

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, August 5, 2020, in the Council Room at 400 Railroad Avenue for the said City.

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

Tom Schneider, Clerk/Adm., Mike Kosik, Editor Star Post, Ozzie Carbajal, Police Chief, Jason Murray, Financial Consultant with the firm of David Drown Associates, and Jeremy Mathiasen, the City Engineer with the firm of Stantec, Inc., St. Cloud, MN.

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 Adam Rushmeyer to authorize electronic payments, transfers, and the payment of the following bills: Check Numbers 70194 to 70258, and 17958 to 17975. 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 15th and hearing none declared them approved.

Open forum/public comments: Andrew Gravidahl, Patrol Officer, appeared before the Council to thank the Council for the opportunity to work for the Albany Police Department and serving the community as a Patrol Officer. Mr. Gravidahl also thanked Mr. Carbajal for providing regular training opportunities and teaching him about the benefits of community policing. Mayor Tom Kasner on behalf of the City Council, thanked Mr. Gravidahl for his five years of service to the community and wished him well with his future law enforcement endeavors.

Mr. Murray appeared before the Council to present the Tax Increment Finance (TIF) management and recommendation letter dated June 8th. Mr. Murray updated the Council on the following TIF District obligations: No. 5, No. 6, No. 13, No. 14, No 15, and No. 16. Mr. Murray noted TIF No. 13 will be decertified at the end of the year and any remaining funds in the district will be paid to Stearns County to be redistributed to each taxing jurisdiction.

Mr. Mathiasen presented to the Council Payment Voucher No. 4 for the 2020 Capital Improvement Project. Mr. Mathiasen noted the payment voucher generally includes street construction items of granular borrow, aggregate base, curb and gutter, and bituminous pavement. After due discussion and upon recommendation from the City Engineer, a motion was made by Al Amdahl and seconded by Keith Heitzman to approve Payment Voucher No. 4 to Breitbach Construction Company, Elrosa, MN, in the amount of \$356,407.03. All voted for the motion and it carried.

Councilor John R. Harlander, Street Commissioner, informed the Council he'd like to see Stantec prepare a preliminary engineering report for the next reconstruction improvements. Mr. Harlander noted whether the project begins in 2021 or 2022, the field work should be considered prior to snow fall to take advantage of 2020 engineering rates. Mr. Mathiasen noted Mr. Harlander and City staff could meet after next week's 8th Street construction meeting to discuss future roadways/utilities to be reconstructed. Mr. Murray informed the Council he can prepare a financial report whether the project is feasible or not upon receipt of a preliminary engineering report. Mayor Tom Kasner, with the consensus of the Council, directed Mr. Mathiasen and Mr. Harlander to present proposed streets and utilities to be considered to be reconstructed at the next council meeting.

Councilor Keith Heitzman, Albany Golf Club Liaison, updated the Council on the following construction progress of the driving range improvements: site final graded and seeded, patio furniture purchased, electrical installed, posts installed for downcast lights and netting.

Mr. Heitzman noted the City was awarded a \$4,090 grant by the Minnesota Department of Health Source Water Protection Competitive Grant program to seal an abandoned well in North Park. Mr. Heitzman noted the project is completed and the cost to seal the well was \$8,200+/-.

Mayor Tom Kasner, Albany Area Fire Board member, informed the Council the Board held a meeting on July 30th to discuss the proposed 2021 Fire Department budget and new engine (pumper). Mr. Kasner noted the Board authorized the Fire Department to purchase a new engine (pumper) in the amount of \$485,507. Mr. Kasner noted the engine (pumper) will take two years to build. Mr. Kasner noted there are enough funds to purchase the engine, but rather than depleting the fund balance, Stearns Electric Association can provide a 10-year loan in the amount of \$198,911 at 1.625% interest which would leave adequate funds in the aforesaid schedule to purchase equipment in the future. Mr. Kasner also noted the Department received a \$10,000 grant for the engine (pumper) from the Albany Mutual Telephone Association. After due discussion, a motion was made by Mayor Tom Kasner and seconded by John R. Harlander to support the Fire Board's action to purchase a new engine (pumper). All voted for the motion and it carried.

