

#### CITY COUNCIL MEETING AGENDA DECEMBER 18, 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) December 4, 2023, City Council Workshop Meeting Minutes
  - C) December 4, 2023, City Council Meeting Minutes
  - D) Accepting Doug Mackenthun as Fire Chief 2-year term
  - E) Accepting Jim Klingelhutz for 2<sup>nd</sup> Assistant Fire Chief 2-year term
  - F) Accepting Trevor Otto for Training Safety Officer 2-year term
  - G) Pheasants Forever Gambling License for February 10<sup>th</sup>, 2024

#### **OLD BUSINESS**

- 6. 2024 Street and Utility Project Sidewalks
- 7. City Building Hail Damage Discussion

#### **NEW BUSINESS**

- 8. Ordinance 313, Chapter 4. Committees & Chapter 29. Trees
- 9. RESOLUTION 41-2023 ADOPTING THE FINAL TAX LEVY & CERTIFY WITH SIBLEY CO.
- 10. RESOLUTION 42-2023 ORDERING THE FILING OF ASSESSMENTS
- 11. High Island Creek Watershed Request

## REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- 12. Liquor Store Request, Planning & Zoning (Council Members Litfin & Ling)
- 13. Event Center Tables, Event Center Committee (Council Member Matz)
- 14. November PD Report, Written
- 15. City Administrator Update, Jessica Steinke
- 16. City Attorney Update, Ken Janssen

#### MISCELLANEOUS BUSINESS

17. Strategic Planning

# ADJOURNMENT

Please note: Council will be staying after the meeting in order to migrate their city emails to a new platform. No other city business will be discussed at that time, a quorum may be present during some or all of this process.

# \*Check Summary Register©

10150 Unposted

	Name	Check Date	Check Amt	
10150 Cash				
Unposted	101 DEVELOPMENT RESOURCE	12/15/2023	\$30,605.92	
Unposted	ABDO	12/15/2023	\$250.00	
Unposted	AG SPRAY EQUIPMENT	12/15/2023	\$247.06	
Unposted	ALLSTATE PETERBILT GROUP	12/15/2023	\$1,252.70	
Unposted	ARNOLD'S	12/15/2023	\$8,600.00	
Unposted	BAYCOM	12/15/2023	\$7,206.00	
Unposted	BOLTON & MENK, INC.	12/15/2023	\$41,549.50	
Unposted	BORDER STATES ELECTRIC	12/15/2023	\$2,931.11	
Unposted	BOUND TREE MEDICAL, LLC	12/15/2023	\$177.49	
Unposted	BRANDON LEGG	12/15/2023	\$161.61	
Unposted	CASH DISBURSEMENTS-POLICE	12/15/2023	\$23.47	
Unposted	CINTAS	12/15/2023	\$257.76	
Unposted	CMC CONSTRUCTION, INC	12/15/2023	\$9,486.00	
Unposted	COORDINATED BUSINESS SYST	12/15/2023	\$417.44	
Unposted	CORPORATE TECHNOLOGIES, L	12/15/2023	\$267.60	
Unposted	DANIEL HUGHES	12/15/2023	\$267.60 \$120.00	
Unposted	DOOR POWER SALES & SERVIC	12/15/2023	\$318.00	
Unposted	EMERGENCY APPARATUS MAIN	12/15/2023	\$318.00 \$1,711.25	
Unposted	FillMeUp	12/15/2023	\$1,056.96	
Unposted	GAG SHEET METAL	12/15/2023	\$3,150.00	
Unposted	GAVIN-JANSSEN-STABENOW-M	12/15/2023	\$2,299.75	
Unposted	GLENCOE COOP ASSN	12/15/2023	\$1,266.86	
Unposted	GOPHER STATE ONE CALL	12/15/2023	\$673.65	
Unposted	GRAINGER	12/15/2023	\$392.52	
Unposted	HAGGENMILLER LUMBER/SNOW	12/15/2023	\$10.07	
Unposted	HEIMAN FIRE EQUIPMENT	12/15/2023	\$3,970.25	
Unposted	HERALD JOURNAL	12/15/2023	\$84.10	
Unposted	ID SIGN SOLUTIONS	12/15/2023	\$300.62	
Unposted	JEREMY OLSON	12/15/2023	\$400.00	
Unposted	JERRY'S HOME QUALITY FOODS		\$128.50	
Unposted	JERRY'S TRANSMISSION SERVI	12/15/2023	\$7,707.69	
Unposted	JESSICA STEINKE	12/15/2023	\$120.00	
Unposted	KIRBY WECKWORTH	12/15/2023	\$120.00	
Unposted	LEAGUE OF MN CITIES INS. TRU	12/15/2023	\$1,000.00	
Unposted	LINDE GAS & EQUIP	12/15/2023	\$433.56	
•	LITZAU EXCAVATING	12/15/2023		
Unposted	LOFFLER		\$700.00 \$89.52	
Unposted	MADISON NATIONAL LIFE INS. C	12/15/2023		
Unposted	MATHESON TRI-GAS INC.	12/15/2023	\$49.20 \$197.57	
Unposted		12/15/2023	·	
Unposted	MAVERICK AUTOMOTIVE	12/15/2023	\$1,232.55 \$705.60	
Unposted	MCDONALD HOPKINS	12/15/2023	\$705.60	
Unposted	MCLEOD COOPERATIVE POWER		\$8,516.95	
Unposted	MN BUREAU OF CRIMINAL	12/15/2023	\$66.50	
Unposted	MN DEPT OF HEALTH	12/15/2023	\$2,075.00	
Unposted	MN DEPT. OF COMMERCE	12/15/2023	\$426.04	
Unposted	MN FIRE SERVICE CERTIFICATI	12/15/2023	\$604.00	
Unposted	MN MUNICIPAL POWER AGENCY		\$140,883.16	
Unposted	MN STATE FIRE CHIEF'S ASSN.	12/15/2023	\$235.00	
Unposted	PEEPS REPAIR	12/15/2023	\$10,222.55	
Unposted	PREMIER LOCATING, INC.	12/15/2023	\$5,417.80	
Unposted	RENVILLE SIBLEY SANITATION	12/15/2023	\$680.00	
Unposted	RIDGEVIEW-SIBLEY MEDICAL C	12/15/2023	\$10.69	
Unposted	SIBLEY COUNTY DAC	12/15/2023	\$443.13	
Unposted	STERICYCLE	12/15/2023	\$616.51	

# \*Check Summary Register©

10150 Unposted

	Name	Check Date	Check Amt
Unposted	STRYKER SALES CORP.	12/15/2023	\$1,095.74
Unposted	VICKI POMPLUN	12/15/2023	\$33.73
Unposted	XCEL ENERGY	12/15/2023	\$676.51
Unposted	XCEL ENERGY-NSP	12/15/2023	\$2,437.44
Unposted	Y-NOT PLBG. & HTG	12/15/2023	\$146.25
		Total Checks	\$306.258.88

FILTER: not posted and [Cash Act]='10150'

# **Payments**

Payments Batch 12-18-23 PAY	\$306,25	8.88			
Refer 15959 101 DEVELOPME	ENT RESOURCES.				
Cash Payment E 101-41910-313 Bu	· ·	2nd & 3rd QTR BLD0	G OFFICIAL FEES		\$20,417.51
Invoice  Cash Payment E 101-41910-313 Bu Invoice	uilding Official	2nd & 3rd QTR BLD0	G OFFICIAL FEES		\$10,188.41
Transaction Date 12/14/2023		Cash	10150	Total	\$30,605.92
Refer 15960 ABDO EICK & ME	EYERS LLP				
Cash Payment E 201-42280-301 Au Invoice	uditing and Acct g Serv	- / FIRE RELIEF- PENS	SION PLAN SURVEY		\$250.00
Transaction Date 12/14/2023		Cash	10150	Total	\$250.00
Refer 15961 AG SPRAY EQUII	IPMENT				
<del></del>	as and Repair Miscella	PW- WATER TANK	PUMP		\$247.06
Transaction Date 12/14/2023		Cash	10150	Total	\$247.06
Refer 15962 ALLSTATE PETE	RBILT GROUP				
Cash Payment E 201-42280-485 Ga Invoice	as and Repair Miscella	FIRE- TRUCK REPA	IRS		\$1,252.70
Transaction Date 12/14/2023		Cash	10150	Total	\$1,252.70
Refer 15963 ARNOLDS					
Cash Payment E 401-45202-500 Ca Invoice	apital Outlay	NEW LAWN MOWE	R (2nd)		\$4,300.00
Cash Payment E 401-49990-500 Ca Invoice	apital Outlay	NEW LAWN MOWE	R (2nd)		\$4,300.00
Transaction Date 12/14/2023		Cash	10150	Total	\$8,600.00
Refer 15964 BA YCOM					
Cash Payment E 101-42110-500 Ca	apital Outlay	PD- (2) NEW TOUGH	HBOOKS & DOCKING	3	\$7,206.00
Transaction Date 12/14/2023		Cash	10150	Total	\$7,206.00
Refer 15965 BOLTON & MENK	K. INC.				
Cash Payment E 101-41910-300 Pr	<del></del>	ENG- 2024 IMP, WT	P REHAB		\$102.00
Cash Payment E 101-43000-303 Er Invoice	ngineering Fees	ENG- 2024 IMP, WT	P REHAB		\$23,389.00
Cash Payment E 401-43000-500 Ca Invoice	apital Outlay	ENG- 2024 IMP, WT	P REHAB		\$153.00
Cash Payment E 601-46350-303 Er Invoice	ngineering Fees	ENG- 2024 IMP, WT	P REHAB		\$17,905.50
Transaction Date 12/14/2023		Cash	10150	Total	\$41,549.50
Refer 15966 BORDER STATES	S ELECTRIC				
Cash Payment E 604-49550-635 Tr	ransformers,Wire,Pole	ADD'L ELEC METER	RS		\$2,931.11
Transaction Date 12/14/2023		Cash	10150	Total	\$2,931.11
Refer 15967 BOUND TREE ME	EDICAL, LLC				
-	ther Operating Supplie	NOV- AMB. SUPPLI	ES		\$177.49
Transaction Date 12/14/2023		Cash	10150	Total	\$177.49
Refer 15968 BRANDON LEGG	<del>)</del> .	-			

# **Payments**

Cash Payment						
lavaia a	E 101-42110-430	Miscellaneous	REIMB- TRAINING	MILEAGE & MEALS		\$29.97
Invoice Cash Payment Invoice	E 101-42110-208	Training and Instruction	REIMB- TRAINING	MILEAGE & MEALS		\$35.35
Cash Payment Invoice	E 101-42110-208	Training and Instruction	REIMB- TRAINING	MILEAGE & MEALS		\$15.72
Cash Payment Invoice	E 101-42110-208	Training and Instruction	REIMB- TRAINING	MILEAGE & MEALS		\$80.57
Transaction Dat	e 12/14/2023		Cash	10150	Total	\$161.61
Refer 15	969 CASH DISBUR	SEMENTS-POLICE D				
Cash Payment Invoice	E 101-42110-322	Postage	NOV- POSTAGE &	SUPPLIES		\$6.36
Cash Payment Invoice	E 101-42110-218	Office Expense	NOV- POSTAGE &	SUPPLIES		\$17.11
Transaction Dat	e 12/14/2023		Cash	10150	Total	\$23.47
Refer 15	970 CINTAS		_			
Cash Payment Invoice	E 101-43000-420	Shop Equipment	SHOP- SERVICE A	GREEMENTS		\$257.76
Transaction Dat	e 12/14/2023		Cash	10150	Total	\$257.76
Refer 15	971 CMC CONSTR	UCTION, INC	_			
Cash Payment Invoice	E 401-43000-500	Capital Outlay	2023 SIDEWALK RE	EPAIRS		\$8,670.00
Cash Payment	E 401-43000-500	Capital Outlay	2023 SIDEWALK RE	EPAIRS		\$510.00
Invoice						
Invoice Cash Payment Invoice	E 603-49450-409	Rep/Sup-WW Facility	2023 SIDEWALK RE	EPAIRS		\$306.00
Cash Payment		Rep/Sup-WW Facility	2023 SIDEWALK RI Cash	EPAIRS 10150	Total	\$306.00 \$9,486.00
Cash Payment Invoice Transaction Dat	e 12/14/2023	Rep/Sup-WW Facility  D BUSINESS SYSTE			Total	
Cash Payment Invoice Transaction Dat	e 12/14/2023	D BUSINESS SYSTE		10150	Total	
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment	e 12/14/2023 972 COORDINATE	<i>D BUSINESS SYSTE</i> Telephone	Cash -	10150 S	Total	\$9,486.00
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Cash Payment	e 12/14/2023 972 COORDINATE E 101-41400-321	D BUSINESS SYSTE Telephone Telephone	Cash - NOV- PHONE BILLS	10150 S	Total	\$9,486.00 \$191.70
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice	e 12/14/2023 972 COORDINATE E 101-41400-321 E 101-42110-321 E 101-43000-321	D BUSINESS SYSTE Telephone Telephone Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS	10150 S	Total	\$9,486.00 \$191.70 \$141.46
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice	e 12/14/2023 972 COORDINATE E 101-41400-321 E 101-42110-321 E 101-43000-321 E 202-42153-321	D BUSINESS SYSTE Telephone Telephone Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS	10150 S	Total	\$9,486.00 \$191.70 \$141.46 \$28.09
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Transaction Dat	e 12/14/2023 972 COORDINATE E 101-41400-321 E 101-42110-321 E 101-43000-321 E 202-42153-321	D BUSINESS SYSTE Telephone Telephone Telephone Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS	10150 S S		\$9,486.00 \$191.70 \$141.46 \$28.09 \$56.19
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Transaction Dat	e 12/14/2023 972 COORDINATE E 101-41400-321 E 101-42110-321 E 101-43000-321 E 202-42153-321 e 12/14/2023 973 CORPORATE	D BUSINESS SYSTE Telephone Telephone Telephone Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  Cash	10150 S S S 10150		\$9,486.00 \$191.70 \$141.46 \$28.09 \$56.19
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Transaction Dat Refer 15 Cash Payment	e 12/14/2023  972 COORDINATE E 101-41400-321 E 101-43000-321 E 202-42153-321 e 12/14/2023  973 CORPORATE E 101-41400-503	D BUSINESS SYSTE Telephone Telephone Telephone Telephone Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  Cash	10150 S S S 10150		\$9,486.00 \$191.70 \$141.46 \$28.09 \$56.19
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Transaction Dat Transaction Dat Transaction Dat	e 12/14/2023  972 COORDINATE E 101-41400-321  E 101-43000-321  E 202-42153-321  e 12/14/2023  973 CORPORATE E 101-41400-503	D BUSINESS SYSTE Telephone Telephone Telephone Telephone Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  Cash  DEC- MICROSOFT	10150 S S S 10150 365 CONTRACT	Total	\$9,486.00 \$191.70 \$141.46 \$28.09 \$56.19 \$417.44 \$267.60
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Transaction Dat Transaction Dat Transaction Dat	e 12/14/2023  972 COORDINATE E 101-41400-321 E 101-42110-321 E 101-43000-321 E 202-42153-321 e 12/14/2023  973 CORPORATE E 101-41400-503 e 12/14/2023	D BUSINESS SYSTE Telephone Telephone Telephone Telephone Telephone Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  Cash  DEC- MICROSOFT	10150 S S S 10150 365 CONTRACT 10150	Total	\$9,486.00 \$191.70 \$141.46 \$28.09 \$56.19 \$417.44 \$267.60
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice	e 12/14/2023  972 COORDINATE E 101-41400-321  E 101-42110-321  E 101-43000-321  E 202-42153-321  e 12/14/2023  973 CORPORATE E 101-41400-503  e 12/14/2023  974 DANIEL HUGH E 101-43000-321	D BUSINESS SYSTE Telephone Telephone Telephone Telephone Telephone Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  Cash  DEC- MICROSOFT  Cash	10150 S S S 10150 365 CONTRACT 10150	Total	\$9,486.00 \$191.70 \$141.46 \$28.09 \$56.19 \$417.44 \$267.60
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Transaction Dat	e 12/14/2023  972 COORDINATE E 101-41400-321  E 101-42110-321  E 101-43000-321  E 202-42153-321  e 12/14/2023  973 CORPORATE E 101-41400-503  e 12/14/2023  974 DANIEL HUGH E 101-43000-321	D BUSINESS SYSTE Telephone Telephone Telephone Telephone Telephone  TECHNOLOGIES Computers/Software/Westers TES Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  Cash  DEC- MICROSOFT  Cash  REIMB- 4th QTR PH	10150 S S S 10150 365 CONTRACT 10150 HONE ALLOWANCE	Total Total	\$9,486.00 \$191.70 \$141.46 \$28.09 \$56.19 \$417.44 \$267.60 \$120.00
Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Cash Payment Invoice Transaction Dat Refer 15 Cash Payment Invoice Transaction Dat	e 12/14/2023  972 COORDINATE E 101-41400-321 E 101-42110-321 E 101-43000-321 E 202-42153-321 e 12/14/2023  973 CORPORATE E 101-41400-503 e 12/14/2023  974 DANIEL HUGH E 101-43000-321 e 12/14/2023  975 DOOR POWER	D BUSINESS SYSTE Telephone Telephone Telephone Telephone Telephone  TECHNOLOGIES Computers/Software/Westers TES Telephone	Cash  NOV- PHONE BILLS  NOV- PHONE BILLS  NOV- PHONE BILLS  Cash  DEC- MICROSOFT  Cash  REIMB- 4th QTR PH  Cash	10150 S S S S 10150 365 CONTRACT 10150 HONE ALLOWANCE 10150	Total Total	\$9,486.00 \$191.70 \$141.46 \$28.09 \$56.19 \$417.44 \$267.60 \$267.60

