

**REGULAR COUNCIL MEETING  
CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA  
Monday, December 8, 2014, 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 City Manager Chad Adams, City Attorney Lee Bjorndal, City Engineer Steven Jahnke and City Clerk Shirley Slater-Schulte.

**PLEDGE OF ALLEGIANCE**

**CEREMONIAL ITEMS**

**PUBLIC FORUM**

Mr. Harold Kamrath, 326 Glenn Road, had questions regarding the budget and city/county expenses.

**CONSENT AGENDA**

- A. Approve Minutes Of The November 24, 2014 Regular Council Meeting
- B. Approve Minutes Of The November 20, 2014 Work Session
- C. Approve Minutes of the December 1, 2014 Special Charter Commission Meeting.
- D. Licenses And Permits (See Attached List)
- E. Resolution 14-258 Approving Non-Union Employee Salaries For 2015
- F. Resolution 14-259 Approving State of Minnesota Joint Powers Agreements With The City Of Albert Lea On Behalf Of Its City Attorney And Police Department
- G. Resolution 14-260 Approving Preliminary And Final Plat Of Summerdale Townhomes Fifth Addition
- H. Approve Purchase Of 2015 Caterpillar 924k Wheel Loader
- I. Resolution 14-261 Approving Consent To Charter Reorganization

**MOTION:** Move to approve the consent agenda as amended with the removal of 5C.

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 14-258-261  
included with these minutes.)

## **PETITIONS, REQUESTS, AND COMMUNICATIONS**

### **VOTE OF CHARTER COMMISSION REGARDING AMENDMENT OF SECTION 8.03**

City Attorney Bjorndal explained that the Albert Lea Charter Commission voted on December 1, 2014 to amend Section 8.03 of the City Charter. This would permit unpaid and delinquent lodging tax to be levied upon the property on which lodging tax is due. It would be a new remedy available where such measures are needed. The Convention and Visitors Bureau supports the amendment. The Charter amendment will come before Council at a later date and will require a unanimous vote for passage. Staff recommends approval.

There was discussion and questions asked of City Attorney Bjorndal regarding this amendment. A public hearing will be scheduled for January 12, 2015 regarding this amendment.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

#### **PUBLIC HEARING AND RESOLUTION 14-262 ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR LAKEVIEW BOULEVARD RECONSTRUCTION PROJECT (JOB 1001)**

City Engineer Jahnke gave a presentation regarding this project. A public hearing was held to receive public input on the Lakeview Boulevard Reconstruction Project (Job 1001). The project is from Abbott Street to Wedge Street. 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 proposed improvements include reconstructing the existing concrete roadways to a width of 34 feet (face-to-face of curb), with integral concrete curb and gutter. An 8 foot concrete sidewalk is proposed along the east side of the street with a minimum 3 foot boulevard between the street and path. The proposed utility improvements include the replacement of 1,850 feet of water main, lining of 2,985 feet of sanitary sewer, the replacement of 900 feet of storm sewer, and the addition of 2,300 feet of storm sewer. Storm water treatment options will also be investigated during design to reduce sediment and nutrients reaching Fountain Lake and the Shell Rock River. Drainage improvements will be completed to meet City of Albert Lea design standards. WSB & Associates, Inc. has prepared the preliminary engineering report. The estimated project cost is \$3,186,905 and includes Federal Aid Funds, Municipal State Aid Funds, Sewer Funds, Water Funds, Assessable Funds, and Local/Bonding Funds.

This section of roadway has a large number of boat docks. Engineering is recommending renting the docks and making owners aware of the construction disruptions. Assessments will be levied to the benefiting properties based on constructing a 32 foot (face-to-face) residential street with 4-inches of bituminous over 8-inches of aggregate base. Fifty percent of the cost will be assessed to the residents living along the west/south side of the roadway. Because the curb is less than 50 years old, 50% of the cost will be city cost. The proposed assessment rate is \$75.14 per front foot and \$48.84 per foot if a side credit is applied. Following the Assessment Policy, the assessments will be over 10 years. The interest rate will be based on bonding in 2015. A neighborhood meeting was held on December 1, 2014 to discuss the project with affected residents. Staff recommends approval.

Mayor Rasmussen Jr. opened the public hearing.

Joy Schwab, 212 N. Broadway Avenue, new to the area and enjoys the hiking and bike trails. Ms. Schwab stated that concrete is the most difficult surface to walk or run on, encouraged the city to have some trails with the asphalt or grass. The slope and the density of the trail should be considered.

