

## NOTICE OF ALBANY CITY COUNCIL MEETING

There will be a regular meeting of the city council in and for the city of Albany, Stearns County, Minnesota at 6:30 o'clock in the evening on Wednesday, October 16, 2024, in the council room at 400 Railroad Avenue for the said City.

### AGENDA

1. Convene meeting.
2. Pledge of Allegiance
3. Audit Bills
4. Act on the regular council meeting minutes held on October 2<sup>nd</sup>.
5. Open Forum/Public comment (3 to 5 minutes max.)
6. Public Hearing on proposed special assessment for unpaid refuse fees and recommendation to certify the unpaid amounts owed to West Central Sanitation, the City's contracted refuse hauler, to Stearns County for collection in 2025.
7. Jeremy Mathiasen, City Engineer – present the following:
  - Project updates
8. Councilor John. R. Harlander
  - North Park improvements update
9. Reports of Boards and Department Heads
  - Councilor Keith Heitzman, Utility Commissioner
    - Present quote to upgrade water meter reading equipment to AMI
  - Councilor Bruce Winter, Albany Golf Board Liaison
    - Present AGC checkbook register
  - Police Chief Matt Gannon
  - Joseph Mergen, Public Works Supervisor
  - Gary Winkels, Clerk/Adm. - present the following:
    - League of MN Cities Liability Coverage Waiver
    - Request date of special meeting to canvas 2024 election results.
    - Public Hearings November 6<sup>th</sup> for the following:
      - Proposed special assessment of unpaid utility fees.
      - Consider amendments to the Zoning Ordinance to allow for the retail sale of cannabis in the C-1 District and allow for cannabis manufacture, cultivation, wholesale and transport in the M-1 and M-2 Districts by conditional use.
      - Ordinance 69 – to consider adapting a regulatory ordinance governing cannabis and lower potency hemp edibles retailers.
10. Mayor Tom Kasner - announce the next regular council meeting date (Wednesday November 6<sup>th</sup>) and adjourn.

Gary Winkels  
Administrator/Clerk

Pursuant to due call and notice thereof a regular meeting of the Council in and for the City of Albany, Stearns County, Minnesota, was called to order by Mayor Tom Kasner at 6:30 o'clock in the evening on Wednesday, October 02, 2024, in the Council Room at 400 Railroad Avenue for the said City.

Other members present were councilors John R Harlander, Keith Heitzman, Bruce Winter and Al Amdahl. Others present were Police Chief, Matt Gannon, Jeremy Mathiasen, city engineer with the firm Stantec Inc. MN, Joe Mergen, Public Works Supervisor, Gary Winkels, City Administrator, Berleen Hollenkamp, Taryn Hollenkamp, and Andy Schultz.

The council recited the Pledge of Allegiance.

The council took notice of approval of payment of bills. After due discussion, a motion was made by Keith Heitzman, and seconded by Bruce Winter to approve/authorize payroll (4303-4419), electronic payments transfers, and the payment of the following bills: Check Numbers 73769-73793. All voted for the motion, and it carried.

Mayor Tom Kasner, called for any corrections or additions to the minutes of the regular meeting of the council held on September 18<sup>th</sup>, and hearing none declared them approved.

Open forum/public comments: None.

Mr. Mathiasen updated the council on the following:

- North Park Improvements. Mr. Mathiasen noted elevations have been staked for the shelter, splashpad, parking lot and sidewalk to ensure American with Disability Act (ADA) will be met. Mr. Mathiasen noted soil borings will be taken near the shelter, splashpad, and lift station. Mr. Mathiasen also noted his company, Stantec, will have an inspector on site for the sewer and water installation.
- 2024 Roadway Surface Improvement project. Mr. Mathiasen noted, the contractor Knife River, is preparing the final payment application.
- 2025 County Road 157/Railroad Avenue project. Mr. Mathiasen noted Stearns County is reviewing the final plan sets and bidding documents and noted a bid date to be determined.
- Sixth Street Sidewalk Improvements. Following the September 18<sup>th</sup> public hearing, Mr. Mathiasen noted, based on some of the questions and concerns of city residents, he will hold off on any further work until directed by the council.
- Mr. Mathiasen noted the Lead and Copper Rule inventory mandated by the Environmental Protection Agency (EPA) has been completed. Mr. Mathiasen noted a letter will be mailed to every water connection within city limits informing them of the findings.

Mayor Tom Kasner noted he has been reviewing the questions and concerns since the public hearing for the Sixth Street Sidewalk improvements, and noted he would like more information regarding the current temporary walk path's amount of use, and if property owners would be in favor of a sidewalk if grant funding was available to cover any potential assessments costs. Mayor Tom Kasner, with the consensus of the council, directed Police Chief Matt Gannon to monitor the Sixth Street area randomly to observe use of the temporary walk path. Mayor Tom Kasner directed Mr. Winkels to prepare a mailed survey to affected property

owners obtaining information asking if grant funding was available would the sidewalk improvement be supported.