# **Payments**

Refer	Transaction Data 12/14/	/2022	Cook	40450	Total	£240.00
Standard			Cash	10150	TOTAL	\$318.00
Transaction Date   12/14/2023   Cash   10150   Total   \$1,711.25   \$1,711.2	=		-			
Transaction Date   12/14/2023   Cash   10150   Total   \$1,711.25	•	30-485 Gas and Repair Misce	ella FIRE-ENG	INE 1 TRUCK REPAIRS		\$1,711.25
Refer         15977 FILLMEUP         Cash Payment         E 101-42110-480 Gas & Repair-Police Car NOV- FUEL         \$350.52           Locash Payment         E 101-43000-485 Gas and Repair Miscella NOV- FUEL         \$145.99           Invoice         \$145.99           Cash Payment         E 202-42153-485 Gas and Repair Miscella NOV- FUEL         \$102.64           Invoice         \$457.81           Cash Payment         E 603-49450-485 Gas and Repair Miscella NOV- FUEL         \$457.81           Invoice         \$12/14/2023         Cash NoV- FUEL         \$457.81           Cash Payment         E 603-49450-485 Gas And Repair Miscella NOV- FUEL         \$457.81           Invoice         \$12/14/2023         Cash NoV- FUEL         \$457.81           Cash Payment         E 603-49450-409 Rep/Sup-WW Facility         WWTP ROOF REPAIRS         \$3,150.00           Refer         \$15979 GAVIN-JANNSEN-STABENOW-MOL         Cash Payment         £ 101-41600-304 Legal Fees         OCT- LEGAL SERVICES         \$391.50           Invoice         Cash Payment         £ 101-41910-304 Legal Fees         OCT- LEGAL SERVICES         \$346.00           Cash Payment         £ 204-46550-304 Legal Fees         OCT- LEGAL SERVICES         \$460.00           Cash Payment         £ 604-49550-304 Legal Fees         OCT- LEGAL SERVICES	Invoice					
Cash Payment   E 101-42110-480   Gas & Repair-Police Car   NOV-FUEL   \$145.99   Invoice   Cash Payment   E 101-43000-485   Gas and Repair Miscella   NOV-FUEL   \$10.264   Invoice   Cash Payment   E 202-42153-485   Gas and Repair Miscella   NOV-FUEL   \$102.64   Invoice   Cash Payment   E 603-49450-485   Gas and Repair Miscella   NOV-FUEL   \$467.81   Invoice   Cash Payment   E 603-49450-485   Gas and Repair Miscella   NOV-FUEL   \$467.81   Invoice   Cash Payment   E 603-49450-485   Gas and Repair Miscella   NOV-FUEL   \$467.81   Invoice   Cash Payment   E 603-49450-496   Rep/Sup-WW Facility   WWTP ROOF REPAIRS   S3,150.00   Invoice   12/14/2023   Cash   10150   Total   \$3,150.00   Invoice   Cash Payment   E 101-41600-304   Legal Fees   OCT-LEGAL SERVICES   \$391.50   Invoice   Cash Payment   E 101-41910-304   Legal Fees   OCT-LEGAL SERVICES   \$391.50   Invoice   Cash Payment   E 101-42110-304   Legal Fees   OCT-LEGAL SERVICES   \$31.154.25   Invoice   Cash Payment   E 604-49550-304   Legal Fees   OCT-LEGAL SERVICES   \$464.00   Invoice   Cash Payment   E 604-49550-304   Legal Fees   OCT-LEGAL SERVICES   \$464.00   Invoice   Cash Payment   E 604-49550-304   Legal Fees   OCT-LEGAL SERVICES   \$464.00   Invoice   Cash Payment   E 604-49550-304   Legal Fees   OCT-LEGAL SERVICES   \$464.00   Invoice   Cash Payment   E 604-49550-304   Legal Fees   OCT-LEGAL SERVICES   \$464.00   Invoice   Cash Payment   E 604-49550-304   Legal Fees   OCT-LEGAL SERVICES   \$469.00   Invoice   Cash Payment   E 604-49550-636   Supplies & Repairs   GENERATORS FUEL   \$222.74   Invoice   Cash Payment   E 603-49450-636   Supplies & Repairs   GENERATORS FUEL   \$222.74   Invoice   Cash Payment   E 604-49550-637   Service Locations   NOV. LOCATE TICKETS & REISSUE   AUG.   \$259.00   Invoice   Cash Payment   E 604-49550-637   Service Locations   NOV. LOCATE TICKETS & REISSUE   AUG.   \$259.00   Invoice   Cash Payment   E 604-49550-637   Service Locations   NOV. LOCATE TICKETS & REISSUE   AUG.   \$414.45   Invoice   Cash Payment   E 604-49550-637   Service Lo	Transaction Date 12/14/	2023	Cash	10150	Total	\$1,711.25
Royal   Roy	Refer 15977 FILLMED	UP	_			
Cash Payment   Cash Payment   E 202-42153-485   Gas and Repair Miscella   NOV-FUEL   S102.64   Invoice   S102.64   Invoice   S102.64   Invoice   S102.64   Invoice   S103.49450-485   Gas and Repair Miscella   NOV-FUEL   S102.64   Invoice   S103.49450-485   Gas and Repair Miscella   NOV-FUEL   S457.81   Invoice   S178   GAS   S457.81   Invoice   S178   GAS   S457.81   Invoice   S178   GAS   S462	Cash Payment E 101-4211	10-480 Gas & Repair-Police C	Car NOV- FUEI	L		\$350.52
Novice	Invoice					
Cash Payment   E 202-42153-4815   Gas and Repair Miscella   NOV- FUEL   \$457.81	Cash Payment E 101-4300	00-485 Gas and Repair Misce	ella NOV-FUEI	L		\$145.99
Royament   Response	Invoice					
Cash Payment   16 603-49450-4815   Gas and Repair Miscella   NOV- FUEL	Cash Payment E 202-4215	53-485 Gas and Repair Misce	ella NOV-FUEI	<u>L</u>		\$102.64
Transaction Date						
Transaction Date   12/14/2023   Cash   10150   Total   \$1,056,96	•	50-485 Gas and Repair Misce	ella NOV-FUEI	_		\$457.81
Refer						
Cash Payment   E 003-49450-409 Rep/Sup-WW Facility   WWTP ROOF REPAIRS   \$3,150.00	Transaction Date 12/14/	2023	Cash	10150	Total	\$1,056.96
Provide   Pro	Refer 15978 GAG SH	HEET METAL	_			
Transaction Date   12/14/2023   Cash   10150   Total   \$3,150.00	Cash Payment E 603-4945	50-409 Rep/Sup-WW Facility	WWTP RO	OF REPAIRS		\$3,150.00
Refer   15979 GAVIN-JANSSEN-STABENOW-MOL   Cash Payment   E 101-41600-304   Legal Fees   OCT- LEGAL SERVICES   \$391.50   Invoice   Cash Payment   E 101-41910-304   Legal Fees   OCT- LEGAL SERVICES   \$232.00   Invoice   Cash Payment   E 101-42110-304   Legal Fees   OCT- LEGAL SERVICES   \$1,154.25   Invoice   Cash Payment   E 204-46550-304   Legal Fees   OCT- LEGAL SERVICES   \$464.00   Invoice   Cash Payment   E 604-49550-304   Legal Fees   OCT- LEGAL SERVICES   \$58.00   Invoice   Cash Payment   E 12/14/2023   Cash	Invoice					
Cash Payment   E 101-41600-304   Legal Fees   OCT- LEGAL SERVICES   \$391.50	Transaction Date 12/14/	2023	Cash	10150	Total	\$3,150.00
Cash Payment   E 101-41600-304   Legal Fees   OCT- LEGAL SERVICES   \$391.50	Refer 15979 GAVIN	JANSSEN-STABENOW-MOL				
Invoice			OCT- LEGA	AL SERVICES		\$391.50
Cash Payment   E 101-41910-304   Legal Fees   OCT- LEGAL SERVICES   \$232.00	•	70 00 . Loga 000	00. ==0.	0		φουσσ
Invoice	Cash Payment E 101-4191	10-304 Legal Fees	OCT- LEGA	AL SERVICES		\$232.00
Novoice	•	· ·				
Cash Payment   E 204-46550-304   Legal Fees   OCT- LEGAL SERVICES   \$58.00     Invoice   Cash Payment   E 604-49550-304   Legal Fees   OCT- LEGAL SERVICES   \$58.00     Invoice   Transaction Date   12/14/2023   Cash   10150   Total   \$2,299.75     Refer	Cash Payment E 101-4211	10-304 Legal Fees	OCT- LEGA	AL SERVICES		\$1,154.25
Novice	Invoice	-				
Cash Payment         E 604-49550-304         Legal Fees         OCT- LEGAL SERVICES         \$58.00           Invoice           Transaction Date         12/14/2023         Cash         10150         Total         \$2,299.75           Refer         15980 GLENCOE COOP ASSN           Cash Payment         E 101-41940-401         Repairs/Maint Buildings         GENERATORS FUEL         \$222.74           Invoice           Cash Payment         E 603-49450-636         Supplies & Repairs         GENERATORS FUEL         \$119.04           Invoice           Transaction Date         12/14/2023         Cash         10150         Total         \$1,266.86           Refer         15981 GOPHER STATE ONE CALL         NOV. LOCATE TICKETS & REISSUE AUG.         \$259.20           Invoice           Cash Payment         E 604-49550-637         Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$414.45           Invoice           Transaction Date         12/14/2023         Cash         10150         Total         \$673.65           Refer         15982 GRAINGER         \$268.36           Cash Payment <td>Cash Payment E 204-4655</td> <td>50-304 Legal Fees</td> <td>OCT- LEGA</td> <td>AL SERVICES</td> <td></td> <td>\$464.00</td>	Cash Payment E 204-4655	50-304 Legal Fees	OCT- LEGA	AL SERVICES		\$464.00
Transaction Date   12/14/2023   Cash   10150   Total   \$2,299.75	Invoice					
Transaction Date   12/14/2023   Cash   10150   Total   \$2,299.75	Cash Payment E 604-4955	50-304 Legal Fees	OCT- LEGA	AL SERVICES		\$58.00
Refer 15980 GLENCOE COOP ASSN           Cash Payment Invoice         E 101-41940-401 Repairs/Maint Buildings         GENERATORS FUEL         \$222.74           Cash Payment Invoice         E 603-49450-636 Supplies & Repairs         GENERATORS FUEL         \$925.08           Invoice         Cash Payment Invoice         E 603-49450-636 Supplies & Repairs         GENERATORS FUEL         \$119.04           Invoice         Transaction Date Invoice         12/14/2023         Cash 10150 Total         \$1,266.86           Refer I5981 GOPHER STATE ONE CALL         NOV. LOCATE TICKETS & REISSUE AUG.         \$259.20           Invoice         NOV. LOCATE TICKETS & REISSUE AUG.         \$414.45           Invoice         Transaction Date Invoice         12/14/2023         Cash 10150 Total         \$673.65           Refer I5982 GRAINGER         Service Locations Invoice         BIRD & ANIMAL REPELLANTS         \$268.36	Invoice					
Cash Payment Invoice         E 101-41940-401 Repairs/Maint Buildings         GENERATORS FUEL         \$222.74           Cash Payment Invoice         E 603-49450-636 Supplies & Repairs         GENERATORS FUEL         \$925.08           Invoice         Cash Payment Invoice         E 603-49450-636 Supplies & Repairs         GENERATORS FUEL         \$119.04           Invoice         Transaction Date         12/14/2023         Cash         10150         Total         \$1,266.86           Refer         15981 GOPHER STATE ONE CALL         Cash Payment         E 604-49550-637 Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$259.20           Invoice         Cash Payment         E 604-49550-637 Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$414.45           Invoice         Transaction Date         12/14/2023         Cash 10150         Total         \$673.65           Refer         15982 GRAINGER           Cash Payment         E 101-45202-220 Repair/Maint Supply         BIRD & ANIMAL REPELLANTS         \$268.36           Invoice         Last Payment         E 101-45202-220 Repair/Maint Supply         BIRD & ANIMAL REPELLANTS	Transaction Date 12/14/	2023	Cash	10150	Total	\$2,299.75
Invoice	Refer 15980 GLENCO	OE COOP ASSN				
Cash Payment         E 603-49450-636         Supplies & Repairs         GENERATORS FUEL         \$925.08           Cash Payment         E 603-49450-636         Supplies & Repairs         GENERATORS FUEL         \$119.04           Invoice         Transaction Date         12/14/2023         Cash         10150         Total         \$1,266.86           Refer         15981 GOPHER STATE ONE CALL         NOV. LOCATE TICKETS & REISSUE AUG.         \$259.20           Invoice         Cash Payment         E 604-49550-637         Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$414.45           Invoice         Transaction Date         12/14/2023         Cash         10150         Total         \$673.65           Refer         15982 GRAINGER           Cash Payment         E 101-45202-220         Repair/Maint Supply         BIRD & ANIMAL REPELLANTS         \$268.36           Invoice         15982 GRAINGER         BIRD & ANIMAL REPELLANTS         \$268.36	Cash Payment E 101-4194	40-401 Repairs/Maint Building	gs GENERAT	ORS FUEL		\$222.74
Invoice	Invoice					
Cash Payment Invoice         E 603-49450-636 Supplies & Repairs         GENERATORS FUEL         \$119.04           Transaction Date         12/14/2023         Cash         10150         Total         \$1,266.86           Refer         15981 GOPHER STATE ONE CALL	Cash Payment E 603-4945	50-636 Supplies & Repairs	GENERAT	ORS FUEL		\$925.08
Transaction Date   12/14/2023   Cash   10150   Total   \$1,266.86	Invoice					
Transaction Date         12/14/2023         Cash         10150         Total         \$1,266.86           Refer         15981 GOPHER STATE ONE CALL	Cash Payment E 603-4945	50-636 Supplies & Repairs	GENERAT	ORS FUEL		\$119.04
Refer         15981 GOPHER STATE ONE CALL           Cash Payment         E 604-49550-637 Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$259.20           Invoice         NOV. LOCATE TICKETS & REISSUE AUG.         \$414.45           Invoice         Transaction Date         12/14/2023         Cash         10150         Total         \$673.65           Refer         15982 GRAINGER         Cash Payment         E 101-45202-220 Repair/Maint Supply         BIRD & ANIMAL REPELLANTS         \$268.36           Invoice         Invoice         \$268.36         \$268.36	Invoice					
Cash Payment         E 604-49550-637         Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$259.20           Invoice         Cash Payment         E 604-49550-637         Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$414.45           Invoice         Transaction Date         12/14/2023         Cash         10150         Total         \$673.65           Refer         15982 GRAINGER         Total         BIRD & ANIMAL REPELLANTS         \$268.36           Invoice         Invoice         \$268.36	Transaction Date 12/14/	2023	Cash	10150	Total	\$1,266.86
Cash Payment         E 604-49550-637         Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$259.20           Invoice         Cash Payment         E 604-49550-637         Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$414.45           Invoice         Transaction Date         12/14/2023         Cash         10150         Total         \$673.65           Refer         15982 GRAINGER         Total         BIRD & ANIMAL REPELLANTS         \$268.36           Invoice         Invoice         \$268.36	Refer 15981 GOPHE	R STATE ONE CALL				
Cash Payment         E 604-49550-637         Service Locations         NOV. LOCATE TICKETS & REISSUE AUG.         \$414.45           Invoice         Transaction Date         12/14/2023         Cash         10150         Total         \$673.65           Refer         15982 GRAINGER         Cash Payment         E 101-45202-220         Repair/Maint Supply         BIRD & ANIMAL REPELLANTS         \$268.36           Invoice         Invoice	Cash Payment E 604-4955	50-637 Service Locations	NOV. LOCA	ATE TICKETS & REISSUE	AUG.	\$259.20
Invoice   Transaction Date   12/14/2023   Cash   10150   Total   \$673.65	Invoice					
Transaction Date         12/14/2023         Cash         10150         Total         \$673.65           Refer         15982 GRAINGER	Cash Payment E 604-4955	50-637 Service Locations	NOV. LOCA	ATE TICKETS & REISSUE	AUG.	\$414.45
Refer 15982 GRAINGER  Cash Payment E 101-45202-220 Repair/Maint Supply BIRD & ANIMAL REPELLANTS \$268.36 Invoice	Invoice					
Cash Payment E 101-45202-220 Repair/Maint Supply BIRD & ANIMAL REPELLANTS \$268.36 Invoice	Transaction Date 12/14/	2023	Cash	10150	Total	\$673.65
Cash Payment E 101-45202-220 Repair/Maint Supply BIRD & ANIMAL REPELLANTS \$268.36 Invoice	Refer 15982 GRAING	GFR				
Invoice			- BIRD & AN	IMAL REPELLANTS		\$268.36
		Ropan/Maint Oupply	DIND & AIN	IL INEI EEE/MAIO		Ψ200.00
		00-406 Repairs, Supplies & O	th BIRD & AN	IMAL REPELLANTS		\$124.16
Invoice						

