



## ALBERTVILLE CITY COUNCIL

### REGULAR MEETING MINUTES

August 19, 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, Olson and Zagorski.

**Absent:** Councilmember Hayden

**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 – None

#### 5. Amendments to the Agenda

City Administrator Nafstad requested to add two items under Administration, I2. entitled “Adopt Resolution approving the purchase of property by the City” and I3. “Louanne Loewen Property Discussion.” He also requested to add two items under Fire, 9E1. entitled “Replacement of the Fire Station Apparatus Bay Floor Coating and 9E2. entitled “Replacement of the Fire Station Wall and Window Caulking.” Nafstad also requested to add item C2. under City Clerk entitled “Special Event Permit for the Church of St. Albert’s Annual Parish Festival.”

**MOTION** made by Councilmember Olson, seconded by Councilmember Cocking to approve the August 19, 2024, agenda as amended. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. 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 August 5, 2024 Budget Workshop Meeting minutes as presented.
- B. Authorize the Monday, August 19, 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 the following Resolutions imposing civil penalty for liquor license violations according to Albertville City Code Section 4-1-15.

- **Resolution No. 2024-21** imposing civil penalty for a liquor license violation occurring on June 23, 2024, at KWIK Trip, INC dba Kwik Trip#1020, 6300 LaBeaux Avenue.
  - **Resolution No. 2024-22** imposing civil penalty for a liquor license violation occurring on June 23 and August 6, 2024, at DGA Corporate dba El Bamba, 5986 Main Avenue.
- D. Authorize the promotion of Benjamin Stock to the position of Probationary Paid-On-Call Firefighter with the Albertville Fire Department.
- E. Approve a revision to the Personnel Requirements section of the Albertville Fire Department's Standard Operating Policies and Procedures.
- F. Adopt **Resolution No. 2024-23** accepting a donation in the amount of \$5,000 from the STMA Rotary Club for the purchase and installation of a sunshade for Central Park.
- G. Approve an On-Sale Temporary Liquor License application for the Albertville Lions Club for a Music in the Park event on September 5, 2024, from 6 pm to 8:30 pm.

**MOTION** made by Councilmember Cocking, seconded by Councilmember Olson to approve the August 19, 2024, consent agenda as submitted. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

**7. Public Hearing – None**

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

Wright County Sheriff Deputy provided an update on the parking complaints received due to semi-trucks parking on Kyler Ave for the previous meeting.

**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 Planning Commission meeting which included a public hearing for a resident's request for an accessory building, a new dance studio and new restaurant. He answered questions from the other Councilmembers regarding the items.

**B. Building – None**

**C. City Clerk**

**1. Set Truth in Taxation Hearing**

City Clerk Luedke said the City was required to set a date for the Truth in Taxation Hearing. She said City staff recommended setting the hearing for Monday, December 2, 2024, at 6:15 pm.

**MOTION** made by Councilmember Cocking, seconded by Councilmember Zagorski to set the Truth in Taxation Hearing for the 2025 Levy for 6:15 pm on Monday, December 2, 2024, in the Albertville Council Chambers. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

## **2. Special Event Permit for the Church of St. Albert's Annual Parish Festival**

City Clerk Luedke presented the staff report and information on the special event permit and outdoor music permit for the Annual Parish Festival. She answered questions from Council.

**MOTION** made by Councilmember Olson, seconded by Councilmember Zagorski to approve a Special Event Permit including an Outdoor Music Permit for Church of St. Albert's Annual Parish Festival on September 14 and September 15, 2024, to be located at the Church of St. Albert. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

### **D. Finance – None**

### **E. Fire**

#### **1. Replacement of the Fire Station Apparatus Bay Floor Coating**

Fire Chief Bullen presented the staff report and background information on the fire station floors which are 25 years old. He reported the quote received for the removal and replacement of the floor coating was based on the Cooperative Purchasing site. He answered questions from Council.

City Administrator Nafstad provided additional information on the flooring and answered questions from Council.

**MOTION** made by Councilmember Cocking, seconded by Councilmember Zagorski to authorize the removal and replacement of the apparatus bay floor coating at the Fire Station. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

#### **2. Replacement of the Fire Station Wall and Window Caulking**

Fire Chief Bullen presented the staff report and background information on the current caulking around the windows and concrete panels. He reported recently there has been several water leaks in these areas and answered questions from Council.

**MOTION** made by Councilmember Cocking, seconded by Councilmember Olson to authorize the removal and replacement of the apparatus bay floor coating at the Fire Station. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

### **F. Planning and Zoning – None**

### **G. Public Works/Engineering**

#### **1. Purchase of 2024 Ford F-150 4X2 Regular Cab Truck with 8" box**

Public Works Supervisor Guimont presented the staff report which included information on the new vehicle and answered questions from Council.

**MOTION** made by Councilmember Zagorski, seconded by Councilmember Olson to approve the purchase of a 2024 Ford F-150 4x2 Regular cab long box for \$40,074.19. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

#### **2. Central Park Playground Concept**

City Administrator Nafstad provided background information on Central Park and reported the Parks Commission had been exploring options to improve the play equipment at the park. He reported the current playground equipment was installed in 1971 with a few replacements in 1998.

