



ALBERTVILLE CITY COUNCIL

REGULAR MEETING MINUTES

May 6, 2024 – 7 pm
Council Chambers
Albertville City Hall

1. Call to Order

Acting Mayor Olson called the meeting to order at 7 pm.

2. Pledge of Allegiance – Roll Call

Present: Acting Mayor Olson, Councilmembers Cocking, Hayden, and Zagorski.

Mayor Hendrickson arrived at 7:05 pm

Staff Present: City Administrator Nafstad, Fire Chief Bullen, City Attorney Couri, Finance Director Lannes, and City Clerk Luedke.

3. Recognitions – Presentations – Introductions

A. 2023-2024 Albertville Royalty Court

The 2023-2024 Royalty Court were present and listed some of their favorite activities they participated in over the last year. The 2024-2025 Royalty candidate introduced herself. The Royalty Court thanked the Council for their continued support.

The City Council thanked the Royal Court for their service to the Albertville Community.

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 Olson, seconded by Councilmember Zagorski to approve the May 6, 2024, agenda as submitted. 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 April 15, 2024, Local Board of Appeals and Equalization Meeting minutes as presented.
- B. Authorize the Monday, May 6, 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 a Temporary On-Sale Liquor License for Albertville Friendly City Days for June 5 through June 9, 2024, for the Annual Albertville Friendly City Days Festival contingent upon receipt of liquor liability insurance certificate.
- D. Approve a temporary on-sale liquor license for Albertville Lions for June 7 through 9, 2024, for the Annual 2024 Friendly City Days Festival event.
- E. Approve street closures as requested for Albertville Friendly City Days and extended hours for Central Park for June 5 through June 9, 2024.
- F. Approve Special Event Permit for the Family Youth Community Connections to hold their Dueling Pianos event on June 14, 2024, from 6 pm to 10 pm in Central Park contingent upon receipt of certificate of liability insurance.
- G. Approve Special Event Permit including a Temporary Outdoor Music Permit for BJ's Sport Tavern located at 5788 Main Avenue NE for their Special Event on June 8, 2024, during Albertville Friendly City Days.
- H. Approve Driveway Replacement Contract for property owner Tyren Schmidt located at 11420 54th Street NE, Albertville, MN 55301 – PID 101-016-003010.
- I. Approve Special Event Permit for Cirque Entertainment LLC for their Cirque Italia event located at the Albertville Premium Outlet Mall, 6415 Labeaux Avenue on May 16 through May 19, 2024 contingent upon receipt of the certificate of liability insurance.
- J. Adopt **Ordinance No. 2024-03** amending Title 9, Utilities and Public Services, Chapter 2, Water Use and Service relating to maintenance and repair responsibility in the Albertville City Code.
- K. Approve the City of Albertville's Personnel Policy retirement language as amended.

There was Council discussion regarding the special event permit application for Cirque Entertainment. City Clerk Luedke answered questions from Council regarding the application.

Finance Director Lannes answered questions from Council regarding the amendment to the City of Albertville's Personnel Policy.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to approve the May 6, 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.

The Wright County Sheriff's deputy who was presented reviewed the incidents that occurred in the City 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 Olson provided an update from the Parks Committee meeting and said Park's Night was scheduled for May 16 at Oakside Park, Linwood Park and Four Seasons Park.

B. Building – None

C. City Clerk – None

D. Finance – None

E. Fire

Fire Chief Bullen reported at the last Council meeting, Council inquired about the Albertville Fire Department’s new Analytics Dashboard. He said the dashboard would provide the actual response data that was submitted to the National Fire Academy. He discussed which statistics would be available on the dashboard and answered questions from Council.

City Administrator Nafstad provided additional information regarding the current fire contract with the City of Otsego and answered questions from Council.

F. Planning and Zoning – None

G. Public Works/Engineering – None

H. Legal – None

I. Administration

1. City Administrator’s Update

City Administrator Nafstad presented the City Administrator’s Update and recognized Michael Jenkins on his retirement and Kyle Anderson on leaving the City to pursue a career as a full time firefighter. He reported the City posted the job openings and were beginning interviews to fill their positions. He said the City also had an additional budgeted public works position that the City would be accepting applications for. City Administrator Nafstad provided information on upcoming events.

10. Announcements and/or Upcoming Meetings

May 13	STMA Arena Board, 6 pm
May 14	Planning Commission, 7 pm
May 20	City Council, 7 pm
May 27	City Offices closed in observance of Memorial Day
May 28	Joint Power Water Board, 6 pm (Tuesday) Parks Committee, 7 pm (Tuesday)
June 3	City Council, 7 pm
June 5-9	2024 Albertville Friendly City Days

11. Adjournment

MOTION made by Councilmember Cocking, second by Councilmember Olson to adjourn the meeting at 7:46 pm. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

Respectfully submitted,

Kristine A. Luedke, City Clerk