



AGENDA FOR THE WORK SESSION AND THE
REGULAR MEETING OF THE
ALBERT LEA CITY COUNCIL – July 28, 2025
WORK SESSION – 5:30 PM – REGULAR MEETING – 7:00 PM

WORK SESSION – 5:30 PM

- I. STRATEGIC PLAN UPDATE
- II. REVIEW COUNCIL MEETING AGENDA OF JULY 28, 2025

REGULAR MEETING – 7:00 PM

- I. **CALL TO ORDER AND ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **CEREMONIAL ITEMS** – Oath of Office - Darin Palmer, Deputy Police Chief, and Tim Harves, Lieutenant
- IV. **PUBLIC FORUM**
- V. **CONSENT AND APPROVAL OF AGENDA**
 - A. Approve Minutes of the July 14, 2025 Regular Council Meeting
 - B. Approve Minutes of the July 14, 2025 Work Session
 - C. License & Permits
 - D. Resolution Accepting Minnesota Pollution Control Agency Chloride Reduction Grant – Job 2519
 - E. Resolution Approving Professional Services Agreement with Bolton and Menk Inc. for Wastewater Treatment Plant (WWTP) Chloride Reduction Grant – Job 2519
 - F. Resolution Accepting Minnesota Pollution Control Agency Planning and Design Grant for Perfluoroalkyl Substances (PFAS) – Job 2520
 - G. Resolution Approving Professional Services Agreement with Bolton and Menk Inc. for Wastewater Treatment Plant (WWTP) Perfluoroalkyl Substances (PFAS) Grant – Job 2520
 - H. Resolution Declaring Intent to Reimburse From Proceeds From Tax Exempt Bonds for the Freeborn Bank Parking Lot Paving Project (Job 2504) and Eberhart Street &



**AGENDA FOR THE WORK SESSION AND THE
REGULAR MEETING OF THE
ALBERT LEA CITY COUNCIL – July 28, 2025
WORK SESSION – 5:30 PM – REGULAR MEETING – 7:00 PM**

Utilities Improvement Project (Job 2413)

- I. Resolution Approving Application to Conduct Off-Site Gambling – Albert Lea Amateur Hockey Association

VI. PETITIONS, REQUESTS AND COMMUNICATIONS

VII. UNFINISHED BUSINESS

- A. Ordinance 25-142 Amending Chapter 2, Administration, Article IV. Departments – Division 2. Purchases & Contracts – (2nd Reading)

VIII. NEW BUSINESS

- A. Ordinance Amending Chapter 46 – Vegetation, Article II. – Weeds and Tall Grass (1st Reading)
- B. Ordinance Amending Chapter 8 – Animals - Article 1. – In General (1st Reading)
- C. Public Hearing Related to City's Proposed Broadway Ridge Grant Project for 146. W. Clark Street
 - C.1** Resolution Approving Broadway Ridge Grant for 146. W. Clark Street
- D. Resolution Approving Purchase of Fire Rescue Command Vehicle
- E. Resolution Accepting Donations as Presented to the City of Albert Lea

IX. MAYOR AND COUNCIL REPORTS

X. CITY MANAGER REPORT

XI. APPROVAL OF CLAIMS

- A. Resolution Approving Claims
 - (1). Presentation of Claims Over \$25,000

XII. ADJOURNMENT

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the City Council of the City of Albert Lea. This document does not claim to be complete and is subject to change



City Manager Report to Council
221 East Clark Street, Albert Lea, MN 56007
(507) 377-4330 – info@ci.albertlea.mn.us

To: Mayor and City Council
From: City Manager
Date: July 28, 2025
Re: July 28, 2025 City Council Meeting

V. CONSENT AND APPROVAL OF AGENDA

C. Licenses & Permits –

ON-SALE/SUNDAY LIQUOR

Plaza Morena Restaurant
Applebee's Neighborhood Grill & Bar
The Barn Bar LLC
Wedgewood Cove
Trails Travel Plaza dba Iron Skillet/Skol Tavern
112 On Broadway

Green Mill Albert Lea

OFF-SALE LIQUOR

DAE Liquor

TOBACCO

HHH Liquor DBA Cheers Liquor

CANNABIS MICROBUSINESS

The Smoking Tree – Jacob Schlichter

CANNABINOID

HHH Liquor DBA Cheers Liquor

Casa Zamora

MASSAGE THERAPIST

Rest & Restore Massage Studio – Brooke Leedom

SIGN HANGER

Pride Neon, Inc. – Sioux Falls, SD

MOBILE VENDOR

Norseman Lobster LLC – New Richland, MN

Neveria Azteca LLC – Austin, MN

- D. Resolution Accepting Minnesota Pollution Control Agency Chloride Reduction Grant – Job 2519 - The Minnesota Pollution Control Agency (MPCA) sought proposals to reduce chloride at the source within priority communities. The City of Albert Lea has elevated chloride in the wastewater discharged to the Shell Rock River. The City, in partnership with Mrs. Gerry's Kitchen applied for and received a \$500,000 Chloride Reduction Grant to reduce chloride loading at the Albert Lea Mrs. Gerry's location. The goal of the project is to reduce chloride from Mrs. Gerry's Kitchen, which will ultimately reduce the chloride levels at the City wastewater treatment plant.

The estimated total cost for this project is \$885,800 with 56% (\$500,000) being paid for through the MPCA Chloride Reduction Grant and the remaining 44% split between local funds and Mrs. Gerry's Kitchen, \$192,900 each. The City portion will be paid for with sewer funds.

Bolton and Menk Inc. will assist with the treatment system design. Staff recommends approval.

See attached resolution.

- E. Resolution Approving Professional Services Agreement with Bolton and Menk Inc. for Wastewater Treatment Plant (WWTP) Chloride Reduction Grant – Job 2519 - The City of Albert Lea and Bolton and Menk, Inc. entered into a Master Agreement for Professional Services dated April 17, 2023. This next task order (Task Order No: 2025-02) is for professional services with Bolton and Menk Inc. for the work associated with the chloride reduction grant that is also on the agenda. Total cost for this work is not to exceed \$217,500.

See attached resolution.

- F. Resolution Accepting MPCA Planning and Design Grant for Perfluoroalkyl Substances (PFAS) - Job 2520 - The City applied for and received a Minnesota Pollution Control Agency grant that the City of Albert Lea will use to conduct a bench-scale test to evaluate the feasibility of destroying PFAS in biosolids using

pyrolysis. The City with Bolton and Menk Inc's assistance, will collect and dry biosolids samples and then send them off-site for a feasibility study on biochar. The resulting biochar will undergo testing for PFAS. The city will submit a final report to the MPCA, including all feasibility assessments and collected data.

The total project is estimated at \$119,500 with the funding being 90% (\$107,500) state and 10% (\$12,000) local. There will be an agreement with Bolton and Menk Inc. to assist with the project. Staff recommends approval.

See attached resolution.

- G. Resolution Approving Professional Services Agreement with Bolton and Menk Inc. for Wastewater Treatment Plant (WWTP) Perfluoroalkyl Substances (PFAS) Grant – Job 2520 - The City of Albert Lea and Bolton and Menk, Inc. entered into a Master Agreement for Professional Services dated April 17, 2023. This next task order (Task Order No: 2025-03) is for professional services with Bolton and Menk Inc. for the bench scale testing and grant administration for the PFAS destruction testing grant that was also on the agenda. Total cost for this work is not to exceed \$92,510.

See attached resolution.

- H. Resolution Declaring Intent to Reimburse From Proceeds From Tax Exempt Bonds for the Freeborn Bank Parking Lot Paving Project (Job 2504) and Eberhart Street & Utilities Improvement Project (Job 2413) - This resolution would declare the City's intent to reimburse itself from the proceeds of tax-exempt bonds for the costs of the Freeborn Bank Parking Lot Paving Project, Job 2504 and Eberhart Street & Utilities Improvement Project (Job 2413). Staff recommends approval.

See attached resolution.

- I. Resolution Approving Lawful Gambling Permit - AL Amateur Hockey Association - The City of Albert Lea has received an application from the AL Amateur Hockey Association to conduct lawful gambling activities at the Freeborn County Fairgrounds in Albert Lea. The State of Minnesota Gambling Control Division requires a resolution approving an application to be submitted to the State of Minnesota. Staff recommends approval.

See attached resolution.

VI. PETITIONS, REQUESTS AND COMMUNICATIONS

VII. UNFINISHED BUSINESS

- A. Ordinance 25-142 Amending Chapter 2, Administration, Article IV. Departments – Division 2. Purchases and Contracts (2nd Reading) – *This is the final reading of an amendment that revises the authorization language to allow the City Manager or a designated representative, rather than the City Manager and the Mayor, to execute deeds and conveyances. This revision does not change requirements of preapproval by Council and is recommended by the City Attorney.*

See attached ordinance.

VIII. NEW BUSINESS

- A. Ordinance Amending Chapter 46 – Vegetation, Article II. – Weeds and Tall Grass (1st Reading) - *The present ordinance limits the ability to establish alternative landscaping beyond 9 inches in height. This amendment would allow for options to traditional turf-type landscape requirements, as is in the present ordinance. And would allow for planned, intentional, and maintained landscape vegetation alternatives as specified in the proposed amendment.*

See attached ordinance.

- B. Ordinance Amending Chapter 8 – Animals - Article 1. – In General (1st Reading) - *Recent public and council requests have prompted a staff review of this ordinance concerning chickens. A thorough review by staff concerning cost, health concerns, land use, and related items has resulted in the attached revision possibility. This is not a City Code that has Planning Commission reviews. This ordinance revision is an alternative to the present wording and is presented as an alternative by staff.*

See attached ordinance.

- C. Resolution Approving Broadway Ridge Grant at 146 W. Clark Street - SRFD Enterprises, LLC submitted a Broadway Ridge Grant for reimbursement up to 50% of costs associated with a complete roof replacement as well as new windows at 146 W Clark Street. The total improvement cost is \$80,249.93 which will provide a matching grant of \$40,124.97. The current balance of the Broadway Ridge Grant Fund is

\$295,232.22 (this amount does not include the grant for 146 W Clark). All improvements have been completed and reviewed by the City's Zoning and Building Official for compliance with application requirements.

See attached resolution.

