

**ARLINGTON CITY COUNCIL
MEETING AGENDA
MAY 7, 2018 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 April 2nd Council Meeting Minutes.
 - B) Approval of the April 16th Council Meeting Minutes.
 - C) Approval of the April 16th Council Workshop Minutes.
 - D) Approval of the April 17th Council Emergency Meeting.
 - E) Approval of Bills.
 - F) Approval of Gambling Permit for Annual Bull Riding Event at Fairgrounds, September 8-9, 2018.
 - G) Authorize Hiring Julio Alejandro, Volunteer EMT, Arlington Area Ambulance.
 - H) Authorize Hiring James Noxon, Full-Time Police Officer, Effective 5/14/18 at \$20/hr Pending Successful Completion of Background.

PETITIONS, REQUESTS, & COMMUNICATIONS

5. Addressing the Council
6. Announcements
 - A) Blood Drive, Tuesday, May 15th, Arlington Community Center, 12:30-6:30 p.m. To Schedule an Appointment Contact Karan at (507) 964-2882.
 - B) Arbor Day Celebration, Friday, May 18th, Sibley East School Grounds at 8:20 a.m., 9:47 a.m. & 11:15 a.m. with Pruning Session, Awards Presentation & Tree Planting Event.
 - C) Cancer Cruise, Saturday, May 19th, Four Season's Park 9 a.m. 5K Fun Run & Walk, Car Show at St. Paul's Lutheran Church 11 a.m.- 4 p.m. with Cruise Departing Arlington at 4 p.m.
 - D) City of Arlington Clean-Up Day, May 24th, 9 a.m. – 4 p.m. in Partnership with Tri-County Waste Tire, Appliance & Electronics Collections @ Sibley County Fairgrounds.

- E) Arlington Farmer's Market, Monday Evenings June 11-18-September 24, Arlington Community Center Parking Lot, 4:00 p.m. – 6:30 p.m.
- F) Council will be meeting with Arlington EMT's and Paramedics on May 22nd, EMS Building at 7:00 p.m. to discuss shift requirements.

7. Communications

- A) Minnesota Department of Public Safety Office of Pipeline Safety Notice of Probable Violation regarding locate services provided by PeopleServices, Inc.
- B) MN Public Utilities Commission Order Initiating Investigation and Referring Matter for Public Hearings regarding the billing practices of Frontier Communications of Minnesota, Inc.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- 8. Annual Report - Arlington Public Library (Library Director Kathy Homme)
- 9. Maintenance Department Update – Kirby Weckworth

CODE AMENDMENT/ORDINANCES & RESOLUTIONS

- 10. First Reading of a Code Amendment (Chapters 27 & 31) Pertaining to the Definition of Outlots.

UNFINISHED BUSINESS

NEW BUSINESS

- 11. Approve/Deny Signing the League of Minnesota Cities Liability Coverage Waiver Form.

MISCELLANEOUS BUSINESS

- 12. Council Member/Committee Updates
- 13. Open Discussion-

ADJOURNMENT

Reminders:

EDA – May 14th @ 5:30
Library – May 16th @ 5:30
Council Workshop – May 21st @ 5:00
Council – May 21st @ 6:30
Ambulance – May 22nd @ 7:00 (EMS Facility)

**ARLINGTON CITY COUNCIL
MEETING MINUTES
MAY 7, 2018**

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

Members present: Mayor Rich Nagel, Michelle Battcher, Adam Cowell, Tom Hatlestad, Jim Heiland, Ben Jaszewski

Members absent: None

Also present: Adm. Coordinator Vicki Pomplun, City Attorney Ross Arneson, Maintenance Supvr. Kirby Weckworth, Librarian Kathy Homme, John Paulmann, Kurt Menk

Motion by Jaszewski, seconded by Heiland, and passed by unanimous vote to approve the agenda with the following changes:

Correct (date) item 6E) Arlington Farmer's Market, Monday Evenings June ~~11~~ (18)-September 24, Arlington Community Center Parking Lot, 4:00 p.m.-6:30 p.m.

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

- A) Approval of the April 2nd Council Meeting Minutes
- B) Approval of the April 16th Council Meeting Minutes
- C) Approval of the April 16th Council Workshop Minutes
- D) Approval of the April 17th Council Emergency Meeting
- E) Approval of Bills
- F) Approval of Gambling Permit for Annual Bull Riding Event at Fairgrounds, September 8-9, 2018
- G) Authorize Hiring of Julio Alejandro, Volunteer EMT, Arlington Area Ambulance
- H) Authorize Hiring of James Noxon, Full-Time Police Officer, Effective 5/14/18 at \$20/hr Pending Successful Completion of Background.

It was noted that there were no public hearings scheduled.

John Paulmann was present to address the Council about the parking issues in his neighborhood and also to request that the bus route be changed. Paulmann questioned if the Council was going to be considering the suggestions he had submitted in a letter previously. Mayor Nagel stated that some changes were being made; signs had been ordered for limited or no parking in certain areas, but had not been put up yet. Cowell added that the Council wants to see what happens once the signs go up and the south end parking lot is completed. Paulmann felt that the buses should not be traversing through a residential area; they should be using Highway 5. Hatlestad commented that a couple of the bus drivers were using the highway instead of the residential street. Paulmann was advised that he needed to go to the school board to get the bus route changed; the City had no control over it.

Paulmann thanked the City for trimming his boulevard trees recently.

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

The following announcements were reviewed:

- A) Blood Drive, Tuesday, May 15th, Arlington Community Center, 12:30-6:30 p.m. To Schedule an Appointment Contact Karan at (507) 964-2882.
- B) Arbor Day Celebration, Friday, May 18th, Sibley East School Grounds at 8:20 a.m., 9:47 a.m. & 11:15 a.m. with Pruning Session, Awards Presentation & Tree Planting Event.

