

**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, August 21, 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 17th.
5. Open Forum/Public comment (3 to 5 minutes max.)
6. Public Hearing to vacate a drainage and utility easement in Whispering Oaks at Two River subdivision on a petition received by Phyllis Schlangen, 111 Schwinghammer Drive
 - Gary Winkels, Clerk/Adm.
7. Police Chief, Matt Gannon, administrator Patrol Officer Oath of Honor to Seth Adams
8. Molly Thompson, Auditor, Schlenner Wenner Co., present the 2023 annual audit
9. Jeremy Mathiasen, City Engineer – present the following:
 - Project updates
 - Breitbach Construction Pay Application #7 (Final) \$205,567.13.
 - Feasibility Report for 6th Street / 3rd Ave Sidewalk improvements.
 - Resolution 2024-17 Receiving preliminary engineering report and calling public hearing on local improvement project.
10. Councilor John Harlander, North Park Shelter committee
 - Present proposed shelter design North Park.
 - Proposed bidding timeline.
 - Authorize Stantec to prepare a topographical map (elevations) and site map of North Park.
11. Bryan Schiffler, Friends of North Park
 - Update on North Park improvements.
12. Reports of Boards and Department Heads
 - Police Chief Matt Gannon
 - Joseph Mergen, Public Works Supervisor
 - Bruce Winter, Albany Golf Board Liaison
 - Gary Winkels, Clerk/Adm. -present the following:
 - MN Lawful Gambling LG220 application submitted by Albany MN Band Boosters for an exempt permit to conduct a raffle at the Albany Bowling Center on December 15th (Resolution 2024-16).
 - Park Board meeting scheduled for August 28th.
 - Recommend council workshop sessions Wednesday September 4th Time TBD (Budget).
13. Mayor Tom Kasner - announce the next regular council meeting date (Wednesday September 4th) 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, August 7, 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, Matt Gannon, Joe Mergen, Public Works Supervisor, Tim Hennagir, Staff Writer, the Star Post, Gary Winkels, City Administrator, Tom Schneider, Administrative Consultant, Bryan Schiffler, Friends of North Park, Berleen Hollenkamp, Taryn Hollenkamp, Andy Schultz, Heather Cruz, and Molly Hoppe.

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 (4310-4345), electronic payments transfers (900139-900156), and the payment of the following bills: Check Numbers 73636-73674. 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 July 17th, and hearing none declared them approved.

Open forum/public comments: None.

Mayor Tom Kasner presented former City Administrator Tom Schneider, with a plaque for his thirty-six (36) years of service to the City of Albany. Mayor Tom Kasner noted since Mr. Schneider started his City Administration career with the City of Albany in 1987, the city's population increase seventy (70) percent from 1,654 to 2,805 and noted when Mr. Schneider started there was two (2) full-time law enforcement officers who worked nights, and two (2) full-time employees in the Public Works department. Mayor Tom Kasner noted Mr. Schneider has worked for numerous mayors and councilors and the city would not be where it is today without Mr. Schneider. Mr. Schneider noted it has been an honor and privilege to serve the City of Albany for the past thirty-six years (36) years and thanked the city council, staff and the community for their support.

Police Chief Matt Gannon presented the council an amendment to Minnesota Statue §626.8458 regarding Police Pursuit Policy. Mr. Gannon noted the two (2) major changes to the said policy relate to "Spike Sticks" now being called Portable Tire Deflation Device and police departments needing to ask permission when pursuing across state lines. Mayor Tom Kasner, with the consensus of the council, directed Mr. Gannon to adopt the updated Police Pursuit Policy as mandated. Mr. Gannon also noted Patrol Officer Seth Adams starting inhouse training on Monday, and also noted he along with Mr. Winkels continue to discuss with the insurance adjuster for the League of MN Cities Insurance Trust, the city's insurance company, on items damaged in the police garage fire on April 22nd.

Mr. Mergen informed the council since the filter cell repair at the Water Treatment Plant (WTP) he has still been receiving a few "rusty water" complaints. Mr. Mergen noted the water is safe to drink, and the water sampling at the WTP shows good results. Mr. Mergen noted he has contacted Hawkins, the company that supplies the city's WTP with needed additives to send out a specialist to investigate further.

Mayor Tom Kasner, Albany Fire Department Fire Board Liaison, informed the council the board held a meeting on July 31st, whereby the board approved a 3.01% budget increase for the year 2025, and a 3-year fire service contract effective until December 31, 2027. Mayor Tom Kasner also noted the Albany/Avon Fire Departments will be hosting their 23rd annual golf tournament fundraiser at the Albany Golf Club on August 12th.

Mayor Tom Kasner informed the council a new Emergency Management Director need to be appointed in lieu of former Police Chief Ozzie Carbajal retiring. After due discussion a motion was made by John R. Harlander and seconded by Keith Heitzman to appoint Police Chief, Matt Gannon, as the city's new Emergency Management Director. All voted for the motion, and it carried.

Mr. Winkels presented the council the following project update from Jeremy Mathiason, the city engineer, who was unable to attend the meeting:

- 2023 Forest Avenue Capital Improvement project. The contractor is preparing their closeout documentation.
- 2024 Roadway Surface Improvement project. The final walk through, and punch list items will be completed in the next few weeks.
- 2025 County Road 157/ Railroad Avenue project. The project includes roughly seven blocks of frontage along County Road 157/ Railroad Avenue. 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 will be reviewed with staff and Stearns County over the next few weeks.
- Topo have been collected and working on plans for sidewalk extension on the east side of 8th Street, from the south curb of Church Avenue to Northdale Oil driveway.
- Reviewing civil drawings, submitted for the proposed Centra Sota Co-op expansion at 1121 Co. Rd. 10

Mr. Winkels also noted in December 2021, the Environmental Protection Agency (EPA), announced Lead and Copper Rule Revisions to reduce lead in drinking water. Mr. Winkels noted the EPA directed states and cities to complete a service line inventory by August 30th, and noted the intermediate service line inventory has been submitted to the Minnesota Department of Health (MDH) which cost was estimated to be \$55,554+/- . Mr. Winkels also noted the City of Albany will be receiving funding in the amount of \$55,000 +/- from MDH to help with the inventory.