- D. Resolution Approving Purchase of a Fire Rescue Command Vehicle - *Albert Lea Fire Rescue is seeking authorization to purchase a replacement Command Vehicle CIP - FIR-V-25-02 \$112,500. This new command vehicle (901) will replace the existing (902), a 2015 Ford F-150 Command Vehicle that has reached end of life for emergency response and will be sold on MNBid, a competitive bidding platform. The new Command Vehicle will be a full EV 2026 Rivian R1S with an emergency lighting package, graphics, and command module. The SUV style was chosen moving forward to protect the equipment carried from the weather and dust. This vehicle will have a lower operating cost than an equivalent internal combustion engine. This purchase also meets our Cities Climate Action Plan TL 3-2 and TL 3-3. The purchase for the vehicle will be direct with Rivian, LLC in the amount of \$88,690.00 through state bid, and the upfitting will be done by Alta Emergency Response Vehicles as a sole source vendor with Rivian in the amount of \$23,810.00.*

See attached resolution.

- E. Resolution Accepting Donations as Presented to the City of Albert Lea - *The City of Albert Lea is generally authorized to accept donations pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens. Staff recommends acceptance of the following donations as submitted for Council review and approval.*

- *Alden Area Activities Association - \$300.00 to Police Reserves—Morin Lake Parade*

See attached resolution.

XI. APPROVAL OF CLAIMS

- A. Resolution Approving Claims – The attached resolution directs the Mayor and City Treasurer to issue the payment of claims as presented in the Detail of Claims report.
- (1). Large Claims Over \$25,000 – When applicable, staff will present and display any claims over \$25,000 for the public's viewing, transparency and education.

**REGULAR COUNCIL MEETING
CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA
July 14, 2025 – 7:00 P.M.**

PRESENT: Mayor Rich Murray, Councilors Rachel Christensen, Larry Baker, Reid Olson, Keith Van Beek, Brian Anderson, City Manager Ian Rigg, Public Works Director Steven Jahnke, City Attorney Joel Holstad of Lakes National Law LLP, and City Clerk Daphney Maras.

ABSENT: Councilor Jason Howland

ADDITIONAL STAFF PRESENT: Sergeant-at-Arms-Police Chief Darren Hanson, Finance Director Kristi Brutlag, City Planner Megan Boeck

CALL TO ORDER AND ROLL CALL - Mayor Murray called the meeting to order at 7:00 PM. City Clerk Maras administered roll call.

PLEDGE OF ALLEGIANCE - Mayor Murray asked all in attendance to stand and recite the Pledge of Allegiance.

CEREMONIAL ITEMS – None

PUBLIC FORUM - None

CONSENT AND APPROVAL OF AGENDA

- A. Approve Minutes of the June 23, 2025 Regular Council Meeting
- B. Approve Minutes of the June 23, 2025 Work Session
- C. License & Permits
- D. Resolution Authorizing the City of Albert Lea to Submit a Point Source Implementation Grant Application to the Minnesota Public Facilities Authority (PFA) for the Wastewater Treatment Facility (WWTF) Improvement Project

Motion made by Councilor Baker to approve the consent agenda as read, seconded by Councilor Anderson. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 25-108
Included with these minutes)

PETITIONS, REQUESTS AND COMMUNICATIONS - None

UNFINISHED BUSINESS - None

NEW BUSINESS

A. Resolution 25-109 Providing for the Issuance and Sale of \$2,020,000 GO Bonds, Series 2025B

Rebecca Kurtz of Ehlers was present and explained per the City Charter, the City of Albert Lea has the authority to issue General Obligation Improvement Bonds to provide assessable public improvement projects undertaken by the City. Staff recommends the sizing of the bond to be \$2,020,000 to finance the assessments for Job 2501 the 2025 Neighborhood Improvement Project, Job 2502 the 2025 State Aid Street Overlay Project and Job 2503 the 11th Street Reconstruction Project. This bond will also include a TIF bond in the amount of \$875,000 and a tax abatement portion of \$620,000 to finance the Freeborn Bank Parking Lot and the Eberhart Street Project. The terms and amounts are summarized below. Rebecca Kurtz from Ehlers & Associates was in attendance and reviewed the bond sale results.

Street Projects (assessments) 5 years	\$ 165,000
Street Projects (assessments) 10 years	\$ 115,000
Street Projects (assessments) 15 years	\$ 245,000
TIF Bond Eberhart/Blazing Star Cleanup 20 years	\$ 875,000
Tax Abatement Bond - Freeborn Bank Parking Lot 10 years	\$ 185,000
Tax Abatement Bond - Eberhart 10 years	\$ 435,000
	<hr/>
	<u>\$ 2,020,000</u>

Kurtz noted a public hearing will be held on August 11th with the bond sale results presented at the August 25th council meeting.

Motion made by Councilor Baker to approve as read, seconded by Councilor Olson. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 25-109
Included with these minutes)

B. Public Hearing Regarding Property Disposal (12 parcels)

Mayor Murray opened the public hearing. He called three times. No one spoke. He closed the public hearing.

B1. Resolution 25-110 Declaring No Public Interest in Real Property and Authorizing Real Property to be Sold

Council has engaged in discussions regarding the sale of select properties to encourage business growth and expand the local housing supply. These sites hold strong potential for development, and several proposals are already in place, pending approval of development agreements by Council.

Motion made by Councilor Christensen to approve as read, seconded by Councilor Anderson. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 25-110
Included with these minutes)

C. Resolution 25-111 to Deny Rezoning 310 W. 7th Street From B-2 Community Business to I-2 Industrial District

W&L HOLDINGS LLC d/b/a Chuck & Andy's Big Units applied to re-zone 310 W 7th Street from Community Business (B-2) to Industrial District (I-2) in order to alleviate a non-conforming use issue and also lessen the required building and zoning development standards as it pertains to parking and paving.

The property abuts industrial property to the North, which would eliminate the concern for spot zoning, but also abuts residential property to the West and to the South.

The Planning Commission held a public hearing on July 1, 2025 and after considering the staff report in addition to public testimony the commission recommends denial based on the following:

1. Rezoning the property could have an adverse effect on existing and adjacent residential properties.
2. Rezoning considerations should be made based on the overall best use of the property and the surrounding area.
3. Properties should not be re-zoned based on economic considerations—such as to accommodate or lessen building standards. Planning Commission recommends denial of rezoning 310 W 7th Street.

Councilor Christensen acknowledged she was unable to attend the Planning Commission meeting, but noted that approximately 15–20 community members were present. She believes their participation and input may have influenced the Commission's decision to deny the application. She emphasized that this serves as a powerful reminder that public engagement truly makes a difference in shaping outcomes.

Councilor Baker inquired about the procedure in the event of a re-zoning denial. In response, the City Manager stated that, in accordance with the code of ordinances, the city would initiate abatement and corrective measures at the property.

Mayor Murray welcomed input from City Planner Megan Boeck, who explained the Commission's approach to decision-making. She noted that public feedback focused less on potential development tied to a zoning change and more on concerns about the area's current conditions.

Motion made by Councilor Baker to approve as read, seconded by Councilor Van Beek. On roll call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van

Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 25-111
Included with these minutes)

D. Resolution 25-112 Approving Minnesota Employment and Economic Development (DEED) Redevelopment Grant Application

Minnesota Employment and Economic Development is accepting applications for a Redevelopment Grant Program which is designed to help communities with the costs of redeveloping blighted industrial, residential or commercial sites and putting land back into productive use. Grants can pay up to half of the redevelopment costs for a qualifying site, with a 50% local match.

The City of Albert Lea intends to apply for this grant on behalf of the Albert Lea Family Housing project on the Blazing Star Landing.

The application deadline is Friday, August 1, 2025.

- Eligible projects include building and site demolition, infrastructure improvement, soil stabilization, ponding or other environmental infrastructure.

Motion made by Councilor Anderson to approve as read, seconded by Councilor Christensen. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 25-112
Included with these minutes)

E. Resolution 25-113 Committing Local Match and Authorizing Contract Signature

City Manager Rigg explained the attached Resolution authorizes the City Manager to execute contracts with Minnesota Department of Employment and Economic Development for the redevelopment grant listed as item 8D above.

Motion made by Councilor Baker to approve as read, seconded by Councilor Anderson. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Resolution 25-113
Included with these minutes)

F. Ordinance 25-142 Amending Chapter 2, Administration – Departments - Sale of Real Property (1st Reading)

This amendment revises the authorization language to allow the City Manager or a designated representative, rather than the City Manager and the Mayor, to execute deeds and conveyances. This revision does not change requirements of preapproval by Council and is recommended by the City Attorney.

Motion made by Councilor Baker to approve as read, seconded by Councilor Van Beek. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

(See Secretary's Original Ordinance 25-142
Included with these minutes)

MAYOR AND COUNCIL REPORTS

First Ward, Councilor Christensen reported:

- Ward Items – Working on a ward item regarding a Rain Garden area.
- Committee Update – The Senior Center is officially opening the process to receive site proposals for its future location. To date, three prospective sites have indicated their intent to submit proposals. The submission window will remain open for a period of eight weeks. The Blue Zones have been active, and the Walking Moais have been reintroduced.
- Public Announcements – Encourages the community to support the local Farmers Market. The Business After Hours is at Wedgewood Cove tomorrow, and on Wednesday, the Hatch is having an Open House. Everyone is welcome.

Second Ward, Councilor Baker reported:

- Ward Items – None
- Committee Update – Attended the ALED/Port Authority meeting on July 1st and reports there are a lot of initiatives under consideration.
- Public Announcements – None

Third Ward, Councilor Howland reported: Absent

Fourth Ward, Councilor Olson reported:

- Ward Items – Working on a couple of ward items. Inquired about “quiet times for railroads”. Asks for input from residents on their thoughts on implementing a quiet zone for railroads.
- Committee Update – None
- Public Announcements – Attended the Corey Goodnature Golf Outing last Sat.

Fifth Ward, Councilor Van Beek reported:

- Ward Items – Working on one Ward item
- Committee Update –
- Public Announcements – Attended the 4th of July activities. On Monday, July 21st, the Nation of Patriots Tour is coming to Albert Lea and will be hosted at Bergdale Harley-Davidson. Lunch will be served with a free-will donation. This inspiring event features a patriotic motorcycle ride through all 48 lower states, carrying the American flag to honor

our nation's heroes. Don't miss this powerful moment, come out and welcome the riders as they roll into town with flags flying high!