# **Payments**

Transaction Date 12/14/2023	Cash	10150	Total	\$392.52
Refer 15983 HAGGENMILLER LUMBER/SNOW				
Cash Payment E 201-42280-210 Operating Supplies	NOV- FIRE MATER	RIALS		\$10.07
Invoice				
Transaction Date 12/14/2023	Cash	10150	Total	\$10.07
Refer 15984 HEIMAN FIRE EQUIPMENT	_			
Cash Payment E 201-42280-417 Uniforms/Outerwear	FIRE- BOOTS, GLO	OVES & HOODS		\$3,970.25
Invoice				
Transaction Date 12/14/2023	Cash	10150	Total	\$3,970.25
Refer 15985 HERALD JOURNAL	-			
Cash Payment E 101-41400-351 Legal Notices Publishin	ng NOV-PUBLISHING	3		\$65.60
Invoice	NOV BUBLIOUING			<b>0.40.50</b>
Cash Payment E 203-45000-340 Advertising Invoice	NOV- PUBLISHING	j		\$18.50
Transaction Date 12/14/2023	Cash	10150	Total	\$84.10
Refer 15986 ID SIGN SOLUTIONS	Cuon	10130	. •	Ψ04.10
Cash Payment E 101-43000-226 Street Signs & Materia	- Ne POSTS INSTALL-I		SNS	\$300.62
Invoice	IIS TOSTS INSTALL-L	.0111.30112.3101.310	3110	ψ300.02
Transaction Date 12/14/2023	Cash	10150	Total	\$300.62
Refer 15987 JEREMY OLSON				
Cash Payment E 207-49990-300 Professional Srvs	- GRAVE DIGGING-	NEUBARTH BURIAL		\$400.00
Invoice				¥ 100100
Transaction Date 12/14/2023	Cash	10150	Total	\$400.00
Refer 15988 JERRY S HOME QUALITY FOODS				
Cash Payment E 101-42110-210 Operating Supplies	SUPPLIES & NOV.	FIRE MEAL		\$30.82
Invoice				
Cash Payment E 201-42280-208 Training and Instruction	n SUPPLIES & NOV.	FIRE MEAL		\$50.00
Invoice	SUPPLIES & NOV.	FIDE MEAL		\$47.68
Cash Payment E 202-42153-430 Miscellaneous Invoice	SUPPLIES & NOV.	FIRE WEAL		φ47.00
Transaction Date 12/14/2023	Cash	10150	Total	\$128.50
Refer 15989 JERRY S TRANSMISSION SERVIC				
Cash Payment E 202-42153-485 Gas and Repair Misce	- lla AMB- '07 RIG REP	AIRS		\$7,707.69
Invoice				
Transaction Date 12/14/2023	Cash	10150	Total	\$7,707.69
Refer 15990 JESSICA STEINKE				
Cash Payment E 101-41400-321 Telephone	REIMB- 4th QTR P	HONE ALLOWANCE		\$120.00
Invoice			<del></del>	
Transaction Date 12/14/2023	Cash	10150	Total	\$120.00
Refer 15991 KIRBY WECKWORTH	-			
Cash Payment E 101-43000-321 Telephone	REIMB- 4th QTR P	HONE ALLOWANCE		\$120.00
Invoice				
Transaction Date 12/14/2023	Cash	10150	Total	\$120.00
Refer 15992 LEAGUE OF MN CITIES INS. TRUS	-	IOTIDI E (0/25/25)		04.000.55
Cash Payment E 101-43000-430 Miscellaneous Invoice	W.C. CLAIM DEDU	ICTIBLE (9/25/23)		\$1,000.00
Transaction Date 12/14/2023	Cash	10150	Total	\$1,000.00
Transaction Date 12/14/2023	Casii	10100	iotai	ψ1,000.00

# **Payments**

Refer 159	993 LINDE GAS & I	EOLIIP				
Cash Payment		Other Operating Supplie	NOV-	AMB OXYGEN		\$433.56
Invoice	202 42100 211	Other Operating Cupplic	1101	AWB. CATGER		Ψ-00.00
Transaction Date	12/14/2023		Cash	10150	Total	\$433.56
Refer 159	94 LITZAU EXCA	/ATING				
Cash Payment	E 602-49450-408	Rep & Supp. Lift Station,	AUG-	MANHOLE PUMPED OUT		\$700.00
Invoice						
Transaction Date	12/14/2023		Cash	10150	Total	\$700.00
Refer 159	95 LOFFLER	_				
Cash Payment	E 101-41400-218	Office Expense	NOV-	COPIER MAINT (OFFICE, PD, LIB)		\$49.07
Invoice						
Cash Payment	E 101-42110-218	Office Expense	NOV-	COPIER MAINT (OFFICE, PD, LIB)		\$18.00
Invoice						
Cash Payment	E 101-45500-220	Repair/Maint Supply	NOV-	COPIER MAINT (OFFICE, PD, LIB)		\$7.45
Invoice		1 117		, , , ,		•
Cash Payment	E 604-49550-218	Office Expense	NOV-	COPIER MAINT (OFFICE, PD, LIB)		\$15.00
Invoice	_ 00: 10000 _ 10			(0.1.02, 1.2, 2.2)		ψ.σ.σσ
Transaction Date	12/14/2023		Cash	10150	Total	\$89.52
			Casii	10150	Total	Ψ09.32
Refer 159	996 MADISON NAT	TIONAL LIFE	-			
Cash Payment	E 101-41400-131	Employer Paid Health/Lit	f DEC-	DISABILITY INS. PREMIUMS		\$6.15
Invoice						
Cash Payment	E 101-42110-131	Employer Paid Health/Lit	f DEC-	DISABILITY INS. PREMIUMS		\$16.40
Invoice						
Cash Payment	E 101-43000-131	Employer Paid Health/Lif	f DEC-	DISABILITY INS. PREMIUMS		\$8.20
Invoice						
Cash Payment	E 101-45500-131	Employer Paid Health/Lit	f DEC-	DISABILITY INS. PREMIUMS		\$4.10
Invoice						
Cash Payment	E 202-42153-131	Employer Paid Health/Lit	f DEC-	DISABILITY INS. PREMIUMS		\$8.20
Invoice		. ,				
Cash Payment	E 203-45000-131	Employer Paid Health/Lit	f DEC-	DISABILITY INS. PREMIUMS		\$1.03
Invoice						<b>4.1.00</b>
Cash Payment	E 604-49550-131	Employer Paid Health/Lit	FDEC-	DISABILITY INS. PREMIUMS		\$5.12
Invoice	2 004 43330 131	Employer r ald ricality En	DLO	DIGABLETT ING. I KEMIONG		ψ5.12
	40/44/0000		Ob	10150	Total	<b>#</b> 40.00
Transaction Date	12/14/2023		Cash	10150	TOLAI	\$49.20
Refer 159	97 MATHESON TI	RI-GAS				
Cash Payment	E 101-43000-210	Operating Supplies	SHOP	P TANK RENTALS		\$197.57
Invoice						
Transaction Date	12/14/2023		Cash	10150	Total	\$197.57
		ITOMOTIVE				
	998 MAVERICK AU	-	•			
Cash Payment	E 101-42110-480	Gas & Repair-Police Car	NOV-	FUEL		\$299.37
Invoice						
Cash Payment	E 101-43000-485	Gas and Repair Miscella	NOV-	FUEL		\$381.23
Invoice						
Cash Payment	E 101-45202-467	Gas & Repair - Mower	NOV-	FUEL		\$48.31
Invoice						
Cash Payment	E 201-42280-485	Gas and Repair Miscella	NOV-	FUEL		\$161.93
Invoice		•				
Cash Payment	E 202-42153-485	Gas and Repair Miscella	NOV-	FUEL		\$321.00
Invoice		,				•
Cash Payment	E 207-49990-467	Gas & Repair - Mower	NOV-	FUEL		\$20.71
Invoice						<del></del>

# **Payments**

					_	
Transaction Date	12/14/2023		Cash	10150	Total	\$1,232.55
Refer 1599	9 MCLEOD COO	PERATIVE POWER A	_			
Cash Payment E	604-49550-437	Services-McLeod Coop	NOV- ELEC MAINT.	. & METERS		\$5,725.25
Invoice						
Cash Payment E	E 604-49550-500	Capital Outlay	NOV- ELEC MAINT.	. & METERS		\$2,791.70
Invoice						
Transaction Date	12/14/2023		Cash	10150	Total	\$8,516.95
Refer 1600	0 MN BUREAU C	OF CRIMINAL APPRE	_			
Cash Payment E	E 202-42153-217	Other Operating Supplie	e AMB. BACKGROUN	ND CHECKS (2)		\$66.50
Invoice						
Transaction Date	12/14/2023		Cash	10150	Total	\$66.50
Refer 1600	1 MN DEPT. OF	COMMERCE	_			
Cash Payment E	E 604-49550-627	Assessment-Public Serv	v QTRLY ELEC. ASSI	MTS		\$426.04
Invoice						
Transaction Date	12/14/2023		Cash	10150	Total	\$426.04
Refer 1600	2 MN DEPT. OF	HEALTH	_			
Cash Payment E	E 601-49400-390	Water Connection Fees	4th QTR WATER CO	ONNECTION FEES		\$2,075.00
Invoice						
Transaction Date	12/14/2023		Cash	10150	Total	\$2,075.00
Refer 1600	3 MN FIRE SER	VICE CERTIFICATION	_			
Cash Payment E	E 201-42280-208	Training and Instruction	FIRE- EXAMS/RETE	EST (KLAERS/FORCI	ER)	\$252.00
Invoice						
	E 201-42280-208	Training and Instruction	FIRE- EXAMS/RETE	EST (KLAERS/FORCI	ER)	\$352.00
Invoice	40/44/0000		Cook	10450	Total	ФСО4 ОО
Transaction Date	12/14/2023		Cash	10150	Total	\$604.00
-		RE CHIEFS ASSN.				
	E 201-42280-208	Training and Instruction	FIRE TRAINING- J.I	KLINGELHUTZ		\$235.00
Invoice	40/44/2022		Cook	40450	Total	\$235.00
Transaction Date	12/14/2023		Cash	10150	TOTAL	\$235.00
-	5 MN MUNI. POV					
Cash Payment E Invoice	= 604-49550-389	Electric Energy Purchas	S NOV-ENERGY			\$140,883.16
Transaction Date	40/44/2022		Cook	40450	Total	£1.40.000.16
	12/14/2023		Cash	10150	TOTAL	\$140,883.16
-	6 PEEPS REPAI		-	IT 0 ( ID 0 D 1 D 5 0 ( T )		<b>^-</b>
	E 201-42280-485	Gas and Repair Miscella	a FIRE-TRUCK MAIN	IT & UPGRADES (5)		\$5,972.75
Invoice  Cash Payment E	= 201-42280-485	Gas and Repair Miscella	a FIRE-TRUCK MAIN	IT & LIPGRADES (5)		\$4,249.80
Invoice	201 42200 400	Cao ana repair misocii	a Tinte Thoore within	TI a of Chable (o)		ψ4,240.00
Transaction Date	12/14/2023		Cash	10150	Total	\$10,222.55
Refer 1600	7 PREMIER LOC	CATING INC				
		Service Locations	NOV- ELEC LOCAT	ING		\$5,417.80
Invoice	2 004 43330 037	OCIVICE LOCATIONS	NOV- ELEO ECOAT	1110		ψο, τι τ. σο
Transaction Date	12/14/2023		Cash	10150	Total	\$5,417.80
		LEY SANITATION				\$1,7 THE
		Refuse/Garbage Dispos	- SHOP- EXTRA DUM	APSTER FOR CLEAN	II IP	\$680.00
Invoice	_ 101 -0000 004	. to add, Carbage Dispus	, Shor Extra Doll	STERT OR OLLAR		Ψ000.00
Transaction Date	12/14/2023		Cash	10150	Total	\$680.00
1 2 2						

