

**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, November 16, 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 November 2nd
5. Open Forum/Public comment (3 to 5 minutes max.)
6. Tom Schneider, Clerk/Adm. – recommendation to city council, the canvassing board, to ratify the election results for the November 8th Municipal Election.
7. Public Hearing on proposed assessment for unpaid Water Usage and recommendation to certify to Stearns County for collection in 2023
8. Public Hearing on proposed assessment for unpaid lawn mowing charge and recommendation to certify to Stearns County for collection in 2023
9. Jeremy Mathiasen, City Engineer – present the following:
 - Payment Voucher No. 6 for the 2022 Capital Improvements (Midland Avenue)
 - Payment Voucher No. 4 for the 1st Street (TH238) and Railroad Avenue Improvements
 - Payment Voucher for the Golf View Lift Station Improvements
 - Memorandum of Understanding between the city and Mn Pollution Control Agency
 - Project updates
10. Reports of Boards and Department Heads
 - Councilor Keith Heitzman, Albany Golf Club Liaison – present payment of bills and club activities
 - Joe Mergen, Public Works Supervisor
 - Police Chief Ozzie Carbajal, Police Department
 - Tom Schneider, Clerk/Adm.
11. Mayor's announcements and letters
 - Annual Performance Review -Tom Schneider, Clerk/Adm.
12. Mayor to announce next regular Council meeting date (December 7th) 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, November 2, 2022, in the Council Room at 400 Railroad Avenue for the said City.

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

Other's present were: Tom Schneider, Clerk/Adm., Jeremy Mathiasen, City Engineer with Stantec, Inc., St. Cloud, MN, Police Chief Ozzie Carbajal, Joseph Mergen, Public Works Supervisor, and Tim Hennagir, Staff Writer, the Star Post. The following high school students were present for the meeting: Veronica Maus, Nyra Brown, Theresa kalthoff, and Andrea Majchrzak.

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 John R. Harlander and seconded by Al Amdahl to approve/authorize payroll (33421-3431), electronic payments (900054-900058), transfers, and the payment of the following bills: Check Numbers 72233 to 72261. 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 19th and hearing none declared them approved.

Open forum/public comments: none

Suzanne Thieschafer, Xcel Energy Product Portfolio Manager, and Mark Osendorf, Xcel Energy Manager Community Relations, were present for the meeting.

Ms. Thieschafer appeared before the council to present information relating to the installation of 21-DC Fast Charging Stations throughout greater Minnesota within their service territory between the years 2023-2024. Ms. Thieschafer noted the installation will be in sites that are highly visible in communities currently underserved for electric vehicle (EV) charging and Xcel Energy will design, build, install, and operate, the EV charging station under a 10-year agreement. Mr. Harlander questioned what the cost is for charging an electric vehicle. Mr. Osendorf noted it is approximately equivalent to a \$1.00/gallon of fuel. Mr. Osendorf noted EV's will be able to charge anywhere from 15 minutes to 30 minutes with two charging ports on a unit. Mr. Osendorf also noted the EV charging stations will be offered to businesses which will have the option of owning the unit, but there are other costs associated with private ownership to be considered. Ms. Thieschafer noted the EV charging stations will attract and retain visitors to communities, build goodwill with businesses, and available to the public 24-hours a day, seven days a week. Ms. Thieschafer also noted if the city is interested in becoming a host site, an application which is not a commitment, only an expression of interest, should be submitted to Xcel Energy on or before December 15th. Mayor Tom Kasner thanked Ms. Thieschafer and Mr. Osendorf for attending the meeting and providing information on EV charging stations.

Michele Bogner, a representative with Kerry Group, appeared before the council to inform the council their company recently acquired Kraft/Heinz, a powered cheese product producer located at 600 Railroad Avenue. Ms. Bogner informed the council Kerry is a public food company whose headquarter is in Ireland, a global company consisting of approximately 100 companies, and 26,000 employees. Ms. Bogner informed the council the Wastewater Discharge Permit needs to be assigned to Kerry. Mr. Schneider noted the current permit with Kraft/Heinz expires December 31, 2024 and recommended the council approve the assignment of the said permit to Kerry. After due discussion, a motion was made by Adam Rushmeyer and seconded by Keith Heitzman to approve the assignment of the Wastewater Discharge Permit from Kraft/Heinz to Kerry. All voted for the motion and it carried. Mayor Tom Kasner, including other council members, thanked Ms. Bogner for attending the meeting and providing insight on the acquisition and continued operations at the Albany plant.

Councilor Adam Rushmeyer, Planning Commission Liaison, informed the council the city received letters of resignation from Planning Commission members Will Seiler and Jon Stueve. Mr. Rushmeyer noted Mr. Seiler is unable to attend meetings due to his evening work schedule and Mr. Stueve will be moving out of the city limits. Mr. Rushmeyer informed the council a notice was published in the local newspaper seeking two qualified candidates to fill a one-year term ending December 31, 2023, and a four-year term ending December 31, 2026. After due discussion, a motion was made by Adam Rushmeyer and seconded by John R. Harlander to accept the letters of resignation from Mr. Seiler and Mr. Stueve effective immediately. All voted for the motion and it carried. Mayor Tom Kasner thanked each for their unselfish dedication and commitment to the community for many years as Planning Commission members.

Mr. Schneider informed the council a public hearing is typically held in November each year to consider proposed assessments for unpaid city charges to be certified to Stearns County. Mr. Schneider informed the council he was unsuccessful in collecting the amounts and therefore, published a notice in the local newspaper on November 2nd for a public hearing to be held on November 16th. After due discussion, a motion was made by Mayor Tom Kasner and seconded by Keith Heitzman to hold a public hearing before the city council at 6:30 o'clock or as soon as thereafter on Wednesday, November 16th to consider and possibly adopt the proposed assessment for unpaid city charges incurred in relation to Ordinance 77 and Ordinance 30. 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 16, 2022, and adjourned the meeting at 7:20 PM.

Tom Schneider
Clerk/Adm.

UNOFFICIAL

Abstract of Votes Cast
In the Precincts of the City of Albany
State of Minnesota
at the State General Election
Held Tuesday, November 8, 2022
as compiled from the official returns.

