

**REGULAR COUNCIL MEETING
CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA
Monday, January 26, 2015, 7:00 P.M.**

PRESENT: Mayor Vern Rasmussen Jr., Councilors John Schulte V, Larry Baker, George Marin, Reid Olson, Larry Anderson and Al Brooks. Also, present were Assistant City Manager Sack Thongvanh, City Engineer Steven Jahnke, Public Safety Director Dwaine Winkels, and City Clerk Shirley Slater-Schulte.

CEREMONIAL ITEMS

PRESENTATION OF PLAQUES TO OUTGOING BOARD AND COMMISSION MEMBERS

Mayor Rasmussen Jr. presented plaques and thanked everyone for serving two terms of service on a City board.

Planning Commission:

- John Severtson

Airport Board:

- Herb Neale

Parks & Rec Board:

- Julia Thompson

Library Board

- Larry Trampel

Heritage Preservation Commission

- Pat Mulso
- Darryl Meyer

Board of Zoning Appeals

- Tim Hovde

Human Rights Commission

- Mary Laeger-Hagemeister

APPOINTMENT TO HUMAN RIGHTS COMMISSION

Mayor Rasmussen Jr. recommended the following appointments to the Human Rights Commission:

- Joy Schwab – 212 Broadway Avenue
- Mackenzie Flaherty

MOTION: Move to approve the appointment of Joy Schwab and Mackenzie Flaherty to the Human Rights Commission.

Motion made by Councilor Marin, seconded by Councilor Brooks. On roll call vote, the following councilors voted in favor of said motion: Councilors Schulte V, Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Mayor Rasmussen Jr. declared the motion passed.

PROCLAMATION OF NATIONAL MENTORING MONTH

Mayor Rasmussen Jr. proclaimed January 2015 as “National Mentoring Month” and presented the proclamation to Mary Jo Volkman.

PUBLIC FORUM

Duane Vanderploeg, owner of a business at 1126 S. Broadway, addressed the following concerns:

- Regarding the street project that is being proposed on S. Broadway.
- Business owners along Broadway have concerns about Burden’s recommendations and the timeline that changes would need to take place
- Stated that there needs to be more discussion in the community about this project before city officials recommend them to the state
- Stated that to reduce the number of lanes on Broadway seems counterproductive
- Stated that there is a lot of truck traffic that uses S. Broadway and this is a main road to move heavy traffic
- Signage has this road posted as a “Business Loop”
- City has not done due diligence on this project and questions the reasonable use of \$10,000 for a proposed study without any public input
- State officials and assessors have been visiting with each business owner early this spring and questioned as to why the city was not talking with the business owners at that time

CONSENT AND APPROVAL OF AGENDA

- A. Approve Minutes of the January 12, 2015 Regular Council Meeting
- B. Approve Minutes of the January 8, 2015 Work Session
- C. Approve Minutes of the January 8, 2015 Special Meeting
- D. Approve Minutes of the January 6, 2015 Special Meeting
- E. Licenses and Permits (See Attached List)
- F. Resolution 15-14-Accepting Donations Presented to the City of Albert Lea
- G. Resolution 15-15-Designating No Parking on Lakeview Boulevard (Non-Lakeside) from Abbott Street to Wedge Street
- H. Resolution 15-16-Accepting and Awarding Bids for Yearly Gasoline and Diesel Fuel Contract
- I. Resolution 15-17-Approving Administrative Lot Survey for Property Located at 1123 Frank Hall Drive
- J. Call Public Hearing for February 9, 2015 regarding The Small Cities Development Program (SCDP) Grant Application
- K. Call a Special Meeting on February 2, 2015 at 5:30 p.m. with St. John’s Lutheran Home

Mr. Neal Lange gave an update on the operation and management of the Marion Ross Performing Arts Center and mentioned the donation for the sign which is on the North side of the theater.

MOTION: Move to approve the consent agenda as presented.

Motion made by Councilor Baker, seconded by Councilor Brooks. On roll call vote, the following councilors voted in favor of said motion: Councilors Schulte V, Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Mayor Rasmussen Jr. declared the motion passed.