Councilor John R. Harlander, presented the following bids from the public bid opening that was held on September 30<sup>th</sup> for the North Park Shelter:

Contractor	Bid amount
<b>Package #1 Building Excavation</b>	
Kotzer Excavating	\$ 5,500.00
JR Ferche	\$ 27,500.00
<b>Package #2 Concrete (footing, block and flatwork)</b>	
Aggressive Masonry	\$ 35,396.50
<b>Package #3 Building Material</b>	
St. Rosa Lumber	\$ 115,000.00
<b>Package #4 Labor to Construct Shelter</b>	
Gaebel Construction	\$ 48,650.00
<b>Package #5 Electrical</b>	
Liberty Electric	\$ 19,000.00
JT Electric	\$ 49,940.00
<b>Package #6 Plumbing, Heating and Mechanical</b>	
Backwoods Plumbing and Heating	\$ 28,200.00
<b>Package #7 Sanitary sewer and water service</b>	
Kotzer Excavating	\$ 43,000.00
JR Ferche	\$ 113,700.00

Mr. Harlander noted the low bids totaled \$294,746.50, and noted Bryan Schiffler, Friends of North Park, estimate of the project is \$303,000+/-, and noted Mr. Schiffler will continue to raise funds until improvements are fully funded. Mr. Harlander recommended to the council the \$17,020 currently in the North Park Bike/Walk Path fund be used as a contingency fund until the North Park shelter/splashpad improvement is completed. Mr. Harlander noted the funds would only be used if needed. After due discussion a motion was made by John R. Harlander and seconded by Al Amdahl to accept the following low bids for the North Park shelter improvements and to use the \$17,020 in the North Park Bike/Walk Path fund as a contingency fund:

Kotzer Excavating	\$5,500.00
Aggressive Masonry	\$35,396.50
St. Rosa Lumber	\$115,000.00
Gaebel Construction	\$48,650.00
Liberty Electric	\$19,000.00
Backwood P&H	\$28,200.00
Kotzer Excavating	\$43,000.00

All voted for the motion, and it carried.

Mr. Harlander recommended to the council that the North Park Shelter Committee be given authorization to move forward by putting together bid packages for the proposed splashpad. Mr. Harlander noted he would like to see the bid opening as early as November 4<sup>th</sup> and noted when bid packages are put together, price guarantees for 90 days will be noted to protect from price increases in January of 2025. After due discussion, a motion was made by John R. Harlander and seconded by Bruce Winter to give the committee authorization to move forward with opening a bid for the proposed splashpad in North Park. All voted for the motion, and it carried.

Police Chief Matt Gannon informed the council the new squad car cameras, tasers and body cameras are in service. Mr. Gannon also noted Patrol Officer Seth Adams is nearly completed with Phase Two of the Field Training Program and will be moving on to Phase Three next week.

Mr. Mergen presented the council with two quotes to repair the pump on Well #5 at the Water Treatment Plant (WTP): Traut Companies (St. Joseph) \$25,621.00 and Their Well (Spicer) \$21,563.00. Mr. Mergen noted both quotes are for worst case scenario, and noted the full extent of the repair is unknown until the well pump is pulled for inspection. After due discussion a motion was made by Al Amdahl and seconded by Keith Heitzman to accept the quote from Their Well in the amount of \$21,563.00 for the repair. All voted for the motion, and it carried.

Mr. Mergen informed the council Hawkins, the city's chemical supplier, Vessco, the city's chemical feed supplier and representatives from Stantec, the city's engineering firm will be at the Water Treatment Plant to continue investigating the city's "rusty water" issue. Mr. Mergen noted it was determined the city's water has an increased level of ammonia and noted by increasing the chlorine levels "pin floc" (small particles) were created causing the iron and manganese to flow through the filters and settle out in the distribution system. Mr. Mergen noted by switching chlorine injection locations and replacing the sodium silicate with a modern chemical the "rusty water" issue should be resolved in the next few weeks.

Mr. Mergen presented to the council the annual agreement for snow removal on State HWY #238 or Railroad Avenue (main street) between the Minnesota Department of Transportation (MnDOT) and the City of Albany for the 2024-2025 winter season. Mr. Mergen noted the agreement is executed on an annual basis; whereby MnDOT will reimburse the city for snow removal expenses from curb to curb on the said state highway or Railroad Avenue. Mr. Mergen noted the hourly costs associated with the use of the bi-directional snow blower, skid steer, blade tractor and dump truck for snow removal will the reimbursement by MnDOT as per the hourly rates noted in the city's contract for snow removal with Custom Waste Irrigation, Albany, MN. After due discussion, a motion was made by Mayor Tom Kasner and seconded by John R. Harlander to authorize Mr. Mergen to execute on behalf of the city the said agreement. All voted for the motion, and it carried.

The Council took notice of Minnesota Lawful Gambling LG220 exempt permit application submitted by Holy Family School, 160 2<sup>nd</sup> Street, for the purpose of conducting a raffle for their annual Snowball event to be held on Saturday, January 18, 2025. After due discussion, a motion was made by Keith Heitzman who introduced the following resolution and moved its adaption:

**RESOLUTION NO. 2024-18  
APPROVING MINNESOTA  
LG220 LAWFUL GAMBLING EXEMPT PERMIT APPLICATION**

The motion for the foregoing resolution was seconded by John R. Harlander and after full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Tom Kasner, Councilors Al Amdahl, John R. Harlander, Bruce Winter and Keith Heitzman, and none voted against the same; whereupon the said Resolution was declared duly passed and adopted. The full text of the said Resolution is on file at the office of the City Clerk/Administrator for public inspection during regular office hours.

