

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 Thursday, January 2, 2020, in the Council Room at 400 Railroad Avenue for the said City.

Other Council members present were: Councilors Adam Rushmeyer, John R. Harlander, 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, and Tom Schneider, Clerk/Adm.

The Council held a moment of silence for three Minnesota National Guard soldiers who died in a Black Hawk helicopter crash December 5th in Marty, MN, Stearns County.

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 John R. Harlander to authorize electronic payments, transfers, and the payment of the following bills: Check Numbers 69591 to 69620. 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 December 18th and hearing none declared them approved.

Open forum/public comments: none.

Mr. Mathiasen informed the Council the Request for Proposals (RFP) for the Advanced Metering Infrastructure (AMI) System will be advertised in the Albany Enterprise on January 8th. Mr. Mathiasen noted the RFP's for the new water meter system are due on January 31st and a final decision by the Council considered at the February 19th Council meeting.

Mr. Mergen informed the Council the Warming House at North Lake will be temporarily closed due to poor ice conditions for the skaters caused by two days of rain and warmer temperatures on December 28th and 29th. Mr. Mergen noted hockey boards have been erected on one rink and the other rink is available for open skating.

Mr. Mergen also informed the Council wet weather last week caused the GFI electrical outlet to trip resulting in several Christmas decorations on Railroad Avenue to go dark. Mr. Mergen noted this has been an ongoing problem since each were installed on the light poles in 2013, but the electrical code prohibits a standard outlet which would resolve the problem. Mr. Mergen also noted other cities in the area have experienced similar issues with GFI electrical outlets during rain events in December with Christmas lights. Mr. Mergen informed the Council he will contact Design Electric, the contractor who installed the new light poles on Railroad Avenue east of 1st Street to determine if the installation was different than 2013 because the Christmas lights did not do dark during the wet weather.

Mr. Schneider presented to the Council a proposed employee pay equity salary range program which will replace the current step system. Mr. Schneider noted there will be no changes to the employee pay groups which are based on the State of Minnesota job evaluation points. Mr. Schneider noted each employee group will continue to have a salary range and each range will have a base rate, or minimum, and a top rate, or maximum. Mr. Schneider also noted employee salaries will move through the assigned groups salary range based on consideration of:

- The employee performance and length of service.
- The position of the employee's current salary within the range for their position.
- The placement within the salary range of other employees.
- Whether or not there was an increase to the employee's salary range.
- The amount of the increase to the employee's salary range.

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- The overall affordability for the city.

Mr. Schneider also noted Mayor Tom Kasner and Councilor Keith Heitzman, Council labor liaisons, provided insight and comments to the proposed pay equity salary ranges. Mr. Harlander questioned if the maximum range for a job position be increased or would cost of living increase the maximum range in the future. Mr. Schneider noted the Council has the authority to increase the maximum range and if not, the council may consider providing the employee with a lump sum payment over the course of the year. Mr. Schneider noted the Council has the authority at any time to consider any additions or corrections to the pay equity salary range program. After due discussion, a motion was made by Keith Heitzman and seconded by John R. Harlander to approve the Pay Equity Salary Ranges program for the City. All voted for the motion and it carried.

Mr. Schneider presented to the Council a proposed resolution to authorize the City Clerk/Adm. to pay claims or invoices in an amount of \$5,000 or less prior to Council meetings pursuant to MN State Statute 412.271, Subd. 7 and Subd. 8. Mr. Schneider noted the resolution is presented to the Council annually. After due discussion, a motion was made by John R. Harlander who introduced the following Resolution and moved its adoption:

RESOLUTION 2020-01
RESOLUTION APPROVING THE DELEGATION OF
AUTHORITY FOR PAYING CLAIMS PRESENTED TO THE CITY OF ALBANY

The motion for the foregoing Resolution was seconded by Al Amdahl and after a full discussion thereon and upon a vote being taken thereon, the following voted in favor thereof: Mayor Tom Kasner, Councilors Al Amdahl, John R. Harlander, Adam Rushmeyer, and Keith Heitzman, and none voted against the same whereupon the said Resolution 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. Schneider informed the Council there will be a Presidential Nomination Primary (PNP) held on March 3rd, a State Primary Election on August 11th, and a General Election on November 3rd. Mr. Schneider noted the PNP is not technically an election, but candidates will be chosen as representatives or delegates to go to a national convention. Mr. Schneider noted the City will also conduct early voting for the PNP and two elections. Mr. Schneider recommended Rita Stenlund be hired as the Head Election Judge (\$13/hr.), and the following regular Election Judges (\$11/hr.): Carol Tembreull, Tom Schneider, Lucy Thomas, Christopher Ramseyer, Frank Haynes, Mary Kay Grabmeier, and Pam Rypkema. After due discussion, a motion was made by Al Amdahl and seconded by Adam Rushmeyer to appoint the aforementioned individuals as Elections Judges for the City of Albany. All voted for the motion and it carried.