# **Payments**

Refer 16009 RIDGEVIEW - SIBLEY MEDICAL CT				
Cash Payment E 202-42153-217 Other Operating Suppl	ie OCT- AMB	. Rx SUPPLIES		\$10.69
Invoice				
Transaction Date 12/14/2023	Cash	10150	Total	\$10.69
Refer 16010 SIBLEY COUNTY DAC	_			
Cash Payment E 101-41940-219 Cleaning	NOV. CLEA	ANING & BILL STUFFING		\$176.20
Invoice				
Cash Payment E 203-45000-300 Professional Srvs	NOV. CLE	ANING & BILL STUFFING		\$176.21
Invoice  Cash Payment E 604-49550-218 Office Expense	NOV CLEA	ANING & BILL STUFFING		\$90.72
Invoice	1101.022	WINTO & BILL OF OF THE		Ψ00.72
Transaction Date 12/14/2023	Cash	10150	Total	\$443.13
Refer 16011 STERICYCLE	_			
Cash Payment E 101-41940-384 Refuse/Garbage Dispo	s NOV. PICK	UP & PURGE		\$616.51
Invoice				
Transaction Date 12/14/2023	Cash	10150	Total	\$616.51
Refer 16012 STRYKER SALES CORP.	_			
Cash Payment E 202-42153-500 Capital Outlay	AMB- LIFE	PAK BATTERIES & CORD		\$1,095.74
Invoice				
Transaction Date 12/14/2023	Cash	10150	Total	\$1,095.74
Refer 16013 VICKI POMPLUN	_			
Cash Payment E 101-41400-181 Mileage	MILEAGE F	REIMB		\$33.73
Invoice			<b>-</b> . <del>-</del> -	
Transaction Date 12/14/2023	Cash	10150	Total	\$33.73
Refer 16014 XCEL ENERGY	-			
Cash Payment E 603-49450-381 Electric & Heat Utilities	NOV- GI LI	FT STATION ELEC BILL		\$676.51
Invoice	Cook	40450	Total	<b></b>
Transaction Date 12/14/2023	Cash	10150	i Otai	\$676.51
Refer 16015 XCEL ENERGY-NSP	-	OUDOTATION FACILITY		<b>A</b> 4 040 <b>7</b> 0
Cash Payment E 604-49550-397 Facility Charge Invoice	NOV-DEC-	SUBSTATION FACILITY C	HG	\$1,218.72
Cash Payment E 604-49550-397 Facility Charge	NOV-DEC-	SUBSTATION FACILITY O	CHG	\$1,218.72
Invoice				ψ·,=·ο.·=
Transaction Date 12/14/2023	Cash	10150	Total	\$2,437.44
Refer 16016 Y-NOT PLBG. & HTG	_			
Cash Payment E 603-49450-409 Rep/Sup-WW Facility	WWTP BA	THROOM FAUCET REPAI	₹	\$146.25
Invoice				
Transaction Date 12/14/2023	Cash	10150	Total	\$146.25
Refer 16017 MCDONALD HOPKINS	_			
Cash Payment E 101-41400-300 Professional Srvs	COMPROM	IIZED EMAIL INVESTIGAT	ION	\$705.60
Invoice				
Transaction Date 12/15/2023	Cash	10150	Total	\$705.60

# CITY OF ARLINGTON Payments

Fund Summary	
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i dila Gaillilary	
·	10150 Cash
101 General Fund	\$70,709.96
201 Fire Fund	\$18,467.75
202 Ambulance Fund	\$10,027.38
203 Community Center Fund	\$319.90
204 EDA Loan Programs Fund	\$464.00
207 Cemetery Fund	\$420.71
401 Capital Equipment Fund	\$17,933.00
601 Water Fund	\$19,980.50
602 Sewer Fund	\$700.00
603 AGI Sewer Fund	\$5,780.69
604 Electric Fund	\$161,454.99
	\$306,258.88

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$306,258.88
Total	\$306.258.88



# CITY COUNCIL WORKSHOP MEETING AGENDA DECEMBER 4, 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, John Thomes, Jeff Matz, Christina Litfin, Curtis Ling Members Absent-None
Staff Present- City Administrator Jessica Steinke
Guests Present- None

3. A special meeting workshop to discuss the budget for 2024- *There was discussion regarding the 2024 budget*.

#### **ADJOURNMENT**

Thomes made a motion to adjourn the meeting at 5:42 pm. Ling seconded. Motion carried with all voting in favor.

City Administrator Jessica Steinke	Mayor Matthew Scharpe	



#### CITY COUNCIL MEETING MINUTES DECEMBER 4, 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.

#### 2. Roll Call-

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

Members Absent- None

Staff Present- City Administrator Jessica Steinke, City Attorney Ken Janssen, Police Officer Brandon Legg

Guests Present- Kurt Menk of the Arlington Enterprise, Barb and Curt Reetz, Craig McCourt, Paul Pieper, Ross Arneson, Bill Boecker

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 addressed the Council.* 

#### **PUBLIC HEARING**

5. Truth in Taxation Presentation- Thomes made a motion to close the regular meeting and open the public hearing at 6:32pm. Ling seconded. Motion carried with all voting in favor. Steinke explained the the presentation with the proposed 2024 budget. Thomes made a motion to close the public hearing and reopen the regular meeting at 6:41 pm. Matz seconded. Motion carried with all voting in favor.

#### **CONSENT AGENDA**

- 6. Approval of Consent Agenda
  - A) Approval of Bills
  - B) November 20, 2023, City Council Workshop Meeting Minutes
  - C) November 20, 2023, City Council Meeting Minutes
  - D) Approve the hiring of Katie Schrempp as a part-time paramedic pending successful backgrounding.
  - E) Approval of 2024 Garbage Contracts



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

#### **OLD BUSINESS**

7. City Lot – Historical Perspective, Attorney Arneson- Attorney gave an update and history of the small city parking lot on Main Street. The consensus of the Council was to table this. Thomes made a motion to table this until the City can speak with Mr. Mendoza. Matz seconded. Motion carried with all voting in favor.

#### **NEW BUSINESS**

- 8. Resolution 40-2023 A RESOLUTION ACCEPTING A DONATION AND DESIGNATING ITS USE Litfin made a motion to approve Resolution 40-2023. Meyer seconded. Motion carried. Matz, Thomes, Ling, Meyer, Litfin voted in favor. None against. None abstained. None were absent.
- 9. Property at 23315 State Hwy 5, Paul Pieper- *Pieper spoke regarding his property and the tickets that he has received for noise violation. The Council had questions and discussed.*
- 10. Ordinance 311- Review- Steinke reviewed three possible updates to the ordinance. She also stated that this would be going to P & Z on Thursday's meeting.
- 11. October Statement of Funds- Submitted report.
- 12. MMPA Public Summary- Submitted report.
- 13. October People Service, Written Report-Submitted report.

#### REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- 14. City Administrator Update, Jessica Steinke- Steinke gave an update including working on the budget, met with insurance adjuster, wrapped up insurance open enrollment, and assessments.
- 15. City Attorney Update, Ken Janssen- Janssen stated that things are rolling with the Hoff property.

#### MISCELLANEOUS BUSINESS

- 16. Committees Discussion- Scharpe stated that the ordinance on committees needs to be updated since we no longer have some of the committees listed. It was the consensus of the Council that work needs to be done on the Ordinance. Steinke will work on the amendment and bring it back to the Council.
- 17. Strategic Planning Section 1: Vision- Councilmembers and Mayor gave their thoughts on what they would like to see the vision for the city to be.



#### **ADJOURNMENT**

Thomes made a motion to adjourn the meeting at 7:59 pm	. Meyer seconded. Motion carried with all voting in
favor.	
City Administrator Jessica Steinke	Mayor Matthew Scharpe

#### **CHAPTER 4: COMMITTEES**

#### 4.01 Council Committees

- A. Employee Relations Committee
- B. Finance Committee
- C. Utilities Committee
- 4.02 Miscellaneous Committees
  - A. Firefighter Relief Committee
  - D. Emergency Operations Committee
- 4.03 Citizen Committees
  - C. Library Committee
  - E. Planning and Zoning Commission
  - 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 Utilities 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. 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. 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.

#### B. Planning and Zoning Commission.

- (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 bylaws 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 coapplicant 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.
- C. 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.

#### **CHAPTER 29: TREES**

29.01	State Regulations Adopted
29.02	Administration
29.03	Tree Pruning Guidelines
29.04	Regulations For Planting Trees on Boulevards and Utility Corridors
29.05	Removal of Trees on Public Property
29.06	Damage To Trees on Public Property
29.07	Abatement of Shade Tree Disease Nuisances
29.08	Abatement of Nuisances on Private Property
29.09	Inspection and Investigation
29.10	Abatement of Tree Disease Nuisance on Public Property
29.11	Abatement of Tree Disease Nuisance on Private Property
29.12	Transporting Firewood
29.13	Interference Prohibited
29.14	Penalty

#### **TREES**

## **29.01 State Regulations Adopted**

Minnesota Statutes Chapter 89, Minnesota Statute 17.86, and all other state laws and Department of Agriculture regulations regarding the use, management, protection and disposal of shade trees, together with amendments thereof to date, are hereby adopted by reference and made a part of this ordinance as if set out herein in full, except as hereinafter provided.

#### 29.02 Administration

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- A. City Forester. The position of City Forester is hereby created in the City of Arlington. It shall be the duty of the Forester to coordinate, under the direction and control of the Shade Tree Board, and under the general authority of the City Council, all activities of the municipality relating to the protection, management, and removal and replacement of shade trees within city limits. The City Forester shall act as an advisor to the shade tree board to effectively implement the terms of this ordinance.
- B. Permits for Planting Trees in Boulevards and Utility Corridors. Private parties must secure a permit from the City before planting any tree in any boulevard or utility corridor in the City. City approved trees may be purchased and planted by the property owner of the land abutting the boulevard, or by a person retained by the property owner. Varieties of trees approved shall be trees of the hardwood variety, with good mature appearance, adaptability to the climate, long lived and generally resistant to injurious insects and diseases.
- C. Permits for Tree Trimming and Removal. Private parties must secure a permit from the City before cutting, trimming, pruning, removing, spraying or otherwise treating trees, shrubs or other vegetation within the city rights of way or city parks or other city property.

#### **29.03 Tree Pruning Guidelines**

- A. Any public utility company must notify the City Administrator before any trees are pruned in a utility corridor, and any such pruning done by or for a utility and regulated in this section shall be done in accordance with the current ANSI Tree Care Performance Standards.
- B. Tree limbs within the right of way will be pruned by the City if they create a potential threat to public safety. As a general guideline, limbs will be trimmed to provide 10 feet clearance above sidewalks and 14 feet clearance over the street.
- C. Private parties may trim or prune trees, shrubs or other woody vegetation in the right of way if City guidelines are followed. Private parties should contact the City to review the guidelines regarding accepted methods for pruning and optimal time of the year for pruning.

#### 29.04 Regulations for Planting Trees on Boulevards and Utility Corridors

- A. Tree plantings shall conform to the minimum standards of ANSI Z60, the American Standard of Nursery Stock. Tree calipers shall be measured six inches above the root ball per ANSI Z60.
- B. No trees shall be placed so as in the opinion of the City to cause a traffic hazard. Some specific measurement regulations are as follows:
  - (1) The spacing of shade trees will be in accordance with the three species size classes defined as follows:
    - (a) Small Trees any plant material that will grow to a height of 30 feet or less. Small trees are to be planted no closer than 10 feet apart.
    - (b) Medium Trees any plant material that will grow to a height of 50 feet or less. Medium trees shall be planted no closer than 25 feet apart.
    - (c) Large Trees any plant material that will grow to a height of over 50 feet. Large trees shall be planted no closer than 35 feet apart.

- (d) These spacing requirements may be ignored in special plantings designed or approved by the Shade Tree Board.
- (2) Trees, shrubs and hedges with a mature height greater than 30 inches shall not be planted within the sight triangle at intersections measuring 25 feet along the boundary of each of the intersecting roadways, measured from the point of intersecting curb lines, or in the case of a curved curb corner, measuring 25 feet parallel to each street side from the center point of the radius of such curve.
- (3) Trees shall be planted at least 10 feet from the street openings of driveways and alleyways. No tree or shrub shall be planted in such a manner that its eventual growth cannot be reasonably controlled so as to avert interference with or obstruction to any improvements installed for public benefit.
- C. No tree, with the exception of certain smaller tree species, shall be planted on any boulevard where the distance between the nearest edge of the sidewalk and curb is less than 5 feet. Acceptable smaller trees may include crabapple, Japanese treelilacs, hawthorn, or other species approved by the City. Such trees on smaller boulevards/tree lawns are acceptable unless their location and presence conflict with sight lines, vehicles and pedestrians, hydrants, etc.
  - D. The City shall approve and assist in staking out the location of the tree planting.
- E. All trees shall be planted equi-distant from the nearest edge of the proposed or existing sidewalk and curb, except when the City may direct otherwise.
- F. In all utility corridors where overhead transmission lines are used or may be used in the future, trees or shrubs planted must be of a variety and must be placed in a manner so that the height or circumference of the tree or shrub at maturity will not interfere with said transmission line.
- G. In all utility corridors where buried transmission lines and/or surface transformers or other equipment are used or may be used in the future, trees or shrubs planted must be of a variety and must be placed in a manner so that the root system of the tree or shrub at maturity will not interfere with said utility lines or equipment.
  - H. The City must be contacted for approval prior to planting trees near fire hydrants.

#### 29.05 Removal of Trees on Public Property

- A. The City will remove, prune, or trim trees and shrubs on public property or rights of way that are determined by the City to be diseased, dead, hazardous or a public nuisance, at city cost.
- B. The City will remove the stump of any tree or shrub disposed of under Subsection 5.1 above, at the city's cost. The City shall also provide fill and grass seeding to fill the hole left by the stump removal, at city cost. The watering and maintenance of the replacement grass planting shall be the responsibility of the adjoining property owner for any stump removal sites on any residential neighborhood boulevards.
- C. No removal of healthy trees shall be done on city boulevards without first obtaining the express written permission of the city. In such case, the removal of any such healthy tree approved by the city shall be at the cost of the private property owner requesting such removal, including the cost of stump removal,

fill for the stump hole, and grass seeding at the private property owner's cost, all said work to be done to the reasonable satisfaction of the city.

#### 29.06 Damage to Trees on Public Property

No person shall do any of the following:

- A. Damage, cut, carve, top, kill or injure the bark of any tree or plant on public property.
- B. Attach any rope, wire or other contrivance to any tree or plant on public property, except to stabilize new plantings in a manner approved by the Shade Tree Board.
- C. Cause or permit any wire charged with electricity or any gaseous, liquid or solid substance harmful to tree or plants to come into contact with them.
- D. Attach any sign, poster or decoration to any tree or plant on public property without prior city permission.

