

**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, July 17, 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 July 3rd.
5. Open Forum/Public comment (3 to 5 minutes max.)
6. Public Hearing to vacate a drainage and utility easement in Trails Edge subdivision on a petition received by Jeremy and Kayla Feldewerd, 620 Augustana Lane
 - Gary Winkels, Clerk/Adm.
7. Kris Schiffler, Shady's Hometown Tavern and Event Center, Request Special Event and Large Gathering Permit for outdoor band on Saturday August 24th.
8. Bryan Schiffler Friends of North Park present the following:
 - Project updates
 - Proposed Park shelter and splashpad update
9. Jeremy Mathiasen, City Engineer – present the following:
 - Project updates
 - Preliminary estimate for potential sidewalk improvement along 6th Street and 3rd Avenue.
10. Reports of Boards and Department Heads
 - Police Chief Matt Gannon
 - Joseph Mergen, Public Works Supervisor
 - Gary Winkels, Clerk/Adm. -present the following:
 - Request by American Heritage National Bank, to repeal Subordination agreement approved on 6/20 and approve updated Subordination agreement for Albany Hotel Business Center, Inc. (Barbacoa).
 - Quote from Xtona to upgrade firewall at Water Treatment plant and City Hall.
11. Mayor Tom Kasner - announce the next regular council meeting date (Wednesday August 7th) 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, July 03, 2024, in the Council Room at 400 Railroad Avenue for the said City.

Other members present were councilors John R Harlander, Keith Heitzman and Bruce Winter. Councilor Al Amdahl was absent. Others present were Police Chief Ozzie Carbajal, Interim Police Chief, Matt Gannon, Jeremy Mathiasen, city engineer with the firm Stantec Inc. MN, Joe Mergen, Public Works Supervisor, Tim Hennagir, Staff Writer, the Star Post, Gary Winkels, City Administrator, Tom Schneider, Administrative Consultant, Jennifer Gannon, Connor Gannon, Ariana Gannon, Brielle Gannon, Trish Gannon, Phil Gannon, Paul Gannon, Chris Gannon, Jill Gannon, Michelle Peacock, Tracy Peacock, Ron Shautz, Mark Hermann, Andrea Hermann, Duane Lichy, Kay Bluhm, Vicki Winkels, Berleen Hollenkamp, Taryn Hollenkamp, Andy Schultz, Natasha Orbeck, Amelia Orbeck, Gabriel Orbeck, Steve Orbeck, Cheryl Orbeck, Brandon Cruz, Heather Cruz, Molly Hoppe, Adam Hoppe, Matt Bigler, and JoAnna Bigler

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 Bruce Winter to approve/authorize payroll (4271-4290), electronic payments transfers (900120-900138), and the payment of the following bills: Check Numbers 73572-73599. 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 June 20th, and hearing none declared them approved.

Open forum/public comments: Donald Fischer 900 5th Street appeared before the council to inform the council West Central Sanitation has missed picking up his refuse several times in the last several months. Mr. Fisher noted he has called the company several times alerting them of the issue. Mr. Winkels noted the city will do follow up with West Central Sanitation. Mr. Fisher also noted he is concerned with only one entry/exit into the parking lot of the new Albany Area Schools, Early Childhood Learning Center, 320 3rd Avenue near his house, Mr. Fisher noted it was his understanding that the center needs two entry/exits. Mayor Tom Kasner noted he would follow up with the school to make sure regulations are being followed.

Mayor Tom Kasner presented outgoing Police Chief Ozzie Carbajal with a plaque for his eleven (11) years of service to the City of Albany. Mayor Tom Kasner noted Police Chief Ozzie Carbajal started his law enforcement career in 1995, along with being in law enforcement he was a member of the MN National Guard with three (3) overseas tours and was a member of the Albany Area School Board for many years. Police Chief Ozzie Carbajal noted it has been an honor and privilege to serve the City of Albany for the past eleven (11) years and thanked the city council, staff and the community for their support.

Mayor Tom Kasner administered the Chief of Police Oath of Honor to Matthew Gannon and congratulated him on the promotion. Chief Matthew Gannon's chiefs' badge was pinned by his wife and children. Chief Matthew Gannon noted it has been an honor and privilege to serve the community as a patrol officer, school resource officer, and police sergeant over the years, and he looks forward to serving many more as police chief.

Mr. Mathiasen updated the council on the following:

- 2023 Forest Avenue Capital Improvement project. Mr. Mathiasen noted the contractor is working on final “punch list items” and preparing their closeout documentation.
- 2024 Roadway Surface Improvement project. Mr. Mathiasen noted shouldering work was completed and the final “punch list work will begin in the next few weeks.
- 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 and noted final city drawing and specifications are being prepared.
- storm drain collapse near 730 Church Avenue. Mr. Mathiasen noted Tom Blattner, the property owner, would like a sidewalk installed along 8th Street (State HWY 238) from Church Avenue going south to the northern entrance of Northdale Oil. Mr. Mathiasen noted Minnesota Department of Transportation (MN DOT) recommended the project be a city project and Americans with Disabilities Act (ADA) compliant. Mr. Winkels noted in past years the city funded 80% of the new sidewalk cost and the property owner funded 20%. After due discussion, a motion was made by John R. Harlander and seconded by Bruce Winter to authorize Mr. Mathiasen to proceed with plans and cost estimate for the said new sidewalk in the aforementioned location. All voted for the motion, and it carried.

Mr. Mathiasen also presented the council the proposed PFAS (per-and poly-fluoroalkyl substances) Pollutant Management Plan mandated by the Minnesota Pollution Control Agency (MPCA). Mr. Mathiasen noted the plan included PFAS PMP Implementation Assistance for the years of 2024, 2025, 2026 and include up to forty (40) hours of work for each year. Mr. Mathiasen noted to start there will be two (2) rounds of five (5) samples and the cost to analyze each sample is \$500 +/- . Mayor Tom Kasner, with the consensus of the council, directed Mr. Mathiasen to submit the Pollutant Management Plan to the MPCA and proceed with sampling.

Police Chief Matt Gannon presented to the council a contract between the city of Albany and Stearns County Attorney's office. Mr. Gannon noted this contract is for Criminal Prosecution for the years 2025, 2026 and noted an increase of 8% from the previous contract. Mr. Gannon noted services under this contract include victim and witness assistance, civil asset forfeiture, appellate representation on these cases, law enforcement training and 24/7 availability for law enforcement questions. After due discussion, a motion was made by Mayor Tom Kasner and seconded by Keith Heitzman to approve the said contract. All voted for the motion, and it carried.

