

## 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, June 05, 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 May 15<sup>th</sup>.
5. Open Forum/Public comment (3 to 5 minutes max.)
6. Public Hearing County Road 157 / Railroad Avenue reconstruction
  - Rescheduled to June 20<sup>th</sup>.
7. 2024-2025 Annual Liquor and Cigarette License renewals
  - Albany American Legion request for 3.2% Malt Liquor (Beer) license for annual Albany Chrysler Center Car Show to be held on August 2<sup>nd</sup>.
8. Sheri Thill, Rookies Sports Bar – permission to temporarily close 5<sup>th</sup> Street between Railroad Avenue and the alley (east/west) south of Midland Avenue to hold their annual Bean Bag Tournament on August 3<sup>rd</sup> in conjunction with Heritage Day.
9. Jeremy Mathiasen, City Engineer – present the following:
  - Project updates
  - Pay application No. 1 to Knife River, for 2024 Mill and overlay in the amount of \$804,251.52
  - Water Treatment Plant sand filter rehabilitation update and quotes
10. Bryan Schiffler, Friends of North Park
  - Progress Report of projects in North Park
  - Possible additional funding for construction of additional shelter with city utilities
11. Reports of Boards and Department Heads
  - Interim Police Chief Matt Gannon
  - Joseph Mergen, Public Works Supervisor
    - Kubota lawn mower quotes
  - Gary Winkels, Clerk/Adm. -present the following:
    - Large Gathering Permit application submitted by Albany Chrysler Center for annual car show to be held on Friday, August 2<sup>nd</sup>.
    - Large Gathering Permit application submitted by the Albany Chamber of Commerce for annual Heritage Day to be held on Saturday, August 3<sup>rd</sup>.
    - MN DOT special event permit application submitted by Albany Chamber of Commerce for the annual parade and Heritage Day festivities to be held on Saturday, August 3<sup>rd</sup>.
    - MN DOT special event permit application submitted by Albany Area Community Education for annual 5K walk/run to be held on Saturday, August 3<sup>rd</sup>.
    - Premier Pyrotechnics, Inc. display fireworks on behalf of Albany Chamber of Commerce on golf course for Heritage Day on Saturday, August 3<sup>rd</sup>.
    - MN Lawful Gambling LG220 application submitted by the Holy Family School for an exempt permit to conduct a raffle, (Resolution 2024-10) and application for a Temporary On-sale 1-4 Day liquor license on September 28<sup>th</sup>.

- Update on insurance eligible applicable items lost in fire.
- Data request update.

12. Mayor Tom Kasner - announce the next regular council meeting date (**Thursday June 20th**) and adjourn.

- NOTE: Date change due to June 19<sup>th</sup> being a holiday

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, May 15, 2024, in the Council Room at 400 Railroad Avenue for the said City.

Other members present were councilors John R Harlander, Al Amdahl, Keith Heitzman and Bruce Winter. Others present were Police Sergeant Matt Gannon, Jeremy Mathiasen, city engineer with the firm Stantec Inc. MN, St. Cloud, Jenelle P. Kendall, Stearns County Attorney, Gary Winkels, City Administrator, Tom Schneider, Administrative Consultant, and resident Rolland Hanson.

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 John R. Harlander, and seconded by Keith Heitzman to approve/authorize payroll (4215-4233), electronic payments transfers (900082-900101), and the payment of the following bills: Check Numbers 73464-73507. 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 May 1<sup>st</sup>, and hearing none declared them approved.

Open forum/public comments: None.

Ms. Kendall appeared before the council to present 2023 year in review and noted the following prosecutions for the City of Albany: 8 felonies, 3 gross misdemeanors, 13 misdemeanors, for a total of 24 adult and juvenile prosecutions. Ms. Kendall noted the prosecutions in Albany have been declining due to a proactive police department. Mayor Tom Kasner, with the consensus of the council, thanked Ms. Kendall and her staff for their commitment to the City of Albany.

Mr. Mathiasen updated the council on the 2025 County Road 157/ Railroad Avenue project. Mr. Mathiasen noted the project includes roughly seven blocks of frontage along County Road 157/ Railroad Avenue. Mr. Mathiasen noted the scope of the work includes the evaluation of City-owned utilities, and new sidewalk construction along the north side of the roadway. Mr. Mathiasen noted a public hearing will be scheduled for June 5<sup>th</sup>. Mr. Winkels informed the council the city was awarded the MN Department of Transportation, 2023 Active Transportation Infrastructure grant in the amount of \$285,000.00 to help fund the project.

Mr. Mathiasen updated the council on the Water Treatment Plant sand filter rehabilitation improvement. Mr. Mathiasen noted the sand media will be delivered the week of May 20<sup>th</sup> and the contractor MN Mechanical Solutions will begin work on installing the sand media the week of May 28<sup>th</sup>.

Mr. Mathiasen updated the council on the 2024 Roadway Surface Mill and Overlay Improvements. Mr. Mathiasen noted Knife River, the General Contractor, started May 3<sup>rd</sup> and informed the council the anticipated projected completion is May 22<sup>nd</sup>, weather permitting.

Mr. Mathiasen updated the council on the 2023 Forest Avenue Capital Improvement Project. Mr. Mathiasen noted the contractors are working on "punch list items" and the final wear course paving is scheduled for early June.

Mr. Mathiasen noted the Minnesota Pollution Control Agency (MPCA) is mandating cities to have a PFAS (per-and poly-fluoroalkyl substances) Pollutant Management Plan. Mr. Mathiasen presented the council with a proposed Scope of Work and noted the work would include the following: a PFAS Pollutant Management Plan (PMP), PFAS PMP Implementation Assistance for years of 2024, 2025, 2026 and include up to forty (40) hours of work for each year. After due discussion, a motion was made by Al Amdahl and seconded by Bruce Winter to approve the presented Scope of Work in the amount of \$35,785.00. All voted for the motion, and it carried.

Mr. Mathiasen noted his survey crew will be out marking the parking lot in North Park near the Jaycees shelter and softball field for the curbing and proposed BMX track. Councilor John R. Harlander noted he likes the changes that the Friends of North Park have made to date in North Park, but noted future projects should have engineered plans before work is performed. Mr. Harlander also noted no individual or group should be asking organizations to fund projects before they are approved without permission from the council. Mayor Tom Kasner, with consensus of the council noted he would inform Bryan Schiffler, Friends of North Park, plans and funding need to be approved by the council before proceeding with any project in North Park.

Sergeant Matt Gannon appeared before the council to request authorization to hire a full-time Patrol Officer. Mr. Gannon noted the department is one officer short of being fully staffed. After due discussion a motion was made by John R. Harlander and seconded by Al Amdahl to authorize Mr. Gannon to hire a full-time Patrol Officer. All voted for the motion, and it carried.

Mr. Gannon informed the council the League of MN Cities Trust, the city's insurance company estimated the value of the 2020 Dodge Charger (Police squad car) that was damaged in the fire on April 22, at \$33,000.00 plus mobile property to be determined later. Mr. Gannon requested the approval of the council to purchase a 2024 Jeep Grand Cherokee from Albany Chrysler Center in the amount of \$49,035.00. Mr. Gannon noted with police equipment and installation, the total cost minus the insurance payment to be \$31,400+/- . Mr. Gannon noted the price difference could be made up with funds from the Police Capital Improvement fund. After due discussion, a motion was made by Keith Heitzman and seconded by Bruce Winter to purchase the 2024 Jeep Grand Cherokee from Albany Chrysler Center, and to have it fully equipped as a squad car. All voted for the motion, and it carried.

Councilor Al Amdahl, Park Board Liaison, informed the council the city received one application for the position of Park Board, a three-year term. Mr. Amdahl noted the board vacancy was published in the Star Post on April 24<sup>th</sup> and the deadline to apply was May 8<sup>th</sup>. Mr. Amdahl informed the council Chad Rothstein, 910 6<sup>th</sup> Street, was the only applicant. After due discussion a motion was made by Al Amdahl and seconded by Keith Heitzman to appoint Chad Rothstein to the Park Board for a three-year term ending December 31, 2026. All voted for the motion, and it carried.

Mayor Tom Kasner noted he attended the Albany Golf Club Board of Directors meeting on May 13<sup>th</sup> and presented to the council the Albany Golf Club's checkbook register. After due discussion, a motion was made by Mayor Tom Kasner and seconded by John R. Harlander to approve electronic payments, transfers, and the payment of the following checks 40676-40707. All voted for the motion, and it carried.

