



ALBERTVILLE CITY COUNCIL

REGULAR MEETING MINUTES

February 20, 2024 – 7 pm
Council Chambers
Albertville City Hall

1. Call to Order

Mayor Hendrickson called the meeting to order at 7 pm.

2. Pledge of Allegiance – Roll Call

Present: Mayor Hendrickson, Councilmembers Cocking, Hayden and Zagorski.

Councilmember Olson arrived at 7:39 pm

Staff Present: Fire Chief Bullen, Finance Director Lannes, Utilities Supervisor Middendorf and City Clerk Luedke.

3. Recognitions – Presentations – Introductions – None

4. Public Forum

There was no one present for the public forum.

5. Amendments to the Agenda

There were no amendments to the agenda.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to approve the February 20, 2024, agenda as submitted. Ayes: Cocking, Hayden, Hendrickson and Zagorski. Nays: None. Absent: Olson. The motion 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 listed on the Consent Agenda following the approval of the remaining Consent items. Items pulled will be approved by a separate motion.

- A. Approve the February 5, 2024, regular City Council Meeting minutes as presented.
- B. Authorize the Tuesday, February 20, 2024, 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.
- C. Adopt **Resolution No. 2024-08** accepting a donation from the Albertville Lions in the amount of \$1,750 for Fire Prevention materials for the Albertville Fire Departments.
- D. Reduce Letter of Credit No. 757, held as security for Particle Control to no less than \$7,200, conditioned on any outstanding balances owed to the City being paid in full.
- E. Adopt **Resolution No. 2024-09** for 2024 Grant Application for Outdoor Recreation Grant Program.
- F. Approve Payment Application No. 10 to Gridor Construction in the amount of \$238,975 for Wastewater System Improvements.

MOTION made by Councilmember Cocking, seconded by Councilmember Zagorski to approve the February 20, 2024, consent agenda as submitted. Ayes: Cocking, Hayden, Hendrickson and Zagorski. Nays: None. Absent: Olson. The motion carried.

7. Public Hearing

A. Public Hearing – Medart Inc. Tax Increment Financing (TIF) Request

Finance Director Lannes presented the staff report which included information on the TIF request from Medart Inc. She reported the company was proposing to construct a 100,000 square foot warehouse and distribution center and would like to use TIF assistance to defray development costs. She said the approval would only be for the TIF request and added Medart submitted site and building plan which are scheduled to be heard at the March 13 Planning Commission meeting. Finance Director Lannes requested the approval allow for minor amendments for the TIF Bond Council and answered questions from Council.

Mayor Hendrickson opened the public hearing. No one requested to speak.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to close the public hearing. Ayes: Cocking, Hayden, Hendrickson and Zagorski. Nays: None. Absent: Olson. The motion carried.

MOTION made by Councilmember Hayden, seconded by Councilmember Zagorski to adopt **Resolution No. 2024-10** establishing Tax Increment Financing District No. 21 within Development District No. 1 (the “TIF District”) and adopting the tax increment financing plan therefor; authorizing the terms of an interfund loan; authorizing the execution of a development agreement; and approving a business subsidy agreement as amended to allow minor changes from the TIF Bond Council. Ayes: Cocking, Hayden, Hendrickson and Zagorski. Nays: None. Absent: Olson. The motion carried.

8. Wright County Sheriff’s Office – Updates, reports, etc.

The Wright County Sheriff’s deputy who was present reviewed the incidents that occurred in the City of Albertville within the past few weeks.

9. Department Business

A. City Council

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

Councilmember Zagorski provided an update from the STMA Arena Board meeting which included a review of the preliminary budget and a discussion on the ongoing parking issues at the Ice Arena during busy times.

Councilmember Hayden provided an update from the Planning Commission Meeting which included a discussion on the hot tub regulations and land usage around the proposed Costco site.

B. Building

1. 2023 Year-End Building Permit Review

Finance Director Lannes presented the staff report and summarized the 2023 Building Permit Activity report. She also reviewed the information on the rental licenses and the number of inspections conducted in 2023.