The Council took notice of 1-4-day temporary liquor license submitted by Holy Family School, 160 2<sup>nd</sup> Street, for their annual Snowball event to be held Saturday, January 18, 2025. After due discussion a motion was made by Mayor Tom Kasner and seconded by Bruce Winter to

approve the 1-4-day temporary liquor license for Holy Family School Snowball event on January 18, 2025. All voted for the motion, and it carried.

Mr. Winkels presented the 2023 Continuing Disclosure Report (CD) prepared by David Drown Associates, Inc., the city's public finance advisors. Mr. Winkels noted when a city issues municipal bonds, the Securities and Exchange Commission (SEC) requires a CD report annually. Mr. Winkels noted the city's general obligation debt supported by special assessments of \$13,076,000, general obligation debt supported by revenues of \$ 591,874 for a total summary of direct debt (gross) is \$13,667,874. Mr. Winkels noted the full report is available at the city's administration office during normal business hours. After due discussion, Al Amdahl and seconded by Bruce Winter to approve the 2023 Continuing Disclosure Report. All voted for the motion, and it carried.

Mr. Winkels informed the council three employees currently have built over 1150 hours of paid time off (PTO). Mr. Winkels noted any employee hired prior to 2023 can build an unlimited amount of PTO. Mr. Winkels recommended the council consider a vacation hour buy down for those three employees if they choose. After due discussion, a motion was made by Keith Heitzman and seconded by Bruce Winter to buy-down up to five hundred hours from each of the employees they so choose. All voted for the motion, and it carried.

Mayor Tom Kasner announced the next regular council meeting for 6:30 PM or as soon as thereafter on Wednesday, October 16<sup>th</sup>, and adjourned the meeting at 7:55 PM.

Gary Winkels  
City Administrator

# The Star Post

## PRINTER'S AFFIDAVIT OF PUBLICATION STATE OF MINNESOTA)

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COUNTY OF STEARNS)

### NOTICE OF PUBLIC HEARING ON PROPOSED ASSESSMENT FOR UNPAID REFUSE FEES

NOTICE IS HEREBY GIVEN that the Albany City Council will hold a public hearing at 6:30 PM or as soon as thereafter on Wednesday, October 16, 2024, in the Council Room at 400 Railroad Avenue, Albany, MN to consider and possibly adopt the proposed assessment for unpaid refuse fees incurred in relation to Section 7, Subd. 7.2 the contract between West Central Sanitation and the City of Albany. Adoption by the City Council of the proposed assessment may occur at the hearing. The proposed assessment is as follows which includes administration fees: (\$75)

Property:	Amount:
330 7TH ST.	\$162.97
701 MIDLAND AVE	\$303.52
800 MACALESTER CT.	\$196.92
170 5TH ST.	\$354.01
130 2ND ST.	\$362.37
571 12TH ST.	\$260.43
731 ALIVA AVE	\$340.08
411 1ST ST.	\$221.84
510 9TH ST.	\$366.24

Written or oral objections will be considered at the public hearing.

Such assessment is proposed to be payable in one (1) installment. You may pay the entire assessment on such property to West Central Sanitation on or before November 22, 2024. If not paid by this date, the amount will be certified to the Stearns County Auditor-Treasurer for collection in 2025. You may at any time thereafter pay to the Stearns County Auditor-Treasurer the entire amount of the assessment.

An owner may appeal an assessment to District Court pursuant to Minnesota Statutes Sections 429.081 by serving notice of the appeal upon the Mayor or City Administrator of the City within 30 days after the adoption of the assessment and filing such notice with the Stearns County District Court within ten days after service upon the Mayor or City Administrator.

No such appeal as to the amount of an assessment as to a specific parcel of land may be taken as to the amount of any assessment unless a written objection signed by the affected property owner is filed with the City Administrator prior to assessment hearing or presented to the presiding officer at the hearing.

Gary Winkels  
City Administrator

Published in the Star Post this 2nd day of October 2024.

P-40-1B

Gretchen Jennissen, being first duly sworn, on oath states as follows:

1. I am the publisher of the The Star Post, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02

3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows: Wednesday, 10/2/2024, and was thereafter printed and published on every Wednesday, to and including Wednesday, 10/2/2024.

4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$9.13

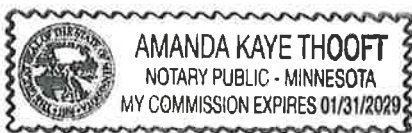
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Stearns County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

Subscribed and sworn to before me on this 2nd day of October, 2024 by Gretchen Jennissen

Gretchen Jennissen  
TITLE: ACCOUNTS RECEIVABLE

Amanda Thooft  
Amanda Thooft,  
Notary Public



<b>UNPAID REFUSE</b>	<b>TOTAL</b>	<b>TOTAL PLUS \$75 FEE</b>
330 7TH ST.	\$87.97	\$162.97
701 MIDLAND AVE	\$228.52	\$303.52
800 MACALESTER CT.	\$121.92	\$196.92
170 5TH ST.	\$279.01	\$354.01
130 2ND ST.	\$287.37	\$362.37
571 12TH ST.	\$185.43	\$260.43
731 ALIVA AVE	\$265.08	\$340.08
411 1ST ST.	\$146.84	\$221.84
510 9TH ST.	\$291.24	\$366.24

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To:	Gary Winkels, City Staff & Albany City Council City of Albany	From:	Jeremy Mathiasen St. Cloud Office
File:	193801690	Date:	October 11, 2024

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**Reference:    Engineering Update for the 10/16/24 Council Meeting**

**North Park Improvements**

Since the last meeting we provided information to Mr. Schiffler for the sizing of the north parking lot drainage basin. Soil borings were completed this week, and the findings will be provided as soon as the Geotechnical Engineer can prepare it.

