



City of Albertville Council Agenda

Monday, June 4, 2018
City Council Chambers
7:00 p.m.

PUBLIC COMMENTS -The City of Albertville welcomes and encourages public input on issues listed on the agenda or of general community interest. Citizens wishing to address the Council regarding specific agenda items, other than public hearings are invited to do so under Public Forum and are asked to fill out a "Request to Speak Card". Presentations are limited to five (5) minutes.

1. Call to Order

2. Pledge of Allegiance – Roll Call

3. Recognitions – Presentations – Introductions

4. Public Forum – (time reserved 5 minutes)

5. Amendments to the Agenda

6. Consent Agenda

All items under the Consent Agenda are considered to be routine by the City staff and will be enacted by one motion. In the event an item is pulled, it will be discussed in the order it is listed on the Consent agenda following the approval of the remaining Consent items. These items will be approved by a separate motion.

A. Approve the April 30, 2018 Board of Appeals and Equalization meeting minutes as presented (**pgs 3-5**)

B. Approve the May 21, 2018 regular City Council meeting minutes as presented (**pgs 6-10**)

C. Authorize the Monday, March 6, 2017 payment of claims as presented, except bills specifically pulled which are passed by separate motion. The claims listing has been provided to City Council as a separate document and is available for public view at City Hall upon request (**pg 11**)

D. Cancel the July 2, 2018 regular City Council meeting

E. Approve the closure of the following streets: Main Ave. NE south of the railroad tracks to 58th St. NE, 58th St. NE to Lander Ave. NE, and Lander Ave. NE to 57th Street NE (**pg 12**)

7. Public Hearings – None

8. Department Business

A. City Council

1). Committee Updates (*STMA Ice Arena, Planning, JPWB, Parks, Fire Board, FYCC, etc.*)

B. Fire – None

C. Finance – None

D. City Clerk – None

E. Public Works/Engineering – None

F. Planning/Zoning – None

G. Building – None

H. Legal – None

I. Administration

- 1). Centennial Celebration - Discussion
- 2). City Administrator’s Update (pgs 13-14)

9. Announcements and/or Upcoming Meetings

- June 6-10 Friendly City Days
- June 11 STMA Ice Arena Board, 6:00 p.m.
- June 12 Planning Commission, 7:00 p.m.
- June 18 City Council, 7:00 p.m.
- June 25 Joint Powers Water Board, 6:00 p.m.
Parks Committee, 7:00 p.m.
- July 2 City Council, CANCELLED
- July 4 City Hall Closed, Independence Day
- July 9 STMA Ice Arena Board, 6:00 p.m.
- July 10 Planning Commission, 7:00 p.m.
- July 11 Fire Advisory Committee, 6:00 p.m.
- July 12 Fire Business Meeting, 8:00 p.m.
- July 16 City Council, 7:00 p.m.
- July 23 Joint Powers Water Board, 6:00 p.m.
Parks Committee, 7:00 p.m.

JUNE						
Su	M	Tu	W	Th	F	Sa
					1	2
3	CC 4	5	AFCD 6	7	8	9
10	Ice 11	PC 12	13	14	15	16
17	CC 18	19	20	21	22	23
24	JP 25 ^{PK}	26	27	28	29	30

JULY						
Su	M	Tu	W	Th	F	Sa
1	CC 2	3	H 4	5	6	7
8	Ice 9	PC 10	FAC 11	FB 12	13	14
15	CC 16	PC 17	18	19	20	21
22	JP 23 ^{PK}	24	25	26	27	28
29	JM 30	31				

10. Adjournment



**CITY OF ALBERTVILLE
LOCAL BOARD OF APPEAL AND EQUALIZATION**

**CITY HALL – COUNCIL CHAMBERS
April 30, 2018**

DRAFT MINUTES

ROLL CALL

PRESENT: Board members Jillian Hendrickson, Aaron Cocking, Walter Hudson, Rob Olson, and John Vetsch

ABSENT: None

STAFF PRESENT: City Administrator-PWD Adam Nafstad, City Clerk Kimberly Hodena, Albertville Appraiser Brice Nelson, Wright County Assessor Tony Rasmuson

OTHERS PRESENT: Mehdi Arradizadeh, Becky Nielsen, John Hawkins, Eduardo del Barrio, Ron Scherer

Mayor Hendrickson called the meeting to order at 7:03 p.m.

1. PRESENTATION OF MEETING

Hendrickson read the following statement: “The purpose of the Local Board of Appeal and Equalization is to review the 2018 assessment for taxes due and payable in 2019. The board does not have the authority to open any prior year’s assessment for taxes due and payable in 2018.”