#### 29.07 Abatement of Shade Tree Disease Nuisances

Any shade tree with an epidemic or contagious disease or pest, determined by the City, shall be sprayed, removed, burned, chipped or otherwise effectively treated so as to destroy and prevent as fully as possible the spread of contagious shade tree diseases. Such abatement procedures shall be carried out in accordance with current technical or expert opinions and guidelines. Whenever the City Forester or Shade Tree Board finds with reasonable certainty that a contagious disease infestation exists in this municipality, the procedures in the following sections will pertain.

#### 29.08 Abatement of Nuisances on Private Property

It is unlawful for any person to permit any shade tree with an epidemic or contagious disease or pest to remain on any premises owned, leased, occupied or controlled by that person, and such condition shall be considered a public nuisance. Such nuisance may be abated in the manner prescribed by this ordinance.

#### 29.09 Inspection and Investigation.

- A. The City Forester, or the City's other agents or employees, shall inspect all premises and places within the City as often as practicable to enforce the terms of this ordinance. Any violation of this ordinance shall be reported to the Shade Tree Board.
- B. The City Forester, or the City's other agents or employees, may enter upon private premises at any reasonable time for the purpose of carrying out any of the duties assigned to them hereunder.
- C. The City Forester, or the City's other agents or employees, upon finding conditions of a contagious disease, such as Dutch elm, Oak wilt or other infestation, immediately shall take and send appropriate specimens or samples to the Commissioner of Agriculture (Bureau of Plant Industry), State of Minnesota, for analysis, or take such other steps for diagnosis as may be recommended by the Minnesota Department of Agriculture and/or University of Minnesota Plant Disease Clinic. Except as provided in Section 11, no action to remove infected trees or wood shall be taken until positive diagnosis of the disease has been made.

D. Within 10 days of receipt of the diagnosis, the owner, lessee, occupant or person in control of the property from which the specimen was obtained shall be notified of the result by certified mail or personal service of written notice.

#### 29.10 Abatement of Tree Disease Nuisance on Public Property

In abating the nuisance defined herein on public property, the City Forester or the City's other agents or employees, shall at City cost cause the infected tree or wood to be removed and burned or otherwise effectively treated so as to destroy and prevent as fully as possible the spread of epidemic diseases. City staff shall also take such steps as are necessary to prevent root graft transmission of the disease. Such abatement procedures shall be carried out in accordance with the current technical and expert methods and plans as may be designed by the Commissioner of Agriculture of the State of Minnesota. The city shall establish specifications for tree removal and disposal methods consistent therewith.

#### 29.11 Abatement of Tree Disease Nuisance on Private Property

Whenever the City Forester, or the city's other agents or employees, finds with reasonable certainty that any infestation defined in Section 27.07 exists in tree or wood located on private property, they shall notify by certified mail or personal service of written notice, the owner of such property on which the nuisance is found, of the infestation and direct that the infestation shall be removed and burned, or otherwise effectively treated in an approved manner by such owner with 20 days after receipt of such notice. The notice shall also state that if the nuisance shall not be abated by the owner within the time provided, the owner, lessee, occupant or person in control may be charged with a violation of this Section for maintaining a nuisance and that the City by and through its Council may abate the nuisances and assess the costs against the property. If the owner of any private premises upon which such a tree is situated fails to have such tree so removed and burned or otherwise effectively treated, within 20 days after receipt of notification by mail or personal service, the City Forester, or the City's other agents or employees, shall proceed to have such tree removed and burned or otherwise effectively treated, and any expense incurred by the City in so doing shall be a charge and lien upon the said property and shall be collected as a special assessment in the same manner as other special assessments.

#### 29.12 Transporting Firewood

Whenever the City finds with reasonable certainty that wood being transported in the City is infested and/or infected with a contagious disease, and constitutes a hazard to the public, the City shall have the authority to prohibit such transporting.

#### 29.13 Interference Prohibited

It is unlawful for any person to prevent, delay or interfere with the City Forester or other City agents or employees while they are engaged in the performance of duties imposed by this ordinance.

#### **29.14 Penalty**

Any person, business entity or organization who violates this ordinance is guilty of a misdemeanor and may be punished by a penalty as set out for misdemeanors under Minnesota Statute 609.03 (3), or any laws amending or superseding said law. Each day the violation continues shall be considered a separate offense.



Councilmember

introduced the following resolution and moved for its adoption:

#### **RESOLUTION NO. 41-2023**

# A RESOLUTION ADOPTING THE 2023 TAX LEVY COLLECTABLE IN 2024 AND ORDERING THE LEVY TO BE CERTIFIED WITH THE SIBLEY COUNTY AUDITOR

**BE IT RESOLVED**, by the City Council of the City of Arlington, County of Sibley, Minnesota, that the following sums of money be levied for the current year, collectible in 2024 upon the taxable property in the City of Arlington, for the following purposes:

General Fund	\$ 657,083
2012 G.O. Bond	\$ 5,462
2015 G.O. Bond	\$ 77,052
2017 G.O. Bond	\$ 49,264
2019 G.O. Bond	\$ 53,076
Fire	\$ 75,000
Cemetery	\$ 5,000
Event Center	\$ 40,000
Fire Tanker Truck	\$ 23,756
Capital Improvement	\$ 161,000
Tax Abatement	\$ 7,825
Total Levy	\$ 1,154,518

**BE IT FURTHER RESOLVED**, that the City Administrator is hereby authorized to transmit this information to the County Auditor of Sibley County and the Minnesota Department of Revenue in the format as required by law.

•	egoing resolution was duly seconded by,	
and upon poll being taken thereon the		
the following voted against:	;and the following were absent:	
·		
Adopted by the City Council of the Cit	ty of Arlington this 18th day of December 2023.	
	Signed:	
	Mayor	
***		
Attest:		
City Administrator		
Whereupon the resolution was declared	ed duly passed and adopted and was signed by the Mayo	or

whose signature was attested by the City Administrator.



Council member

introduced the following resolution and moved for its adoption:

#### **RESOLUTION NO. 42-2023**

#### A RESOLUTION ORDERING THE FILING OF ASSESSMENTS

**BE IT RESOLVED**, that the City Council of the City of Arlington does hereby order the filing of assessments due to the City of Arlington for delinquent utilities. Such assessments are to be filed with the Sibley County Auditor. Said assessments are as follows:

Account	Bala	nce	Address	FullOwnersName	Service
01-00000071-00-3	\$	1,400.17	109 3RD AVE SW APT 1	GRAND K, LLC	Utilities
01-00030032-02-7	\$	275.29	211 7TH AVE SW	B GROUP 2, LLC	Utilities
01-00000018-01-5	\$	778.77	247 WEST MAIN STREET APT 1	RENTAL, ARNESON/HENNIES	Utilities
01-00050080-00-0	\$	733.14	106 EAST BAKER STREET	FRANCO, OLGA	Utilities
02-0000018-00-3	\$	3,574.85	247 WEST MAIN STREET	JONNY GIRON, JENNIFER GIRON	Utilities
01-00040006-00-9	\$	5,334.75	116 EAST MAIN STREET	CASTILLO, ANGEL	Utilities
01-00020216-01-3	\$	2,607.38	210 WEST ALDEN STREET APT# 2	MARTIN, ZECHARY	Utilities
01-00020007-00-4	\$	3,201.11	408 WEST BROOKS STREET	ARVIDSON SR., ANDREW & KARI	Utilities
01-00040036-00-8	\$	308.38	410 EAST BROOKS STREET	BAY, CYNTHIA	Utilities
01-00040056-00-4	\$	1,296.52	212 3RD AVE NE	BERG, DAN	Utilities
01-00030023-00-9	\$	1,426.89	603 WEST BAKER STREET	LEWIS, RENITA	Utilities
01-00030077-01-1	\$	795.44	407 WEST ADAMS STREET	SEK FINANCIAL LLC	Utilities
01-00030089-03-2	\$	795.44	307 WEST BAKER STREET	SIERRA LAINE CAPITAL- ACQURA	Utilities
01-00060071-01-4	\$	1,054.68	714 WEST MAIN STREET	TOWEH, MARY	Utilities
01-00020167-00-9	\$	842.04	101 EAST DOUGLAS STREET	WENZEL, DOUGLAS & HALEY	Utilities

**NOW THEREFORE BE ITS RESOLVED,** that the assessments shall be for 1-year with an interest rate of 5%;

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Cowell and upon poll being taken thereon the following voted in favor thereof:

Adopted by the City Council of the City	of Affiligion this	16 day of December 2025.
	Signed:	
		Mayor
Attest:		
City Administrator		

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



# **Technical Memorandum**

To: High Island Creek Watershed Board of Managers

**CC:** Dean Zimmerli, Attorney for the Watershed

**From:** Bret Zimmerman PE, Houston Engineering, Inc.

**Subject:** Project 7 Outlet Culvert Site Assessment

Date: November 27, 2023

**Project:** 8866-0005

#### BACKGROUND

At the direction of the High Island Creek Watershed District (HICWD) Board of Managers, Houston Engineering, Inc. (HEI) was instructed to investigate the condition of a culvert downstream of HICWD Project 7, provide an assessment of the conditions, and conceptually develop alternatives for repair. The purpose of this memo is to document the findings. The culvert is a 48-inch diameter, 40-foot-long corrugated metal pipe (CMP) located in Section 14 of Arlington Township, as shown on **Exhibit 1**. The culvert and upstream sediment basin are contained within parcel #09.1402.000. According to the Sibley County parcel data, the property owner is identified as the City of Arlington.

Bret Zimmerman (HEI) and Al Kerber (HICWD Drainage Inspector) met onsite on October 19, 2023, to investigate the culvert condition. Photos of the site conditions are shown in **Photos 1 through 4** in **Exhibit 2**. The berm and culvert were constructed to create a sediment basin upstream of the culvert location. This basin allows for sediment to accumulate prior to discharging into High Island Creek downstream of the culvert. The inplace culvert has experienced significant erosion to the berm and upstream culvert apron, likely due to water seeping through the berm during periods of high-water conditions. Saturation of the berm would lead to migration of the berm material and significant erosion like that seen in the current condition.

Topographic field survey data was collected by HEI on November 6, 2023, to aid in the assessment of potential repair alternatives. Surveyed elevations near the project are provided in **Table 1** and shown on **Exhibit 1**. All elevations in this report, unless otherwise noted, are in reference to the North American Vertical Datum of 1988 (NAVD88)



**Table 1: Surveyed Elevations** 

Item	Elevation (NAVD88)
High Island Creek Channel Bottom	956.7'
High Island Creek Water Level (11/6/2023)	957.2'
Sediment Pond Hard Bottom	958.0'
48" CMP Culvert Invert	960.0'
Upstream 48" RCP Culvert Invert	963.9'
Top of Berm	969.0'
Edge of Road 387th Ave North of Bridge	972.2'

#### High Island Creek Project 7

High Island Creek Project 7 is a public drainage system managed by the HICWD as drainage authority under MS §103E. Reviewing the Engineer's Report and drawings for the drainage system from 1981, 238<sup>th</sup> Street is the downstream extent of Project 7. The plan and profile drawings from the 1981 plan set is provided in **Exhibit 3**. The culvert in question is located near station 0+00 and the downstream extents of Project 7 is near station 27+00. The culvert is not part of the MS §103E drainage system.

#### **Sediment Control Basin**

Project 7 terminates at 238<sup>th</sup> Street. Flows then meander through a natural watercourse for approximately 2,500 feet before flowing through a 48-inch reinforced concrete pipe (RCP) under 387<sup>th</sup> Avenue. Flows then travel approximately 300 feet to a sediment control basin. The outlet of the sediment basin is the 48-inch CMP that is the subject of this report. The basin is approximately 150 feet long and covers an area of 5,600 square feet (0.13 acres) at its normal pool elevation of 960.0. During the field survey data collection, shallow soil borings were taken in the sediment basin to determine the depth of accumulated sediment. Based on the soil borings, the hard bottom of the pond is at an elevation of approximately 958.0. This provides approximately 2 feet of open water / storage potential for sediment to accumulate when the pond is cleaned. At the time of the 2023 survey, the top of sediment elevation was near 960.0 indicating the available sediment storage below the culvert invert has been exhausted.

#### **ALTERNATIVES**

#### Do Nothing

Under the current condition the culvert does not provide attenuation of flows which results in the deposition of suspended sediment and nutrients. The do nothing alternative will result in continued erosion of the berm and accelerated sediment delivery into High Island Creek. This alternative does not have an immediate cost associated with it; however, there will likely be a future cost associated with sediment removal as the berm continues to erode and sediment accumulates in the creek. The



do-nothing alternative does not meet the objectives of the HICWD and should be considered "infeasible."

#### Alternative 1 – Reinstall Existing Corrugated Metal Pipe

Alternative 1 is intended to fix the culvert/berm at the least initial cost as possible and consists of the following items:

- Reinstalling the existing corrugated metal pipe
- Installing a clay plug to eliminate seepage though the berm
- Riprap protection for the upstream and downstream pipe inverts
- Removal of accumulated sediment in the upstream basin

Reinstalling metal pipes often comes at a risk of damage from removal and reinstallation of the pipe. If the pipe is damaged it will likely deteriorate faster than under normal installation conditions. Metal pipes also have a shorter service life compared to concrete. Alternative 1 has the lowest initial cost; however, it does also have the shortest service life.

#### Alternative 2 – Replace with Reinforced Concrete Pipe

Alternative 2 is intended to extend the life of the culvert/berm without significant redesign and consists of the following items:

- Remove existing metal pipe and apron
- Install 48" reinforced concrete pipe with concrete aprons
- Installing a clay plug to eliminate seepage though the berm
- Riprap protection for the upstream and downstream pipe inverts
- Removal of accumulated sediment in the upstream basin

Removal of the metal pipe may have a salvage value for either scrap metal or temporary use by a contractor. Alternative 2 has a higher initial cost, but it will have a longer service life compared to Alternative 2.

#### Alternative 3 - Sheet Pile Weir with Riprap Chute

Alternative 3 is intended to improve both the longevity of the berm using an alternative design, and consists of the following items:

- Remove existing metal pipe and apron
- Install sheet pile near the existing culvert apron
- Open cut a trapezoidal section through the existing berm
- Install riprap along the upstream of the sheet pile and on the open section to create a riprap chute
- Removal of accumulated sediment in the upstream basin

The sheet pile will provide seepage cutoff through the berm and will provide a controlled outlet elevation. A trapezoid cross section with a 4-foot bottom and 3:1 side slopes will provide an equivalent capacity to the 48" culvert. Alternative 3 will have the longest service life and provide the lowest amount of future maintenance.



#### Preliminary Opinion of Probable Cost

A preliminary Opinion of Probable Cost (OPC) was developed for each of the alternatives. The preliminary OPC was developed by estimating quantities for the major components of each alternative and multiplying the estimated quantity by estimated unit prices based on recent construction projects. Based on the limited field survey data and limited available details, the costs include a 30% contingency. Costs also include an estimate of non-construction costs including engineering, legal, administrative, and permitting. The non-construction costs were determined based on a percentage of the construction cost. A detailed non-construction cost can be developed once an alternative is selected. The estimated total project costs are shown in **Table 1**. The estimated quantities and unit prices for each alternative are shown in **Exhibit 4**.