Mr. Mergen appeared before the council to update the council on the lightning strike that occurred at the Water Treatment Plant (WTP) on June 12th. Mr. Mergen noted the League of MN Cities Insurance Trust, the city's insurance company, will cover the \$31,271 to purchase a Programmable Logic Controller (PLC), and noted the repairs will be performed by Preferred Controls, a local company who oversees the electronic controls at the WTP. Mr. Mergen noted the repair will be an upgrade due to the current equipment no longer available. Mr. Mergen recommended purchasing a backup PLC in the amount \$12,500 +/- which would not be covered by the insurance company. After due discussion, a motion was made by John R. Harlander and

seconded by Keith Heitzman to authorize Mr. Mergen to perform the needed repairs and to purchase the backup PLC. All voted for the motion, and it carried.

Mr. Mergen informed the council he received an estimate of \$5,460 from MN Mechanical Solutions Inc. (MMS) to replace the failing 12" Butterfly Valve at the Water Treatment Plant. After due discussion, a motion was made by John R. Harlander and seconded by Bruce Winter to authorize Mr. Mergen to perform the said repair. All voted for the motion, and it carried.

Mr. Mergen informed the council he received an estimate of \$140,000 from a contractor to install a sidewalk on the east side of 6th Street from Linden Avenue north to Soo Line Avenue. Mr. Mergen noted the estimate included weaving the sidewalk around the power poles and did not include the following: landscaping, tree removal if any or any needed retaining walls. Mayor Tom Kasner informed the council he has received numerous complaints and pictures regarding the temporary installed delineators. Mayor Tom Kasner also noted he has witnessed several individuals walking or biking outside of the temporary path making the roadway very narrow. Mayor Tom Kasner, with the consensus of the council, directed Mr. Mathiasen to contact Xcel Energy regarding moving the power poles, and to investigate the total cost of installing a new sidewalk on the east side of 6th Street (CSAH #53) from Linden Avenue to Soo Line Avenue.

Mr. Winkels informed the council the Park Board held a meeting on June 26th to discuss the following:

1. Request to solicit funds to upgrade the baseball field in Halls Highview Park
2. Request to investigate remodeling the Jaycee shelter in North Park by adding windows, heat and air conditioning.
3. Progress update on North Park improvements.
4. Donations received for proposed shelter and splashpad in North Park.
5. Proposed design and location of new shelter in North Park.
6. Proposed design and location of splashpad in North Park.
7. Draft Memorial Bench policy.

Mr. Winkels noted the Park Board recommended the council approve the following:

1. Request to solicit funds to upgrade the baseball field in Halls Highview Park.
2. Request to investigate remodeling of the Jaycee's shelter by adding windows, heat and air conditioning.
3. Draft Memorial Bench policy with the addition of allowing memorial trees and allowing custom metal or granite benches with locations to be determined on an individual basis.

Mr. Winkels noted the Park Board thanked Bryan Schiffler and the Friends of North Park for all the improvements and fundraising thus far, but informed Mr. Schiffler the City Council decided at the June 20th council meeting to perform a city-wide survey and to write a Request for Proposal (RFP) to hire a construction manager to coordinate the proposed construction of the shelter in North Park. Mr. Winkels also noted the Park Board would not make a final decision on the location and design of the shelter until a construction manager is hired, and no final decision would be made on a splashpad until the city's survey results are returned.

Mr. Winkels recommended to the council a committee be created to decide on a final location and design of the proposed new shelter in North Park. Mr. Winkels noted the committee could consist of up to two members of the council and one member of the following: park board, Friends of North Park, Jaycees, and or Lions. Mayor Tom Kasner, with the consensus of the council, authorized soliciting of funds for upgrading the baseball field in Halls Highview Park, investigation into remodeling of the Jaycees shelter and noted a committee will be created once the RFP is complete.

After due discussion and upon recommendation of the Park Board, a motion was made by John R. Harlander and seconded by Bruce Winter to approve the Memorial Bench policy with the addition of memorial trees but noted only custom metal benches be allowed and the council will approve the design and location on an individual basis. All voted for the motion, and it carried.

Mr. Winkels informed the council the city received the first half 2024 property tax reimbursement totaling \$1,043,195.19. Mr. Winkels also noted he and Mr. Winter met with representatives from Stearns County Housing and Redevelopment Authority (HRA) regarding a new assistance fund. Mr. Winkels noted the fund is designed to provide gap funding for businesses and homeowners.

Mayor Tom Kasner announced the next regular council meeting for 6:30 PM or as soon as thereafter on Wednesday, July 17th, and adjourned the meeting at 7:31 PM.

Gary Winkels
City Administrator

UNOFFICIAL

**PETITION
FOR VACATION OF DRAINAGE AND
UTILITY EASEMENT IN THE TRAILS EDGE PLAT
IN THE CITY OF ALBANY**

To the City Council of the City of Albany, Minnesota:

The undersigned, a majority of owners of property as set forth opposite their respective names, respectfully petition the City Council to vacate an existing drainage and utility easement as depicted in the attached Exhibit "A".

Name(s) Property Owner

Legal Description

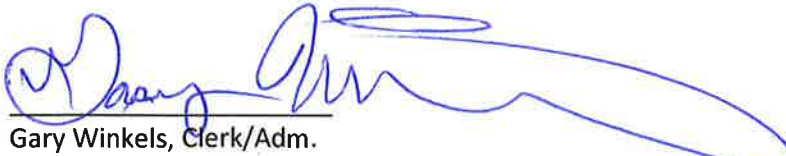

Jeremy Feldewerd

Lt 6, Blk 2 Lt 7, Blk 2
Trails Edge
(40.25640.0022) (40.25640.0023)
(620 Augustana Lane) (624 Augustana Lane)


Kayla Feldewerd

The petitioner agrees to pay for all out of pocket costs incurred by the City of Albany.

Received this 17 day of June, 2024.


Gary Winkels, Clerk/Adm.



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

June 18, 2024

Fee Owner: Jeremy Feldewerd
620 Augustana Lane
Albany, MN 56307
(320) 293-5451

Subdivision Name: TRAILS EDGE
Lots 6 and 7, Block 2, TRAILS EDGE, according to the
recorded plat thereof, Stearns County, Minnesota.

Vacation Type Request:

- Public Street/Alley
- Utility Easement
- Drainage Easement

Legal Description of Vacation:

To vacate A 5.00 foot drainage and utility easement over, under and across the southeasterly 5.00 feet of Lot 6, Block 2, TRAILS EDGE, according to the recorded plat thereof Stearns County, Minnesota, as measured perpendicular to, contiguous and parallel with the southeasterly line of said Lot 6 and the northwesterly 5.00 feet of Lot 7, said Block 2, as measured perpendicular to, contiguous and parallel with the northwesterly line of said Lot 7, less and except the northeasterly 10.00 feet of said Lots 6 and 7, as measured perpendicular to, contiguous and parallel with the northeasterly lines of said Lots 6 and 7 and the southwesterly 5.00 feet of said Lots 6 and 7 being as measured perpendicular to, contiguous and parallel with the southwesterly lines of said Lots 6 and 7.

