

**ARLINGTON CITY COUNCIL  
MEETING AGENDA  
OCTOBER 1, 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 September 4<sup>th</sup> Council Meeting Minutes.
  - B) Approval of the September 12<sup>th</sup> Special Meeting Minutes.
  - C) Approval of the September 17<sup>th</sup> Special Council Meeting Minutes.
  - D) Approval of Bills.

**PETITIONS, REQUESTS, & COMMUNICATIONS**

5. Addressing the Council
  - A) Lindsey and Adam Vos (305 Meadowlark Lane).
6. Announcements
  - A) Arlington Fire Department's Fall Block Party, Sat. Oct. 6<sup>th</sup>, 5 pm–12 am, Meal & Music, Heritage Building, Sibley County Fairgrounds.
  - B) Zuhrah Shriners Ho-Ho Area Shrine Club Breakfast, Sun. Oct. 7<sup>th</sup>, 8:30 a.m.-12:30 p.m., Arlington Community Center.
  - C) League of MN Cities Regional Meetings, Oct. 4<sup>th</sup> in St. Cloud and Oct. 5<sup>th</sup> in Mankato.
  - D) Driver Improvement Program, Oct. 29<sup>th</sup> (4 Hr. Refresher) 5:30 p.m.-9:30 p.m. or Nov. 28<sup>th</sup>-29<sup>th</sup> (8 Hr. First Time) 5:30 p.m.-9:30 p.m., Arlington Community Center. Call 1-888-234-1294 or e-mail [www.mnsafetycenter.org](http://www.mnsafetycenter.org).
  - E) Arlington Chamber of Commerce's Fright Night, Wed. Oct. 31<sup>st</sup>, 5:30 p.m.-7:00 p.m., Main Street from Hwy 5 to 1<sup>st</sup> Avenue on Both Sides of the Street.
7. Communications
  - A) Notification of Fitch & Moody's Upgrade Bond Ratings for Minnesota Municipal Power Agency.
  - B) MN Dept. of Commerce Notification of Proposed Guidance for Determining Normal Maintenance Activities and CIP Review Process for Electric Utility Infrastructure Projects.

- C) MN Dept. of Commerce Petition for Rulemaking Re: Goodhue Wind Truth Petition for Rulemaking for Wind Turbine Siting Standards, Minn R. Ch. 7854.
- D) MN Public Utilities Commission Notification of Process to Update Minnesota's Statewide Interconnection Standards for Distributed Generation.

## **REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

- 8. Maintenance Department Update – Kirby Weckworth.

## **ORDINANCES & RESOLUTIONS**

- 9. Ordinances
  - A) First Reading Amending Chapter 6.08, Subd. (D) (1) (b) of the City Code Pertaining to the Storage of Fire Wood Within the City of Arlington.
  - B) First Reading Amending Chapter 6.06, Subd. (B), Pertaining to Fires Within the City of Arlington.
- 10. Resolutions
  - A) Approve/Deny Resolution 63-2018 - Extending the Term of the Cable Franchise Granted to Mediacom Minnesota LLC ("Mediacom").
  - B) Approve/Deny Resolution 64-2018 - Approving Transfer of Funds.

## **UNFINISHED BUSINESS**

- 11. Approve/Deny Parks Recommendation to Review Purchase of Four Picnic Tables for Four Season's Park to Replace Damaged and Broken Tables.

## **NEW BUSINESS**

- 12. Approve/Deny the City's Grant Application for Funding through the Laura Jane Musser Fund.
- 13. Approve/Deny Request from Phyllis Kroehler to Utilize a Portion of Memorial Park Located South of the Flags and North of the Flower Garden for the Annual Scarecrow Field Oct. 1<sup>st</sup>-31<sup>st</sup>.
- 13B) Approve/Deny Hiring American Environmental for Cleaning and Televising Lines near Chandler Street and 6<sup>th</sup> Avenue at \$485/hr.

## **MISCELLANEOUS BUSINESS**

- 14. Council Member/Committee Updates.
- 15. Open Discussion.