Abstract print version 36469, generated 11/9/2022 10:12:06 AM

Summary of Totals
City of Albany
Tuesday, November 8, 2022 State General Election

Number of persons registered as of 7 a.m.	1636
Number of persons registered on Election Day	45
Number of accepted regular, military, and overseas absentee ballots and mail ballots	98
Number of federal office only absentee ballots	6
Number of presidential absentee ballots	0
Total number of persons voting	1163

Summary of Totals
City of Albany
Tuesday, November 8, 2022 State General Election

KEY TO PARTY ABBREVIATIONS

NP - Nonpartisan

Mayor (Albany)

NP	WI
Tom Kasner	WRITE-IN
871	10

Council Member (Albany) (Elect 2)

NP	NP	NP	WI
Alan Amdahl	Bruce Winter	Adam Rushmeyer	WRITE-IN
507	483	639	6

Abstract print version 36469, generated 11/9/2022 10:12:06 AM

Detail of Election Results
City of Albany
Tuesday, November 8, 2022 State General Election

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
73 0005 : ALBANY	1636	45	1163
City of Albany Total:	1636	45	1163

Detail of Election Results
City of Albany
Tuesday, November 8, 2022 State General Election

Office Title: Mayor (Albany)

Precinct	NP	WI
73 0005 : ALBANY	Tom Kasner 871	WRITE-IN 10
Total:	871	10

Office Title: Council Member (Albany) (Elect 2)

Precinct	NP	NP	NP	WI
73 0005 : ALBANY	Alan Amdahl 507	Bruce Winter 463	Adam Rushmeyer 639	WRITE-IN 6
Total:	507	463	639	6

NOTICE OF PUBLIC HEARING
ON PROPOSED ASSESSMENT FOR
UNPAID WATER USAGE

NOTICE IS HEREBY GIVEN that the Albany City Council will hold a public hearing at 6:30 PM or as soon as thereafter on **Wednesday, November 16, 2022** in the Council Room at 400 Railroad Avenue, Albany, MN to consider and possibly adopt the proposed assessment for unpaid water usage incurred in relation to Ordinance 30. Adoption by the City Council of the proposed assessment may occur at the hearing. The proposed assessment is as follows which includes administration fees:

<u>Property:</u>	<u>Amount:</u>
1201 Highview Drive	\$5,709.69
1202 Highview Drive	\$6,933.51

Written or oral objections will be considered at the public hearing.

Such assessment is proposed to be payable in one (1) installment. You may pay the entire assessment on such property to the City of Albany on or before November 17, 2022. If not paid by this date, the amount will be certified to the Stearns County Auditor-Treasurer for collection in 2023. You may at any time thereafter pay to the Stearns County Auditor-Treasurer the entire amount of the assessment.

An owner may appeal an assessment to District Court pursuant to Minnesota Statutes Sections 429.081 by serving notice of the appeal upon the City Administrator of the City within 30 days after the adoption of the assessment and filing such notice with the District Court within ten days after service upon the City Administrator.

No such appeal as to the amount of an assessment as to a specific parcel of land may be made unless the owner has either filed a signed written objection to the assessment with the City Administrator prior to hearing or has presented the written objection to the presiding officer at the hearing.

Tom Schneider
City Administrator

Published in the Star Post this 2nd day of November, 2022.

NOTICE OF PUBLIC HEARING
ON PROPOSED ASSESSMENT FOR
UNPAID CITY CHARGES

NOTICE IS HEREBY GIVEN that the Albany City Council will hold a public hearing at 6:30 PM or as soon as thereafter on Wednesday, November 16, 2022 in the Council Room at 400 Railroad Avenue, Albany, MN to consider and possibly adopt the proposed assessment set forth below for unpaid city charges incurred in relation to Ordinance 77. Adoption by the City Council of the proposed assessment may occur at the hearing. The proposed assessment is as follows:

<u>Property:</u>	<u>Amount:</u>
347 Countryside Lane	\$250.00

Written or oral objections will be considered at the hearing.

Such assessment is proposed to be payable in one (1) installment. You may pay the entire assessment on such property to the City of Albany on or before November 16, 2022. If not paid by this date, the amount will be certified to the Stearns County Auditor-Treasurer for collection as a special assessment in the year 2023. You may at any time thereafter pay to the Stearns County Auditor-Treasurer the entire amount of the assessment.

An owner may appeal an assessment to District Court pursuant to Minnesota Statutes Sections 429.081 by serving notice of the appeal upon the Mayor or City Administrator of the City within 30 days after the adoption of the assessment and filing such notice with the District Court within ten days after service upon the Mayor or City Administrator.

No such appeal as to the amount of an assessment as to a specific parcel of land may be made unless the owner has either filed a signed written objection to the assessment with the City Administrator prior to hearing or has presented the written objection to the presiding officer at the hearing.

Tom Schneider, City Administrator

Published in the Star Post this 2nd day of November, 2022.

347 Countryside Lane



12" Ruler

To:	Mr. Tom Schneider Albany City Hall	From:	Jeremy Mathiasen St. Cloud, MN
File:	193805394	Date:	November 10, 2022

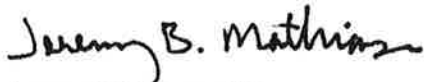
Reference: 2022 Capital Improvements – Payment Application No.6

For your consideration at your November 16th Council meeting is Payment Voucher No.6 for the 2022 Capital Improvement Project.

Payment Voucher No. 6 has been prepared for your review and generally includes bituminous paving and restoration work quantities. The amount due, minus the retainage, for **Payment Voucher No. 6 is \$94,438.53**

Stantec is recommending approval of Payment Voucher No. 6 for Breitbach Construction Co. Should you have any questions about the work completed to date, feel free to contact me.

Stantec Consulting Services Inc.



Jeremy Mathiasen PE
Senior Associate

Phone: 320 266 5232
Jeremy.Mathiasen@stantec.com

Attachment: Payment Voucher No.6



Owner: City of Albany, 400 Railroad Ave., Albany, MN 56307	Date: September 30, 2022
For Period: 9/30/2022 to 11/4/2022	Request No: 6
Contractor: Breitbach Construction Co.	

CONTRACTOR'S REQUEST FOR PAYMENT
 2022 ALBANY CAPITAL IMPROVEMENTS
 STANTEC PROJECT NO. 193805394

SUMMARY

1	Original Contract Amount		\$	<u>2,008,700.59</u>
2	Additional Work	\$	<u>13,630.60</u>	
3	Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>2,022,331.19</u>
5	Value Completed to Date		\$	<u>1,866,580.46</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>1,866,580.46</u>
8	Less Retainage 5%		\$	<u>93,329.02</u>
9	Subtotal		\$	<u>1,773,251.44</u>
10	Less Amount Paid Previously		\$	<u>1,678,812.91</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>6</u>		\$	<u><u>94,438.53</u></u>

Recommended for Approval by:
STANTEC

Approved by Contractor:
BREITBACH CONSTRUCTION CO.

