16/2023	Cash	10150	Total \$2,900.00
Refer	15909 <i>PREMIER LOCATING, INC.</i>			
Cash Payment	E 604-49550-637	Service Locations	OCT- ELEC. LOCATING SERVICES	\$8,931.13
Invoice				
Transaction Date	11/16/2023	Cash	10150	Total \$8,931.13
Refer	15910 <i>TRUGREEN</i>			
Cash Payment	E 101-45202-216	Chemicals and Chem Pr	FALL TREATMENT- PARKS & CEMETERY	\$2,296.65
Invoice				
Cash Payment	E 207-49990-406	Repairs, Supplies & Oth	FALL TREATMENT- PARKS & CEMETERY	\$844.22
Invoice				
Transaction Date	11/16/2023	Cash	10150	Total \$3,140.87
Refer	15911 <i>U.S. BANK TRUST NATL ASSOC.</i>			
Cash Payment	E 360-47000-601	Debt Srv Bond Principal	DEC. 1st HOSPITAL BOND PAYMENT	\$235,000.00
Invoice				
Cash Payment	E 360-47000-611	Bond Interest	DEC. 1st HOSPITAL BOND PAYMENT	\$19,106.25
Invoice				
Transaction Date	11/16/2023	Cash	10150	Total \$254,106.25
Refer	15912 <i>ULINE</i>			
Cash Payment	E 101-42110-210	Operating Supplies	OCT- SUPPLIES & EC MICROWAVE	\$140.23
Invoice				
Cash Payment	E 101-43000-210	Operating Supplies	OCT- SUPPLIES & EC MICROWAVE	\$44.00
Invoice				
Cash Payment	E 101-45202-210	Operating Supplies	OCT- SUPPLIES & EC MICROWAVE	\$138.73
Invoice				
Cash Payment	E 202-42153-217	Other Operating Supplie	OCT- SUPPLIES & EC MICROWAVE	\$90.60
Invoice				
Cash Payment	E 203-45000-210	Operating Supplies	OCT- SUPPLIES & EC MICROWAVE	\$145.00
Invoice				
Cash Payment	E 203-45000-499	Kitchen Expense	OCT- SUPPLIES & EC MICROWAVE	\$418.37
Invoice				
Transaction Date	11/16/2023	Cash	10150	Total \$976.93
Refer	15913 <i>UNITED FARMERS COOPERATIVE</i>			

Payments

Current Period: NOVEMBER 2023

Cash Payment E 603-49450-485 Gas and Repair Miscella OCT- ADD'L SLUDGE TANK REPAIRS \$1,286.46

Invoice

Transaction Date 11/16/2023 Cash 10150 Total \$1,286.46

Refer 15914 XCEL ENERGY

Cash Payment E 603-49450-381 Electric & Heat Utilities OCT- GRN ISLE LIFT STATION ELEC BILL \$758.24

Invoice

Transaction Date 11/16/2023 Cash 10150 Total \$758.24

Refer 15915 XCEL ENERGY-NSP

Cash Payment E 604-49550-397 Facility Charge OCT- SUBSTATION FACILITY CHG \$1,218.72

Invoice

Transaction Date 11/16/2023 Cash 10150 Total \$1,218.72

Refer 15916 Y-NOT PLBG. & HTG

Cash Payment E 101-43000-401 Repairs/Maint Buildings SHOP- WATER LINE WORK \$145.75

Invoice

Transaction Date 11/16/2023 Cash 10150 Total \$145.75

Fund Summary

	10150 Cash
101 General Fund	\$27,867.95
201 Fire Fund	\$575.36
202 Ambulance Fund	\$9,942.20
203 Community Center Fund	\$683.67
204 EDA Loan Programs Fund	\$49.60
207 Cemetery Fund	\$923.36
360 Hospital Bond Fund	\$254,106.25
601 Water Fund	\$55.45
603 AGI Sewer Fund	\$5,989.36
604 Electric Fund	\$209,831.82
605 Storm Water Drainage Fund	\$1,725.00
	<u>\$511,750.02</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$511,750.02
Total	<u>\$511,750.02</u>



**CITY COUNCIL MEETING AGENDA
NOVEMBER 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.

1. Call Meeting to Order and Pledge of Allegiance- *Meeting was called to order by Mayor Scharpe at 6:30 pm. All stood for the Pledge of Allegiance.*

2. Roll Call

Members Present- Mayor Matthew Scharpe, Councilmembers Dave Meyer, Jeff Matz, Christina Litfin and Curtis Ling

Members Absent- Councilmember John Thomes

Staff Present- City Administrator Jessica Steinke, Police Chief Glenn Gerads

Guests Present- Kurt Menk Arlington Enterprise, Brandon Bracht, Curt and Barb Reetz, Peter Tuma, Tim Haggemiller (AFD Relief), Ethan Henke (AFD Relief), Brandon Legg (APD Officer)

3. Approval of the Agenda- *Matz 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.

Brandon Bracht addressed the Council regarding his driveway. Curt and Barb Reetz addressed the Council regarding camper parking on the side of his house due to an ordinance.

CONSENT AGENDA

5. Approval of Consent Agenda

- A) Approval of Bills

- B) October 16, 2023, City Council Meeting Minutes

- C) Approval of new Fire Fighters: Nick Gillette, James Taylor, Samantha Gregory, Stephanie Manthey, and Marschall Robinson



D) Approval of Gambling Permit for the Arlington Area Chamber for Bingo on Dec. 1, 2023, for Arli-Dazzle

Litfin made a motion to approve the consent agenda. Ling seconded. Motion carried with all voting in favor.

OLD BUSINESS

6. Event Center and School Lift Station Generator Quotes- *Steinke stated that we would not get a discount big enough if we bought two generators. Meyer made a motion to approve quote to replace the school lift station generator. Litfin seconded. Motion carried with all voting in favor.*

NEW BUSINESS

7. Electric Cost of Service Study Results, Dave Berg Consulting, LLC- *Dave Berg presented his report regarding the cost-of-service study.*
8. Arlington Fire Relief Update, Spencer Haggemiller- *Tim Haggemiller and Ethan Henke gave an update. The update included the gambling report, donations going out to various groups, fire prevention month, pork chop dinner sold 550 dinners, retirement investment raise of \$150 per member per year, and siren. Ling made a motion to add \$150 per year per member for a total of \$2000 per year for retirement for the Arlington Fire Department Relief. Meyer seconded. Motion carried with all voting in favor.*
9. City Lot Proposal, Peter Tuma- *Tuma presented the Council with an idea for the city lot across Main Street from Thomes Bros.*
10. Body Worn & Squad Camera Quotes- *Meyer made a motion approve the quote from Motorola for \$42,327.52. Ling seconded. Motion carried with all voting in favor.*
11. Police Department Roof Repair Quotes- *Matz made a motion to approve the quote from Vos Construction for \$11,269. Litfin seconded. Motion carried with all voting in favor.*
12. Snow Plowing Bids- *Meyer made a motion to approve Dokota Robinson Trucking for snow hauling for the 23-24 winter season. Matz seconded. Motion carried with all voting in favor.*
13. St. Paul's Traffic Control Request- *Steinke updated the Council with the concerns to traffic and bus parking at St. Paul's School. Ling made a motion to approve the request from St. Paul's School. Meyer seconded. Motion carried with all voting in favor.*
14. People Service, Contract Price Adjustment 2024- *Matz made a motion to approve the 4.7% price adjustment for 2024 with PeopleServices. Litfin seconded. Motion carried with all voting in favor.*



15. Earned Sick and Safe Time Policy-*Steinke spoke regarding the ESST Policy and having it incorporated with the current personnel policy. Ling made a motion to approve the ESST policy. Litfin seconded. Motion carried with all voting in favor.*
16. Secondary Health Insurance Plan Consideration-*Steinke stated that they need to have one employee sign up for this option to offer this. She also stated that this is a lower premium option with a higher deductible. Meyer made a motion to approve the secondary health insurance plan. Matz seconded. Motion carried with all voting in favor.*
17. Arli- Dazzle Request for December 2, 2023-*Meyer made a motion to approve the Arli-Dazzle request. Ling seconded. Motion carried with all voting in favor.*

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

18. City Administrator Update, Jessica Steinke- *Working with McLeod Coop regarding mapping the electrical, reaching out to other companies to help, McLeod Coop will take a more active role with regards to our metering, resurrecting Laserfishe software since we are already paying for it, security breach update, notification from insurance that all city buildings with asphalt shingles will need to be reroofed, OSHA update, AMBA homes update, and asked about a work session regarding electric rate study. Consensus was to have a work session at 6 pm prior to next Council meeting on November 20, 2023 to discuss the electric rate study.*
19. City Attorney Update, Ken Janssen- *Janssen was not in attendance.*

MISCELLANEOUS BUSINESS

20. City Administrator Six Month Performance Review (Closed portion of the meeting)-*Litfin made a motion to close the meeting at 7:46 pm. Meyer seconded. Motion carried with all voting in favor. Litfin made a motion to reopen the meeting at 7:52 pm. Matz seconded. Motion carried with all voting in favor. A summary of the closed was given by Mayor Scharpe. Scharpe stated that everyone was happy with Administrator Steinke's work over the past six months. Councilmember Meyer motioned to remove Administrator Steinke from her probationary period, back date PTO accruals to October 10, 2023 and her new wage would be \$118,000 per year starting with the current pay period. Ling seconded. Motion carried with all voting in favor.*

ADJOURNMENT

Meyer made a motion to adjourn the meeting at 7:53 pm. Litfin seconded. Motion carried with all voting in favor.