Harold Kamrath, 326 Glenn Road, questions regarding the path and sidewalks.

Mayor Rasmussen Jr. called three times and then closed the public hearing.

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

(See Secretary's Original Resolution 14-262  
Included with these minutes)

## **TRUTH IN TAXATION**

City Manager Adams gave a PowerPoint presentation as follows:

- Special Levy for the Housing and Redevelopment Authority remains at \$109,000.
- 2015 Budget Process and Highlights
- Background/Goals which included infrastructure, increase Tax Base, maintain city services and sound financial management plan.
- Tax Capacity History and market values
- Highlights since September 8<sup>th</sup> Preliminary Levy
- Increase Library hours
- Recommended General Fund Budget, Revenues and Disbursements
- 2014 Tax Levy for Taxes Payable in 2015
- Tax Levy Comparison
- City Levy History

- Tax Levy and LGA History
- Impact on Property Owners
- Net Property Tax Levy Per Capita
- What does your property tax buy for you?
- 2015 Capital Improvement Plan
- Review of fee schedule
- Reviewed the next steps

Public comments regarding Truth and Taxation:

Mr. Harold Kamrath, 326 Glenn Road, questions regarding expenditures on City Hall improvements in 2014, fund reserves, questions regarding Fire Pumper Truck and Tiger Hills Development.

Joy Schwab, 212 North Broadway, questions regarding the additional hours for the library.

#### **RESOLUTION 14-263 ESTABLISHING THE TAX LEVY FOR 2015**

City Manager Adams explained that the City Council in September approved a preliminary levy of \$6,006,135 for 2015, which included \$4,806,038 for the General Fund operating levy and \$1,200,097 for debt service. The levy being recommended for final adoption is \$5,958,550 for the General Fund operating levy and \$1,200,097 for the debt service levy. Staff recommends approval of the resolution.

Councilor Marin stated that he would not be voting for this levy. City cannot keep increasing taxes in our community. Need to look at the city structure and eliminate some positions to get the projects done.

Motion made to approve this resolution and to include the hours for the library by Councilor Schulte V, seconded by Councilor Olson. On roll call vote, the following councilors voted in favor of said motion: Councilor Schulte V, Baker, Olson, Anderson, Brooks and Mayor Rasmussen Jr. Councilor Marin voted nay. Mayor Rasmussen Jr. declared the resolution passed.

(See Secretary's Original Resolution 14-263  
Included with these minutes)

#### **RESOLUTION 14-264 APPROVING ALBERT LEA HOUSING AND REDEVELOPMENT AUTHORITY PROPERTY TAX LEVY FOR FISCAL YEAR 2015**

City Manager Adams explained that the City Council in September approved a preliminary property tax levy of \$109,000. The maximum special levy as provided by Minnesota Statute 469.033 is \$141,131 but Staff is recommending \$109,000 or 77% of the maximum. Staff recommends approval of the resolution.

Councilor Schulte V gave a brief overview of the HRA and what programs they offer.

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

(See Secretary's Original Resolution 14-264  
Included with these minutes)

#### **RESOLUTION 14-265 ADOPTING THE 2015 GENERAL FUND BUDGET**

City Manager Adams explained that the proposed 2015 General Fund budget being recommended for approval is \$14,945,215 which is slightly larger than 2014 by 3.03%. Staff recommends approval.

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

(See Secretary's Original Resolution 14-265  
Included with these minutes)

#### **RESOLUTION 14-266 ADOPTING 2015-2019 CAPITAL IMPROVEMENT PLAN**

City Manager Adams explained that each year a five-year Capital Improvement Plan (CIP) is developed by staff for the City of Albert Lea. One of the best approaches to this decision making process is to use long-range planning as a means of identifying needs, available resources and the significance of the impact. The five-year Capital Improvement Plan is a long-range planning tool the City can successfully use in setting priorities for the community's infrastructure improvement. The projects submitted for 2015 total \$15,400,200 and include the NW Virginia Place Reconstruction, Water and Sewer Extension to the St. John's project, doubling our sanitary sewer sliplining program, Lakeview Boulevard Reconstruction from Abbott Street to Wedge Street, as well as from Fairway to Martin, and other street overlay and reconstruction projects and utility system improvements, to name a few. The attached resolution would adopt the proposed 2015 – 2019 Capital Improvement Plan. Staff recommends approval.