**2023 Surface Improvement Project**

The Final payment application will be provided at your November 6<sup>th</sup> council meeting, for consideration of final project closeout.

**Lead Service Line Inventory**

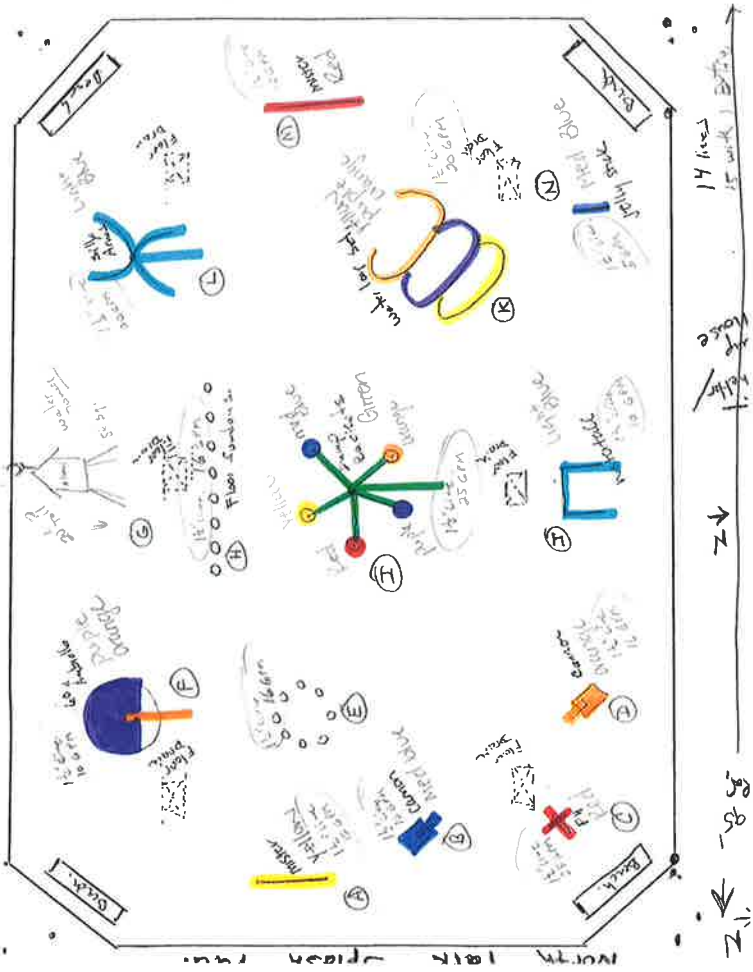
The last part of the LSLI work is to provide communication to the City residents. Information about the inventory will be communicated through the City website and also published in the Star Post. Some of the residents may also receive individual letters in the mail.

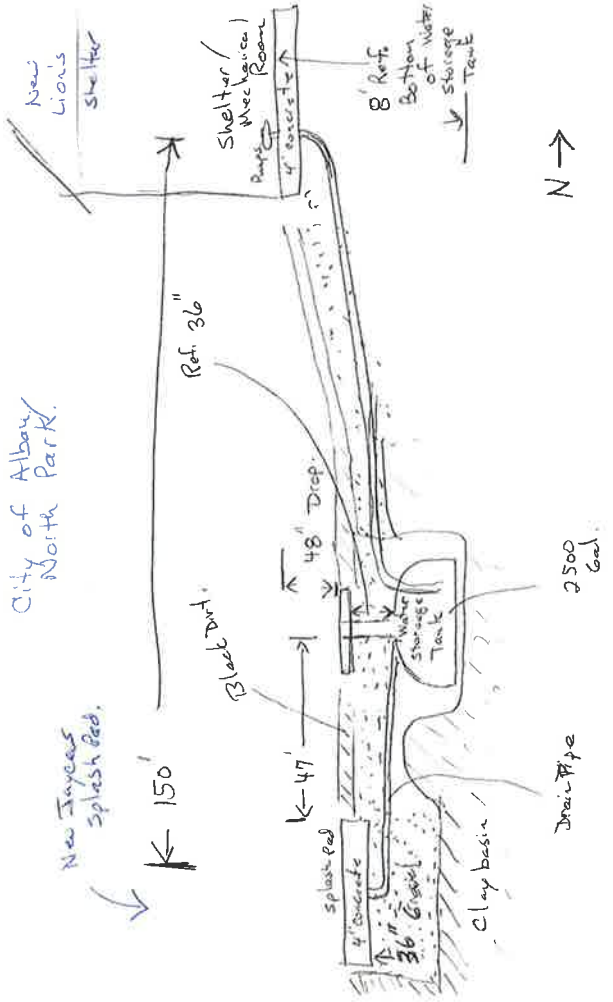
If you have any questions on any of the ongoing projects or anything else, please feel free to call or email me at any time.

