

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 18th, 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 18th 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 30th for the North Park Shelter:

	Contractor	Bid amount
Package #1 Building Excavation		
	Kotzer Excavating	\$ 5,500.00
	JR Ferche	\$ 27,500.00
Package #2 Concrete (footing, block and flatwork)		
	Aggressive Masonry	\$ 35,396.50
Package #3 Building Material		
	St. Rosa Lumber	\$ 115,000.00
Package #4 Labor to Construct Shelter		
	Gaebel Construction	\$ 48,650.00
Package #5 Electrical		
	Liberty Electric	\$ 19,000.00
	JT Electric	\$ 49,940.00
Package #6 Plumbing, Heating and Mechanical		
	Backwoods Plumbing and Heating	\$ 28,200.00
Package #7 Sanitary sewer and water service		
	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 4th 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 Thein 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 Thein 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 2nd 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 2nd 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 16th, and adjourned the meeting at 7:55 PM.

Gary Winkels
City Administrator