Mayor Tom Kasner also noted he attended the Albany Golf Club Stockholders meeting on May 13<sup>th</sup>. Mayor Tom Kasner noted Tom Blattner and Nathan Ronning were both reelected to the board for 3-year terms.

Mr. Winkels appeared before the council to recommend Sergeant Matt Gannon, be appointed Acting Police Chief in the absence of Police Chief Ozzie Carbajal. After due discussion, a motion was made by Mayor Tom Kasner and seconded by John R. Harlander to appoint Sergeant Matt Gannon as Acting Police Chief. All voted for the motion, and it carried.

Mr. Winkels recommended Acting Police Chief Matt Gannon be appointed Police Chief effective July 8<sup>th</sup>. Mr. Winkels noted Police Chief Ozzie Carbajal will be retiring July 7<sup>th</sup>. Mr. Winkels noted the job was posted internally, Officer Bjork and Officer Bigler both indicated they were not interested in the position. After due discussion, a motion was made by John R. Harlander and seconded by Keith Heitzman to approve Acting Police Chief Matt Gannon as Police Chief effective July 8<sup>th</sup>, 2024. All voted for the motion, and it carried.

Mr. Winkels presented the Church of Seven Dolors Large Gathering Permit Application, and request for a Temporary On-sale 1-4 Day liquor license for their annual Church Bazaar to be held on Sunday, August 11<sup>th</sup>. After due discussion, a motion was made by Mayor Tom Kasner and seconded by Al Amdahl to approve the Church of Seven Dolors Large Gathering Permit Application and Temporary On-sale 1-4 Day liquor license for August 11<sup>th</sup>. All voted for the motion, and it carried.

Mr. Winkels presented LG220 Minnesota Lawful Gambling exempt permit application submitted by the Church of Seven Dolors for the purpose of conducting a raffle, pull tabs, paddlewheels, and bingo at the Church of Seven Dolors, 151 2<sup>nd</sup> Street on August 11, 2024. After due discussion, a motion was made by Keith Heitzman who introduced the following resolution and moved its adaption:

RESOLUTION NO. 2024-09  
APPROVING MINNESOTA  
LAWFUL GAMBLING EXEMP 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 Bruce Winter, Al Amdahl, John R. Harlander, 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.

Mr. Winkels noted staff is currently working with the League of MN Cities Insurance Trust for the replacement of eligible items damaged in the fire that occurred in the police garage on April 22<sup>nd</sup>. Mr. Winkels noted Xtona, the city's IT company, is recommending the replacement of the computer servers, firewall and battery backup system due to smoke and soot damage. Mr. Winkels also noted Xtona is suggesting a server rack be installed to house the equipment and will keep the council updated as repairs and improvements proceed.

Mr. Winkels informed the council since February 21<sup>st</sup> staff has had 21+/- hours into preparing and fulfilling thirteen (13) public data requests from Mason Schirmer. Mr. Winkels noted staff has been in contact with the city attorney to fulfill the request submitted by Mr. Schirmer. Mr. Winkels noted as of <sup>May</sup> 1<sup>st</sup>, the attorney bills regarding the data requests have totaled \$960+/- . Mr. Winkels noted Mr. Schirmer has sent several emails asking for information, but no data requests were attached and noted the emails will be answered with letters when time allows.

Mayor Tom Kasner announced the next regular council meeting for 6:30 PM or as soon as thereafter on Wednesday, June 5<sup>th</sup>, and adjourned the meeting at 8:15 PM.

Gary Winkels  
City Administrator

**Unofficial**

## NOTICE OF PUBLIC HEARING

### City of Albany, Minnesota

<b>Date, time and place:</b>	Notice is given that the City Council of the City of Albany, Minnesota (the "City"), will meet on Wednesday, June 5, 2024, at 6:30 p.m. or as soon as thereafter at the City Hall, 400 Railroad Ave, Albany, Minnesota to consider the Improvement referred to below.
<b>General nature of the Improvement:</b>	The CR 157 / Railroad Avenue Improvements will consist of a full street and partial utility reconstruction (the "Improvement").
<b>Estimated cost of the proposed Improvement:</b>	The total estimated cost of the Improvement is \$820,656
<b>Area proposed to be assessed:</b>	The area proposed to be assessed consists of every lot, piece or parcel of land abutting and benefited by the Improvement.
<b>Written or oral objections:</b>	Such persons as desire to be heard with reference to the Improvement will be heard at this meeting. Written and oral objections will be considered.
<b>Materials available at hearing:</b>	A reasonable estimate of the impact of the assessment will be available at the hearing, including a reasonable estimate of the total amount to be assessed and a description of the methodology used to calculate individual assessments for affected parcels.
<b>Legal Authority:</b>	The City Council proposes to proceed under the authority granted in Minnesota Statutes, Sections 429.011 to 429.111.

Publish in the Star Post on May 15<sup>th</sup> and May 22<sup>nd</sup>, 2024.

## NOTICE OF PUBLIC HEARING

### City of Albany, Minnesota

<b>Date, time and place:</b>	Notice is given that the City Council of the City of Albany, Minnesota (the "City"), will meet on Thursday, June 20, 2024, at 6:30 p.m. or as soon as thereafter at the City Hall, 400 Railroad Ave, Albany, Minnesota to consider the Improvement referred to below.
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Gary Winkels  
Administrator

Publish in the Star Post on June 5<sup>th</sup> and June 12<sup>th</sup>, 2024.



## 2024 LIQUOR LICENSE RENEWALS

ESTABLISHMENTS	ON-SALE	OFF-SALE	CLUB	CIGARETTE	3.2% ON-SALE	3.2% OFF-SALE	AMT DUE
SHADY'S HOMETOWN	1 (LIC. 2024-01)	1 (LIC. 2024-01)		1 (LIC. 2024-01)			\$2,100.00
BEAR CREST REST. & LOUNGE	2 (LIC. 2024-02)	2 (LIC. 2024-02)		2 (LIC. 2024-02)			\$2,100.00
ALBANY BOWLING CENTER	3 (LIC. 2024-03)	3 (LIC. 2024-03)					\$2,000.00
ROOKIES	4 (LIC. 2024-04)	4 (LIC. 2024-04)		3 (LIC. 2024-03)			\$2,100.00
JM STATIONERS	5 (LIC. 2024-05)						\$1,900.00
THE MILL	6 (LIC. 2024-06)						TBD
4TG LIQUOR		5 (LIC. 2024-05)		4 (LIC. 2024-04)			\$100.00
ALBANY GOLF CLUB			1 (LIC. 2024-01)	5 (LIC. 2024-05)			\$200.00
ALBANY LEGION			2 (LIC. 2024-02)		1 (LIC. 2024-01)		\$101.00
NORTHDALE OIL				6 (LIC. 2024-06)			\$100.00
ALBANY MARATHON				7 (LIC. 2024-07)			\$100.00
HOLIDAY				8 (LIC. 2024-08)		1 (LIC. 2024-01)	\$105.00
TEAL'S MARKET				9 (LIC. 2024-09)			\$100.00
					<b>TOTAL</b>		<b>\$11,006.00</b>

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To:	Gary Winkels, City Staff & Albany City Council City of Albany	From:	Jeremy Mathiasen St. Cloud Office
File:	193801690	Date:	May 31, 2024

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**Reference: Engineering Update for the 6/03/24 Council Meeting**

**2023 Capital Improvement Project (Forest Avenue)**

Final wear course paving is scheduled for this coming Monday and Tuesday. A project newsletter has been sent out to residents and posted on the City's website.

**2024 Roadway Surface Improvement project**

Most of the work on this project has been completed. The Contractor has some shouldering and miscellaneous clean up to take care of. Partial payment application No. 1 is included in your packets for your review and consideration.

**2025 Railroad Avenue / CR 157 Improvement project.**

The public information hearing will be held on June 20<sup>th</sup>. A kickoff meeting to review the Active Transportation Infrastructure funding is being scheduled with MnDOT, the County and Staff.

**Water Treatment Plant**

Filter media replacement work is underway.

**North Park – 2024 Improvements**

Field survey work was completed late last week, and parking lot design is underway. Our survey crew also gathered topo in the area of the proposed bike trail.

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

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To:	Mr. Gary Winkels & City Council Albany City Hall	From:	Jeremy Mathiasen St. Cloud, MN
File:	193806798	Date:	May 31, 2024

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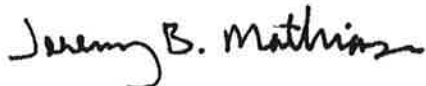
**Reference: 2024 Roadway Surface Improvements – Payment Application No. 1**

For your consideration at your June 3<sup>rd</sup> Council meeting is Partial Payment Voucher No. 1 for the 2024 Roadway Project.