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

(See Secretary's Original Resolution 14-263  
Included with these minutes)

## **REVIEW FEE SCHEDULE FOR 2015**

City Manager Adams stated that a preview of the fee schedule changes will be provided during the budget presentation. Action on the fee schedule is set for December 22<sup>nd</sup>. (No attachment for this item.) Mayor Rasmussen and councilors expressed concerns about the 9% proposed increase for the water fund.

## **MAYOR AND COUNCIL REPORTS**

First Ward, Councilor Schulte V reported:

- Ward Items – none
- Committee update – HRA meeting updates

Second Ward, Councilor Baker reported:

- Ward Items – Concerns about the funding on the library and why do we not have more Christmas lights in the downtown area.
- Committee Update – Attended the Lakeview Project meeting

Third Ward, Councilor Marin reported:

- Ward Items – Calls regarding Christmas lights, several calls on the opening of the library, calls on stop signs, use of local contracts and bids, City Manager's car allowance, etc.
- Thank you to city staff for all of their hard work
- Merry Christmas to everyone
- Committee Update – none

Fourth Ward, Councilor Olson reported

- Ward Items – none
- Committee update – none
- Thank you to the Police Department regarding the traffic on Hawthorne.

Fifth Ward, Councilor Anderson reported:

- Ward Items – none
- Committee update - none
- Be careful on the ice, give store clerks a little patience during this busy season

Sixth Ward, Councilor Brooks reported:

- Ward Items – none
- Committee updates – 2 calls/2 emails regarding truck traffic on Margaretha

## REPORT OF THE MAYOR

Mayor Rasmussen Jr. reported the following:

- **Dec 11<sup>th</sup> – Holiday Bazaar on Broadway** – A holiday bazaar is being held from 4 to 8PM on Thursday, Dec 11<sup>th</sup> in the downtown. There will be Christmas music, horse-drawn trolley rides, a photo booth, crafts & art vendors, food and Santa.
- **Dec 12<sup>th</sup> – Our Lady of Guadalupe Processional** - St. Theodore's sponsors this annual event. The walk starts at 6:00 PM with the processional being led by a police officer – they leave the church, travel west on Fountain up to Broadway, then south on Broadway and then take Clark St. back to the church.
- Reminded the public to apply for openings on boards
- Received calls on increase of Christmas lights in the downtown area
- Updates on the Port Authority meeting

## JEFFERSON BUS LINES

Mayor Rasmussen Jr. reported that a letter of support would be appreciated for the Jefferson Bus Lines to continue serving the City of Albert Lea.

MOTION: Move to direct staff to draft a letter in support of the Jefferson Bus Lines within the City of Albert Lea.

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

City Manager Adams reported:

- Two options available for new construction and they are a certificate of survey and/or a detailed site plan.

- Response to the Public Forum questions regarding the reorganization plan, this item will be discussed over the next few weeks by Council and the manager, with other options to be reviewed by the council and public in January/February.
- Attended the ICMA Conference and gave an update on sessions attended such as city/school collaboration, purchasing etc. Also, tourism, interstate corner of I-90/35, marketing of Albert Lea, ideas to jumpstart the economy; focus on market gems in the community. Aging communities and researching ways to attract more seniors and younger families working together. AARP starting to back complete streets, etc.
- Update on Blue Zones Project – strengthen the City’s complete street ordinance, Work Session for additional tobacco free policies, adopt healthy eating habits, more healthy food options. Contract out for concessions and encourage or require some healthy options. Also, incorporate a more complete street design for 2015 South Broadway Design Project.
- Attended a meeting for intercity rail in Northfield, a few members of the legislature would like all of Southern Minnesota Cities along the 35W corridor to sign a letter of support to MNDOT in support of a commuter rail from Minneapolis to Des Moines, IA.

### **APPROVAL OF CLAIMS**

#### **RESOLUTION 14-267 APPROVING CLAIMS**

City Manager Adams 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 Olson to approve payment of claims as presented for checks #54453 through #54564 in the amount of \$440,394.65, 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 14-267  
included with these minutes.)

#### **ADJOURNMENT - 8:50 P.M.**

Motion made by Councilor Marin, seconded by Councilor Baker 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, December 22, 2014. On roll call vote, all councilors voted in favor of said motion. Mayor Rasmussen Jr. declared the motion passed and the meeting adjourned.

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Mayor Vern Rasmussen, Jr.

Dated this 8th day of December, 2014

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Council Secretary