

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, April 21, 2021, in the Council Room at 400 Railroad Avenue for the said City.

Other Council members present were: Councilors John R. Harlander, Keith Heitzman, Al Amdahl, and Adam Rushmeyer. None were absent.

Other's present were: Tom Schneider, Clerk/Adm., Joe Mergen, Public Works Supervisor, Police Chief Ozzie Carbajal, Kate Asfeld, Staff Writer, the Star Post, and Jeremy Mathiasen, the City Engineer with the firm of Stantec, Inc., St. Cloud, MN.

The Council recited the Pledge of Allegiance.

The Council took notice of approval of payment of bills. After due discussion, a motion was made by Keith Heitzman and seconded by John R. Harlander to authorize electronic payments (payroll), transfers, and the payment of the following bills: Check Numbers 70931 to 70962. 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 April 7th and hearing none declared them approved.

Mayor Tom Kasner called for any corrections or additions to the minutes of the Board of Appeal and Equalization meeting held at 5:30 PM on April 7th and hearing none declared them approved.

Open forum/public comments: none

Pursuant to due notice, Mayor Tom Kasner called the public hearing into session at 6:32 PM to consider objections to the proposed assessments for the reconstruction of sanitary sewer, water main, storm sewer, sanitary services, water services, and roadways for the 2021 Capital Improvement Project. Mr. Mathiasen informed the public of the project improvements, proposed special assessments, turf restoration, and remaining project schedule. Mr. Mathiasen noted the total estimated project cost is \$1,653,816 and the total assessment proceeds are \$330,780 or 20% with the City paying 80%. Mr. Mathiasen also noted the assessments can be paid in full without interest until May 21st and if not paid by this date, interest will begin to accrue at the time of the adoption of the resolution for the final assessments calculated over a period of 15-years at 3% interest. Jeff Bushman, 331 Lake Avenue, appeared before the Council to question what will happen to the old mail boxes when the project is completed. Mr. Mathiasen noted the old mailboxes will be given back to the property owners and the City will install new mailboxes and posts similar to past reconstruction projects in specific cluster locations as per the direction of the local U.S. Post Office. Mayor Tom Kasner closed the public hearing at 6:53PM. After due discussion, a motion was made by John R. Harlander who introduced the following resolution and moved its adoption:

RESOLUTION 2021-14
ADOPTING FINAL ASSESSMENT ROLE
2021 Capital Improvements

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

Kelly Kasner, President, and Maria Hughes, Executive Director, Albany Area Chamber of Commerce, appeared before the Council to request permission for the organization to use the City Hall parking lot for a Farmer's Market from 2:00 PM to 6:00 PM beginning June 3rd and every Thursday thereafter ending in October. Ms. Kasner noted the proposed designed area would be south of the shelter in

the Veteran's Park and the north parking stalls of the center parking area. Mayor Tom Kasner noted the parking lot may be congested at times being Church Avenue will be under construction east of 5th Street and various golf events are held during the summer months. Ms. Hughes noted the Chamber does have a second site along main street if a conflict arises, but the City Hall parking lot is their first choice. Mayor Tom Kasner, with the consensus of the Council, informed Ms. Kasner and Ms. Hughes the Council has no objection to the Chamber's activity and directed the Chamber to submit the appropriate insurance requirements prior to the event beginning.

Greg Ramler, Ramler Cold Storage, LLC, was present for the meeting.

Councilor Adam Rushmeyer, Planning Commission Liaison, informed the Council the Planning Commission held a meeting on April 19th on a request by Ramler Cold Storage, LLC, 404 14th Street, a 3-acre lot adjacent to 14th Street and west of their current cold storage warehouse that abuts 13th Street for the purpose of beginning site work (grading and drainage plan) to provide immediate semi-trailer parking; whereas in the future a cold storage warehouse may be constructed. Mr. Mathiasen noted the grading and drainage plan was prepared by SEH engineering which includes, but not limited to, a storm water hold pond in the northeast corner of the lot, driveway access across the Lake Wobegon Trail, and municipal utilities from 13th Street. Mr. Mathiasen informed the Council he provided comments to SEH and Mr. Ramler on the proposed grading and drainage plan; whereas both had no objection to the comments he provided during his review of the plan. Mr. Ramler informed the Council he attended the Planning Commission and had no objection to the proposed grading and drainage plan or comments provided by the City engineer. Mr. Schneider noted 14th Street may be extended north in the future providing additional access to the Ramler property and adjacent properties. After due discussion and upon the recommendation by the Planning Commission, a motion was made by Adam Rushmeyer and seconded by Al Amdahl to approve the request by Ramler Cold Storage, LLC, for the purpose of beginning site work on the aforesaid 3-acre lot to provide immediate semi-trailer parking as per the grading and drainage plans prepared by SEH including the City engineer comments. All voted for the motion and it carried.