Approved by Owner:
CITY OF ALBANY

Specified Contract Completion Date:
6/30/2023 (Final)

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Amount This Request	Quantity to Date	Amount to Date
BASE BID:								
1	MOBILIZATION	LUMP SUM	1	98,512.00		0.00	1.00	98,512.00
2	CLEAR AND GRUB	TREE	28	674.04		0.00	35.00	23,591.40
3	REMOVE SEWER PIPE (STORM)	LIN FT	1404	6.27		0.00	1,532.00	9,605.64
4	REMOVE SEWER PIPE (SANITARY)	LIN FT	1773	0.78		0.00	1,773.00	1,382.94
5	REMOVE WATER MAIN	LIN FT	2332	1.05	16	16.80	2,348.00	2,465.40
6	REMOVE HYDRANT ASSEMBLY	EACH	4	261.25		0.00	4.00	1,045.00
7	REMOVE GATE VALVE & BOX	EACH	2	109.50		0.00	6.00	657.00
8	REMOVE CATCH BASIN	EACH	11	182.91		0.00	10.00	1,829.10
9	REMOVE MANHOLE (STORM)	EACH	6	182.83		0.00	11.00	2,011.13
10	REMOVE MANHOLE (SANITARY)	EACH	10	182.90		0.00	8.00	1,463.20
11	REMOVE CURB AND GUTTER	LIN FT	5501	1.36		0.00	6,871.00	9,344.56
12	REMOVE BLOCK RETAINING WALL	LIN FT	145	5.75	98	563.50	98.00	563.50
13	REMOVE STONE GROUTED RETAINING WALL	LIN FT	260	5.75		0.00	260.00	1,495.00
14	REMOVE CONCRETE WALK	SQ YD	2642	3.08		0.00	2,243.00	6,908.44
15	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	689	3.40		0.00	1,195.00	4,063.00
16	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	925	2.61		0.00	1,609.00	4,199.49
17	RECLAIM BITUMINOUS PAVEMENT	SQ YD	22020.00	0.65		0.00	22,739.00	14,780.35
18	SAWING BITUMINOUS PAVEMENT	LIN FT	5021	3.14		0.00	2,833.00	8,895.62
19	SAWING CONCRETE PAVEMENT	LIN FT	779	5.22		0.00	432.00	2,255.04
20	ABANDON PIPE SEWER (SANITARY)	LIN FT	410	4.44		0.00	100.00	444.00
21	SALVAGE METAL SIDEWALK RAILING	LIN FT	19	20.89		0.00	16.00	334.24
22	SALVAGE SIGN	EACH	12	26.17	1	26.17	8.00	209.36
23	SALVAGE MAIL BOX SUPPORT & BOX	EACH	40	78.38		0.00	27.00	2,116.26
24	INSTALL SIGN	EACH	12	156.75		0.00	0.00	0.00
25	INSTALL CLUSTER MAIL BOX SUPPORT & BOXES	EACH	7	209.00	8	1,672.00	8.00	1,672.00
26	INSTALL METAL SIDEWALK RAILING	LIN FT	13	67.92		0.00	0.00	0.00
27	ADJUST VALVE BOX	EACH	2	251.00		0.00	0.00	0.00
28	ADJUST FRAME & RING CASTING	EACH	2	397.00	1	397.00	1.00	397.00
29	VALVE BOX ADJUSTMENT RING	EACH	6	94.00		0.00	0.00	0.00
30	MANHOLE ADJUSTMENT RING	EACH	17	256.00		0.00	0.00	0.00
31	COMMON EXCAVATION (P)	CU YD	14285	10.45	4145	43,315.25	14,285.00	149,278.25
32	SUBGRADE EXCAVATION	CU YD	987	7.73		0.00	475.00	3,671.75
33	SELECT GRANULAR BORROW (CV)	CU YD	6034	10.45		0.00	1,881.00	19,656.45
34	SUBGRADE GRANULAR BORROW (CV)	CU YD	1382	8.36		0.00	484.00	4,046.24
35	SELECT TOPSOIL BORROW - SCREENED (LV)	CU YD	915	19.85		0.00	458.00	9,091.30
36	PLACE SALVAGED AGGREGATE (CV)	CU YD	1800	3.74		0.00	7,600.00	28,424.00
37	GEOTEXTILE FABRIC TYPE V	SQ YD	23705	1.41		0.00	9,935.00	14,008.35
38	GEOGRID	SQ YD	1300	1.57		0.00	0.00	0.00
39	AGGREGATE BASE (LV) CLASS 5 - DRWYS & WALKS	CU YD	715	16.72		0.00	862.00	14,412.64
40	AGGREGATE BASE (CV) CLASS 5 - ROADWAYS & ALLEYS	CU YD	4696	22.47		0.00	3,978.00	89,385.66
41	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	1932	85.69	519	44,473.11	519.00	44,473.11
42	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	2702	84.65	-52	-4,401.80	2,955.00	250,140.75
43	BITUMINOUS PAVEMENT REPLACEMENT 2"-4"	SQ YD	1500	20.90	442	9,237.80	1,928.00	40,295.20
44	4" CONCRETE WALK	SQ FT	27057	4.18		0.00	25,125.00	105,022.50
45	6" CONCRETE WALK	SQ FT	2053	6.79		0.00	4,421.00	30,018.59
46	PEDESTRIAN CURB RAMP	EACH	1575	6.79		0.00	450.00	3,055.50
47	TRUNCATED DOMES	SQ FT	216	52.25		0.00	232.00	12,122.00
48	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	6871	14.37		0.00	6,650.00	95,560.50
49	7" CONCRETE VALLEY GUTTER & APRONS	SQ YD	40	83.60		0.00	40.00	3,344.00
50	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	350	56.43		0.00	550.00	31,036.50
51	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	967	41.80		0.00	968.00	40,462.40
52	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	1277	49.64	11	546.04	1,287.00	63,886.68
53	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	EACH	3	1,985.67		0.00	3.00	5,957.01
54	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2' X 3'	EACH	11	3,471.45	-1	-3,471.45	11.00	38,185.95
55	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	8	3,799.63		0.00	9.00	34,196.67
56	CONSTRUCT DRAINAGE STRUCTURE DESIGN 54-4020	EACH	1	4,593.00		0.00	1.00	4,593.00
57	CONNECT TO EXISTING STORM SEWER	EACH	3	836.00		0.00	5.00	4,180.00
58	CONNECT INTO EXISTING CATCH BASIN	EACH	2	705.50		0.00	2.00	1,411.00
59	CONNECT DRAIN TILE TO STRUCTURE	EACH	4	209.00		0.00	15.00	3,135.00
60	IMPROVED PIPE FOUNDATION	LIN FT	1100	1.05		0.00	0.00	0.00
61	4" PERF PE PIPE DRAIN W/SOCK	LIN FT	2800	4.70		0.00	7,718.00	36,274.60
62	DRAINTILE RISER W/ GV COVER	EACH	38	235.13		0.00	42.00	9,875.46
63	8" PVC SANITARY SEWER PIPE, SDR 35, 8-13' DEEP	LIN FT	2233	33.13		0.00	2,054.00	68,049.02
64	10" PVC SANITARY SEWER PIPE, SDR 35, 0-8' DEEP	LIN FT	315	38.67		0.00	271.00	10,479.57
65	CONSTRUCT SANITARY MANHOLE	EACH	12	3,816.33		0.00	12.00	45,795.96

PROJECT PAYMENT STATUS

OWNER CITY OF ALBANY
STANTEC PROJECT NO. 193805394
CONTRACTOR BREITBACH CONSTRUCTION CO.