City Administrator Jessica Steinke

Mayor Matthew Scharpe



**CITY COUNCIL SPECIAL WORKSHOP MEETING MINUTES
NOVEMBER 6, 2023, AT 5:30 PM
COUNCIL CHAMBERS**

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

2. Roll Call-
Members Present-Mayor Matthew Scharpe, Councilmembers Dave Meyer, Christina Litfin and Curtis Ling

Members Absent- Councilmembers John Thomes and Jeff Matz

Staff Present- City Administrator Jessica Steinke, Police Chief Glenn Gerads, Library Director Andy Kelton

Guests Present-None

3. A special meeting workshop to discuss the 2024 preliminary budget-*Discussion on the 2024 budget.*

ADJOURNMENT

Litfin made a motion to adjourn the meeting at 5:51 pm. Ling seconded. Motion carried with all voting in favor.

City Administrator Jessica Steinke

Mayor Matthew Scharpe



Date: October 27, 2023

To: City of Arlington

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

O & M Report: September 2023

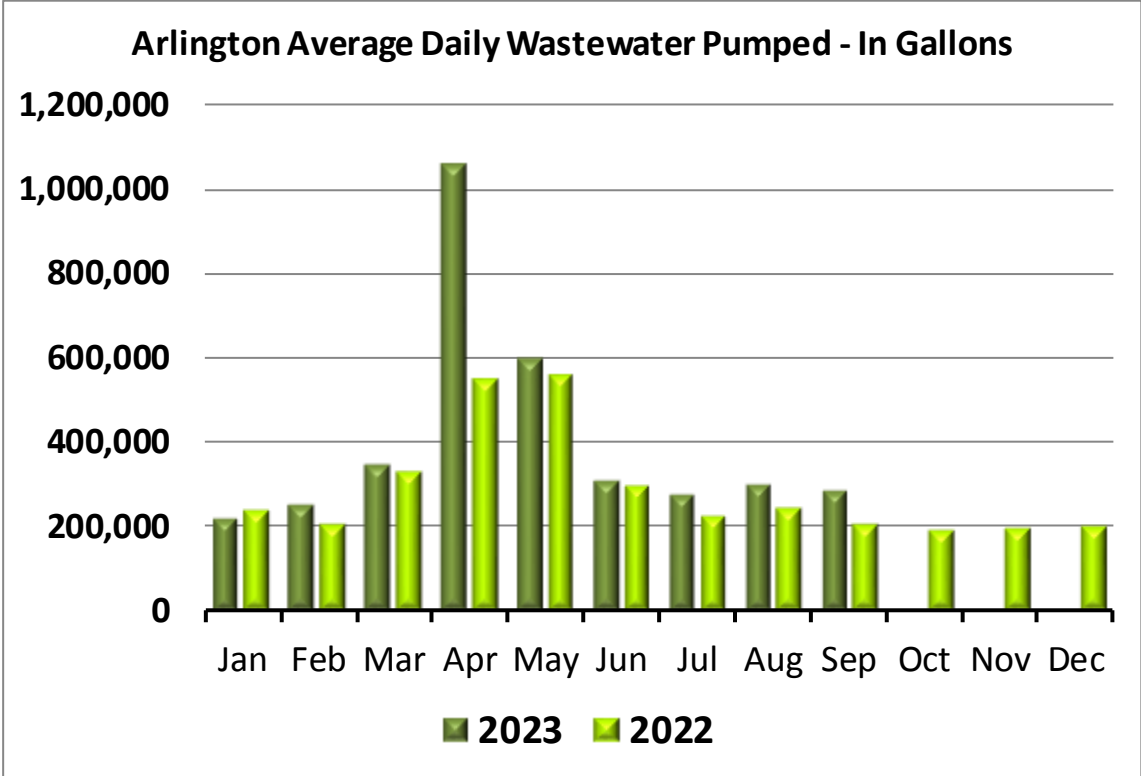
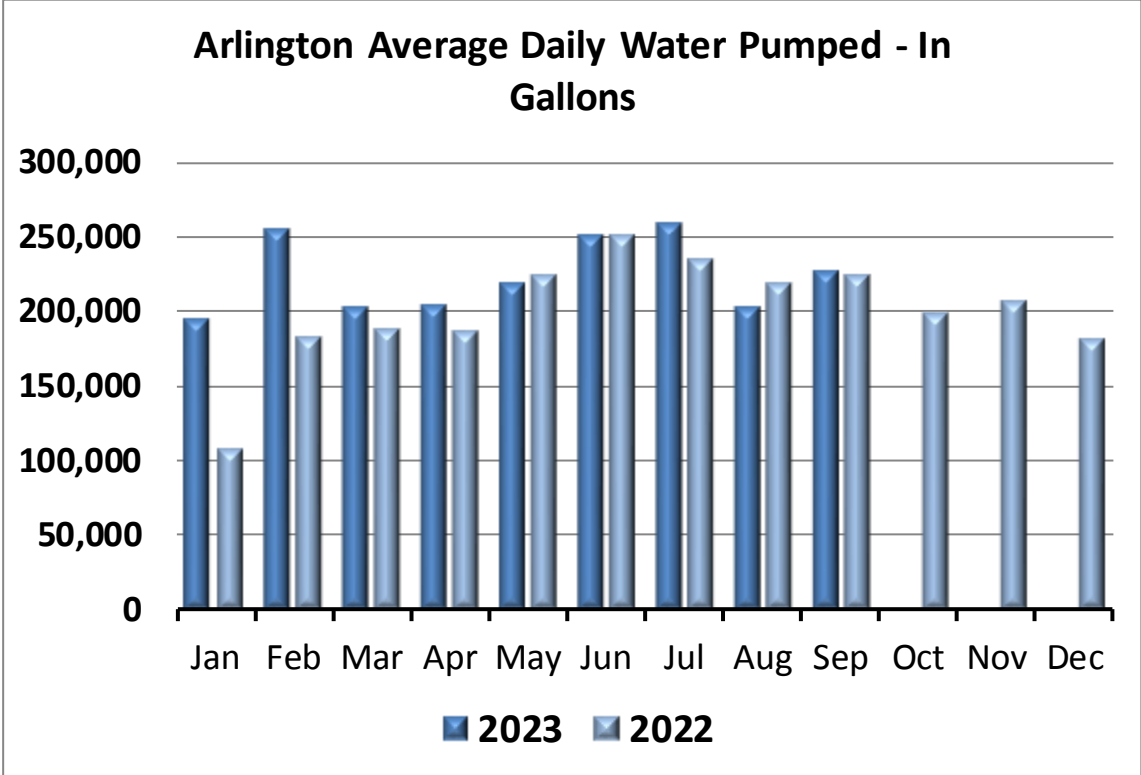
DEADLINE FOR YOU TO COMPLETE THE LEAD SERVICE LINE (LSL) INVENTORY IS OCTOBER 16, 2024

