

**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, December 19, 2018, 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 regular Council minutes of the meeting held on December 5th
5. Open Forum/Public comment (3 to 5 minutes max.)
6. Jeremy Mathiasen, City Engineer - project updates
  - Present final pay application for 2018 North Lake Storm Water Improvements
7. Reports of Boards, Commissions, and Department Heads
  - Keith Heitzman, Albany Golf Club Liaison
  - Joseph Mergen, Public Works Supervisor
  - Ozzie Carbajal, Police Chief
  - Tom Schneider, Clerk/Adm. -present the following for approval
    - Resolution 2018-25 Mn Charitable Gambling application CHI Health at Home
    - Resolution 2018-26 Election Polling Place Albany City Hall
    - Resolution 2018-27 2019 Budget and 2018 Levy
    - Resolution 2018-28 Mn Charitable Gambling application Women of Today
    - rescind Resolution 2018-23 and replace Resolution 2018-29 Mn Charitable Gambling application Albany Lions Club
    - amendment to Ordinance 40, Camping
    - amendment to Ordinance 60, Liquor, Section 60.09, Subd. 3, Effective Dates
    - letter of resignation by Adam Rushmeyer, Planning Commission member
    - reappoint 3-year term Ross Voit, Park Board
8. Mayor's announcements and letters
  - Present 2019 Mayor Appointments
9. Announce next regular Council meeting date (January 2, 2019) and adjourn

Tom Schneider  
Clerk/Adm.

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, December 5, 2018, in the Council Room at 400 Railroad Avenue for the said City.

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

Also, others present were: Tom Schneider, Clerk/Adm., Ozzie Carbajal, Police Chief, Jeremy Mathiasen, City Engineer, with Stantec, Inc., Joe Mergen, Public Works Supervisor, Adam Rushmeyer, Council-Elect, and Mike Kosik, Editor, Albany Enterprise.

The Council recited the Pledge of Allegiance.

After due discussion, a motion was made by John R. Harlander and seconded by Al Amdahl to authorize electronic payments, transfers, and the payment of the following bills: Check Numbers 68737 to 68768. 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 November 21<sup>st</sup> and hearing none declared them approved.

Open forum/public comments: none.

David Belford, 441 Railroad Avenue, introduced himself as the new owner of the property formally known as the Albany Restaurant. Mr. Belford informed the Council that his intentions are to open a restaurant named Barbacoa American and Mexican Food. Mr. Belford noted the building will be remodeled and the goal is to open the restaurant in February 2019. Mr. Belford also noted that he is applying for an On-Sale Liquor License, but questioned why he is required to pay a one-year liquor license fee of \$1,900 when his license would expire June 30, 2019. Mr. Evens questioned if the said fee can be pro-rated instead of making a new owner pay the full fee for just the remainder of the year. Mr. Schneider noted that the one-year license period is July 1<sup>st</sup> to June 30<sup>th</sup> each year and the Council does have the authority to amend the ordinance for those individuals requesting licenses shorter than the one-year license period. Mr. Harlander noted that the Council may consider charging an On-Sale license fee of \$1,000 if less than six months prior to July 1<sup>st</sup> and if greater, the applicant would pay \$1,900. Mayor Tom Kasner directed Mr. Schneider to prepare an amendment to Ordinance 60 (Liquor) related to payment of fees at a reduced rate. After due discussion, a motion was made by Jack Evens and seconded by John R. Harlander to approve the On-Sale Liquor License application to JM Stationers, Inc., dba Barbacoa American and Mexican Food, 411 Railroad Avenue, contingent upon the City receiving the appropriate certificate of liquor liability insurance and proof of workers compensation insurance. All voted for the motion and it carried. Mr. Schneider noted that upon receipt of a full application, it will be forward to the Minnesota Department of Public Safety Alcohol and Gambling Enforcement Division for their review and approval.