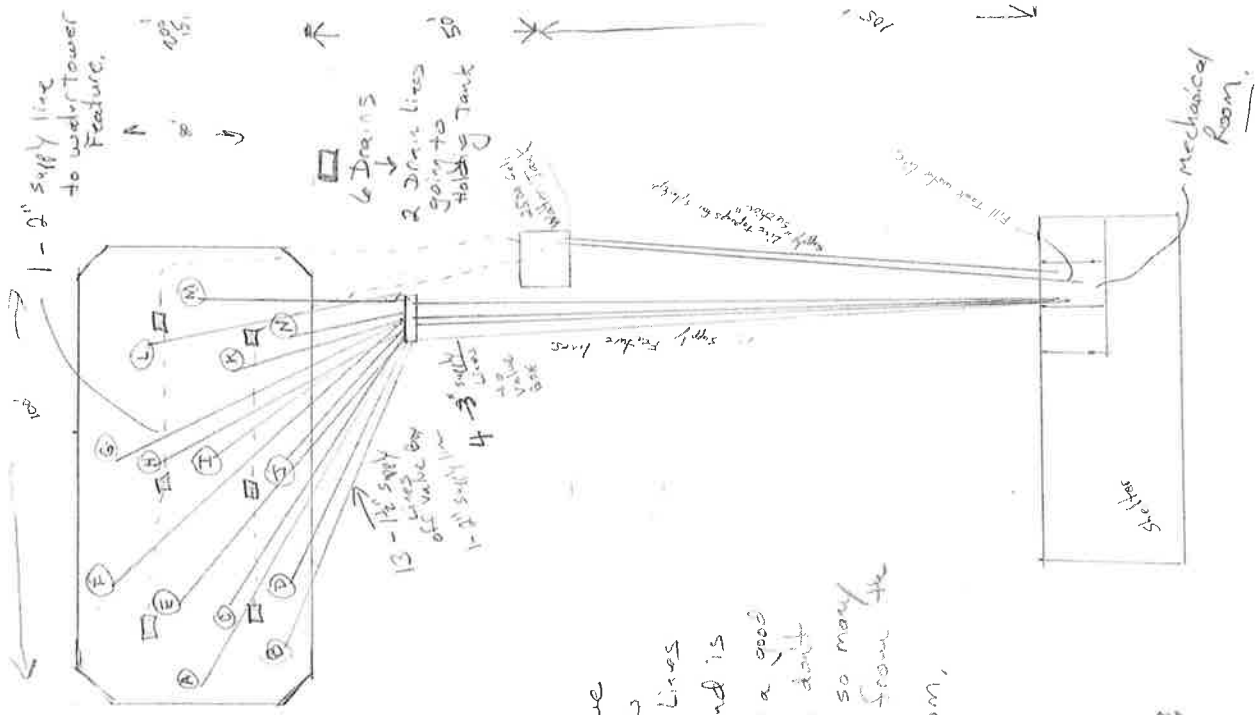
Jeremy Mathiasen

320.266.5232









Based on these distances and the Features we want to know the sizes of lines you require and is the valve box a good idea so we don't have to run so many supply lines from the Mechanical Room,

- A - 12 ft
- B - 15 ft
- C - 18 ft
- D - 14 ft
- E - 16 ft
- F - 10 ft
- G - 25 ft
- H - 16 ft
- I - 18 ft
- J - 18 ft
- K - 20 ft
- L - 25 ft
- M - 18 ft
- N - 18 ft

North Park Station

6 ft

**Objective:** The City of Albany is looking to migrate their Kamstrup automated meter reading (AMR) drive-by system to an advanced metering infrastructure (AMI) system that will improve service to customers, decrease costs and measure every drop of water to increase revenue from the water distribution system.

**Dakota Supply Group's Recommendation:**

DSG recommends that the City purchase a Kamstrup AMI Collector and install on the water tower. Kamstrup believes that one AMI Collector should provide 98% hourly reads for the utility. A second AMI Collector may be required on by the high school, but Kamstrup is confident that one collector should cover the city. City may need 2-3% external antenna on meters to obtain 98% hourly reads.

**Option #2 - Kamstrup AMI Fixed Network System:**

Kamstrup's automated metering infrastructure (AMI) system allows a utility to read meters from the office without rolling a truck and utilize meter data management to provide proactive customer service. The AMI Fixed Network system utilizes the 450 MHz license radio frequency to communicate between the AMI Collector and the flowIQ meters. The 450 MHz radio frequency has an advantage over the 900 MHz radio frequency systems as the technology utilizes a longer, flatter, radio wave that has stronger penetration through solids such as buildings. The 450 MHz radio frequency offers stronger security and reduced signals to provide a reliable and secure two-way communication between the AMI Collector and flowIQ meters. The flowIQ meters communicate with the AMI Collector every three-hours and provides hourly reads and hourly consumption. All info codes are sent real-time through the network and to the utility via an email or SMS text message.



**Key benefits of the Kamstrup AMI Fixed Network System:**

- Hourly meter readings and consumption per meter
- Realtime notification of info code (alarms) via an email or SMS text message
- Ambient temperature high/low info code (alarms)
- Daily max flow (gallons/minute), Daily min/max ambient temperature and Daily min/max water temperature for each meter
- Ability to review temperatures daily and notify customers of potential freeze-ups before they occur
- Ability to review hourly data, water patterns and graphs to troubleshoot from the office
- Data comparison of multiple meters in a side-by-side analysis
- Ability to run consumption reports without having to read the meters for the given period
- Utilize consumption reports to compare amount of water produced versus consumed to calculate non-revenue water for a day/week/month/quarter or year
- Performance reporting and overview of the network (meters) daily
- Create consumption alerts on key accounts to audit or measure large water usage
- Ability to change leak and burst alarm settings on a meter-by-meter basis over the network (two-way communication)

**Kamstrup READy Manager:**

Kamstrup's READy Manager software is a hosted cloud-based solution that allows for the utility to use a simple, user friendly interface to manage the meters and AMR/AMI system. READy Manager features include meters-in-stock, consumption reports and hourly meter reads. In addition, the utility can view daily max flow and temperatures of individual meters, visual consumption graphs and group consumption reports. The READy Manager does a simple import/export with the utility billing system via a fixed width file eliminating data entry and dual management of the two systems.