(See Secretary's Original Resolution 15-14-17
included with these minutes)

PETITIONS, REQUESTS, AND COMMUNICATIONS

PRESENTATION AND RESOLUTION 15-18-APPROVING THE FORMATION OF THE CITY OF ALBERT LEA POLICE RESERVE PROGRAM, POLICIES AND PROCEDURES - PUBLIC SAFETY DIRECTOR DWAIN WINKELS

Public Safety Director Dwaine Winkels gave a presentation on the proposed Albert Lea Police Department Reserve Program as follows:

- Goal is to implement a functioning Police Reserve Program utilizing the strategies developed in the PRP Manual to maximize our community policing outreach.
- Reviewed the Program Charter and the manual regarding the patrol procedures
- Reviewed the proposed budget and funding
- Reviewed the job description

Opportunities for volunteers to work with the police department have been very limited in the past and no formal process is in place to organize the volunteers. There are multiple events every year that would allow volunteers to expand and enhance the capabilities of the police department. One of the department's 2014 goals was to form a committee comprised of various department members to investigate and research Police Reserve programs throughout Minnesota. This committee conducted site visits and staff interviews at many locations. All of the information was then used to produce a police charter and policy book for the proposed Police Reserve Program of the Albert Lea Police Department. The department is seeking council authorization to start a formal Police Reserve Program.

Motion made by Councilor Anderson, seconded by Councilor Baker. On roll call vote, the following councilors voted in favor of said motion: Councilors Schulte V, Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Mayor Rasmussen Jr. declared the motion passed.

(See Secretary's Original Resolution 15-18
included with these minutes)

UNFINISHED BUSINESS

NEW BUSINESS

RESOLUTION 15-19- APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT OF BIDS FOR LAKEVIEW BOULEVARD RECONSTRUCTION PROJECT (JOB 1001)

Assistant City Manager Thongvanh explained that on December 8, 2014 a Public Improvement Hearing for City Job No. 1001 was held and the project was authorized to proceed. The Lakeview Boulevard Reconstruction Project includes the removal of existing pavement, repairs to the existing utility infrastructure, storm drainage improvements, multi-use path construction and reconstructing the roadway to meet State Aid/Federal Aid standards. The project area includes Lakeview Boulevard located north of Abbott Street and south of Wedge Street.

The improvements include reconstructing the existing concrete roadways to a width of 34 feet (face-to-face of the curb), with integral concrete curb and gutter. An 8 foot concrete sidewalk is included along the east side of the street with a minimum 3 foot boulevard between the street and path. The utility improvements include the replacement of water main, lining of the sanitary sewer, and the replacement of the storm sewer system. Staff recommends approval of the plans and specifications and authorization to bid the project.

Motion made by Councilor Baker, seconded by Councilor Schulte V. On roll call vote, the following councilors voted in favor of said motion: Councilors Schulte V, Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Mayor Rasmussen Jr. declared the motion passed.

(See Secretary's Original Resolution 15-19
included with these minutes)

RESOLUTION -APPROVING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR EVALUATION OF 3-LANE ROADWAY ON TH-65 FROM TH-13 TO 7TH STREET (JOB 1464) TABLED

Assistant City Manager Thongvanh explained that on December 29, 2014, the City of Albert Lea advertised for engineering services to evaluate whether a three lane roadway would operate safely and efficiently on Trunk Highway 65 from 7th Street to Main Street. The scope of the project involved eight items. These items are:

- 1) Layout of a three lane with bike lanes
- 2) Evaluate Access
- 3) Evaluate Parking
- 4) Evaluate Safety
- 5) Evaluate the Traffic Signals
- 6) Evaluate the MnDot Detour Route
- 7) Incorporate the Charrette Data
- 8) Correspond with MnDot

The study is required to have the project done by the end of February in order to get the information to MnDot to evaluate for incorporation in the 2015 project. The City solicited and received proposals from three firms. The low proposal was from Bolton and Menk, Inc. in the amount of \$9,920.00. Staff recommends approval of the resolution.

Motion made by Councilor Schulte V to table this item until the February 5th Work Session, seconded by Councilor Marin. On roll call vote, the following councilors voted in favor of said motion: Councilors Schulte V, Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Mayor Rasmussen Jr. declared the motion passed.