C. City Clerk – None

D. Finance – None

E. Fire

1. Albertville Fire Department Presentation – 2023 Year in Review

Fire Chief Bullen presented the 2023 call data and said the fire department had received a total of 555 calls in 2023. He also provided details on the incident statistics by City along with the date and time frame of the incidents. Chief Bullen reported on the department's 2023 accomplishments and reviewed the grants received. He answered questions from Council regarding the review.

The Council thanked the Albertville Fire Department for their service to the City.

F. Planning and Zoning

1. Approve Albertville Zoning Code amendment relating to Hot Tub Fences

City Clerk Luedke presented the staff report and provided an overview of the proposed amendment to the City Code relating to the fencing requirements for above ground hot tubs. She said the Planning Commission held a public hearing and recommended the Council approve the amendment and answered questions from Council.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to adopt **Ordinance No. 2024-01** amending Section 1000.5.E.2e of the Albertville Municipal City Code relating to Hot Tub Fences. Ayes: Cocking, Hayden, Hendrickson and Zagorski. Nays: None. Absent: Olson. The motion carried.

G. Public Works/Engineering

1. Approve Purchase of Two Generators and Automatic Transfer Switch

Utilities Supervisor Middendorf presented the staff report and background information on the current number of generators that City has. He also reported on the proposed generator purchases and where the new generators would be used. He answered questions from Council regarding the generator's lead times.

Finance Director Lannes provided details on the funding source for the purchase of the generators.

MOTION made by Councilmember Cocking, seconded by Councilmember Zagorski to approve purchase of two Generators Model C70N6 and Model C45N6 and an Automatic Transfer Switch from Cummins Inc, Des Moines Iowa for \$122,250. Ayes: Cocking, Hayden, Hendrickson and Zagorski. Nays: None. Absent: Olson. The motion carried.

2. Approve Purchase of New Caterpillar Portable Generator

MOTION made by Councilmember Cocking, seconded by Councilmember Zagorski to approve purchase of a Caterpillar Model XQ125BM Generator complete with Trailer, Enclosure, and assorted Power Cords from Ziegler Power Systems for \$137,650. Ayes: Cocking, Hayden, Hendrickson and Zagorski. Nays: None. Absent: Olson. The motion carried.

H. Legal – None

I. Administration

1. Municipal Consent for I-94 Gap Project Discussion

Mayor Hendrickson provided background information on the conversations that occurred between the City and MnDOT representatives. She said in response to the City’s concerns regarding the project, the Commissioner of Transportation, Nancy Daubenberger, sent a letter addressing the concerns that the City expressed. She stated if the Resolution was not approved, a special meeting would be required on Friday, March 1.

Fire Chief Bullen provided additional details on the project and the letter the City received from the Commissioner. He answered questions from Council.

There was Council discussion regarding the I-94 Gap Project, the letter received from Commissioner Daubenberger, and the layout approval for the project. After much discussion, the Council agreed to approve the Resolution based on the letter received from the MnDOT Commissioner committing to work cooperatively with the City on the project. The Council thanked Mayor Hendrickson and City Administrator Nafstad for their work on the project.

MOTION made by Councilmember Hayden, seconded by Councilmember Zagorski to adopt **Resolution No. 2024-11** for layout approval for State Project 8680-189 for Interstate Highway 94. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

2. City Administrator’s Update

City Clerk Luedke reported absentee voting for the Presidential Primary continues through March 4 and said the City Hall would be open for voting on Saturday, March 2. She reported on the current opening the Parks Committee has and said the vacancy has been posted on the City’s website and Facebook page.

10. Announcements and/or Upcoming Meetings

- February 26 Joint Power Water Board, 6 pm
Parks Committee, 7 pm
- March 4 City Council, 7 pm
- March 5 Presidential Nomination Primary Election, 7 am to 8 pm
- March 11 STMA Arena Board, 6 pm
- March 12 Planning Commission, 7 pm
- March 18 City Council, 7 pm

11. Adjournment

MOTION made by Councilmember Cocking, second by Councilmember Hayden to adjourn the meeting at 7:50 pm. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

Respectfully submitted,



Kristine A. Luedke, City Clerk