

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 Daron Gersch at 6:30 o'clock in the evening on Wednesday, April 4, 2018, in the Council Room at 400 Railroad Avenue for the said City.

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

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

The Council recited the Pledge of Allegiance.

After due discussion, a motion was made by Keith Heitzman and seconded by Tom Kasner to authorize electronic payments, transfers, and the payment of the following bills: Check Numbers 68096 to 68135 and 16917 to 16931. All voted for the motion and it carried.

Mayor Daron Gersch called for any corrections or additions to the minutes of the regular meeting of the Council held on March 21st and hearing none declared them approved.

Open forum/public comment: none

John Hannon, Library Services Coordinator, Albany Public Library, appeared before the Council to present an activity report on the 2017 Albany Library operations. Mr. Hannon reported the following:

- 1) Circulation statistics (number of items checked out) in 2017 was 64,023 items, a decrease of 1.2% from 2016. In Albany, Wi-Fi usage increased to an average of 5.62 devices connecting per day, up from the 2016 average of 4.53.
- 2) Albany held a variety of programs this year that included twenty (20) adult and teen programs, forty-six (46) programs for children, fifteen (15) proctored tests and two (2) classroom visits. The total attendance for these programs was 2,622. This does not include 202 teen and adults who participated in the Winter Reading Program or 353 toddler-teen participants in the Summer Reading Program.

Mr. Hannon also updated the Council on several upcoming events. Mr. Hannon, on behalf of the Community and the Library staff, thanked the City of Albany for their encouraging support of the library and for library programs. Mayor Daron Gersch thanked Mr. Hannon for sharing the information with the Council and congratulated them for doing a great job with the library operations for the community.

Mr. Mathiasen appeared before the Council to present the revised preliminary engineering report for the 1<sup>st</sup> Street and Railroad Avenue (TH #238) Intersection Improvements. Mr. Mathiasen explained the scope of the project, design considerations (120' diameter roundabout vs. 130' diameter roundabout), utility relocation, sidewalk additions/crosswalks, street lighting, estimated total project costs of \$604,666, and project financing. Mr. Mathiasen noted that the Minnesota Department of Transportation (MnDOT) has verbally agreed to participate in funding their eligible costs and Stearns County would be responsible to participate. Mr. Mathiasen noted that a roundabout will provide a safer and more efficient intersection, eliminate traffic confusion, and provide a high level of service for the current and 20-year traffic volumes. Mr. Kasner noted that a large diameter roundabout is the best fit for semi-truck traffic and any vegetation in the middle of the roundabout should be very low maintenance. Mr. Mathiasen noted that adjacent properties south of the intersection will have ingress and egress access to their business which will be determined at final design. Mr. Heitzman noted that he would support the construction of a 130' diameter roundabout as the best option to improve the flow of traffic at the said intersection. After due discussion and careful consideration, a motion was made by Mayor Daron Gersch and seconded by John R. Harlander to approve the revised preliminary engineering report for the 1<sup>st</sup> Street and Railroad Avenue (TH #238)

Intersection Improvements for the construction of a 130' diameter roundabout. All voted for the motion and it carried. Mr. Mathiasen informed the Council that the said report will be forwarded to MnDOT and Stearns County Highway Department for review and comment.

Mr. Mathiasen informed the Council that the recent snowfall and colder temperatures should not require any changes to the substantial completion date for the 2018 North Lake Storm Water Improvements. Mr. Mathiasen noted that the only concern is the timing of the planting for the native plants.

Mr. Mathiasen also noted that the Safe Routes to School (SRTS) committee is working on preparing and finalizing mapping for pedestrian loops (walking/biking) within the City limits. Mr. Mathiasen informed the Council that the pedestrian loops and availability of maps will provide the public with specific routes to walk or bike whether a half mile or up to six-miles.

Mr. Mergen presented to the Council a list of unpaid or delinquent water bills. Mayor Daron Gersch, with the consensus of the Council, directed Mr. Mergen to discontinue water service if not paid pursuant to Ordinance 30.

Councilor Keith Heitzman, Utility Commissioner, informed the Council that the City purchased and installed new automated radio-read water meters and an Itron system in the early 2000's. Mr. Heitzman noted the approximately 70% of the 900+ meters have been replaced, but Itron announced the end of life and support of their system by 2021. Mr. Heitzman noted the total cost for the City to replace all existing meters and pay for a new water system over a 20-year lifespan is approximately \$278,000+/- . Mr. Heitzman also noted that the new meters will improve customer service, decrease costs, increase revenue, and increase low flow accuracy. Mr. Harlander recommended that the water and sewer rates be reviewed to determine what increase will be required to fund a new water meter system. Mr. Schneider noted that more information will be provided to the Council upon the completion of the 2017 audit which will completed at the end of June.