Sixth Ward, Councilor Anderson reported:

- Ward Items – None
- Committee Update - None
- Public Announcements – Commented on the fantastic 4th of July events. Relay for Life just threw an ice cream social to kick off its 40th year! And the walking fundraiser's coming back too. A lap around the Fairgrounds track is a quarter mile, so if you knock out 40 laps, you'll hit 10 miles. The idea is to round up a team, hit the track, and raise money with every lap you walk. The Relay for Life is held on August 4, 2025. This is the last year it will be held in August, as it will be held in June beginning in 2026. The Luminary bags are available for \$10 and are available at several locations in Albert Lea.

MAYOR REPORT:

Attended the following events:

- The Isiah meeting, where updates were provided regarding proposed Medicaid cuts
- Thursdays on Fountain
- JD Carlson's retirement party last Friday
- Corey Goodnature event last Sat.
- ALEDA monthly meeting announcements forthcoming in the next 30-60 days
- Attended the 4th of July Parade and car show, and was honored to serve as this year's Grand Marshall
- Met with the Albert Lea High School Activities Director and was introduced to the new Superintendent, Steven Heil
- Meeting at Pro Manufacturing with the ALEDA Director
- Attended the Van Nationals event
- Welcomed new Chief of Police Darren Hanson who is present tonight

Mentioned the upcoming events and said they are also listed on the City's website.

CITY MANAGER REPORT

- Attended the Human Rights Commission meeting last week, where the discussion focused on an ordinance establishing the Human Rights Commission as well as community outreach.
- Staff have received proposals for redevelopment projects
- Key positions are getting filled within the Police Department, and a new Building Inspector
- Working on the budget
- Working on options for redevelopment and cleanup for the 300 Block
- Cleaning up some minor issues with legal documents related to the property transfer of Kwik Trip
- Staff is working on Ordinance and Policy amendments
- Will be setting up a meeting soon to move forward with the Strategic Plan
- Quarterly meeting is tomorrow with Department Heads and immediate supervisors
- Attended the League of MN Cities meeting last week, and provided highlights of sessions he

participated in.

APPROVAL OF CLAIMS

A. Resolution 25-114 Approving Claims

(1) Presentation of Claims Over \$25,000

The attached resolution directs the Mayor and City Treasurer to issue the payment of claims as presented in the Detail of Claims report. In addition, Maras displayed a list of claims over \$25,000 for the public's viewing, transparency, and education.

Motion made by Councilor Christensen to approve the claims, seconded by Councilor Anderson. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

See Secretary's Original Resolution 25-114
Included with these minutes)

CLOSED SESSION

A. Discussion land purchase under State Statute 13D.05 sub 3(c). Mayor Murray stated that the land under consideration is adjacent to the Waste Water Treatment Plant and includes parcels located on the 300 block.

Motion made by Councilor Baker to move into closed session at 7:46 PM, seconded by Councilor Anderson. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

Motion made by Councilor Anderson at 8:25 PM to move out of closed session, seconded by Councilor Christensen. On voice call vote, the following councilors voted in favor of said motion: Christensen, Baker, Olson, Van Beek, Anderson, and Mayor Murray. Mayor Murray declared the motion passed.

Councilor Christensen motioned for adjournment; Councilor Anderson seconded. That there being no further business, the Council meeting adjourns until the next regular meeting of the Albert Lea City Council at 7:00 p.m. on Monday, July 28, 2025. On a voice call vote, all councilors voted in favor of said motion.

Mayor Murray declared the motion passed and the meeting adjourned.

ADJOURNMENT: 8:25 PM

Mayor Rich Murray

Daphney Maras
Secretary of the Council

**WORK SESSION MEETING
CITY COUNCIL CHAMBERS, CITY OF ALBERT LEA
July 14, 2025 - 5:30 P.M.**

PRESENT: Mayor Rich Murray, Councilors Rachel Christensen, Larry Baker, Reid Olson, Keith Van Beek, Brian Anderson, City Manager Ian Rigg, Public Works Director Steven Jahnke, City Attorney Joel Holstad of Lakes National Law LLP, and City Clerk Daphney Maras.

ABSENT: Councilor Jason Howland

ADDITIONAL STAFF PRESENT: Finance Director Kristi Brutlag, Police Chief Darren Hanson, Community Engagement & Enrichment Director Cathy Malakowsky, City Planner Megan Boeck, Human Resource Director Mike Zelenak.

I. HRA BOARD DISCUSSION

City Manager Rigg began by clarifying that the focus of this discussion is not on individual HRA employees, but rather on the broader system currently in place. He highlighted concerns related to taxes, liability, and workload, specifically in the context of maintaining a separation between the HRA Board and the City Council. This meeting serves as an opportunity for the group to examine the rationale, advantages, and potential drawbacks of keeping the HRA Board independent from the Council. To provide context, he also shared background on the decision made over two decades ago to separate the HRA from the City. Mayor Murray explained that the HRA currently manages the Highrise Building, along with 60 scattered residential properties across the community, including all maintenance responsibilities. The administrative office is located within the Highrise. Councilor Anderson expressed skepticism about this organizational structure.

Councilor Baker expressed his opposition to altering the current system at the HRA, emphasizing the importance of maintaining existing procedures. He also shared details about ongoing initiatives aimed at expanding housing availability. He raised the possibility of the HRA Director engaging an attorney to preserve the HRA's existing structure. Councilor Anderson noted that Councilor Baker had outlined the drawbacks of implementing changes, then invited City Manager Rigg to address the potential benefits. Rigg explained that the impact would largely depend on how the council decides to integrate the HRA, emphasizing that integration doesn't automatically mean the HRA becomes a City department or its staff City employees. He pointed out that advantages include the ability to tap into broader resources, gain direct expertise in redevelopment and economic development, and make better use of the more than \$200,000 levied annually for the HRA, which has remained unused and could be directed toward more substantial projects. Rigg spoke of the growing communities where the cities typically are in charge of the HRA and/or the EDA. He presented multiple options regarding which entity could take charge of the public housing and redevelopment authority. Councilor Olson expressed support for integrating the HRA with the City to foster a unified vision and shared goals. Councilor Van Beek said he feels the current director is doing a good

job with Section 8 and HUD, but maybe isn't as strong on the redevelopment side. So, he's fine with the idea of bringing redevelopment back under the City's wing. Rigg reiterated that the issue at hand is not centered on any individual, but rather on the structure and sustainability of the system itself. He raised concerns about the Housing and Redevelopment Authority's long-term viability if it continues to operate solely within the scope of Section 8 and HUD programs, especially in light of uncertain future funding. He emphasized the need to uphold fiscal responsibility to taxpayers and ensure the City is optimizing its resources. He clarified that immediate changes are not necessary, but emphasized the urgency to spark dialogue now before public housing in Albert Lea deteriorates beyond repair. Rigg stressed that, given the current funding structure, he does not view separating the Redevelopment Authority from the Housing and Redevelopment Authority as a viable long-term approach for supporting public housing. In response to Mayor Murray's question, Rigg shared examples illustrating how various cities are administering their HRAs and their successes.

Mayor Murray emphasized that this marks the beginning of a series of discussions aimed at developing a comprehensive plan for expanding housing options. He also underscored the critical role of the Housing and Redevelopment Authority (HRA) in driving these efforts forward.

In another matter, City Manager Rigg noted that the results of the Doodle poll to schedule the quarterly council retreat indicated limited availability among council members, with no single proposed date accommodating a majority. As a result, he is recommending that the retreat be scheduled during a regular work session.

REVIEW COUNCIL MEETING AGENDA OF JULY 14, 2025

Rigg covered each agenda item, shared pertinent information, and invited feedback from council members.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

CEREMONIAL ITEMS

PUBLIC FORUM

CONSENT AND APPROVAL OF AGENDA

- A. Approve Minutes of the June 23, 2025 Regular Council Meeting
- B. Approve Minutes of the June 23, 2025 Work Session
- C. License & Permits
- D. Resolution Authorizing the City of Albert Lea to Submit a Point Source Implementation Grant Application to the Minnesota Public Facilities Authority (PFA) for the Wastewater Treatment Facility (WWTF) Improvement Project

PETITIONS, REQUESTS AND COMMUNICATIONS - None

UNFINISHED BUSINESS - None

NEW BUSINESS

- A. Resolution Providing for the Issuance and Sale of \$2,020,000 GO Bonds, Series 2025B
Rebecca Kurtz of Ehlers provided a copy of the Pre-Sale report and responded to council's questions.
- B. Public Hearing Regarding Property Disposal (12 parcels)
B1. Resolution Declaring No Public Interest in Real Property and Authorizing Real Property to be Sold
- C. Resolution to Deny Rezoning 310 W. 7th Street From B-2 Community Business to I-2 Industrial District
- D. Resolution Approving Minnesota Employment and Economic Development (DEED) Redevelopment Grant Application
- E. Resolution Committing Local Match and Authorizing Contract Signature
- F. Ordinance Amending Chapter 2, Administration – Departments - Sale of Real Property (1st Reading)

MAYOR AND COUNCIL REPORTS

CITY MANAGER REPORT

APPROVAL OF CLAIMS

- A. Resolution Approving Claims
(1) Presentation of Claims Over \$25,000

CLOSED SESSION

- A. Discussion land purchase under State Statute 13D.05 sub 3(c).

ADJOURNMENT – 6:51 p.m.

Dated this 14th day of July, 2025

Daphney Maras
Council Secretary

5C - Licenses and Permits

Council Approval 07-28-2025

All Licenses Listed Are Located In Albert Lea Unless Otherwise Indicated

ON-SALE/SUNDAY LIQUOR

Plaza Morena Restaurant

Applebee's Neighborhood Grill & Bar

The Barn Bar LLC

Wedgewood Cove

Trails Travel Plaza dba Iron Skillet/Skol Tavern

112 On Broadway

Green Mill Albert Lea

OFF-SALE LIQUOR

DAE Liquor

TOBACCO

HHH Liquor DBA Cheers Liquor

CANNABIS MICROBUSINESS

The Smoking Tree - Jacob Schlichter

CANNABINOID

HHH Liquor DBA Cheers Liquor

Casa Zamora

MASSAGE THERAPIST

Rest & Restore Massage Studio - Brooke Leedom

SIGN HANGER

Pride Neon, Inc. - Sioux Falls, SD

MOBILE VENDOR

Norseman Lobster LLC - New Richland, MN

Neveria Azteca LLC - Austin, MN

RESOLUTION 25

Introduced by Councilor

RESOLUTION ACCEPTING MINNESOTA POLLUTION CONTROL AGENCY CHLORIDE
REDUCTION GRANT

WHEREAS, the City of Albert Lea applied for a Chloride Reduction Grant through the Minnesota Pollution Control Agency (MPCA); and

WHEREAS, the City of Albert Lea was awarded a \$500,000 Chloride Reduction Grant; and

WHEREAS, the estimated total cost for this project is \$885,800 with 56% (\$500,000) being paid for through the MPCA Chloride Reduction Grant, and the remaining 44% split between local funds and Mrs. Gerry's Kitchen, \$192,900 each.