Water Operation & Maintenance

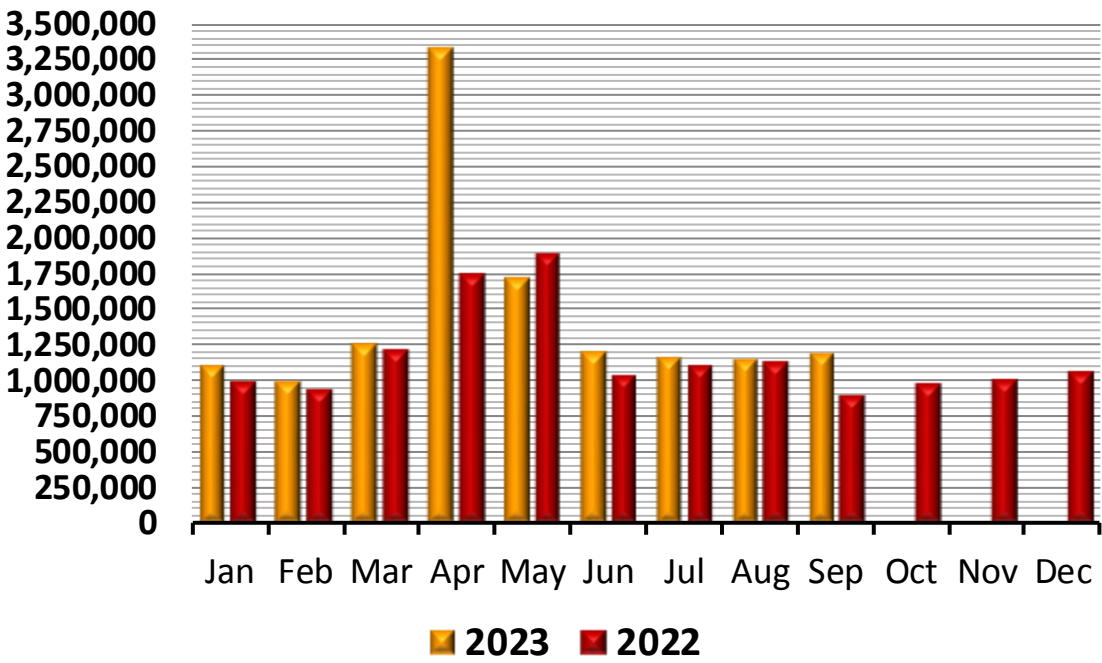
- Total of 151 Gopher State One locates, six service requests including 4-meter replacements.
- Water plant work continues, computer programming, and touch-ups.
- Weekly backwash of water plant completed.
- Weekly testing of iron, manganese, fluoride, and chlorine done at various distribution sites.
- Work orders completed, including water plant generator, pumps at water plant, and equipment at water plant.
- Completed monthly reading of water meters and electric meters.
- Submitted two bac-T samples to Minnesota department of health.
- Monthly fluoride report completed.

Wastewater Operation & Maintenance

- Jetting completed for 2023.
- Completed weekly sampling of wastewater and monitoring of limits and phosphorus limits.
- Submitted dirt samples for applying sludge.
- Power lost at School lift station, generator not working properly, continuing to try and resolve issue.
- Work orders completed for generators, lift stations, and equipment at wastewater plant including; gas detector, pumps, and clarifiers.



Green Isle Lift Station Total Flow In Gallons



		September-23	August-23	September-22
Water				
Average Daily Pumped	gallons	228,000	203,000	225,200
Maximum Daily Pumped	gallons	443,000	447,000	422,000
Minimum Daily Pumped	gallons	67,000	66,000	60,000
Total Monthly Pumped	gallons	6,844,000	6,924,000	6,756,000
Well #2 Pumped	gallons	6,211,000	6,642,000	7,255,000
Well #3 Pumped	gallons	0	0	0
Well #4 Pumped	gallons	0	662,000	0
Average Daily Fluoride Conc.	mg/L	0.85	0.53	0.71
Fluoride concentration Permit Limit	mg/L	.5-0.9 mg/L	.5-0.9 mg/L	.5-0.9 mg/L
Fluoride used	gallons	17.88	11.50	9.50
Total Chlorine Residual	mg/L	0.36	0.29	0.84
Total Chlorine Concentration Permit Limit	mg/L	1-2 mg/L	1-2 mg/L	1-2 mg/L
Chlorine used	lbs	117.50	112.90	96.40
Potassium Permanganate used	gallons	23.61	27.00	0.00
Wastewater				
CBOD				
CBOD Influent	mg/L	158	186	192
CBOD Effluent-Monthly	mg/L	3	1	2
CBOD Effluent-Monthly Permit Limit	mg/L	15	15	15
CBOD Max Weekly	mg/L	7	1	2
CBOD Max Weekly-Permit Limit	mg/L	25	25	25
CBOD Effluent Monthly kg/day	kg/day	2	1	1
CBOD Monthly kg/day-Permit Limit	kg/day	46	46	46
CBOD Effluent Weekly kg/day	kg/day	6	2	2
CBOD Weekly kg/day-Permit Limit	kg/day	70	70	70
CBOD % Removal	%	98%	99%	99%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	230	329	211
TSS Effluent-Monthly	mg/L	5	6	1
TSS Effluent Permit Limit	mg/L	30	30	30
TSS Effluent Max Weekly	mg/L	7	17	3
TSS Max weekly - Permit Limit	mg/L	45	45	45
TSS Effluent-Monthly kg/day	kg/day	5	7	1
TSS Monthly kg/day-Permit Limit	kg/day	91	91	91
TSS Effluent Max Weekly kg/day	kg/day	6	18	3
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	4.94	5.99	6.30
Phos Effluent	mg/L	0.39	0.44	0.20
Phos Effluent Permit Limit	mg/L	1	1	1
Phos Effluent Loading	kg/day	1.67	0.99	0.24
Phos Effluent Loading Permit Limit	kg/day	2.50	2.50	2.50

Fecal Coliform				
Fecal Effluent	ml	0	0.00	3
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Dissolved Oxygen				
DO Effluent	mg/L	6	6	6
DO Effluent Permit Limit	mg/L	5	5	5
Effluent Flow				
Average Daily	gallons	286,000	297,000	204,000
Maximum Daily	gallons	519,000	469,000	245,000
Total Monthly	gallons	8,591,000	9,206,000	6,117,000
Total Monthly Precipitation	inches	5.15	2.75	0.47
Green Isle Lift Station Total Flow	gallons	1,187,000	1,153,000	901,000
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$22,525.00	\$13,660.00	61%	75%
Chemical Budget	\$14,035.00	\$11,471.00	82%	75%
Total	\$36,560.00	\$25,131.00	69%	75%

Water Plant Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
Total			\$0

Water System Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
09/07/23	Venders (1)	Misc. Invoices under \$50 (1)	\$6
Total			\$6

Wastewater Plant Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
09/20/23	Arlington Auto & Farm Supply	Grease for Plant Equipment	\$75
9/1-9/30	Venders (2)	Misc. Invoices under \$50 (2)	\$38
Total			\$113

Wastewater System Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
09/07/23	Quality Flow Systems, Inc.	School Lift Station	\$486
09/07/23	Quality Flow Systems, Inc.	Annual Lift Station Inspections	\$1,050
09/23/23	Flexible Pipe & Tool	Parts for Jetter	\$147
09/25/23	Quality Flow Systems, Inc.	School Lift Station Parts	\$260
9/1-9/31	Venders (1)	Misc. Invoices under \$50 (3)	\$79
Total			\$2,022

Total Expenditures

Water Plant Maintenance	\$0
Water System Maintenance	\$6
W/W Plant Maintenance	\$113
W/W System Maintenance	\$2,022
Total For This Month	\$2,141
Total Maintenance Dollars Spent Year-to-Date (January 1, 2023 to End of This Report Month)	\$13,660
Annual Maintenance Budget (Jan. 1, 2023 - Dec. 31, 2023)	\$22,525
Percent Maintenance Budget Spent Year-to-Date	61%



4th Av NW

W Main St

31.0057.000

31.0058.000

31.0059.000

31.0060.000

31.0061.000

31.0066.000

11/16/23

-PARCEL INQUIRY-

INQ010 11/24/09

VALUATIONS

EXEMPT

2023 PAY 2024

PCL # 31-0059-000/01 CITY OF ARLINGTON

VALUE RECORD 01 OF 01

-----MARKET/TAXABLE VALUES-----

--TAX CAPACITY--

---MISCELLANEOUS----

LAND 9,100

NET TC

MP# 00-0000-000

BUILD

ASMT 958 MUNICIPAL PRO

MACHINE

MKT REF

HST 0 CHOICE 99

EXEMPT

NON HOMESTEAD REL

EXCLUSION

Q.T.A.

LIMITS %

TOT MKT 9,100

HS HG/1A

DEEDED AC .14

NH HG/1A

TILLABLE AC

GA LAND

CER

BLDG SITE

HSTD NOTICE 0

HOUSE/GAR

SW FLAG 0 UNITS

OTHER BLDG

YEAR APPRAISED 00

TILL LAND

HS SENT M

NC HOUSE

HS SENT Y

NC OTHER

HS RETD M

NEW IMPRV

HS RETD Y

UNUSED

ENTER PARCEL#/YEAR 31 - / 2023

F7-PRV YR INFO

F1-RETURN F2-INQ F3-E0J F6-NEXT PRCL

F12-PRV SCRN F18-PRV PRCL

CHAPTER 4: COMMITTEES

- 4.01 Council Committees
- 4.02 Miscellaneous Committees
 - A. Firefighter Relief Committee
 - B. Ambulance Department Committee
 - C. Fire Department Committee
 - D. Emergency Operations Committee
- 4.03 Citizen Committees
 - A. Cemetery Committee
 - B. Community Center Committee
 - C. Library Committee
 - D. Parks Committee
 - E. Planning and Zoning Committee
 - F. Shade Tree Committee
 - G. Compensation of Citizen Committee Members

4.01 COUNCIL COMMITTEES

The Mayor, with the advice and consent of the City Council, shall appoint committees consisting of city council members to focus on areas of city operations, and provide the City Council with information and recommendations on the focus area for that committee. Each such council committee shall consist of two council members, appointed at the first regular city council meeting in January each calendar year, to serve for that calendar year. Current city council committees are as follows:

- Employee Relations Committee
- Finance Committee
- Public Buildings Committee
- Streets Committee
- Utilities Committee
- Police Committee

Said committees shall meet as directed by the Mayor, or when otherwise appropriate to perform their function. Each committee shall report to the full City Council no less often than quarterly.