2. APPEALS FROM APRIL 16, 2018*

Nelson reported that when it comes to appealing valuations, it is prima facie where the burden is on the homeowner to prove that the value is incorrect. He stated they welcome any appraisals that a resident may have.

- 10585 48th Street NE, 101-096-003020

Nelson provided comparable properties for this property and recommended no change.

Motioned by Cocking, seconded by Hudson, to not change the valuation for 10585 48th Street NE. Ayes: Hendrickson, Cocking, Hudson, Olson and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 6750 LaSalle Circle NE, 101-110-006040

Nielson and Hawkins felt the valuation was unfair. Their home is quite a few years older, so it cannot sell as fast as the newer homes that were recently built. Nelson reported that the valuation goes down by 1% per year for homes older than five years. Rasmuson explained that home owners can appeal at the Wright County level if they disagree with the decisions made by

the Albertville Board. Beyond that, it would move to tax court, so there is a process that can be followed.

Cocking stated that there is a science to how the appraisers set valuation and it not subjective. Vetsch felt there is an element of subjectivity involved.

Motioned by Cocking, seconded by Olson, to adjust the valuation of 6750 LaSalle Circle NE to \$434,970. Ayes: Hendrickson, Cocking, Hudson, Olson, and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 11701 54th Street NE, 101-022-005031

Motioned by Cocking, seconded by Olson, to adjust the valuation of 11701 54th Street NE to \$151,018. Ayes: Hendrickson, Cocking, Hudson, Olson, and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 6753 LaSalle Circle NE, 101-110-006090

Motioned by Cocking, seconded by Olson, to adjust the valuation of 6753 LaSalle Circle NE to \$399,070. Ayes: Hendrickson, Cocking, Hudson, Olson, and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 6777 67th Street NE, 101-110-004030

Motioned by Cocking, seconded by Hudson, to not change the valuation for 6777 67th Street NE. Ayes: Hendrickson, Cocking, Hudson, Olson and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 6755 67th Street NE, 101-110-004010

Motioned by Cocking, seconded by Olson, to adjust the valuation of 6755 67th Street NE to \$338,582. Ayes: Hendrickson, Cocking, Hudson, Olson, and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 5404 Kahler Drive NE, 101-063-004100

Motioned by Cocking, seconded by Hudson, to not change the valuation for 5404 Kahler Drive NE. Ayes: Hendrickson, Cocking, Hudson, Olson and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 6784 67th Street NE, 101-110-003050

Motioned by Cocking, seconded by Hudson, to not change the valuation for 6784 67th Street NE. Ayes: Hendrickson, Cocking, Hudson, Olson and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 6742 LaSalle Circle NE, 101-110-006050

Motioned by Cocking, seconded by Hudson, to not change the valuation for 6742 LaSalle Circle NE. Ayes: Hendrickson, Cocking, Hudson, Olson and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 6807 67th St NE, 101-110-004050

Motioned by Cocking, seconded by Hudson, to not change the valuation for 6807 67th Street NE. Ayes: Hendrickson, Cocking, Hudson, Olson and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 5334 Barthel Drive NE, 101-022-002030

Nelson reported this is a commercial property and he does not recommend a change in valuation.

Motioned by Cocking, seconded by Hudson, to not change the valuation for 5334 Barthel Industrial Drive NE. Ayes: Hendrickson, Cocking, Hudson, Olson and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- 10406 64th Street NE, 101-069-001030

Motioned by Cocking, seconded by Olson, to adjust the valuation of 10406 64th Street NE to \$167,178. Ayes: Hendrickson, Cocking, Hudson, Olson, and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

3. ADJOURNMENT

Motioned by Olson, seconded by Hudson, to adjourn the meeting at 8:53 p.m. Ayes: Hendrickson, Cocking, Hudson, Olson, and Vetsch. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Respectfully submitted,

Kimberly A. Hodena City Clerk



**ALBERTVILLE CITY COUNCIL
Monday, May 21, 2018**

DRAFT MINUTES

ALBERTVILLE CITY HALL

7:00 PM

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mayor Hendrickson called the meeting to order at 7:03 p.m.

2. ROLL CALL

Present: Mayor Hendrickson and Council members Hudson, Olson, and Vetsch

Absent: Council member Cocking

Staff Present: City Administrator-PWD Adam Nafstad, City Attorney Mike Couri, City Planner Alan Brixius, Fire Chief Eric Bullen, and City Clerk Kimberly Hodena

Others Present:

3. RECOGNITIONS – PRESENTATIONS – INTRODUCTIONS - None

4. PUBLIC FORUM

There was no one present for the forum.