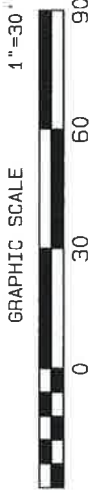
See Exhibit A

Exhibit A

PROPOSED DESCRIPTION:
FOR LOTS 6 & 7, BLOCK 2
Lots 6 and 7, Block 2, TRAILS EDGE, according to the
recorded plat thereof, Stearns County, Minnesota.

EASEMENT VACATION DESCRIPTION

A 5.00 foot drainage and utility easement over, under, and across the
Block 2, Trails Edge, recorded plat thereof, Stearns County, Minnesota, is
being vacated. The easement is shown as a 5.00 foot wide easement
perpendicular to, and parallel with, the southeasterly
line of said Lot 6 and the northeasterly 5.00 feet of Lot 7, said Block 2,
as measured perpendicular to, contiguous and parallel with the northeasterly
line of said Lot 6 and the northeasterly 5.00 feet of Lot 7, and the
northeasterly lines of said Lots 6 and 7, and the southeasterly 5.00 feet
of said Lots 6 and 7 being as measured perpendicular to, contiguous
and parallel with the southeasterly lines of said Lots 6 and 7.



I HEREBY CERTIFY THAT THIS CERTIFICATE OF EASEMENT VACATION
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT
I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF
THE STATE OF MINNESOTA.

SIGNATURE: *David A. Engelmeyer*
DAVID A. ENGELMEYER

DATE: 06-13-2024 MN. LICENSE NUMBER: 54638

Engelmeyer Land Surveying

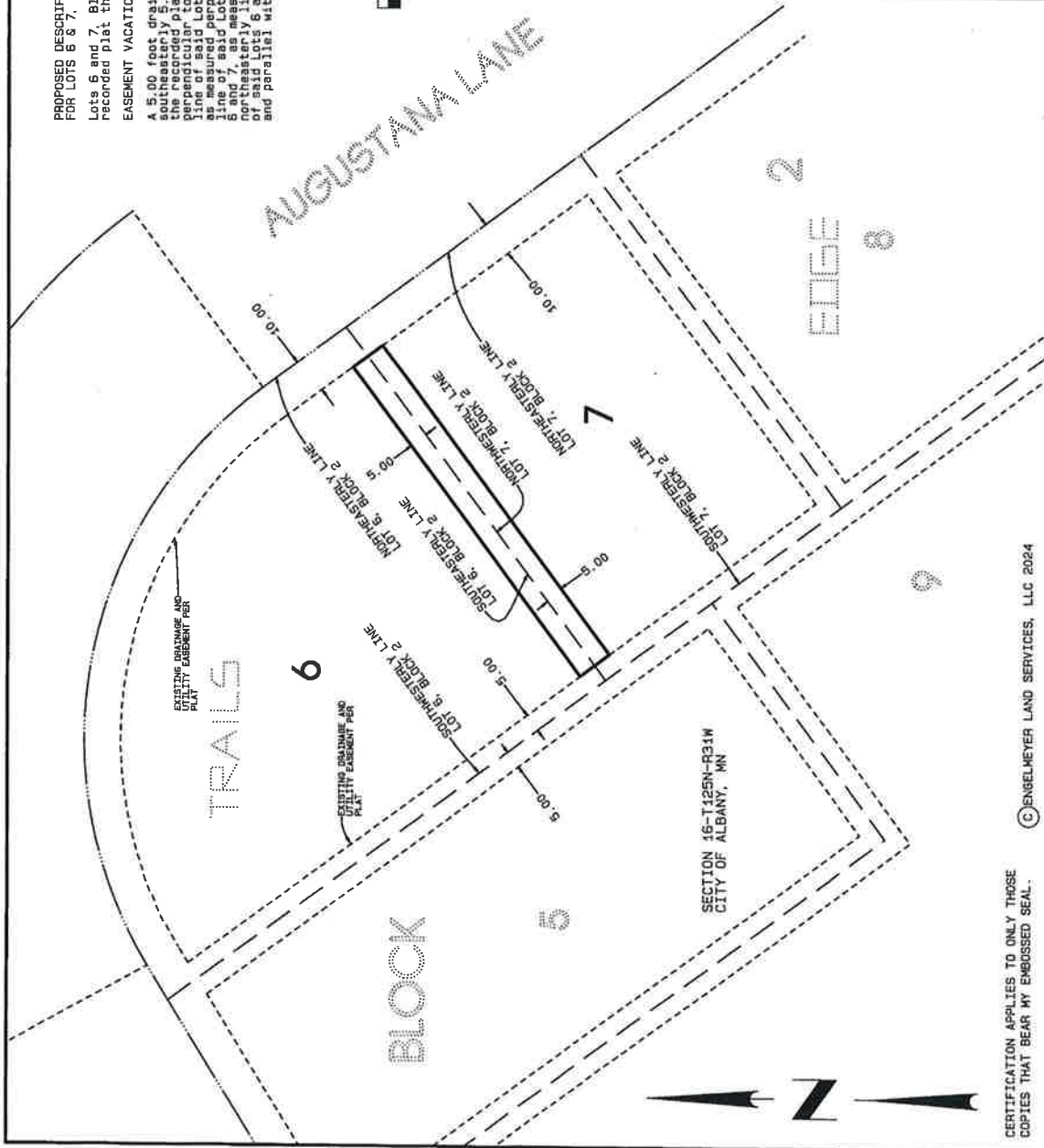
PREPARED FOR: JEREMY FELDEWED

Certificate of Easement Vacation

cc: FELD-U24.PRO Job No: 59-24

Date: 06-13-2024 P-1-825 FB: NONE

41701 COUNTY ROAD 167
P.O. BOX 124 MELROSE MN 56352
PHONE: (320) 255-7288 or (320) 835-2281
FAX: (320) 835-2454
email: engela@engelmeyerlandsurveying.com
www.engelmeyerlandsurveying.com



CERTIFICATION APPLIES TO ONLY THOSE
COPIES THAT BEAR MY EMBOSSED SEAL.