Pursuant to due notice, at 6:43 PM, Mayor Tom Kasner called the public hearing into session to consider approving the 2019 Budget and the amount of property taxes being proposed to be collected to pay for the costs of services the City will provide in 2019. Mr. Schneider noted that a notice of the public hearing was published in the Albany Enterprise on November 21<sup>st</sup> and 28<sup>th</sup>. No members from the public were present for the meeting. Mr. Schneider presented to the Council the proposed employee benefits and wages, revenues, capital equipment plan, and department operations (water, sewer, park, police, street, administration, library, election, fire, street). Mr. Schneider noted that the 2018 levy was \$819,732 and the proposed 2019 levy is \$892,696, an 8.9% increase. Mr. Schneider informed the Council that the overall expenses increased six-percent (6%). Mr. Schneider also noted the total expenditures proposed in 2019 for the departments are \$1,594,138. Mr. Schneider informed the Council that he and the City Engineer will be reviewing the operations of the water and sewer department to determine if the rates should be increased. Mr. Schneider informed the Council that if the proposed 2019 levy is approved, the City's 2019 tax capacity rate will be forty-one percent (41%), no change from the previous year. Mr. Schneider informed the Council that residential property values increased in March by the City Assessor anywhere from 5% to

14%, but if your property value did not increase, there would be no increase for the City property taxes. Mayor Tom Kasner closed the public hearing at 7:00 PM. Mr. Schneider informed the Council that a resolution to approve the 2019 Budget and levy will be presented to the Council at the Council meeting to be held on Wednesday, December 19th at City Hall.

Mr. Mathiasen appeared before the Council to present a resolution supporting the improvement of safe bicycle and pedestrian facilities near the Albany Area Schools, and throughout the community, and supports the funding application for the Transportation Alternatives and Safe Routes to School. Mr. Mathiasen noted that Stearns County and the Albany Area Schools will also include resolutions that support the City's request for funding in connection with the proposed Forest Avenue Reconstruction Improvements. After due discussion, a motion was made by Mayor Tom Kasner who introduced the following Resolution and moved its adoption:

**RESOLUTION 2018-24  
APPROVAL OF THE TRANSPORTATION ALTERNATIVE AND  
SAFE ROUTES TO SCHOOL FUNDING APPLICATION**

The motion for the foregoing Resolution was seconded by Al Amdahl and after a full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Tom Kasner, Councilors Al Amdahl, John R. Harlander, Keith Heitzman, and Jack Evens, and none voted against the same whereupon the said Resolution were 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.

Councilor Keith Heitzman, Albany Golf Club Liaison, informed the Council the Club will conduct final interviews for the position of General Manager next week and hope to fill the position by year-end.

Mr. Mergen informed the Council that another string mop head was found entangled in the pump at the Golf View Drive Lift Station. Mr. Mergen noted that properties in the Country Estates and Blattner's Golf View Estates subdivisions contribute sanitary sewer waste to this lift station and questioned if someone is intentionally depositing the string mop head in the sanitary sewer to damage the pumps at the lift station. Mr. Schneider noted that the police department is aware of the problem and has been investigating the incidents. Mr. Schneider noted that if the person or persons responsible for this illegal act are found, the penalty is a misdemeanor. Mayor Tom Kasner thanked Mr. Mergen for the update and is very disappointed that someone continues to deposit a string mop head in the sanitary sewer.

The Council took notice of a proposed 2019 Agreement between Tri-County Action Program, Inc. and the City for transportation services. Mr. Schneider informed the Council that the service is available to all residents each week on Tuesdays during the hours of 9:30 a.m. to 1:00 p.m. Mr. Schneider noted that 475+/- residents use the service and the cost to the City is \$800 per year. Mr. Evens informed the Council that he has heard many favorable comments about the program and drivers who have been helpful assisting the elderly getting to and from their residence to area businesses. After due discussion, a motion was made by John R. Harlander and seconded by Jack Evens to authorize Mayor Tom Kasner to execute the said Agreement on behalf of the City. All voted for the motion and it carried.

Mr. Schneider presented proposed 2019 Albany Schedule of Fees and Charges, "Appendix A" beginning January 1, 2019. Mr. Schneider noted that there are no major changes in the fees and recommended approval. After due discussion, a motion was made by Al Amdahl who introduced the following Ordinance and moved its adoption:

**ORDINANCE 2018-01  
APPENDIX "A"  
ALBANY SCHEDULE OF FEES AND CHARGES**

IT IS HEREBY ORDAINED, that Appendix "A", Albany Schedule of Fees and Charges 2018, is hereby revoked, and that Appendix "A", Albany Schedule of Fees and Charges 2019, attached hereto and incorporated herein as Exhibit A is hereby enacted in its place.