5. AMENDMENTS TO THE AGENDA

Nafstad added Letter of Credit release for Albertville Medical Clinic as Item G1 and STMA Ice Arena Parking as Item G2 under Public Works.

Motioned by Vetsch, seconded by Olson, to approve the Agenda as amended. Ayes: Hendrickson, Hudson, Olson, and Vetsch. Nays: None. Absent: Cocking. MOTION DECLARED CARRIED.

6. CONSENT AGENDA

All items under the Consent Agenda are considered to be routine by the City staff and will be enacted by one motion. In the event an item is pulled, it will be discussed in the order it is listed on the Consent agenda following the approval of the remaining Consent items. These items will be approved by a separate motion.

- A.** Approve the May 7, 2018 regular City Council meeting minutes as presented
- B.** Approve the April 30, 2018 Joint Governance meeting minutes as presented
- C.** Authorize the Monday, May 21, 2018 payment of claims as presented, except bills specifically pulled which are passed by separate motion. The claims listing has been

provided to City Council as a separate document and is available for public view at City Hall upon request

- D. Approve the Church of St. Albert Lawful Gambling Exempt Permit Application for the annual Parish Festival that will be held on September 16, 2018 at the St. Albert Parish Center

Motioned by Hudson, seconded by Olson, to approve the Consent Agenda as presented. Ayes: Hendrickson, Hudson, Olson, and Vetsch. Nays: None. Absent: Cocking. MOTION DECLARED CARRIED.

7. PUBLIC HEARINGS – None

8. DEPARTMENT BUSINESS

A. City Council

1). Committee Updates

STMA Ice Arena Board

Hudson reported they received a presentation on the audit that was conducted. He also reported that the STMA Youth Hockey Association has a new president and they hope to meet him at a future meeting.

B. Planning/Zoning

1). Central Park

Brixius reported that the property at 11435 58th Street NE has a willing seller that would sell the parcel to the City to expand Central Park. The parcel is 0.37 acres and is zoned commercial. The Parks Committee is supportive of purchasing the parcel for park use and has submitted a letter in support of that to the City Council.

Brixius reported that Central Park is used for many events such as Music in the Park, Farmers Market, Albertville Friendly City Days, car shows, and Reading in the Park. The current concept for Central Park aims to accommodate all those uses and be functional for all. Brixius stated that the current owner has not raised issues with park activities but a new private owner may have issue with the intense use of the park. Hendrickson felt there could be costs associated with that as well.

Brixius reviewed the history of how the park was originally assembled. The park consists of eight lots comprising 23 acres and most were land purchases. This illustrates that there is precedence to outright purchasing land for park uses.

Nafstad reported on other upcoming projects and their funding sources in the next several years:

- CSAH 19 Improvements (Mall to 70th Street NE)
- 70th Street NE Improvements with trail
- I-94 expansion
- Wastewater Treatment Plant Upgrades/Improvements
- Westwind Park Improvements

- Central Park Improvements
- Pavement Management

He explained that annually they budget for these types of items and include them in the Capital Improvement Plan. This year the city's financial advisor will review the long range plan and discuss what is needed to fund the items. He stated the biggest unknowns are the CSAH 19 improvements and I-94 expansion projects. He did state that due to unanticipated building permit activity, the city has a surplus in the general fund that could help with the Central Park improvements.

Nafstad reported there have been issues with a sewer line that runs through properties along 58th Street NE as well. At some point, the city will need acquire an easement along the sewer line and possibly replace the line.

Hendrickson inquired about improvements to the Lions Pavilion in the park and suggested that it match the new depot building. She stated that she has received comments that the church (KMC Dance) building be lit at night.

Brixius stated that there is ultimately a timing issue. If improvements to Central Park are not done at this time, when would it be appropriate for them to be done.

Hudson inquired if there was any way the lot would be developed commercially and Brixius replied that it would be difficult unless all the lots along 58th Street NE would be developed as commercial. Hudson inquired if the commercial zoning was a barrier to the lot owner in past and Nafstad replied that it had been. Nafstad reported the lot owner may be open to other options such as a rent back option, but the property owner just didn't want to be left with an unsaleable portion of the lot.

Hudson asked if the Wastewater Treatment Plant improvement would be funded solely through utility rates. Nafstad replied that due to it being an enterprise fund, it would involve rates and also some debt. Couri explained the city cannot levy for those improvements, only in the case of an emergency.

Hudson thanked staff for the in depth research into the park acquisition and funding of future improvements. He stated it definitely helped to shape the discussion and felt he may be able to alter his stance on the acquisition.