©ENGELMEYER LAND SERVICES, LLC 2024

NOTICE
DRAINAGE AND UTILITY EASEMENT VACATION
CITY OF ALBANY, MINNESOTA

NOTICE IS HEREBY GIVEN that a public hearing will be held before the City Council of Albany, MN, at 400 Railroad Avenue, the Albany City Hall, at 6:30 o'clock in the evening or as soon as thereafter on July 17, 2024, to hear all persons present upon action taken by the City Council on a request by Jeremy and Kayla Feldewerd, 620 Augustana Lane, Albany, MN, to vacate the drainage and utility easement as dedicated in TRAILS EDGE, according to the recorded plat thereof, Stearns County, Minnesota, bounded as follows:

EASEMENT VACATION DESCRIPTION

A 5.00 foot drainage and utility easement over, under and across the southeasterly 5.00 feet of Lot 6, Block 2, TRAILS EDGE, according to the recorded plat thereof Stearns County, Minnesota, as measured perpendicular to, contiguous and parallel with the southeasterly line of said Lot 6 and the northwesterly 5.00 feet of Lot 7, said Block 2, as measured perpendicular to, contiguous and parallel with the northwesterly line of said Lot 7, less and except the northeasterly 10.00 feet of said Lots 6 and 7, as measured perpendicular to, contiguous and parallel with the northeasterly lines of said Lots 6 and 7 and the southwesterly 5.00 feet of said Lots 6 and 7 being as measured perpendicular to, contiguous and parallel with the southwesterly lines of said Lots 6 and 7.

Dated this 18th day of June 2024.

Gary Winkels
Clerk/Adm.

Published in the Star Post on June 26th and July 03, 2024.

The Star Post

PRINTER'S AFFIDAVIT OF PUBLICATION STATE OF MINNESOTA)

)ss

COUNTY OF STEARNS)

NOTICE

DRAINAGE AND UTILITY EASEMENT VACATION CITY OF ALBANY, MINNESOTA

NOTICE IS HEREBY GIVEN that a public hearing will be held before the City Council of Albany, MN, at 400 Railroad Avenue, the Albany City Hall, at 6:30 o'clock in the evening or as soon as thereafter on July 17, 2024, to hear all persons present upon action taken by the City Council on a request by Jeremy and Kayla Feldewerd, 620 Augustana Lane, Albany, MN, to vacate the drainage and utility easement as dedicated in TRAILS EDGE, according to the recorded plat thereof, Stearns County, Minnesota, bounded as follows:

EASEMENT VACATION DESCRIPTION

A 5.00 foot drainage and utility easement over, under and across the southeasterly 5.00 feet of Lot 6, Block 2, TRAILS EDGE, according to the recorded plat thereof Stearns County, Minnesota, as measured perpendicular to, contiguous and parallel with the southeasterly line of said Lot 6 and the northwesterly 5.00 feet of Lot 7, said Block 2, as measured perpendicular to, contiguous and parallel with the northwesterly line of said Lot 7, less and except the northeasterly 10.00 feet of said Lots 6 and 7, as measured perpendicular to, contiguous and parallel with the northeasterly lines of said Lots 6 and 7 and the southwesterly 5.00 feet of said Lots 6 and 7 being as measured perpendicular to, contiguous and parallel with the southwesterly lines of said Lots 6 and 7.

Dated this 18th day of June 2024.

Gary Winkels
Clerk/Adm.

Published in the Star Post on June 26th and July 03, 2024.

P-26-2B

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, 6/26/2024, and was thereafter printed and published on every Wednesday, to and including Wednesday, 7/3/2024.

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

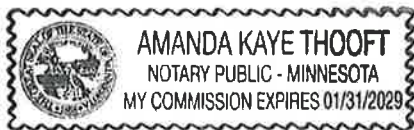
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Stearns County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of 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 3rd day of July, 2024 by Gretchen Jennissen

Gretchen Jennissen
TITLE: ACCOUNTS RECEIVABLE

Amanda Thooft
Amanda Thooft,
Notary Public



6/18/24

UTILITY AGENCIES

IN PLACE UTILITIES

Albany Mutual Telephone Assn.: Randy Klasen Yes ___ No X
(signature of company rep.)

CenterPoint Energy (gas): _____ Yes ___ No ___
(signature of company rep.)

Xcel Energy (electric): _____ Yes ___ No ___
(signature of company rep.)

Stearns Electric Assn.: _____ Yes ___ No ___
(signature of company rep.)

City of Albany: _____ Yes ___ No ___
(signature of company rep.)

Charter Communications _____ Yes ___ No ___
(signature of company rep.)

Justification of requested vacation: Construct a house.

Please review and email the signature page to gwinkels@ci.albany.mn.us Thank You.

Gary Winkels
Gary Winkels, Clerk/Adm.

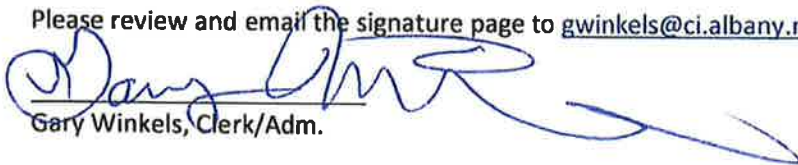
UTILITY AGENCIES

IN PLACE UTILITIES

Albany Mutual Telephone Assn.:	_____	Yes ___	No ___
	(signature of company rep.)		
CenterPoint Energy (gas):	<u>email</u>	Yes ___	No <u>X</u>
	(signature of company rep.)		
Xcel Energy (electric):	_____	Yes ___	No ___
	(signature of company rep.)		
Stearns Electric Assn.:	_____	Yes ___	No ___
	(signature of company rep.)		
City of Albany:	_____	Yes ___	No ___
	(signature of company rep.)		
Charter Communications	_____	Yes ___	No ___
	(signature of company rep.)		

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Gary Winkels, Clerk/Adm.

UTILITY AGENCIES

IN PLACE UTILITIES

Albany Mutual Telephone Assn.: _____
(signature of company rep.)

Yes ___ No ___

CenterPoint Energy (gas): _____
(signature of company rep.)

Yes ___ No ___

Xcel Energy (electric): _____
(signature of company rep.)

Yes ___ No

Stearns Electric Assn.: _____
(signature of company rep.)

Yes ___ No ___

City of Albany: _____
(signature of company rep.)

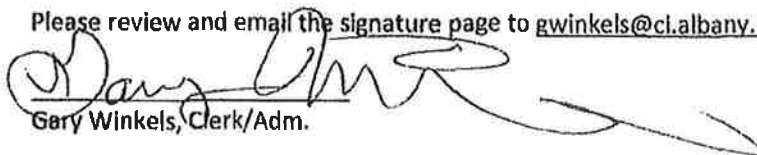
Yes ___ No ___

Charter Communications _____
(signature of company rep.)

Yes ___ No ___

Justification of requested vacation: Construct a house.

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Gary Winkels, Clerk/Adm.

UTILITY AGENCIES

IN PLACE UTILITIES

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(signature of company rep.)

CenterPoint Energy (gas): _____ Yes ___ No ___
(signature of company rep.)