The Council took notice of the following Minnesota Lawful gambling LG220 applications for Exempt Permit:

- Church of Seven Dolors, August 5<sup>th</sup> raffle, paddlewheels, pull-tabs, bingo, 151 2<sup>nd</sup> St.
- Church of Seven Dolors, June 25<sup>th</sup> raffle at Albany Golf Club, 500 Church Avenue
- Albany Sportsman Club, January 4, 2019 raffle at Shady's Hometown, 451 Railroad Ave.

After due discussion, a motion was made by Tom Kasner who introduced the following resolutions and moved their adoption:

RESOLUTION 2018-06  
APPROVING MINNESOTA LAWFUL GAMBLING EXEMPT PERMIT  
APPLICATION  
(Church of Seven Dolors-151 2<sup>nd</sup> Street)

RESOLUTION 2018-07  
APPROVING MINNESOTA LAWFUL GAMBLING EXEMPT PERMIT  
APPLICATION  
(Church of Seven Dolors-500 Church Avenue)

RESOLUTION 2018-08  
APPROVING MINNESOTA LAWFUL GAMBLING EXEMPT PERMIT  
APPLICATION  
(Albany Sportsman Club -451 Railroad Avenue)

The motion for the foregoing Resolutions were seconded by Al Amdahl and after a full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Daron Gersch,

Councilors Tom Kasner, John R. Harlander, Keith Heitzman, and Al Amdahl, and none voted against the same whereupon the said Resolutions were declared duly passed and adopted. The full text of the said Resolutions is on file at the office of the City Clerk/Administrator for public inspection during regular office hours.

The Council took notice of two Conservation Practice Assistance Contracts between the Stearns County Water and Conservation District and the City of Albany relating to the 2018 North Lake Storm Water Improvements. Mr. Schneider informed the Council that the estimated project costs are \$207,095; whereby the City will contribute up to \$60,000 for the said improvements. Mr. Schneider noted that the City is responsible for the full establishment, operation, and maintenance costs of all practices related to this project for a period of twenty-five (25) years. Mr. Schneider also noted that the said District is providing Clean Water Funds for the construction of the improvements and recommended approval of each contract. After due discussion, a motion was made by Mayor Daron Gersch and seconded by John R. Harlander to approve the execution of each contract between the Stearns County Water and Conservation District and the City of Albany. All voted for the motion and it carried.

Mr. Schneider presented to the Council a perpetual easement (40' wide drainage and utility easement) and easement agreement between the Stearns County Regional Rail Authority, the fee owner of a strip of land being the right of way and station ground property of the Soo Line Railroad Company and the City of Albany. Mr. Schneider noted the purpose of the easement is to allow for the construction of a storm water holding pond for the 2018 North Lake Storm Water Improvements. After due discussion, a motion was made by Tom Kasner and seconded by Mayor Daron Gersch to approve the said perpetual easement and easement agreement. All voted for the motion and it carried.

Mr. Schneider informed the Council that the Minnesota Investment Fund (MIF) is a federally funded program administered by the MN Department of Employment and Economic Development (DEED) that provides funds to a City for job creation in manufacturing and that a portion of the repayments may be kept by the City in a separate revolving loan fund to allow a City to reuse the funds for new manufacturing projects. Mr. Schneider informed the Council that approximately \$150,000 is in the City's fund from monies obtained from the State for the 2008 Wells Concrete Project in the Industrial Park. Mr. Schneider noted that the Minnesota legislature allows a City with MIF funds the opportunity to transfer 20 percent of the balance of that money to the State general fund before June 1, 2018; whereas the remaining 80 percent may be used by the City for general purposes for any lawful expenditure. After due discussion and upon the recommendation of the Albany Economic Development Authority (EDA), a motion was made by John R. Harlander and seconded by Tom Kasner to authorize Tom Schneider, Clerk/Adm. to complete the one-time Exception Form and to designate the remaining funds kept by the City only for economic development purposes. All voted for the motion and it carried.

Mr. Schneider also noted the following:

- National Bike Month Kick-off event to be held on Saturday, May 5<sup>th</sup>, from 10:00 AM to 12:00 Noon, at the Albany Area High School. Sponsored by the City of Albany. Activities for all ages. Public is invited to attend.
- 2018 City financial contribution of \$750+/- will be paid to the Community Education program for its Summer Recreation Program.
- 2018 City financial contribution of \$650 to support Initiative Foundation Programs

Mayor Daron Gersch announced the next regular Council meeting for 6:30 o'clock in the evening on Wednesday, April 18, 2018 and adjourned the meeting at 8:00 PM.

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Tom Schneider, Clerk/Adm.