Mr. Harlander informed the Council the carpet in the police office is in poor condition and recommended it be replaced with a vinyl plank flooring material in the amount of \$4,800+/- . After due discussion, a motion was made by John R. Harlander and seconded by Mayor Tom Kasner to authorize the purchase of a new vinyl floor for the police office. All voted for the motion and it carried.

Mr. Schneider presented to the Council a proposed Job Description for the position of Emergency Management Director. Mr. Schneider recommended approval of the job description and to appoint Ozzie Carbajal, Police Chief, to the position for an annual salary of \$1,000. After due discussion, a motion was made by John R. Harlander and seconded by Adam Rushmeyer to approve the Emergency Management Director Job Description and to appoint Ozzie Carbajal, the Police Chief, as the City's Emergency Management Director. All voted for the motion and it carried.

Mr. Schneider informed the Council Governor Tim Walz approved the CARES Act allocation to local governments to spend on COVID-19 expenditures on June 16th and the City received \$204,323 on July 29th. Mr. Schneider noted the City must use the funds exclusively on COVID-19 expenditures that arose between March 15, 2020 and November 15, 2020 with any remaining funds to be turned over to Stearns County on November 15, 2020. Mr. Schneider noted the City is and has incurred significant unbudgeted expenses as a direct result of the COVID-19 Pandemic and anticipates additional significant unbudgeted costs. Mr. Schneider noted the City's Economic Development Authority (EDA) will be administering a Small Business Relief Program for City businesses with fifty (50) or less employees that experienced interruption due to the required closures as a result of the public health emergency; whereas payments will range from \$500 to \$7,500 based on eligible expenses. Mr. Schneider also noted the City provided grants to local liquor establishments who were closed for a period of time due to COVID-19 which is an eligible reimbursement. After due discussion, a motion was made by Mayor Tom Kasner and seconded by Keith Heitzman to approve the following:

1. The expenditures that have been incurred and that are being proposed are necessary in order to respond to the public health emergency resulting from COVID-19.
2. The expenditures that have been incurred and that are being proposed have not been budgeted for in the City's ordinary budget process.
3. The technology expenditures being proposed are eligible expenditures because it eliminates shared devices, and allows the boards and commissions to access meetings virtually or in a socially distanced manner during this Peacetime Emergency or future Peacetime emergencies, as a direct result of COVID-19.
4. The expenditures already paid for by the City of Albany are eligible for reimbursement because they were expended to mitigate the effects of COVID-19 to public safety and public works essential workers and to maintain public access to City Hall.
5. That grants to local liquor establishments for business interruption expenses are allowed under the CARES Act.

6. The expenditures that have been incurred and that are being proposed will be on order and/or delivered prior to November 15, 2020.
7. The City's EDA will administer Small Business Relief Program from CARES Act funds to eligible business located within the City limits of the City of Albany.

All voted for the motion and it carried.

Mayor Tom Kasner informed the Council an EDA meeting will be held on August 20th to review the CARES Act information and Small Business Relief Program guidelines.

Mayor Tom Kasner informed the Council the Governor extended the Peacetime Emergency through August 13th due to COVID-19 Pandemic. Mayor Tom Kasner noted Governor Walz's Emergency Executive Order 20-81 requires everyone to wear a face covering in certain settings effective July 25th. Mayor Tom Kasner noted members from the public may go to <https://staysafe.mn.gov> for additional COVID-19 information.

Mayor Tom Kasner announced the next regular Council meeting for 6:30 o'clock in the evening on Wednesday, August 19, 2020 and adjourned the meeting at 7:40 PM.

Tom Schneider
Clerk/Adm.