Xcel Energy (electric): _____ Yes ___ No ___
(signature of company rep.)

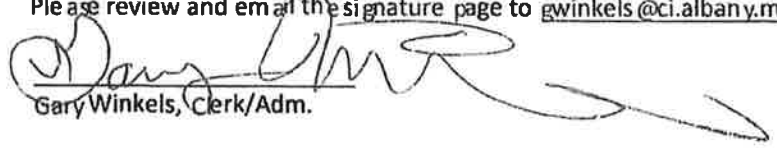
Stearns Electric Assn.: Ronald Marshall (Eng Sup) Yes ___ No X
(signature of company rep.) 6/18/24

City of Albany: _____ Yes ___ No ___
(signature of company rep.)

Charter Communications _____ Yes ___ No ___
(signature of company rep.)

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Gary Winkels, Clerk/Adm.

UTILITY AGENCIES

IN PLACE UTILITIES

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(signature of company rep.)

CenterPoint Energy (gas): _____ Yes ___ No ___
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Xcel Energy (electric): _____ Yes ___ No ___
(signature of company rep.)

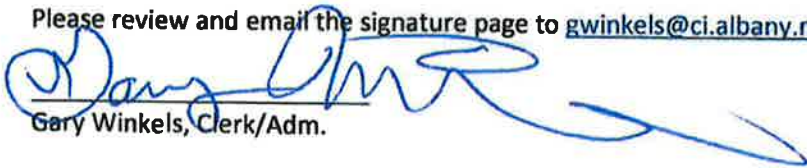
Stearns Electric Assn.: _____ Yes ___ No ___
(signature of company rep.)

City of Albany: _____ Yes ___ No
(signature of company rep.)

Charter Communications _____ Yes ___ No ___
(signature of company rep.)

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Gary Winkels, Clerk/Adm.

UTILTY AGENCIES

IN PLACE UTILITIES

Albany Mutual Telephone Assn.: _____ Yes ___ No ___
(signature of company rep.)

CenterPoint Energy (gas): _____ Yes ___ No ___
(signature of company rep.)

Xcel Energy (electric): _____ Yes ___ No ___
(signature of company rep.)

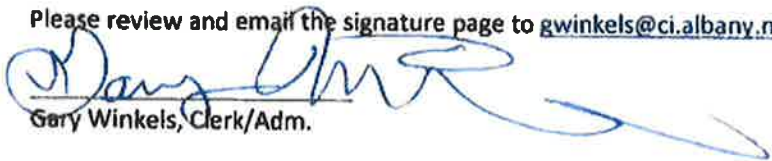
Stearns Electric Assn.: _____ Yes ___ No ___
(signature of company rep.)

City of Albany: _____ Yes ___ No ___
(signature of company rep.)

Charter Communications _____ Yes ___ No ~~___~~
(signature of company rep.)

Justification of requested vacation: Construct a house.

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Gary Winkels, Clerk/Adm.



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: _____

Name of Event: Outdoor BAND Event Date: Aug 24th
Applicant Name: Kris Schiller (Shadys HT) Phone: 320 980 4176
Cell: _____
Address: 451 Railroad Ave. MN 56307
(City) (State) (Zip code)
Property Owner's Name: Shadys Phone: 320 980 4176
Cell: _____
Address: _____
(City) (State) (Zip code)

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

Music in back Parking lot.

2. Total number of days/hours the event will last: 1
3. Maximum number of participants expected: 300-400
4. Maximum number of tickets that will be sold: 400
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:

Parking lot will be fenced off.

7. List plans for noise control: _____

8. List plans for providing adequate toilet facilities:

Nelson's
(number) (type) (means of disposal)

9. List plans for parking and traffic control: _____

10. List plan for security at the event: FD at Gate

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

12. Person(s) in charge: Kris Schaffer Phone No. _____
Cell: 320 980 4176

_____ Phone No. _____
Cell: _____

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

Shedys

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.

Kris Schiavone
(Printed name)

[Signature]
(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: _____

CITY OF



MINNESOTA ... WHERE FRIENDLY PATHS CROSS

"TEMPORARY" EXTENSION OF OUT-DOOR LIQUOR APPLICATION

Date:

Aug 24 2024

Applicant:

Shady's Hometown Tavern

License #:

Contact Person:

Kris Schoppa

Phone Number:

320 980 4176

Address:

451 Railroad Ave
Albany MN 56307

Describe Area Involved:

Attach site map of area involved.

[Signature]

Signature of Applicant

7/15/24

Date

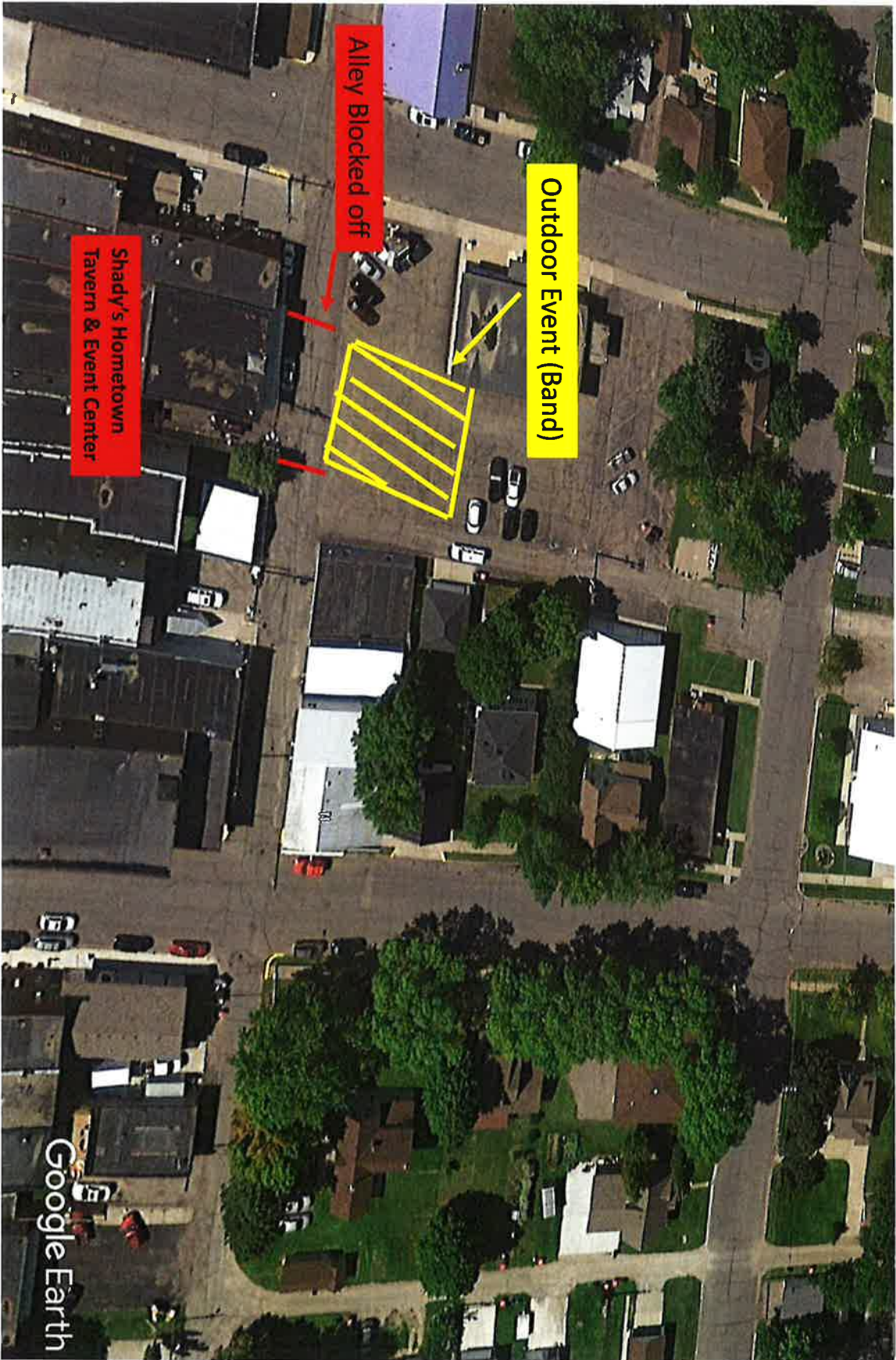
Requirements/Remarks:

- 1) Shall submit a Large Gathering Event application greater than 150 or more persons.
- 2) Proof of Liquor Liability Coverage that extends to the area where event is being held listing the City as additional insured.
- 3) Area to be contained by contiguous fencing or temporary markings
- 4) Provide on-site garbage receptacles and empty accordingly.

Date Approved by Council: _____

By: _____

Gary Winkels, City Administrator



Outdoor Event (Band)

Alley Blocked off

Shady's Hometown
Tavern & Event Center

Google Earth

CITY OF ALBANY - ESTIMATED COSTS

Splashpad

7/12/2024

Year	4% Inflation	Replacement	4% Inflation	Operations	Jaycee's	Total Yearly Cost			
1	\$250,000.00	\$0.00	\$250,000.00	\$26,335.61	\$15,779.58	\$0.00	\$15,779.58	-\$6,000.00	\$36,115.19
2	\$250,000.00	\$10,000.00	\$260,000.00		\$15,779.58	\$631.18	\$16,410.76	-\$6,000.00	\$36,746.38
3	\$260,000.00	\$10,400.00	\$270,400.00		\$16,410.76	\$656.43	\$17,067.19	-\$6,000.00	\$37,402.81
4	\$270,400.00	\$10,816.00	\$281,216.00		\$17,067.19	\$682.69	\$17,749.88	-\$6,000.00	\$38,085.50
5	\$281,216.00	\$11,248.64	\$292,464.64		\$17,749.88	\$710.00	\$18,459.88	-\$6,000.00	\$38,795.49
6	\$292,464.64	\$11,698.59	\$304,163.23		\$18,459.88	\$738.40	\$19,198.27		\$45,533.89
7	\$304,163.23	\$12,166.53	\$316,329.75		\$19,198.27	\$767.93	\$19,966.20		\$46,301.82
8	\$316,329.75	\$12,653.19	\$328,982.94		\$19,966.20	\$798.65	\$20,764.85		\$47,100.47
9	\$328,982.94	\$13,159.32	\$342,142.26		\$20,764.85	\$830.59	\$21,595.44		\$47,931.06
10	\$342,142.26	\$13,685.69	\$355,827.95		\$21,595.44	\$863.82	\$22,459.26		\$48,794.88
11	\$355,827.95	\$14,233.12	\$370,061.07		\$22,459.26	\$898.37	\$23,357.63		\$49,693.25
12	\$370,061.07	\$14,802.44	\$384,863.51		\$23,357.63	\$934.31	\$24,291.94		\$50,627.55
13	\$384,863.51	\$15,394.54	\$400,258.05		\$24,291.94	\$971.68	\$25,263.62		\$51,599.23
14	\$400,258.05	\$16,010.32	\$416,268.38		\$25,263.62	\$1,010.54	\$26,274.16		\$52,609.78
15	\$416,268.38	\$16,650.74	\$432,919.11		\$26,274.16	\$1,050.97	\$27,325.13		\$53,660.74
16	\$432,919.11	\$17,316.76	\$450,235.88		\$27,325.13	\$1,093.01	\$28,418.13		\$54,753.75
17	\$450,235.88	\$18,009.44	\$468,245.31		\$28,418.13	\$1,136.73	\$29,554.86		\$55,890.47
18	\$468,245.31	\$18,729.81	\$486,975.12		\$29,554.86	\$1,182.19	\$30,737.05		\$57,072.67
19	\$486,975.12	\$19,479.00	\$506,454.13		\$30,737.05	\$1,229.48	\$31,966.53		\$58,302.15
20	\$506,454.13	\$20,258.17	\$526,712.29		\$31,966.53	\$1,278.66	\$33,245.20		\$59,580.81

Labor Costs	Days	Hours Per Day	Total Hrs	Cost Per Hour	Totals
Monday - Friday	5	1.75	8.75	\$50.00	\$437.50
Saturday - Sunday	2	1.5	3	\$50.00	\$150.00
Saturday - Sunday - Call-In	1	0.75	0.75	\$50.00	\$37.50
Weekly Labor Costs					\$625.00
Weeks of Operation					12
					\$7,500.00
Startup-Shutdown	2	14	28	\$50.00	\$1,400.00
					\$8,900.00

Provides 4 Call-In's @ 2 Hrs Per Event

	Days	Gallons Per Day	Gallons/ Week	Weeks of Operation	Total Gallons
Water Per Day	7	1785	12495	12	149940

Cost of Water (\$8.12)	149940	149.94	\$7.00	\$1,049.58
Chemicals				\$2,550.00
Electric Cost				\$1,700.00
Operator License (\$400.00/5 Yrs)				\$80.00
Misc Expenses				\$1,500.00
Total Estimated Yearly Expenses				\$6,879.58

To:	Gary Winkels, City Staff & Albany City Council City of Albany	From:	Jeremy Mathiasen St. Cloud Office
File:	193801690	Date:	July 12, 2024

Reference: Engineering Update for the 7/17/24 Council Meeting

2023 Capital Improvement Project (Forest Avenue)

Anticipating final project closeout at August 7th Meeting.