This Ordinance shall become effective on January 1, 2019, following adoption and publication.

This Ordinance was approved by the majority of the City Council of Albany on this 5th day of December, 2018.

\_\_\_\_\_  
Tom Kasner, Mayor

\_\_\_\_\_  
Tom Schneider, Clerk/Administrator

( S E A L )

The motion for the foregoing Ordinance was seconded by Jack Evens and after a full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Tom Kasner, Councilors Al Amdahl, John R. Harlander, Jack Evens, and Keith Heitzman, and none voted against the same whereupon the said Ordinance declared duly passed and adopted. The full text of the said Appendix "A", Albany Schedule of Fees and Charges 2019, is on file at the office of the City Clerk/Administrator for public inspection during regular office hours.

Mr. Schneider presented to the Council an amendment to Ordinance 71, Animals, amending Section 71.11, Subd. 1. Mr. Schneider noted that purpose of the amendment is to require dog licenses to renew on or before January 31<sup>st</sup> of each year. Mr. Schneider noted the old language required the renewal on or before May 1<sup>st</sup> of each year. After due discussion, a motion was made by Mayor Tom Kasner who introduced the following ordinance amendment:

**AMENDMENT TO ORDINANCE 71, ANIMALS  
Amending Section 71.11, Subd. 1**

The City Council for the City of Albany, HEREBY ORDAINS as follows:

1. That Section 71.11, Permits Required, Subd. 1, Application and Fee, is hereby amended to read as follows:

"Subd 1, Application and Fee. No Person shall own, keep or harbor any dog or canine animal over the age of six (6) months within the City without first securing a permit from the Albany Police Department for the fee established in Appendix A. Each permit applicant shall pay the permit fee on or before January 31<sup>st</sup> of each year or the fee will double. All permits shall expire on December 31<sup>st</sup> of each year. Animal permits shall not be transferrable. This Section shall not apply to any humane society, veterinary clinics or laboratory."

This amendment shall become effective upon adoption and publication.

This Ordinance was approved by the majority of the City Council of Albany on this 5<sup>th</sup> day of December, 2018.

\_\_\_\_\_  
Tom Kasner, Mayor

\_\_\_\_\_  
Tom Schneider, Clerk/Administrator

( S E A L )

This amendment was published in the *Albany Enterprise* on December 12, 2018.

The motion for the foregoing Ordinance amendment 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 Al Amdahl, John R. Harlander, Jack Evens, and Keith Heitzman, and none voted

against the same whereupon the said Ordinance amendment declared duly passed and adopted. The full text of the ordinance amendment is on file at the office of the City Clerk/Administrator for public inspection during regular office hours.

The Council also took notice of a proposed one-year Agreement between SafeAssure Consultants, Inc., Willmar, MN, and the City of Albany. Mr. Mergen informed the Council that the safety consultants provide quarterly safety training and loss control practices including OSHA compliance review. Mr. Mergen noted that the annual cost for the consulting services is \$3,661.93 and recommended approval. After due discussion, a motion was made by Jack Evens and seconded by Keith Heitzman to authorize Mayor Tom Kasner to execute the said Agreement on behalf of the City of Albany. All voted for the motion and it carried.

Mr. Schneider informed the Council that a vacancy will exist on the Planning Commission due to Adam Rushmeyer joining the Council on January 1<sup>st</sup>. Mr. Schneider noted that a notice of the vacancy was published in the Albany Enterprise encouraging interested candidates in the community to apply for the remaining one-year term on the Board. Mr. Schneider noted that Mr. Rushmeyer was elected as a Council member at the November 2018 Municipal Election and will vacate his position on the Board December 31<sup>st</sup>.

Mayor Tom Kasner announced the next regular Council meeting for 6:30 o'clock in the evening on Wednesday, December 19, 2018 and adjourned the meeting at 7:20 PM.

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Tom Schneider, Clerk/Adm.

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To:	Mr. Tom Schneider and Albany City Council City of Albany	From:	Jeremy Mathiasen St. Cloud Office
File:	193801690	Date:	December 14, 2018

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**Reference: Engineering Update for the 12/19/18 Council Meeting**

**1<sup>st</sup> Street Intersection Improvements**

A meeting is scheduled next week Wednesday to meet with MnDOT about the proposed layout and project schedule.