4.02 MISCELLANEOUS COMMITTEES

A. Firefighter Relief Committee. This committee shall function as set out in the By-Laws of the Firefighter Relief Association. Committee members shall be the Mayor, City

Administrator and Fire Chief. This committee shall act as the communication body between the City Council and the Fire Relief Association.

B. Ambulance Department Committee. This committee shall consist of the council representative on the hospital board, one other council member, the City Administrator, Ambulance Director, Volunteer Ambulance Manager, and the Hospital Administrator. This committee shall monitor the activities and needs of the Ambulance Association, and act as the communication body between the City Council and the Ambulance Association.

C. Fire Department Committee. This committee shall consist of two council members and the officers of the Arlington Fire Department. This committee shall monitor the activities and needs of the Arlington Fire Department and act as the communication body between the City Council and the Arlington Fire Department.

D. Emergency Operations Committee. This committee shall consist of the Mayor, City Administrator, Emergency Management Director, Fire Chief, Police Chief, Ambulance Director and Maintenance Supervisor. This committee shall monitor emergency preparation for the City of Arlington, and advise the City Council on updates to the city emergency plan. In case of a declared city emergency, this shall be the working committee to coordinate city services to meet the needs of the city in such emergency.

4.03 CITIZEN COMMITTEES

A. Cemetery Committee.

(1) Cemetery Committee Composition. The Cemetery Committee shall consist of seven members. The Committee shall include 6 citizens of Arlington and 1 Arlington Council member, appointed by the Mayor with the advice and consent of the City Council. The Mayor shall also be an ex-officio member of the committee.

(2) Cemetery Committee Terms. Cemetery Committee members shall serve for a term of two years. Initial terms shall be staggered as follows: Four two-year terms; three one-year terms. In the event of a vacancy on the Cemetery Committee, the Mayor shall appoint a person to fill such vacancy for the unexpired term, subject to confirmation by the City Council. Members serve at the pleasure of the City Council.

(3) Cemetery Committee Purpose. The purpose of the Committee will be to act as a resource for the City Council and the citizens of Arlington in collecting information, citizen comments and suggestions, and formulating and presenting recommendations to the City Council for action, on matters pertaining to the City Cemetery.

(4) Cemetery Committee Organization. The Cemetery Committee members by a simple majority vote shall elect a Chairman and Vice Chairman from their members. The Chairman shall preside at Committee meetings. The Vice Chairman shall preside at Committee meetings in the Chairman's absence. The Committee by a simple majority vote may also elect a secretary from their members, to produce written records of the committee proceedings, prepare meeting notices and other correspondence of the

committee. However, if the City Council determines that the secretary position is unduly burdensome for a citizen member of the committee, the City Council may instead assign a City Office staff person to the committee to act as secretary. In such case, the City staff person functioning as committee secretary shall not be a voting member of the committee.

(5) Cemetery Committee Meetings. The Cemetery Committee shall meet whenever its Chairman deems appropriate, but no less often than quarterly. Meetings shall be held at a time and place as set by the Chairman, to most conveniently accommodate the schedules of the Committee members.

(6) Citizen Input. The Cemetery Committee shall encourage citizen input, including complaints, complements, or suggested changes to the City Cemetery or operating rules thereof. The Committee shall also review citizen input as referred to the Committee by the City Council. Such input shall be summarized and passed on to the City Council, along with the Committee recommendations for any action based on such citizen input.

(7) Communication with City Council. The Cemetery Committee shall issue periodic reports to the City Council, either in written form or by appearance at City Council meetings, whenever the Committee feels the need has arisen to communicate with the Council, or whenever the Council requests a report from the Cemetery Committee. It is expected that the Mayor and the City Council member on the Committee shall also function as communicators between the City Council and the Committee.

(8) Cemetery Operating Rules. The City Council shall establish Cemetery Operating Rules from time to time by resolution.

B. Community Center Committee.

(1) Community Center Committee Composition. The Community Committee shall consist of seven members. The Committee shall include six (6) citizens of Arlington and one (1) Arlington Council member, appointed by the Mayor with the advice and consent of the City Council. The Mayor shall also be an ex-officio member of the committee.

(2) Community Center Committee Terms. Community Center Committee members shall serve for a term of two years. Initial terms shall be staggered as follows: Four two-year terms; three one-year terms. In the event of a vacancy on the Community Center Committee, the Mayor shall appoint a person to fill such vacancy for the unexpired term, subject to confirmation by the City Council. Members serve at the pleasure of the City Council.

(3) Community Center Committee Purpose. The purpose of the Committee will be to act as a resource for the City Council and the citizens of Arlington in collecting information, citizen comments and suggestions, and formulating and presenting recommendations to the City Council for action, on matters pertaining to the Community Center maintained by the City of Arlington.

(4) Community Center Committee Organization. The Community Center Committee members by a simple majority vote shall elect a Chairman and Vice Chairman from their members. The Chairman shall preside at Committee meetings. The Vice Chairman shall preside at Committee meetings in the Chairman's absence. The Committee by a simple majority vote may also elect a secretary from their members, to produce written records of the committee proceedings, prepare meeting notices and other correspondence of the committee. However, if the City Council determines that the secretary position is unduly burdensome for a citizen member of the committee, the City Council may instead assign a City Office staff person to the committee to act as secretary. In such case, the City staff person functioning as committee secretary shall not be a voting member of the committee.

(5) Community Center Committee Meetings. The Community Center Committee shall meet whenever its Chairman deems appropriate, but no less often than quarterly. Meetings shall be held at a time and place as set by the Chairman, to most conveniently accommodate the schedules of the Committee members.

(6) Citizen Input. The Community Center Committee shall encourage citizen input, including complaints, complements, or suggested changes to the Community Center. The Committee shall also review citizen input as referred to the Committee by the City Council. Such input shall be summarized and passed on to the City Council, along with the Committee recommendations for any action based on such citizen input.

(7) Communication with City Council. The Community Center Committee shall issue periodic reports to the City Council, either in written form or by appearance at City Council meetings, whenever the Committee feels the need has arisen to communicate with the Council, or whenever the Council requests a report from the Community Center Committee. It is expected that the Mayor and the City Council member on the Committee shall also function as communicators between the City Council and the Committee.

C. Library Committee.

(1) Library Committee Composition. The Library Committee shall consist of seven members. The Committee shall include 6 citizens of Arlington and 1 Arlington Council member, appointed by the Mayor with the advice and consent of the City Council. The Mayor and the Library Director shall also be ex-officio members of the committee.

(2) Library Committee Terms. Library Committee members shall serve for a term of two years. Initial terms shall be staggered as follows: Four two-year terms; three one-year terms. In the event of a vacancy on the Library Committee, the Mayor shall appoint a person to fill such vacancy for the unexpired term, subject to confirmation by the City Council. Members serve at the pleasure of the City Council.

(3) Library Committee Purpose. The purpose of the Committee will be to act as a resource for the City Council and the citizens of Arlington in collecting information,

citizen comments and suggestions, and formulating and presenting recommendations to the City Council for action, on matters pertaining to the City Library and the programs sponsored by the Library.

(4) Library Committee Organization. The Library Committee members by a simple majority vote shall elect a Chairman and Vice Chairman from their members. The Chairman shall preside at Committee meetings. The Vice Chairman shall preside at Committee meetings in the Chairman's absence. The Committee by a simple majority vote may also elect a secretary from their members, to produce written records of the committee proceedings, prepare meeting notices and other correspondence of the committee. However, if the City Council determines that the secretary position is unduly burdensome for a citizen member of the committee, the City Council may instead assign a City Office staff person to the committee to act as secretary. In such case, the City staff person functioning as committee secretary shall not be a voting member of the committee.

(5) Library Committee Meetings. The Library Committee shall meet whenever its Chairman deems appropriate, but no less often than quarterly. Meetings shall be held at a time and place as set by the Chairman, to most conveniently accommodate the schedules of the Committee members.

(6) Citizen Input. The Library Committee shall encourage citizen input, including complaints, complements, or suggested changes to the library operations or programs sponsored by the library. The Committee shall also review citizen input as referred to the Committee by the City Council. Such input shall be summarized and passed on to the City Council, along with the Committee recommendations for any action based on such citizen input.

(7) Communication with City Council. The Library Committee shall issue periodic reports to the City Council, either in written form or by appearance at City Council meetings, whenever the Committee feels the need has arisen to communicate with the Council, or whenever the Council requests a report from the Library Committee. It is expected that the Mayor and the City Council member on the Committee shall also function as communicators between the City Council and the Committee.

(8) Employment Review. The Library Committee shall assist the City Council by reviewing applications for any library positions to be filled by the City and making hiring recommendations to the City Council.

