

**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, January 19, 2022, 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 January 5th
5. Open Forum/Public comment (3 to 5 minutes max.)
6. Jeremy Mathiasen, City Engineer
  - Resolution 2022-02 approving plans and specifications and ordering advertisement for bids for the 2022 CIP Roadway and Utility Improvements (Midland Avenue, 2<sup>nd</sup> St., 3<sup>rd</sup> St., 4<sup>th</sup> St., 5<sup>th</sup> St., and adjacent alleys)
  - project updates
7. Reports of Boards and Department Heads
  - Tom Schneider, Clerk/Adm. – present the following:
    - Update on future administration change to the city's Voluntary Employee Benefit Association (VEBA) plan
    - 2022 Building Permit inspection services, Inspectron, Inc., dba Mid-Mn Code Enforcement
8. Mayor's announcements and letters
9. Mayor to announce next regular Council meeting date (February 2nd) 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, January 5, 2022, 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, and Ellarry Prentice, Staff Writer the Star Post.

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 Al Amdahl and seconded by Keith Heitzman to authorize electronic payments (payroll), transfers, and the payment of the following bills: Check Numbers 71489 to 71535. 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 December 15th and hearing none declared them approved.

Open forum/public comments: none

The council took notice of the engineering update prepared by the city engineer related to ongoing improvement projects in the city.

Mr. Mergen informed the council the public works department has been working very hard to prepare the ice for winter skating on North Lake. Mr. Mergen noted due to the unusual rainfall event in late December and recent snow events, there is slush or water beneath the snow causing extremely poor ice conditions. Mr. Mergen noted the Warming House may be open next week, but the ice will not be in very good condition. Mr. Schneider questioned if in the future it might be easier for the public works department to create a skating rink on land or maybe North Park and not on North Lake. Mr. Schneider noted the idea can be discussed at the next Park Board meeting, but many cities are dealing with poor ice on ponds/lakes which are prepared for public skating during the winter season.

Mr. Schneider presented to the council a proposed resolution to authorize the city Clerk/Adm. to pay claims or invoices in an amount of \$10,000 or less prior to Council meetings pursuant to MN State Statute 412.271, Subd. 7 and Subd. 8. Mr. Schneider noted the resolution is the same as last year which is presented annually. After due discussion, a motion was made by Adam Rushmeyer who introduced the following resolution and moved its adoption:

RESOLUTION 2022-01  
RESOLUTION APPROVING THE DELEGATION OF  
AUTHORITY FOR PAYING CLAIMS PRESENTED TO THE CITY OF ALBANY

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 Al Amdahl, John R. Harlander, Adam Rushmeyer, and Keith Heitzman, and none voted against the same whereupon the said Resolution 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 also presented to the council a Termination and Release of Easement agreement between the city and Unity Family Healthcare, 300 3<sup>rd</sup> Avenue. Mr. Schneider informed the council the city and Unity Family Healthcare approved a Cross Access Easement and an Encroachment Easement dated September 30, 2020 and recorded at the Stearns County Recorder's Office on April 28, 2021; whereby the same or a duplicate had been executed on November 2, 2020 and recorded December 15,

2020. Mr. Schneider recommended the said agreement be approved and noted the original easements will remain in full force and effect the action by the city will clarify the recording documents. After due discussion, a motion was made by John R. Harlander and seconded by Al Amdahl to authorize Mayor Tom Kasner to execute the said easement agreement on behalf of the city. All voted for the motion and it carried.

The council took notice of a proposed standalone Taser Policy for the Albany Police Department. Mr. Schneider noted the purpose is to provide guidelines for the use of the Advanced Taser X26P by the officers of the department. Mr. Schneider noted the policy includes, but not limited to, conditions of use, deployment, documentation, training, storage and maintenance. After due discussion, and upon the recommendation of Ozzie Carbajal, Police Chief, a motion was made by John R. Harlander and seconded by Keith Heitzman to approve the said Policy. All voted for the motion and it carried.

Mayor Tom Kasner updated the council on the cross-country ski trail on the golf course which he has groomed a few times the past week or so. Mr. Kasner noted the equipment used for grooming is working out very well and hopes many more skiers will use the trail. Mr. Schneider informed the council the Star Post will be writing an article in the newspaper to increase public awareness of the new trail and a notice was already posted on the city Facebook page. Mr. Amdahl noted he will contact the director of the Albany Area Schools Community Education program to add the outdoor recreational activity to their newsletter.

Mayor Tom Kasner announced the next regular Council meeting for 6:30 o'clock in the evening on Wednesday, January 19, 2022, and adjourned the meeting at 6:50 PM.

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Tom Schneider  
Clerk/Adm.

UNOFFICIAL

**RESOLUTION 2022-02**  
**RESOLUTION APPROVING PLANS AND SPECIFICATIONS**  
**AND ORDERING ADVERTISEMENT FOR BIDS**  
**2022 CIP Roadway and Utility Improvements**  
**(Midland Avenue, 2<sup>nd</sup> Street, 3<sup>rd</sup> Street, 4<sup>th</sup> Street, 5<sup>th</sup> Street, and adjacent alleys**

WHEREAS, Stantec Consulting Services Inc, St. Cloud, MN, the engineer for the City of Albany, Minnesota (the "City") has prepared the final plans and specifications for the 2022 CIP Roadway and Utility Improvements (the "Improvement").