**2019 Capital Improvements**

Final design work is continuing. As mentioned at the last council meeting, we are planning for a January plan approval and February bid opening.

**Forest Avenue Improvements**

Funding application work is continuing with Allison Dudek at Stearns County.

**North Lake Storm Water Improvements**

At Wednesday's council meeting we are recommending final payment be approved for Contractor and for final project closeout. The work has been satisfactorily completed according to the project specifications. The Contractor will continue to fulfill the maintenance agreement on the plantings and filtration features through June 2020.

See you next week - Have a great weekend!

[Jeremy.mathiasen@stantec.com](mailto:Jeremy.mathiasen@stantec.com) 320.529.4366

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To:	Albany City Council	From:	Jeremy Mathiasen St. Cloud Office
File:	North lake Improvements	Date:	December 13, 2018

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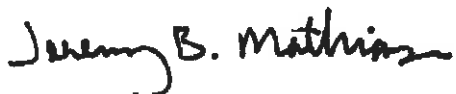
**Reference: North Lake Improvements Project Close-Out and Final Acceptance**

Honorable Mayor and City Council:

The Contractor for the North Lake Improvement Project, Craig Bardson Excavating, has requested final payment for these ponding and filtration improvements. The work has been inspected and it has been determined that the Contractor has successfully completed all tasks within the scope of the project and has met the conditions of their contract. At this time, we are recommending final payment in the amount of **\$8,486.70** be made to Craig Bardson Excavating. The final construction price for the projects was **\$169,734.05**. The original bid price for the project was \$197,959.55 and was adjusted to \$170,266.05 after implementing two project change orders.

With the final approval, the City also agrees to perpetual maintenance of the improvements starting December 19 , 2018. Feel free to contact me with any questions.

**STANTEC CONSULTING SERVICES INC**



Jeremy Mathiasen, P.E.  
Associate  
Phone: (320) 529-4366  
jeremy.mathiasen@stantec.com

Attachment: Final Payment Voucher No. 3



Owner: City of Albany, P. O. Box 370, Albany, MN 56307-0370	Date: December 1, 2018
For Period: 6/29/2018 to 11/1/2018	Request No: 3 - Final
Contractor: Craig Bardson Excavating, Inc., 31902 Sand Lake Road, Albany, MN 56307	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
**NORTH LAKE STORM WATER IMPROVEMENTS**  
**STANTEC PROJECT NO. 193804491**

SUMMARY

1	Original Contract Amount		\$	<u>197,959.55</u>
2	Change Order - Addition	\$	<u>7,427.00</u>	
3	Change Order - Deduction	\$	<u>35,120.50</u>	
4	Revised Contract Amount		\$	<u>170,266.05</u>
5	Value Completed to Date		\$	<u>169,734.05</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>169,734.05</u>
8	Less Retainage 0%		\$	<u>0.00</u>
9	Subtotal		\$	<u>169,734.05</u>
10	Less Amount Paid Previously		\$	<u>161,247.35</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>3 - Final</u>		\$	<u>8,486.70</u>

Recommended for Approval by:  
**STANTEC**

Jeremy B. Mathias

Approved by Contractor:  
**CRAIG BARDSON EXCAVATING, INC.**

[Signature]