WHEREAS, the project is to strategically reduce chloride from Mrs. Gerry's Kitchen.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the City Manager is hereby authorized to accept and execute the Minnesota Pollution Control Agency Chloride Reduction Grant.

Sec. 2. That the City Manager is hereby authorized to enter into an agreement with Mrs. Gerry's Kitchen.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

RESOLUTION 25-

Introduced by Councilor

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH BOLTON AND
MENK INC. FOR WASTEWATER TREATMENT PLANT (WWTP) CHLORIDE REDUCTION
GRANT JOB 2519

WHEREAS, Bolton & Menk Inc. has provided a professional services contract for the chloride reduction grant (Task Order No: 2025-02); and

WHEREAS, staff is recommending awarding a service agreement with Bolton & Menk, Inc. for the next task order (Task Order No: 2025-02) for professional services with Bolton and Menk Inc. for work associated with the chloride reduction grant. Total cost for this work is not to exceed \$217,500.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the Mayor and City Manager are hereby authorized to enter into a professional service agreement with Bolton & Menk, Inc of Mankato, Minnesota for professional services as detailed in Task Order No: 2025-02 on a time and materials not to exceed fee of \$217,500.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson and Mayor Rich Murray;

And, the following voted against the same: None. Mayor Murray declared the motion passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

**CHLORIDE REDUCTION PROJECT
CITY OF ALBERT LEA AND BOLTON & MENK, INC.
TASK ORDER TO AGREEMENT FOR PROFESSIONAL SERVICES**

TASK ORDER NO: 2025-02

CITY: City of Albert Lea, MN

CONSULTANT: Bolton & Menk, Inc.

DATE OF THIS TASK ORDER: July 21, 2025

DATE OF MASTER AGREEMENT FOR PROFESSIONAL SERVICES: April 17, 2023

Whereas, City and Consultant entered into a Master Agreement for Professional Services ("Master Agreement") as dated above, and Consultant agrees to perform and complete the following Services for the City in accordance with this Task Order and the terms and conditions of the Master Agreement. City and Consultant agree as follows:

1.0 Scope of Services

Consultant shall perform the Services listed below or in the attached Scope (Exhibit A). All terms and conditions of the Master Agreement are incorporated by reference in this Task Order, except as explicitly modified in writing herein.

2.0 Fees

City shall pay Consultant in accordance with Section 3 of the Master Agreement and as follows. The total cost of services and reimbursable direct expenses provided by Consultant for this Task Order shall not exceed \$217,500, and prior approval of the CLIENT is required if an additional fee is needed. Total cost does not include authorized Additional Services as may subsequently be required and authorized.

3.0 Schedule

The schedule for the performance of services will be ongoing to assist the CLIENT with the Chloride Reduction Project and dates of completion shall follow the grant agreement as detailed in Exhibit A.

4.0 Term

In the event that the Schedule for this Task Order extends beyond the term of the Master Agreement, either intentionally or unintentionally by Task Order Scope or by Task Order extension, then this Task Order shall operate to extend the Master Agreement through the completion of CONSULTANT'S obligations under this Task Order or until a new Master Agreement is executed incorporating this Task Order.

5.0 Other Matters

None.

6.0 Project Managers

Project managers and contact information for the City and Consultant for this Task Order, if different than the Master Agreement, are as follows:

CITY OF ALBERT LEA, MINNESOTA
Steve Jahnke
221 E. Clark St.
Albert Lea, MN 56007
Office Phone: 507-377-4325
Email: sjahnke@ci.albertlea.mn.us

BOLTON & MENK, INC.
Kristopher Swanson
1960 Premier Drive
Mankato, MN 56001
Office Phone: 507-625-4171
Email: Kristopher.Swanson@bolton-menk.com

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on their behalf.

CLIENT: _____

CONSULTANT: Bolton & Menk, Inc.

Signature



Signature

Printed Name

Kristopher J. Swanson – Senior Principal Engineer

Printed Name

Date

July 21, 2025

Date

ATTACHMENTS TO THIS TASK ORDER:

Exhibit A – Engineering Scope and Fee Letter (dated July 21, 2025)

Exhibit B – 2025 Schedule of Fees



Real People. Real Solutions.

Exhibit A

1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

VIA EMAIL

July 21, 2025

Steven Jahnke, P.E.
City Engineer and Director of Public Works
City of Albert Lea
221 E. Clark Street
Albert Lea, MN 56007-2421
sjahnke@ci.albertlea.mn.us

RE: City of Albert Lea Chloride Reduction Project
Engineering Scope and Fee
City of Albert Lea, Minnesota

Dear Steve,

Bolton & Menk, Inc. is pleased to submit this proposal for professional engineering services to assist with the implementation of the Chloride Reduction Grant as awarded by the Minnesota Pollution Control Agency (MPCA). This letter outlines our understanding of the project, proposed scope of services, and proposed fees for completing the work.

I. Project Understanding

Bolton & Menk, Inc. assisted the City of Albert Lea in applying for and receiving a Chloride Reduction Grant as administered through the MPCA. The grant agreement was signed on July 14, 2025, and established the workplan and budget for the Chloride Reduction Project. The goal of this project is to reduce chloride concentration discharged from the City of Albert Lea's Wastewater Treatment Facility (WWTF) in accordance with its National Pollutant Discharge Elimination System (NPDES) permitting requirements. To help achieve this goal, the objective of the project is to partner with Mrs. Gerry's Kitchen, LLC. to convert their ion-exchange water softening process to a new reverse osmosis (RO) system, which does not utilize salt in the softening process and is anticipated to reduce chloride discharge into the City's sanitary sewer system by approximately 700 pounds per day. The Chloride Reduction Grant provides a critical funding source to help make this project economically feasible. The project budget includes a total cost contribution of up to \$885,800, of which \$500,000 is grant and \$385,800 is local matching funds. The local matching funds consist of a 50/50 cost share between the City of Albert Lea and Mrs. Gerry's Kitchen as described in the grant agreement. The project will be implemented by Mrs. Gerry's Kitchen in conjunction with the City of Albert Lea and Bolton & Menk.

II. Scope of Services

Bolton & Menk, Inc. will provide professional engineering services to assist in the design and coordination of the work to ensure it meets the goals and outcomes of the Chloride Reduction Project. The scope of services includes assistance with the following tasks as detailed in the workplan and budget documentation from the grant agreement:

- **Task 1 – Project Planning and System Design**

The Consultant will work with key staff members of the City of Albert Lea and Mrs. Gerry's Kitchen to complete the project planning and design for converting the industry's ion-exchange softening system to reverse osmosis technology, including oversight during the installation phase. This shall include the following scoping items:

- 1) Perform project management duties regarding the coordination, performance, review, and delivery of the work as necessary to achieve the chloride reduction goals.
- 2) Coordinate and attend a kick-off meeting with key staff members from the City, Consultant, and Industry to introduce the project team and discuss the scope of work, schedule, coordination items, and deliverables.
- 3) Coordinate and attend design review and progress meetings as needed to discuss work items and scheduling updates to ensure the work is proceeding in a sufficient manner.
- 4) Determine the required system design parameters to achieve the industry's softened water demand needs, including raw and finished water quality goals, flowrates for feed water, permeate, and concentrate flow, minimum design recovery rates, and chemical feed needs.
- 5) Compile the system design parameters and coordinate with qualified vendors selected by the industry on the design and sizing of the RO system, including skid configuration, footprint, equipment and material selection, and controls and instrumentation needs.
- 6) Using the vendor RO system design, assist in development of drawings and specifications for the procurement and installation of the equipment in Mrs. Gerry's Kitchen facilities, including process layouts, mechanical design, and electrical and controls, as applicable.
- 7) During contractor installation, assist with responding to any questions, requests for information (RFIs), review of equipment shop drawings, and general conformance of the drawings and specifications to ensure the project meets the chloride reduction goals. This may include periodic site visits to observe the installation work to ensure the system is being installed in accordance with the project documentation.

- **Task 2 – RO Equipment and Clean-in-Place System**

Based on the design criteria and documents developed in Task 1, the Consultant will assist Mrs. Gerry's Kitchen with procurement of the equipment and solicitation of contractor quotes for installation in conformance with the grant agreement requirements, including the following scoping items:

- 1) RO Equipment Purchase – Coordinate and assist with the procurement of the RO system equipment, controls, and materials from the industry's selected vendor.
- 2) Clean-in-Place System Purchase – Coordinate and assist with the procurement of the CIP system and materials from the industry's selected vendor.
- 3) Electrical and Controls Installation – Coordinate and assist with solicitation of contractor quotes to install the proposed electrical and controls equipment associated with RO equipment and CIP system.
- 4) System Installation and Facility Modifications – Coordinate and assist with solicitation of contractor quotes to install the proposed RO equipment and CIP system, along with

associated facility modifications to decommission and remove the existing ion-exchange softening system and modifications to the industry's plumbing systems.

- 5) Ensure the procurement and solicitation procedures comply with the requirements of the grant agreement, including Paragraphs 4.3 and 4.4 for contractor and bidding requirements as it relates to prevailing wages, debarment, and reporting requirements.

- **Task 3 – Education for Chloride Reduction**

The Consultant shall assist the City of Albert Lea in developing educational materials on chloride sources, environmental impacts, and reduction practices to various groups including the general public, local businesses and industries, and City staff. Education efforts will focus primarily on chloride sources generated from water softening and winter maintenance. Educational materials may include newsletter articles, handouts, information on the City website, and utility fliers. The City will be responsible for printing, distributing, and/or publishing the educational materials to the various groups identified above.