Brixius stated that the property is affordable and if the city acquired it, it allows for park activities to continue. The park is central in town and a community gathering spot for the city. He also foresees park uses becoming more frequent and intense in years to come. He stated that removing the house on that lot would be beneficial in a land use capacity.

Hudson stated that he is not fully convinced the acquisition is vital to the park. Nafstad replied that the acquisition would result in more usable space for the park, but is not a necessity. It would add significant space near the depot building though and also benefit parking needs. Hudson inquired if public trespass would then move to the next house if the lot were acquired.

Hendrickson felt that it is difficult to put a number value on green space.

Berning reported that participation in park activities has steadily grown over the years. Without acquisition of the lot, it constrains the development of the park. Hanson stated that parks and park activities strengthen communities. She would like to focus on the functionality of the park and offered suggestions to the concept plan. Vetsch stated that these improvements to Central Park would not be an annual drain on the city's budget. Hudson agreed that the acquisition is an easier sell knowing how the improvements would be funded.

Olson felt he could not support the acquisition unless there is a purchase agreement in place for a portion of the KMC Dance lot in order to actually make the 58th Street NE improvements. Nafstad believed the added parking would benefit the dance studio.

Motioned by Hudson, seconded by Olson, to direct staff to move forward with purchase agreement negotiations with the property owners of both 11445 58th Street NE and 1111435 58th Street NE. Ayes: Hendrickson, Hudson, Olson, and Vetsch. Nays: None. Absent: Cocking. MOTION DECLARED CARRIED.

C. Fire – None

D. Finance – None

E. City Clerk

1). Grad Party Street Closure Request for 11711 52th Street NE

Motioned by Hudson, seconded by Vetsch, to approve the partial closure of the cul-de-sac on 52nd Street NE and Lake Avenue NE for a graduation party on Saturday, June 2, 2018 from 3:00-7:00 p.m.

F. Public Works/Engineering - None

G. Building – None

H. Legal – None

I. Administration

1). City Administrator's Update

Nafstad reported that Sheena Wegner submitted her resignation from the Planning Commission due to relocation for her job. The alternate will fill her position and recruitment for a new alternate will occur at the end of the year.

Nafstad informed Council that a \$2 million allocation for Albertville's wastewater project is in the bonding bill, which still needs to be signed by the Governor to become law.

Nafstad invited the Council to the I-94 First Responders Luncheon on May 23 and reported that Paul Gonsior will be recognized at the event.

The social hour for Council and staff will be on Friday, June 8 at 5:00 p.m. and an invite will go out to the neighboring cities.

Olson inquired when the Public Works position will be advertised and Nafstad replied it would be towards late summer or fall but definitely before plowing season.

Hendrickson reported the National League of Cities conference is in California this year and Nafstad reported that the city’s lobbyist suggested they plan a Washington D.C. trip again this year.

9. Announcements and/or Upcoming Meetings

- May 29 City Offices Closed, Memorial Day
- May 29 Joint Powers Water Board, TBD
- June 4 City Council, 7:00 p.m.
- June 6-10 AFCD
- June 11 STMA Ice Arena Board, 6:00 p.m.
- June 12 Planning Commission, 7:00 p.m.
- June 18 City Council, 7:00 p.m.
- June 25 Joint Powers Water Board, 6:00 p.m.
Parks Committee, 8:00 p.m.

MAY							JUNE						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5						1	2
6	CC 7	8	9	10	11	12	3	CC 4	5	AFCD 6	7	8	9
13	Ice 14	PC 15	16	17	18	19	10	Ice 11	PC 12	13	14	15	16
20	CC 21	22	23	24	25	26	17	CC 18	19	20	21	22	23
27	H 28	JP 29 PK	30	31			24	JP 25 PK	26	27	28	29	30

10. Adjournment

Motioned by Olson, seconded by Hudson, to adjourn the meeting at 8:50 p.m. Ayes: Hendrickson, Hudson, Olson, and Vetsch. Nays: None. Absent: Cocking. MOTION DECLARED CARRIED.

Respectfully submitted,

Kimberly A. Hodena, City Clerk

May 31, 2018

SUBJECT: CONSENT - FINANCE – PAYMENT OF BILLS

RECOMMENDATION: It is respectfully requested that the Mayor and Council consider the following:

MOTION TO: Authorize the Monday, June 4, 2018 payment of the claims as presented except the bills specifically pulled, which are passed by separate motion. The claims listing has been provided to Council as a separate document. The claims listing is available for public viewing at City Hall upon request.

BACKGROUND: The City processes claims on a semi-monthly basis. The bills are approved through their respective departments and administration and passed onto the City Council for approval.