With the AMI system, the utility can monitor network's performance on a daily, weekly and monthly basis. In addition, the info code (alarms) are realtime and are sent to the utility via an email or SMS text.

**Optional – H2O Analytics Customer Notification Software & Customer Portal (not included in bid amount):**

As an additional option, the city can order the customer portal and notification services. Customer portal engages customers with interactive technologies via an App on a smartphone, tablet or computer that will allow them to visualize and understand their water usage through intuitive charts and proactive alerts or notifications. Customer notification services allows the utility to communicate with customers past-due bills, shutoffs and service outages via text messages, emails or phone. See proposal for more details.



**Installation Services:**

DSG partners with Structural Tower Services for the installation of the AMI Collectors on the water towers. DSG will lead the project as the general contractor to make sure all tasks are completed throughout the project.

**Programming of Meters from AMR to AMI Mode:**

The city would be responsible for driving the route to program the meters from AMR-to-AMI mode. DSG will work with the city to setup geographical groups in the READy Manager. The utility would drive the route, and it will take approximately 3-minutes per meter to change the mode. Meters will begin to provide hourly readings and real-time alarms.

**Financial Summary:**

DSG is proposing the following options:

1. Migration to AMI Fixed Network System = \$19,255.00
2. Promotional savings of \$27,294.00.
3. Kamstrup promotion expires October 31, 2024.



DSG - PLYMOUTH  
 845 BERKSHIRE LN NORTH  
 PLYMOUTH, MN 55441  
 Phone 952-935-0445  
 Fax 952-935-7666



# Quotation

EXPIRATION DATE	QUOTE NUMBER
09/29/2024	S104103800
WRITER	PAGE NO.
Bradford Simms Brad.Simms@dsgsupply.com	1 of 1

QUOTE TO:

SHIP TO:

CITY OF ALBANY  
 PO BOX 370  
 ALBANY, MN 56307-0370

CITY OF ALBANY  
 400 RAILRD AVE  
 ALBANY, MN 56307

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
7757	UPGRADE TO AMI SYSTEM	KAMSTRUP PROMOTION	Frank Stuemke	
ORDERED BY	SHIP VIA	TERMS	QUOTE DATE	FREIGHT ALLOWED
GARY WINKELS	BEST WAY	Net 30 Days	09/30/2024	No

ORDER QTY	DESCRIPTION	PART NO	Unit Price	EXT PRICE
	<b>SHIPPING INSTRUCTIONS</b>			
	QUOTE FOR UPGRADE FROM KAMSTRUP'S AMR DRIVE-BY TO AMI FIXED NETWORK SYSTEM * KAMSTRUP PROMOTION EXPIRES 10/31/2024. *****			
1ea	KMSTR 6696454 READY MANAGER AMI <1600MP * ONE-TIME UPGRADE OF READY MANAGER FROM AMR TO AMI. ** WAIVED WITH KAMSTRUP PROMOTION. *** SAVINGS OF 15,995.00. **** PROMOTION EXPIRES 10/31/2024.	94141	0.000/ea	0.00
1ea	KMSTR 6696454FH READY HOSTING AMI <1600MP * PRORATED AS 10/1/24 (9-MONTHS) **NEW ANNUAL HOSTING & SUPPORT AGREEMENT FOR AMI >1600MP = \$4,904.00.	94145	2059.000/ea	2059.00
1ea	KMSTR 6696504F NOTIFICATION SERVICES, YEARLY <1600 MP * INCLUDED IN UPGRADE QUOTE	88189	0.000/ea	0.00
1ea	*KMSTR READY COLLECTOR SET 6696100020 READy collector top 6696200000 READy collector base ** KAMSTRUP 20% DISCOUNT PROMOTION ON AMICOLLECTOR (EXPIRES 10/31/2024). SAVINGS OF \$1,799.00.	88287	7196.000/ea	7196.00
1ea	SUBCONTRACTOR LABOR * DSG SUBCONTRACTOR TO INSTALL AMI COLLECTOR ON TOWER ** ESTIMATE ONLY, REQUIRES A QUOTE FROM SUBCONTRACTOR	103004	6500.000/ea	6500.00
1ea	KMSTR 692YS00000 AMI SYSTEM ROLLOUT DO-IT-YOURSELF <1,500 METER POINTS * PROJECT MGMT & TRAINING ** SPECIAL PRINCING WITH KAMSTRUP PROMOTION. SAVINGS OF \$9,500.00. *** PROMOTION EXPIRES 10/31/2024.	521593	3500.000/ea	3500.00

TAX IS NOT INCLUDED IN PRICE ON BID/QUOTE  
 All quotations are made in accordance with our interpretation of the plans and specifications and include only the materials listed, subject to correction for errors. Deviations in quantities may modify prices quoted. Unless otherwise noted: all prices are subject to change without notice and are void unless accepted within 30-days from the date. In the event of a price increase, any unfilled portion of any order will be billed at the price in effect at the time of shipment. DSG shall not be liable for failure to deliver or delivery performance due to causes beyond our reasonable control. A Summary of DSG standard terms & conditions of sales can be found at [www.dsgsupply.com/terms](http://www.dsgsupply.com/terms).