Payment Voucher No. 1 has been prepared for your review and includes roadway milling, catch basin adjustments, curb and gutter and bituminous paving. The amount due, minus the retainage, for **Payment Voucher No. 1 is \$804,251.52.**

Stantec is recommending approval of Payment Voucher No. 1 for Knife River Corporation. Should you have any questions about the work completed to date, feel free to contact me.

**Stantec Consulting Services Inc.**



**Jeremy Mathiasen** PE  
Senior Associate

Phone: 320 266 5232  
Jeremy.Mathiasen@stantec.com

Attachment: Payment Voucher No.1



Owner: City of Albany, 400 Railroad Ave., Albany, MN 56307	Date: May 30, 2024
For Period: 5/13/2024 to 5/31/2024	Request No: 1
Contractor: Knife River Corp.	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
 2024 ALBANY SURFACE IMPROVEMENTS  
 STANTEC PROJECT NO. 193805671

SUMMARY

1	Original Contract Amount		\$	795,382.45
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	795,382.45
5	Value Completed to Date		\$	846,580.54
6	Material on Hand		\$	0.00
7	Amount Earned		\$	846,580.54
8	Less Retainage 5%		\$	42,329.02
9	Subtotal		\$	804,251.52
10	Less Amount Paid Previously		\$	0.00
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>1</u>		\$	804,251.52

Recommended for Approval by:  
**STANTEC**

Jeremy B. Mathias

Approved by Contractor:  
**Knife River Corp.**

[Signature]

Approved by Owner:  
**CITY OF ALBANY**

\_\_\_\_\_

\_\_\_\_\_

Specified Contract Completion Date:

Substantial - 7/31/24; Final - 8/30/24

Date:

\_\_\_\_\_

Item No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Amount to Date
1	MOBILIZATION	LUMP SUM	1	\$14,500.00	1.00	\$14,500.00
2	REMOVE & REPLACE CATCH BASIN ASSEMBLY	EACH	10	\$520.00	12	\$6,240.00
3	ADJUST MANHOLE FRAME & RING CASTING	EACH	10	\$738.00	10	\$7,380.00
4	ADJUST VALVE BOX	EACH	10	\$304.00	10	\$3,040.00
5	REMOVE CURB & GUTTER	LIN FT	240	\$19.50	338.5	\$6,600.75
6	VALVE BOX ADJUSTMENT RING	EACH	12	\$150.00	50	\$7,500.00
7	MANHOLE ADJUSTMENT RING	EACH	12	\$450.00	35	\$15,750.00
8	MILL BITUMINOUS SURFACE	SQ YD	52957	\$2.05	52957	\$108,561.85
9	TYPE SP 12.5 WEARING COURSE MIXTURE (3,B)	TON	6708	\$66.00	7239.99	\$477,839.34
10	CONCRETE CURB & GUTTER, B618	LIN FT	490	\$32.00	616	\$19,712.00
11	STORM DRAIN INLET PROTECTION	EACH	10	\$185.00	10	\$1,850.00
12	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	18	\$210.00	0	\$0.00
13	TRAFFIC CONTROL	LUMP SUM	1	\$6,000.00	1	\$6,000.00
14	SELECT TOPSOIL BORROW (LV)	CU YD	35	\$45.00	56	\$2,520.00
15	FERTILIZER & SEED	SQ YD	221	\$9.00	440	\$3,960.00
16	HYDRAULIC SOIL STABILIZER, TYPE 5	POUND	140	\$5.00	300	\$1,500.00
17	24" SOLID LINE WHITE PAINT	LIN FT	168.00	\$7.00		\$0.00
18	36" SOLID LINE WHITE PAINT	LIN FT	56	\$11.00		\$0.00
	<b>ALTERNATE NO. 1:</b>					
19	MILL BITUMINOUS SURFACE	SQ YD	11181	\$1.80	11181	\$20,125.80
20	TYPE SP 12.5 WEARING COURSE MIXTURE (3,B)	TON	1415	\$64.00	1415	\$90,560.00
	<b>ALTERNATE NO. 2:</b>					
21	MILL BITUMINOUS SURFACE	SQ YD	3848	\$1.60	3848	\$6,156.80
22	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	731	\$64.00	731	\$46,784.00
23	AGGREGATE SHOULDERING (LV) CLASS 2	CU YD	60	\$85.00	0	\$0.00
	TOTAL		\$795,382.45			\$846,580.54

## FRIENDS OF NORTH PARK & ALBANY AREA JAYCEES PARK PROJECTS

PHASE II - AMENITIES IMPROVEMENTS (2024)	ESTIMATED COMPLETION
<b>1. PICKELBALL COURTS</b> REPAIR CRACKS IN EXISTING CONCRETE	<b>JULY 15th</b> (Rain Delay)
<b>2. IMPROVE JAYCEE SHELTER</b> REMODEL EXISTING BATHROOMS	<b>AUGUST 1st</b> (Materials Ordered)
<b>3. IMPROVE EXISTING WALK PATHS - NORTH END</b> REMOVAL OF OLD PATH, GRAVEL & NEW BASE NEW ASPHALT	<b>SEPTEMBER 15th</b>
<b>4. REPAIR PARKING LOT BY JAYCEE SHELTER &amp; PICKLEBALL COURTS</b> CRUSHED GRANITE BASE. NO ASPHALT. CONCRETE CURBING - PAID BY CITY	<b>AUGUST 1st</b>
<b>5. TREE TRIMMING</b> TRIM TREES & REMOVE BRUSH SIMILAR TO NORTH LAKE	<b>JULY 1st</b> 50% Complete
<b>6. SOFTBALL &amp; SOCCER FIELD WELL</b> REPAIR WELL FOR SOFTBALL PARK AND FUTURE SOCCER FIELD 40 GPM PUMP	<b>JUNE 10th</b>
<b>7. PARK GAZEBOS</b> DEMO SMALL GAZEBO & REPAIR EXISTING LARGE GAZEBO	<b>JULY 1st</b> (Materials Ordered)
<b>8. SOFTBALL PARKING LOT</b> RESLOPE EXISTING PARKING LOT & MAKE MORE PARKING FOR DOG PARK & NORTH END ACTIVITIES	<b>AUGUST 1st</b> 80% Complete
<b>9. PLAY AREA</b> BUILD NEW KIDS PLAY AREA WITH OFF ROAD EQUIPMENT TIRES AND PEE ROCK	<b>JULY 15TH</b> 40% Complete
<b>10. BIKE PATH</b> PUMP TRACK MOUNTAIN BIKE PATH	<b>JULY 1st</b> 75% Complete 75% Complete



# Sales Quote

374 Industrial Drive  
 St. Martin, MN 55353  
 Phone: 320-548-3285 Fax: 320-548-3346  
 Website: [www.arnoldsinc.com](http://www.arnoldsinc.com)

**DATE:** May 3, 2024  
**QUOTE #** 45415

**For:**  
 Name: City of Albany  
 Street Address:  
 City, ST ZIP Code:  
 Phone:

Salesperson: Erik Mueller  
 Cell Phone: 320.471.8839  
 Email: [jroelike@arnoldsinc.com](mailto:jroelike@arnoldsinc.com)

DESCRIPTION	AMOUNT
x2 2024 Kubota F3710, V1505 Deisel Eng.	\$ 99,950.00
x2 72" Mower Deck, 3 Season Cab w/heat, Strobe Lights, Mirrors	
F5220 512" Snowblower w/ Hyd Rotate & Deflector	
B2765 60" Front Angle Blade	
L2163 Rotary Broom	
Work Lights,Weight Kits, Hyd Remote Valves	
Trade:	
2019 F3990 w/ 72" Mower Deck, Snowblower, Front Blade	\$ (24,000.00)
Sweeper	
2014 F3990 w/ 72" Mower Deck	\$ (21,000.00)
Trade:	Freight, Set-up & Delivery:
	Subtotal Prior to Trade: \$ 54,950.00
	Trade Value:
0.00%	Sales Tax: \$0.00
	<b>TOTAL PRICE DUE: \$ 54,950.00</b>

Quote good for 7 days.