RESOLUTION 15-20-AMENDING PROFESSIONAL AGREEMENT WITH MEAD & HUNT, INC. FOR ALBERT LEA MUNICIPAL AIRPORT TASK ORDER #24 (JOB 1361)

Assistant City Manager Thongvanh explained that in April 2005, the City entered into a Professional Services Agreement with Mead & Hunt, Inc. This resolution would amend that agreement to include Task Order #24. In 2005, in conjunction with Freeborn County, the MnDot and SRF Consulting Group, Inc., the City conducted the *Bridge Avenue Corridor Study* in order to analyze and make recommendations to improve the safety and traffic flow on Bridge Avenue. As a result of the *Bridge Avenue Corridor Study*, a long-term corridor plan was developed to provide the framework for how Bridge Avenue will need to change over time to safely accommodate planned growth in the area. One of the recommendations from the study was to relocate the intersection of Plaza Street and Bridge Avenue south of its existing intersection location by approximately 175 feet, to align the intersection with Sykes Street. This was to increase safety and reduce accidents. The relocated intersection will also require realigning a portion of Plaza Street by shifting the roadway to the south. The existing alignment of Plaza Street is located within the existing runway protection zone (RPZ) for Runway 23. To relocate Plaza Street, the FAA requires a detailed analysis of alternatives and land uses within the RPZ. The purpose of this procedure is to minimize risk associated with location of incompatible land uses within the RPZ. While some of the project work already completed can be used to comply with the new RPZ guidance, significant additional work and coordination with the FAA will be required. This task order includes effort for completion of required RPZ documentation and coordination and meetings with the City, Minnesota Department of Transportation - Office of Aeronautics (MnDot), the FAA - Great Lakes Region and APP-400. The estimated cost is \$25,069.00. The City will be requesting a state grant for 80% state funds and 20% local funds for this project. If approved by the state, this grant will be presented at a future Council meeting. Staff recommends approval.

Motion made by Councilor Anderson, seconded by Councilor Olson. On roll call vote, the following councilors voted in favor of said motion: Councilors Schulte V, Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Mayor Rasmussen Jr. declared the motion passed.

(See Secretary's Original Resolution 15-20
included with these minutes)

RESOLUTION 15-21-REQUESTING MARKED CROSSWALKS ON HIGHWAY 65 AND HIGHWAY 13 AS PART OF THE MN HIGHWAY 65 PAVEMENT RESURFACING PROJECT (JOB 1464)

Assistant City Manager Thongvanh explained that as part of the 2015 project, MnDot will be responsible for painting and maintaining the crosswalk markings at all signalized intersections. This includes the intersections at Margaretha Avenue, Front Street, College Street, MN 13 and Main Street, and Newton Avenue. The City of Albert Lea is responsible for painting and maintaining all pedestrian crossings not at signalized intersections. The currently marked intersections that the City is requesting to be repainted and maintained by the City are Trunk Highway 13 and Washington Avenue, Trunk Highway 65 and Pearl Street, and Trunk Highway 65 and 5th Street. Through discussions held during the project development, the intersection of Trunk Highway 65 and 7th Street was also identified. The attached resolution requests the above referenced marked crosswalks on Trunk Highway 65 and Trunk Highway 13. Staff recommends approval.

Motion made by Councilor Schulte V, seconded by Councilor Baker. On roll call vote, the following councilors voted in favor of said motion: Councilors Schulte V, Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Mayor Rasmussen Jr. declared the motion passed.

(See Secretary's Original Resolution 15-22
included with these minutes)

MAYOR AND COUNCIL REPORTS

First Ward, Councilor Schulte V reported:

- Ward Items – none
- Committee update-none

Second Ward, Councilor Baker reported:

- Ward Items –none
- Committee update – none
- Received a telephone call regarding the need to clear the skating rinks during the week-ends

Third Ward, Councilor Marin reported:

- Ward Items – none
- Committee Update – none
- Thank you to the Freeborn County Commissioners for providing funding for the reopening of the library on Fridays and Thank you to our Library Director and to all of those that work with her as they work so hard and do a wonderful job.