**Table 2: Preliminary Opinion of Probable Construction Cost** 

Alternative		Preliminary OPC	
Alternative 1 – Reinstall Existing Corrugated Metal Pipe	\$	34,000	
Alternative 2 – Replace with Reinforced Concrete Pipe	\$	71,000	
Alternative 3 - Sheet Pile Weir with Riprap Chute	\$	70,000	

#### RECOMMENDATION

All alternatives allow for setting the outlet elevation higher than the existing elevation. Setting the outlet elevation at 962.0 (2 feet higher) will more than double the sediment storage volume within the basin. This will result in additional sediment capture and reduce the frequency that accumulated sediments need to be removed.

**Alternative 3 – Sheet Pile Weir with Riprap Chute** is the recommended alternative. The alternative provides the lowest risk and least amount of lifetime costs due to reduced future maintenance at the project site.

The project site is in a double high priority area (surface water quality and altered hydrology and drainage) according to the Lower Minnesota River West (LMRW) Comprehensive Watershed Management Plan. We recommend that the Watershed District coordinate with the LMRW Local Implementation Work Group to explore potential funding for the project though 1W1P Watershed Based Implementation Funding (WBIF).

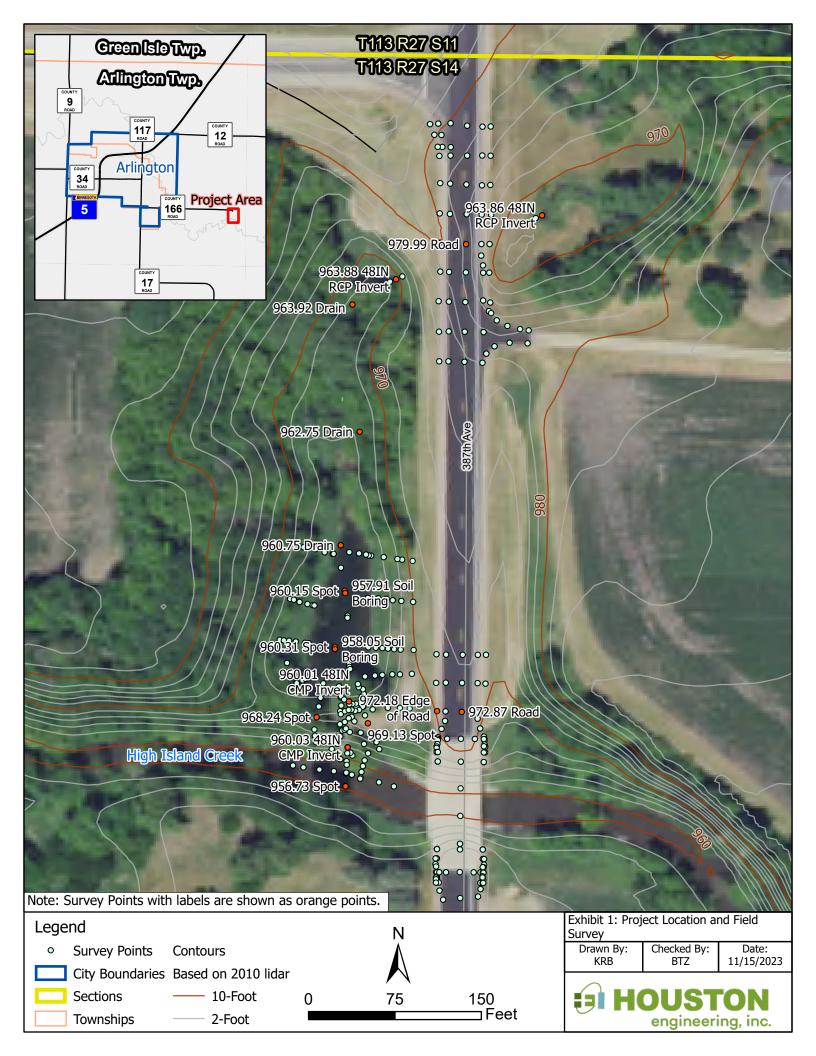




Photo 1: Downstream Culvert Section, Looking South at High Island Creek



Photo 2: Upstream Culvert Apron, Looking West



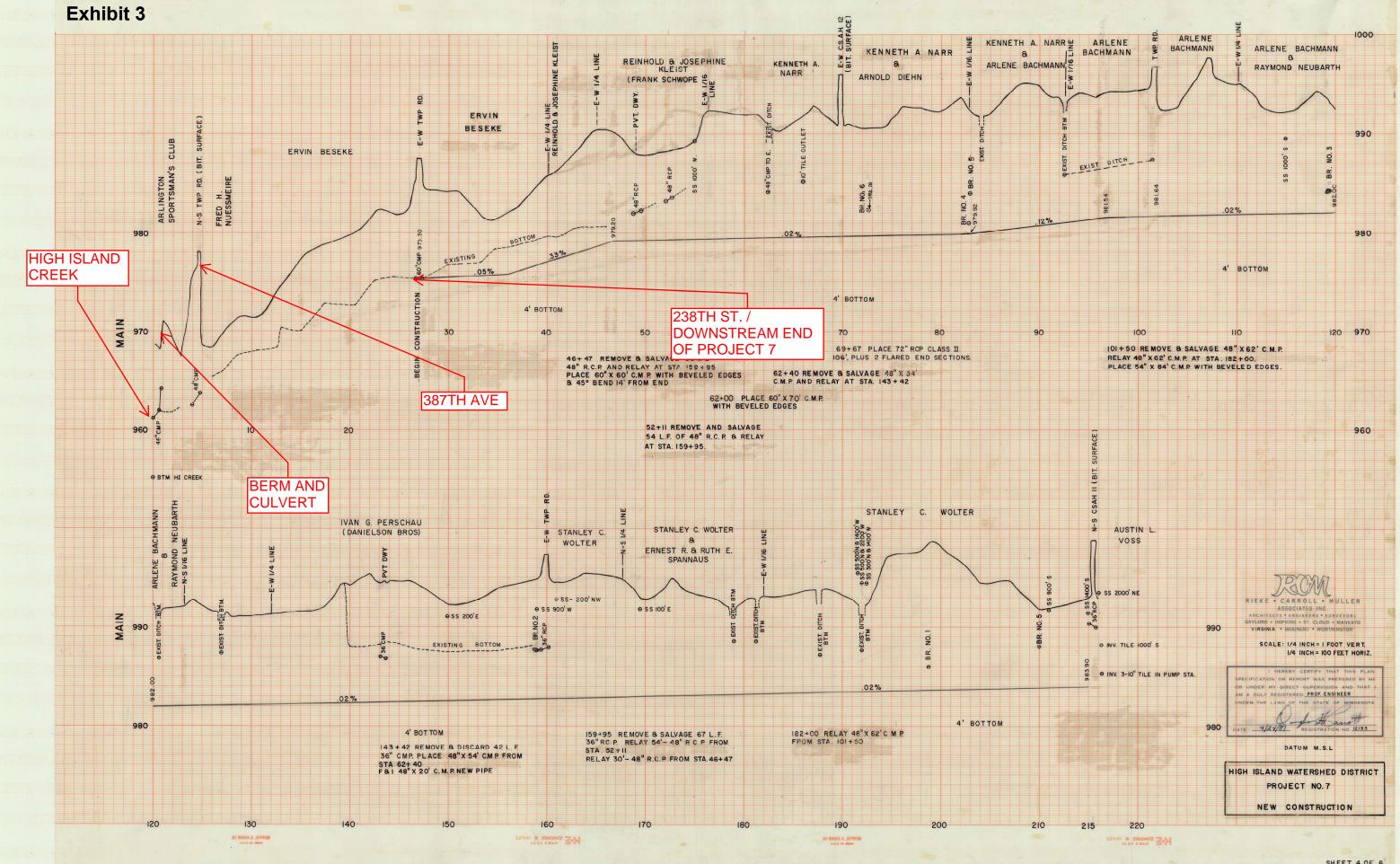


Photo 3: Eroded Embankment, Looking North



Photo 4: Upstream Sediment Basin, Looking North







### **EXHIBIT 4**

# PRELIMINARY OPINION OF PROBABLE COST ARLINGTON TWP CULVERT MODIFICATIONS (DOWNSTREAM OF PROJECT 7) HIGH ISLAND CREEK WATERSHED DISTRICT 11/27/2023

ALTERNATIVE 1 - REINSTALL EXISTING CORRUGATED METAL PIPE								
NO.	ITEM	UNIT	QUANTITY		UNIT PRICE		TOTAL COSTS	
1	MOBILIZATION	LS	1	\$	3,000.00	\$	3,000.00	
2	TREE REMOVAL	LS	1	\$	500.00	\$	500.00	
3	RE-SET EXISTING CMP CULVERT	LF	40	\$	100.00	\$	4,000.00	
4	IMPORT FILL - CLAY PLUG	CY	20	\$	25.00	\$	500.00	
5	BACKFILL EXISTING BERM	CY	160	\$	15.00	\$	2,400.00	
6	RIPRAP - OUTLET PROTECTION	CY	15	\$	120.00	\$	1,800.00	
7	SEEDING AND MULCHING	LS	1	\$	500.00	\$	500.00	
8	CLEAN SEDIMENT BASIN	CY	400	\$	20.00	\$	8,000.00	
9	EROSION CONTROL MEASURES	LS	1	\$	500.00	\$	500.00	
TOTAL CONSTRUCTION COSTS						\$	21,200.00	
CONTINGENCIES (30%)					\$	7,000.00		
CONSTRUCTION COSTS INCLUDING CONTINGENCIES					\$	28,200.00		
NON-CONSTRUCTION COSTS					\$	6,000.00		
TOTAL PROJECT COST					\$	34,200.00		

ALTERNATIVE 2 - REPLACE WITH REINFORCED CONCRETE PIPE								
NO.	ITEM	UNIT	QUANTITY		UNIT PRICE		TOTAL COSTS	
1	MOBILIZATION	LS	1	\$	5,000.00	\$	5,000.00	
2	TREE REMOVAL	LS	1	\$	500.00	\$	500.00	
3	48" RC PIPE CULVERT	LF	40	\$	350.00	\$	14,000.00	
4	48" RC PIPE APRON	EA	2	\$	3,750.00	\$	7,500.00	
5	IMPORT FILL - CLAY PLUG	CY	20	\$	25.00	\$	500.00	
6	BACKFILL EXISTING BERM	CY	160	\$	15.00	\$	2,400.00	
7	RIPRAP - OUTLET PROTECTION	CY	15	\$	120.00	\$	1,800.00	
8	SEEDING AND MULCHING	LS	1	\$	500.00	\$	500.00	
9	CLEAN SEDIMENT BASIN	CY	400	\$	20.00	\$	8,000.00	
10	EROSION CONTROL MEASURES	LS	1	\$	500.00	\$	500.00	
TOTAL CONSTRUCTION COSTS						\$	40,700.00	
CONTINGENCIES (30%)						\$	13,000.00	
CONSTRUCTION COSTS INCLUDING CONTINGENCIES						\$	53,700.00	
NON-CONSTRUCTION COSTS						\$	17,000.00	
TOTAL PROJECT COST						\$	70,700.00	

ALTERNATIVE 3 - SHEET PILE WEIR AND RIPRAP CHUTE							
NO.	ITEM	UNIT	QUANTITY	UNIT PRICE		TOTAL COSTS	
1	MOBILIZATION	LS	1	\$	5,000.00	\$	5,000.00
2	TREE REMOVAL	LS	1	\$	500.00	\$	500.00
3	SHEET PILE	SF	70	\$	130.00	\$	9,100.00
4	COMMON EXCAVATION	CY	200	\$	25.00	\$	5,000.00
5	RIPRAP - CHUTE	CY	60	\$	120.00	\$	7,200.00
6	CLEAN SEDIMENT BASIN	CY	400	\$	20.00	\$	8,000.00
7	EROSION CONTROL MEASURES	LS	1	\$	500.00	\$	500.00
TOTAL CONSTRUCTION COSTS						\$	35,300.00
CONTINGENCIES (30%)					\$	11,000.00	
CONSTRUCTION COSTS INCLUDING CONTINGENCIES					\$	46,300.00	
NON-CONSTRUCTION COSTS					\$	24,000.00	
TOTAL PROJECT COST					\$	70,300.00	

NONCONSTRUCTION COSTS ARE AN ESTIMATE AND INCLUDE; ENGINEERING, LEGAL, ADMIN, PERMITTING



# PLANNING AND ZONING COMMITTEE MEETING MINUTES

### DECEMBER 7, 2023, at 7:00 PM Arlington Event Center — Council Chambers

#### 1. Call to Order

- The meeting was called to order by Brandon Brinkman at 7:00pm.
- Members present: Brandon Brinkman, Dave Meyer, Christina Litfin, and Jeanne Bearson
- Members absent: Joe Prasad and Tom Hatlestad
- Non-members present: Jessica Steinke, Michael Monson, Curt and Barb Reetz, Paul Pieper, and Matt Scharpe
- 2. Pledge of Allegiance
- 3. Approve Agenda
- Motioned by Meyer, seconded by Litfin. Approved 4-0.
- 4. Addition: Approval of the Minutes from Last Meeting
- Motioned by Meyer, seconded by Bearson. Approved 4-0.
- 5. Discussion of Planning & Zoning Maps
- At the last meeting, the board discussed the idea of allowing B-1 districts to have liquor stores, or to potentially add a third business district. This discussion was brought up because there is a business that is wanting to change to a liquor store, but they are in a B-1 district, which does not currently allow for liquor stores.
- The board decided not to recommend changing the B-1 district to allow for liquor stores. They also chose not to recommend adding a third business district. Brinkman mentioned that if they are not zoned to have a liquor store, then that's how it should be. Litfin was also concerned with the competition it would bring to the existing liquor store.
- Litfin made a motion to recommend not rezoning the parcel in discussion. Meyer seconded. Approved 4-0.
- 5. Ordinance Review Request, Curt & Barb Reetz
- Curt and Barb discussed that they have a camper that they backed up on the side of their house. They wanted to put in a cement slab on the side of their house. Ordinance 311 says that outdoor storage and parking must be done on dustless material, such as cement, concrete, asphalt, etc. There is also a five-foot setback for outdoor storage/parking areas on side yards. The Reetz's wanted to put in a cement slab within a

foot from the property line so they can park their camper on it. They claim that the five-foot setback does not leave enough room for the camper. They made the argument that they are trying to do the right thing and not illegally park their camper in their yard or on the street for the winter. They went on to claim that they counted 30-40 campers in town that were illegally parked. They said that the ordinance is not being enforced, so it should be changed.

- The members of the board discussed that they believe the ordinance should be updated because there are a lot of campers in town and the laws should better suit that.
- Michael and Jessica brought up some potential changes that could be made to the ordinance, which included shortening the setback, allowing for a higher percentage of resident's yards to be paved, and removing the need to put down dustless material for parking. Michael and Jessica also reminded the board of the importance of considering the reason for why this ordinance was created. Further discussion will be had at the next meeting.

### 6. Adjournment

- Motioned by Meyer, second Litfin, approved 4-0.
- Adjourned at 7:38pm.