Mr. Winkels noted at the July 17th council meeting Mr. Mathiasen presented a preliminary cost estimate of \$200,053+/- for the potential future sidewalk improvements along the east side of 6th Street (CSAH #53) from Linden Avenue north to the Lake Wobegon Trail, north of Soo Line Avenue, and on the south side of 3rd Avenue from 6th Street easterly to the new Albany Area School Early Childhood Learning Center. Mr. Winkels noted the 6th Street sidewalk project could possibly be divided into the following three (3) phases:

- North Phase – 3rd Avenue North to the Lake Wobegon Trail, approximately 735 feet, \$61,866.
- South Phase – Linden Avenue North to 3rd Avenue, approximately 1115 feet, \$77,601.

- East Phase - 3rd Avenue from 6th Street easterly to Early Childhood Learning Center, approximately 740 feet, \$60,588.

After due discussion, a motion was made by Bruce Winter who introduced the following resolution and moved its adaption:

RESOLUTION 2024-15
CALLING FOR A PRELIMINARY ENGINEERING REPORT
6th Street Sidewalk Improvements
(From the Wobegon Trail to Linden Avenue and along 3rd Avenue from 6th Street to Early Childhood Learning Center)

The motion for the foregoing Resolution was seconded by John R. Harlander and after a full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Tom Kasner, Councilors Bruce Winter, 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 administration office for public inspection during regular office hours.

Mr. Winkels presented to the council a Request for Proposal (RFP) for the new North Park Shelter Construction Manager Services. Mr. Winkels noted Bryan Schiffler, Friends of North Park called him on Tuesday August 6th, and noted Arnzen Construction, St. Rosa was interested in donating their Construction Manager Services. Mr. Winkels noted he verified with Arnzen Construction, and they would be willing to provide the needed services as a Construction Manager with the help of the Friends of North Park, and noted he also verified with Inspectron the city's building inspector, that construction plans would be needed but architectural stamps would not be necessary. Mr. Winkels also noted competitive bidding laws would still have to be followed. After due discussion, a motion was made by John R. Harlander with a second by Bruce Winter to accept Arnzen Construction services with the help of the Friends of North Park. All voted for the motion, and it carried.

Mr. Schiffler noted he is proposing to build the shelter with wood frame instead of block so the shelter could be potentially enclosed in the future. Councilor John R. Harlander noted he would like to have the building committee meet on Monday August 12th to discuss the design of the proposed shelter. Mr. Winkels noted the committee was to be made up of the following: up to two (2) councilors, and one (1) from public works, Park Board, Friends of North Park, and the Albany Area Jaycees. Councilor Keith Heitzman and John R. Harlander volunteered to be on the committee. Mr. Winkels noted he would contact the other said groups and invite a representative to the meeting.

Mr. Winkels present the council a draft amendment to Ordinance No. 60 (Liquor). Mr. Winkels noted the amendment would allow the city to issue On-sale wine license to restaurant(s) that do not want the full on-sale liquor license. Mr. Winkels noted a fee of \$600.00 would be charged for the on-sale wine license. After due discussion a motion was made by Keith Heitzman with a second by Bruce Winter to amend Ordinance No. 60 to allow on-sale wine license with a \$600.00 fee. All voted for the motion, and it carried.

Mr. Winkels noted at a previous meeting the council directed him to investigate council workshop sessions. Mr. Winkels provided the council with information pertaining to the purpose of a workshop session and process that shall be followed during discussions of the various topics.

Mr. Winkels noted he will be putting together an agenda for some work sessions and requested if the council had any items, they would like on the agenda to email him.

Mr. Winkels presented to the council a Tax Increment Financing (TIF), Management and Recommendation Letter, from Jason Murray, Advisor, with the firm David Drown Associates, Inc, the city's public finance advisors and noted the letter covers TIF districts No. 5,14,15, and 16. Mr. Winkels noted he followed Mr. Murray's recommendation to pay the balance of \$367.00 to formally closeout district N0. 16 which was decertified in 2023.

Mr. Winkels noted the proposed 2025 Local Government Aid from the State of Minnesota is \$837,089, an increase of \$1,040 from 2024.

Mr. Winkels reminded the council Molly Thompson from Schlenner Wenner the city's auditor is scheduled to present the 2023 audit at the August 21st council meeting.

Mayor Tom Kasner announced the next regular council meeting for 6:30 PM or as soon as thereafter on Wednesday, August 21, and adjourned the meeting at 9:00 PM.

Gary Winkels
City Administrator

UNOFFICIAL

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 August 21, 2024, to hear all persons present upon action taken by the City Council on a request by Phyllis Schlangen, 111 Schwinghammer Drive, Albany, MN, to vacate the drainage and utility easement as dedicated in Whispering Oaks at Two River, according to the recorded plat thereof, Stearns County, Minnesota, bounded as follows:

EASEMENT VACATION DESCRIPTION

-On the Northeast by a line measured 5.00 feet Northeasterly of, as measured at right angle to and parallel with the Southwesterly line of Lot 9, Block 3, of said WHISPERING OAKS AT TWO RIVER.

-On the Southeast by a line measured 10.00 feet Northwesterly of, as measured at a right angle to and parallel with the Southeasterly lines of said Lot 9 and Lot 10, said Block 3.