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	5/2/2022	5/21/2022	141,825.27	7,464.48	149,289.75
2	05/22/2022	06/25/2022	338,566.98	25,283.80	505,676.05
3	06/25/2022	07/22/2022	457,887.87	49,383.16	987,663.28
4	07/23/2022	08/26/2022	524,870.06	77,007.90	1,540,158.08
5	08/27/2022	09/29/2022	215,662.73	93,329.02	1,767,171.48
6	09/30/2022	11/04/2022	94,438.53	93,329.02	1,866,580.46

To:	Mr. Tom Schneider Albany City Hall	From:	Jeremy Mathiasen St. Cloud, MN
File:	193805175	Date:	November 10, 2022

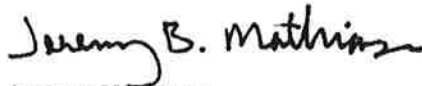
Reference: Albany (TH 238) 1st Street Improvements – Payment Application No.4

For your consideration at your November 16th Council meeting is Payment Voucher No. 4 for the Albany (TH 238) 1st Street Improvement Project.

Payment Voucher No. 4 has been prepared for your review and generally includes the final street light and some other miscellaneous final quantities. The application also reduces the project retainage from 5% to 2.5% since the work is complete with just some small punch list items remaining. The amount due, minus the retainage, for **Payment Voucher No. 4 is \$27,451.58.**

Stantec is recommending approval of Payment Voucher No. 4 for Craig Bardson Excavating, Inc. Should you have any questions about the work completed to date, feel free to contact me.

Stantec Consulting Services Inc.



Jeremy Mathiasen PE
Senior Associate

Phone: 320 266 5232
Jeremy.Mathiasen@stantec.com

Attachment: Payment Voucher No.4



Owner: City of Albany, 400 Railroad Ave., Albany, MN 56307	Date: October 9, 2022
For Period: 9/11/2022 to 10/31/2022	Request No: 4
Contractor: Craig Bardson Excavating Albany, MN 56307	

CONTRACTOR'S REQUEST FOR PAYMENT

Albany TH 238 / 1st Street and 8th Street / Shamrock Lane Sidewalk Improvements
STANTEC PROJECT NO. 193805175

SUMMARY

1	Original Contract Amount		\$	<u>616,632.06</u>
2	Additional Work	\$	<u>53,713.41</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>670,345.47</u>
5	Value Completed to Date		\$	<u>668,834.07</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>668,834.07</u>
8	Less Retainage 2.5%		\$	<u>16,720.85</u>
9	Subtotal		\$	<u>652,113.22</u>
10	Less Amount Paid Previously		\$	<u>624,661.64</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>4</u>		\$	<u><u>27,451.58</u></u>

Recommended for Approval by:
STANTEC

Approved by Contractor:
CRAIG BARDSON EXCAVATING, INC.

Approved by Owner:
CITY OF ALBANY

Specified Contract Completion Date:
8/12/22 (Substantial) 9/30/22 (Final)

Date:

Line No.	Item	Unit	Unit Price	Contract		Work Included on this Voucher		Work Complete - to Date	
				Quantity	Amount	Current Quantity	Current Amount	Quantity to Date	Amount to Date
TH 238 (1st St) & 8th St/Shamrock Ln Improvements									
1	MOBILIZATION	LS	29,000.00	1	29000.00		0.00	1	29,000.00
2	MAINT AND RESTORATION OF HAUL ROADS	LS	12,000.00	1	12000.00		0.00	1	12,000.00
3	CLEARING	TREE	150.00	1	150.00		0.00	2	300.00
4	GRUBBING	TREE	150.00	1	150.00		0.00	2	300.00
5	PAVEMENT MARKING REMOVAL	SQ FT	2.05	68	139.40	31.33	64.23	87.33	179.03
6	REMOVE MANHOLE OR CATCH BASIN	EACH	1,025.00	5	5125.00		0.00	5	5,125.00
7	REMOVE CURB STOP & BOX	EACH	1,025.00	1	1025.00		0.00	0	0.00
8	SALVAGE LIGHTING UNIT	EACH	755.65	1	755.65		0.00	2	1,511.30
9	SALVAGE SIGN TYPE C	EACH	25.63	8	205.04		0.00	8	205.04
10	SALVAGE SIGN TYPE SPECIAL	EACH	25.63	2	51.26		0.00	1	25.63
11	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	4.90	156	764.40		0.00	268	1,313.20
12	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	2.72	632	1719.04		0.00	864	2,350.08
13	REMOVE SEWER PIPE (STORM)	LIN FT	28.70	147	4218.90		0.00	109	3,128.30
14	REMOVE CURB AND GUTTER (P)	LIN FT	2.00	630	1260.00		0.00	691	1,382.00
15	SALVAGE RETAINING WALL	LIN FT	14.00	65	910.00		0.00	39	546.00
16	REMOVE WATER SERVICE PIPE	LIN FT	30.75	23	707.25		0.00	0	0.00
17	REMOVE CONCRETE PAVEMENT (P)	SQ YD	9.80	229	2244.20		0.00	229	2,244.20
18	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	2.60	1608	4180.80		0.00	1636	4,253.60
19	REMOVE CONCRETE WALK (P)	SQ YD	3.50	353	1235.50		0.00	330	1,155.00
20	EXCAVATION - COMMON (P)	CU YD	17.50	2287	40022.50		0.00	2287	40,022.50
21	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	18.62	1346	25062.52		0.00	993	18,489.56
22	GEOTEXTILE FABRIC TYPE 9	SQ YD	2.05	1845	3782.25		0.00	1522	3,120.10
23	AGGREGATE BASE CLASS 6 (P)	TON	21.90	932	20410.80		0.00	893	19,556.70
24	DOWEL BAR	EACH	15.38	1007	15487.66		0.00	1079	16,595.02
25	CONCRETE PAVEMENT 7.0"	SQ YD	87.64	1565	137156.60		0.00	1601.9	140,390.52
26	SUPPLEMENTAL PAVEMENT REINFORCEMENT	POUND	3.08	1230	3788.40		0.00	1209	3,723.72
27	DRILL AND GROUT DOWEL BAR (EPOXY COATED)	EACH	20.50	32	656.00		0.00	23	471.50
28	TYPE SP 12.5 NON WEARING COURSE MIXTURE (4.B)	TON	241.31	41	9893.71		0.00	52.77	12,733.93
29	TYPE SP 12.5 WEARING COURSE MIXTURE (4.E)	TON	198.65	29	5760.85		0.00	33.93	6,740.19
30	INSTALL RETAINING WALL	LIN FT	150.00	65	9750.00		0.00	39	5,850.00
31	12" RC PIPE CULVERT DES 3006 CL V	LIN FT	71.75	31	2224.25		0.00	26	1,865.50
32	15" RC PIPE CULVERT DES 3006 CL V	LIN FT	63.55	176	11184.80		0.00	160	10,168.00
33	24" RC PIPE CULVERT DES 3006 CL V	LIN FT	102.50	8	820.00		0.00	16	1,640.00
34	4" PERF TP PIPE DRAIN	LIN FT	5.70	279	1590.30		0.00	323	1,841.10
35	CONNECT TO EXISTING PIPE DRAIN	EACH	100.00	2	200.00		0.00	2	200.00
36	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	512.50	1	512.50		0.00	1	512.50
37	CONNECT TO EXISTING STORM SEWER	EACH	820.00	5	4100.00		0.00	5	4,100.00
38	4" PVC SANITARY SERVICE PIPE	LIN FT	49.20	86	4231.20		0.00	73	3,591.60
39	ADJUST VALVE BOX	EACH	512.50	5	2562.50		0.00	5	2,562.50
40	1" CORPORATION STOP	EACH	820.00	1	820.00		0.00	1	820.00
41	1" CURB STOP AND BOX	EACH	1,230.00	1	1230.00		0.00	1	1,230.00
42	1" TYPE K COPPER PIPE	LF	41.00	58	2378.00		0.00	38	1,558.00
43	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	EACH	2,050.00	3	6150.00		0.00	3	6,150.00
44	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	3,895.00	7	27265.00		0.00	7	27,265.00
45	CONSTRUCT DRAINAGE STRUCTURE DESIGN 54-4020	EACH	4,920.00	1	4920.00		0.00	1	4,920.00
46	CASTING ASSEMBLY	EACH	1,230.00	11	13530.00		0.00	11	13,530.00
47	6" CONCRETE WALK	SQ FT	8.20	8123	66608.60		0.00	8173	67,018.60
48	DRILL AND GROUT REINFORCEMENT BAR (EPOXY COATED)	EACH	20.50	74	1517.00		0.00	67	1,373.50
49	CONCRETE CURB AND GUTTER DESIGN B424	LIN FT	43.05	340	14637.00		0.00	338	14,550.90
50	CONCRETE CURB AND GUTTER DESIGN B618	LIN FT	32.80	193	6330.40		0.00	261.5	8,577.20
51	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	32.80	477	15645.60		0.00	536.5	17,597.20
52	CONCRETE CURB DESIGN V6	LIN FT	39.98	32	1279.36		0.00	35	1,399.30
53	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	87.64	202	17703.28		0.00	193.45	16,953.96
54	TRUNCATED DOMES	SQ FT	51.25	158	8097.50		0.00	158	8,097.50
55	LIGHTING UNIT TYPE SPECIAL	EACH	9,972.01	1	9972.01	1	9972.01	1	9,972.01
56	LIGHT FOUNDATION DESIGN E MODIFIED	EACH	1,405.31	2	2810.62		0.00	3	4,215.93
57	1.25" NON-METALLIC CONDUIT	LIN FT	5.32	200	1064.00	120.54	641.27	1037.54	5,519.71
58	UNDERGROUND WIRE 1 COND NO 6	LIN FT	2.24	300	672.00		0.00	2885	6,462.40
59	INSTALL LIGHTING UNIT	EACH	1,567.31	1	1567.31		0.00	2	3,134.62
60	TRAFFIC CONTROL	LS	11,172.50	1	11172.50		0.00	1	11,172.50
61	INSTALL SIGN	EACH	153.75	25	3843.75		0.00	24	3,690.00
62	SIGN	SQ FT	61.50	49	3013.50	1	61.50	50	3,075.00
63	STORM DRAIN INLET PROTECTION	EACH	87.13	20	1742.60	4	348.52	21	1,829.73
64	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	300.00	2	600.00		0.00	0	0.00
65	CULVERT END CONTROL	EACH	240.88	1	240.88		0.00	1	240.88
66	SILT FENCE TYPE MS	LIN FT	2.05	648	1328.40		0.00	687	1,408.35
67	FERTILIZER TYPE 1	POUND	1.28	213	272.64		0.00	213	272.64
68	SEEDING	ACRE	563.75	0.53	298.79		0.00	0.53	298.79
69	SEED MIXTURE 25-121	POUND	6.15	106	651.90		0.00	106	651.90
70	HYDRAULIC BONDED FIBER MATRIX	POUND	1.79	1583	2833.57		0.00	1583	2,833.57
71	4" SOLID LINE MULTI-COMPONENT GROUND IN	LIN FT	6.72	1409	9468.48		0.00	1375	9,240.00
72	4" BROKEN LINE MULTI-COMPONENT GROUND IN	LIN FT	4.61	73	336.53		0.00	0	0.00
73	4" DOTTED LINE MULTI-COMPONENT GROUND IN	LIN FT	4.61	50	230.50		0.00	78	359.58
74	12" SOLID LINE PREFORM THERMO GROUND IN ESR	LIN FT	23.06	60	1383.60		0.00	0	0.00
75	PAVEMENT MESSAGE PREFORM THERMOPLASTIC GROUND IN	SQ FT	31.78	16	508.48		0.00	16	508.48
76	CROSSWALK MARKING -MULTI-COMPONENT (WET REFLECTIVE)	SQ FT	13.49	702	9469.98		0.00	0	0.00
				Totals	616,632.06		11,087.53		615,120.66

REQUIRED ADDITIONAL WORK

77	ADDITIONAL TRAFFIC CONTROL	LUMP SUM	10,963.68	1	10,963.68	0.019	207.98	1,000	10,963.68
78	STREET LIGHTING & CONDUIT	LUMP SUM	16,134.30	1	16,134.30		0.00	1	16,134.30
79	STORM SEWER FIELD REVISIONS	LUMP SUM	3,921.75	1	3,921.8		0.00	1	3,921.75
80	8" SSOLID LINE PREFORM THERMO GR IN	LIN FT	37.38	60	2,242.8		0.00	60	2,242.80
81	CROSSWALK MARKING MULTI-COMPONENT IN ESR	SQ FT	23.67	864	20,450.9		0.00	864	20,450.88

Totals 53,713.41 207.98 53,713.41

PROJECT PAYMENT STATUS

OWNER CITY OF ALBANY
STANTEC PROJECT NO. 193805175
CONTRACTOR CRAIG BARDSON EXCAVATING, INC.

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	06/06/2022	06/24/2022	258,371.41	13,598.49	271,969.90
2	06/25/2022	07/22/2022	316,468.26	30,254.71	605,094.38
3	07/23/2022	09/10/2022	49,821.97	32,876.92	657,538.56
4	09/11/2022	10/31/2022	27,451.58	16,720.85	668,834.07

To:	Mr. Tom Schneider Albany City Hall	From:	Jeremy Mathiasen St. Cloud, MN
File:	193805123	Date:	November 10, 2022

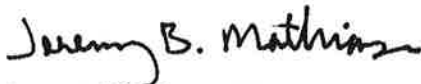
Reference: Golfview Sanitary Lift Station Improvements – Payment Application No. 2

For your consideration at your November 16th Council meeting is Payment Voucher No. 2 for the Golfview Lift Station Improvement Project.