D. Parks Committee.

(1) Parks Committee Composition. The Parks Committee shall consist of seven members. The Committee shall include 6 citizens of Arlington and 1 Arlington Council member, appointed by the Mayor with the advice and consent of the City Council. The Mayor shall appoint the committee at the first Council meeting in January each year to serve for that calendar year. The Mayor shall also be an ex-officio member of the committee.

(2) Parks Committee Terms. Parks Committee members shall serve for a term of two years. Initial terms shall be staggered as follows: Four two-year terms; three one-year terms. In the event of a vacancy on the Parks Committee, the Mayor shall appoint a person to fill such vacancy for the unexpired term, subject to confirmation by the City Council. Members serve at the pleasure of the City Council.

(3) Parks Committee Purpose. The purpose of the Committee will be to act as a resource for the City Council and the citizens of Arlington in collecting information, citizen comments and suggestions, and formulating and presenting recommendations to the City Council for action, on matters pertaining to the parks, trails, and recreational programs maintained by the City of Arlington.

(4) Parks Committee Organization. The Parks Committee members by a simple majority vote shall elect a Chairman and Vice Chairman from their members. The Chairman shall preside at Committee meetings. The Vice Chairman shall preside at Committee meetings in the Chairman's absence. The Committee by a simple majority vote may also elect a secretary from their members, to produce written records of the committee proceedings, prepare meeting notices and other correspondence of the committee. However, if the City Council determines that the secretary position is unduly burdensome for a citizen member of the committee, the City Council may instead assign a City Office staff person to the committee to act as secretary. In such case, the City staff person functioning as committee secretary shall not be a voting member of the committee.

(5) Parks Committee Meetings. The Parks Committee shall meet whenever its Chairman deems appropriate, but no less often than quarterly. Meetings shall be held at a time and place as set by the Chairman, to most conveniently accommodate the schedules of the Committee members.

(6) Citizen Input. The Parks Committee shall encourage citizen input, including complaints, complements, or suggested changes to the park system or recreational programs. The Committee shall also review citizen input as referred to the Committee by the City Council. Such input shall be summarized and passed on to the City Council, along with the Committee recommendations for any action based on such citizen input.

(7) Communication with City Council. The Parks Committee shall issue periodic reports to the City Council, either in written form or by appearance at City Council meetings, whenever the Committee feels the need has arisen to communicate with the Council, or whenever the Council requests a report from the Parks Committee. It is expected that the Mayor and the City Council member on the Committee shall also function as communicators between the City Council and the Committee.

(8) Summer employment review. The Parks Committee shall assist the City Council by reviewing applications for the summer recreation program and making hiring recommendations to the City Council.

E. Planning and Zoning Committee.

(1) Establishment of Planning Agency. The Planning Agency shall consist of a planning department with the Planning Commission advisory to it. The Planning Commission shall function as a department advisory to the governing body and the municipal administration. The planning department may be provided with professional and/or administrative staff.

(2) COMPOSITION OF PLANNING COMMISSION. The Commission shall consist of seven members appointed by the Mayor, upon the advice of the City Council. The members shall be appointed in such sequence and for such terms so that each year hereafter two or three members' terms shall expire. The purpose of this is to set up a rotation so that two members shall come up for appointment for two consecutive years and three members shall come up for appointment every third year. Planning Commission members shall be appointed for terms of three years. A Planning Commission vacancy shall be filled by appointment by the Mayor, the appointment shall be effective for the duration of the unexpired portion of the term. Each member shall take an oath of office to faithfully discharge the duties of the office. Commissioners shall serve without compensation. The Zoning Administrator shall serve as ex officio member, without voting authority. Commissioners shall be residents of the City of Arlington, except that one (1) commissioner may reside in an existing approved Arlington City/Arlington Township Orderly Annexation Area.

(3) Planning Commission Organization. The Commission shall elect a chairperson and vice-chairperson from its members for a term of one year. Operating expenses of the Commission shall be approved and appropriated by the City Council. The chairperson shall preside at all meetings. In the chairman's absence, the vice-chairperson shall preside. Four members shall constitute a quorum for the conduct of business.

(4) Planning Commission Meetings. The Commission will have at least one regular meeting during every three month period. The Commission shall adopt rules and by-laws for the transaction of business and shall keep a record of its meetings, resolutions, transactions, and findings, which shall be of public record.

(5) Reports. At the time(s) requested, but at least one time each year, the Planning Agency shall submit a report to the Council summarizing its work during the preceding year.

(6) Planning Commissioner Meeting Attendance. Any Planning Commission Member who misses three (3) consecutive regular or special meetings of the Board, or misses at least four (4) of the regular monthly meetings in any calendar year, may be considered an inactive member. The Mayor at his/her discretion may appoint a new commissioner to fill out the remaining term of the inactive member.

(7) Conflicts of Interest – Planning Commission. The Commissioners may be called upon to vote on a matter affecting a neighbor, business competitor, or other situations

which create a conflict of interest or the appearance of a conflict of interest. In such cases, the Commissioner shall use their own discretion in disqualifying themselves from taking part in the discussion or vote on the matter. If a Commissioner has a clear conflict of interest (i.e. has a financial interest in the matter or is an applicant or co-applicant in the matter) and does not remove him/herself from the consideration of the matter, the Chairperson shall have the power to remove said member from taking part in the discussion or vote on said matter.

(8) Powers and Duties of Planning Agency. The Planning Agency shall have the powers and duties conferred upon it by this ordinance. They shall include:

a. Comprehensive Plan.

- i. It shall be the function and duty of the Planning Agency to prepare and recommend adoption of a comprehensive City plan for the physical development of the City, including proposed public buildings, street arrangements and improvements, public utility services, parks, playgrounds, and other similar developments, and use of property, the density of population, and other matters relating to the physical development of the City.
- ii. Hearings and Voting. Before recommending adoption of the comprehensive plan or any section of it or any substantial amendment thereof, the Commission shall hold at least one public hearing. The public hearing shall be preceded by public notice of the time and place of the hearing. The recommending of approval/denial of the plan or of any section or amendment thereof, shall be by resolution of the Commission. The Commission may, from time to time, initiate an amendment or addition to the plan or any section thereof, as herein provided, or the adoption of the original plan whenever changed conditions or further studies by the Commission indicate that such amendment or addition is necessary. The plan or any amendment thereof shall be adopted by Resolution of the City Council with a super-majority vote required.
- iii. The Planning Commission shall periodically review the Comprehensive Plan, recommend necessary amendments and recommend to the Council reasonable and practical means of implementing the amendments.

b. Zoning and Subdivision Ordinances.

- i. The Planning Commission or the City Council may initiate amendments to existing land use and/or subdivision regulations for the City. Before recommending any amendment to the City Council, the Planning Commission shall hold at least one public hearing preceded by public notice.

- ii. The Planning Agency shall exercise all authority delegated under the zoning ordinance and the subdivision ordinance.
 - iii. The Planning Agency shall review all zoning applications and subdivision requests and when required under ordinance shall recommend approval, approval with conditions, or disapproval, to the City Council. Such recommendations shall be based on conformity with the zoning ordinance and the general health, safety, and welfare of the City and its residents.
- c. Official Zoning Map.
 - i. The Planning Commission may, and upon direction of the City Council shall prepare an update of the official zoning map of the platted and unplatted portions of the City.
 - ii. After such map has been prepared, the Planning Commission shall hold a public hearing on the proposed amendment preceded by proper public notice. It shall make a recommendation to the City Council which shall thereupon consider the map and may adopt it or any part of it with amendments as it deems advisable.
- d. Referral to Planning Commission. Change to regulations governing the use of land or platting of land adopted by the City Council shall be referred to the Planning Commission for report and/or recommendation thereon prior to the Council taking action on such changes. The establishment of regulations relating to use or platting of land shall be referred to the Planning Commission for report and/or recommendation prior to adoption by the City Council.
- e. Assume all other advisory responsibilities authorized by Minn. Stat. 462.354, et seq.
- f. The Planning Commission shall serve as the Board of Appeals and Adjustments.
- g. The Planning Agency shall participate with planning agencies of other political subdivisions in joint planning where matters of a common interest exist.
- h. The Planning Agency shall assume other duties and responsibilities relating to planning and land use as may be delegated or assigned by the City Council.

F. Shade Tree Committee.

See the function of this committee in the separate code chapter Miscellaneous: Trees.