- **Task 4 – Freight and Startup**

Following delivery and installation of the proposed equipment, the Consultant shall be involved in startup services provided by the RO equipment vendor to ensure the system installation and performance meet the requirements of the Chloride Reduction Project. This is anticipated to include up to three (3) days of onsite involvement with the industry's selected vendor during startup activities.

- **Task 5 – Project Management and Reporting**

This task will largely be performed by City personnel but may include assistance from the Consultant with compiling documentation and communicating with the MPCA. Estimated hours and fees associated with these scoping items are included in Task 1.

III. Proposed Fees

Bolton & Menk, Inc. has calculated the time and effort required to complete the proposed scope of services and proposes the following estimated hourly fees. The fees represent approximately 1,125 total hours of engineering and technical time for performing the scope of services.

TASKS	DESCRIPTION	HOURS	ESTIMATED FEE
1	Project Planning and System Design	940	\$180,500
2	RO Equipment and CIP System	105	\$21,000
3	Education for Chloride Reduction	40	\$8,000
4	Freight and Startup	40	\$8,000
5	Project Management and Reporting ⁽¹⁾	--	--
TOTALS		1,125	\$217,500

⁽¹⁾ Consultant services for project management and reporting are included in Task 1.

IV. Schedule

The following table summarizes the tentative schedule for completing the proposed scope of services. The proposed schedule aligns with the MPCA grant agreement end date of June 30, 2028, although it is possible the equipment can be procured, installed, and commissioned prior to this date.

TASKS	DESCRIPTION	SCHEDULE (APPROX.)
1	Project Planning and System Design	August 2025 - June 2028
2	RO Equipment and CIP System Procurement	May 2026 - July 2026
3	Education for Chloride Reduction	January 2026 - June 2028
4	Freight and Startup	March 2027 - June 2028
5	Project Management and Reporting	August 2025 - June 2028

Thank you again for working with Bolton & Menk, Inc. on this exciting and important project for the City of Albert Lea and Mrs. Gerry's Kitchen. This proposal letter is incorporated as Exhibit A of Task Order 2025-02 for review and approval by the City Council. Please feel free to contact me anytime with questions or discussions.

Sincerely,

Bolton & Menk, Inc.



Kristopher J. Swanson, P.E.

Vice President of Water | Senior Principal

KJS:bj

cc: John Ryther – City of Albert Lea
Brandon Huston – City of Albert Lea
Jake Pichelmann – Bolton & Menk, Inc.
Brenden Olevson – Bolton & Menk, Inc.

Bolton & Menk, Inc. 2025 SCHEDULE OF FEES

Exhibit B

The following fee schedule is based upon competent, responsible professional services and is the minimum, below which adequate professional standards cannot be maintained. It is, therefore, to the advantage of both the professional and the client that fees be commensurate with the service rendered. Charges are based on hours spent at hourly rates in effect for the individuals performing the work. The hourly rates for principals and members of the staff vary according to skill and experience. The current specific billing rate for any individual can be provided upon request.

The fee schedule shall apply for the period through December 31, 2025. These rates may be adjusted annually thereafter to account for changed labor costs, inflation, or changed overhead conditions.

These rates include labor, general business, and other normal and customary expenses associated with operating a professional business. For projects with typical expenses and unless otherwise agreed, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond typical project expenses, non-routine expenses, and expenses beyond the agreed scope of services, such as out of town travel expenses, long travel distances, large quantities of prints, extra report copies, outsourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately. Rates and charges do not include sales tax, if applicable.

Employee Classification	2025 Hourly Billing
Graduate Engineer	\$125-185
Design Engineer	\$125-196
Project Engineer	\$145-215
Senior Project Engineer	\$160-215
Project Manager	\$135-240
Senior Project Manager	\$188-273
Architect	\$186-267
Planner	\$125-168
Senior Planner	\$170-228
Landscape Designer	\$98-196
Landscape Architect	\$148-176
Senior Landscape Architect	\$160-268
Survey Technician ¹	\$90-196
Graduate Surveyor	\$122-190
Licensed Project Surveyor	\$180-225
Technician	\$75-182
Senior Technician	\$125-212
Construction Manager	\$130-225
Administrative/Corporate Specialists	\$68-175
Specialist*	\$100-230
Practice Expert**	\$145-363
Principal**	\$175-316
Senior Principal**	\$218-333
GPS/Robotic Survey Equipment ¹	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

¹ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for survey technicians.

*Specialized role not classified above otherwise.

**Highly specialized and industry expertise unique to the market or area of discipline.

RESOLUTION 25

Introduced by Councilor

RESOLUTION ACCEPTING MINNESOTA POLLUTION CONTROL AGENCY (MPCA)
PLANNING AND DESIGN FOR PERFLUOROALKYL SUBSTANCES (PFAS) TREATMENT
GRANT

WHEREAS, the City of Albert Lea applied for a Planning and Design for Perfluoroalkyl Substances (PFAS) Treatment Grant to bench-scale test and evaluate the feasibility of destroying PFAS in biosolids using pyrolysis; and

WHEREAS, the City of Albert Lea was awarded \$107,500.00 (One Hundred Seven Thousand Five Hundred Dollars and Zero Cents) in grant funding. There is a 10 percent local match. The estimated total cost is \$119,500.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the Mayor and/or City Manager is hereby authorized to accept and execute the Minnesota Pollution Control Agency Planning and Design for Perfluoroalkyl Substances (PFAS) Treatment Grant Funding as presented.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson and Mayor Murray;

And, the following voted against the same: None. Mayor Murray declared the motion passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

RESOLUTION 25-

Introduced by Councilor

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH BOLTON AND
MENK INC. FOR WASTEWATER TREATMENT PLANT (WWTP) PERFLUOROALKYL
SUBSTANCES (PFAS) GRANT JOB 2520

WHEREAS, Bolton & Menk Inc. has provided a professional services contract for bench scale testing and grant administration of the project (Task Order No: 2025-03); and

WHEREAS, staff is recommending awarding a service agreement with Bolton & Menk, Inc. for the next task order (Task Order No: 2025-03) for professional services with Bolton and Menk Inc. for bench scale testing and grant administration of the project. Total cost for this work is not to exceed \$92,500.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the Mayor and City Manager are hereby authorized to enter into a professional service agreement with Bolton & Menk, Inc of Mankato, Minnesota for professional services as detailed in Task Order No: 2025-03 on a time and materials not to exceed fee of \$92,510.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor Howland, and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson and Mayor Rich Murray;

And, the following voted against the same: None. Mayor Murray declared the motion passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

**BENCH SCALE TESTING FOR PYROLYSIS DESTRUCTION OF BIOSOLIDS PFAS
CITY OF ALBERT LEA AND BOLTON & MENK, INC.
TASK ORDER TO AGREEMENT FOR PROFESSIONAL SERVICES**

TASK ORDER NO: 2025-03

CITY: City of Albert Lea, MN

CONSULTANT: Bolton & Menk, Inc.

DATE OF THIS TASK ORDER: July 21, 2025

DATE OF MASTER AGREEMENT FOR PROFESSIONAL SERVICES: April 17, 2023

Whereas, City and Consultant entered into a Master Agreement for Professional Services ("Master Agreement") as dated above, and Consultant agrees to perform and complete the following Services for the City in accordance with this Task Order and the terms and conditions of the Master Agreement. City and Consultant agree as follows:

1.0 Scope of Services

Consultant shall perform the Services listed below or in the attached Scope (Exhibit A). All terms and conditions of the Master Agreement are incorporated by reference in this Task Order, except as explicitly modified in writing herein.

2.0 Fees

City shall pay Consultant in accordance with Section 3 of the Master Agreement and as follows. The total cost of services and reimbursable direct expenses provided by Consultant for this Task Order shall not exceed \$92,510, and prior approval of the CLIENT is required if an additional fee is needed. Total cost does not include authorized Additional Services as may subsequently be required and authorized.

3.0 Schedule

The schedule for the performance of services will be ongoing to assist the CLIENT with the bench scale testing of biosolids PFAS destruction and dates of completion shall be as detailed in Exhibit A.

4.0 Term

In the event that the Schedule for this Task Order extends beyond the term of the Master Agreement, either intentionally or unintentionally by Task Order Scope or by Task Order extension, then this Task Order shall operate to extend the Master Agreement through the completion of CONSULTANT'S obligations under this Task Order or until a new Master Agreement is executed incorporating this Task Order.

5.0 Other Matters

None.

6.0 Project Managers

Project managers and contact information for the City and Consultant for this Task Order, if different than the Master Agreement, are as follows:

CITY OF ALBERT LEA, MINNESOTA
Steve Jahnke
221 E. Clark St.
Albert Lea, MN 56007
Office Phone: 507-377-4325
Email: sjahnke@ci.albertlea.mn.us

BOLTON & MENK, INC.
Kristopher Swanson
1960 Premier Drive
Mankato, MN 56001
Office Phone: 507-625-4171
Email: Kristopher.Swanson@bolton-menk.com

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on their behalf.

CLIENT: _____

CONSULTANT: Bolton & Menk, Inc.

Signature



Signature

Printed Name

Kristopher J. Swanson – Senior Principal Engineer

Printed Name

Date

July 21, 2025

Date

ATTACHMENTS TO THIS TASK ORDER:
Exhibit A – Engineering Scope and Fee

Exhibit A

Engineering Scope and Fee

Consultant shall assist the CLIENT with the following professional services for performing the scope of work identified in the workplan and budget for the PFAS Reduction Planning Grant awarded to the CLIENT by the Minnesota Pollution Control Agency (MPCA).

1. Facilitate benchscale testing of biosolids

a. Scope

- i. Assist in the collection and drying of biosolids samples
- ii. Coordination with pyrolysis manufacturer
- iii. Coordination of shipping biosolids to pyrolysis manufacturer
- iv. Analysis of PFAS sample results
- v. Report preparation summarizing bench scale work, laboratory results, and final assessment of feasibility of PFAS destruction of Albert Lea biosolids.

b. Schedule

Authorization to begin Bench Scale testing	August 2025
Begin biosolids sampling	August-September 2025
Pyrolysis testing	October 2025
Pyrolysis results	January 2026
Draft Bench Scale Report	February 2025
Final Bench Scale Report	March 2025

c. Fees

- i. Fees shall be billed on an hourly basis not-to-exceed \$92,510. Refer to the attached MPCA grant application budget for a detailed breakdown of the Consultant's estimated hours and rate schedule.