## **ADJOURNMENT**

### Reminders:

Planning & Zoning – October 4<sup>th</sup> @ 7:00 pm  
EDA – October 15<sup>th</sup> @ 5:30 pm

**ARLINGTON CITY COUNCIL  
MEETING MINUTES  
OCTOBER 1, 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: City Adm. Pat Melvin, City Attorney Ross Arneson, Police Officer James Noxon, Maintenance Supvr. Kirby Weckworth, Kurt Menk

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

Add item 13B) Approve/Deny Hiring American Environmental for Cleaning and Televising Lines near Chandler Street and 6<sup>th</sup> Avenue at \$485/hr.

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

- A) Approval of the September 4<sup>th</sup> Council Meeting Minutes
- B) Approval of the September 12<sup>th</sup> Special Meeting Minutes
- C) Approval of the September 17<sup>th</sup> Special Council Meeting Minutes
- D) Approval of Bills.

It was noted that there were no public hearings scheduled.

City Adm. Melvin stated that Lindsey and Adam Vos of 305 Meadowlark Lane had asked to be on the agenda, but were unable to attend the meeting. He stated that these residents had some concerns about the amount of water that backups onto their rear yard due to all the rain recently and were hoping the City could do something to alleviate the problem. It was noted that the property is located adjacent to the creek and in the flood plain. It was also noted that these residents were new owners of the property and not familiar with the creek overflowing its banks. Attorney Arneson commented that the City is not under any obligation to do anything because the property is in the flood plain and the issue is not related to storm sewer issues.

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

The following announcements were reviewed:

- A) Arlington Fire Department's Fall Block Party, Sat. Oct. 6<sup>th</sup>, 5 pm–12 am, Meal and Music, Heritage Building, Sibley County Fairgrounds.
- B) Zuhrah Shriners Ho-Ho Area Shrine Club Breakfast, Sun. Oct. 7<sup>th</sup>, 8:30 a.m.-12:30 p.m., Arlington Community Center.
- C) League of MN Cities Regional Meetings, Oct. 4<sup>th</sup> in St. Cloud and Oct. 25<sup>th</sup> in Mankato.
- D) Driver Improvement Program, Oct. 29<sup>th</sup> (4 Hr. Refresher) 5:30 p.m.–9:30 p.m. or Nov. 28<sup>th</sup>-29<sup>th</sup> (8 Hr. First Time) 5:30 p.m.–9:30 p.m., Arlington Community Center. Call 1-888-234-1294 or e-mail [www.mnsafetycenter.org](http://www.mnsafetycenter.org).
- E) Arlington Chamber of Commerce's Fright Night, Wed. Oct. 31<sup>st</sup>, 5:30 p.m.-7:00 p.m. Main Street from Hwy 5 to 1<sup>st</sup> Avenue on both sides of the street.

The Council reviewed the following communications:

- A) Notification of Fitch & Moody's Upgrade Bond Ratings for Minnesota Municipal Power Agency.
- B) MN Dept. of Commerce Notification of Proposed Guidance for Determining Normal Maintenance Activities and CIP Review Process for Electric Utility Infrastructure Projects
- C) MN Dept. of Commerce Petition for Rulemaking Re: Goodhue Wind Truth Petition for Rulemaking for Wind Turbine Siting Standards, Minn R. Ch. 7854
- D) MN Public Utilities Commission Notification of Process to Upgrade Minnesota's Statewide Interconnection Standards for Distributed Generation.

Maintenance Supvr. Weckworth provided his monthly update. He stated that the department managed to sweep the entire city prior to all the heavy rains. They will be doing more sweeping now that the leaves are starting to fall. Some curbs and catch basins had been repaired in various locations. The slabjacking of some sidewalks and Community Center patios was done. Trocke Construction was about halfway completed with the paver project on Main Street. The door on the ladies restroom was replaced and the floor was waxed at the Lions Center. Weckworth reminded those present of the upcoming tree planting project on October 13<sup>th</sup> with the 4-H group and Conservation Corps. Items to be completed yet this fall included crack filling and hotpatching, caulking around some buildings, and burning the brush pile at the compost site. Mayor Nagel inquired about the lighting along Main Street for the upcoming Arli-Dazzle. Weckworth stated that some lights would be getting changed out to LED.