-On the Southwest by a line measured 5.00 feet Southwesterly of, as measured at a right angle to and parallel with the Northeasterly line of said Lot 10.

-On the Northwest by the following described line: Commencing at the most easterly corner of said Lot 9; thence North 57 degrees 54 minutes 55 seconds West, assumed bearing, along the northeasterly line of said Lot 9, a distance of 78.73 feet, to the point of beginning of the line to be described; thence South 32 degrees 31 minutes 41 seconds West, 97.63 feet, to the southwesterly line of said Lot 9; thence South 73 degrees 21 minutes 37 seconds West, 65.07 feet and said line there terminating.

Dated this 23rd day of June 2024.

Gary Winkels
Clerk/Adm.

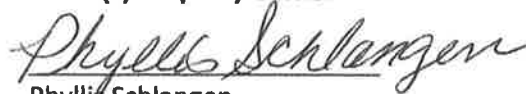
Published in the Star Post on July 31st and August 07, 2024.

**PETITION FOR VACATION OF DRAINAGE AND
UTILITY EASEMENT IN THE WHISPERING OAKS AT TWO RIVER 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



Phyllis Schlagen

Legal Description

Lt 10, Blk 3 Lt 9, Blk 3
Whispering Oaks at Two River
(40.25655.0035) (40.25655.0034)
(111 Schwinghammer DR) (115 Oak Leaf DR)

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

Received this 23 day of July, 2024.

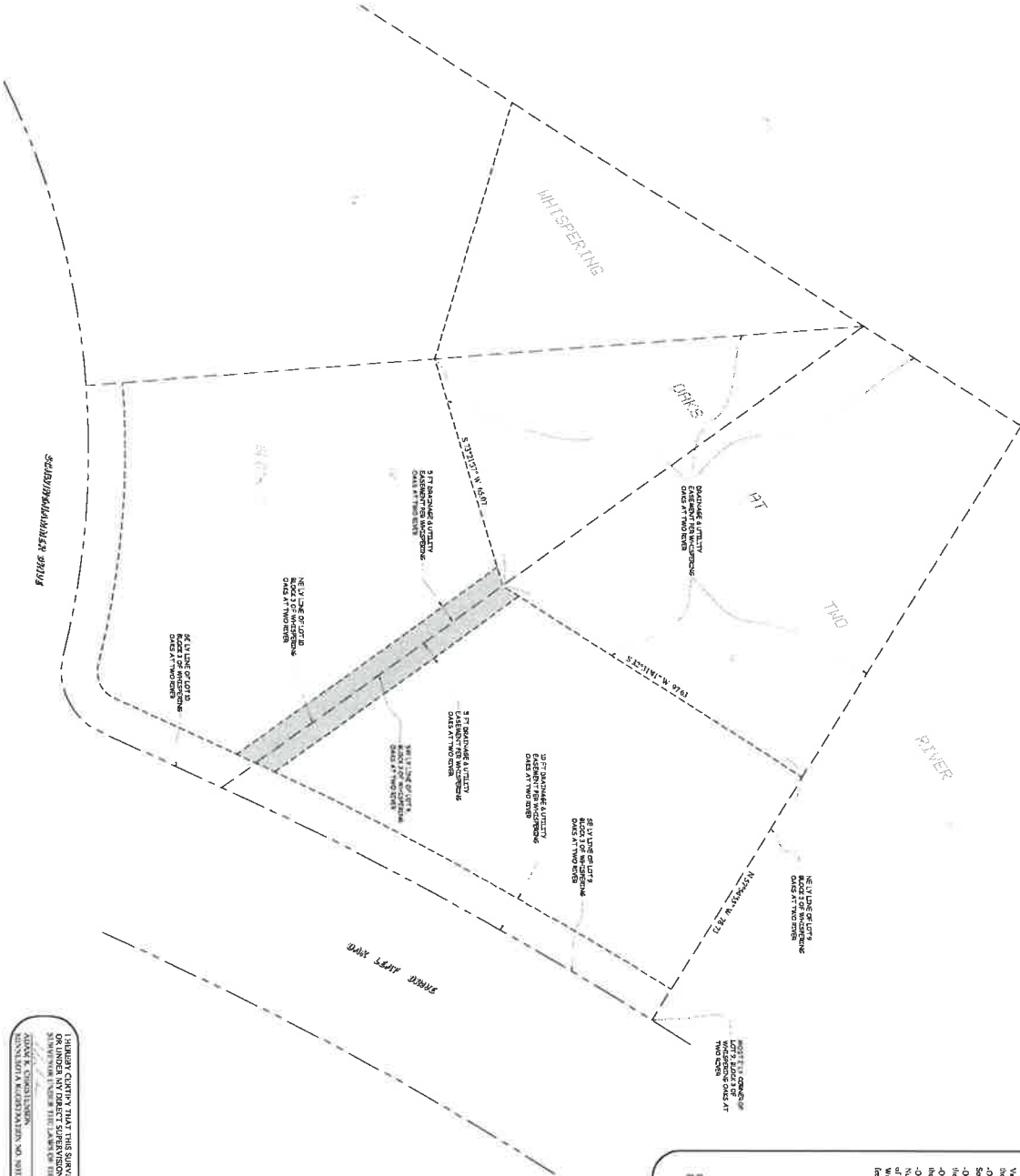

Gary Winkels, Clerk/Adm.

EASEMENT VACATION SKETCH PREPARED BY:
O'MALLEY & KRON
LAND SURVEYORS, INC.