Mr. Schneider also informed the Council Sara Goodrum, 41 Railroad Avenue, contacted him to question why snowplows are not plowing to the curb on the north side of Railroad Avenue (Co. Rd. #54) east of 1st Street. Mr. Schneider noted Ms. Goodrum informed him the United States Post Office can’t deliver mail if the snow is piled four feet from the curb and the same distance from her driveway entrance. Mr. Schneider informed the Council he was told by the Public Works Department the plow operators did not want to push snow from the street on top of the sidewalk due to the snow freezing on the sidewalk making it difficult to remove. Mr. Mergen informed the Council the idea was to return to this area to remove the snow with the front-end loader the next day and they didn’t have enough time to remove the snow the same day on the north side of Railroad Avenue. Mr. Mergen also noted it is difficult to clean the sidewalk on the north side of Railroad Avenue east of 1st Street due to many obstacles such as, but not limited to, electric poles, garbage cans, and vehicles parked on the street. Mr. Harlander noted the street is narrow and removal of snow on the north sidewalk is difficult due to the obstacles on the sidewalk. Mr. Schneider recommended the south sidewalk be a priority rather the north side and the plow operators should just push the snow to the curb like all the other streets in the City. Mr. Mergen noted when time permits, he can come back to the area on the north side of the street with the front-end loader and remove

the snow along the curb. Mayor Tom Kasner noted the street should be kept as wide as possible during the winter season. Mayor Tom Kasner, with the consensus of the Council, directed Mr. Schneider to write a letter to the residents on Railroad Avenue east of 1st Street informing them the City will no longer remove snow from the sidewalk on the north side of the street due to the obstructions on the sidewalk preventing the use of the City’s equipment to adequately remove the snow.

Mayor Tom Kasner thanked Mr. Mergen and his staff in the Public Works Department for their efforts in keeping the streets clear of snow this winter season and Mr. Schneider for the work done in the administration office.

Mayor Tom Kasner presented the following proposed 2019 appointments:

Acting Mayor	Tom Kasner
Animal Warden	Police Dept.
Weed Inspector	Mayor Tom Kasner
Assistant Weed Inspector	Joseph Mergen
Auditor	Schlenner Wenner Co.
City Attorney	Jovanovich, Dege & Athmann, PA
Emergency Management Director	Steve Blenker
Assistant Emergency Management Directors	Gary Winkels
Community Education Liaison	Al Amdahl
EDA Board members	John R. Harlander, Tom Kasner
Equipment Commissioner	Tom Kasner
Fire Department Liaison	Tom Kasner
Albany Golf Board Liaison	Keith Heitzman
Health Officer	Dr. Daron Gersch, MD
Labor Commissioners	Keith Heitzman, Mayor Tom Kasner
Official Depositors	Stearns Bank, Central Mn Credit Union
Official Publication	Albany Enterprise
Park Board Liaison	Al Amdahl
Planning Commission Liaison	Adam Rushmeyer
Police Commissioner	John R. Harlander
Street Commissioner	John R. Harlander
Utility Commissioner	Keith Heitzman
Township Liaison	John R. Harlander
Fire Department Relief Association Ex-Officio	Tom Kasner, Tom Schneider

After due discussion, a motion was made by Adam Rushmeyer and seconded by Keith Heitzman to approve the aforementioned 2020 appointments.

Councilor Keith Heitzman, Albany Golf Club Liaison, informed the Council the next board meeting will be held on Monday, February 10th, at the clubhouse.

Mayor Tom Kasner announced the next regular Council meeting for 6:30 o’clock in the evening on Wednesday, January 15, 2020 and adjourned the meeting at 7:05 PM.

Tom Schneider
Clerk/Adm.