Approved by Owner:  
**CITY OF ALBANY**

\_\_\_\_\_

\_\_\_\_\_

Specified Contract Completion Date: 6/29/18

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



No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
<b>BASE BID:</b>							
1	CLEARING AND GRUBBING	ACRE	0.6	8541.67		0.60	\$5,125.00
2	CLEAR AND GRUB	TREE	3	150.00		2.00	\$300.00
3	REMOVE BITUMINOUS PAVEMENT	SQ YD	44	10.00		110.00	\$1,100.00
4	REMOVE SEWER PIPE (STORM)	LIN FT	128	9.00		128.00	\$1,152.00
5	REMOVE PIPE APRON (STORM)	EACH	1	100.00		1.00	\$100.00
6	SAWING BITUMINOUS PAVEMENT	LIN FT	40	4.75		32.00	\$152.00
7	POND EXCAVATION (P)	CU YD	4281	7.80		4,281.00	\$33,391.80
8	SAND-COMPOST BORROW	CU YD	300	36.50		350.00	\$12,775.00
9	IRON ENHANCED SAND MIX	CU YD	264	163.00		84.00	\$13,692.00
10	1/4" WASHED ROCK	CU YD	75	8.50		75.00	\$637.50
11	1"-1.5" WASHED ROCK	CU YD	350	42.00		235.00	\$9,870.00
12	AGGREGATE BASE (LV) CLASS 5	CU YD	12	31.50		12.00	\$378.00
13	BITUMINOUS PAVEMENT REPLACEMENT 2"-4"	SQ YD	44	45.00		66.00	\$2,970.00
14	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	78	54.50		78.00	\$4,251.00
15	24" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	40	85.50		40.00	\$3,420.00
16	12" RC PIPE APRON	EACH	2	402.00		2.00	\$804.00
17	24" RC PIPE APRON	EACH	1	524.00		1.00	\$524.00
18	15" CS PIPE CULVERT	LIN FT	3	33.00		3.00	\$99.00
19	15" CS PIPE APRON	EACH	1	132.25		1.00	\$132.25
20	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	1	4416.00		1.00	\$4,416.00
21	WATER CONTROL STRUCTURES	EACH	2	1375.50		2.00	\$2,751.00
22	POND SKIMMER STRUCTURE	EACH	1	3468.50		1.00	\$3,468.50
23	RANDOM RIPRAP CLASS III	CU YD	25	62.50		25.00	\$1,562.50
24	GEOTEXTILE FILTER TYPE IV	SQ YD	40	1.50		40.00	\$60.00
25	6" PERF PE PIPE DRAIN W/SOCK	LIN FT	900	9.00		900.00	\$8,100.00
26	6" PE PIPE CROSS	EACH	1	43.00		1.00	\$43.00
27	6" PE PIPE APRON	EACH	2	177.00		2.00	\$354.00
28	6" PVC CLEANOUT W/ VENT	EACH	4	49.25		4.00	\$197.00
29	30 MIL FLEXIBLE PVC LINER	SQ YD	875	8.50		750.00	\$6,375.00
30	CONNECT TO EXISTING STORM SEWER	EACH	1	49.50		1.00	\$49.50
31	MN SEED MIX 25-131	SQ YD	570	1.10		4,840.00	\$5,324.00
32	HYDROSEED & MULCH - MN SEED MIX 33-261	SQ YD	2600	1.10		2,600.00	\$2,860.00
33	NATIVE GRASSES	EACH	756	10.00		756.00	\$7,560.00
34	NATIVE WILDFLOWERS	EACH	1103	9.00		1,103.00	\$9,927.00
35	NATIVE SHRUBS	EACH	67	40.00		67.00	\$2,680.00
36	LANDSCAPE EDGING	LIN FT	644	5.00		627.00	\$3,135.00
37	SHREDDED HARDWOOD MULCH	CU YD	70	59.00		80.00	\$4,720.00
38	SILT FENCE, TYPE MACHINE SLICED	LIN FT	920	1.80		920.00	\$1,656.00
39	EROSION CONTROL BLANKET, CAT IV	SQ YD	1100	1.80		1,340.00	\$2,412.00
40	TEMPORARY SNOW FENCE	LIN FT	935	1.80		0.00	\$0.00
41	STREET SWEEPING W/ PICKUP BROOM	HOUR	6	140.00		0.00	\$0.00
42	FILTER LOG TYPE WOOD FIBER BIOROLL	LIN FT	30	4.50		270.00	\$1,215.00
43	STORM DRAIN INLET PROTECTION	EACH	1	120.00		1.00	\$120.00
44	TEMPORARY CONSTRUCTION ENTRANCE	EACH	2	400.00		2.00	\$800.00
45	CULVERT PROTECTION	EACH	1	120.00		1.00	\$120.00
46	CONCRETE GEOMAT	SQ YD	36	78.50		30.00	\$2,355.00
47	TWO YEAR VEGETATION MAINTENANCE AGREEMENT	LUMP SUM	1	6600.00		1.00	\$6,600.00
<b>TOTAL BASE BID:</b>							<b>\$169,734.05</b>
<b>CHANGE ORDER NO. 1</b>							
8	SAND-COMPOST BORROW	CU YD	55.0	\$36.50		0.00	\$0.00
9	IRON ENHANCED SAND MIX	CU YD	(180.0)	\$163.00		0.00	\$0.00
11	1" - 1.5" WASHED ROCK	CU YD	(115.0)	\$42.00		0.00	\$0.00
29	30 MIL FLEXIBLE PVC LINER	SQ YD	(150.0)	\$8.50		0.00	\$0.00
40	TEMPORARY SNOW FENCE	LIN FT	(935.0)	\$1.80		0.00	\$0.00
<b>TOTAL CHANGE ORDER NO. 1</b>							<b>-\$35,120.50</b>
<b>CHANGE ORDER NO. 2</b>							
3	REMOVE BITUMINOUS PAVEMENT	SQ YD	66	10.00		0	\$0.00
13	BITUMINOUS PAVEMENT REPLACEMENT 2"-4"	SQ YD	22	45.00		0	\$0.00
31	MN SEED MIX 25-131	SQ YD	4270	1.10		0	\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
42	FILTER LOG TYPE WOOD FIBER BIOROLL	LIN FT	240	4.50		0	\$0.00
	<b>TOTAL CHANGE ORDER NO. 2</b>			\$7,427.00			\$0.00
	TOTAL BASE BID						\$169,734.05
	TOTAL CHANGE ORDER NO. 1						\$0.00
	<b>TOTAL WORK COMPLETED TO DATE</b>						<b>\$169,734.05</b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF ALBANY  
 STANTEC PROJECT NO. 193804491  
 CONTRACTOR CRAIG BARDSON EXCAVATING, INC.