- C) Cancer Cruise, Saturday, May 19th, Four Season's Park 9:00 a.m. 5K Fun Run & Walk, Car Show at St. Paul's Lutheran Church 11 a.m.–4 p.m. with Cruise Departing Arlington at 4:00.
- D) City of Arlington Clean-Up Day, May 24th, 9 a.m.–4 p.m. in Partnership with Tri-County Waste Tire, Appliance & Electronics Collections @ Sibley County Fairgrounds.
- E) Arlington Farmer's Market, Monday Evenings June 4 (18)-September 24, Arlington Community Center Parking Lot, 4:00 pm. – 6:30 p.m.
- F) Council will be meeting with Arlington EMT's and Paramedics on May 22nd, EMS Building at 7:00 pm. to discuss shift requirements.

The Council reviewed the following communications:

- A) Minnesota Department of Public Safety Office of Pipeline Safety Notice of Probable Violation regarding locate services provided by PeopleServices, Inc.
- B) MN Public Utilities Commission Order Initiating Investigation and Referring Matter for Public Hearings regarding the billing practices of Frontier Communications of Minnesota, Inc.

Librarian Kathy Homme presented the annual report for the Public Library. Homme commented on the State Report and statistics from 2017, along with information pertaining to staff hours worked. She stated that they are now able to track the Wi-Fi usage. It was noted that circulation was down, but that was the case all over, not just in Arlington. Homme also commented briefly on some of the various activities that the Library and APLL hosted in 2017 and anticipates hosting in the coming year, which included several guest speakers. APLL helps the Library raise funds for the various activities and guest speakers.

Maintenance Supvr. Kirby Weckworth provided his monthly update on the Maintenance Department. He reported that he has begun doing some street sweeping. Maintenance Worker Willmsen had passed his Class B written test; he just needs to take the driving portion. Weckworth commented that they have been busy trimming trees. He stated that he spoke with Engineer Femrite about sealcoating this year; it was Femrite's recommendation to hold off on doing any this year. The money will be used for other projects. Weckworth stated that he ordered 10 lights/heads, which take about six weeks to get. New mulch will be getting put in the various parks. A drinking fountain will be added to the Sportsman's Park this year; along with a small portable utility shed (to keep equipment and pitching mound in). Weckworth stated that some finish work was still needed in the cemetery in conjunction with the roadway project that was done last year. Brief discussion was held on the condition of 2nd Avenue NW and what should be done to improve it now that the school project is nearing an end.

The first reading of the Code Amendment for Chapters 27 & 31 Pertaining to the Definition of Outlots was held. Attorney Arneson summarized what an 'outlot' was. Battcher explained that the Planning Committee had been discussing the fact that in one area of Code it did not allow for building permits to be issued for an outlot, but in another area it did, so some clarification was needed between the two different areas within the Code.

Attorney Arneson spoke briefly on the League of MN Cities Liability Insurance Coverage. He explained that the City of Arlington is self-insured in the sense that it is in the pooled insurance trust through the League of Cities together with other cities in the state. He stated that periodically the City has to indicate its wishes regarding whether or not it wants to elect to waive some of the protections that were given under the law, as far as the total damages that can be awarded in a suit against the City. Cities and other government entities have protected themselves in that they can only be sued for certain types of things, within a certain time limit and for a total sealing amount. Arneson recommended that the City not waive the coverage limits to stay within the lower limits and explained his reasoning.

Motion by Jaszewski, seconded by Cowell, and passed by unanimous vote to approve signing the League of MN Cities Liability Coverage Waiver Form, but not waive the monetary limits.

Jaszewski provided an update on the hospital board. He stated that the 2017 Audit had no errors. He stated that they are looking into a program that will eliminate the middle man, which will allow for better rates for meds. RSMC is also looking into becoming a federally funded hospital program and what is involved with that. RSMC scored extremely well on the DMV survey. One of the DMV auditor's commented that he had never been in a cleaner critical care facility. The biggest negative comment on the DMV survey was that RSMC needs to brag more about its facility. Jaszewski commented that he has observed the quality of care, pride and desire to do well from the staff. RSMC hired an RN, Amy (Vinkemeier) Edwards, who was a Sibley East graduate. She goes to all the various clinics to help patients (example: weight loss, diabetes, etc.) and gives them advice in a very positive way to help them move forward (part of a free community-wide program). Jaszewski stated that the construction project is 13 weeks behind schedule, but will be able to start making up time very soon. Jaszewski noted that in a recent US News World Report magazine an article about the healthiest community honor roll listed Carver County at #8 and Sibley County at #29.

Jaszewski provided an update on the Community ED/Summer Rec Committee. He stated that the ECFE Program had been a mandatory program; however it will not be any longer as they are not getting the participation. They intend to continue with the program and will try to get more people involved. The summer daycare program will be starting on June 4th. The pitch, hit and run program was cancelled due to snow; last year it was rained out! They will keep trying to hold this annual event.

Hatlestad commented that he and Attorney Arneson need to meet one more time about the Cable Commission; then he will have a recommendation to bring to the Council.

Cowell commented on the Sibley Municipalities meeting that was held recently. A brief update was provided on where things are at with regards to the med school and Gaylord. A TIF District is being created and a closing on the building is planned for September.

Hatlestad reported that Buzz Matz had been maintaining the walking trail, but would be taking a month or so off due to medical reasons.

Motion by Heiland, seconded by Jaszewski, and passed by unanimous vote to adjourn the meeting at 7:41 pm.

Vice Mayor Ben Jaszewski

Mayor Richard Nagel