**WE APPRECIATE YOUR BUSINESS!**



Quote Id: 30926201

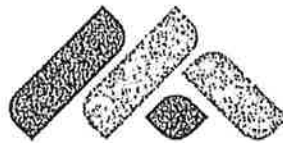
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**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**  
Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**  
Midwest Machinery Co.  
725 Lake Avenue South  
Paynesville, MN 56362  
320-243-7474  
sales@mmcjd.com

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Prepared For:



**MIDWEST  
MACHINERY CO**

**Proposal For:**

**Delivering Dealer:**

Leon Vetsch

Midwest Machinery Co.  
725 Lake Avenue South  
Paynesville, MN 56362

sales@mmcjd.com

**Quote Prepared By:**

Leon Vetsch

lvetsch@mmcjd.com

Date: 09 May 2024

Offer Expires: 08 June 2024

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*Confidential*





ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580  
 UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:  
 Midwest Machinery Co.  
 725 Lake Avenue South  
 Paynesville, MN 56362  
 320-243-7474  
 sales@mmcjd.com

**Quote Summary**

Prepared For:

Delivering Dealer:  
 Midwest Machinery Co.  
 Leon Vetsch  
 725 Lake Avenue South  
 Paynesville, MN 56362  
 Phone: 320-243-7474  
 lvetsch@mmcjd.com

Quote ID: 30926201  
 Created On: 09 May 2024  
 Last Modified On: 14 May 2024  
 Expiration Date: 08 June 2024

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 1570 TerrainCut™ Commercial Front Mower (Less Mower Deck) Contract: Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70) Price Effective Date: May 8, 2024	\$ 29,221.43 X	1 =	\$ 29,221.43
JOHN DEERE 1570 TerrainCut™ Commercial Front Mower (Less Mower Deck) Contract: Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70) Price Effective Date: May 8, 2024	\$ 29,221.43 X	1 =	\$ 29,221.43
JOHN DEERE 72 In. 7-Iron PRO Commercial Side Discharge Mower Deck Contract: Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70) Price Effective Date: May 8, 2024	\$ 4,934.93 X	2 =	\$ 9,869.86
JOHN DEERE 60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non- Series II Front Mowers) Contract: Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70) Price Effective Date: May 8, 2024	\$ 5,113.57 X	1 =	\$ 5,113.57
JOHN DEERE 60 In. Heavy-Duty Hydraulic Angling Front Blade Contract: Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70)	\$ 1,897.28 X	1 =	\$ 1,897.28

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580  
 UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:  
 Midwest Machinery Co.  
 725 Lake Avenue South  
 Paynesville, MN 56362  
 320-243-7474  
 sales@mmcjd.com

TEKTITE Cab *Acat, strab-light,* \$ 9,500.00 X  $\textcircled{2}$  = \$ 19,000.00  
 Contract: *mirrors front & inside*  
 Price Effective Date:

Equipment Total \$ 99,861.41

Trade In Summary	Qty	Each	Extended
2017 KUBOTA F3990 - 10428	1	\$ 8,498.75	\$ 8,498.75
PayOff			\$ 0.00
Total Trade Allowance			\$ 8,498.75
2020 KUBOTA F3990 - 22020	1	\$ 10,846.25	\$ 10,846.25
PayOff			\$ 0.00
Total Trade Allowance			\$ 10,846.25
<b>Trade In Total</b>			<b>\$ 19,345.00</b>

\* Includes Fees and Non-contract items

**Quote Summary**

Equipment Total	\$ 99,861.41
Trade In	\$ (19,345.00)
SubTotal	\$ 80,516.41
Est. Service Agreement Tax	\$ 0.00
Total	\$ 80,516.41
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 80,516.41</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Confidential



**River Power  
& Equipment**

819 Main Street East  
Richmond, MN 56368  
320-353-1000  
sales@riverpowerequipment.com

Price Quote for Public Works Equipment

The following price quote is effective for 60 days and is contingent on approval from Steiner (Doosan Bobcat Johnson Creek, Inc).

City of Albany

	MSRP
<b>Steiner 450 Articulated Tractor w/24.5 hp Kubota Diesel engine</b>	\$31,249.00
<b>72" Front Mount Finish Mower</b>	\$5499.00
<b>Steiner Tractor Cab</b>	\$5999.00
<b>Cab Heater</b>	\$699.00
<b>Cab Sider Mirrors</b>	\$259.00
<b>Heater Line Quick Detach (to make removing cab quicker)</b>	\$259.00
<b>48" Front Mount Snowblower</b>	\$5499.00
<b>Electric Chute Deflector for Snowblower</b>	\$399.00
<b>Angled Rotary Broom</b>	\$6699.00
<b>Sub Total</b>	\$56561.00
<b>15% Government Discount</b>	-\$8784.15
<b>Total Per Unit with all attachments</b>	\$47776.85
<b>Total for 2 units with all attachments</b>	\$95553.70
<b>Estimated Trade in Value for 2014 Kubota F3990</b>	-\$7000.00
<b>Estimated Trade in Value for 2020 Kubota F3990</b>	-\$9000.00
<b>* Actual Trade in Value subject to unit inspection.</b>	
<b>Grand total for 2 Steiner Tractors with all attachments, less trade in value</b>	\$79553.70

Respectfully Submitted, Don Harreld, River Power and Equipment



320-845-4244  
P. O. Box 370  
Albany, Minnesota 56307

EMERGENCY MANAGEMENT SERVICES

LARGE GATHERING (outside) APPLICATION

“Large Gathering” means any public gathering of 150 or more persons at any location at any single time for the purpose of musical, racing, political, promotional or social entertainment or other similar type of activity, but shall not apply to:

- Any permanent place of worship, stadium, athletic field, arena, auditorium, or coliseum
- Gatherings or activities permitted or licensed by other State laws or regulations
- Family celebratory gathering taking place entirely upon the premises of a family member

Applications must be received at least 30 days in advance of the event

Application received: 5-23-24

Name of Event: CARSHOW Event Date: 8/2/24

Applicant Name: AMY SILVERS Phone: 845-2801  
Cell: 492-7444

Address: 34650 225th AVE ALBANY MN 56307  
(City) (State) (Zip code)

Property Owner's Name: BRYAN SCHIFFLER Phone: 845-2801  
Cell: 260-2053

Address: "same"  
(City) (State) (Zip code)

1. Describe all the activities anticipated to be a part of the event:

burn outs, food vendors

2. Total number of days/hours the event will last: 1 day / 6 hours

3. Maximum number of participants expected: 2500

4. Maximum number of tickets that will be sold: 0 free event

5. **A Certificate of Insurance is required and must be attached and list the City on the certificate as an "Additional Insured".**

6. List plans for providing fencing or barriers at the location of the event:

barriers located in burnout area

7. List plans for noise control: NONE

8. List plans for providing adequate toilet facilities:

8 portapotties      rent them  
(number)                      (type)                      (means of disposal)

9. List plans for parking and traffic control: in our vacant lot next to ACC  
staff handles traffic

10. List plan for security at the event: staff is security

11. Will gambling activities or alcoholic beverages be permitted at this event? YES

12. Person(s) in charge: Bryan Schiffler Phone No. \_\_\_\_\_  
Cell: 2607053

Amy Silvers Phone No. \_\_\_\_\_  
Cell: 4927444

13. If public street is used for the event, who will be cleaning the street and/or boulevard?

ACC will pick up garbage, if any

14. For "free" severe weather notification from the National Weather Service Center the day of your event, please complete the on-line form one week before your event at:

<http://bit.ly/2ou2hYJ>

I certify that the statements contained herein are true and correct to the best of my knowledge. I understand and agree that Applicant is contractually obligated to comply with all plans submitted under this Application and that the terms of this Application are contractual in nature once approved by the City of Albany.

Amy Silvers

(Printed name)



(Signature)

(Printed name)

(Signature)

---

Do not write below this line

**This application has been reviewed by:**

Albany Fire Dept: \_\_\_\_\_ Date: \_\_\_\_\_

Albany Police Dept: \_\_\_\_\_ Date: \_\_\_\_\_

City Clerk/Adm.: \_\_\_\_\_ Date: \_\_\_\_\_

Emergency Management Director: \_\_\_\_\_ Date: \_\_\_\_\_

Public Works Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_



320-845-4244  
P. O. Box 370  
Albany, Minnesota 56307

**Large Gathering Permit (Albany Chrysler Center-Car Show-August 2, 2024) additions:**

- 1) As per fire code section 503:
  - All fire hydrants will be accessible and free of any obstacles (nothing within a 10 foot radius).
  - There shall be a minimum of a 15 foot wide fire lane (hard surfaced) kept open at all times to the furthest point of the property. The fire code states this lane should be 20 feet, but the fire chief has the authority to make it small, but not less than 13'-6".
- 2) You must also erect at least one row of Jersey barriers, physical protection, to protect the bystanders/public from any distinct hazards, the vehicles participating in the "burn out" display.

