

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, February 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.

Others present were: Jeremy Mathiasen, City Engineer, with Stantec, Inc., Joe Mergen, Public Works Supervisor, Kate Asfeld, Editor, Albany Enterprise, Ozzie Carbajal, Police Chief, Bob Forster, Assistant Public Works Supervisor, and Tom Schneider, Clerk/Adm.

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 Keith Heitzman and seconded by Al Amdahl to authorize electronic payments, transfers, and the payment of the following bills: Check Numbers 69664 to 69709 and 17739 to 17767. 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 January 15th and hearing none declared them approved.

Open forum/public comments: none.

John Hannon, Library Services Coordinator, Albany Public Library, appeared before the Council to present an activity report on the 2019 Albany Library operations. Mr. Hannon reported the following:

- 1) Circulation statistics (number of items checked out) in 2019 was 74,310 items, an increase of 11.6% from 2018. In Albany, this marks the second consecutive annual increase in circulation since 2012. Wi-Fi usage average was 3.54 users per day, express checkout was 17.4% of all checkouts, 2,378 individual sessions on public internet stations, and staff assisted with approximately 4,940 requests in 2019.
- 2) Albany held a variety of programs that included 30 adult and teen programs, 60 programs for children, 3 school visits, and 27 class visits. The total attendance for these programs was 3,103. This does not include 236 teen and adults who participated in the Winter Reading Program or 476 toddler-teen participants in the Summer Reading Program.

Mr. Hannon also noted the library offers Print2Go printing services, Playaway preloaded audio books pilot project, and no longer are there late fees on any juvenile materials. Mr. Amdahl noted the library staff provides a tremendous service to the community and the staff is of high-quality. Mr. Hannon, on behalf of the Community and the Library staff, thanked the City of Albany for their encouraging support of the library and programs. Mayor Tom Kasner 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.

Peggy Cremers, appeared before the Council on behalf of the Albany Area Jaycees, to request approval for an Event Permit and Large Gathering permit application for their annual Ice Cup Golf Challenge to be held on North Lake on Saturday, February 29th. Ms. Cremers noted there is approximately twenty-two (22) teams on a make shift golf course on North Lake. After due discussion, a motion was made by Mayor Tom Kasner and seconded by Adam Rushmeyer to approve the said Permit. All voted for the motion and it carried.

Mr. Mathiasen presented to the Council proposed plans and specifications for the 2020 Capital Improvements (Street and Utility Reconstruction Improvements). Mr. Mathiasen noted the improvements consist of full street and utility reconstruction of 8<sup>th</sup> Street (from Midland Avenue to Aliva Avenue), Midland Avenue (from 8<sup>th</sup> Street to 9<sup>th</sup> Street), Forest Avenue (from 7<sup>th</sup> Street to 9<sup>th</sup> Street), one-half block

of Lake Avenue east of 8<sup>th</sup> Street, and Albany Avenue. Mr. Mathiasen reminded the Council the construction will include new streets, sidewalks, water main, sewer main, water and sewer services, curb, and storm sewer. Mr. Mathiasen informed the Council bids will be opened at 11:00 AM on Thursday, March 5<sup>th</sup> at City Hall. After due discussion, a motion was made by Al Amdahl who introduced the following Resolution and moved its adoption:

RESOLUTION 2020-04  
RESOLUTION APPROVING PLANS AND SPECIFICATIONS  
AND ORDERING ADVERTISEMENT FOR BIDS  
2020 Capital Improvement Project  
(Exhibit A – Notice of Advertisement for Bids)

The motion for the foregoing Resolution was seconded by Keith Heitzman and after a full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Tom Kasner, Councilors Adam Rushmeyer, John R. Harlander, Al Amdahl, and Keith Heitzman, and none voted against the same whereupon the said Resolution was declared duly passed and adopted. The full text of the said Resolution is on file at the office of the City Clerk/Administrator for public inspection during regular office hours.

Mr. Mathiasen informed the Council the City received six (6) requests for proposals on January 31st for a new Advanced Metering Infrastructure (AMI) System and water meter replacement. Mr. Mathiasen noted the new system will collect and process meter time of use/rate of use/side data, record operating statistics, report alarms, alerts, 2-way communication and enable other advancements in customer services. Mr. Mathiasen also noted a summary of the requests will be presented to the Council at the February 19<sup>th</sup> meeting to consider acceptance of a proposal.

Councilor Keith Heitzman, Albany Golf Club Liaison, presented to the Council the Albany Golf Club’s checkbook register. After due discussion, a motion was made by Keith Heitzman, and seconded by Adam Rushmeyer, to approve electronic payments, transfers, and the payment of the following: checks 39445-39459. Voting for the motion were Councilors John R. Harlander, Adam Rushmeyer, Al Amdahl, and Keith Heitzman and none voted against. Mayor Tom Kasner abstained and the motion carried.

Mr. Carbajal appeared before the Council to present the Albany Police Department 2019 year-end annual report. Mr. Carbajal noted nearly 2,500 Initial Complaint Reports (ICR) were received or acted upon which consisted of alarms, animal complaints, suspicious activity, property crimes, citizen contacts, medical/fire calls, person crimes, etc. Mr. Carbajal also presented a list of training attended, special events/assignments, and accomplishments. Mr. Carbajal also noted the department upgraded all of the squad camera systems to AXON to include evidence collection being the former system was failing. Mayor Tom Kasner thanked Mr. Carbajal for presenting his report.

The Council took notice of an application for a 3.2% off-sale malt liquor (beer) license on a request by Linn Companies, Woodbury, MN, dba Albany Holiday, 800 Shamrock Lane. Mr. Schneider noted the application was paid and recommended approval. After due discussion, a motion was made by John R. Harlander and seconded by Keith Heitzman to approve the said license for a period ending June 30, 2020. All voted for the motion and it carried.

Mr. Mergen presented to the Council a January activity report for the Public Works Department. Mr. Mergen noted activities included equipment, streets, parks, water/sewer department.

Mr. Schneider informed the Council the City received a notice from Albany Township of a public hearing to be held on February 18<sup>th</sup> on a request by CJK Partnership, LLC, Albany, for a conditional use permit placing a temporary concrete plant in an existing gravel pit at 21745 340<sup>th</sup> Street, Albany. Mr. Schneider noted it will be beneficial to area contractors and the City to have a new concrete plant. No action was taken by the Council.

Mr. Schneider also noted a property owner contacted him to inform him he is in favor of paying his share of the costs for the construction of a new sidewalk (260'+/-LF) on the north side of Shamrock Lane west of 8<sup>th</sup> Street. Mr. Schneider informed the Council this topic was discussed last year, but included additional sidewalks west of 8<sup>th</sup> Street that lies south of Railroad Avenue and north of Shamrock Lane. Mr. Schneider noted at that time there was no interest by other abutting property owners to pay for a new sidewalk so the idea was tabled. Mr. Schneider noted the property owner thought the new sidewalk may be constructed in conjunction with the proposed 2020 Capital Improvements Project. Mr. Harlander questioned if there is a need for a new sidewalk on the west side of 8<sup>th</sup> Street north of the Lake Wobegon Trail. Mr. Schneider noted abutting property owners would pay 50% and the City 50% and would be willing to speak to all the property owners to see if there is an interest to construct a new sidewalk in 2020. Mayor Tom Kasner, with the consensus of the Council, directed Mr. Schneider to make contact with the property owners.

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

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Tom Schneider  
Clerk/Adm.