



ALBERTVILLE CITY COUNCIL

REGULAR MEETING MINUTES

March 4, 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, Olson and Zagorski.

Staff Present: City Administrator Nafstad, Fire Chief Bullen, City Attorney Couri, Finance Director Lannes, 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

City Administrator Nafstad requested to add item 9I4 under Administration entitled “Special Assessment Agreement for SAC and WAC charges” and item 9I5 entitled “County Road 137 Design Update”.

MOTION made by Councilmember Olson, seconded by Councilmember Zagorski to approve the March 5, 2024, agenda as amended. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. 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 20, 2024, regular City Council Meeting minutes as presented.
- B. Authorize the Monday, March 4, 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. Approve Payment Application No. 11 to Gridor Construction in the amount of \$534,765 for Wastewater System Improvements.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to approve the March 4, 2024, consent agenda as submitted. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

7. Public Hearing – None

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

There were no updates from Wright County Sheriff's Office.

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 Joint Power Water Board meeting, and he answered questions from the other Councilmembers.

B. Building – None

C. City Clerk – None

D. Finance – None

E. Fire – None

F. Planning and Zoning – None

G. Public Works/Engineering – None

H. Legal – None

I. Administration

1. City Planning Consultant Services Discussion

City Administrator Nafstad reported he planned to meet with the Personnel Committee in the next couple of months to discuss options for the replacement of Al Brixius, the City Planner, who plans to retire at the end of the year. He said he intended to work with the City Attorney to develop a draft RFP for Planning Consultant Services and added he would like to hire a replacement in September so that the new consultant firm would have time to work with the current City Planner before the end of the year. Administrator Nafstad answered questions from Council.

2. 2024 Street Improvement Project Discussion

City Administrator Nafstad reported the City would be advertising for bids on two 2024 Street improvement projects soon. He said one project would be specific to concrete flatwork and include commercial driveway aprons and some sidewalk and would be completed prior to the overlay. Administrator Nafstad said this would streamline the 2024 Street Improvement project and he discussed specific areas that would be included in it. He said the bid results would be presented at a future Council meeting for Council's approval and answered questions from Council.

3. City Administrator's Update

City Administrator Nafstad reported the TIF evaluation report for the Albertville Outlet Mall was completed and the east side of the Mall would qualify as a redevelopment district and added he had notified the developer.

City Administrator Nafstad reported the City has received many questions regarding plowing the sidewalks in Town Lakes. He said his understanding was the HOA would like to discontinue the service which they have contracted out since the beginning of the development. He stated the City's policy has always been for residents to clear their own sidewalks. He added City Staff does plow sidewalks once the City streets and school routes are cleared but it was usually more than 24 hours after the snow event.

There was Council discussion regarding City staff plowing the Towne Lake's sidewalks and the consensus was for the City to continue to follow the City's policy and only clear resident's sidewalk after all City streets and school routes are clear and dependent on City staff's available time.

4. Special Assessment Agreement for SAC and WAC charges

City Administrator Nafstad reported a new business, Boba and Snacks, would like to relocated to the strip mall next to Coborn's. He said the building was current for WAC and SAC charges and a new business with food and drink components would add new WAC and SAC charges. He said the new charges would be just under \$33,000. Administrator Nafstad reported the tenant approached the property owner, Phillip Edison Group, and asked that the new charges be incorporated into their lease in which the property owner stated they were willing to do. Administrator Nafstad said the City has approved this type of agreement in the past and answered questions from Council.

City Attorney Couri explained how the special assessment agreement would work and answered questions from Council.

There was Council discussion regarding the proposed Special Assessment agreement.

MOTION made by Councilmember Cocking, seconded by Councilmember Olson to approve the use of the Standard Special Assessment Agreement drafted by the City Attorney for the Special Assessment to the property owner, Phillip Edison Group. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

5. County Road 137 Design Update

City Administrator Nafstad provided background information on the County Road 137 design. He said the design would eventually need to be approved by the City and also Wright County. He said the current proposed design includes a combination of roundabouts and $\frac{3}{4}$ access at Lymon. He said another option may be another roundabout at Lymon to allow for full access to the Marketplace properties. He said a traffic study would be conducted in the area and it would provide information on the traffic levels in the area. He answered questions from Council regarding the proposed layout.

There was Council discussion regarding the proposed County Road 137 layout design, the partial access at Lymon and how the businesses would be affected, traffic concerns in the area if Costco was built, and other options for the proposed layout design.

10. Announcements and/or Upcoming Meetings

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

March 25 Joint Power Water Board, 6 pm
 Parks Committee, 7 pm
April 1 City Council, 7 pm

11. Adjournment

MOTION made by Councilmember Cocking, second by Councilmember Hayden to adjourn the meeting at 7:59 pm. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

Respectfully submitted,



Kristine A. Luedke, City Clerk