1004 2ND ST. SE WILLMAR, MN 56201 PH. 320-235-4012
 340 CHAPEL HILL RD. COLD SPRING, MN 56320 PH. 320-685-5905
 1250 HWY 15 SOUTH HUTCHINSON, MN 55350 PH. 320-234-1223

NOTE: THIS SURVEY IS INTENDED ONLY FOR THE BENEFIT OF THE PARTY TO WHICH IT WAS PREPARED FOR AND SHOULD NOT BE RELIED UPON BY ANY OTHER PARTY OR FOR ANY OTHER PURPOSE. UNAUTHORIZED REPRODUCTION OF THIS DOCUMENT IS PROHIBITED.

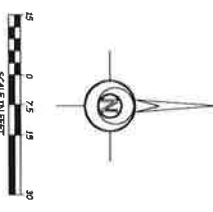
PROPOSED EASEMENT VACATION SKETCH



LEGAL DESCRIPTION

LEGAL DESCRIPTION FOR VACATING EASEMENT & UTILITY EASEMENT
 Vacating the Easement and utility easement is defined in WHISPERS CREEK AT TWO TRACT, according to the recorded plat thereof, Section Twenty, Minnesota, bounded as follows:
 -On the Northward by a line measured 5.90 feet Northwardly of a line measured at right angle to and parallel with the South boundary line of Lot 6, Block 5, of said WHISPERS CREEK AT TWO TRACT.
 -On the Southward by a line measured 5.90 feet Southwardly of a line measured at right angle to and parallel with the North boundary line of said Lot 13.
 -On the Eastward by a line measured 5.90 feet Southwardly of a line measured at right angle to and parallel with the North boundary line of said Lot 13.
 -On the Westward by a line measured at the beginning of the line to be vacated, thence South 33 degrees 11 minutes 41 seconds West, 97.61 feet to the westerly line of said Lot 6, Block 5, of said Tract South 72 degrees 21 minutes 17 seconds West, 65.07 feet and said line being northerly.

INDICATES EASEMENT & UTILITY EASEMENT TO BE VACATED



I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR IN THE STATE OF MINNESOTA.
 DATE: 07/23/24
 SURVEYOR'S LICENSE NUMBER: 0000000000

SHEET 1 OF 1

JOB NO: 2024-458
 FILE NAME: 2024-458.DWG
 LOCATION: 23-125-31
 EASEMENT VACATION SKETCH PREPARED FOR:
PHYLLIS SCHLANGEN

UTILITY AGENCIES

IN PLACE UTILITIES

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

Justification of requested vacation: Construct a house.

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

[Signature]
Gary Winkels, Clerk/Adm.

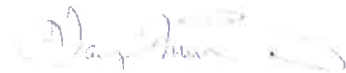
UTILITY AGENCIES

IN PLACE UTILITIES

Albany Mutual Telephone Assn.:	<u>Derek Iverson</u> (signature of company rep.)	Yes ___	No <u>X</u>
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.

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



Gary Winkels, Clerk/Adm.

Gary Winkels

From: Mayers, Charles J <charles.mayers@CenterpointEnergy.com>
Sent: Monday, July 29, 2024 9:49 AM
To: Gary Winkels
Cc: Mayers, Charles J
Subject: RE: [External Email] Drainage and utility vacation request

Hi Gary,

CenterPoint Energy has no issues or concerns with your Drainage and utility vacation request.

Chuck Mayers



Chuck Mayers **SR/WA**
Senior Agent, Right of Way
System Integrity & Operation Support
612-321-5381 w. | 952-334-9180 c.
Charles.mayers@centerpointenergy.com



From: Gary Winkels <gwinkels@ci.albany.mn.us>
Sent: Tuesday, July 23, 2024 3:49 PM
To: diverson@albanytel.com; joseph.n.klein@xcelenergy.com; Mayers, Charles J <charles.mayers@CenterpointEnergy.com>; Mogensen, Jonathan C <jonathan.mogensen@charter.com>; gmarthaler@stearnselectric.org
Cc: Joe Mergen <jmergen@albanytel.com>; rklasen@albanytel.com
Subject: [External Email] Drainage and utility vacation request

You don't often get email from gwinkels@ci.albany.mn.us. [Learn why this is important](#)

EXTERNAL EMAIL

CAUTION: This message originated from outside CenterPoint Energy. Do not click on links, open attachments, or enter data unless you recognize the sender, were expecting the content and know it to be safe.

Attached is a drainage and utility easement vacation request submitted by Phyllis Schlangen 111 Schwinghammer Drive Albany. Please answer and sign the attached and return to me.

Thank you

Gary Winkels | *City Administrator*

City of Albany

400 Railroad Ave, PO Box 370
Albany, MN 56307

UTILITY 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): Joe Klein Yes ___ No
(signature of company rep.)

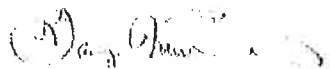
Stearns Electric Assn.: _____ Yes ___ No ___
(signature of company rep.)

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, Clerk/Adm.

UTILITY 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.: *Gerald Matheson* Yes ___ No X
(signature of company rep.)
(Engineering Sup) 7-24-2024

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.

UTILITY 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.

To:	Gary Winkels, City Staff & Albany City Council City of Albany	From:	Jeremy Mathiasen St. Cloud Office
File:	193801690	Date:	August 16, 2024

Reference: Engineering Update for the 8/21/24 Council Meeting

2023 Capital Improvement Project (Forest Avenue)

The final payment voucher for Breitbach Construction is ready for your review and consideration. The Contractor has submitted their project closeout paperwork.

Albany Lead Service Line Inventory

An intermediate service line inventory has been submitted to the MDH. The final inventory will be submitted to the MDH by August 30th.