Subtotal	19255.00
S&H Charges	0.00
Amount Due	19255.00

**Radio Frequency Propagation Study – Preliminary Report**

**City of Albany, MN**

Completed by	BLMI
Date	02/11/2019
Version	3
Reviewed by	JDM

**1. Site Information**

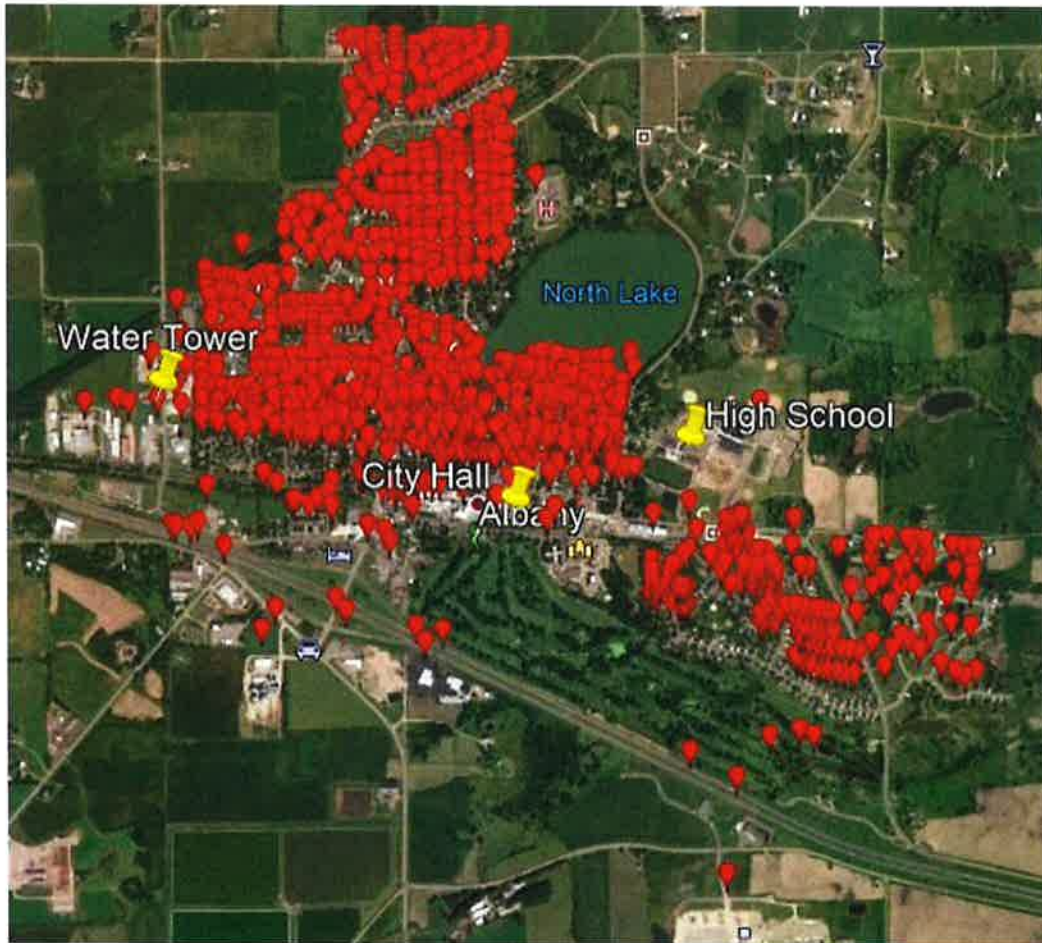
Location: City of Albany, MN

No. of Metering Points: 900

Meter location: Basement Sets

No. of collectors: 1 or 2

Coverage Map: See Figures below



**Figure 1. Albany Service Area with Metering Points**

Asset Description	Address	Height
Water Tower	301 13th Street, Albany MN 56307	120'
High School (SW Corner)	30 Forest Ave, Albany, MN 56307	40'

**Table 1:** Vertical Assets Data

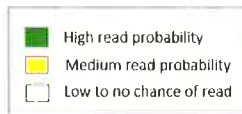
**2. Assumptions**

- This is a preliminary report and is contingent upon completion of a site visit by a Kamstrup Engineer to verify the information presented herein.
- Metering points are located in basement sets; mostly 5 to 7 feet below ground

