

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, November 3, 2021, in the Council Room at 400 Railroad Avenue for the said City.

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

Other's present were: Tom Schneider, Clerk/Adm., Joe Mergen, Public Works Supervisor, Jeremy Mathiasen, the City Engineer with the firm of Stantec, Inc., St. Cloud, MN, and Ozzie Carbajal, Police Chief, and the following high school students: Emily Spanier, Annie Bettin, Abby Thelen, Abby Kalthoff, Josie Schmitt, Alaina Pullins, Noah Kalthoff, Megan Koglin, Lizzie Merdan, Hallie Hoffarth, and Rebecca Iverson.

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 Adam Rushmeyer to authorize electronic payments (payroll), transfers, and the payment of the following bills: Check Numbers 71375 to 71401. 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 October 20th and hearing none declared them approved.

Open forum/public comments: none.

Dannielle Zierden, Administration/Police Assistant, appeared before the council to discuss a proposed new accounting software system named Civic Systems, to replace the current software system to include accounts payable, accounts receivable, general ledger, payroll, and utility billing. Ms. Zierden noted the current software system is outdated, poor support assistance, and has not kept up with improving operating efficiencies of the software causing reporting to be delayed. Ms. Zierden noted other cities have been contacted who operate Civic Systems software including the city's auditor and information technology (IT) personnel who maintain the city's computer system; whereby each had no concerns or objections regarding the use of the software and compatibility. Ms. Zierden informed the council the annual software support is \$7,684 and total cost is \$49,900. Mr. Schneider also noted lasterfische software will be upgraded for an additional \$3,100+/- annually. After due discussion, a motion was made by John R. Harlander and seconded by Al Amdahl to approve the quote received from Civic Systems, LLC, Madison, WI, in the amount of \$49,900 contingent upon the city administrator reviewing the quote and contract received with the city attorney. All voted for the motion and it carried.

Scott Hansen, School Board member, Albany Area High School, appeared before the council to update the council on the proposed redevelopment of the former hospital/clinic at 300 3rd Avenue. Mr. Hansen noted the property is under contract with Sand Companies, Waite Park, MN, to allow ample time for the school to determine if the property and building is suitable for redevelopment for the purpose of using the building for pre-kindergarten and early childhood programs. Mr. Hansen noted space needs, site options, financing options, and expansion ideas have been discussed and analyzed for the past three years due to enrollment growth, special education programming, all day kindergarten, intervention support, low class sizes, preschool programming, flexible learning spaces, etc. Mr. Hansen noted no official final decision has been made and meetings are ongoing to determine how to proceed to meet the expectations of the students and parents of the district. Mayor Tom Kasner thanked Mr. Hansen for appearing before the council with the update on the facility challenges facing the school district.

Mr. Mathiasen appeared before the council to update the council on the Golf View Drive Lift Station Improvements, 2021 Capital Improvements, 2022 Capital Improvements, and 1st Street and Railroad Avenue Intersection Improvements.

Chief Carbajal informed the council Patrol Officer Carter Fish successfully completed his field training exercises and will continue to receive ongoing training from himself and other staff in the department.

Mayor Tom Kasner, Albany Area Fire Board liaison, reported the new engine will be delivered to the fire department in the next two weeks. Mr. Kasner noted the cost of the new engine is \$490,000+/-.

The council took notice of a three-year fee quote from Schlenner Wenner & Co, St. Cloud, MN, the city auditor, for years ended 2021, 2022, and 2023. Mr. Schneider noted the fees range from \$30,600 to \$32,500 or a 3% increase each year. After due discussion, a motion was made by Mayor Tom Kasner and seconded by John R. Harlander to approve the three-year fee quote from Schlenner Wenner & Co, St. Cloud, MN. All voted for the motion and it carried.

Mr. Schneider informed the council he received notice of a public hearing from Albany Township on a request by We B Farming, LLC (Thomas and Dawn Blattner), 37367 CR 10, Albany, to rezone property from an Agricultural District A-40 to R5, a total of 62.9 acres. No action was taken by the council.

The council took notice of the 2022 City Employee Personnel Policy. Mr. Schneider informed the Council minor additions and corrections were made by the City Attorney, reviewed by the department heads, and recommended approval. After due discussion, a motion was made by Al Amdahl and seconded by Adam Rushmeyer to approve the 2022 City Employee Personnel Policy. All voted for the motion and it carried.

The council took notice of a transportation contract renewal between the City and Tri-County Action Program, Inc. for the period January 1, 2022 through December 31, 2022 at a lump sum payment of \$850. Mr. Schneider informed the council the bus service is provided to residents of the community one day a week for a limited amount of time. After due discussion, a motion was made by Keith Heitzman and seconded by John R. Harlander to approve the payment by the City of \$850 to Tri County Action Program and to approve the said contract. All voted for the motion and it carried.

Mayor Tom Kasner announced the next regular Council meeting for 6:30 o'clock in the evening on Wednesday, November 17, 2021, and adjourned the meeting at 7:40 PM.

Tom Schneider
Clerk/Adm.