Glenn Gerads, Chief of Police

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### NOVEMBER 2023 - 430 Recorded ICR's

Glenn Gerads #301 Chief of Police



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### **NOVEMBER 2023**

### 11-1-23

- Business Check 23100 Block 401st St.
- Agency Assist 100 Block 4<sup>th</sup> Ave. NW
- Business Check 200 Block Shamrock Dr.
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop Intersection 2<sup>nd</sup> Ave. NW & W. Alden St.
- Traffic Stop Intersection E. Main St. & 2<sup>nd</sup> Ave.
- Traffic Stop Intersection Hwy 5 & W. Adams St.
- Directed Patrol 400 Block E. Adams St.
- Traffic Stop Intersection Hwy 5 & W. Alden St.
- Public Assist 100 Block E. Chandler St.
- Animal Call 200 Block E. Main St.
- Agency Assist/Fire Call 400 Block W. Douglas St. (SO)
- DUI/Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)
- Traffic Hazard Intersection Hwy 5 & 230<sup>th</sup> St. (SO)
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)
- Park Check 600 Block W. Baker St.

### 11-2-23

- Apartment Check 700 Block Chestnut Dr.
- Business Check 23100 Block 401st Ave.
- Public Assist 300 Block W. Main St.
- Agency Assist 100 Block E. Douglas St. (SO)
- Harassment Complaint 300 Block E. Adams St.
- Found Property 100 Block 4<sup>th</sup> Ave. NW
- Motorist Assist Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)

### 11-3-23

- OFP Violation 300 Block E. Adams St.
- Animal Call 300 Block 7<sup>th</sup> Ave. NW
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop Intersection 4<sup>th</sup> Ave. & Brooks St.
- Driving Complaint 300 Block 1st Ave. S.
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop Intersection W. Baker St. & 5<sup>th</sup> Ave. SW
- Fire Call/Agency Assist 100 Block W. Shamrock Dr.
- Business Check 1000 Block Circle Dr.
- Traffic Stop Intersection Hwy 5 & W. Alden St.
- Traffic Stop Intersection Hwy 5 & W. Brooks St.



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### 11-4-23

- Park Check 24200 Block 387<sup>th</sup> Ave.
- Public Assist 600 Block W. Main St.
- Traffic Stop Intersection E. Main St. & 3rd Ave.
- Traffic Stop Intersection 401<sup>st</sup> Ave. & Hwy 5
- Funeral Escort 300 Block W. Alden St.
- Traffic Stop Intersection Hwy 5 & W. Chandler St.
- Business Check 23200 Block 401<sup>st</sup> Ave.
- Traffic Stop Intersection Hwy 5 & 4<sup>th</sup> Ave. NW
- Property Damage 400 Block W. Alden St.
- Traffic Stop Intersection Hwy 5 & W. Brooks St.
- Traffic Stop Intersection Hwy 5 & W. Alden St.
- Traffic Stop Intersection Hwy 5 & W. Chandler St.
- Traffic Stop Intersection Hwy 5 & W. Baker St.
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Business Check 600 Block W. Chandler St.

### 11-5-23

- Directed Patrol 400 Block E. Adams St.
- Residence Watch 300 Block Frenzel Dr.
- Traffic Stop Intersection 4<sup>th</sup> Ave. & Brooks St.
- Traffic Stop Intersection Hwy 5 & 4<sup>th</sup> Ave. NW
- Traffic Stop Intersection Hwy 5 & W. Main St.
- Public Assist 100 Block 4<sup>th</sup> Ave. NW
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 500 Block W. Main St.
- Apartment Checks 100 Block 7<sup>th</sup> Ave. SW
- Traffic Stop Intersection Hwy 5 & W. Brooks St.
- Traffic Stop Intersection Hwy 5 & Marion Dr.
- Traffic Stop Intersection Hwy 5 & W. Brooks St.

### 11-6-23

- Juvenile Trouble/Narcotic Possession 200 Block 3rd Ave. NW
- Property Damage 500 Block 4<sup>th</sup> Ave. NW
- Agency Assist 100 Block 4<sup>th</sup> Ave. NW
- School Patrol 200 Block 3rd Ave. NW
- Business Check 200 Block Shamrock Dr.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Suspicious Activity 200 Block W. Main St.
- Traffic Stop Intersection 411<sup>th</sup> Ave. & Hwy 5
- Ordinance Violation 300 Block W. Elgin St.



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- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)
- Traffic Stop Intersection Hwy 5 & 411th Ave.
- Business Check 200 Block Shamrock Dr.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW

### <u>11-7-23</u>

- School Patrol 200 Block 2<sup>nd</sup> Ave. NW
- Agency Assist 400 Block W. Douglas St.
- Agency Assist 400 Block E. Adams St.
- Business Check 200 Block Shamrock Dr.
- Traffic Stop Intersection 1<sup>st</sup> Ave. N. & E. Alden St.
- Apartment Checks 400 Block W. Elgin St.
- Traffic Stop Intersection Hwy 5 & W. Chandler St.
- Suspicious Activity Intersection W. Main St. & 6<sup>th</sup> Ave.
- Traffic Stop Intersection Hwy 5 & Marion Dr.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Park Check 24200 Block 387<sup>th</sup> Ave.

### 11-8-23

- Animal Call 600 Block W. Baker St.
- Informational/Tobacco Compliance 100 Block 1<sup>st</sup> Ave. N. (SO)
- Informational/Tobacco Compliance 300 Block W. Main St. (SO)
- Informational/Tobacco Compliance 400 Block W. Main St. (SO)
- Informational/Tobacco Compliance 400 Block W. Main St. (SO)
- Informational/Tobacco Compliance 100 Block 5<sup>th</sup> Ave. NW (SO)
- Informational/Tobacco Compliance 500 Block 2<sup>nd</sup> Ave. NW (SO)
- Informational/Tobacco Compliance 23200 Block 401<sup>st</sup> Ave. (SO)
- Traffic Stop Intersection 401st Ave. & Hwy 5
- Traffic Stop Intersection Cty. Rd. 17 & Henderson Rd.
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Harassment Complaint 300 Block E. Adams St.
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Business Check 23100 Block 401st Ave.
- Business Check 800 Block W. Chandler St.
- Business Check 500 Block W. Main St.
- Business Check 600 Block W. Chandler St.

#### 11-9-23

- Juvenile Trouble 200 Block 3<sup>rd</sup> Ave. NW
- Accident 200 Block 4<sup>th</sup> Ave. NE
- Traffic Stop Intersection 411<sup>th</sup> Ave. & W. Main St.



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- Traffic Stop Intersection 411<sup>th</sup> Ave. & W. Main St.
- Business Check 100 Block Henderson Rd.
- Traffic Stop 500 Block W. Adams St.
- Traffic Stop Intersection Hwy 5 & W. Brooks St.
- Traffic Stop Intersection Hwy 5 & 401<sup>st</sup> Ave.
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Fire Call/Agency Assist 200 Block W. Main St.
- Park Check 24200 Block 387<sup>th</sup> Ave.

### 11-10-23

- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Accident 100 Block 7<sup>th</sup> Ave. SW
- Parking Violation 100 Block Henderson Rd.
- Traffic Stop Intersection W. Main St. & 6<sup>th</sup> Ave.
- Public Relations 500 Block Circle Ln.
- Ordinance Violation 300 Block 7<sup>th</sup> Ave. NW
- Traffic Stop Intersection Hwy 5 & 391<sup>st</sup> Ave.
- Directed Patrol 400 Block E. Adams St.
- Business Check 300 Block W. Main St.
- Motorist Assist Intersection Meadowlark Ln. & High Island Cr.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Agency Assist/Traffic Stop Intersection 2<sup>nd</sup> Ave. NW & W. Douglas St.
- Business Check 23200 Block 401st Ave.
- Business Check 100 Block 1st Ave. N.
- Park Check 600 Block W. Baker St.
- Motorist Assist Intersection Hwy 5 & W. Chandler St.
- Traffic Stop Intersection 100 Block Shamrock Dr.
- Traffic Stop Intersection Hwy 5 & W. Chandler St.
- Business Check 500 Block W. Main St.

### <u>11-11-23</u>

- Business Check 600 Block W. Chandler St.
- Park Check 400 Block 7<sup>th</sup> Ave. NW
- Agency Assist/Noise Complaint 200 Block E. Dayton St. (SO)
- Agency Assist/Suspicious Activity 700 Block Chestnut St. (SO)
- Accident 100 Block Henderson Rd.
- Traffic Stop Intersection Henderson Rd. & 401<sup>st</sup> Ave.
- Traffic Stop Intersection Freedom Dr. & 5<sup>th</sup> Ave. SE
- Traffic Stop Intersection Hwy 5 & Marion Dr.
- Suspicious Activity 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave. (SO)



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- Suspicious Activity 511 W. Brooks St.
- Directed Patrol 400 Block E. Adams St.
- Business Check 100 Block 1st Ave. N.
- Park Check 500 Block W. Douglas St.
- Traffic Stop Intersection Hwy 5 & W. Alden St.
- Park Check 24200 Block 387<sup>th</sup> Ave.

### 11-12-23

- Traffic Stop Intersection Hwy 5 & W. Chandler St.
- Traffic Stop Intersection Hwy 5 & W. Main St.
- Traffic Stop Intersection E. Main St. & 1st Ave.
- Residence Watch 300 Block Frenzel Dr.
- Domestic 100 Block E. Douglas St. (SO)
- Animal Call 100 Block E. Baker St.
- Directed Patrol 400 Block E. Adams St.
- Traffic Stop Intersection 1<sup>st</sup> Ave. & E. Alden St.
- Traffic Stop Intersection Hwy 5 & W. Brooks St.
- Traffic Stop Intersection Hwy 5 & W. Adams St.
- Traffic Stop Intersection Henderson Rd. & 1st Ave. S.
- Business Check 500 Block W. Main St.
- Traffic Stop Intersection Hwy 5 & W. Adams St.
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Traffic Stop 23200 Block 401<sup>st</sup> Ave.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 23200 Block 401st Ave.
- Traffic Stop Intersection Hwy 5 & 401<sup>st</sup> Ave.
- Business Check 100 Block 1<sup>st</sup> Ave. N.

### 11-13-23

- OFP Violation 300 Block E. Adams St.
- Business Check 200 Block Shamrock Dr.
- Civil Matter/Paper Service 23600 Block 371st Ave.
- Traffic Stop Intersection Hwy 5 & 401<sup>st</sup> Ave.
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Civil Matter/Paper Service 200 Block E. Clinton St.
- Civil Matter/Paper Service 100 Block Henderson Rd.
- Noise Complaint 400 Block Meadowlark Ln.
- Informational 300 Block 7<sup>th</sup> Ave. NW
- Child Protection 100 Block 4<sup>th</sup> Ave. NW
- Business Check 100 Block 5<sup>th</sup> Ave. NW



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- Traffic Stop Intersection W. Main St. & 2<sup>nd</sup> Ave. NW
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop Intersection Hwy 5 & Marion Dr.
- Civil Matter/Paper Service 23600 Block 371<sup>st</sup> Ave.
- Traffic Stop Intersection W. Chandler St. & 6<sup>th</sup> Ave.
- Traffic Stop Intersection Hwy 5 & 441<sup>st</sup> Ave.
- Suspicious Activity/Agency Assist 400 Block W. Main St.
- Business Check 1000 Block Circle Dr.

### 11-14-23

- Park Check 300 Block 1<sup>st</sup> Ave. S.
- Traffic Stop Intersection 4<sup>th</sup> Ave. SE & E. Baker St.
- Business Check 1000 Block Circle Dr.
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop 400 Block 5<sup>th</sup> Ave. NW
- Traffic Stop Intersection 411<sup>th</sup> Ave. & W. Main St.
- Business Check 500 Block W. Main St.
- Agency Assist/Traffic Stop Intersection Main Ave. & 2<sup>nd</sup> St., Gaylord
- Agency Assist/DUI Intersection Hwy 22 & 310<sup>th</sup> St., Gaylord

### 11-15-23

- Park Check 300 Block 1<sup>st</sup> Ave. S.
- Park Check 400 Block 2<sup>nd</sup> Ave. NE
- Business Check 23100 Block 401st Ave.
- Threats 100 Block Henderson Rd.
- Noise Complaint Intersection 4th Ave. NW & W. Alden St.
- Business Check 200 Block Shamrock Dr.
- Public Assist 100 Block 4<sup>th</sup> Ave. NW
- Business Check 200 Block W. Main St.
- 911 Hangup 400 Block 7<sup>th</sup> Ave. NW
- Directed Patrol 400 Block E. Adams St.
- Public Relations Intersection Horseshoe Dr. & Circle Ln.
- Traffic Stop Intersection Hwy 5 & Marion Dr.
- Directed Patrol/Noise Complaint 400 Block Meadowlark Ln.
- Traffic Stop Intersection W. Main St. & 4<sup>th</sup> Ave.
- Agency Assist/Traffic Stop Intersection Hwy 5 & 391<sup>st</sup> Ave.
- Traffic Stop Intersection 4<sup>th</sup> Ave. SE & E. Adams St.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Park Check 300 Block 1st Ave. S.



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### 11-16-23

- Directed Patrol 400 Block E. Adams St.
- Driving Complaint/Agency Assist Intersection 6<sup>th</sup> Ave. NW & W. Chandler St.
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Business Check 200 Block Shamrock Dr.
- Ordinance Violation 400 Block W. Chandler St.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Traffic Stop Intersection Hwy 5 & W. Alden St.
- Suspicious Activity/Agency Assist 300 Block E. Clinton St.
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Traffic Stop Intersection Hwy 5 & W. Adams St.
- Directed Patrol 400 Block E. Adams St.
- Agency Assist/DUI Intersection 1<sup>st</sup> St. E. & N. Carver St., Winthrop (actual assist @ Jail)
- Traffic Stop Intersection Hwy 5 & W. Baker St.
- Traffic Stop Intersection Hwy 5 & W. Baker St.
- Traffic Stop Intersection Hwy 5 & W. Baker St. (SO)

### 11-17-23

- Business Check 600 Block W. Chandler St.
- Traffic Stop Intersection 4<sup>th</sup> Ave. SE & E. Elmwood St.
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop Intersection Hwy 5 & W. Main St.
- Traffic Stop Intersection Hwy 5 & W. Baker St.
- Suspicious Activity 500 Block W. Main St.
- Public Assist 100 Block 4<sup>th</sup> Ave. NW
- Business Check 400 Block 4<sup>th</sup> Ave. NE
- Public Assist 400 Block 3rd Ave. SE
- Traffic Stop 400 Block 5<sup>th</sup> Ave. NW
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Agency Assist/Traffic Stop Intersection W. Main St. & 1<sup>st</sup> Ave.
- Traffic Stop/Agency Assist Intersection Main St. & 1<sup>st</sup> Ave.
- Traffic Stop 500 Block 2<sup>nd</sup> Ave. NW
- Suspicious Activity 800 Block 7<sup>th</sup> Ave. NW
- Business Check 600 Block W. Chandler St.
- Traffic Stop Intersection Hwy 5 & W. Brooks St.
- Directed Patrol 400 Block E. Adams St.
- Park Check 24200 Block 387<sup>th</sup> Ave.