2024 Roadway Surface Improvement project

Final walk thru next week and punch list items.

2025 Railroad Avenue / CR 157 Improvement project.

Reviewing final project drawings with staff and County over next two weeks.

Albany PFAS Pollutant Management Plan

The PMP has been submitted to the MPCA.

Albany Lead Service Line Inventory

An intermediate service line inventory has been submitted to the MDH. The final inventory is due to the MDH by August 15th.

Miscellaneous

- Working with Staff on a draft RFP for the North Park shelter project.
- A map and preliminary estimate for potential sidewalk improvements along 6th Street and 3rd Avenue is attached. Xcel Energy was notified that the pole locations may need to be adjusted as the distance between the poles and back of curb varies from two feet to four and a half feet.
- We are starting work on the block of sidewalk south of Church Avenue.

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

Proposed Future Sidewalk Improvements Albany, MN



Item	Unit	Unit Price	6th Street (North)	6th Street (South)	3rd Avenue
Mobilization	LS	7,500.00	2,500.00	2,500.00	2,500.00
Remove Curb & Gutter	LF	5.00	750.00	375.00	375.00
Remove Bituminous Pavement	SF	2.50	937.50	1,968.75	468.75
Remove Concrete Pavement*	SF	3.50	140.00	-	-
Remove Retaining Wall	SF	25.00	-	-	625.00
Sawing Bituminous Pavement	LF	4.00	600.00	492.00	96.00
Sawing Concrete Pavement*	LF	8.00	80.00	-	-
Salvage & Reinstall Sign	EA	175.00	1,575.00	875.00	175.00
Salvage & Reinstall Mailbox Assembly	EA	150.00	-	-	450.00
Common Excavation	CY	20.00	3,590.00	5,000.00	3,840.00
Aggregate Base, Cl. V (LV)	CY	25.00	2,960.00	4,120.00	3,170.00
Bituminous Patching	TN	125.00	1,380.00	690.00	690.00
4" Concrete Sidewalk	SF	7.00	25,470.00	35,430.00	27,200.00
6" Concrete Sidewalk	SF	12.00	-	3,020.00	1,510.00
Concrete Curb & Gutter	LF	25.00	4,640.00	2,320.00	2,320.00
Truncated Dones	SF	70.00	1,680.00	840.00	840.00
Select Topsoil Borrow (LV)	CY	40.00	1,880.00	2,620.00	2,810.00
Seeding, Fertilize, and Hydromulch	SY	3.25	1,310.00	1,830.00	1,400.00

Est. Construction Price	\$	49,492.50	\$	62,080.75	\$	48,469.75
Project Contingency (10%)	\$	4,949.25	\$	6,208.08	\$	4,846.98
Indirect Project Costs (15%)	\$	7,423.88	\$	9,312.11	\$	7,270.46
 Estimated Total Costs	\$	 61,865.63	\$	 77,600.94	\$	 60,587.19

* Estimates are based on not having to remove and replace existing concrete driveways

(Top 3 inches reserved for recording data)

**SUBORDINATION AGREEMENT
by Business Entity**

**Minnesota Uniform Conveyancing Blanks
Form 20.8.2 (2011)**

DATE: 7/8/2024
(month/day/year)

FOR VALUABLE CONSIDERATION, the undersigned hereby subordinates the lien on real property in Stearns County, Minnesota, legally described as follows:

Lots 11 & 12, Block 19, Townsite of Albany

Check here if all or part of the described real property is Registered (Torrens)

which is evidenced by a Commercial Rehabilitation Deferred Loan (CRDL) Repayment Agreement, Mortgage and Personal Guarantee dated May 10, 2022, recorded on June 13, 2022, as Document Number A1634474 (or in Book _____ of _____, Page _____), in the Office of the County Recorder Registrar of Titles of Stearns County, Minnesota, to a subsequent lien evidenced by a Mortgage from Albany Hotel Business Center, Inc., a Minnesota Corporation to American Heritage National Bank, in an amount not to exceed Two Hundred Ten Thousand and 00/100 Dollars (\$210,000.00) and recorded on _____, as Document Number _____ (or in Book _____ of _____, Page _____), in the Office of the County Recorder Registrar of Titles of Stearns County, Minnesota.

ALBANY ECONOMIC DEVELOPMENT AUTHORITY

By: Tom Kasner
Its: Mayor

By: Gary Winkels
Its: Clerk/Adm

State of Minnesota, County of Stearns

This instrument was acknowledged before me on _____, by Tom Kasner as Mayor and by Gary Winkels as Clerk/Adm of Albany Economic Development Authority.

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____

(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
(name and address)

American Heritage National Bank
2915 2nd Street South, PO Box 160
St. Cloud, MN 56302

(Top 3 inches reserved for recording data)

**SUBORDINATION AGREEMENT
by Business Entity**

**Minnesota Uniform Conveyancing Blanks
Form 20.8.2 (2011)**

DATE: 7/8/2024
(month/day/year)

FOR VALUABLE CONSIDERATION, the undersigned hereby subordinates the lien on real property in Stearns County, Minnesota, legally described as follows:

Lots 11 & 12, Block 19, Townsite of Albany

Check here if all or part of the described real property is Registered (Torrens)

which is evidenced by a Commercial Rehabilitation Deferred Loan (CRDL) Repayment Agreement, Mortgage and Personal Guarantee dated August 11, 2023, recorded on September 12, 2023, as Document Number A1659856 (or in Book _____ of _____, Page _____), in the Office of the County Recorder Registrar of Titles of Stearns County, Minnesota, to a subsequent lien evidenced by a Mortgage from Albany Hotel Business Center, Inc., a Minnesota Corporation to American Heritage National Bank, in an amount not to exceed Two Hundred Ten Thousand and 00/100 Dollars (\$210,000.00) and recorded on _____, as Document Number _____ (or in Book _____ of _____, Page _____), in the Office of the County Recorder Registrar of Titles of Stearns County, Minnesota.

ALBANY ECONOMIC DEVELOPMENT AUTHORITY

By: Tom Kasner
Its: Mayor

By: Gary Winkels
Its: Clerk/Adm

State of Minnesota, County of Stearns

This instrument was acknowledged before me on _____, by Tom Kasner as Mayor and by Gary Winkels as Clerk/Adm of Albany Economic Development Authority.