If you have any questions, please contact Joh Klasen, Fire Chief, at 320.428.8973.



320-845-4244  
P. O. Box 370  
Albany, Minnesota 56307

EMERGENCY MANAGEMENT SERVICES

LARGE GATHERING (outside) APPLICATION

“Large Gathering” means any public gathering of 150 or more persons at any location at any single time for the purpose of musical, racing, political, promotional or social entertainment or other similar type of activity, but shall not apply to:

- Any permanent place of worship, stadium, athletic field, arena, auditorium, or coliseum
- Gatherings or activities permitted or licensed by other State laws or regulations
- Family celebratory gathering taking place entirely upon the premises of a family member

Applications must be received at least 30 days in advance of the event

Application received: 5/16/24

Name of Event: Heritage Day Event Date: Aug. 3rd

Applicant Name: Kelly Kasner-Chamber Pres. Phone: 320-845-4733  
Cell: 320-333-3403

Address: Albany MN 56307  
(City) (State) (Zip code)

Property Owner's Name: City of Albany Phone: 320-845-4244  
Cell: \_\_\_\_\_

Address: Albany MN 56307  
(City) (State) (Zip code)

1. Describe all the activities anticipated to be a part of the event:

parade, beer garden, band/concert, kids games,  
5K Run/walk, Fire Dept Safety event, Bean Bag  
Tournament, fireworks, Food stands



2. Total number of days/hours the event will last: 1 day
3. Maximum number of participants expected: 1,500
4. Maximum number of tickets that will be sold: N/A
5. **A Certificate of Insurance is required and must be attached and list the City on the certificate as an "Additional Insured".**
6. List plans for providing fencing or barriers at the location of the event:  
block main street between 4<sup>th</sup> + 5<sup>th</sup> Street
7. List plans for noise control: Band Face east away from residential homes
8. List plans for providing adequate toilet facilities:  
13 standard, 1 handicap, 2 hand wash stations  
(number) (type) (means of disposal)
9. List plans for parking and traffic control: 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> St., Church Ave.
10. List plan for security at the event: Albany Police Dept.
11. Will gambling activities or alcoholic beverages be permitted at this event? yes
12. Person(s) in charge: Albany Lions Club Phone No. \_\_\_\_\_  
Cell: \_\_\_\_\_  
Jim Stommes Phone No. 320-260-7701  
Cell: \_\_\_\_\_
13. If public street is used for the event, who will be cleaning the street and/or boulevard?  
City of Albany
14. For "free" severe weather notification from the National Weather Service Center the day of your event, please complete the on-line form one week before your event at:  
<http://bit.ly/2ou2hYJ>

**I certify that the statements contained herein are true and correct to the best of my knowledge. I understand and agree that Applicant is contractually obligated to comply with all plans submitted under this Application and that the terms of this Application are contractual in nature once approved by the City of Albany.**

Kelly Kasner                      Kelly Kasner  
(Printed name)                      (Signature)

\_\_\_\_\_    \_\_\_\_\_  
(Printed name)    (Signature)

---

Do not write below this line

**This application has been reviewed by:**

Albany Fire Dept: \_\_\_\_\_ Date: \_\_\_\_\_

Albany Police Dept: \_\_\_\_\_ Date: \_\_\_\_\_

City Clerk/Adm.: \_\_\_\_\_ Date: \_\_\_\_\_

Emergency Management Director: \_\_\_\_\_ Date: \_\_\_\_\_

Public Works Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_



**DEPARTMENT OF TRANSPORTATION**  
**PARADE/SPECIAL EVENT/BANNER ON TRUNK HIGHWAY**  
**RIGHT OF WAY APPLICATION**

Document Management System # \_\_\_\_\_  
 District \_\_\_\_\_ Permit # \_\_\_\_\_  
 C.S. \_\_\_\_\_ T.H. \_\_\_\_\_  
 R.P. \_\_\_\_\_  
 (THIS SECTION FOR MnDOT OFFICE USE ONLY.)

**SUBMIT TO DISTRICT OFFICE OF MINNESOTA DEPARTMENT OF TRANSPORTATION.**

APPLICANT NAME AND TITLE <i>Albany Chamber of Commerce</i>	TELEPHONE <i>320-845-7777</i>	EMAIL ADDRESS <i>albanycc@albanytel.com</i>
---	----------------------------------	--

EVENT COORDINATOR <i>Kelly Kasner</i>	TELEPHONE <i>320-333-3403</i>	ADDRESS (Street, City, State, Zip) <i>Po Box 1234 Albany, MN 56307</i>
--	----------------------------------	---

NAME OF PROPOSED EVENT AND SPONSORING ORGANIZATION  
*Heritage Day - Albany Chamber of Commerce*

LOCATION OF PROPOSED EVENT (Attach a map showing location/route of event and any detour)  
 Highway *238* From Mile Point *1st St.* to Mile Point *6th St.* Location Description *Railroad Ave.*

WILL THIS EVENT BE WITHIN TRIBAL LANDS?  Yes  No IF YES, WHICH ONE?

INSURANCE INFORMATION (Attach the Required Certificate(s) of Insurance)  
 Insurance Carrier *State Farm* Policy Number *93-ES-A1169-4*

DAY OF PROPOSED EVENT <i>August 3rd 2024</i>	DURATION OF THE PROPOSED EVENT Time Event Begins <i>6:30pm</i> Time Event Ends <i>12am midnight</i>
---	--

DETOUR AND/OR TRAFFIC CONTROL REQUIRED. Attach a map showing route of detour and written approval of the route of detour by the road authority of the affected route(s). Provide a description of how traffic will be controlled (e.g. police officer, proposed signing or other traffic control devices, and written approval of the traffic control services that will be provided by the State Patrol and/or other law enforcement agency (ies).

**APPLICANT'S ACCEPTANCE, WAIVER AND INDEMNIFICATION**

The undersigned applicant hereby agrees to comply with applicable statutes, rules and the standard conditions and special provisions of this permit. The applicant understands and agrees that no activities on the trunk highway right of way in connection with this application will be started until the application has been approved and the permit issued. The applicant also understands that this permit may also be subject to the approval of local road authorities having joint supervision over said street or highway and acknowledges that all local law enforcement has reviewed and agreed to said application.

The applicant is aware of circumstances or hazards that may arise while conducting the proposed event that could result in injury, loss, damage or death, and the applicant assumes the risk of such circumstances, dangers or hazards, whether reasonably foreseeable or not.

The undersigned applicant expressly agrees that except for negligent acts of the State, its agents and employees, the applicant or its agents shall assume all liability for, and save the State, its agents and employees, harmless from any and all claims for damages, actions or causes of action arising out of the activities to be done in connection with this application and permit.

NAME AND TITLE <i>Kelly Kasner - Chamber President</i>	EMAIL ADDRESS <i>kelly@tanidivision.com</i>
---	--

DATE <i>5-16-24</i>	SIGNATURE <i>Kelly Kasner</i>
------------------------	----------------------------------

**DO NOT WRITE BELOW THIS LINE**

**PERMIT NOT VALID UNLESS BEARING AUTHORIZED MnDOT SIGNATURE AND PERMIT NUMBER**

**AUTHORIZATION OF PERMIT**

It is expressly understood that this permit is conditioned upon restoration of the trunk highway right-of-way to its original condition or to a satisfactory condition. In consideration of the applicant's agreement to comply in all respects with the applicable laws and the conditions of the Commissioner of Transportation pertaining to this permit, permission is hereby granted for the work to be performed as described in the above application, said work to be performed in accordance with the following:

**SEE ATTACHED STANDARD CONDITIONS AND SPECIAL PROVISIONS**

Expiration Date of This Permit _____	Authorized MnDOT Signature _____	Date of Authorized Signature _____
--------------------------------------	----------------------------------	------------------------------------

<b>DISTRIBUTION</b> Original to Area Maintenance Engineer Applicant Subarea Supervisor Roadway Regulations Supervisor	<b>DEPOSIT REQUIREMENTS</b> <input type="checkbox"/> No Deposit Required <input type="checkbox"/> Deposit Required in the Amount of \$ _____ Date Deposit Received _____ <i>Deposit to be returned upon satisfactory completion of all work</i>	<b>DEPOSIT TYPE</b> Cashier's Check # _____ Certified Check # _____ Money Order # _____ Bond # _____
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CITY OF ALBANY, MN