6th Street Sidewalk Improvements

At the meeting on Wednesday, we will provide a summary of the feasibility report for the potential sidewalk improvements along 6th Street. A resolution is included in your packets to accept the Feasibility Report and call a public hearing to discuss the project further.

North Park Improvements

There was discussion about the preparation of utility plans for the potential new shelter and potential future splash pad. Some additional site topo (between the two parking lot areas) will be needed to complete this work. We should have a discussion on Wednesday to better specify the scope of work needed.

Miscellaneous

- The City-wide Survey closed today, and we will prepare the data for sharing at the Council meeting.
- A resolution is included in your packets for ordering a Feasibility Report for the 6th Street Sidewalk Improvements.

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

To:	Mr. Gary Winkels Albany City Hall	From:	Jeremy Mathiasen St. Cloud, MN
File:	193805671	Date:	August 16, 2024

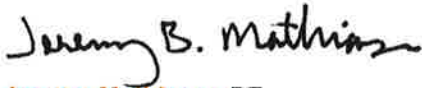
Reference: 2023 Capital Improvements (Forest Avenue) – Final Payment Application No. 7

For your consideration at your August 21st Council meeting is Final Payment Voucher No. 7 for the 2023 Capital Improvement Project (Forest Avenue and adjoining streets). Final Payment Voucher No. 7 has been prepared for your review and includes the final wear course paving, related work and the release of the remaining project retainage. The final amount due is **\$205,567.13** and the final project construction cost is **\$2,412,375.14**. Breitbach Construction has submitted their closeout paperwork.

Stantec is recommending approval of Final Payment Voucher No. 7 for Breitbach Construction Co. With your approval of the final payment application, you assume responsibility for the roadways, sidewalks and utilities and agree to perpetual maintenance of the City owned infrastructure. The project warranty extends to September 13th of 2025.

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: 320 529 4366
Jeremy.Mathiasen@stantec.com

Attachment: Final Payment Voucher No.7



Owner: City of Albany, 400 Railroad Ave., Albany, MN 56307	Date: August 6, 2024
For Period: 11/1/23 to 7/20/2024	Request No: 7 (Final)
Contractor: Breitbach Construction Co.	

CONTRACTOR'S REQUEST FOR PAYMENT
 2023 ALBANY CAPITAL IMPROVEMENTS
 STANTEC PROJECT NO. 193805671

SUMMARY

1	Original Contract Amount		\$	<u>2,528,586.39</u>
2	Change Order - Addition (1 of 1)	\$	<u>9,669.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>2,538,255.39</u>
5	Value Completed to Date		\$	<u>2,412,375.14</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>2,412,375.14</u>
8	Less Retainage 0.0%		\$	<u>0.00</u>
9	Subtotal		\$	<u>2,412,375.14</u>
10	Less Amount Paid Previously		\$	<u>2,206,808.00</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	<u>7 (Final)</u>	\$	<u><u>205,567.13</u></u>

Recommended for Approval by:
STANTEC

Jeremy B. Mathiasen

Approved by Contractor:
BREITBACH CONSTRUCTION CO.

Kara Latraco

Approved by Owner:
CITY OF ALBANY

Specified Contract Completion Date:

Substantial - 8/4/23; Final - 6/28/24

Date:

Item No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Amount This Request	Quantity to Date	Amount to Date
1	MOBILIZATION	LUMP SUM	1.0	\$124,010.00		0.00	1.0	124,010.00
2	CLEAR AND GRUB TREE	EACH	98.0	\$470.26		0.00	98.0	46,085.48
3	REMOVE SEWER PIPE (STORM)	LIN FT	265.0	\$6.27		0.00	242.0	1,517.34
4	REMOVE SEWER PIPE (SANITARY)	LIN FT	3314.0	\$0.52		0.00	3,304.0	1,718.08
5	REMOVE WATER MAIN	LIN FT	3572.0	\$1.05		0.00	3,322.0	3,488.10
6	REMOVE HYDRANT ASSEMBLY	EACH	4.0	\$365.75		0.00	4.0	1,463.00
7	REMOVE GATE VALVE & BOX	EACH	13.0	\$109.69		0.00	14.0	1,535.66
8	REMOVE MANHOLE (STORM)	EACH	5.0	\$209.00		0.00	5.0	1,045.00
9	REMOVE MANHOLE (SANITARY)	EACH	6.0	\$209.00		0.00	6.0	1,254.00
10	REMOVE CURB AND GUTTER	LIN FT	6083.0	\$1.57		0.00	6,527.0	10,247.39
11	REMOVE RETAINING WALL	LIN FT	130.0	\$4.70		0.00	130.0	611.00
12	REMOVE CONCRETE WALK	SQ YD	3130.0	\$2.61		0.00	3,130.0	8,169.30
13	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	709.0	\$3.14		0.00	709.0	2,226.26
14	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	424.0	\$2.61		0.00	424.0	1,106.64
15	RECLAIM BITUMINOUS PAVEMENT	SQ YD	15905.0	\$0.75		0.00	15,905.0	11,928.75
16	SAWING BITUMINOUS PAVEMENT	LIN FT	1730.0	\$2.14		0.00	1,151.0	2,463.14
17	SAWING CONCRETE PAVEMENT	LIN FT	932.0	\$3.45		0.00	405.0	1,397.25
18	SALVAGE MANHOLE (SANITARY)	EACH	1.0	\$679.00		0.00	1.0	679.00
19	SALVAGE CASTING	EACH	1.0	\$105.00		0.00	1.0	105.00
20	SALVAGE SIGN	EACH	25.0	\$26.12		0.00	9.0	235.08
21	SALVAGE MAIL BOX SUPPORT & BOX	EACH	28.0	\$57.46		0.00	35.0	2,011.10
22	INSTALL CLUSTER MAIL BOX SUPPORT & BOX	EACH	6.0	\$470.33		0.00	11.0	5,173.63
23	ADJUST VALVE BOX	EACH	17.0	\$250.82	4	1,003.28	7.0	1,755.74
24	ADJUST FRAME & RING CASTING	EACH	4.0	\$392.00	2	784.00	3.0	1,176.00
25	VALVE BOX ADJUSTMENT RING	EACH	20.0	\$67.95	15	1,019.25	16.0	1,087.20
26	MANHOLE ADJUSTMENT RING	EACH	8.0	\$229.86	6	1,379.28	7.0	1,609.16
27	COMMON EXCAVATION (P)	CU YD	13670.0	\$17.77		0.00	13,670.0	242,915.90
28	SUBGRADE EXCAVATION (EV)	CU YD	1367.0	\$3.14		0.00	231.0	725.34
29	SELECT GRANULAR BORROW (CV)	CU YD	6095.0	\$17.68		0.00	5,426.0	95,931.68
30	SUBGRADE GRANULAR BORROW (CV)	CU YD	610.0	\$3.34		0.00	231.0	771.54
31	SELECT TOPSOIL BORROW - SCREENED (LV)	CU YD	1547.0	\$32.41		0.00	1,079.0	34,970.39
32	PLACE SALVAGED AGGREGATE (CV)	CU YD	1500.0	\$5.33		0.00	1,500.0	7,995.00
33	GEOTEXTILE FABRIC TYPE V	SQ YD	16618.0	\$3.53		0.00	16,839.0	59,441.67
34	GEOGRID	SQ YD	831.0	\$1.44		0.00	0.00	0.00
35	AGGREGATE BASE CLASS 5 (CV) - DRWYS & WALKS	CU YD	1044.0	\$23.85		0.00	1,032.6	24,627.99
36	AGGREGATE BASE CLASS 5 (CV) - ROADWAYS & ALLEYS	CU YD	6148.0	\$23.30		0.00	5,625.5	131,074.15
37	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	1620.0	\$102.41	1279.13	130,995.70	1,738.2	178,007.01
38	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	2202.0	\$100.32		0.00	1,925.1	193,122.02
39	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) - DRIVEWAYS	TON	37.0	\$125.41		0.00	0.0	0.00
40	4" CONCRETE WALK	SQ FT	25035.0	\$5.23		0.00	23,406.0	122,413.38
41	6" CONCRETE WALK	SQ FT	3746.0	\$5.75		0.00	3,333.4	19,166.76
42	PEDESTRIAN CURB RAMP	EACH	11.0	\$1,149.55		0.00	8.0	9,196.40
43	TRUNCATED DOMES	SQ FT	152.0	\$52.25		0.00	193.0	10,084.25
44	CONCRETE CURB & GUTTER DESIGN B&I8	LIN FT	6543.0	\$16.72		0.00	6,527.0	109,131.44
45	4" CONCRETE DRIVEWAY PAVEMENT	SQ YD	906.0	\$56.43	23.04	1,300.15	790.0	44,581.94
46	7" CONCRETE VALLEY GUTTER (24" WIDE) - ALLEY	LIN FT	315.0	\$23.51		0.00	318.8	7,494.99
47	CONCRETE SETEPS	SQ FT	265.0	\$104.50		0.00	40.5	4,232.25
48	12" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	72.0	\$60.61		0.00	157.5	9,546.68
49	15" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	449.0	\$68.60		0.00	460.0	31,556.00
50	18" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	276.0	\$76.29		0.00	290.0	22,124.10
51	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2' X 3'	EACH	3.0	\$3,299.00		0.00	3.0	9,897.00
52	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	8.0	\$3,929.25		0.00	9.0	35,363.25
53	CONSTRUCT DRAINAGE STRUCTURE DESIGN 54-4020	EACH	1.0	\$6,322.00		0.00	0.0	0.00
54	CONNECT TO EXISTING STORM SEWER MANHOLE	EACH	2.0	\$836.00		0.00	2.0	1,672.00
55	CONNECT DRAIN TILE TO STRUCTURE	EACH	4.0	\$104.50		0.00	8.0	836.00
56	4" PERI SCH 40 PIPE DRAIN W/SOCK	LIN FT	2210.0	\$15.15		0.00	2,008.0	30,421.20
57	DRAIN TILE RISER W/ GV COVER	EACH	16.0	\$245.31		0.00	4.0	981.24
58	IMPROVED PIPE FOUNDATION	LIN FT	1000.0	\$0.01		0.00	0.0	0.00
59	8" PVC SANITARY SEWER PIPE SDR 35	LIN FT	1462.0	\$42.84		0.00	1,517.0	64,988.28
60	10" PVC SANITARY SEWER PIPE, SDR 35	LIN FT	1775.0	\$51.21		0.00	1,787.0	91,512.27
61	CONSTRUCT SANITARY MANHOLE	EACH	5.0	\$6,196.80		0.00	5.0	30,984.00
62	INSTALL SALVAGED MANHOLE (SANITARY)	EACH	1.0	\$914.00		0.00	1.0	914.00
63	8"x4" PVC WYE	EACH	35.0	\$399.20		0.00	35.0	13,972.00
64	8"x6" PVC WYE	EACH	1.0	\$535.00		0.00	0.0	0.00
65	10"x4" PVC WYE	EACH	22.0	\$562.23		0.00	23.0	12,931.29
66	4" PVC SANITARY SERVICE PIPE	LIN FT	2044.0	\$22.47		0.00	1,952.0	43,861.44
67	6" PVC SANITARY SERVICE PIPE	LIN FT	40.0	\$25.40		0.00	0.0	0.00
68	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	57.0	\$109.72		0.00	56.0	6,144.32
69	CONNECT TO EXISTING SANITARY SEWER	EACH	4.0	\$731.50		0.00	6.0	4,389.00