Payment Voucher No. 2 has been prepared for your review and generally includes all work except for the new generator. The amount due, minus the retainage, for **Payment Voucher No. 2 is \$90,202.50.**

Stantec is recommending approval of Payment Voucher No. 2 for Liberty Electric Co., Inc. Should you have any questions about the work completed to date, feel free to contact me.

Stantec Consulting Services Inc.



Jeremy Mathiasen PE
Senior Associate

Phone: 320 266 5232
Jeremy.Mathiasen@stantec.com

Attachment: Payment Voucher No.2



Owner: City of Albany, 400 Railroad Ave., Albany, MN 56307	Date: November 9, 2022
For Period: 3/31/2022 to 10/31/2022	Request No: 2
Contractor: Liberty Electric Co., Inc., 27582 246th Ave., Albany, MN 56307	

CONTRACTOR'S REQUEST FOR PAYMENT
GOLDVIEW SANITARY LIFT STATION IMPROVEMENTS
STANTEC PROJECT NO. 173420038

SUMMARY

1	Original Contract Amount		\$	168,850.00
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	168,850.00
5	Value Completed to Date		\$	147,250.00
6	Material on Hand		\$	
7	Amount Earned		\$	147,250.00
8	Less Retainage 5%		\$	7,362.50
9	Subtotal		\$	139,887.50
10	Less Amount Paid Previously		\$	49,685.00
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	<u>2</u>	\$	<u>90,202.50</u>

Recommended for Approval by:
STANTEC



Approved by Contractor:
LIBERTY ELECTRIC CO., INC.

See Attached for Signature

Approved by Owner:
CITY OF ALBANY

Specified Contract Completion Date:

Date:

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2

PAGES

TO GENERAL CONTRACTOR:

STANTEC
 3717 23rd STREET SOUTH
 ST. CLOUD MN 56301-5094
 FROM CONTRACTOR:
 LIBERTY ELECTRIC CO. INC.
 27582 246TH AVE
 ALBANY, MN 56307

PROJECT:

APPLICATION NO. 2
 PERIOD TO: 10/31/2022
 PROJECT NOS: 173420038
 CONTRACT DATE 11/16/2021

Distribution to:

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

CONTRACT FOR: EMERALDS APTS PHASE III

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

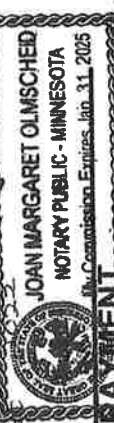
1. ORIGINAL CONTRACT SUM	\$	168,850.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	168,850.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	14725.00
5. RETAINAGE:	\$	7362.50
a. <u>5</u> % of Completed Work (Column D + E on G703)	\$	
b. <u> </u> % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	7362.50
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	151,487.50
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	49,685.00
8. CURRENT PAYMENT DUE	\$	101,802.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	28,142.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

CONTRACTOR: *[Signature]*

By: *[Signature]* Date: 10-25-22

State of: MN County of: Stearns
 Subscribed and sworn to before me this 25th day of October
 Notary Public: Joan M Demasch
 My Commission expires: Jan 25 2025



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1982 EDITION - AIA - ©1982
 Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

PROJECT PAYMENT STATUS

OWNER CITY OF ALBANY
STANTEC PROJECT NO. 173420038
CONTRACTOR LIBERTY ELECTRIC CO., INC.

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	03/01/2022	03/31/2022	49,685.00	2,615.00	52,300.00
2	03/31/2022	10/31/2022	90,202.50	7,362.50	147,250.00

Material on Hand

Total Payment to Date		\$139,887.50	Original Contract	\$168,850.00
Retainage Pay No.	2	7,362.50	Change Orders	
Total Amount Earned		\$147,250.00	Revised Contract	\$168,850.00

Memorandum of Understanding Between your Minnesota District or City and the Minnesota Pollution Control Agency for the Statewide Monitoring of Per- and Polyfluoroalkyl Substances (PFAS)

This Memorandum of Understanding is between your City and the Minnesota Pollution Control Agency (MPCA).

Whereas, PFAS is a known class of environmental contaminants with thousands of unique chemical structures which are persistent in the environment, bioaccumulative, and are in widespread use in industrial, commercial, and household applications;

Whereas, municipal wastewater treatment facilities are a receiver of PFAS and can be a conduit for the discharge of PFAS into the environment;

Whereas, municipal wastewater treatment facilities have regulatory authority over their significant industrial users and generally all users through National Pollutant Discharge Elimination Discharge (NPDES) permits issued to permittees in Minnesota;

Whereas, your permitted wastewater treatment facility has been identified as having at least one significant industrial user;

Whereas, significant industrial users may be a contributing source of PFAS to wastewater treatment facilities;

Whereas, to protect human health and the environment, the MPCA established goals to identify and reduce PFAS in the environment through implementation of its 2022 PFAS Monitoring Plan, that seeks to partner with all sources to reduce releases to the air, water, and land;

Whereas, funding has been appropriated by the Minnesota Legislature to develop tools to assist municipal wastewater treatment facilities in source identification and source reduction of PFAS. This appropriation is specific to these activities and will not be used for sample collection or sample analysis. A contract has been executed between Antea Group and the MPCA where PFAS Source Identification & Reduction tools will be developed. These tools will be available for use in conjunction with the development of PFAS pollutant management plans and;

Whereas, response thresholds will be developed based on data collected from the first two sampling events. The response thresholds will be statistically based, not risk based, to help prioritize source identification and reduction activities. All facilities will be assigned one of three priority categories which will include specific actions for the facilities to complete.

- A. Category one - No further sampling required at this time, unless state or federal funding is obtained. It is strongly encouraged that these facilities complete an inventory of industrial users who may be potential contributors of PFAS. If the MPCA obtains funding to collect and analyze PFAS we reserve the right to collect two additional samples at these facilities.
- B. Category two - Complete an inventory of potential industrial sources of PFAS and start a dialog with those potential sources to initiate source identification and reduction work. Develop, complete, and submit a PFAS Pollutant Management Plan (PFAS PMP) and complete and submit the final two sampling events.

- C. Category three - Complete an inventory of potential industrial sources of PFAS and start a dialog with those potential sources to initiate source identification and reduction work. Develop, complete, and submit a PFAS Pollutant Management Plan (PFAS PMP) and complete and submit the final two sampling events. Based on the industrial user inventory MPCA will work with you to identify further actions to verify PFAS discharges from these potential sources.

Whereas, the MPCA will continue to pursue funding to offset the cost of sample collection and sample analysis. If funding is obtained, an MPCA identified contractor will be used to coordinate and collect samples from designated influent monitoring locations at the wastewater treatment facilities identified in the MPCA PFAS monitoring plan. The collected influent samples will then be sent to an MPCA designated certified laboratory for analysis. Related costs associated with sample collection and analysis will be covered pursuant to the amount of funding obtained and any potential eligibility requirements. The results of the monitoring will be shared with both the monitored wastewater facilities and the MPCA. Data will be submitted via the EQUIS system.