- Received some comments and questions from constituents in Ward 3 regarding a letter that was sent to the city council from the Executive Director of the Albert Lea - Freeborn County Chamber of Commerce and then it was later printed in the Albert Lea Tribune. I do not know if this letter was solicited or did it come as a result of their board? I want to say to our constituents that never during the deliberation process did the Executive Director nor any of the Executive Board ever approach the council to speak to us about their support of the reorganization plan. I made several calls publicly from this desk and asked for public comment from those that supported this plan. I always welcome comments pro or against resolutions that are coming before the council.
- On Sunday, January 25, 2015, the community said goodbye to Captains Jim & Lee Brickson and they served faithfully in our community for almost 8 years. They have been reassigned to pastoral care in Brooklyn Center, Minnesota. This is a great loss for our community. Over 200 people gathered to say farewell and wish them well. Thank you to the Brickson's

Fourth Ward, Councilor Olson reported

- Ward Items – none
- Committee update – Park and Recreation Board updates
- Cory Goodnature Memorial Wrestling Tournament will be going on at the High School this Saturday

Fifth Ward, Councilor Anderson reported:

- Ward Items – none
- Committee update- Airport Advisory Board meeting updates
- Attended the Albert Lea Lakes Committee and Watershed meeting and discussed the dredging of the lakes, etc.

Sixth Ward, Councilor Brooks reported:

- Ward Items – Questions regarding parking for businesses on Clark Street
- Committee updates – none

REPORT OF THE MAYOR

Mayor Rasmussen Jr. reported the following:

- **The Big Freeze** – The annual Big Freeze will be held on January 31st at the Edgewater Bay Pavilion and Edgewater Park area. This year's winter carnival has a variety of activities including the Blue Ice Plunge, snowshoe shuffle, chili cook-off, 'Take a Kid Fishing,' medallion hunt, polar tractor ride, disc golf ice, as well as food vendors and a Kids Carnival. Non-perishable food donations are requested for participation in some of the events. The event coincides with Albert Lea Hockey Day – games are held throughout the day at the City Arena and the Albert Lea Mites will be skating outdoors at Lakeview Park.

- Requested a moment of silence and expressed condolences to the family of Al Tullberg, a long-time employee of the city

CITY MANAGER REPORT

Assistant City Manager Thongvanh reported on the following:

- Jefferson Bus line has been relocated from the Shell Station to Burger King on 2011 East Main Street
- Audio and Visual upgrade will be installed by the end of this week. Informed the council and public that there may be some viewing disruptions on the Government Channel
- City has been implementing new technology, Microsoft Surface Pros for the Fire Department and Inspections

APPROVAL OF CLAIMS

RESOLUTION 15-22-APPROVING CONTRACT WITH A COUNCILMEMBER

Assistant City Manager Thongvanh explained that the attached resolution directs the Mayor and City Clerk to make payment in the amount of \$4,322.50 on behalf of the City for a claim from Jones, Haugh & Smith, Inc. and to issue payment for filing the affidavit of official interest by the interested official, Councilmember John Schulte, V.

Motion made by Councilor Baker, seconded by Councilor Brooks. On roll call vote, the following councilors voted in favor of said motion: Councilors Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Councilor Schulte V abstained. Mayor Rasmussen Jr. declared the motion passed.

(See Secretary's Original Resolution 15-22
included with these minutes)

RESOLUTION 15-23-APPROVING CLAIMS

Assistant City Manager Thongvanh explained that the attached resolution directs the Mayor and City Clerk to issue the payment of claims as presented in the Detail of Claims report.

Motion made by Councilor Baker to approve payment of claims as presented for checks #54898 through #55037 in the amount of \$837,649.71, seconded by Councilor Schulte V. On roll call vote, the following councilors voted in favor of said motion: Councilors Schulte V, Baker, Marin, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Mayor Rasmussen Jr. declared the motion passed.

(See Secretary's Original Resolution 15-23
included with these minutes.)

ADJOURNMENT 7:55 P.M.

Motion made by Councilor Anderson, seconded by Councilor Olson, that there being no further business, the Council meeting adjourn until the next regular meeting of the Albert Lea City Council at 7:00 p.m., on Monday, February 9, 2015. On roll call vote, all councilors voted in favor of said motion. Mayor Rasmussen Jr. declared the motion passed and the meeting adjourned.

Mayor Vern Rasmussen, Jr.

Dated this 26th day of January, 2015

Council Secretary