					I.	II.	III.	IV.	V.
Cost category	Cost (\$/unit)		Quantity (Qty/Unit)		Grant funds	Budgeted cash match	Budgeted in-kind match	Total budgeted match (II + III)	Total budget (I + IV)
Testing									
PFAS Testing	\$15,000.00	unit	1	unit	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
City Staff	\$80.00	hour	60	hour	\$0.00	\$0.00	\$4,800.00	\$4,800.00	\$4,800.00
Project Engineer	\$180.00	hour	60	hour	\$10,800.00	\$0.00	\$0.00	\$0.00	\$10,800.00
Principal Engineer	\$210.00	hour	45	hour	\$9,450.00	\$0.00	\$0.00	\$0.00	\$9,450.00
PFAS Testing - Total			165	0	\$35,250.00	\$0.00	\$4,800.00	\$4,800.00	\$40,050.00
Pilot Testing/Documentation									
City Staff	\$80.00	hour	40	hour	\$0.00	\$0.00	\$3,200.00	\$3,200.00	\$3,200.00
Project Engineer	\$180.00	hour	50	hour	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
Principal Engineer	\$210.00	hour	60	hours	\$12,600.00	\$0.00		\$0.00	\$12,600.00
Pilot Testing/Documentation - Total			150		\$21,600.00	\$0.00	\$3,200.00	\$3,200.00	\$24,800.00
Final Implementation Report									
City Staff	\$80.00	hour	40	hour	\$0.00	\$0.00	\$3,200.00	\$3,200.00	\$3,200.00
Principal Engineer	\$210.00	hour	120	hours	\$25,200.00	\$0.00		\$0.00	\$25,200.00
Project Management - Total			120		\$25,200.00	\$0.00	\$3,200.00	\$3,200.00	\$28,400.00
Project Management									
Principal Engineer	\$210.00	hour	45	hours	\$9,450.00	\$0.00		\$0.00	\$9,450.00
Project Manager	\$165.00	hour	50	hours	\$8,250.00	\$0.00		\$0.00	\$8,250.00
Specialist	\$194.00	hour	40	hours	\$7,760.00	\$0.00		\$0.00	\$7,760.00
Project Management - Total			45		\$25,460.00	\$0.00	\$0.00	\$0.00	\$25,460.00
Totals					\$107,500.00			\$11,200.00	\$118,700.00

RESOLUTION 25

Introduced by Councilor

RESOLUTION DECLARING INTENT TO REIMBURSE FROM PROCEEDS FROM TAX
EXEMPT BONDS FOR THE FREEBORN BANK PARKING LOT PAVING PROJECT (JOB
2504) AND EBERHART STREET & UTILITIES IMPROVEMENT PROJECT (JOB 2413)

WHEREAS, Resolution 25-082 of the City Council adopted the 12th day of May 2025 accepted the bid and awarding the contract for the Freeborn Bank Parking Lot Paving Project, Job No. 2504; and

WHEREAS, Resolution 25-048 of the City Council adopted the 10th day of March 2025 accepted the bid and awarding the contract for the Eberhart Street & Utilities Improvement Project (Job 2413).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the City Council declares its official intent to reimburse itself for the costs of the improvements from the proceeds of the tax-exempt bonds.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

RESOLUTION 25-

Introduced by Councilor

RESOLUTION APPROVING APPLICATION TO CONDUCT OFF-SITE GAMBLING
- ALBERT LEA AMATEUR HOCKEY ASSOCIATION -

WHEREAS, the Albert Lea Amateur Hockey Association has completed a Minnesota Lawful Gambling Application – LG230 to conduct gambling operations at the Freeborn County Fair Grounds, 1105 Bridge Avenue, Albert Lea, MN, from July 30, 2025, to August 3, 2025; and

WHEREAS, the State of Minnesota Gambling Control Division requires each City to pass a resolution specifically approving or denying an application to be submitted to the State of Minnesota:

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the City of Albert Lea hereby approves the Minnesota Lawful Gambling Application to conduct gambling operations at the Freeborn County Fair Grounds, 1105 Bridge Avenue, Albert Lea, MN, from July 30, 2025, to August 3, 2025; and

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

ORDINANCE 25-142

Introduced by Councilor

AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION
ARTICLE IV. DEPARTMENTS -DIVISION 2. PURCHASES AND CONTRACTS

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

Sec. 2.125. Sale of real property.

- (a) No real property of the city shall be disposed of except by resolution. The council may authorize the city manager to take bids upon real property to be offered for sale; or the council may appoint three (3) appraisers, and after the appraisers' report, the council may fix a fair value and authorize the city manager to sell at not less than such fair value set by the council; or the council may fix an asking price and place the property on the market and the city manager may negotiate a sale at or near the asking price. Deeds and conveyances shall be executed by the city manager or his designee.
- (b) The sale price and all other conditions of such sales shall be set by the city council and published in the official newspaper not less than ten (10) days prior to a public hearing on the resolution approving such sales.

That the motion for the adoption of the foregoing ordinance was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Councilor Howland was absent. Mayor Murray declared the ordinance passed.

Introduced and read for the first time on the 14th day of July, 2025

Introduced and read the second time on the 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

ORDINANCE 25-

Introduced by Councilor

ORDINANCE AMENDING CHAPTER 46 – VEGETATION, ARTICLE II. - WEEDS AND TALL GRASS

THE CITY COUNCIL OF ALBERT LEA, MINNESOTA ORDAINS:

Sec. 46.020. - Owner's responsibility.

- a) It is unlawful for any owner, occupant or agent having control of any occupied or unoccupied lot or land or any part thereof to permit or maintain on any such lot or land or on or along the sidewalk, street or alley adjacent to such between the property line and the curb or middle of the alley, ~~or for ten (10) feet outside the property line,~~ or if there is no curb, any growth of weeds, grass or other rank vegetation to a greater height than nine (9) inches on the average or any accumulation of dead weeds, grass, brush, felled trees or standing dead trees.
- (b) It shall be the duty of any owner, lessee or occupant of any lot or land to cut and remove or cause to be cut and removed all such weeds, grass or other rank vegetation as often as may be necessary to comply with subsection (a) of this section. Said duty shall commence on May 1 of each year and continue until October 15 each year.

Sec. 46.022. - Exemption and conditions for exemptions.

Definition: Flower Garden

A flower garden is a type of garden specifically designed and cultivated for the growth, display, and appreciation of various types of flowers. The arrangement of the flowers might be random or typically follows a specific plan depending on the gardener's aesthetic preference. Flower gardens may be residential, commercial, or part of public parks and other landscapes.

The provisions of this article shall not apply to the following:

- (1) Non-noxious weeds and grass vegetation in wetland areas.
- (2) Non-noxious weeds, grasses and herbaceous vegetation ~~within feet of designated stormwater ponds or~~ within fifty (50) feet of natural or altered creeks, rivers and stream corridors, including riparian buffer strips, that convey water, provided that they are cut to less than ten (10) inches at least once per year if located within two hundred (200) feet of an occupied residence or developed property.
- (3) Non-noxious weed and grass vegetation growing on agriculturally zoned land, including pastures, that are fenced and contain animals.
- (4) Temporary erosion control grasses.

- (5) Grass and non-noxious weed vegetation in publicly owned parks designated as natural preserves or private property so designated by the city council or natural undisturbed areas where the land and vegetation appears not to have been graded, landscaped or otherwise disturbed by human or mechanical means in recent time.
- (6) Grass and non-noxious weed vegetation on natural or altered slopes steeper than two to one (2:1).
- (7) Traditional decorative garden floral plantings, including food production.
- (8) Planned, Intentional, and Maintained weeded prairie, meadow or natural landscape vegetation that does not contain noxious weed growth and that includes the cultivation of native grasses indigenous to Minnesota provided that the property owner applies for and is issued a natural landscape permit and maintains the property in a condition sufficient to maintain the permit. Natural landscape permits are required if a proposed landscape includes native grasses that exceed or are expected to exceed 8 inches in overall height. Natural landscape permit applications shall be submitted to the Parks Department. No natural landscape permits will be issued unless the following requirements are fulfilled by the owner;
 - a) They are set back not less than five (5) feet from the front lot line. For the purposes of this ordinance, corner lots shall be deemed to have two front yards;
 - b) They are set back not less than five feet from any interior side and/or rear lot lines to provide a mowed or landscaped transition zone and 5' from any structures for fire safety concerns. No set back is required on the side or rear lot lines if; there is a fully opaque fence at least five feet in height installed between the native plants and the side or rear lot lines, or the native plants abut a neighboring Native Plant Landscape Area.
 - c) The Native Plant Landscape Area is cut at least once annually to a height no greater than ten (10) inches;
 - d) Turf grass is eliminated and the native plants, trees and shrubs are planted through transplanting or seed by human or mechanical means. Soil erosion should be controlled while the ground is bare of plant growth that is sufficient to inhibit erosion and is the sole responsibility of the owner or occupant;
 - e) A sign is posted on the property in a location likely to be seen by the public, advising that a meadow or prairie is being established. This sign is required only if the planting is in an area likely to be seen by the public. This sign must be in addition to any sign permitted by the sign ordinance but must be no smaller than 10 inches square, no larger than one square foot, and no higher than 3 feet tall.
- (9) A violation of any of the requirements set forth above will result in the revocation of the natural landscape permit by the city.
- (10) Written authorization from the City Engineer or his/her designee is obtained for work within conservation or scenic easement areas, including planting, mowing or cutting.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

ORDINANCE 25-

Introduced by Councilor

ORDINANCE AMENDING CHAPTER 8 – ANIMALS – ARTICLE 1. – IN GENERAL

Sec. 8.003. - Regulations related to small animals.

(a) *Definitions.* The following words, terms, and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

(1) *Small animal* means a chicken, rabbit, guinea pig, ferret, duck, goose, turkey, pigeon, dove, pheasant or any other bird or fowl.

(2) *Residence or place of normal outdoor human activity* means: a house or attached garage, patio, deck, gazebo, but not to include typical yard area, garden area, isolated fire pit, isolated sports area, or detached storage structures, all as determined by the Zoning Official.