Whereas, MPCA Municipal wastewater contacts for the PFAS Monitoring Plan are:

Jaramie Logelin, jaramie.logelin@state.mn.us, 218-302-6640 or

Sherry Bock, sheryl.bock@state.mn.us, 218-316-3882.

Therefore, Phase I of the 2022 PFAS Monitoring Plan includes a goal that all municipal wastewater treatment facilities, which have delegated pretreatment programs or have identified one or more significant industrial users, will:

- A. Participate in influent wastewater sampling; and
- B. Participate in the identification and understanding of sources of PFAS entering into your wastewater treatment facility; and
- C. If a category two, complete an inventory of potential industrial sources of PFAS and start a dialog with those potential sources to initiate source identification and reduction work. Develop, complete, and submit a PFAS Pollutant Management Plan (PFAS PMP) and complete and submit the final two sampling events; and
- D. If a category three, complete an inventory of potential industrial sources of PFAS and start a dialog with those potential sources to initiate source identification and reduction work. Develop, complete, and submit a PFAS Pollutant Management Plan (PFAS PMP) and complete and submit the final two sampling events. Based on the industrial user inventory, MPCA will work with you to identify further actions to verify PFAS discharges from these potential sources.

In furtherance of these goals, your District or City and MPCA agree to the following actions:

Wastewater Treatment Facility Actions

1. PFAS sampling plan.

- a. By January 1, 2023, develop and submit, for review and approval to the MPCA, a PFAS Sampling Plan specific to the District's or City's PFAS influent monitoring.
 - i. The PFAS Sampling Plan must follow MPCA's updated analytical fact sheet for Per- and Polyfluoroalkyl substances: [Guidance for Per- and Polyfluorinated Alkyl Substance: Analytical \(state.mn.us\)](#).

- ii. The PFAS Sampling Plan must include, but not be limited to, specific sample location, sample collection type, who will be collecting samples (Permittee or contractor), selected lab for analysis and sample analysis method the lab will be using including the reporting limit of each of the PFAS compounds. All samples should be unfiltered and collected at your facility's influent waste stream (WS) station. Each sample shall include at a minimum all PFAS compounds listed in Appendix A. Please note the reporting limits in Appendix A for the six bolded parameters. All other parameters have a goal of under 4 nanograms per liter (ng/L) but will be subject to change upon guidance revisions.
- iii. The PFAS Sampling Plan should be submitted electronically to both Jaramie Logelin and Sherry Bock to their noted emails.

2. Collect Influent Samples.

- a. Collect and submit to the lab round one influent sample by March 31, 2023, in accordance with the completed PFAS sampling plan. By June 30, 2023, submit the first round of influent monitoring data to the MPCA's EQulS database. The monitoring data may be submitted by the District or City or your accredited laboratory.
- b. Collect and submit to the lab round two influent sample by June 30, 2023.
- c. By August 31, 2023, submit the second round of influent monitoring data into MPCA's EQulS database. The monitoring data may be submitted by the District or City or your accredited lab.
- d. Collect and submit to the lab round three influent sample by June 30, 2024.
- e. By September 31, 2024, submit the third round of influent monitoring data to the MPCA's EQulS database. The monitoring data may be submitted by the District or City or your accredited laboratory.
- f. Collect and submit to the lab round four influent sample by September 31, 2024.
- g. By December 31, 2024, submit the results of the fourth round of influent sampling monitoring data into MPCA's EQulS database. The monitoring data may be submitted by the District or City or your accredited lab.

3. Inventory of potential PFAS sources.

- a. By August 31, 2023, start inventorying industrial users that may be potential PFAS contributors to your wastewater collection system
 - i. The initial inventory should identify all industrial users, including but not limited to, all significant industrial users, categorical industrial users, and nonsignificant industrial users based on the NAICS Codes identified in Appendix F of the MPCA's PFAS Monitoring Plan (starting on page 32).
- b. Complete the inventory of potential sources for use in your pollutant management plan by December 31, 2023. Maintain the inventory onsite.

4. PFAS Pollutant Management Plan.

- a. By September 15, 2023, start to develop a PFAS Pollutant Management Plan. The goal will be to identify any non-domestic wastewater sources of PFAS entering your facility and to promote source reduction activities for those sources.
- b. By March 15, 2024, submit the completed PFAS Pollutant Management Plan to the MPCA for review.

5. Implementation of PFAS Pollutant Management Plan.

- a. By 30 days after the submittal of the PFAS Pollutant Management Plan, provide continuing education and information to industrial users and the community on reducing PFAS. Implement the PFAS Pollutant Management Plan and begin implementing follow-up PFAS reduction actions based on MPCA developed response thresholds as identified in MPCA Responsibilities item #5.

6. Continual

- a. Operating and maintaining your wastewater treatment systems to optimize PFAS reduction activities.

MPCA Responsibilities

1. By November 1, 2022, establish monitoring and sampling criteria, and a process to capture the data in MPCA's EQIS database.
2. By November 1, 2022, finalize and distribute a final sampling and analysis guide to be used by all facilities.
3. Develop and, when available, distribute a Legislative PFAS Source Identification & Reduction Tool Kit to all applicable permittees.
4. By September 15, 2023, or within 15 days of substantial submittal of round 1 and 2 monitoring data, develop and communicate response thresholds based on the first two sample results.
5. Continue to pursue funding to help cover costs of sample collection and sample analysis. If funding is obtained, it will be dispersed pursuant to any eligibility requirements.

Joint District or City/MPCA Responsibilities

1. Collaborate on efforts to work with suppliers, manufacturers, educational institutions, and other interested parties to reduce the use of PFAS in products and procedures where pragmatic alternatives exist.
2. Collaborate to develop communication strategies for the public to understand the data and information gained from this joint effort to manage PFAS.

Terms and Conditions

This is a voluntary agreement and can be nullified by either party at any time.

This agreement does not amend, nor shall it be construed as part of the National Pollutant Discharge Elimination System (NPDES) permit for your wastewater treatment facility, however the MPCA expects compliance with provisions within this agreement and reserves the right to utilize MPCA authority under Minn. Stat. § 115.03 to obtain and collect data and information as needed.

This agreement will expire upon the completion of collection and submittal of the final requested sampling data.