70	CONNECT TO EXISTING SANITARY SEWER MANHOLE	EACH	1.0	\$606.00		0.00	1.0	606.00
71	CONNECT TO EXISTING SANITARY SEWER INVERT	EACH	2.0	\$470.50		0.00	0.0	0.00
72	TELEWISE SANITARY SEWER PIPE	LIN FT	3237.0	\$1.62		0.00	3,440.0	5,572.80
73	TELEWISE STORM SEWER PIPE	LIN FT	798.0	\$3.61		0.00	0.0	0.00
74	TELEWISE DRAIN TILE PIPE	LIN FT	2210.0	\$1.04		0.00	1,102.0	1,146.08
75	6" PVC WATERMAIN	LIN FT	102.0	\$44.46		0.00	79.0	3,512.34
76	8" PVC WATERMAIN	LIN FT	3441.0	\$41.80		0.00	3,500.0	146,300.00
77	CONNECT TO EXISTING WATER MAIN	EACH	10.0	\$888.30		0.00	9.0	7,994.70
78	WATER MAIN OFFSET	EACH	2.0	\$2,194.50		0.00	4.0	8,778.00
79	6" GATE VALVE AND BOX	EACH	5.0	\$2,460.00		0.00	5.0	12,300.00
80	8" GATE VALVE AND BOX	EACH	12.0	\$3,318.92		0.00	11.0	36,508.12
81	5" HYDRANT	EACH	4.0	\$5,768.50		0.00	4.0	23,074.00
82	HYDRANT BARREL EXTENSION	LIN FT	4.0	\$522.50		0.00	0.0	0.00
83	FITTINGS	POUND	1666.0	\$9.93		0.00	1,477.0	14,666.61
84	CONNECT TO EXISTING WATER SERVICE	EACH	60.0	\$119.13		0.00	57.0	6,790.41
85	1" CORPORATION STOP	EACH	60.0	\$303.05		0.00	57.0	17,273.85
86	1" CURB STOP & BOX	EACH	60.0	\$503.68		0.00	57.0	28,709.76
87	1" TYPE K COPPER PIPE	LIN FT	1978.0	\$27.17		0.00	1,795.0	48,770.13
88	TEMPORARY WATER SERVICE	LUMP SUM	1.0	\$27,170.00		0.00	1.00	27,170.00
89	3" POLYSTYRENE INSULATION	SQ YD	40.0	\$49.65		0.00	91.2	4,527.09
90	FERTILIZER & SEED MIX, MNDOT 25-151	SQ YD	6964.0	\$1.57		0.00	8,506.6	13,355.31
91	HYDRAULIC SOIL STABILIZER, TYPE 5	SQ YD	6964.0	\$1.72		0.00	8,506.6	14,631.30
92	EROSION CONTROL BLANKETS CATEGORY 4	SQ YD	332.0	\$2.09		0.00	0.0	0.00
93	2.5" DECIDUOUS TREE, CELEBRATION MAPLE	EACH	10.0	\$653.10	1	653.10	6.0	3,918.60
94	2.5" DECIDUOUS TREE, DONALD WYMAN CRAB	EACH	10.0	\$653.10		0.00	2.0	1,306.20
95	SILT FENCE, TYPE MACHINE SLICED	LIN FT	300.0	\$6.27		0.00	0.0	0.00
96	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	7.0	\$287.43		0.00	2.0	574.86
97	STORM DRAIN INLET PROTECTION	EACH	24.0	\$99.29		0.00	34.0	3,375.86
98	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	30.0	\$104.50		0.00	20.0	2,090.00
99	TRAFFIC CONTROL	LUMP SUM	1.0	\$21,945.00		0.00	1.00	21,945.00
100	FURNISH SIGN PANEL (STOP SIGN)	EACH	6.0	\$188.17		0.00	15.0	2,822.55
101	SIGN SUPPORT	EACH	6.0	\$104.50		0.00	7.0	731.50
CHANGE ORDER #1								
	CONCRETE DRIVEWAY SEALANT	SQ FT	8790	1.10	8790	9,669.00	8,790.00	9,669.00
MINOR EXTRA WORK								
	36" SOLID LINE, WHITE PAINT	SQ FT	432	4.08	432	1,762.56	432.0	1,762.56
	DRIVEWAY SURFACE AGGREGATE, CL 2	CU YD	16	26.00	16	416.00	16.0	416.00
	TOTAL WORK THIS PAYMENT APPLICATION					\$148,982.32		
	TOTAL WORK COMPLETED TO DATE							\$2,412,375.14

PROJECT PAYMENT STATUS

OWNER CITY OF ALBANY
STANTEC PROJECT NO. 193805671
CONTRACTOR BREITBACH CONSTRUCTION CO.