(b) *Permit required.* The keeping of one (1) or more chicken, duck, goose, turkey, pigeon, dove, pheasant or any other bird or fowl shall require a permit. The keeping of five (5) or more rabbit, guinea pig, or ferrets shall require a permit. Site approval for coop or structure for holding of (1) or more fowl of any type shall be conducted by development services staff before animals brought to such site. For the purposes of this subsection, such animals must be at least three (3) months old to be considered mature. A permit to keep animals enumerated in this section must be obtained from the development services department. A permit shall be issued for a two-year period. The fee for the permit required under this section shall be set by the fee ordinance. The permit will not be transferable and no refund will be made. Such permit shall not be construed as allowing the person obtaining the permit to conduct a business in violation of [chapter 50](#).

(c) *Locational requirements.* A coop, yard, or establishment where small animals are kept shall be at least ~~fifty (50)~~ sixty (60) feet from any residence or ~~structure~~, *place of normal outdoor human activity* other than such residence ~~or structure~~ occupied by the owner or occupant of the premises where such animals or fowl are kept. *A coop, yard, or establishment shall also be no closer than 10 feet to a property line and shall not be located in a front yard as defined in Sec. 50.0002.* Measurements shall be made from the outer edge of any enclosure or yard within which small animals are permitted to run.

(d) *Maximum number allowed.* No more than ~~ten (10)~~ five (5) small animals are permitted on one (1) property. Outlying district may have twenty-five (25) small animals total. Crowing roosters are prohibited.

Sec. 8.005. - Sanitation of structures and premises.

All structures, pens, coops or yards in which small animals are kept or permitted shall be maintained in a clean and sanitary condition, shall be dry and well ventilated, shall be devoid of all rodents and vermin and shall be as free from objectionable odors as can be obtained. The city development services department, upon the complaint of any individual, shall inspect any such structure or premises and issue any such order as may be necessary to carry out this section. Coops or range areas shall protect chickens or fowl from contact with wild birds or fowl in order to lessen the hazards of disease transmission. This shall be accomplished by properly constructed coops and pen areas with fencing and netting. Feed and nutrients shall be protected from rodents, vermin, and wild birds and fowl. No free-ranging of chickens or fowl is allowed.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And, the following voted against the same: None.

Introduced and read the first time this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

Notes on research:

An attempt was made to make more sense of the setback entities. The setbacks would be from occupied structures and areas only. Many ordinances have a property line setback which is a common proper setback to have from other private properties. Also addressed a reasonable number of small animals to limit a typical residential site to. Any quantity past 5 would be the beginning of a commercial use, supplying to parties offsite.

In staff research we looked for pros and cons.

“Pro’s”

- ✓ They would be a source of organic eggs.
- ✓ If handled safely, is a source of fertilizer for the garden.
- ✓ They will eat insects.

- ✓ Can be treated as a pet for a family purpose.
- ✓ They can and will eat some table scraps.
- ✓ They can be a type of sustainable food supply in case of supply problems.

“Con’s”

- Manure does have odor and regular removal is important. The Average laying chicken will create 44 pounds of manure in a year. 5 chickens would be 220 pounds a year. It’s not a healthy idea to add fresh chicken manure to your actively growing garden. Poultry manure can harbor bacteria like E. coli and Salmonella and should be cured a minimum of 120 days before applying to gardens, and edibles should not be harvested for 120 days after applying chicken compost.
- Flies and other insects are attracted to manure
- Chickens can be noisy, which may not be suitable for a typical neighborhood.
- Attraction of predators and domestic animals does occur.
- 5 healthy hens will conservatively supply over 2 dozen eggs a week. Livestock in the City could arguably not be for commercial type quantities. (Selling or supplying to others).
- Five chickens cost $\$5 \times 5 = 25$ dollars. They won’t start laying until 4-8 months of age. They eat 1.5# a week $.67 \times 5 \times 52 = \174.00 (\$18 per 40#) permit \$25 a year. Coop original cost \$250.00 (basic one at local farm store) and upkeep per year. Vet or supplements \$25 a year minimum. Total calculated cost, with a maximum of 1000-1250 eggs annually (5 good hens) starting after 6 months. On average year, not including coop cost, labor, manure disposal or any startup costs \$250 annually. 84-104 dozen at retail of \$2.72 dozen (Walmart 7-21-25) \$212-\$283 (1 1/2-2 dozen a week)
- A concern is a lack of formal sanitation and quality control can result in Bird flu, Campylobacter infection, E. coli infection, Histoplasmosis, and Salmonella infection. Salmonella and Campylobacter, can be transmitted to humans.
- Time and commitment: Chicken keeping requires time and effort.
- Following link is from the CDC “Healthy Pets, Healthy People”

[Backyard Poultry | Healthy Pets, Healthy People | CDC](#)

RESOLUTION 25-

Introduced by Councilor

RESOLUTION AUTHORIZING BROADWAY RIDGE GRANT WITH SRFD ENTERPRISES, LLC

WHEREAS, the Broadway Ridge Grant Fund allows property owners to be awarded funds to repair and restore certain areas of the building within the downtown commercial historic district; and

WHEREAS, SRFD Enterprises, LLC, has applied for matching grant funds and the plan has been reviewed by the City's Building Official for the work at 146 W Clark Street; and

WHEREAS, the City has authorized a grant for of up to One Hundred Thousand and no/100 Dollars (\$100,000.00) to be awarded to provide for improvements and restoration of certain areas of the building; and

WHEREAS, this consists of replacement of complete roof and window replacement with up to Forty Thousand One Hundred Twenty-Four and 97/100 Dollars (\$40,124.97) in matching funds for work completed; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the Mayor and City Manager are hereby authorized to enter into an Agreement with SRFD Enterprises, LLC to facilitate the terms of the Broadway Ridge Grant Fund for the property located at 146 West Clark Street, Albert Lea, Minnesota.

Sec. 2. The City is authorized to enter into other related Agreements and documents for this transaction.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson and Mayor Murray;

And, the following voted against the same: None. Mayor Murray declared the motion passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

RESOLUTION 25-

Introduced by Councilor

RESOLUTION APPROVING PURCHASE OF COMMAND VEHICLE

WHEREAS, Fire Rescue is seeking authorization to replace Unit 902, a 2015 Ford F-150 Command Vehicle; and

WHEREAS, the 2025 – 2029 Capital Improvement Plan included \$112,500 for the replacement of the Command Vehicle – FIRE-V-25-02; and

WHEREAS, the replacement unit will be a 2026 Rivian R1S Command Vehicle; and

WHEREAS, the replacement unit will be purchased through the Minnesota State Bid Contract, a structured competitive bidding process; and

WHEREAS, the graphics, command module, emergency lighting package, and upfitting will be purchased through sole-source Alta Emergency Response Vehicles; and

WHEREAS, Over the 10-year life of the vehicle, operational costs will be less than an equivalent internal combustion engine model; and

WHEREAS, this purchase meets the Climate Action Plan items TL 3-2 and TL 3-3.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the City Council hereby authorizes staff to proceed with the purchase of a 2026 Rivian R1S from Rivian, LLC in the amount of \$88,690.00.

Sec. 2. That the City Council hereby authorizes staff to proceed with the purchase of the accessories from Alta Emergency Response Vehicles in the amount of \$23,810.00

Sec. 3. That Unit 902 will be sold on MNBid.mn.gov a competitive bidding platform.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

RESOLUTION 25-XXX

Introduced by Councilor

RESOLUTION ACCEPTING DONATIONS AS PRESENTED
TO THE CITY OF ALBERT LEA

WHEREAS, the City of Albert Lea is generally authorized to accept donations pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, individual persons and/or entities have offered to contribute donation(s) as set forth below to the city:

<u>Donor</u>	<u>Amount or Item</u>
Alden Area Activities Association Parade	\$300.00 Police Reserves – Morin Lake

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the donation described is accepted and

Sec. 2. The City of Albert Lea is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donation.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

Accounts Payable

Checks for Approval

User: NThoms
Printed: 7/24/2025 - 7:57 AM



Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	07/25/2025	101 General	Other Payroll Deduct Payable	Minnesota Department of Human Services		1,418.06
0	07/25/2025	101 General	Deferred Compensation Payable	Mission Square Plan Services		391.23
0	07/25/2025	101 General	Accrued FICA Payable	Internal Revenue Service		18,356.17
0	07/25/2025	101 General	Accrued FICA Payable	Internal Revenue Service		18,356.17
0	07/25/2025	101 General	Deferred Compensation Payable	Mission Square Plan Services		4,283.60
0	07/25/2025	101 General	Accrued PERA Payable	PERA		51,164.66
0	07/25/2025	101 General	Deferred Compensation Payable	Mission Square Plan Services		2,664.00
0	07/25/2025	101 General	Accrued PERA Payable	PERA		38,083.26
0	07/25/2025	101 General	Federal Withholding Payable	Internal Revenue Service		39,250.51
0	07/25/2025	101 General	Accrued Medicare Payable	Internal Revenue Service		6,732.68
0	07/25/2025	101 General	Accrued Medicare Payable	Internal Revenue Service		6,732.68
0	07/25/2025	101 General	Other Payroll Deduct Payable	WEX Health Inc		11,351.48
0	07/25/2025	101 General	State Withholding Payable	Minnesota Department of Revenue		19,393.29
0	07/25/2025	101 General	Deferred Compensation Payable	MN State Retirement - Empower		200.00
0	07/25/2025	101 General	Deferred Compensation Payable	MN State Retirement - Empower		1,207.19
0	07/25/2025	101 General	Deferred Compensation Payable	Mission Square Plan Services		991.23
0	07/25/2025	101 General	Life Insurance Payable	Sun Life Financial		247.68
0	07/25/2025	101 General	Dental Insurance Payable	MetLife		1,980.24
0	07/25/2025	101 General	Long-term Disability Payable	Sun Life Financial		1,152.41
0	07/25/2025	101 General	Union Dues Payable	Minnesota Public Employees Association		624.00
0	07/25/2025	101 General	Union Dues Payable	Minnesota Public Employees Association		1,032.00
0	07/25/2025	101 General	Dental Insurance Payable	MetLife		1,980.24
0	07/25/2025	101 General	Vision Care Payable	Fidelity Security Life		300.49
0	07/25/2025	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions		437.31
0	07/25/2025	101 General	Deferred Compensation Payable	Nationwide Retirement Solutions		1,990.38
0	07/25/2025	101 General	Other Payroll Deduct Payable	AFLAC Group Insurance		431.80
0	07/25/2025	101 General	Union Dues Payable	MNPEA		78.00
0	07/25/2025	101 General	Other Payroll Deduct Payable	AFLAC Group Insurance		871.47
0	07/25/2025	101 General	Other Payroll Deduct Payable	AFLAC Group Insurance		431.80
0	07/25/2025	101 General	Credit Union Payable	City and County Employees Federal Credit Union		11,756.47
0	07/25/2025	101 General	Other Payroll Deduct Payable	Employee Benefit Fund		76.00
0	07/25/2025	101 General	Union Dues Payable	IAFF Local 1041		1,089.30
0	07/25/2025	101 General	Other Payroll Deduct Payable	Sun Life Financial		1,505.07

RESOLUTION 25 - XXX

Introduced by Councilor

RESOLUTION APPROVING CLAIMS

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALBERT LEA, MINNESOTA:

Sec. 1. That the claims, as presented in the attached exhibit for Check #92004 through #92132 in the amount of \$2,461,414.50 are approved and the City Treasurer is hereby directed to disburse said amounts with payment to be made from the fund indicated.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor , and upon a vote being taken thereon, the following voted in favor thereof: Councilors Christensen, Baker, Howland, Olson, Van Beek, Anderson, and Mayor Murray;

And the following voted against the same: None. Mayor Murray declared the resolution passed.

