

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, January 3, 2018, in the Council Room at 400 Railroad Avenue for the said City.

Other Council members present were: Councilors Al Amdahl, John R. Harlander, and Keith Heitzman. Councilor Tom Kasner was absent.

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

The Council recited the Pledge of Allegiance.

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 67877 to 67908 and 16816 to 16829. 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 December 20th and hearing none declared them approved.

Open forum/public comment: none

Mayor Daron Gersch presented the following proposed 2018 appointments:

Acting Mayor	Tom Kasner
Animal Warden	Police Dept.
Weed Inspector	Mayor Daron Gersch
Assistant Weed Inspector	Joseph Mergen
Auditor	Schlenner Wenner Co.
City Attorney	Jovanovich, Kadlec & Athmann, PA
Emergency Management Director	Steve Blenker
Assistant Emergency Management Directors	Gary Winkels
Community Education Liaison	Keith Heitzman
EDA Board members	John R. Harlander, Tom Kasner
Equipment Commissioner	Tom Kasner
Fire Department Liaison	Tom Kasner
Albany Golf Board Liaison	Keith Heitzman Daron Gersch
Health Officer	Dr. Daron Gersch , MD
Labor Commissioners	Keith Heitzman, Daron Gersch
Official Depositors	Stearns Bank, Albany Credit Union
Official Publication	Albany Enterprise
Park Board Liaison	Keith Heitzman Daron Gersch
Planning Commission Liaison	Al Amdahl
Police Commissioner	John R. Harlander
Street Commissioner	John R. Harlander
Utility Commissioner	Daron Gersch 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 Mayor Daron Gersch and seconded by Al Amdahl to approve the aforementioned 2018 Mayor Appointments. All voted for the motion and it carried.

Mr. Mathiasen appeared before the Council to inform the Council that he has reviewed all the bids received for the 2018 North Lake Storm Water Improvements and the low bid received was from Craig Bardson Excavating, Inc., Albany, MN in the amount of \$197,959.55. Mr. Mathiasen proposed some

modifications to the filtration trenches that will reduce the amount of treatment slightly, but will save a significant amount of construction money. Mr. Mathiasen noted that the main change is a reduction in the width of the Iron-Enhanced Sand Filter material within the filtration trench that would still get phosphorus treatment in the range of 11-13 lbs per year with savings of nearly \$30,000 in construction costs. Mr. Mathiasen also noted that if modifications were done with the thickness of the washed rock, going from a larger rock to a small rock, a savings of \$6,000 would be possible. Mr. Mathiasen noted that no changes in the plant sizes for the two rain gardens would be made at this time. Mr. Mathiasen provided the following summary to the Council:

- Existing Low bid = \$197,959.55
- Quantity Revisions = (\$35,011.00)

- Revised Construction Cost = \$162,948.55
- Indirect project costs = \$36,000.00
- Construction Contingency (5%) = \$8,147.42

Estimated Total Project Expenses = \$207,095.97

- Original Clean Water Grant = \$130,580.00
- City planned match = \$60,000.00

Total existing funds = \$190,580.00

- Estimated project shortfall = \$16,515.97

Mr. Heitzman questioned if Stearns County Soil and Water Conservation District would provide additional funding for the project. Mr. Mathiasen noted that the said District had informed him that there would be additional funds to meet the estimated project shortfall and recommended approval of the low bid. After due discussion, a motion was made by John R. Harlander who introduced the following resolution and moved its adoption:

RESOLUTION 2018-02
RECEIVING BIDS AND AWARDING CONTRACT
NORTH LAKE STORM SEWER IMPROVEMENTS

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 Daron Gersch, Councilors Al Amdahl, John R. Harlander, 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.

Mayor Daron Gersch directed Mr. Mathiasen to prepare a schedule for the construction and assessment hearing for the 2018 1st Street (State HWY #238) Improvements (approximately 150 feet north of Railroad Avenue to 200' north of Lake Avenue). Mr. Mathiasen noted that the construction is to begin in summer of 2018.

Mr. Mergen reported that at 9:00 PM on December 25th, Christmas Day, the emergency alarms sounded at the lift station on Golf View Drive. Mr. Mergen noted that after inspection he found two string mop heads entangled in each pump which caused the electrical panel to be damaged and alarm to sound. Mr. Mergen noted that the lift station was temporarily back on-line at 3:00 AM, but additional electrical repairs were completed on December 26th. Mr. Mergen noted that this is the third string mop head recently found in a lift station pump and questioned if this is being done intentionally by an individual or has someone mistakenly deposited the mop head in a toilet. Mr. Harlander questioned why anyone would risk

ruining their toilet or blocking their sanitary sewer service from their home to the City's sanitary sewer system in the street which could result in a sewer backup in the basement. Mr. Mergen recommended that a letter be mailed to all properties that are served by the lift station on Golf View Drive. Mayor Daron Gersch, with the consensus of the Council, directed Mr. Schneider to prepare a letter outlining the dangers and penalties of depositing a string mop head in the City's sanitary sewer system.

Mr. Schneider informed the Council that the annual conference for the Minnesota Clerk's and Finance Officers Association (MCFOA) is scheduled for March 20-23rd in Bloomington, MN. Mr. Schneider noted that the conference is well attended by nearly 350 individuals from cities across the State providing valuable information to attendees. Mayor Daron Gersch, with the consensus of the Council, had no objection for Mr. Schneider to attend the said annual conference.

Jason Murray, David Drown Associates, the City's Economic Development Consultant, appeared before the Council to inform the Council that CentraCare, St. Cloud, MN, purchased the former Master Mark Plastics site at 30 Railroad Avenue. Mr. Murray noted that representatives from CentraCare are interested in pursuing tax increment financing (TIF) from the City to assist with the redevelopment of the site. Mr. Murray noted that the City has not yet received an application to create a tax increment financing district, but TIF planning and zoning requests will be made very shortly to move the project along as quickly as possible for construction to be completed in the fall of 2018. Mr. Murray also noted that tax increments collected from this TIF District can be used to pay for intersection improvements (1st Street/Railroad Avenue) if done within a three-year period. After due discussion, a motion was made by John R. Harlander who introduced the following resolution and moved its adoption:

RESOLUTION 2018-01
A RESOLUTION FINDING A BUILDING TO BE SUBSTANDARD,
DECLARING THE CITY'S INTENT TO REQUEST CERTIFICATION FOR A
REDEVELOPMENT TIF DISTRICT WITHIN THREE YEARS, AND AUTHORIZING
AN INTERFUND LOAN.

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: Councilors Al Amdahl, John R. Harlander, and Keith Heitzman, and none voted against the same whereupon the said resolution was declared duly passed and adopted. Mayor Daron Gersch abstained. 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.

Mayor Daron Gersch announced that the City received a \$20,000 donation from an anonymous individual(s) specifically requesting that the funds be used to purchase playground equipment in the Hall's High View Park. Mr. Schneider noted that the Park Department's Capital Park Improvement Plan includes new playground equipment in the said Park at an estimated cost of \$50,000. Mayor Daron Gersch, with the consensus of the Council, thanked the anonymous donor(s) for their generosity and financial support for the Park.

Mayor Daron Gersch announced the next regular Council meeting for 6:30 o'clock in the evening on Wednesday, January 17, 2018 and adjourned the meeting at 7:10 PM.

Tom Schneider
Clerk/Adm.