

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, July 18, 2018, in the Council Room at 400 Railroad Avenue for the said City.

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

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

The Council recited the Pledge of Allegiance.

After due discussion, a motion was made by John R. Harlander and seconded by Jack Evens to authorize electronic payments, transfers, and the payment of the following bills: Check Numbers 68395 to 68424 and 17033 to 17065. 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 July 18<sup>th</sup> and hearing none declared them approved.

Open forum/public comments: none.

The Council took notice of a proposed Professional Services Agreement for the 2020 1<sup>st</sup> Street and Railroad Avenue Intersection Improvements between the City of Albany and Stantec Consulting Services, Inc. Mr. Mathiasen noted that the language in the agreement is similar to other projects his engineering firm was hired for engineering services. Mr. Schneider noted that the City Attorney reviewed the agreement and had no issues with moving forward with approval. After due discussion, a motion was made by Jack Evens and seconded by Al Amdahl to authorize Mayor Tom Kasner to execute the said Agreement on behalf of the City. All voted for the motion and it carried.

Mr. Mathiasen presented to the Council several landscape designs for the inter circle of the proposed roundabout at the intersection of 1<sup>st</sup> Street and Railroad Avenue. Mr. Mathiasen questioned if the Council was considering the installation of grass, rock, shrubs, etc. for the inter circle. Mayor Tom Kasner noted that if there is any vegetation, the area must be irrigated. Mr. Heitzman noted that he would not support any tree plantings and recommended that the area require minimal maintenance. Mr. Harlander noted that landscape rock and large boulders should be considered which would provide the least maintenance or artificial turf. Mr. Mathiasen noted street lights will be erected around the perimeter of the roundabout to provide adequate lighting for motorists. Mayor Tom Kasner, with the consensus of the Council, informed Mr. Mathiasen to prepare a draft landscape consisting of field rocks and large boulders in the center of the roundabout and directed Mr. Harlander to forward pictures of landscape rock/boulders to the City.

Mayor Tom Kasner, Albany Area Fire Board Liaison, informed the Council that the said Board held a meeting on July 23<sup>rd</sup>; whereby the renewal of the three-year Fire Protection Agreement was approved. Mr. Kasner noted that the term of the said Agreement will begin January 1, 2019. After due discussion, a motion was made by John R. Harlander and seconded by Keith Heitzman to authorize Mayor Tom Kasner to execute the said Agreement on behalf of the City. All voted for the motion and it carried.

Mr. Schneider informed the Council that the Ordinance 41, Sidewalk and Streets, Snow and/or Ice, requires property owners within the "Designated Area" which is approved by the Council to clear the sidewalk from accumulation of snow and/or ice of less than 1 1/2". Mr. Schneider noted several businesses each year fail to remove the snow and/or ice; whereby after due notice, the Public Works Department proceeded to clean the sidewalk and each was charged \$1.00/lineal foot. Mr. Schneider noted the property owner intentionally delays payment to the City for several months after receiving numerous notices of non-payment. Mr. Harlander recommended that the City sweep the sidewalk for the lesser snow events and charge property owners anywhere from \$0.15 to \$0.25 per lineal foot. Mr. Evens noted that it may make

sense being several businesses outside the designated area have to pay for snow removal services. Mr. Schneider informed the Council that the City pays up to \$16,000 annually for a local contractor to remove snow and/or ice from sidewalks when accumulations are 1 ½” or greater at no charge to the property owner. Mr. Mergen informed the Council that he will report back to the Council what the cost would be if the City were to clean the snow and/or ice from the sidewalks. After due discussion, a motion was made by John R. Harlander and seconded by Jack Evens to schedule a public hearing at 6:30 o’clock or as soon as thereafter on Wednesday, September 5<sup>th</sup> to gather input to consider amending Ordinance 41, Subd. 1, Subp. 2, the requirement for the removal of snow and/or ice of less than 1 ½” on a public sidewalk within the “Designated Area” and enforcement options. All voted for the motion and it carried.

The Council took notice of an application for a Large Gathering Permit submitted by the Church of Seven Dolors, 151 2<sup>nd</sup> Street, for their annual church festival to be held on Sunday, August 5<sup>th</sup>. After due discussion, a motion was made by Mayor Tom Kasner and seconded by Al Amdahl to approve the said Application. All voted for the motion and it carried.

Mr. Schneider informed the Council that the following bids opened at 3:00 o’clock in the afternoon on August 1<sup>st</sup> for the concrete retaining wall blocks and caps (surplus property):

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| 1) Mara Stroeing,    | \$1,206.00 |
| 2) John Kotzer,      | \$555.00   |
| 3) Jay Steve Pelzer, | \$432.00   |
| 4) Jay Hollenkamp,   | \$425.00   |

Mr. Schneider noted that a public notice was published in the Albany Enterprise on July 18th and recommended that the high bid received be approved. After due discussion, a motion was made by John R. Harlander and seconded by Keith Heitzman to accept the high bid received in the amount of \$1,206.00 from Mara Stroeing. Voting for the motion were Mayor Tom Kasner, Councilors John R. Harlander, Keith Heitzman, and Al Amdahl and none voted against. Councilor Jack Evens abstained and the motion carried.

Mr. Schneider presented to the Council Molly Thompson, CPA, the City Auditor, with the firm of Schlenner Wenner & Co., recommended fund closing and transfers as per the 2017 City Comprehensive Audit. After due discussion, a motion was made by Mayor Tom Kasner and seconded by John R Harlander to approve the fund closing and transfers. 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, August 15, 2018 and adjourned the meeting at 7:25 PM.

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Tom Schneider, Clerk/Adm.