**CHANGE ORDERS**

No.	Date	Description	Amount
1	1/19/2018	Revised filtration trenches and related material additions/reductions	-\$35,120.50
2	11/15/2018	final Balancing CO - Additional restoration costs	\$7,427.00
<b>Total Change Orders</b>			<b>(\$27,693.50)</b>

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	05/01/2018	05/22/2018	80,099.30	4,215.75	84,315.05
2	05/23/2018	06/28/2018	81,148.05	8,486.70	169,734.05
3	06/29/2018	11/01/2018	8,486.70	-	169,734.05

**Material on Hand**

Total Payment to Date		\$161,247.35	Original Contract	\$197,959.55
Retainage Pay No. 3 - Final		8,486.70	Change Orders	-\$27,693.50
Total Amount Earned		\$169,734.05	Revised Contract	\$170,266.05

RESOLUTION 2018-25  
APPROVING MINNESOTA LAWFUL  
GAMBLING LG220 EXEMPT PERMIT APPLICATION

WHEREAS, CHI Health Connect at Home-Fargo dba CHI Health at Home has filed a Minnesota Lawful Gambling LG220 application for Exempt Permit to conduct a raffle on March 10, 2019, and

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

WHEREAS, the City Council finds that appropriate circumstances exist; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBANY, COUNTY OF STEARNS, STATE OF MINNESOTA, does hereby approve the said application at the Church of Seven Dolors, 140 2<sup>nd</sup> St., Albany, MN, by CHI Health Connect at Home-Fargo dba CHI Health at Home.

Approved by the City Council this 19th day of December, 2018.

\_\_\_\_\_  
Tom Kasner, Mayor

\_\_\_\_\_  
Tom Schneider, Clerk/Adm.

( S E A L )

**RESOLUTION NO. 2018-26**

**A RESOLUTION TO DESIGNATE THE POLLING PLACE FOR 2018**

**WHEREAS**, THE CITY COUNCIL OF ALBANY, MINNESOTA, pursuant to Minnesota Statute §204B.16 POLLING PLACES; DESIGNATION, is required by December 31st of each year to designate by ordinance or resolution a polling place for each election precinct. The polling place designated in the resolution is the polling place for the following calendar year, unless a change is made.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALBANY, MINNESOTA AS FOLLOWS:

The City of Albany designates the Albany City Hall at 400 Railroad Avenue, Albany, MN, as the polling place for the 2019 Elections.

Passed by the City Council of the City of Albany this 19th day of December, 2018

\_\_\_\_\_  
Tom Kasner, Mayor

\_\_\_\_\_  
Tom Schneider, Clerk/Adm.