CITY MAP

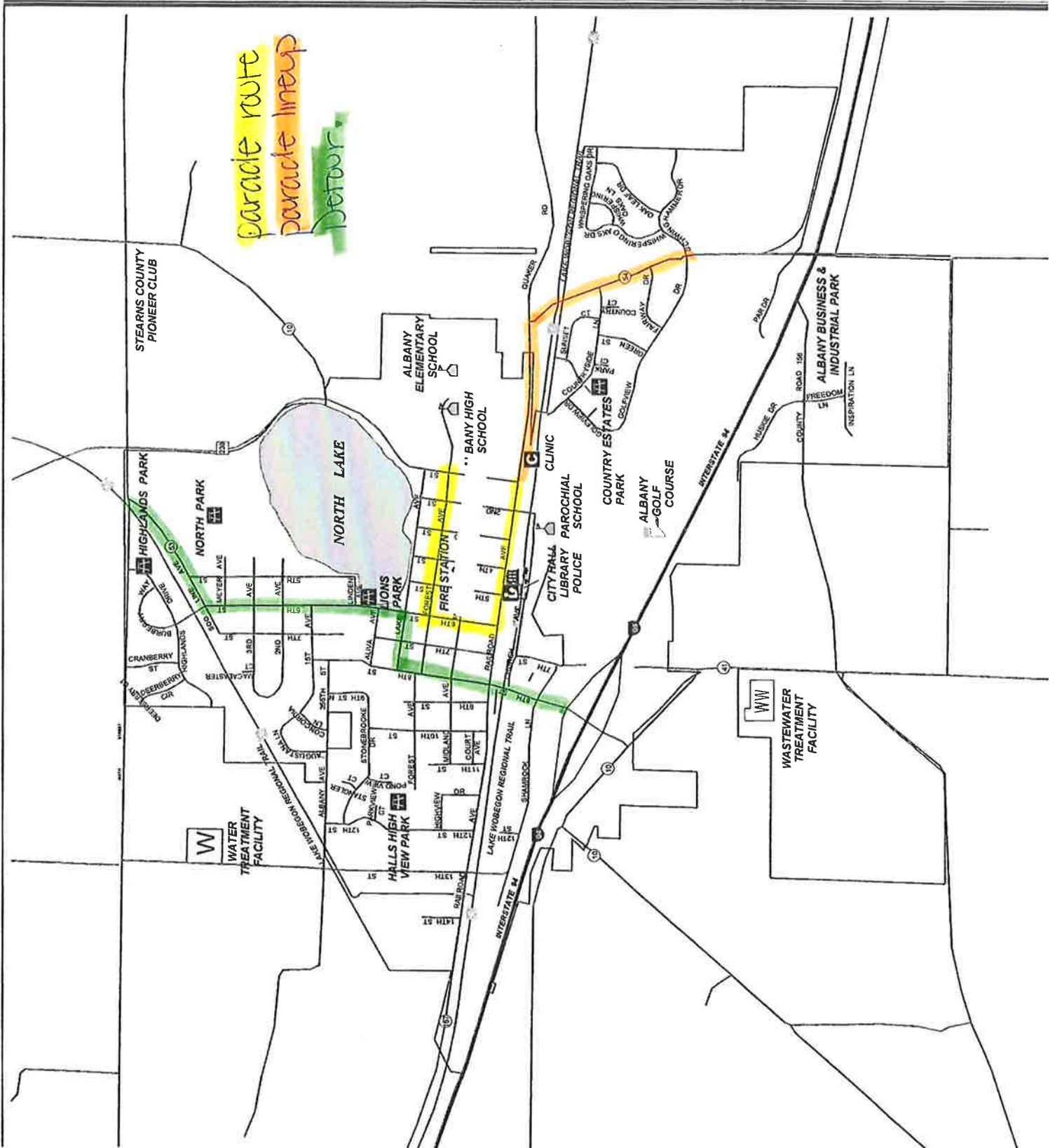
MARCH 2020

LEGEND

- INTERSTATE HIGHWAY
- CITY/COUNTY ROADS
- WATER FEATURES
- CITY BOUNDARY
- CLINIC
- PARK
- LIBRARY
- CITY HALL
- POLICE STATION
- FIRE STATION
- WASTEWATER TREATMENT FACILITY
- WATER TREATMENT FACILITY
- SCHOOL
- LAKE WOBEGON REGIONAL TRAIL



Data Provided By:  
City of Albany, Stearns  
County






# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/16/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>State Farm</b>  Dina Pierskalla 307 E Main St Melrose MN 56352	<b>CONTACT NAME:</b> Dina Pierskalla <b>PHONE (A/C, No, Ext):</b> 320-256-4617 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> dina.pierskalla.spkx@statefarm.com													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A : State Farm Fire and Casualty Company</td> <td>25143</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : State Farm Fire and Casualty Company	25143	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :
INSURER(S) AFFORDING COVERAGE	NAIC #													
INSURER A : State Farm Fire and Casualty Company	25143													
INSURER B :														
INSURER C :														
INSURER D :														
INSURER E :														
INSURER F :														
<b>INSURED</b> ALBANY AREA CHAMBER OF COMMERCE PO BOX 634 ALBANY MN 563070634														

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	93-E5-A169-4	10/21/2023	10/21/2024	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ 4,000,000
							\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
	DED RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

City of Albany 400 Railroad Avenue P. O. Box 370 alban MN 56307	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Dina Pierskalla</i> This form was system-generated on 05/16/2024
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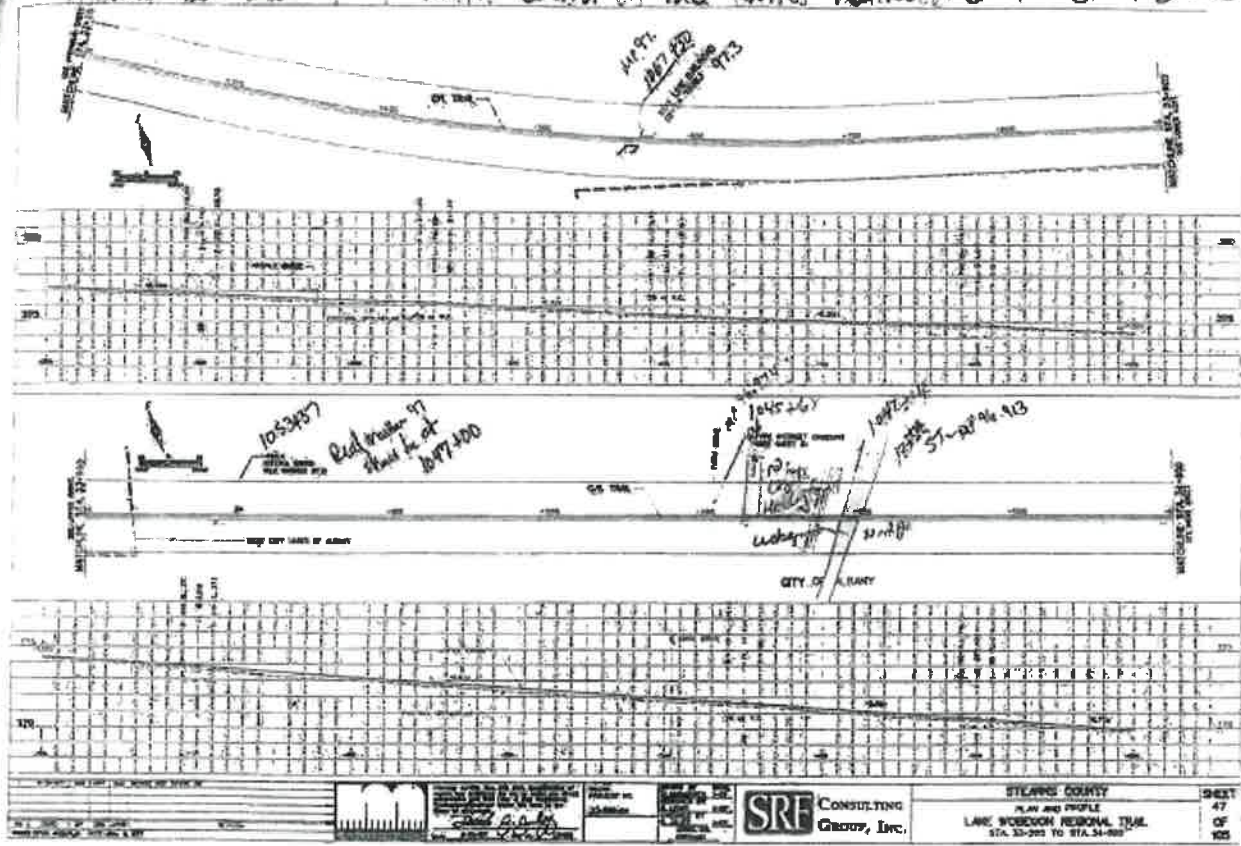
5K Run/Walk