Authorized Representatives

The District's or City's Authorized Representative for purposes of administration of the Memorandum of Understanding is:

Albany Wastewater Treatment Plant

By: _____

Name: Tom Kasner

Title: _____

Date: _____

The MPCA's Authorized Representative for purposes of administration of this Memorandum of Understanding is:

**STATE OF MINNESOTA
POLLUTION CONTROL AGENCY**

By: *Katrina Kessler*

Katrina Kessler, P.E.
Commissioner

Date: October 5, 2022

Appendix A

Minimum list of requested PFAS Compounds

Compound (Acronym) (Source of Compound list and Reporting Limit (RL) goals* found here) *Subject to change upon guidance revision	Aqueous Reporting Limit (RL) Goals (ng/L)	CAS Number
Perfluorobutanoate (PFBA)	under 6	375-22-4
Perfluoropentanoate (PFPeA)		2706-90-3
Perfluorohexanoate (PFHxA)	under 4	307-24-4
Perfluoroheptanoate (PFHpA)		375-85-9
Perfluorooctanoate (PFOA)	under 4	335-67-1
Perfluorononanoate (PFNA)		375-95-1
Perfluorodecanoate (PFDA)		335-76-2
Perfluoroundecanoate (PFUnA)		2058-94-8
Perfluorododecanoate (PFDoA)		307-55-1
Perfluorotridecanoic Acid (PFTrDA)		72629-94-8
Perfluorotetradecanoic acid (PFTeDA)		376-06-7
Perfluorobutanesulfonate (PFBS)	under 4	375-73-5
Perfluoropentanesulfonate (PFPeS)		2706-91-4
Perfluorohexanesulfonate (PFHxS)	under 4	355-46-4
Perfluoroheptanesulfonate (PFHpS)		375-92-8
Perfluorooctanesulfonate (PFOS)	under 4	1763-23-1
Perfluorononanesulfonate (PFNS)		474511-07-4
Perfluorodecanesulfonate (PFDS)		335-77-3
Perfluorododecanesulfonate (PFDoS)		79780-39-5
4:2 Fluorotelomer sulfonic acid (4:2 FTS)		757124-72-4
6:2 Fluorotelomer sulfonic acid (6:2 FTS)		27619-97-2
8:2 Fluorotelomer sulfonic acid (8:2 FTS)		39108-34-4
N-Methylperfluorooctanesulfonamidoacetic acid (N-MeFOSAA)		2355-31-9
N-Methylperfluorooctanesulfonamidoacetic acid (N-EtFOSAA)		2991-50-6
Perfluorooctane Sulfonamide (PFOSA)		754-91-6
N-Methyl perfluorooctane sulfonamide (N-MeFOSA)		31506-32-8

Compound (Acronym) (Source of Compound list and Reporting Limit (RL) goals* found here) *Subject to change upon guidance revision	Aqueous Reporting Limit (RL) Goals (ng/L)	CAS Number
N-Ethyl perfluorooctane sulfonamide (N-EtFOSA)		4151-50-2
N-Methyl perfluorooctane sulfonamidoethanol (N-MeFOSE)		24448-09-7
N-Ethyl perfluorooctane sulfonamidoethanol (N-EtFOSE)		1691-99-2
Hexafluoropropylene oxide dimer acid (HFPO-DA)		13252-13-6
3H-Perfluoro-3-[(3-methoxy-propoxy) propanoic acid] (ADONA)		919005-14-4
9-Chlorohexadecafluoro-3-oxane-1-sulfonic acid (9Cl-PF3ONS)		756426-58-1
11-chloroeicosafluoro-3-oxaundecane-1-sulfonic acid (11CL-PF3OUdS)		763051-92-9

Municipal Wastewater PFAS Monitoring and MOU Summary for local decision makers:

- Per- and polyfluoroalkyl substances (PFAS) are a family of nearly 5,000 chemicals which have been widely used in industrial, commercial, and residential applications, are resistant to breakdown, and are found virtually everywhere in our environment.
- At concentrations which vary by specific chemical, PFAS can be toxic, causing adverse health effects in humans, fish, and wildlife.
- In February of 2021, the MPCA released a PFAS Blueprint for addressing PFAS statewide. This was followed by a PFAS Monitoring Plan (March 2022) which identifies how the MPCA will collect PFAS monitoring data from all major regulatory program areas.
- Wastewater treatment plants (WWTPs) are a receiver of PFAS and can be a conduit for the discharge of PFAS into the environment. PFAS can be present in wastewater which flows to WWTPs and is not treated by conventional treatment technologies. PFAS treatment at the wastewater treatment facility is not economically feasible at this point, so the MPCA is focusing on source identification and source reduction.
- In an effort to collaborate with the WWTPs the MPCA has asked that the monitoring be completed outside the City's wastewater permit, through the use of the MOU.
- The MPCA is requesting approximately 90 municipal WWTPs, which have identified significant industrial users, to participate in phase 1 of the PFAS Monitoring Plan. By signing a Memorandum of Understanding (MOU), these facilities agree to the following:
 1. Submit a PFAS Sampling Plan
 2. Collect four quarterly influent samples
 3. Inventory potential sources, develop a PFAS Pollutant Management Plan, and work with industrial users and other users to reduce PFAS in wastewater influent base on a defined response threshold.
- The MPCA has secured funding to cover the costs of sample collection and analysis for the first two influent samples for facilities who sign the MOU. The MPCA will continue to pursue funding in an effort to potentially cover some or all of the costs of collecting and analyzing the last two influent samples.
- The goal of this monitoring is to:
 1. Evaluate PFAS concentrations discharged to WWTPs,
 2. Identify sources of PFAS,
 3. Begin to make progress reducing PFAS discharged to WWTPs, and
 4. To inform future monitoring and regulatory decisions in future phases of the PFAS monitoring plan in an effort to reduce PFAS discharged to the environment.

To:	Mr. Tom Schneider and Albany City Council City of Albany	From:	Jeremy Mathiasen St. Cloud Office
File:	193801690	Date:	November 10, 2022

Reference: Engineering Update for the 11/16/22 Council Meeting

2022 Capital Improvement Project

Payment voucher No. 6 is included in your packets for review and consideration for payment. The latest update I have is that the concrete contractor is still working to get back onto the project to complete the steps and that is the last bit of work needed for this season. With the lower temps, the Contractor will be using blankets for the new concrete. There are a couple of last catch basin protections to pull this coming week and then the project should be ready for winter.

1st Street (TH 238) Intersection Improvements

Payment voucher No. 4 is included in your packets for consideration. The contractor has completed the work and the punch list items that can be completed for this fall. The remaining punch list items include some sidewalk crack repairs and some turf establishment.

Golfview Lift Station Improvements

The new ship date for the generator is 11/14. The Contractor has not been able to provide a reason for the continuing shipping delays. Payment voucher no. 2 is included in your packets and includes all of the work except for generator related costs.

2023 Capital Improvement Project (Forest Avenue)

Final design of the streets and utilities are continuing.

Miscellaneous

- At the meeting on Wednesday, we will need to discuss the updated memorandum of understanding regarding PFAS. The MPCA would like the City's official response before the end of next week if possible. The MPCA did make some concessions and some adjustments following the City's comments and comments from other communities.

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

Jeremy.mathiasen@stantec.com 320.266.5232