( S E A L )

**RESOLUTION 2018-27**

**APPROVING THE 2018 TAX LEVY, COLLECTIBLE IN 2019**

BE IT RESOLVED by the City Council of the City of Albany, County of Stearns, Minnesota, that the following sums of money be levied for the current year, collectible in 2019, upon the taxable property in the City of Albany, for the following purposes:

General Government:	\$552,696
PIR Bonds	\$270,000
Tax Abatement	<u>\$70,000</u>

Total Levy: \$892,696

The City Clerk/Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Stearns County, Minnesota.

Approved on December 19, 2018 by the City Council of the City of Albany.

\_\_\_\_\_  
Tom Kasner, Mayor

\_\_\_\_\_  
Tom Schneider, Clerk/Adm.

(SEAL)

CITY OF ALBANY (40)

	NON IZ NET TAX CAPACITY	IZ/NET TAX CAPACITY	TOTAL NET TAX CAPACITY
STEARNS COUNTY	\$2,262,746		\$2,262,746
LESS: TAX INCREMENT		(\$122,296)	(\$122,296)
TOTAL	\$2,140,450		\$2,140,450

FUND	CERTIFIED LEVY ON TAXABLE VALUE	LGA REDUCTIONS	HACA	EQUALIZATION AID	NET LEVY ON TAXABLE VALUE	INITIAL TAX RATE
ABATEMENT	\$70,000				\$70,000	3.270%
BONDS	\$270,000				\$270,000	12.614%
REVENUE	\$552,696				\$552,696	25.821%
TOTALS	\$892,696				\$892,696	41.706%

This is a copy of the computation of your Truth in Taxation tax rate for taxes payable in 2019. If you notice any error in your levy, please contact the Auditor's Office immediately.

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10/12/2018 11:56

*Rec'd  
10-17-18*

*41.66 - 2019*

**CITY OF ALBANY  
2019 BUDGET - DRAFT**

<b>Estimated Income</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Change</b>
Misc. Income all Dept.'s	\$1,019,775	\$1,027,736	\$1,041,442	\$13,706
Property Tax	\$434,392	\$471,232	\$552,696	\$81,464
<b>Total Income</b>	<b>\$1,454,167</b>	<b>\$1,498,968</b>	<b>\$1,594,138</b>	<b>\$95,170</b>

<b>Department Expenses</b>	<b>2017</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Change</b>
Administration	\$258,150	\$248,710	\$260,600	\$276,100	\$15,500
Council	\$15,000	\$13,974	\$16,000	\$16,000	\$0
Elections	\$0	\$438	\$7,400	\$2,500	(\$4,900)
Police	\$429,844	\$486,870	\$451,550	\$467,950	\$16,400
Fire	\$215,273	\$243,281	\$223,968	\$230,788	\$6,820
Streets	\$375,150	\$339,578	\$380,350	\$439,050	\$58,700
Park	\$100,650	\$95,790	\$102,700	\$104,950	\$2,250
Library	\$16,800	\$14,871	\$16,900	\$17,300	\$400
Misc.	\$43,300	\$27,957	\$39,500	\$39,500	\$0
<b>Total Expenses</b>	<b>\$1,454,167</b>	<b>\$1,471,469</b>	<b>\$1,498,968</b>	<b>\$1,594,138</b>	<b>\$95,170</b>

6%

**Debt Service Levy**

PIR Bonds	\$260,000	\$270,000	\$270,000	\$0
<b>Total Debt Service</b>	<b>\$260,000</b>	<b>\$270,000</b>	<b>\$270,000</b>	<b>\$0</b>

**Tax Abatement Levy**

Albany Fleet	\$8,500	\$8,500	\$0	-\$8,500
Wells Concrete	\$70,000	\$70,000	\$70,000	\$0
<b>Total Tax Abatement</b>	<b>\$78,500</b>	<b>\$78,500</b>	<b>\$70,000</b>	<b>-\$8,500</b>

<b>Total Levy</b>	<b>\$772,892</b>	<b>\$819,732</b>	<b>\$892,696</b>	<b>\$72,964</b>
		<b>% Levy Increase 2019:</b>		<b>8.90%</b>

2018 Tax Capacity Rate: 41.65%

Proposed initial 2019 City Tax Capacity Rate, NO CHANGE: 41.66%



**RESOLUTION 2018-29**  
APPROVING LG230 MINNESOTA  
LAWFUL GAMBLING APPLICATION

WHEREAS, the Albany Lions has filed a LG230 Minnesota Lawful Gambling application to conduct a raffle on February 8, 2019, 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 rescind Resolution 2018-23 and approve LG230 Minnesota Lawful Gambling application to conduct a raffle on February 8, 2019 at **Shady's Hometown Event Center, 461 Railroad Avenue**, by the Albany Lions Club.