Form 1770 (8-15-2018)   <b>DEPARTMENT OF TRANSPORTATION</b>  <b>PARADE/SPECIAL EVENT/BANNER ON TRUNK HIGHWAY RIGHT OF WAY APPLICATION</b>		Document Management System # _____ District _____ Permit # _____ C.S. _____ T.H. _____ R.P. _____ <i>(THIS SECTION FOR MnDOT OFFICE USE ONLY.)</i>	
<b>SUBMIT TO DISTRICT OFFICE OF MINNESOTA DEPARTMENT OF TRANSPORTATION.</b>			
<b>APPLICANT NAME AND TITLE</b> Albany Area Community Education/Albany Area Schools		<b>TELEPHONE</b> 320-845-5060	<b>EMAIL ADDRESS</b> cnovak@district745.org
<b>EVENT COORDINATOR</b> Cassandra Novak, Director of Community Education		<b>TELEPHONE</b> 320-845-5072	<b>ADDRESS (Street, City, State, Zip)</b> 30 Forest Ave, PO Box 40, Albany, MN 56307
<b>NAME OF PROPOSED EVENT AND SPONSORING ORGANIZATION</b> Purple Pride 5K & 1K Sponsored By: Albany Area Community Education			
<b>LOCATION OF PROPOSED EVENT (Attach a map showing location/route of event and any detour)</b> Highway: Railbank From Mile Point: 96.046 to Mile Point: 96.974 Location Description: City of Albany from 2nd St to the N leg (near 13th St) to Holdingford			
<b>WILL THIS EVENT BE WITHIN TRIBAL LANDS? Yes No IF YES, WHICH ONE?</b>			
<b>INSURANCE INFORMATION (Attach the Required Certificate(s) of Insurance)</b> Insurance Carrier: EMS Policy Number: 6DO-57-68-24 - Note: An updated insurance policy will be sent after July 1, 2024.			
<b>DAY OF PROPOSED EVENT</b> Saturday, August 3, 2024		<b>DURATION OF THE PROPOSED EVENT</b> Time Event Begins: 8:00 am Time Event Ends: 10:00 am	
<b>DETOUR AND/OR TRAFFIC CONTROL REQUIRED. Attach a map showing route of detour and written approval of the route of detour by the road authority of the affected route(s). Provide a description of how traffic will be controlled (e.g. police officer, proposed signing or other traffic control devices, and written approval of the traffic control services that will be provided by the State Patrol and/or other law enforcement agency (ies).</b>			
<b>APPLICANT'S ACCEPTANCE, WAIVER AND INDEMNIFICATION</b>			
<p>The undersigned applicant hereby agrees to comply with applicable statutes, rules and the standard conditions and special provisions of this permit. The applicant understands and agrees that no activities on the trunk highway right of way in connection with this application will be started until the application has been approved and the permit issued. The applicant also understands that this permit may also be subject to the approval of local road authorities having joint supervision over said street or highway and acknowledges that all local law enforcement has reviewed and agreed to said application.</p> <p>The applicant is aware of circumstances or hazards that may arise while conducting the proposed event that could result in injury, loss, damage or death, and the applicant assumes the risk of such circumstances, dangers or hazards, whether reasonably foreseeable or not.</p> <p>The undersigned applicant expressly agrees that except for negligent acts of the State, its agents and employees, the applicant or its agents shall assume all liability for, and save the State, its agents and employees, harmless from any and all claims for damages, actions or causes of action arising out of the activities to be done in connection with this application and permit.</p>			
<b>NAME AND TITLE:</b> Susan Clemen, Director of Business Services		<b>EMAIL ADDRESS:</b> sclemen@district745.org	
<b>DATE</b>		<b>SIGNATURE</b>	
<b>DO NOT WRITE BELOW THIS LINE</b>  <b>PERMIT NOT VALID UNLESS BEARING AUTHORIZED MnDOT SIGNATURE AND PERMIT NUMBER</b>			
<b>AUTHORIZATION OF PERMIT</b>			
It is expressly understood that this permit is conditioned upon restoration of the trunk highway right-of-way to its original condition or to a satisfactory condition. In consideration of the applicant's agreement to comply in all respects with the applicable laws and the conditions of the Commissioner of Transportation pertaining to this permit, permission is hereby granted for the work to be performed as described in the above application, said work to be performed in accordance with the following:			
<b>SEE ATTACHED STANDARD CONDITIONS AND SPECIAL PROVISIONS</b>			
_____ Expiration Date of This Permit	_____ Authorized MnDOT Signature	_____ Date of Authorized Signature	
<b>DISTRIBUTION</b> Original to Area Maintenance Engineer Applicant Subarea Supervisor Roadway Regulations Supervisor	<b>DEPOSIT REQUIREMENTS</b> ___ No Deposit Required ___ Deposit Required in the Amount of \$ _____ Date Deposit Received _____ <i>Deposit to be returned upon satisfactory completion of all work</i>	<b>DEPOSIT TYPE</b> Cashier's Check # _____ Certified Check # _____ Money Order # _____ Bond # _____	

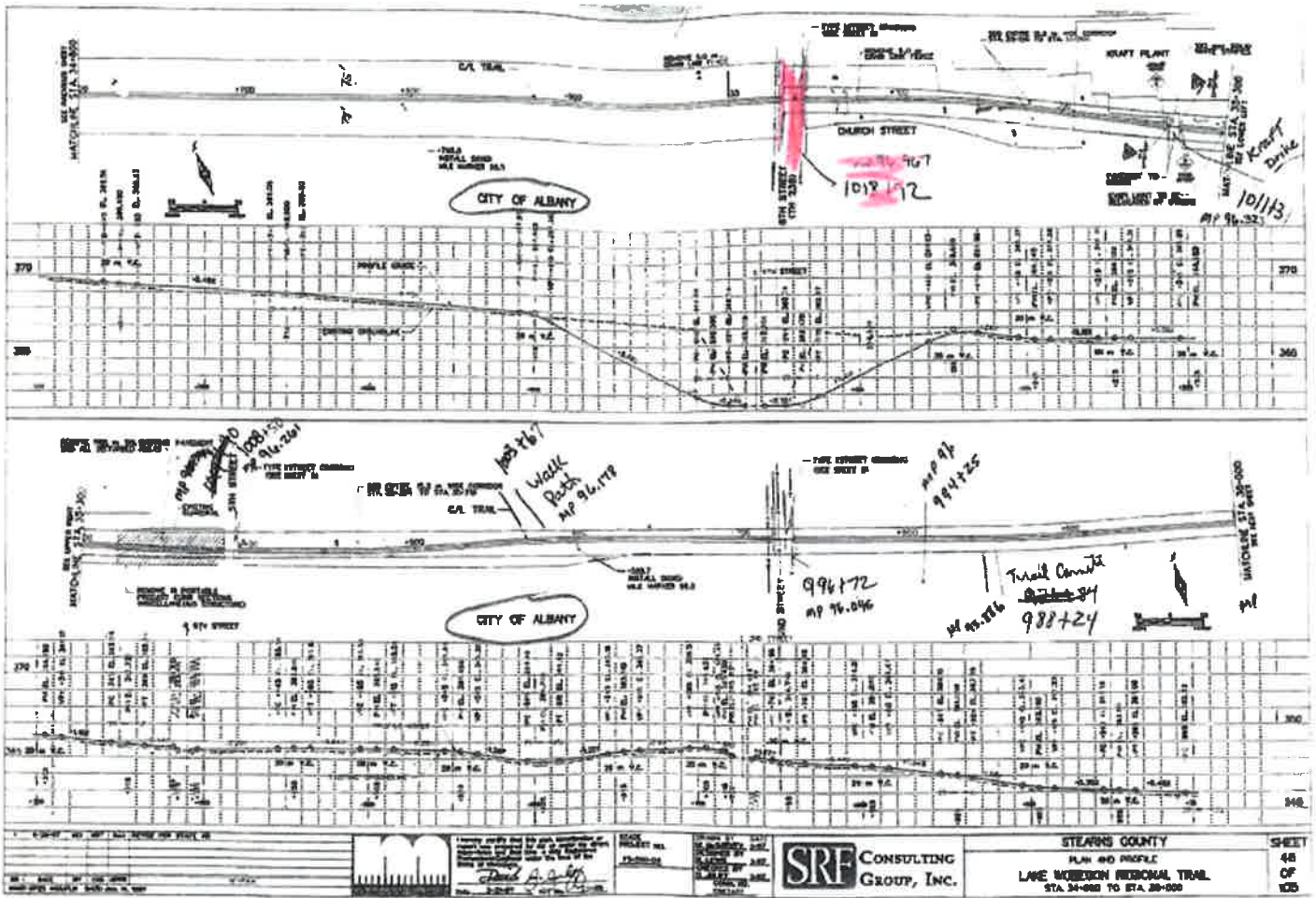
Applied by road authority: \_\_\_\_\_

Date: \_\_\_\_\_

Albany, ED will help w/ traffic control as race crosses Railroad @ 13th St & 2nd St.