Mr. Rushmeyer informed the Council the Planning Commission recommended William "Bill" Scepianiak, Jr., be appointed to the City's Economic Development Authority (EDA). Mr. Schneider noted the term coincides with his five-year term on the Planning Commission. After due discussion and upon the recommendation of the Planning Commission, a motion was made by Adam Rushmeyer and seconded by Keith Heitzman to appoint Mr. Scepianiak to the EDA. All voted for the motion and it carried.

Councilor Keith Heitzman, Albany Golf Club Liaison, presented to the Council the Albany Golf Club's checkbook register. After due discussion, a motion was made by Keith Heitzman and seconded by John R. Harlander to approve electronic payments, transfers, and the payment of the following: checks 39778-39814. Voting for the motion were Councilors John R. Harlander, Keith Heitzman, Adam Rushmeyer, and Al Amdahl, and none voted against. Mayor Tom Kasner abstained and the motion carried.

Mr. Heitzman informed the Council the annual golf club stockholder's meeting will be held at 7:00 PM on Monday, May 10th at the Albany Golf Club. Mr. Heitzman updated the Council on the memberships received, Toptracer range activity/advertising, and kitchen hours/menu.

Police Chief Ozzie Carbajal appeared before the Council to inform the Council he and the City attorney are researching options to train the Council and City staff how to effectively communicate information to the public during a City crisis including, but not limited to City residents, City Employees, City businesses, and the media. Mayor Tom Kasner, with the consensus of the Council, directed Mr. Carbajal to gather the appropriate information and forward to the Council for review.

The Council took notice of a letter received from Robert Forster, Public Works Department Assistant, informing the Council of his intention to retire on May 31, 2021. Mr. Schneider informed the Council Mr. Forster began employment for the City on October 12, 1983. Mr. Mergen noted Mr. Forster has been a valuable employee with a great memory knowing the exact locations of the many water valves, hydrants, and other utilities in the City without the use of computer software. Mayor Tom Kasner and others noted the City has been very fortunate to had such a dedicated employee for nearly 38 years. After

due discussion, a motion was made by Mayor Tom Kasner and seconded by John R. Harlander to accept the resignation letter submitted by Robert Forster as an employee of the City ending employment on May 31, 2021. All voted for the motion and it carried.

Mr. Schneider presented to the Council a new State Job Match as per the State Pay Equity Program for the position of Laborer in the Public Works Department. After due discussion, a motion was made by Al Amdahl and seconded by Keith Heitzman to approve the following job evaluation and point grouping: 151 points, Group V (2021 pay range: \$19.21 - \$25.69). All voted for the motion and it carried.

The Council took notice of a Minnesota Lawful gambling LG220 exempt permit application for the Church of Seven Dolors to conduct a raffle on June 21, 2021 at the Albany Golf Club, 500 Church Avenue. After due discussion, a motion was made by Mayor Tom Kasner who introduced the following resolution and moved their adoption:

RESOLUTION 2021-15
APPROVING MINNESOTA
LAWFUL GAMBLING EXEMPT PERMIT APPLICATION

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

Mr. Schneider questioned if the Council would like to continue providing the public with a City newsletter being a lot of information is already provided to the public from the City website and Facebook. Mr. Schneider informed the Council the newsletter is printed by the Star Post at a yearly cost of \$1,000 +/- for 500 copies which includes inserts in the local newspaper for those residents in the Albany area who subscribe to the newspaper. Mayor Tom Kasner, with the consensus of the Council, directed Mr. Schneider to continue with the preparation of a spring and fall City newspaper.

Mr. Schneider also informed the Council he attended a recent membership meeting of the Chamber of Commerce to provide those in attendance with the following information: 1) 2021 CIP Improvements, 2) 2020-21 Building Permit data, and 3) 2022 CIP Improvements (1st St./Railroad Ave. intersection).

Mayor Tom Kasner announced the next regular Council meeting for 6:30 o'clock in the evening on Wednesday, May 5, 2021, and adjourned the meeting at 7:25 PM.

Tom Schneider
Clerk/Adm.