G. Compensation of Citizen Committee Members.

- (1) The City Council finds that it is in the best interest of the city to provide a per diem payment to the participants on city committees, to encourage and reward such participation. Said committees are a valuable resource to the city and its citizens.
- (2) This ordinance shall apply to all citizen committees created by city code, whose members are appointed by the Mayor with the advice and consent of the City Council from time to time.
- (3) For the calendar year 2015, a per diem payment of \$20.00 per meeting shall be paid to each committee participant who attends an officially scheduled committee meeting for the committee for which he or she has been appointed. A maximum of no more than 12 such per diem payments shall be made to any committee member during a calendar year.
- (4) A person who serves on more than one standing committee may receive a per diem payment for attendance at the meetings of each separate committee, except that a committee person shall not be paid a per diem for more than one committee meeting held on the same day.
- (5) Committee attendance shall be recorded in written form and submitted to the City Administrator, who shall make the per diem payments to the committee persons at the end of each calendar year.
- (6) The per diem payments to be made under this ordinance do not apply to City Council members who are appointed to city committees. Said councilmembers are separately reimbursed for their services in this regard.
- (7) The per diem payments to committee persons established under this ordinance may be adjusted on a calendar year basis by resolution of the City Council from time to time.

Section 1: Vision

- What is your vision for the future of your city?
- What do you want your city to be known for?
- What values do you want your city to represent?

Section 2: Mission

- What is the mission of your city?
- What are the core functions of your city government?
- What are the services that your city provides to its residents?

Section 3: Goals

- What are your short-term goals (1-3 years)?
- What are your medium-term goals (3-5 years)?
- What are your long-term goals (5+ years)?

Section 4: Strategies

- What strategies will you use to achieve your goals?
- What resources will you need to implement your strategies?
- What are the potential challenges and risks associated with your strategies?

Section 5: Action Plan

- What specific actions will you take to implement your strategies?
- Who is responsible for each action?
- What are the timelines for completing each action?

Section 6: Evaluation

- How will you measure your progress towards achieving your goals?
- What are the key performance indicators (KPIs) that you will use?
- How often will you evaluate your progress?



Arlington Police Department

Glenn Gerads, Chief of Police

108 4th Ave. NW, Arlington, MN 55307

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

E-mail: police@arlingtonmn.com

OCTOBER 2023 – 416 Recorded ICR's

Traffic Stops	109
Business/Door Checks	97
Agency Assist	30
Park Checks	19
Informational	18
Directed Patrol/Traffic Detail	16
Suspicious Activity	14
Public Assist	11
School Patrols	9
Public Relations/School Event	9
Ordinance/Parking Violations	8
Medical Calls	7
Noise Complaint	7
Theft	6
Child Protection/Custody	6
Apartment Checks	6
911 Hang-up	5
Animal Calls	5
Civil Matters	5
Motorist Assist	5
Domestic	3
Driving Complaint	3
Property Damage	2
Welfare Checks	2
Alarms	2
Juvenile Trouble/Truancy	1
Found Property	1
Suicidal Calls	1
Warrant/Search Checks/Arrests	1
Threats	1
Fire Call	1
Assault	1
Vehicle Lockouts	1
Adult Protection	1
Traffic Hazard	1
Child Endangerment	1
Residence Watch	1

Glenn Gerads #301
Chief of Police



Arlington Police Department

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OCTOBER 2023

10-1-23

- Domestic/Agency Assist – 500 Block W. Main St.
- Suspicious Activity – Hwy 5
- Noise Complaint – 400 Block E. Adams St.
- Directed Patrol – 400 Block E. Adams St.
- Traffic Stop – Intersection 100 Block Henderson Rd.
- Ordinance Violation – 100 Block Henderson Rd.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Business Check – 500 Block Circle Dr.
- Public Relations – 500 Block E. Dayton St.
- Traffic Stop – Intersection Hwy 5 & 401st Ave.
- Residence Watch – 500 Block W. Alden St.
- Business Check – 500 Block 2nd Ave. NW
- Business Check – 100 Block Shamrock Dr.
- Business Check – 100 Block 1st Ave. N.
- Park Check – 300 Block 1st Ave. S.

10-2-23

- School Patrol – 200 Block 3rd Ave. NW
- Ordinance Violation – 100 Block W. Main St.
- Traffic Stop – Intersection 4th Ave. & Brooks St.
- Business Check – 500 Block 2nd Ave. NW
- Traffic Stop – Intersection W. Brooks St. & Hwy 5
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Domestic/Agency Assist – 600 Block W. Main St.
- Informational – 800 Block W. Main St.

10-3-23

- Suspicious Activity – 100 Block 7th Ave. SW
- Child Protection – 100 Block 4th Ave. NW
- Business Check – 500 Block 2nd Ave. NW
- Ordinance Violation – 200 Block 2nd Ave. NW
- Ordinance Violation – 100 Block W. Alden St.
- Directed Patrol – 400 Block E. Adams St.
- Motorist Assist – Intersection Hwy 5 & W. Adams St.
- Traffic Stop – Intersection W. Main St. & 4th Ave.
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Business Check – 500 Block 2nd Ave. NW
- Business Check – 23200 Block 401st Ave.
- Business Check – 100 Block 1st Ave. N.
- Directed Patrol – 200 Block W. Main St.
- Business Check – 600 Block W. Chandler St.



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10-4-23

- Park Check – 600 Block W. Baker St.
- Park Check – 24200 Block 387th Ave.
- Child Protection – 100 Block 4th Ave. NW
- Civil Matter – 100 Block 4th Ave. NW
- Traffic Stop – Intersection E. Main St. & 3rd Ave.
- Traffic Stop – Intersection 4th Ave. SE & E. Dayton St.
- Business Check – 23200 Block 401st Ave.
- Traffic Stop – Intersection 250th St. & 401st Ave.
- Business Check – 1000 Block Circle Dr.
- Medical Call/Agency Assist – 700 Block W. Main St.
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Business Check – 23200 Block 401st Ave.
- Park Check – 24200 Block 387th Ave.
- Traffic Stop – Intersection W. Adams St. & 3rd Ave.

10-5-23

- Apartment Check – 700 Block Chestnut Dr.
- Business Check – 1100 Block Circle Dr.
- Directed Patrol – 400 Block E. Adams St.
- Informational – 800 Block 7th Ave. NW
- Business Check – 200 Block Shamrock Dr.
- Agency Assist – 200 Block 7th Ave. SW
- Directed Patrol – 400 Block E. Adams St.
- Agency Assist – 500 Block E. Elmwood St.
- Business Check – 100 Block W. Main St.
- Business Check – 500 Block 2nd Ave. NW
- Suspicious Activity – 100 Block 5th Ave. NW
- Traffic Stop – Intersection Hwy 5 & 4th Ave.

10-6-23

- Park Check – 300 Block 1st Ave. S.
- Business Check – 300 Block W. Main St.
- Apartment Check – 700 Block Chestnut Dr.
- Informational – 200 Block W. Main St.
- Juvenile Trouble – 200 Block 7th Ave. SW
- Ordinance Violation – 100 Block Henderson Rd.
- Threats – 300 Block E. Elmwood St.
- Agency Assist – 100 Block 4th Ave. NW
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Traffic Stop – Intersection Cty. Rd. 17 & Henderson Rd.



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- Traffic Stop – Intersection Hwy 5 & W. Baker St.
- Business Check – 23200 Block 401st Ave.
- Directed Patrol/School/Public Event – 400 Block 2nd Ave. NE
- 911 Hangup – 400 Block E. Adams St.
- Traffic Stop – Intersection Hwy 5 & W. Baker St.
- Alarm/Fire Call/Agency Assist – 100 Block W. Main St.
- Business Check – 500 Block W. Main St.

10-7-23

- Park Check – 300 Block 1st Ave. S.
- Business Check – 23100 Block 401st Ave.
- Animal Call – 400 Block E. Main St.
- Civil Matter – 100 Block 4th Ave. NW
- Traffic Stop – Intersection 4th Ave. SE & E. Dayton St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Baker St.
- Business Check – 23200 Block 401st Ave.
- Business Check – 500 Block Freedom Dr.
- Agency Assist/DUI – 600 Block Court Ave., Gaylord
- Park Check – 300 Block 1st Ave. S.

10-8-23

- Traffic Stop – Intersection Hwy 5 & Marion Dr.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Suspicious Activity – 400 Block W. Adams St.
- Medical Call/Agency Assist – 600 Block Marion Dr.
- Traffic Stop – Intersection E. Brooks St. & 4th Ave. NE
- Traffic Stop – Intersection Hwy 5 & W. Alden St.
- Business Check – 800 Block W. Chandler St.
- Business Check – 100 Block 1st Ave. N.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Apartment Check – 700 Block Chestnut Dr.
- Business Check – 23100 Block 401st Ave.
- Noise Complaint – 400 Block E. Adams St.

10-9-23

- Theft/Vandalism – 500 Block 3rd Ave. SE
- Agency Assist/Suspicious Activity – 300 Block W. Main St.
- Suspicious Activity/Agency Assist – 700 Block W. Main St.
- Noise Complaint – 400 Block Meadowlark Ln.
- 911 Hangup – 23100 Block Hwy 5
- Business Check – 1000 Block Circle Dr.



