



ALBERTVILLE CITY COUNCIL

REGULAR MEETING MINUTES

June 3, 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 7:15 pm.

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

3. Recognitions – Presentations – Introductions

A. Civil Air Patrol Presentation

Major Marybeth Slocumb delivered a presentation on the activities of the Civil Air Patrol (CAP). Her presentation included the history and background information on the organization, the programs available and the training missions CAP has been involved in. Cadet Chief's Slocumb and Slocumb provided additional background information. Major Slocumb answered questions from Council.

The Council thanked them for coming to the meeting and their service with CAP.

B. City Employee Service Award – Tina Lannes (20 years)

Mayor Hendrickson recognized Finance Director Lannes for her 20 years of service to the City of Albertville.

The Council thanked Ms. Lannes for her service and congratulated her on 20 years with the City of Albertville.

C. Wright County Commissioner Jeanne Holland

Commissioner Holland reported on a meeting that the Wright County Commissioners had with the Wright County Sheriff's Department. She stated she had hoped that there would not be an increase to the Sheriff's Contract but reported there would be a \$5 an hour increase in 2025 and another \$5 an hour increase in 2026. Commissioner Holland said the increase was due to raising fuel and employee costs. She answered questions from the Council regarding the upcoming contract and reported that next year, the City of Albertville would be able to negotiate the number of hours the City needed. Ms. Holland said the Sheriff's department was working towards having a consistent Wright County deputy for the City instead of a constant change.

There was Council discussion regarding the upcoming Wright County Sheriff's contracts and the services provided by the department.

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 June 3, 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, regular City Council Meeting minutes as presented.
- B. Approve the May 6, 2024, regular City Council Meeting minutes as presented.
- C. Approve the May 13, 2024, special City Council Meeting minutes as presented.
- D. Authorize the Monday, June 3, 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.
- E. Approve a Community Festival Permit Application for Neighbors Eatery and Saloon located at 5772 Main Avenue NE for Wednesday, June 5 through Sunday, June 9, 2024.
- F. Approve Special Event Permit including a Temporary Outdoor Music Permit for the 152 Club located at 5794 Main Avenue for the Chad Smith Ride for Life Benefit event on June 15, 2024.
- G. Approve the purchase of a Toro 4000 Z master HDX Pro With 52” deck and bagger for the amount of \$14,669 from Minnesota Equipment.
- H. Approve Payment Application No. 13 to Gridor Construction in the amount of \$391,713 for the Wastewater System Improvements.
- I. Approve Payment Application No. 14 to Gridor Construction in the amount of \$190,600 for the Wastewater System Improvements.
- J. Approve Payment Application No. 1 to Fehn Companies in the amount of \$161,794.84 for the 2024 Concrete Improvements.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to approve the June 3, 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.

Wright County Sheriff Deputy Cassidy reviewed the incidents that occurred in the City within the past few weeks and provided safety tips for the upcoming festival.

9. Department Business

A. City Council

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

There were no Council updates.

B. Building – None

C. City Clerk

1. Set Preliminary 2024 Budget Workshops

City Clerk Luedke said City staff would like to set the 2024 budget workshops to discuss the 2025 preliminary budget. She reported the purposed workshop dates were July 15, August 5 and August 19 if needed and asked if the Council preferred to meet before or after the regular City Council meeting. She added in the past, the workshops were set for 6:15 pm.

There was Council discussion regarding the proposed budget workshop dates and the consensus was to set the workshops for 6:15 pm.

MOTION made by Councilmember Hayden, seconded by Councilmember Cocking to set the workshops for July 15, August 5, and August 19, 2024, at 6:15 pm to discuss the 2025 preliminary budget. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

D. Finance – None

E. Fire

1. Albertville Fire Department – May 2024 Incident Data

Fire Chief Bulletin provided information on the May fire incident data report and answered questions from Council.

F. Planning and Zoning – None

G. Public Works/Engineering – None

H. Legal

1. Potter Property Ordinance Enforcement

City Attorney Couri presented the staff report which included an update on the ongoing nuisance and zoning code violations on the Potter property. He said that the property has been about two-thirds of the way cleaned up since March of 2023. He reported on the nuisance items that are still located the property and added the property owner was working on a schedule as to when the rest of the items would be removed. He reported the nuisance case was currently in the Wright County District Court with a pretrial conference set for the end of July. He answered questions from Council regarding the cleanup process and stated it was similar to other nuisance property cleanups.

Ms. Heidi Potter asked if some of the items that were left on the property would be grandfathered in and would not need to be moved if they were on the property before the City ordinance was changed.

City Attorney Couri replied there are two different ordinance violations. He said one was the zoning ordinance and under that ordinance the only items that may be grandfathered in would be if they were on the property before it was annexed into Albertville which was around 1996 and he added that none of the items were on an aerial photo from the year 2000. The other ordinance was the nuisance ordinance in which man-made items such as trailers, wood, etc. are not grandfathered in.

Mayor Hendrickson asked if anyone else who like to speak. No one came forward.

The was Council discussion regarding the miscellaneous items on the property and the cleanup process.

City Administrative Nafstad answered questions from Council and reported no Council action was needed at tonight's meeting.

2. Everbrooke Daycare Developer's Agreement Amendment

City Attorney Couri presented the staff report which included information on the orginial developer's agreement and the proposed amendments to it. He reported that Oppidan Holding was proposing the construction of a daycare on the property which would require changes to the original conditions in the agreement. He answered questions from Council regarding the developer's agreement and the proposed changes

There was Council discussion regarding the proposed amendments and the daycare construction.

MOTION made by Councilmember Cocking, seconded by Councilmember Hayden to approve First Amendment to Planned Unit Development Shoppes at Towne Lakes Two (Everbrook Daycare Developer's Agreement). Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

I. Administration

1. City Administrator's Update

City Administrator Nafstad presented the City Administrator's Update and provided information on upcoming events within the City.

10. Announcements and/or Upcoming Meetings

June 5-9	2024 Albertville Friendly City Days
June 10	STMA Arena Board, 6 pm
June 11	Planning Commission, 7 pm
June 17	City Council, 7 pm
June 19	City Offices closed in observance of Juneteenth
June 24	Joint Power Water Board, 6 pm Parks Committee, 7 pm

11. Adjournment

MOTION made by Councilmember Cocking, second by Councilmember Zagorski to adjourn the meeting at 8:07 pm. Ayes: Cocking, Hayden, Hendrickson, Olson and Zagorski. Nays: None. The motion carried.

Respectfully submitted,



Kristine A. Luedke, City Clerk