CHANGE ORDERS

No.	Date	Description	Amount
1	9/6/2023	Concrete Driveway Sealant	\$9,669.00
Total Change Orders			\$9,669.00

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	05/01/2023	05/26/2023	186,121.91	9,795.89	195,917.80
2	05/27/2023	06/23/2023	622,027.01	42,534.15	850,683.07
3	06/24/2023	07/21/2023	666,925.29	77,635.48	1,552,709.69
4	07/22/2023	08/25/2023	419,023.83	99,689.37	1,996,787.41
5	08/26/2023	09/25/2023	234,443.26	112,028.48	2,412,375.14
6	09/26/2023	10/27/2023	78,266.70	56,584.82	2,398,244.34
7	11/01/2023	07/20/2024	205,567.13		2,412,375.14

EXHIBIT A

NOTICE OF PUBLIC HEARING

City of Albany, Minnesota

Date, time and place:	Notice is given that the City Council of the City of Albany, Minnesota (the "City"), will meet on Wednesday, September 18, 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.
General nature of the Improvement:	Sidewalk along 6 th Street (from Linden Avenue to Soo Line Avenue), Burberry Way (from Soo Line Avenue to the Wobegon Trail) and 3 rd Avenue (from 6 th Street to the Albany School's parking lot) and associated restoration (the "Improvement").
Estimated cost of the proposed Improvement:	The preliminary estimated cost of the Improvement is (\$206,700).
Area proposed to be assessed:	The area proposed to be assessed consists of every lot, piece or parcel of land abutting and benefited by the Improvement.
Written or oral objections:	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.
Materials available at hearing:	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.
Legal Authority:	The City Council proposes to proceed under the authority granted in Minnesota Statutes, Sections 429.011 to 429.111.

Published in the Star Post on August 28th, 2024 and September 11th, 2024

RESOLUTION 2024-17
RECEIVING PRELIMINARY ENGINEERING REPORT AND CALLING
PUBLIC HEARING ON A LOCAL
IMPROVEMENT PROJECT

WHEREAS, the City Council (the "City Council") of the City of Albany, Stearns County, Minnesota (the "City"), deems it necessary and expedient that the City undertake the following improvement Sidewalk along 6th Street (from Linden Avenue to Soo Line Avenue), Burberry Way (from Soo Line Avenue to the Wobegon Trail) and 3rd Avenue (from 6th Street to the Albany School's parking lot) (the "Improvement") as described in and in accordance with the preliminary plans and report (the "Report") prepared by Stantec Consulting Services Inc., the engineer for the City (the "Engineer"); and

WHEREAS, the City Council has been advised by the Engineer that the Improvement, at the estimated total project cost of approximately \$206,700 is feasible and should best be made as proposed, or as so amended by the Council, and the Report to this effect has heretofore been received by the City Council, and filed with the Administrator/Clerk-Treasurer; and

WHEREAS, the City Council will consider the Improvement in accordance with the Report and the assessment of abutting property for all or a portion of the cost of the Improvement, pursuant to Minnesota Statutes, Chapter 429 (the "Act"); and

WHEREAS, the City Council wishes to have detailed information on the cost of the Improvement prior to holding the improvement public hearing required by the Act; and

WHEREAS, the City Council will hold a public hearing on the Improvement, and the Administrator/Clerk-Treasurer must give notice of such hearing in accordance with the Act.

NOW THEREFORE, BE IT RESOLVED by the City Council, as follows:

1. The Report and recommendation of the Engineer contained in the Report are accepted.
2. A public hearing will be held on Wednesday, September 18, 2024, in the City Hall, Albany, Minnesota at 6:30 p.m. or as soon as thereafter to consider the Improvement.
3. a. The Administrator/Clerk-Treasurer or his designee is directed to cause published and mailed notice of the public hearing on the proposed Improvement to be given in substantially the form set forth on Exhibit A attached hereto.

- b. The notice shall be published twice in the official newspaper of the City. The publications must be one week apart, and at least three days must elapse between the last publication and the hearing.
 - c. The notice must also be mailed not less than ten days before the hearing. The Administrator/Clerk-Treasurer is directed to mail notice of the hearing to the owner of each parcel of land within the area proposed to be assessed. For the purpose of giving such mailed notice, owners shall be those shown to be such on the records of the Stearns County Auditor.
 - d. If a property is not listed on the records of the Stearns County Auditor, the Administrator/Clerk-Treasurer should ascertain such ownership by any practicable means and give mailed notice to such owners.
4. The construction contract may not be awarded until the public hearing scheduled herein has been held and the Improvement ordered by the City Council, all as required by the Act.

Adopted: August 21, 2024.

Tom Kasner, Mayor

Gary Winkels, Clerk/Administrator.

(S E A L)

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: Albany MN Band Boosters

Previous Gambling Permit Number: X-95229-23-002

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: 83-3495671

Mailing Address: 30 Forest Ave.

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

Name of Chief Executive Officer (CEO): Stacey Vander Weyst

CEO Daytime Phone: (320) 290-0635 CEO Email: stacey@jssmn.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

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): Albany Bowling Center

Physical Address (do not use P.O. box): 1450 Railroad Ave.

Check one:

City: Albany Zip: 56307 County: Stearns

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): December 15, 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 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;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input checked="" 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: <u>City of Albany</u></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>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</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>TOWNSHIP (if required by the county) 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: Stacey Vander Weyst Date: 8-12-24
(Signature must be CEO's signature; designee may not sign)

Print Name: Stacey Vander Weyst

<p>REQUIREMENTS</p> <p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days; or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>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.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>MAIL APPLICATION AND ATTACHMENTS</p> <p>Mail application with:</p> <p>_____ a copy of your proof of nonprofit status; and</p> <p>_____ 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.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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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 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 Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & 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.

**RESOLUTION 2024-16
APPROVING MINNESOTA
LAWFUL GAMBLING EXEMP PERMIT APPLICATION**

WHEREAS: the Albany MN Band Boosters has filed a Minnesota Lawful Gambling LG220 application for Exempt Permit to conduct a raffle at the Albany Bowling Center, 1450 Railroad Avenue, on December 15, 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 waive the 30-day waiting period and approves the LG220 application for Exempt Permit Application at the Albany Bowling Center, 1450 Railroad Avenue, Albany MN for the Albany MN Band Boosters to be held on December 15, 2024.

Adopted by the Albany City Council this 21st day of August 2024.

Tom Kasner, Mayor

Gary Winkels, Clerk/Adm

(SEAL)