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- Directed Patrol – 400 Block E. Adams St.
- School Patrol/School Event – 200 Block 3rd Ave. NW
- Traffic Stop – Intersection W. Adams St. & 3rd Ave. SW
- Traffic Stop – Intersection Hwy 5 & Sheila Dr.
- Business Check – 500 Block 2nd Ave. NW
- Traffic Stop – Intersection Hwy 5 & W. Adams St.
- Business Check – 23200 Block 401st Ave.
- Business Check – 100 Block 1st Ave. N.
- Park Check – 400 Block 7th Ave. NW
- Business Check – 1000 Block Circle Dr.
- Park Check – 300 Block 1st Ave. S.

10-10-23

- Informational – 100 Block 4th Ave. NW
- Informational – 100 Block 4th Ave. NW
- Ordinance Violation – 100 Block Henderson Rd.
- Agency Assist/Accident/Fire/Medical – Intersection 291st Ave. & 260th St.
- Public Assist/Noise Complaint – 400 Block Meadowlark Ln.
- Traffic Stop – 500 Block 2nd Ave. NW
- Child Endangerment – 600 Block E. Brooks St.
- Noise Complaint – 200 Block E. Clinton St.
- Vehicle Lockout – 300 Block W. Main St.
- Traffic Stop – Intersection Cty. Rd. 9 & 250th St.
- Traffic Stop – Intersection Hwy 5 & W. Baker St.
- Animal Call – 100 Block E. Alden St.
- Traffic Stop – Intersection Hwy 5 & 2nd Ave. NW
- Traffic Stop – Intersection 411th Ave. & W. Main St.
- Traffic Stop – Intersection 411th Ave. & W. Main St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Business Check – 500 Block 2nd Ave. NW
- Directed Patrol – 400 Block E. Adams St.
- Business Check – 600 Block W. Chandler St.

10-11-23

- Informational – 100 Block 4th Ave. NW
- Informational – 100 Block 4th Ave. NW
- Ordinance Violation – 400 Block W. Douglas St.
- Noise Complaint – 400 Block Meadowlark Ln.
- Public Assist – 400 Block W. Main St.
- Traffic Stop – Intersection 411th Ave. & W. Main St.
- Business Check – 23100 Block 401st Ave.
- Business Check – 1000 Block Circle Dr.



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- Business Check – 500 Block W. Main St.
- Traffic Stop – Intersection W. Main St. & 6th Ave.
- Traffic Stop – Intersection Hwy 5 & 4th Ave. NW
- Park Check – 24200 Block 387th Ave.
- Fire Call/Agency Assist – Intersection Freedom Dr. & Creekview Ln.
- Traffic Stop – Intersection Hwy 5 & 411th Ave.

10-12-23

- Business/Door Checks – 300 Block W. Main St.
- Business/Door Checks – 200 Block W. Main St.
- Business/Door Checks – 100 Block W. Main St.
- Suspicious Activity – 800 Block 7th Ave. NW
- Public Assist – 100 Block 4th Ave. NW
- Child Protection – 100 Block 4th Ave. NW
- Business Check – 23200 Block 401st Ave.
- Agency Assist/Child Protection – 100 Block E. Douglas St.
- Business Check – 800 Block W. Brooks St.
- School Patrol – 200 Block 3rd Ave. NW
- Agency Assist/Child Protection – 800 Block W. Main St.
- Business Check – 23100 Block Hwy 5
- Agency Assist/Driving Complaint – Hwy 5/Hwy 25, Green Isle (*actual assist in Arl*)
- Agency Assist/Civil Matter – 800 Block 8th St., Gaylord
- Traffic Stop – Intersection Hwy 5 & 230th St. (SO)
- Traffic Stop – Intersection W. Main St. & Hwy 5
- Business Check – 600 Block W. Chandler St.

10-13-23

- Agency Assist/Alarm – 23100 Block 401st Ave. (SO)
- School Patrol – 200 Block 3rd Ave. NW
- Traffic Stop – Intersection 5th Ave. SE & Freedom Dr.
- Public Relations/School Event – Intersection Hwy 5 & W. Main St.
- Traffic Stop – Intersection Cty. Rd. 17 & Henderson Rd.
- Business Check – 23200 Block 401st Ave.
- Business Check – 300 Block W. Main St.
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Business Check – 1000 Block Circle Dr.
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Park Check – 24200 Block 387th Ave.
- Traffic Stop – Intersection W. Brooks St. & Hwy 5
- Traffic Stop – Intersection W. Main St. & 7th Ave.
- Traffic Stop – Intersection Hwy 5 & Marion Dr.



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10-14-23

- Park Check – 400 Block 2nd Ave. NE
- Theft/Agency Assist – 23200 Block 401st Ave.
- Traffic Stop – Intersection Hwy 5 & 411th Ave. (SO)
- Civil Matter – 500 Block 2nd Ave. NW
- 911 Hangup – 300 Block E. Adams St. (SO)

10-15-23

- Driving Complaint – 400 Block E. Adams St.
- Business Check – 23200 Block 401st Ave.
- Traffic Stop – Intersection E. Baker St. & 4th Ave. SE
- Business Check – 1000 Block Circle Dr.
- Public Assist – 600 Block W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Adams St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Agency Assist/Traffic Stop – Intersection Hwy 5 & W. Main St.
- Public Assist/Medical Call/Agency Assist – 100 Block Henderson Rd.
- Suspicious Activity/Agency Assist – 600 Block W. Brooks St.

10-16-23

- Informational – 100 Block 4th Ave. NW
- Agency Assist/Accident/Fire/Medical – Intersection 441st Ave. & 220th St., Arlington
- Agency Assist/Public Assist – 600 Block W. Chandler St.
- Theft – 23100 Block 411th Ave. (SO)
- Traffic Stop – Intersection 401st Ave. & Hwy 5
- Business Check – 500 Block 2nd Ave. NW
- Public Relations/Business Check – 500 Block 2nd Ave. NW
- Traffic Stop – Intersection Freedom Dr. & Horseshoe Dr.
- Traffic Stop – Intersection 3rd Ave. & Main St.
- Medical Call/Agency Assist – 400 Block 2nd Ave. NE
- Adult Protection – 400 Block 7th Ave. NW
- Business Check – 1100 Block Circle Ln.
- Business Check – 500 Block W. Main St.
- Park Check – 24200 Block 387th Ave.

10-17-23

- Apartment Check – 100 Block 7th Ave. SW
- Alarm – 500 Block 2nd Ave. NW
- Agency Assist/Public Assist – Intersection 411th Ave. & 226th St.
- Informational – 100 Block 4th Ave. NW
- Medical Call/Agency Assist – 400 Block W. Elgin St.
- Agency Assist – 400 Block W. Baker St.



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- Property Damage – 100 Block 4th Ave. NW
- Traffic Stop – Intersection 4th Ave. SE & E. Baker St.
- Traffic Stop – Intersection E. Dayton St. & 4th Ave. SE
- Business Check – 23200 Block 401st Ave.
- Traffic Stop – Intersection 4th Ave. SE & E. Elmwood St.
- Suspicious Activity – 100 Block 7th Ave. SW
- Public Relations/School/Public Event – 200 Block 3rd Ave. NW
- Traffic Stop – Intersection Hwy 5 & W. Alden St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Traffic Stop – Intersection Hwy 5 & W. Adams St.
- Park Check – 24200 Block 387th Ave.
- Traffic Stop – Intersection W. Main St. & 7th Ave.

10-18-23

- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Informational – 100 Block E. Alden St.
- Agency Assist – 100 Block 4th Ave. NW
- Agency Assist/Child Protection – 200 Block 7th Ave. SW
- Theft – 100 Block 5th Ave. NW
- Public Relations/School/Public Event – 400 Block 2nd Ave. NE
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Traffic Stop – Intersection Hwy 5 & 4th Ave.
- Business Check – 500 Block Freedom Dr.
- Business Check – 500 Block 2nd Ave. NW
- Agency Assist/Domestic – 8100 Block 8th Ave., New Auburn
- Business Check – 23200 Block 401st Ave.

10-19-23

- Business Check – 500 Block W. Main St.
- Traffic Detail/School Patrol – 500 Block W. Adams St.
- Theft – 100 Block 5th Ave. NW
- Found Property – 100 Block 4th Ave. NW
- Agency Assist/Civil Matter/Threats – 400 Block E. Adams St. (SO)

10-20-23

- 911 Hangup/Agency Assist – 23100 Block Hwy 5
- Directed Patrol – 400 Block E. Adams St.
- Agency Assist/Domestic – 800 Block Main Ave., Gaylord
- Animal Call – 400 Block W. Baker St.
- Ordinance Violation – 600 Block W. Baker St.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.



