

NOTICE OF ALBANY CITY COUNCIL MEETING

There will be a 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, June 15, 2016, 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 June 1st
5. Open Forum/Public comment
6. Joe Mergen, Public Works Supervisor – discuss recent Sidewalk Inspection, background information relating to Ordinance 41.01, Subd. 3, and discuss payment options.
7. Jeremy Mathiasen, City Engineer - Project Updates
8. Joe Mergen, Public Works Supervisor
9. Laurie Dingmann, Park Board and Community Education Liaison
10. John R. Harlander, Street Department and Albany Township Liaison
11. Tom Kasner, Fire Department, EDA Board, and Equipment
12. Matt Gannon, Police Sergeant
13. John Greer, Police Department and Planning Commission
14. Daron Gersch, Utility Department and Albany Golf Club (AGC)
15. Diane Jesh, Administrative Assistant
 - 1) Whispering Oaks at Two River Lot sale update
 - 2) Albany Heritage Day to be held on Saturday, August 6th.
 - Large Gathering Permit application
 - Albany Lions Club Temporary
 - 3) Marcia's All-Aboard Bar and Grill renewal of 2AM license application
 - 4) JT Electric request to extend Interim Use Permit (IUP) Child Day-Care
 - 5) Byron and Lucy Thomas request for special assessment deferment
 - 6) Appointment of Election Judges for Primary and General Elections
16. Mayor's announcements and letters
17. Announce next meeting date and adjourn

Tom Schneider
Clerk/Adm.

ORDINANCE 41 STREETS AND SIDEWALKS

Section 41.01: SIDEWALKS AND STREETS.

Subd. 3. Repair. The City shall from time to time repair the public sidewalks as City resources permit. The cost of such repairs shall be paid 50% by the property owner and 50% by the City.

SIDEWALK INFORMATION (Joseph Mergen, Public Works Supervisor -320-980-2990)

Background Information:

Private sidewalk contractors are hired by the City to do sidewalk repair work.

How the work will proceed:

In most cases, the contractor will remove a 4 to 6 inch wide area of grass and soil along both sides of the defective sidewalk. This is necessary in order to install the construction forms for the new sidewalk. If you have any special landscaping, shrubs, fences, retaining walls or other structures that may be within the area affected by the work, you should contact Mr. Mergen at 320-980-2990 with questions concerning these items. Once the installation is complete, the construction materials will be cleaned up and the space will be filled in with black dirt and grass seed. The property owner is responsible for watering and maintaining the new grass seed.

Lawn sprinkler systems:

If you have a lawn or landscaping sprinkler system installed in the area where sidewalk work is to be performed, it is your responsibility to locate and mark out the system both before, and during, the sidewalk construction work. The contractor will take every precaution to avoid causing damage to your system. However, if your system is damaged, the cost to repair any damages will be your responsibility.

Sidewalk damage caused by tree root growth:

Sidewalks may become defective and require repair due to the growth of tree roots. Property owners are responsible for these repairs. The contractor may be required to remove some tree roots and relocate any boulevard walks away from the base of the tree in order to allow for tree root growth.

While sidewalk repairs may cause some temporary inconvenience, the new sidewalks will not only be safer but will also enhance the appearance of your property. Your patience, understanding and cooperation are appreciated!

FREQUENTLY ASKED QUESTIONS- SIDEWALK REPLACEMENT

The boulevard tree is raising the sidewalk; why do I pay for that?

Regardless of the cause of the defect, it is the property owner's responsibility as per the sidewalk ordinance, to pay for the sidewalk replacement.

Can't I just get a temporary asphalt patch?

No. The only acceptable method is permanent replacement of the defective panels with new concrete.

Can I do the sidewalk repair myself?

No, the sidewalk is located within the public right-of-way.

What are my payment options for the sidewalk repair?

The Council will determine sidewalk assessments which may be charged an interest rate over a period of time. If this is the direction of the Council, an assessment hearing will be scheduled in the future. Either pay the full amount upon receiving your final repair bill (this way no interest accumulates) or, if you would like to have it assessed onto your property taxes, simply don't pay the bill and the City will assess it onto your property taxes. Terms and interest rate to be determined by the Council at a public hearing.

Why is this work being done now?