**3. Study Results**

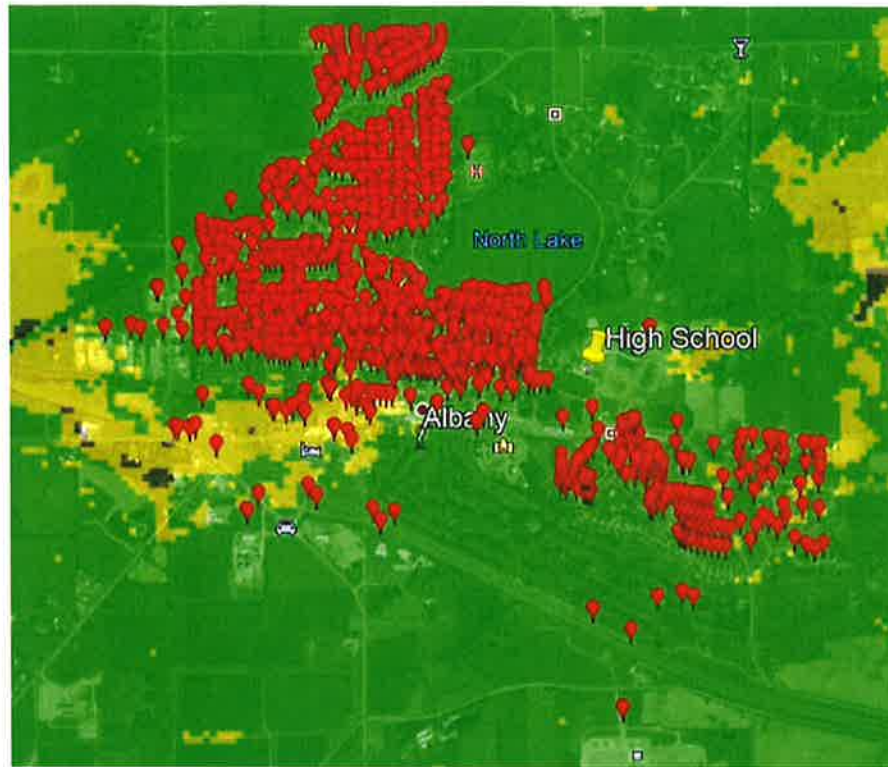
As part of this preliminary report, we received two available collector locations that would utilize vertical assets. Under this premise, three scenarios were modeled. Scenario 1: Basement set with one collector at water tower Scenario 2: Basement set with one collector at high school and Scenario 3: Basement set with two collectors at water tower and high school

When analyzing the scenarios presented in this section, refer to the legend below:

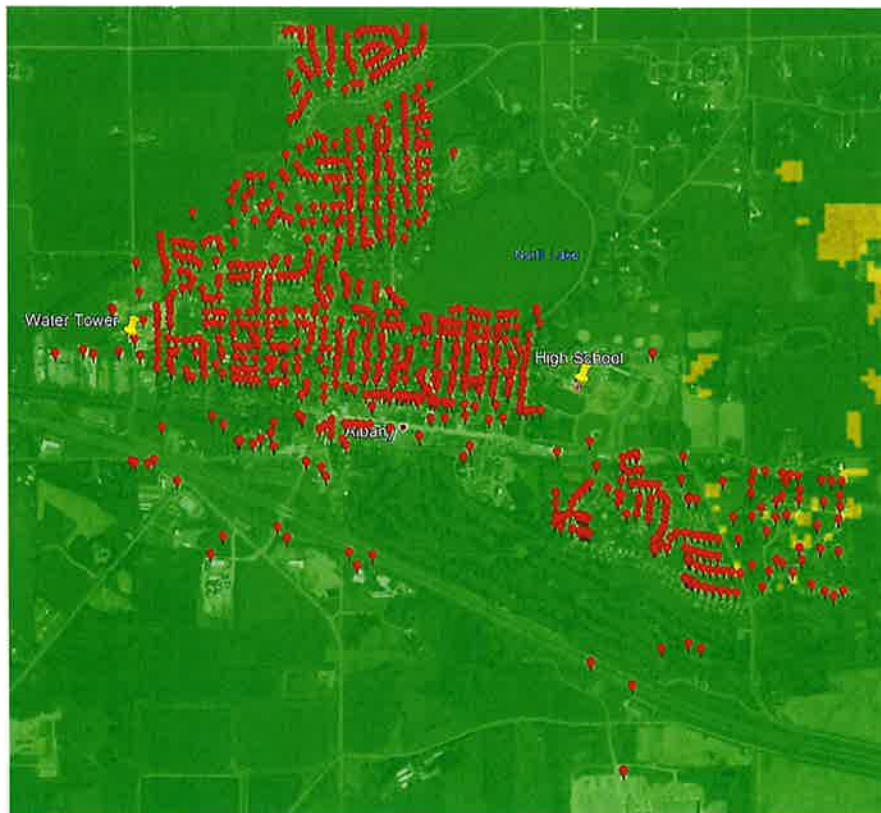


**Figure 2:** Basement Sets with One Collector at Water Tower





**Figure 3:** Basement Sets with One Collector at High School



**Figure 4:** Basement Sets with Two Collector at Water Tower & High School

#### 4. Final Recommendations and Observations

- Based on obtained results, the one (1) collector at the Water Tower would achieve thorough coverage (96% daily reads).
- If an increase in system redundancy is desired, a second collector installed on the south-west corner of Albany Senior High School would be the most effective location.
- If two (2) collectors were installed at the Water Tower and the High School the system would achieve 98% daily reads and have 98% redundancy in the system.

#### 5. Disclaimer

- The sites should be established within 100 feet of the specified locations and at the indicated heights. Alternative locations/heights need review by Kamstrup.
- Collector antenna must be placed at the specified height (above ground) and free from surrounding roofs and structures.
- This study assumes all system elements (i.e. network, meters, collectors) are in good working conditions, free from any defects/malfunctions, and were installed following Kamstrup's guidelines and recommendations.



## LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city's underwriter, to [pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

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LMCIT Member Name: \_\_\_\_\_

*Check one:*

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_