Weckworth commented that four ped ramps with brick pavers were to be repaired on Main Street by Trocke Construction. Trocke proposed that the ramps should be cemented out versus the paver bricks due to the skidloader activity in the winter. He provided an estimate of \$500/ramp, which there are 14 ped ramps along Main Street. Weckworth commented that one ramp by Main Street Stylists is in very poor condition and should be cemented yet this year as one of the four. Battcher expressed her concerns about the money being spent currently to fix the pavers, only took take them out and replace with cement, which will change the look. It was agreed to repair the four as originally planned with pavers.

The first reading of Ordinance No. 322 - An Ordinance Amending Chapter 6.08, Subd. (D) (1) (b) of the City Code Pertaining to the Storage of Fire Wood within the City of Arlington was held. Adm. Melvin stated that Police Chief Petterson had requested the ordinance be amended to eliminate the amount of stacked wood allowed on properties. It was noted that some properties had more than the two cords allowed, but it was stacked neatly and there were no issues.

The first reading of Ordinance No. 323 – An Ordinance Amending Chapter 6.06, Subd. (B), Pertaining to Fires within the City of Arlington was held. Adm. Melvin stated this section needed to be amended to allow for burning of the brush pile at the compost site.

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

#### **RESOLUTION NO. 63-2018**

##### **A RESOLUTION EXTENDING THE TERM OF THE CABLE FRANCHISE GRANTED TO MEDIACOM MINNESOTA LLC ("MEDIACOM")**

**WHEREAS**, Mediacom Minnesota LLC ("Mediacom") currently holds a cable franchise with the City of Arlington, MN ("Franchise"); and

**WHEREAS**, Mediacom has requested renewal of the Franchise pursuant to applicable law; and

**WHEREAS**, Mediacom and the City wish to continue informal renewal negotiations and desire to extend the term of the Franchise to December 31, 2019; and

**WHEREAS**, Mediacom and the City wish to reserve all rights each may have under Section 626 of Title VI of the Communications Act of 1934, as amended, and do not waive any rights related thereto.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The Franchise is hereby amended to extend the term of the Franchise to December 31, 2019.
2. Except as specifically modified hereby, the Franchise shall remain in full force and effect.
3. The City and Mediacom hereby agree that neither waives any rights either may have under the Franchise or applicable law.
4. This Resolution shall become effective upon its passage by the City and its acceptance by Mediacom.

The motion for the adoption of the foregoing Resolution was duly seconded by Battcher, and upon poll being taken thereon the following voted in favor thereof: Battcher, Cowell, Hatlestad, Heiland, Jaszewski; and the following against the same: None; and the following abstained from voting: None; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 1<sup>st</sup> day of October, 2018.

Signed: /s/ Richard Nagel  
Mayor Richard Nagel

Attested: /s/ Patrick Melvin  
City Administrator Patrick Melvin

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

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

**RESOLUTION NO. 64-2018**

**A RESOLUTION TRANSFERRING CITY FUNDS**

**WHEREAS**, sound financial planning by the City Council of the City of Arlington and City Staff is the purpose behind the transfer and closing of funds; and

**WHEREAS**, the City Council deems it expedient under the circumstances to transfer the following funds:

\$ 40,000.00 – From the General Fund (101) to the 2008 Equip Cert (320)

\$ 18,345.00 – From the Sewer Fund (603) to the 2008 Equip Cert (320)  
To cover Debt Service Payments, as budgeted.

\$ 43,782.35 – From 2014 Electric Impr. Constr. Fund (425) to Electrical Fund (604)  
To close out 425 construction fund and appropriately transfer proceeds into debt fund.

\$145,000.00 – From the General Fund (101) to the 2018 Capital Improvement (401)  
To cover various capital project costs.

**NOW THEREFORE BE IT RESOLVED**, that the aforementioned funds are hereby closed and/or transferred to the above mentioned funds of the City of Arlington.

The motion for the adoption of the foregoing Resolution was duly seconded by Cowell, and upon poll being taken thereon the following voted in favor thereof: Battcher, Cowell, Hatlestad, Heiland, Jaszewski; and the following against the same: None; and the following abstained from voting: None; and the following were absent: None.

Adopted by the City Council of the City of Arlington this 1<sup>st</sup> day of October, 2018.