### 11-18-23

- Traffic Stop Intersection Hwy 5 & 4<sup>th</sup> Ave. NW
- Medical Call/Agency Assist 400 Block 7<sup>th</sup> Ave. NW



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- Traffic Detail Intersection Hwy 5 & 230<sup>th</sup> St.
- Traffic Stop Intersection W. Main St. & 3<sup>rd</sup> Ave.
- Public Relations 400 Block E. Adams St.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Agency Assist/Welfare Check 600 Block 3<sup>rd</sup> St., Gaylord (actual assist 26800 Block 391<sup>st</sup> Ave., Arl)
- Traffic Stop Intersection E. Main St. & 2<sup>nd</sup> Ave.
- Traffic Stop Intersection E. Clinton St. & 4<sup>th</sup> Ave. SE
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Traffic Stop Intersection Hwy 5 & W. Adams St.
- 911 Hangup/Agency Assist 23100 Block Hwy 5
- Noise Complaint 300 Block W. Main St.
- Park Check 24200 Block 387<sup>th</sup> Ave.

### 11-19-23

- Business Check 800 Block W. Chandler St.
- Traffic Stop Intersection Main St. & 1<sup>st</sup> Ave.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 23100 Block 401<sup>st</sup> Ave.
- Business Check 500 Block W. Main St.
- 911 Hangup 400 Block E. Adams St.
- Traffic Stop Intersection Hwy & W. Baker St.
- Business Check 23100 Block Hwy 5
- Residence Watch 300 Block Frenzel Dr.

#### 11-20-23

- Informational 100 Block 4<sup>th</sup> Ave. NW
- Theft 200 Block 3<sup>rd</sup> Ave. NW
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop 100 Block 1<sup>st</sup> Ave. N.
- 911 Hangup 200 Block E. Main St.
- Informational 500 Block Freedom Dr.
- Traffic Stop Intersection Hwy 5 & W. Baker St.
- Business Check 200 Block Shamrock Dr.
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Traffic Stop Intersection Hwy 5 & W. Baker St.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Traffic Detail/Business Check 600 Block W. Chandler St.
- Directed Patrol 400 Block E. Adams St.
- Business Checks 23100 Block 401<sup>st</sup> Ave.



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### 11-21-23

- 911 Hangup 300 Block E. Alden St.
- Theft 100 Block 1<sup>st</sup> Ave. N.
- Theft 100 Block 1<sup>st</sup> Ave. N.
- Theft 100 Block 1<sup>st</sup> Ave. N.
- Harassment Complaint 500 Block E. Elmwood St.
- Juvenile Trouble 200 Block 3<sup>rd</sup> Ave. NW
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Traffic Stop Intersection 2<sup>nd</sup> Ave. NW & W. Douglas St.
- Animal Call 100 Block 4<sup>th</sup> Ave. NW
- Business Check 300 Block W. Main St.
- Missing Person/Agency Assist 200 Block 3<sup>rd</sup> Ave. NW
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- 911 Hangup 400 Block E. Adams St.
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Apartment Check 700 Block Chestnut Dr.
- Business Check 500 Block W. Main St.
- Traffic Stop Intersection Hwy 5 & W. Baker St.
- Business Check 600 Block W. Chandler St.

### 11-22-23

- Informational 100 Block 4<sup>th</sup> Ave. NW
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Traffic Stop Intersection 4<sup>th</sup> Ave. NE & E. Alden St.
- Business Check 800 Block W. Chandler St.
- Traffic Stop Intersection W. Adams St. & 4<sup>th</sup> Ave. SW
- Traffic Stop Intersection Freedom Dr. & Horseshoe Dr.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Traffic Stop Intersection 4<sup>th</sup> Ave. SE & E. Dayton St.
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Business Check 1100 Block Circle Dr.
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Business Check 600 Block W. Chandler St.

### 11-23-23

- Directed Patrol 400 Block E. Adams St.
- Suspicious Activity Intersection 401<sup>st</sup> Ave. & 226<sup>th</sup> St.
- Business Check 600 Block W. Chandler St.
- Traffic Stop Intersection Hwy 5 & W. Adams St.
- Traffic Stop Intersection 411<sup>th</sup> Ave. & Hwy 5



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- Traffic Stop Intersection Hwy 5 & W. Brooks St.
- Traffic Stop Intersection Hwy 5 & W. Main St.

### 11-24-23

- Directed Patrol 400 Block E. Adams St.
- Traffic Stop Intersection Hwy 5 & 401<sup>st</sup> Ave.
- Fire Call/Alarm/Agency Assist 200 Block E. Main St.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 100 Block 5<sup>th</sup> Ave. NW
- Traffic Stop Intersection 23100 Block 411<sup>th</sup> Ave.
- Traffic Stop Intersection Hwy 5 & Marion Dr.
- Medical Call/Agency Assist 700 Block Chestnut Dr.
- Traffic Stop Intersection Shamrock Dr. & Marion Dr.
- Residence Watch 300 Block Frenzel Dr.
- Business Check 100 Block 5<sup>th</sup> Ave. NW
- Park Check 24200 Block 37<sup>th</sup> Ave.
- Park Check 600 Block W. Baker St.
- Traffic Stop Intersection Cty. Rd. 17 & Henderson Rd.
- Noise Complaint 300 Block W. Main St.
- Agency Assist/Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave.

### 11-25-23

- 911 Hangup/Agency Assist 400 Block E. Adams St.
- Animal Call 100 Block 5<sup>th</sup> Ave. NW
- Directed Patrol 400 Block E. Adams St.
- Business Check 23100 Block Hwy 5
- Domestic/Agency Assist 200 Block W. Main St.
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Business Checks 23100 Block 401<sup>st</sup> Ave.
- Residence Watch 300 Block Frenzel Dr.
- Business Check 500 Block W. Main St.

### 11-26-23

- Suspicious Activity 100 Block W. Chandler St.
- Business Check 200 Block Shamrock Dr.
- Business Check 300 Block W. Main St.
- Traffic Stop Intersection W. Main St. & Frenzel Dr.
- Public Assist 400 Block E. Adams St. (SO)
- Business Check 400 Block W. Main St.
- Directed Patrol 400 Block E. Main St.



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- Residence Watch 500 Block W. Alden St.
- Traffic Stop Intersection W. Alden St. & 6<sup>th</sup> Ave. NW
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Directed Patrol/Traffic Detail/Business Check 400 Block 4<sup>th</sup> Ave. NE
- Threats 500 Block E. Elmwood St.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Residence Watch 300 Block Frenzel Dr.
- Residence Watch 400 Block E. Adams St.
- Agency Assist/Traffic Stop Intersection Hwy 5 & 180<sup>th</sup> St., Green Isle

### 11-27-23

- Informational 100 Block 4<sup>th</sup> Ave. NW
- Agency Assist 200 Block W. Main St.
- Traffic Stop Intersection Horseshoe Dr. & Freedom Dr.
- Traffic Stop Intersection 411<sup>th</sup> Ave. & W. Main St.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Child Protection 100 Block 4<sup>th</sup> Ave. NW
- Helipad Security/Fire Call/Agency Assist 600 Block W. Chandler St.
- Business Check 1000 Block Circle Dr.
- Traffic Stop Intersection Hwy 5 & W. Chandler St.
- Business Check 300 Block W. Main St.
- Business Check 800 Block W. Chandler St.
- Traffic Stop Intersection W. Main St. & Hwy 5
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Directed Patrol 400 Block E. Adams St.

### 11-28-23

- Business Check 23100 Block 401<sup>st</sup> Ave.
- Business Check 400 Block 4<sup>th</sup> Ave. NE
- Residence Watch 300 Block Frenzel Dr.
- 911 Hangup 400 Block Creekview Ln. (SO)
- Ordinance Violation/Informational 100 Block 4<sup>th</sup> Ave. NW
- Traffic Stop Intersection E. Brooks St. & 4<sup>th</sup> Ave. NE
- Business Check 500 Block W. Main St.
- Traffic Stop Intersection 411<sup>th</sup> Ave. & W. Brooks St.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- School Event/Public Relations 200 Block 3rd Ave. NW
- Traffic Stop Intersection Hwy 5 & 411<sup>th</sup> Ave.
- Business Check 200 Block Shamrock Dr.
- Park Check 24200 Block 387<sup>th</sup> Ave.
- Apartment Checks 100 Block 7<sup>th</sup> Ave. SW



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### 11-29-23

- Business Check 23200 Block 401<sup>st</sup> Ave.
- Park Check 300 Block 1<sup>st</sup> Ave. S.
- Directed Patrol 400 Block E. Adams St.
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Checks 23100 Block 401<sup>st</sup> Ave.
- Directed Patrol 400 Block E. Adams St.
- Domestic/Agency Assist 800 Block W. Main St.
- Apartment Checks 700 Block Chestnut Dr.
- Apartment Checks 400 Block W. Elgin St.
- Apartment Checks 100 Block 7<sup>th</sup> Ave. SW
- Residence Watch 400 Block W. Adams St.

### 11-30-23

- Apartment Checks 800 Block W. Main St.
- Residence Watch 300 Block Frenzel Dr.
- Business Check 800 Block W. Chandler St.
- Business Check 600 Block W. Chandler St.
- Medical Call/Agency Assist 700 Block W. Main St.
- Agency Assist 100 Block 4<sup>th</sup> Ave. NW
- Found Property 100 Block W. Shamrock Dr.
- Agency Assist 400 Block E. Adams St.
- School Patrol 200 Block 3<sup>rd</sup> Ave. NW
- Agency Assist 200 Block W. Main St.
- Business Check 400 Block W. Main St.
- Directed Patrol 400 Block E. Adams St.
- Business Check/Traffic Detail 500 Block 7<sup>th</sup> Ave. NW
- Traffic Stop Intersection Hwy 5 & W. Adams St.
- School Event/Public Relations 200 Block 3<sup>rd</sup> Ave.
- Business Check 500 Block 2<sup>nd</sup> Ave. NW
- Business Check 100 Block 1<sup>st</sup> Ave. N.
- Business Check 500 Block W. Main St.

Glenn Gerads #301 Chief of Police

#### What is your vision for the Future of Arlington?

Welcoming community who embraces what Arlington has to offer, works together on goals, and be open minded to growth, looking at practical places to do so, while keeping the small-town feel and appeal.

### What do you want your city to be know for?

We already have the building blocks to be a great place to live. A good school, a hospital who continues to grow, parks and pool, are all great amenities. Arlidazzle, the race, the county fair, bull even at baseball team bring people to our community. These along with Arlington's businesses and industry are things we can build on to attract groups that wish to invest in our community to help us grow.

### What values do you want your city to represent?

A city who acts in a fair and just manner to all. A community who is open minded and works together on common goals. A welcoming and neighborly community with a small-town feel.

### What is the mission of your city?

A city that provides quality services in a professional, fair and respectful manner, working with the community and other outside organizations to create a vibrant, safe, welcoming, community for all.

#### What are the services that your city provides to its residents?

The city should maintain high standards for the community, providing safe maintained roads, and good high-quality utilities, as well as amenities such as safe parks and trails. The city should ensure high quality public safety by making sure our police, fire, and ambulance have the necessary resources to be successful.

#### What are your short-term goals? 1-3 years

- 1. Update comprehensive plan.
- 2. Review orderly annexation and city zoning.
- 3. Review/update city code, charter, ordinances.
- 4. Evaluate city structure, buildings, and staff. Do we have the right resources in place to be successful? Are our current public works, EMS, city offices, event center adequate for the future?
- 5. Create a plan and vision for the future. Were can we grow? What does the community need? (Jobs, housing, hotel, apartments, etc.)
- 6. Keep taxes at a reasonable level so Arlington is welcoming to potential new industry and residents.
- 7. Evaluate city enterprises and utilities so they are working for the city.
- 8. Work with community organization, chamber, school, etc. to improve the community.

### What are your medium-term goals? 3-5 years

- 1. Evaluate infrastructure, streets, sewer, water. As bonds drop off look at current infrastructure for renovation and add new infrastructure such as housing developments and industrial park needed for growth.
- 2. As enterprise funds mainly electrical become self-efficient. Begin plans for investment into upgrading where needed with a practical timeline to start.
- 3. Begin implementing plans for future, purchasing land, annexation, etc. What is the point of creating a plan if you don't follow through.
- 4. As areas to develop come available begin aggressively marketing Arlington to potential new residents and businesses to invest in.
- 5. Begin to Act on any recommendations regarding city structure and organization.
- 6. Keep main street vibrant. Work with local businesses to keep businesses open and attract new businesses to main street.

### What are your long-term goals? 5+ Years

- 1. Continually reevaluate goals. As old goals are met create new ones and follow through. If old goals have not yet been met look at reasons why and continue to work on them.
- 2. Evaluate new technologies. Technology is constantly changing, make sure we are up to date and that the community has access to it if practical.

### What Strategies will you use to achieve your goals?

- 1. As goals are worked on make sure they are specific, measurable, attainable, relevant and time bound.
- 2. Ask ourselves Where we are today? Where do we want to be in the future? How do we get there? All goals should lead to the same outcome of what we want to be in the future.
- 3. Create plan for each goal How are we going to achieve it? What do we need to achieve it? What is a practical timeline for achievement?
- 4. Continually monitor progress on goal so they're not forgotten.
- 5. Create public awareness on goal and progress. Get community on board with goal and work with them to achieve. To many time goals are laid out but never acted upon, ensuring all groups are on the same page.

### What resources will you need to implement your strategies?

1. We should be utilizing any and all resources available, in the way of local support along with utilizing any grants, or state or federal resources, along with outside organizations to evaluate areas of need to help give fresh perspective.

### What are the potential challenges and risks associated with your strategies?

1. For the goals of updating comp plan, evaluating city code and ordinances, there is little risk as long as the plan and changes made reflect and work toward the overall vision of where we want to go and who we want to be. Other risks include not following through on a timeline for

- completion or not finishing all together. It is a lot easier to say we are going to do it and just let it slip through and not get done. It takes a commitment on all involved to see it through.
- 2. For the more extensive goals such as growth there are many risks. A changing economy, lack of funds and resources to complete, construction costs, the inability to acquire land needed to grow, along with not finding investors to come all are risks. We must make sure that our goals are attainable and practical for the community.

### What Specific actions will you take to implement your strategies?

- 1. Begin by bringing all groups together to ensure everyone is on the same page so all work is toward a clear vision and objective.
- 2. Start to pick apart goals making sure they are clear and concise. Creating an order to achieve.
- 3. Assign who will be working on them.
- 4. Create a practical timeline for completion.
- 5. Work with groups and monitor progress.
- 6. Stay focused on the big picture and how we get there.

### Who will be responsible for each action?

This will depend on what needs to be completed and will be assigned accordingly. Overall, it is up to Leadership to make sure work is continuing.

#### What are the timelines for completing each action?

Each goal will need to be looked at individually to determine a timeline. Some goals cannot start until other are completed so that we remain focused on the final vision and outcome. We must remain vigilant, staying on task if we are to be successful in completing all goals.

### How will you measure your progress towards achieving your goals?

Most goals will be able to be measured by the work completed. For many goals one goal must be completed before another can start. Anything completed should be clear and concise with direction on how to proceed with another goal it relates to, ensuring they all lead to a clear vision for the future.

### What are the key performance indicators that you will use?

Since many of the goals work toward growth one performance indictor that we can use is the cities property tax rate looking at if we have increased the cities total tax capacity. Another indicator will be population growth.

### How often will you evaluate your progress?

We should continually monitor our progress with updates on how we are doing. If we have a timeline in place to complete, we should do all we can to complete on time. If we are not achieving goals, we should be looking at why not and what else can we do to achieve them. If we don't keep our goals in front of us and review progress we will begin to loose sight of them, forget about them and not complete them.