

**ARLINGTON CITY COUNCIL
MEETING AGENDA
NOVEMBER 4, 2013 AT 6:30 PM
COUNCIL CHAMBERS**

The City Council is provided background information for agenda items in advance by city staff, committees and boards. Many decisions regarding agenda items are based upon this information, as well as: City policy and practices, input from constituents, questions or information that has not yet been presented or discussed regarding an agenda item. If you have a concern or question, please ask to be recognized by the Mayor during the "Citizens addressing the Council" portion of the agenda—state your name and address for the record. Please keep comments under 5 minutes. Individuals wishing to speak for more than five minutes should ask to be included on the agenda in advance. All comments are appreciated, but please refrain from personal or derogatory attacks on individuals.

1. Call meeting to order and Pledge of Allegiance
2. Roll Call
3. Approve the agenda and any agenda additions

CONSENT AGENDA

The items listed for consideration will be enacted by one motion unless the Mayor, a member of the City Council, City Staff or a person in attendance requests an item to be removed from the Agenda.

4. Approval of Consent Agenda
 - A) Approval of the October 21st Regular Meeting Minutes.
 - B) Approval of Bills.
 - C) Approve Hiring of Becky Ziegler Part-Time Library.
 - D) Approval of Routine Maintenance Agreements for CSAH 17 with Sibley County.
 - E) Approval of Routine Maintenance Agreements for CSAH 34 with Sibley County.
 - F) Approval of Fiscal Agent Agreement for Small Arts Project Grant for Arli-Dazzle.

PUBLIC HEARINGS (NONE)

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
 - A) Citizens Addressing the Council.
6. Announcements
 - A) City Offices will be closed on Monday, November 11 for the Veterans Day Holiday.
 - B) Special Budget Workshop, Thursday, November 21, 5:00 p.m.
 - C) City Offices will be closed Thursday & Friday, November 28 & 29 for the Thanksgiving Holiday.
 - D) Truth-in-Taxation Hearing ó December 2, 6:00 p.m.
 - E) Sibley County Municipalities Association Semi-Annual Meeting, Thursday, December 5, 6 p.m.
 - F) Arli-Dazzle Celebration ó Saturday, December 7.

7. Communications
 - A) Financial Summary of Budgeted Revenues & Expenditures YTD (September).
 - B) October Building Permit Report.

ORDINANCES & RESOLUTIONS

8. Ordinances

None.
9. Resolutions
 - A) 44-2013 ó Establishing a Fee/Rate Schedule for Rental of the Public Safety Conference Room at the Emergency Services Building.

UNFINISHED BUSINESS

- 10.

NEW BUSINESS

11. Authorize/Deny Emergency Services Agreement to Provide Emergency Housing in the Community Center to the Good Samaritan Society-Arlington.
12. Authorize/Deny Installation of Von Duprin 99 Series Locks with Keypad to Exterior Doors at Community Center by Kendell Doors & Hardware Inc. (\$8,362.00).

MISCELLANEOUS BUSINESS

13. Council Committee Updates
14. Open Discussion
 - A) City Annual Meeting/Appreciation Dinner (Dates: Sundays January 19th or 26th).

ADJOURNMENT

Reminders:

Planning & Zoning ó November 7th @ 7 pm
Special Planning & Zoning ó November 14th @ 7 pm
Library ó November 20th @ 5:30 pm (Library)
Special Council Budget Workshop ó November 21st @ 5 pm
Hospital Board ó November 25th @ 5 pm (SMC)
Parks ó November 25th @ 7 pm
EDA ó November 26th @ 6 pm

**ARLINGTON CITY COUNCIL
MEETING MINUTES
NOVEMBER 4, 2013**

The regular meeting was called to order at 6:30 p.m., Mayor Kreft presiding.

Members present: Jaszewski, Mayor Kreft, Nuesse, Reetz, Ruehling, Wills

Members absent: None

Also present: City Administrator Donabauer, City Attorney Arneson

Motion by Ruehling, seconded by Wills, and passed by unanimous vote to approve the agenda as presented.

Motion by Jaszewski, seconded by Reetz, and passed by unanimous vote to approve the consent agenda as follows:

- A) Approval of the October 21st Regular Meeting Minutes
- B) Approval of Bills
- C) Approve Hiring of Becky Ziegler Part-Time Library.
- D) Approval of Routine Maintenance Agreements for CSAH 17 with Sibley County.
- E) Approval of Routine Maintenance Agreements for CSAH 34 with Sibley County.
- F) Approval of Fiscal Agent Agreement for Small Arts Project Grant for Arli-Dazzle.

It was noted that there were no public hearings scheduled.

It was noted that there were no citizens present to address the Council on non-agenda items.

The announcements were reviewed:

- A) City Offices will be closed on Monday, November 11 for the Veterans Day Holiday.
- B) Special Budget Workshop, Thursday, November 21, 5:00 p.m.
- C) City Offices will be closed Thursday & Friday, November 28 & 29 for the Thanksgiving Holiday.
- D) Truth-in-Taxation Hearing ó December 2, 6:00 p.m.
- E) Sibley County Municipalities Association Semi-Annual Meeting, Thursday, December 5, 6 p.m.
- F) Arli-Dazzle Celebration ó Saturday, December 7.

The Council reviewed the following communications:

- A) Financial Summary of Budgeted Revenues & Expenditures YTD (September).
- B) October Building Permit Report.