He presented a concept plan for a new play area which would include a safety surface, ADA concrete walkways, seating, and landscaping along with new play equipment. He said the City had applied for a DNR grant in 2024 which it did not receive but added City staff would apply again in 2025. Nafstad reported the estimated project cost would be \$1,476,000 and added at this time, City staff was just requesting feedback from the Council on the proposed project and he answered questions from Council.

Public Works Supervisor Guimont answered questions from Council regarding the proposed playground plan.

Councilmember Olson, the Parks Committee liaison, also provided information on the concept plan and the process the Committee used in selecting the plan. He said the Parks Committee would also like to get Council's feedback as to whether they would be interested in allowing organizations to sponsor items within the park such as benches or sunshades similar to what other cities were doing.

There was Council discussion regarding the proposed concept plan, the current play equipment, possible landscaping and seating options and the sponsorship of items within the park. The Council's consensus was to direct City staff to prepare plans for construction in 20225, and to apply again in 2025 for a grant. More discussion on a potential sponsorship program will be needed in the future.

City Administrator Nafstad said he would move forward with finalizing the concepts plans and preliminary cost estimates and bring it back at a later date for Council's review.

### **3. Linwood Park Sport Courts Discussion**

City Administrator Nafstad said Linwood Park currently has a full size basketball court and regulation tennis court which needed repair. He reported the court surfaces need to be repaved and restriped, new fencing was needed, and the footings and basketball hoops should be replaced.

Public Works Supervisor Guimont and Fire Chief Bullen provided additional information on the condition of the courts and fencing.

There was Council discussion regarding the repairs needed, the possible color for the fencing and the need for stripping for pickle ball along with tennis.

City Administrator Nafstad reported he would request quotes for the work needed and bring it back to the next meeting for Council's review.

#### **H. Legal – None**

#### **I. Administration**

##### **1. City Administrator's Update**

City Administrator Nafstad presented the City Administrator's Update.

##### **2. Adopt Resolution approving the purchase of property by the City**

City Administrator Nafstad provided background information on the proposed purchase of the property located at 11308 60<sup>th</sup> Street NE, Albertville which would be used by the City for equipment storage for Public Works. He answered questions from Council.

City Attorney Couri answered questions regarding the purchase process and the proposed purchase agreement.

**MOTION** made by Councilmember Olson, seconded by Councilmember Cocking to adopt **Resolution No. 2024-24** approving the purchase of property by the City and the execution of related documents. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

### **3. Louanne Loewen Property Discussion**

City Administrator Nafstad provided information on the two commercial lots owned by Louann Loewen which were for sale. He said the next lot over from these was a 26 acres lot that would eventually be developed. Nafstad explained how the Loewen parcels could be used to provide street and utility access to the 26 acre lot. He said the City worked with Nagell Appraisal to get an understanding of the value of the lots and in their opinion one lot was estimated at \$166,000 and the other was estimated at \$163,000 but added if sold together they may be worth more. Nafstad said the owner asked if the Council would consider a purchase price of \$395,000 for both lots which could be considered in closed session. He answered questions from Council.

City Attorney Couri answered questions from Council regarding the process if the City were to take land from property owners through eminent domain for the future water and sewer project and said the City would be responsible if the property were to lose value. He also explained the process of detachment annexation if the property next to the lots were to develop and the City was unable to supply sewer and water to it, the property owner could request to be annexed into the City of St. Michael.

There was Council discussion regarding the property that was for sale, the possibly of development in the area, and the future use of the two lots.

**MOTION** made by Councilmember Cocking, seconded by Councilmember Zagorski to go into a closed session by 13D.01(3) to discuss possible purchase price for Louanne Lowen property. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

The Council discussed a possible purchase price for the property.

**MOTION** made by Councilmember Zagorski, seconded by Councilmember Cocking to close the closed session and reopen the Council meeting. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

**MOTION** made by Councilmember Cocking, seconded by Councilmember Zagorski to authorize the City Administrator to offer the property owner \$360,000 for the two lots. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

**MOTION** made by Councilmember Cocking, seconded by Councilmember Zagorski to go into a closed session by 13D.01(3) for purposes to discuss the settlement agreement between the City of Albertville and Michale and Heidi Potter Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

**MOTION** made by Councilmember Zagorski, seconded by Councilmember Cocking to close the closed session and re-open the Council meeting. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

**MOTION** made by Councilmember Cocking, seconded by Councilmember Zagorski to approve the settlement agreement of City of Albertville vs Michael J. and Heidi B. Potter. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

#### **10. Announcements and/or Upcoming Meetings**

August 26	Joint Power Water Board, 6 pm Parks Committee, 7 pm
September 2	City Hall closed in observance of Labor Day
September 3	City Council, 7 pm (Tuesday)
September 9	STMA Arena Board, 6 pm
September 10	Planning Commission, 7 pm

#### **11. Adjournment**

**MOTION** made by Councilmember Olson, second by Councilmember Cocking to adjourn the meeting at 9:16 pm. Ayes: Cocking, Hendrickson, Olson and Zagorski. Nays: None. Absent: Hayden. The motion carried.

Respectfully submitted,

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Kristine A. Luedke, City Clerk