KEY ISSUES:

- Account codes starting with 810 are STMA Arena Expenses/Vendors (bolded) and key issues will be presented in the claims listing document.

POLICY/PRACTICES CONSIDERATIONS: It is the City's policy to review and approve payables on a semi-monthly basis.

FINANCIAL CONSIDERATIONS: City staff has reviewed and recommends approval of payments presented.

LEGAL CONSIDERATIONS: The Mayor and Council have the authority to approve all bills pursuant to Minnesota State Law, which requires all bills to be paid in a timely manner, generally within 30 days unless one party determines to dispute the billing.

Responsible Person: Tina Lannes, Finance Director

Submitted through: Adam Nafstad, City Administrator-PWD

Attachment: List of Claims (under separate cover)



May 30, 2018

City of Albertville
P.O. Box 9
Albertville MN 55301

City Council,

We see Open Streets STMA as the perfect chance to promote healthy living, local businesses and civic pride in St. Michael and Albertville. On September 8, 2018 from 10:00 a.m. to 2:00 p.m. we will create safe, car-free streets so that residents of all ages can walk, bike, participate in activities, and get to know one another.

Family Youth Community Connections (FYCC) is requesting permission to close down the following streets:

- Main Ave. NE south of the railroad tracks to 58th St. NE
- 58th St. NE to Lander Ave. NE.
- Lander Ave. NE to 57th street NE

We would like to request this closure from 8:00 a.m. to 3:00 p.m. on Saturday to allow set up and clean up time. Contact has been made with the following businesses that will be affected by this closure St. Albert's Parish, Kay Marie Dance Studio, 152 Club, Geez, and Neighbors.

FYCC has contacted the Wright County Sheriff's Department and they will be on site for security as we expect a couple thousand people to attend the event along with fifty plus vendors.

Thank you for your consideration and we look forward to another successful event.

Sandra A. Greninger
FYCC Director

Family Youth Community Connections
5975 Main Ave. NE
Albertville MN 55301
Phone: 763.496.6820 Fax: 763.497.3210
Website: www.myfycc.com
Email: Sgreninger@ci.albertville.mn.us
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GENERAL ADMINISTRATION

State Bonding Bill: Governor Dayton signed the bonding bill, which includes a \$2 million appropriation for Albertville's WWTP!

Account Clerk/Admin. Asst.: Kristie will begin working for us on Tuesday, June 5.

Summer Positions: Our summer seasonal positions have been filled and all have begun work. We have seven public works summer positions and one city hall summer position.

FYCC: The FYCC Board met on May 24. Planning for September's Open Streets in Albertville is underway and expected to again be well attended. Sandy and Sarah are working on the draft budget for 2019, which will be presented at FYCC's June 28 meeting.

Depot Project: The Depot project is nearing completion and looks great! It is expected the facility will be complete by the end of the month.

Centennial Celebration: If time permits, I would like to begin discussions of the City's centennial celebration with the Council and learn of any ideas the Council would like staff to explore

ENGINEERING/PUBLIC WORKS

70th Street (west of CSAH19): Staff from Albertville and Otsego are working with MnRoad to see if there is a possibility to partner on a project to improve the 1 mile segment of 70th between Kadler and CASH 19.

Street and Parking Lot Striping: Striping of City streets, cross walks, and parking lots is expected to take place the second week of June.

2019 WWTP Improvements: Preliminary design is nearing completion and we continue to work to negotiate the needed easements between CR 39 and the Mississippi.

Mapping: We are in the process of updating the City's infrastructure maps. 2018 maps should be available soon.

CSAH 19 and 57th Street Signal Improvements: The electrical work is complete and the signal system has been repainted. Public Works is repairing the damaged irrigation systems and once complete, the contractor will sod the disturbed areas.

CSAH 18 (Barthel Industrial Dr. to Naber): The County received favorable bids for the project and the County Board awarded the project to Veit & Company of Rogers. Construction is expected to begin the week of June 4.

Westwind Park Improvements: Bids will be opened on June 13 and presented to Council for award at the June 18 meeting. We are still working on quotes for the shelter and boardwalk.

Karston Cove 5th Addition: It is understood the Developer intends to submit for final plat this summer.

MS4: As a requirement of the City's NPDES permit, the City needs to hold an MS4 stormwater meeting prior to June 30 of each year. This will be the City's first stormwater meeting and will generally consist of a brief educational stormwater presentation and Q&A. We will be sending out public notice later this month and holding the meeting the last week of June.

Upcoming Events:

- Friendly City Days Social Hour, June 8, 5:00 p.m.

Attachments: (none)