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
(name and address)

American Heritage National Bank
2915 2nd Street South, PO Box 160
St. Cloud, MN 56302

Water treatment Plant Firewall



Managed IT Service Proposal for City of Albany

Attachment	B
Created	6/26/24
Quote Expires	8/8/24

Contract Agreement Terms (pursuant to the Master Services Agreement)

TYPES OF SUPPORT	XTONA ESSENTIALS	XTONA DESK	XTONA CONTINUITY	XTONA SECURE
Co-managed Solutions				
Network Monitoring				
Firewall Monitoring				
Mobile Devices Assist				
Patch Management Desktop and Server				
Continuity Management				
QBR and Annual Planning				
IT Continuity Plan				
Proactive Hardware Management				
Anti-Virus				
Anti-Spam/Email Filtering				
Helpdesk Support				
Virtual Chief Information Officer				
Solutions Advisor				
Third-Party IT Vendor Support				
Disaster Recovery				
Cloud Storage				
Business Continuity				
Cloud Continuity				
Microsoft 365 Continuity				
Google Suite Continuity				
Enhanced Cybersecurity Solutions				
Next Gen Anti-Virus				
Dark Web Monitoring				
Anti-Spam/Email Filtering				
Advanced Email Security				
Advanced Scanning Solutions				

Xtona services support will be available during normal business hours Monday thru Friday 8 AM to 5 PM excluding holidays. Emergency after-hours is included with the Xtona Desk agreement.

XTONA Pricing Structure				
Item	One Time Cost	Monthly Cost	Qty	Notes
Labor	\$1,500		1	Fixed Fee
Totals	\$1,500.00	\$0.00		

License fees detailed above will be invoiced monthly by Xtona and may be subject to vendor price changes.

3rd Party Supplemental Items				
Supplemental Item	One Time Cost	Monthly Cost	Qty	Notes
Fortigate 60F Firewall	\$700		1	Includes first year of forticare, \$125* after the first year. Replacing Sonicwall
UniFi Access Point WiFi 7 Pro	\$400		2	\$200 per access point
Totals	\$1,100			

3rd Party Supplemental Items are fulfilled by 3rd party purchases unless otherwise noted. The prices listed above are subject to change, based on offerings from 3rd party vendors, and are not guaranteed to be the purchase price when executed. 3rd party ship times and availability are solely determined by the 3rd party.

Any products listed above are agreed to be purchased as part of the planned order placed in the above form. The pricing above does not include applicable taxes and may be subject to additional shipping fees, etc. Sales Tax, if applicable, will be applied unless a tax-exempt certificate is provided.

General Notes and Comments

Labor will be a fixed fee.

Xtona will provide the following services:

- Register support for devices
- Configure WAN/LAN settings on firewall and wireless access point
- Install firewall on-site
- Test connectivity

NOTE: Xtona does not install the wiring or hang access points, an electrician will be needed for this

Customer Information	
Contacts	
Primary Contact	Gary Winkels
Contact Phone	(320) 845-4244
Contact Email	gwinkels@ci.albany.mn.us

Devices			
Supported Devices		Servers	
		Sites	

Agreement of Terms

Any tasks, incidents, or projects performed outside of this scope will be billed at \$125/hr and will be approved by the customer prior to execution. Any items that require on-site work will be billed at \$125/hr plus expenses, if applicable. Increases in per-month-per-user seat licenses will be trued up as those quantities are increased.

The initial term will commence on the date of execution of this Attachment unless otherwise agreed upon.

This attachment will auto-renew annually unless written notice is given at least 60 days prior to the end of the term to sales@xtona.com. All terms are pursuant to the Master Service Agreement. The initial term will commence on the date of execution of this Attachment unless otherwise agreed upon.

Alpenglow Technologies, LLC d/b/a XTONA

Kelvin Daniels
Name
Title
Signature
Date

City of Albany

Customer
Title
Signature
Date

All city equipment



Managed IT Service Proposal for City of Albany

Attachment	B
Created	7/8/24
Quote Expires	8/8/24

Contract Agreement Terms (pursuant to the Master Services Agreement)

TYPES OF SUPPORT	XTONA ESSENTIALS	XTONA DESK	XTONA CONTINUITY	XTONA SECURE
Co-managed Solutions				
Network Monitoring				
Firewall Monitoring				
Mobile Devices Assist				
Patch Management Desktop and Server				
Continuity Management				
QBR and Annual Planning				
IT Continuity Plan				
Proactive Hardware Management				
Anti-Virus				
Anti-Spam/Email Filtering				
Helpdesk Support				
Virtual Chief Information Officer				
Solutions Advisor				
Third-Party IT Vendor Support				
Disaster Recovery				
Cloud Storage				
Business Continuity				
Cloud Continuity				
Microsoft 365 Continuity				
Google Suite Continuity				
Enhanced Cybersecurity Solutions				X
Next Gen Anti-Virus				
Dark Web Monitoring				
Anti-Spam/Email Filtering				
Advanced Email Security				
Advanced Scanning Solutions				

Xtona services support will be available during normal business hours Monday thru Friday 8 AM to 5 PM excluding holidays. Emergency after-hours is included with the Xtona Desk agreement.

XTONA Pricing Structure				
Item	One Time Cost	Monthly Cost	Qty	Notes
XOC		\$350.00	35	
Onboarding	\$500.00		1	
Totals	\$500.00	\$350.00		

License fees detailed above will be invoiced monthly by Xtona and may be subject to vendor price changes.

3rd Party Supplemental Items				
Supplemental Item	One Time Cost	Monthly Cost	Qty	Notes
Totals				

3rd Party Supplemental Items are fulfilled by 3rd party purchases unless otherwise noted. The prices listed above are subject to change, based on offerings from 3rd party vendors, and are not guaranteed to be the purchase price when executed. 3rd party ship times and availability are solely determined by the 3rd party.

Any products listed above are agreed to be purchased as part of the planned order placed in the above form. The pricing above does not include applicable taxes and may be subject to additional shipping fees, etc. Sales Tax, if applicable, will be applied unless a tax-exempt certificate is provided.

General Notes and Comments

Actual License totals will be billed after onboarding is complete.

Xtona will provide the following:

- install SOC on all endpoints, firewalls and servers (both physical and virtual)

Customer Information	
Contacts	
Primary Contact	Gary Winkels
Contact Phone	(320) 845-4244
Contact Email	gwinkels@ci.albany.mn.us

Devices		
Supported Devices	Servers	
	Sites	

Agreement of Terms

Any tasks, incidents, or projects performed outside of this scope will be billed at \$125/hr and will be approved by the customer prior to execution. Any items that require on-site work will be billed at \$125/hr plus expenses, if applicable. Increases in per-month-per-user seat licenses will be trued up as those quantities are increased.

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This attachment will auto-renew annually unless written notice is given at least 60 days prior to the end of the term to sales@xtona.com. All terms are pursuant to the Master Service Agreement. The initial term will commence on the date of execution of this Attachment unless otherwise agreed upon.

Alpenglow Technologies, LLC d/b/a XTONA

Kelvin Daniels
Name

Title

Signature

Date

City of Albany

Customer

Title

Signature

Date