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- Traffic Stop/Agency Assist – Intersection Hwy 5 & W. Adams St.
- Motorist Assist – Intersection Hwy 5 & 411th Ave.
- Business Check – 100 Block W. Main St.
- Business Check – 500 Block 2nd Ave. NW
- Business Check – 600 Block W. Chandler St.
- Animal Call – 300 Block W. Main St.
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Business Check – 800 Block W. Chandler St.
- Suspicious Activity – Intersection 3rd Ave. SE & E. Dayton St.
- Suspicious Activity/Open Door/Agency Assist – 500 Block E. Dayton St.
- Agency Assist/Alarm – 700 Block W. Main St. (SO)

10-21-23

- Informational – 500 Block 2nd Ave. NW
- Suspicious Activity – 800 Block 7th Ave. NW
- Agency Assist/Welfare Check – 400 Block W. Elgin St. (SO)
- Agency Assist/Child Protection – 600 Block W. Chandler St.
- Traffic Stop – 400 Block 4th Ave. NE
- Driving Complaint – Hwy 5
- Traffic Stop – Intersection Hwy 5 & W. Baker St.
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Business Check – 500 Block 2nd Ave. NW
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Traffic Stop – Intersection Hwy 5 & 2nd Ave. NW
- Suspicious Activity – 200 Block Shamrock Dr.
- Agency Assist/Traffic Stop – Intersection 190th St. & Hwy 5
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Traffic Stop – Intersection 411th Ave. & Hwy 5
- Business Check – 600 Block W. Chandler St.

10-22-23

- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Welfare Check – 500 Block W. Main St.
- Business Check – 500 Block 2nd Ave. NW
- Traffic Stop – Intersection Hwy 5 & W. Alden St.
- Traffic Stop – Intersection Hwy 5 & W. Alden St.
- Traffic Stop/Agency Assist – Intersection Hwy 5 & 411th Ave.
- Traffic Stop – Intersection Hwy 5 & 411th Ave. (SO)
- Business Check – 23100 Block 401st Ave.
- Agency Assist/Suicidal – 700 Block Chestnut Dr. (SO)



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10-23-23

- Driving Complaint – 1100 Block Circle Dr.
- Child Protection – 100 Block 4th Ave. NW
- Noise Complaint – 400 Block Meadowlark Ln.
- Public Assist – 100 Block 4th Ave. NW
- Theft – 600 Block Sheila Dr.
- School Patrol – 200 Block 3rd Ave. NW
- Motorist Assist – Intersection Hwy 5 & W. Alden St.
- Public Assist – 100 Block 4th Ave. NW
- Directed Patrol – 400 Block E. Adams St.
- Traffic Stop – Intersection E. Main St. & 3rd Ave.
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Business Check – 23200 Block 401st Ave.
- Business Check – 100 Block 1st Ave. N.
- Traffic Stop – Intersection Hwy 5 & W. Alden St.
- Apartment Check – 400 Block W. Elgin St.
- Apartment Check – 700 Block Chestnut Dr.
- Business Check – 600 Block W. Chandler St.

10-24-23

- Business Check – 800 Block W. Chandler St.
- Informational – 500 Block 2nd Ave. NW
- School Patrol – 200 Block 3rd Ave. NW
- Traffic Stop – Intersection W. Main St. & 4th Ave.
- Business Check – 200 Block W. Main St.
- Business Check – 500 Block 2nd Ave. NW
- Directed Patrol – 400 Block E. Adams St.
- Business Check – 800 Block W. Chandler St.
- Business Check – 300 Block W. Main St.
- Business Check – 500 Block 2nd Ave. NW
- Business Check – 100 Block 1st Ave. N.
- Agency Assist/Traffic Stop – Intersection Hwy 5 & W. Brooks St.

10-25-23

- Business Check – 1100 Block Circle Dr.
- Public Assist – 400 Block E. Adams St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Informational – 500 Block 2nd Ave. NW
- Animal Call – 600 Block Marion Dr.
- Assault – 200 Block 3rd Ave. NW
- Domestic/Agency Assist – 800 Block W. Main St.
- Suspicious Activity – 400 Block E. Adams St.
- Medical Call/Agency Assist – 300 Block W. Main St.



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- Traffic Stop – Intersection W. Alden St. & 4th Ave. NW
- Welfare Check/Agency Assist – 800 Block W. Main St.
- Traffic Stop – Intersection Hwy 5 & 230th St. (SO)

10-26-23

- Park Check – 300 Block 1st Ave. S.
- Informational – 300 Block W. Alden St.
- Child Protection – 100 Block 4th Ave. NW
- Informational/Med Disposal – 100 Block 4th Ave. NW
- Business Check – 500 Block 2nd Ave. NW
- School Patrol – 200 Block 3rd Ave. NW
- Warrant Arrest – 400 Block W. Baker St.
- Business Check – 600 Block W. Chandler St.
- Traffic Stop – Intersection Hwy 5 & Marion Dr.
- Directed Patrol – 400 Block E. Adams St.
- School/Public Event/Public Relations – 200 Block 3rd Ave. NW
- Traffic Stop – Intersection Hwy 5 & W. Chandler St.
- Business Check – 1100 Block Circle Dr.
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Business Check – 23100 Block 401st Ave.

10-27-23

- Informational – 500 Block 2nd Ave. NW
- Child Protection – 100 Block 4th Ave. NW
- School Patrol – 200 Block 3rd Ave. NW
- Business Check – 200 Block Shamrock Dr.
- Business Check – 500 Block 2nd Ave. NW
- Traffic Stop – Intersection 4th Ave. SE & Henderson Rd.
- Traffic Hazard – Intersection 4th Ave. & Main St.
- Traffic Stop – Intersection Hwy 5 & 411th Ave.
- Traffic Stop – Intersection Hwy 5 & 260th St.
- Motorist Assist – Intersection Hwy 5 & 411th Ave.
- Informational – 400 Block W. Main St.
- Traffic Stop – Intersection W. Elgin St. & 2nd Ave. NW
- School Event/Public Relations – 200 Block 3rd Ave. NW
- 911 Hangup – 23100 Block Hwy 5
- Motorist Assist – Intersection Hwy 5 & 230th St.
- Traffic Stop – Intersection 400 Block W. Elgin St.
- Business Check – 500 Block 2nd Ave. NW
- Noise Complaint – 400 Block E. Adams St.
- Public Relations – 400 Block E. Adams St.
- Business Check – 100 Block 1st Ave. N.
- Park Check – 600 Block W. Baker St.



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10-28-23

- Directed Patrol – 400 Block E. Adams St.
- Public Assist – 500 Block E. Dayton St.
- Medical Call/Agency Assist – 800 Block W. Main St.
- Business Check – 500 Block 2nd Ave. NW
- Traffic Stop – Intersection 411th Ave. & W. Brooks St.
- Traffic Stop – Intersection Hwy 5 & 2nd Ave. NW
- Traffic Stop – Intersection Freedom Dr. & 4th Ave. SE
- Business Check – 400 Block W. Main St.
- Business Check – 300 Block W. Main St.
- Traffic Stop – Intersection 3rd Ave. & W. Main St.
- Business Check – 500 Block 2nd Ave. NW
- Suspicious Activity – 500 Block W. Douglas St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.

10-29-23

- Business Check – 600 Block W. Chandler St.
- Agency Assist/Motorist Assist – Intersection Hwy 5 & Cty. Rd. 12
- Civil Matter – 300 Block E. Adams St.
- Suicidal/Agency Assist – 300 Block Meadowlark Ln.
- Directed Patrol – 400 Block E. Adams St.
- Business Check – 300 Block W. Main St.
- Traffic Stop – Intersection Hwy 5 & W. Brooks St.
- Traffic Stop – Intersection Hwy 5 & W. Baker St.
- Informational – Intersection Hwy 5 & W. Baker St.
- Business Check – 1000 Block Circle Dr.
- Business Check – 500 Block 2nd Ave. NW
- Business Check – 600 Block 2nd Ave. NW

10-30-23

- School Patrol – 200 Block 2nd Ave. NW
- Traffic Stop – Intersection 4th Ave. SE & E. Adams St.
- Traffic Stop – Intersection Main St. & 1st Ave.
- Traffic Stop – Intersection Hwy 5 & W. Main St.
- Business Check – 200 Block W. Main St.
- Business Check – 1000 Circle Dr.
- Traffic Stop – Intersection 2nd Ave. NW & W. Alden St.
- Directed Patrol – 400 Block E. Adams St.
- Agency Assist/Traffic Stop – Intersection Hwy 5 & W. Adams St.
- Business Check – 600 Block W. Chandler St.
- Public Assist – 100 Block 4th Ave. NW
- Park Check – 300 Block 1st Ave. S.



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10-31-23

- Agency Assist/Alarm – 200 Block E. Main St. (SO)
- Medical Call/Agency Assist – 600 Block Marion Dr.
- Civil Matter – 300 Block E. Adams St.
- Public Assist – 700 Block Chestnut Dr.
- Public Relations/Public Event/Directed Patrol – Main St.
- Property Damage – 300 Block 4th Ave. NW
- Business Check – 1100 Block Circle Dr.
- Business Check – 600 Block W. Chandler St.
- Park Check – 300 Block 1st Ave. S.
- Park Check – 24200 Block 387th Ave.

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