Signed: /s/ Richard Nagel  
Mayor Richard Nagel

Attested: /s/ Patrick Melvin  
City Administrator Patrick Melvin

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

Mayor Nagel explained that the purchase of picnic tables had been put back on the agenda for clarification purposes. At previous meeting it was stated that the tables would replace wooden tables at the Sportsman's Park; when in fact they were intended to replace damaged/broken ones at Four Seasons Park. The Parks Committee requested the Council reconsider the purchase of four tables; which was included in their budget for 2018. Hatlestad commented that he looked at some of the tables and feels they could be repaired versus spending the money and buying new ones. Mayor Nagel commented that it was the intent of the Parks Committee to repair the tables that could be and move them to the Sportsman's Park (as more are needed there) and the new tables would stay at Four Seasons Park.

Motion by Jaszewski, seconded by Heiland, and carried (Hatlestad opposed) to purchase four picnic tables for Four Seasons Park to replace damaged and broken tables from Global Industrial in the amount of \$2,983.40.

Adm. Melvin explained that Amy Newsom (Sibley County EDA) was applying for a \$5,000 matching grant through the Laura Jane Musser Fund. The purpose of the grant was to help promote Arlington and draw new business and/or help existing businesses. Adm. Melvin stated that the City's portion of the matching grant would be by covering Newsom's wages. Battcher questioned if the City would be getting more hours if it was paying the wages. Adm. Melvin stated that the City would continue to pay her the regular salary for the contracted hours it is getting now, there would be no additional hours.

Motion by Cowell, seconded by Hatlestad, and passed by unanimous vote to approve the City's Grant Application for Funding through the Laura Jane Musser Fund.

Adm. Melvin read a letter from Phyllis Kroehler requesting use of a portion of Memorial Park for the annual scarecrow field. The letter stated that the lot east of the car wash was usually where the scarecrow field was located, but it was currently being used as the helipad due the construction at the hospital. The Council was receptive to the request.

Motion by Battcher, seconded by Jaszewski, and passed by unanimous vote to approve the request from Phyllis Kroehler to utilize a portion of Memorial Park located south of the flags and north of the flower garden for the Annual Scarecrow Field from October 8<sup>th</sup>-31<sup>st</sup>.

Adm. Melvin stated that PeopleServices had obtained estimates for televising and jetting in the 6<sup>th</sup> Ave. and W. Chandler Street intersection. Considerable discussion was held on what should be done, just this area or a larger improvement project.

Motion by Battcher, seconded by Hatlestad, and passed by unanimous vote to approve hiring American Environmental for cleaning and televising lines near W. Chandler Street and 6<sup>th</sup> Ave. NW at \$485/hr.

Cowell provided an update on the Library Committee. He stated that they are looking at getting Chrome boxes to replace the computers and applying for funds through the Cable Commission. It was reported that 70 kids started the summer reading program and 20 completed it. New hire Lexi Stock is doing well. A mentor from MVAC has been working in the Library. Circulation (reading material) is up right now. They have been dealing with a bat problem at the library. The computer wiring project has been taken care.

Jaszewski provided an update on the Parks Committee. They toured all the parks prior to their last meeting. They are trying to figure out a water source (drinking fountain) at the Sportsman's Park. New bleachers will not be purchased; the boards will be replaced and painted. The school is almost done with the equipment shed for the Sportsman's Park. The Committee is looking at some signage for the Sportsman's Park (identify the park). The Committee discussed the dog park idea at length and were

opposed to it (various reasons were given). The Committee noted a lot of damage in/around Four Seasons Park (buildings). The Committee was happy that the Lions Center appears to be getting rented more since it was remodeled. The gazebo and flower gardens in Memorial Park look great. Chris Lilienthal (local rural resident) met with the Parks Committee about his exotic animals/zoo and looking at doing something adjacent to the Sportsman's Park in the future.

Adm. Melvin stated that the City was awarded the Prairie Lakes Arts Council Grant in the amount of \$1,170. The funds will be used to add a picture of a winter scene of Main Street to the wall at the Community Center.

Motion by Battcher, seconded by Hatlestad, and passed by unanimous vote to adjourn the meeting at 8:05 pm.

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City Administrator Patrick Melvin

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Mayor Richard Nagel