Approved by the City Council this 19th day of December, 2018.

\_\_\_\_\_  
Tom Kasner, Mayor

\_\_\_\_\_  
Tom Schneider, Clerk/Adm.

( S E A L )

**CITY OF ALBANY  
AMENDMENT TO ORDINANCE 40  
CAMPING**

The City Council for the City of Albany, HEREBY ORDAINS as follows:

1. Section 40.12, Camping, is hereby repealed and the following language is enacted in its place:

“No overnight camping, such as but not limited to, tents or travel trailer (camper), in any City Park is permitted.”

This amendment shall become effective upon adoption and publication.

This Ordinance was approved by the majority of the City Council of Albany on this 19<sup>th</sup> day of December, 2018.

\_\_\_\_\_  
Tom Kasner, Mayor

\_\_\_\_\_  
Tom Schneider, Clerk/Administrator

( S E A L )

This amendment was published in the *Albany Enterprise* on December 26, 2018.

**AMENDMENT TO ORDINANCE 60  
LIQUOR**

The City Council for the City of Albany, HEREBY ORDAINS that Section 60.09, Subd. 3 of Ordinance 60 Liquor is hereby amended as follows:

1. Section 60.09, Subd. 3 is hereby amended to read as follows:

“Subd.3: Effective Dates. Each license for “on sale” or “off sale” shall be issued for a period of one year from July 1 through June 30. If the application is made during the license year, the City may issue the license for the remainder of the year. If the application is made for an on-sale license for a period of six months or greater, the full license fee shall apply. If the application is made for a period less than six months, a reduced license fee shall apply.”

2. Appendix A shall be amended as follows:

60.09.1	Liquor License Fees	
	Intoxicating Liquor	
	On-Sale – for license period commencing July 1 – December 31	\$1,900
	On-Sale – for license period commencing January 1 or later	\$1,000

3. This Amendment shall be effective upon publication.

This Amendment was approved by the majority of the City Council of Albany on this 19th day of December, 2019.

\_\_\_\_\_  
Tom Kasner, Mayor

\_\_\_\_\_  
Tom Schneider, Clerk/Administrator

( S E A L )

This amendment was published in the *Albany Enterprise* on December \_\_, 2018

I, the undersigned, hereby wish to inform the Mayor and other Council members that I respectfully resign my position as a Planning Commission member effective December 31, 2018 due to me being elected to the City Council at the November Municipal Election.

  
Adam Rushmeyer

12/11/18  
Date

## 2018 Mayor Appointments-7/5/18

Acting Mayor	John R. Harlander
Animal Warden	Police Dept.
Weed Inspector	Tom Kasner
Assistant Weed Inspector	Joseph Mergen
Auditor	Schlenner Wenner Co.
City Attorney	Jovanovich, Kadlec & Athmann, PA
Emergency Management Director	Steve Blenker
Assistant Emergency Management Directors	Gary Winkels
Community Education Liaison	Al Amdahl
EDA Board members	John R. Harlander, Tom Kasner
Equipment Commissioner	Tom Kasner
Fire Department Liaison	Tom Kasner
Albany Golf Board Liaison	Keith Heitzman
Health Officer	Dr. Daron Gersch , MD
Labor Commissioners	Keith Heitzman, Tom Kasner
Official Depositors	Stearns Bank, Albany Credit Union
Official Publication	Albany Enterprise
Park Board Liaison	Al Amdahl
Planning Commission Liaison	Al Amdahl
Police Commissioner	John R. Harlander
Street Commissioner	John R. Harlander
Utility Commissioner	Keith Heitzman
Township Liaison	John R. Harlander
Fire Department Relief Association Ex-Officio	Tom Kasner, Tom Schneider