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

1. Such plans and specifications are hereby approved and are placed on file in the office of the Administrator/Clerk-Treasurer.
2. The Administrator/Clerk-Treasurer is hereby directed to publish an advertisement for bids in the official newspaper and in a recognized industry trade journal, on the Improvement to be given in substantially the form set forth on Exhibit A attached hereto.
3. The advertisement shall be published at least once, not less than three weeks before the date set for opening of bids.

Adopted by the City Council this 19<sup>th</sup> day of January 2022.

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Tom Kasner, Mayor

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Tom Schneider, Clerk/Adm.

(S E A L)

**EXHIBIT A**

**NOTICE OF ADVERTISEMENT FOR BIDS  
FOR CITY OF ALBANY, MINNESOTA**

Notice is hereby given that the City Council (the "City Council") of the City of Albany, Minnesota (the "City"), will receive bids at the City Hall, 400 Railroad Avenue, Albany, Minnesota, until 11:00 a.m., on Wednesday, February 16<sup>th</sup>, 2022, at which time they will be publicly opened and tabulated for consideration by the City Council at a subsequent meeting, for the making of the following improvement under Minnesota Statutes, Section 429:

General nature of improvement:	Installation of underground utilities, grading and bituminous street construction.
Proposal Forms:	All bids shall be made in the form prescribed by the City and shall be accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the order of the City for not less than 5 (five) percent of the amount bid.
Rejection of bids:	The City Council reserves the right to reject all bids.
Plans and Specifications:	Digital copies of the plans and specifications will be available for download and purchase at <a href="http://www.questcdn.com">www.questcdn.com</a> and will be available for viewing at City Hall or at the office of Stantec Consulting Services Inc, 3717 23 <sup>rd</sup> Street South, St. Cloud, MN.

Tom Schneider  
Clerk/Adm.

Published in the Star Post on January 26<sup>th</sup> and February 2<sup>nd</sup>, 2022.



**Legend**

- Project Locations
- Lake Wobegon Regional Trail
- Right of Way
- Surface Water
- Parcels

- Notes**
1. Coordinate System: NAD 1983 UTM Zone 15N
  2. Base features: Stanlec, MNDNR, Slearns County
  3. Orthoimagery © Microsoft Bing Maps



Project Location 193805394  
 Albany, MN Prepared by DME on 2021-09-10  
 Technical Review by JBM on 2021-09-10

Client/Project  
 City of Albany  
 2022 Proposed Project Location

Figure No.  
**1**  
 Title

**Project Location Map**

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To:	Mr. Tom Schneider and Albany City Council	From:	Jeremy Mathiasen
	City of Albany		St. Cloud Office
File:	193801690	Date:	January 14, 2022

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**Reference: Engineering Update for the 1/19/22 Council Meeting**

**2021 Capital Improvement Project**

Construction work is on hold until the spring of 2022. Project record plan work is underway.

**Golfview Lift Station Improvements**

Shop drawing review has been completed, and contracts are signed.

**2022 Capital Improvement Project**

We'd like to move forward with a resolution on Wednesday night to approve plans and specifications and authorize the advertising of bids for the project. The bid date will be February 16<sup>th</sup>. We'll have updated construction estimates for you on Wednesday.

**1<sup>st</sup> Street/TH 238 Improvements**

Awaiting comments from MnDOT on the 90% plan review. Specification work is continuing in the meantime. Anticipated bid date of early March.

Feel free to contact me at any time with project related questions.

[Jeremy.mathiasen@stantec.com](mailto:Jeremy.mathiasen@stantec.com) 320.266.5232



Dear Group Leaders & Brokers

The Minnesota Healthcare Consortium (MHC) has recently been made aware that the VEBA services agreement between Further (MII Life) and HealthEquity will not move forward.

As a result, Further and Health Equity have provided MHC and other clients with additional time to find an alternative solution. VEBA services from Further will remain in place through September 30, 2022. Until that time members and group leaders will continue to access all account information through Further at [www.hellofurther.com](http://www.hellofurther.com).

MHC is actively working to find a replacement for the current spending account services, and will leverage the learnings from a 2020 RFP process as the starting point. The timing of the termination gives us adequate time to find a best in market solution. Stay tuned for more updates in the weeks and months to come from MHC and your local service cooperative.

We know this work well and are confident that we will find the best partner on behalf of our Groups.





**WATER PUMPED**

	2021	2020	2019
Jan	10,965,000	10,323,000	10,257,000
Feb	10,928,000	10,205,000	10,727,000
mar	10,036,000	10,939,000	10,353,000
apr	9,300,000	10,593,000	9,429,000
May	12,472,000	13,518,000	10,204,000
Jun	17,293,000	16,164,000	11,237,000
Jul	17,126,000	14,059,000	12,012,000
Aug	14,664,000	13,714,000	12,405,000
Sep	11,783,000	11,150,000	10,380,000
Oct	11,348,000	10,192,000	10,241,000
Nov	9,626,000	9,584,000	10,752,000
Dec.	8,938,000	9,605,000	9,712,000
Total:	144,479,000	140,046,000	127,709,000