Discussion was held on establishing a name and fee schedule for the newly renovated meeting room at the Emergency Services Building (formerly the Technology Center). Some opposition was expressed about the proposed rate. The question was asked whether the room should be used strictly for meetings/trainings or allow the public to use it for birthdays, etc. Adm. Donabauer commented that Staff would like to see the room kept more for (commercial) meetings/trainings. Mayor Kreft suggested having the Public Buildings Committee review this further; and then make a recommendation to the Council at a later date.

Motion by Nuesse, seconded by Wills, and passed by unanimous roll call vote to table Resolution 44 - A Resolution To Establish A Fee/Rate Schedule For Rental Of The Public Safety Conference Room At The Emergency Services Building.

Adm. Donabauer stated that Donald Alexander, the new Administrator for the Good Samaritan Society, had been in contact with her about having an agreement in place for providing emergency housing for

their residents. An Emergency Services Agreement to Provide Emergency Housing in the Community Center to the Good Samaritan Society-Arlington was reviewed. It was noted that if the Community Center was already in use, they would have to find alternate housing.

Motion by Reetz, seconded by Ruehling, and passed by unanimous vote to approve the Emergency Services Agreement to Provide Emergency Housing in the Community Center to the Good Samaritan Society-Arlington.

Discussion was held on possibly installing a series of locks with keypad on the exterior doors at Community Center in the amount of \$8,362.00. Adm. Donabauer stated that three sets would be installed (2 entrance doors and kitchen door), in addition to repairing the two patio door locking mechanisms (no keypads). She explained that renters and/or vendors would be given a key code for the day, which would expire after a specified time so they would not have continued access to the building. This would eliminate the need for keys. It was noted that the system was battery powered with a key override. The Council favored the idea, but had a few questions they want answered before moving ahead with the purchase, such as automatic expiration or manual removal of code, price include labor and installation.

Motion by Reetz, seconded by Nuesse, and passed by unanimous vote to table discussion/action on the purchase of the locks with keypad on the exterior doors at the Community Center in the amount of \$8,362 until the next meeting, in order to obtain more information.

Jaszewski gave an update on SMC. He stated that they have been looking to hire two full-time family practitioners; one will be starting after the first of the year. They will be interviewing with another doctor, who will be available to start in July 2014. The Winthrop Clinic will be seeing its first patient the week of December 9th. The Gaylord Clinic is a little behind, but still anticipating being open by the end of the year. Jaszewski commented that the process to find several new members for the new SMC/RMC Board has been put on hold as SMC Board Chairperson Lindstrand wanted to meet with the candidates, but has been out of town.

Mayor Kreft commented that the SMC Lease Agreement with RMC is almost ready for approval. The Final Lease is anticipated to be on the November 18th Council Agenda for approval; with a closing date of either December 27th or 30th. Mayor Kreft explained that as part of the process, the Planning & Zoning Committee is reviewing a Replat of Memorial Park, SMC and Fairview Park. The replat will encompass an additional 60ø of Memorial Park as part of the hospital property (negotiated within the Lease).

Jaszewski gave an update on the Parks Committee. He stated that Adm. Donabauer had come across two grants for playground equipment or improving ball parks for the Committee to consider. He noted that they would like to see the tin replaced on the building at the Sportsmanø Park next year and push the bleachers off to the 2015 budget. He stated that the Committee had also reviewed the request for the boundary line adjustment in Memorial Park and gave their blessing.

Adm. Donabauer had asked Staff for some additional dates to hold the Annual Appreciation Dinner/Meeting and presented them to the Council. It was the consensus of the Council to set Sunday, January 26th as the date for the dinner/meeting.

Adm. Donabauer commented that Water Tower Clean & Coat, the company that is supposed to be cleaning the water tower, had contacted her earlier in the day and said they will be in town later this week or first part of next week to clean the outer tower.

Adm. Donabauer was informed by PeopleService that the generators at the lift stations (by school, on 7th Avenue and Main Street in Green Isle) had algae growing in them, which in turn clogged the filters. The problem is caused by the use of bio-diesel. It was noted that a product will have to be added to the fuel to

prevent future problems. Adm. Donabauer explained that the generators should be flushed and then repaired before putting new fuel in. She stated that Wendell Terlinden had offered to flush/repair the generators for free with the understanding that he could keep the old fuel. It was the consensus to accept Terlinden's offer.

Reetz commented that he has been thinking about the proposed tax levy, and having to increase water/sewer rates when there is an unmetered water issue throughout town (more specifically the fairgrounds). He said he can't continue to justify rate increases until the unmetered water gets taken care of.

Adm. Donabauer and Mayor Kreft talked about the proposal from School Superintendent Amsden to combine the Community Ed Program with the City's Summer Recreation Program. Some concerns were expressed along with considerable discussion held.

Reetz requested Staff and/or City Attorney Arneson to verify that there are not utilities running through the 60' being replatted as part of the hospital property.

Jaszewski explained that SMC, in exchange for the additional 60' of park land, has agreed to take care of (move) the gazebo (at their cost) to the City's specifications, along with tree removal/replacement.

Motion by Wills, seconded by Nuesse, and passed by unanimous vote to adjourn the meeting at 7:17 pm.

City Administrator Liza M. Donabauer

Mayor James R. Kreft