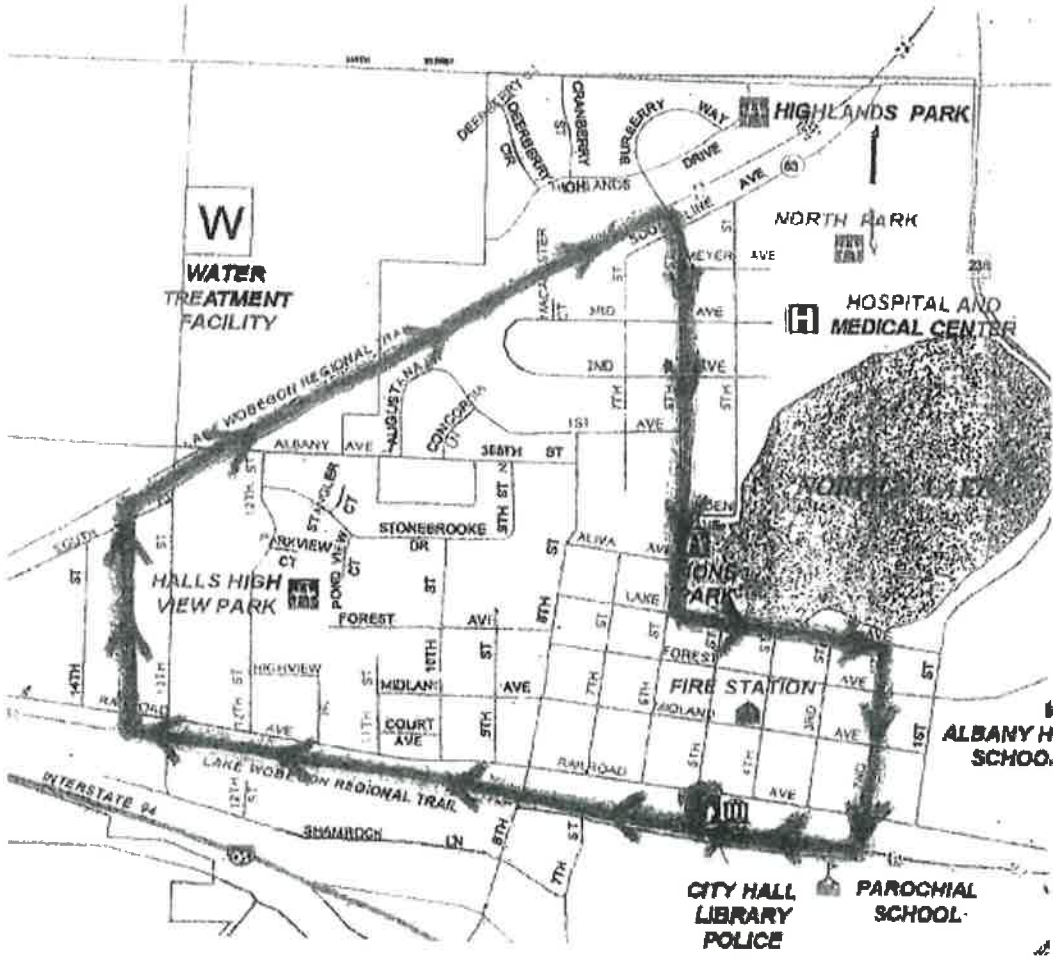


# 5 K Run/Walk





5 K Run Walk



**RESOLUTION 2024-10  
APPROVING MINNESOTA  
LAWFUL GAMBLING EXEMP PERMIT APPLICATION**

**WHEREAS:** the Holy Family School has filed a Minnesota Lawful Gambling LG220 application for Exempt Permit to conduct a raffle at the Holy Family School 160 2<sup>nd</sup> Street S. on September 28, 2024, and

**WHEREAS:** the City Council, of the City of Albany, County of Stearns, State of Minnesota, has reviewed the said application; and

**WHEREAS:** the City Council finds that appropriate circumstances exist; and

**NOW, THEREFORE, BE IT RESOLVED:** BY THE CITY COUNCIL OF ALBANY, COUNTY OF STEARNS, STATE OF MINNESOTA, does hereby approve the Lawful Gambling application submitted by the Holy Family School

Adopted by the Albany City Council this 5<sup>th</sup> day of June 2024.

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Tom Kasner, Mayor

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Gary Winkels, Clerk/Adm

(SEAL)

**Office of the Minnesota Secretary of State**  
**Minnesota Nonprofit Corporation/Annual Renewal**  
*Minnesota Statutes, Section 5.34*



Annual Renewal Year: **2023**

Annual Renewal Filing Date: **10/5/2023**

Nonprofit Corporation Name: **Albany Holy Family School**

Original Filing Number: **1239431600029**

Home Jurisdiction: **Minnesota**

**Filing Party Information:**

Party Type:	Name:	Address:
<b>President</b>	<b>Mary Sowada</b>	<b>160 2nd Street South P.O. Box 674 ALBANY MN 56307 5630</b>
<b>Registered Agent</b>	<b>Maria E. Becker</b>	
<b>Registered Agent</b>	<b>Holy Family School</b>	
<b>Registered Office Address</b>		<b>160 2nd St S, PO Box 674 Albany MN 56307</b>



**Work Item 1416361200023**  
**Original File Number 1239431600029**

STATE OF MINNESOTA  
OFFICE OF THE SECRETARY OF STATE  
FILED  
10/05/2023 11:59 PM

A handwritten signature in black ink that reads "Steve Simon".

Steve Simon  
Secretary of State

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Holy Family School Previous Gambling Permit Number: 94858-22-009

Minnesota Tax ID Number, if any: 9799355 Federal Employer ID Number (FEIN), if any: 41-1650931

Mailing Address: 160 2nd Street, P.O. Box 674

City: Albany State: MN Zip: 56307 County: Stearns

Name of Chief Executive Officer (CEO): Principal: Mary H Sowada

CEO Daytime Phone: 320-845-2011 CEO Email: msowada@holyfamilyalbany.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103  
Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Holy Family SchoolPhysical Address (do not use P.O. box): 160 2nd Street SO., P.O. Box 674

Check one:

City: Albany Zip: 56307 County: Stearns

Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday, September 28th, 2024

Check each type of gambling activity that your organization will conduct:

Bingo  Paddlewheels  Pull-Tabs  Tipboards  Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

<p style="text-align: center;"><b>CITY APPROVAL for a gambling premises located within city limits</b></p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div>	<p style="text-align: center;"><b>COUNTY APPROVAL for a gambling premises located in a township</b></p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p><b>TOWNSHIP (if required by the county)</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature must be CEO's signature; designee may not sign)

Print Name: \_\_\_\_\_

<b>REQUIREMENTS</b>	<b>MAIL APPLICATION AND ATTACHMENTS</b>
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**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**Mail application with:**

\_\_\_\_\_ a copy of your proof of nonprofit status; and

\_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management &amp; Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
 651-201-7507 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Holy Family School		Date organized October 16, 1969	Tax exempt number 22235
Organization Address 160 2nd Street, P.O. Box 674	City Albany	State MN	Zip Code 56307
Name of person making application Mary H Sowada		Business phone 320-845-2011	Home phone
Date(s) of event September 28, 2024	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name Mary H Sowada	City Albany	State MN	Zip Code 56307
Organization officer's name	City	State MN	Zip Code
Organization officer's name	City	State MN	Zip Code

Location where permit will be used. If an outdoor area, describe.  
 Holy Family School parking lot or if inclement weather, Seven Dolors Church gym.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Please Print Name of City Clerk or County Official

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.**

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**