The Public Works Department inspects public sidewalks in each neighborhood on an as needed basis.

What are the criteria for defective sidewalk?

Sidewalk panels to be replaced are those that are broken, uneven, settled, projecting, or deteriorating. Mr. Mergen determines whether the sidewalk panels meet the criteria for replacement during the initial inspection. In some cases, it may be necessary to replace sidewalk panels that appear to be in good shape in order to re-establish the sidewalk grade or to maintain proper drainage.

How do I know which panels are being replaced?

The sidewalk panels to be removed and replaced will be marked. At a later time, approximately two to three weeks before the sidewalk panels are to be replaced, Mr. Mergen will mark the defective sidewalk panels with **orange** spray painted arrows. The painted arrow marks are mainly used by the sidewalk contractor to identify the defective sidewalk panels that are to be removed and replaced.

One sidewalk panel is partly on the neighbor's property, who pays for that?

Only the portion in front of (abutting) each property is assessed to the corresponding property owner. So if 4' of the sidewalk panel abuts your property and 2' abuts your neighbor's, you pay for 4' and your neighbor pays for 2'.

When will the sidewalk repairs be done?

Scheduling the sidewalk repair work is dependent on many factors that include weather, scheduling of the sidewalk contractor for other city projects, and so on. When the sidewalk repair work is imminent for your neighborhood (usually within two to three weeks), the defective panels will be marked with **orange** spray painted arrows.

Why does the new concrete have to be bright white, instead of grey like the older panels?

The contractor must use the white-pigmented curing compound to reflect heat and retain moisture during the curing process. The bright white color will eventually wear off.

Will the contractor re-sod my lawn/boulevard?

No, the contractor is only responsible for placing black dirt and grass seed along the edge of the new sidewalk, and filling in any ruts in the boulevard with black dirt and grass seed. The property owner may choose to install sod themselves at their own expense.

What do I need to do about my sprinkler system?

Locate and mark your sprinkler system before and during sidewalk construction work. The sidewalk contractor will take every precaution to avoid causing damage to your sprinkler system. However, if the system is damaged it is your responsibility to repair the damage.

What will happen to my retaining wall/fence that is next to the sidewalk?

Generally, the contractor can work around these types of obstructions without causing damage. If the fence/retaining wall is resting on, or hanging over the sidewalk, it may need to be dismantled and/or removed by the owner at the owner's expense.

**J T PROPERTIES OF ALBANY, LLC
P O BOX 476
ALBANY MN 56307**

June 7, 2016

To: City of Albany

From: Terry Oehrlein

Subject: IUP

Please extend the IUP for 103 Co. Rd 10 to November 1, 2016. The tenant will be moving into new facilities upon completion of new construction on approximately October 1, 2016.

Thank you.



DDA

David Drown Associates, Inc.
Public Finance Advisors

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June 3, 2016

Emailed to tschneider@ci.albany.mn.us

Tom Schneider, City Administrator
400 Railroad Avenue
P.O. Box 370
Albany, MN 56307-0370

RE: Elderly Deferral of Assessment

Dear Tom:

Byron and Lucille Thomas who live at 611 5th Street are proposed to be assessed \$11,039.68 for benefits of the 5th street project. The City's policy is to, upon request, defer the payment of assessments for elderly homeowners where annual assessment payments exceed 3% of family income.

I have reviewed the Thomas' 2015 Federal tax return, and they do qualify for elderly deferral.

Sincerely

David P. Drown, President
David Drown Associates, Inc.
david@daviddrown.com

“2016”

CITY OF ALBANY ELECTION JUDGES

PRIMARY ELECTION
August 9th

GENERAL ELECTION
Nov. 8th

Polls open and close at:

7AM to 8PM

7AM to 8PM

<u>NAME</u>	<u>ADDRESS</u>
Richard Goebel	150 Highview Dr.
Rita Stenlund (Head Judge)	P.O. Box 400
Pam Rypkema	P.O. Box 513
Diane Westgard	P.O. Box 32
Carol Tembruell	200 12 th Street
Tom Schneider	301 Golf View Dr.
Rod Gerads	116 Schwinghammer Dr.
Mary Kay Grabmeier	721 5 th Street
Lucy Thomas	P.O. Box 678
Christopher Ramseyer	231 2 nd Street