Introduced and passed this 28th day of July, 2025

Mayor Rich Murray

Filed and attested this 29th day of July, 2025

Secretary Pro Tem

Claims Over \$25,000

City of Albert Lea Council Meeting 07/28/2025

- **\$28,670.00 – Crysteel Truck Equipment**
Unit #111 – Fiberline Service Body (Street)
- **\$30,600.45 – HomeServe USA Corp**
Water/Sewer Protection Plan Services (June)
- **\$46,907.20 – Platinum Plumbing Solutions LLC**
Pay Estimate 8 – Lead Service Line Replacement Project
- **\$51,907.01 – St. John's Lutheran Home of Albert Lea**
TIF Payment
- **\$63,411.73 – Freeborn Mower Electric Cooperative**
Electric Service – WWTP
- **\$132,406.64 – inBYLT LLC (Apex)**
Recreational Facilities Project
 - Aquatic Center – Electrical System
 - Arena – Lighting
 - Marion Ross Theater – Front Door, Replace Windows



Claims Over \$25,000

City of Albert Lea Council Meeting 07/28/2025

- **\$219,676.29– Vortex Cold Storage**
TIF Payment
- **\$255,174.75 – Brennan Construction**
Recreational Facilities Project
 - Arena Lobby
- **\$283,417.89 – Jensen Excavating & Trucking**
Pay Estimate 3 – Eberhart Street & Water Construction (Job 2413)
- **\$599,449.05 – inBYLT LLC (Apex)**
Recreational Facilities Project
 - Arena Refrigeration – Refrigeration Electrical – Energy Savings

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	07/25/2025	101 General	Vision Care Payable	Fidelity Security Life		300.49
0	07/25/2025	101 General	Other Payroll Deduct Payable	Sun Life Financial		1,505.07
0	07/25/2025	101 General	Other Payroll Deduct Payable	AFLAC Group Insurance		871.47
0	07/25/2025	101 General	Life Insurance Payable	Sun Life Financial		1.72
0	07/25/2025	101 General	Life Insurance Payable	Sun Life Financial		1.72
0	07/25/2025	101 General	Dental Insurance Payable	MetLife		-0.15
0	07/25/2025	101 General	Vision Care Payable	Fidelity Security Life		1.32
0	07/25/2025	101 General	Dental Insurance Payable	MetLife		31.00
0	07/25/2025	101 General	Vision Care Payable	Fidelity Security Life		19.62
0	07/28/2025	101 General	Rents & Leases	Loffler		24.19
0	07/28/2025	101 General	Rents & Leases	Loffler		0.61
0	07/28/2025	101 General	Medical Flex Payable	WEX Health Inc		286.00
0	07/28/2025	101 General	Medical Flex Payable	WEX Health Inc		110.00
0	07/28/2025	101 General	Sales Tax Payable	Minnesota Department of Revenue		8,077.00
0	07/28/2025	603 Solid Waste	Sales Tax Payable	Minnesota Department of Revenue		1,359.00
0	07/28/2025	603 Solid Waste	Refuse Fee	Minnesota Department of Revenue		204.00
0	07/28/2025	101 General	Motor Fuels	Minnesota Department of Revenue		345.03
0	07/28/2025	101 General	Motor Fuels	Minnesota Department of Revenue		21.40
0	07/28/2025	602 Sewer	Motor Fuels	Minnesota Department of Revenue		103.89
0	07/28/2025	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories		449.25
0	07/28/2025	602 Sewer	Expert & Professional Services	Minnesota Valley Testing Laboratories		449.25
0	07/28/2025	601 Water	Other Water Charges	BCM Construction, Inc		50.00
0	07/28/2025	601 Water	Other Water Charges	BCM Construction, Inc		50.00
0	07/28/2025	101 General	Safety Equipment	Ben Bangert		82.00
0	07/28/2025	101 General	Safety Equipment	Ben Bangert		123.00
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	Brennan Construction of MN Inc		255,174.75
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		599,449.05
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		2,528.61
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		90,080.90
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		6,411.70
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		8,396.73
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		24,772.95
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		215.75
0	07/28/2025	101 General	Street Maintenance Materials	Ulland Brothers, Inc.		648.80
0	07/28/2025	601 Water	Street Maintenance Materials	Ulland Brothers, Inc.		7,935.20
0	07/28/2025	602 Sewer	Street Maintenance Materials	Ulland Brothers, Inc.		6,106.40
0	07/28/2025	412 Recreation Facilities Project	Building & Improvements	inBYLT, LLC		22,345.00
0	07/28/2025	602 Sewer	Expert & Professional Services	inBYLT, LLC		3,911.62
0	07/28/2025	101 General	Safety Equipment	Ryan Madsen		92.38
0	07/28/2025	101 General	Safety Equipment	Ryan Madsen		47.59
0	07/28/2025	101 General	Safety Equipment	Ryan Madsen		139.98
0	07/28/2025	602 Sewer	Travel Expense	Brandon Huston		31.00
0	07/28/2025	602 Sewer	Travel Expense	Brandon Huston		307.97

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	07/28/2025	101 General	Humane Society Mgmt/Costs	Humane Society of Freeborn County		1,000.00
0	07/28/2025	101 General	Travel Expense	Annice Sevet		89.60
0	07/28/2025	101 General	Travel Expense	Kristen Steinberg		84.00
0	07/28/2025	101 General	Travel Expense	Kristi Brutlag		231.00
0	07/28/2025	101 General	Vehicle/Equipment Parts	Fastenal Company		5.29
0	07/28/2025	101 General	Supplies	Fastenal Company		18.17
0	07/28/2025	601 Water	Safety Equipment	Fastenal Company		212.32
0	07/28/2025	601 Water	Expert & Professional Services	Platinum Plumbing Solutions LLC		46,907.20
0	07/28/2025	101 General	Expert & Professional Services	CP2 Consulting Inc		5,750.00
92004	07/15/2025	440 District 5-31 300 Block	Demolition Costs	Freeborn County Auditor-Treasurer		66.00
92004	07/15/2025	440 District 5-31 300 Block	Demolition Costs	Freeborn County Auditor-Treasurer		2,175.69
92005	07/15/2025	440 District 5-31 300 Block	Demolition Costs	Freeborn County Recorder		46.00
92006	07/15/2025	440 District 5-31 300 Block	Demolition Costs	Matt & Mary Samudio		20,000.00
92007	07/17/2025	101 General	Telephone & Internet	Charter Communications Holdings LLC		189.99
92008	07/17/2025	101 General	Supplies	Driessen Water Inc		28.20
92009	07/17/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		157.81
92010	07/17/2025	101 General	Refuse Disposal	Waste Management of WI-MN		382.12
92010	07/17/2025	602 Sewer	Refuse Disposal	Waste Management of WI-MN		178.39
92010	07/17/2025	602 Sewer	Refuse Disposal	Waste Management of WI-MN		985.39
92010	07/17/2025	101 General	Refuse Disposal	Waste Management of WI-MN		385.78
92011	07/25/2025	101 General	Other Payroll Deduct Payable	LegalShield		314.52
92011	07/25/2025	101 General	Other Payroll Deduct Payable	LegalShield		314.52
92012	07/25/2025	101 General	Life Insurance Payable	NCPERS Minnesota Group Life Ins		272.00
92012	07/25/2025	101 General	Life Insurance Payable	NCPERS Minnesota Group Life Ins		272.00
92013	07/28/2025	101 General	Periodicals & Magazines	AGWEEK		131.00
92014	07/28/2025	225 Airport	Expert & Professional Services	Albert Lea Airport, Inc		2,200.00
92014	07/28/2025	225 Airport	Building Maintenance	Albert Lea Airport, Inc		850.00
92015	07/28/2025	435 District 5-26 Unique Opport	TIF - PayGo Payment	Albert Lea Apartments LLC		20,965.29
92016	07/28/2025	101 General	Management Services	Albert Lea Community Theater, Inc.		1,000.00
92017	07/28/2025	602 Sewer	Supplies	Albert Lea Electric		50.66
92017	07/28/2025	101 General	Supplies	Albert Lea Electric		41.20
92017	07/28/2025	101 General	Supplies	Albert Lea Electric		78.96
92017	07/28/2025	101 General	Supplies	Albert Lea Electric		36.22
92017	07/28/2025	101 General	Building Maintenance	Albert Lea Electric		425.32
92017	07/28/2025	225 Airport	Building Maintenance	Albert Lea Electric		561.98
92017	07/28/2025	101 General	Vehicle and Equipment Repairs	Albert Lea Electric		892.00
92017	07/28/2025	602 Sewer	Expert & Professional Services	Albert Lea Electric		221.00
92017	07/28/2025	225 Airport	Building Maintenance	Albert Lea Electric		96.00
92017	07/28/2025	601 Water	Expert & Professional Services	Albert Lea Electric		217.86
92017	07/28/2025	602 Sewer	Expert & Professional Services	Albert Lea Electric		117.57
92017	07/28/2025	602 Sewer	Expert & Professional Services	Albert Lea Electric		951.00
92018	07/28/2025	210 Senior Center	Management Services	Albert Lea Family YMCA		4,175.00
92019	07/28/2025	101 General	Legal Notices & Recording	Albert Lea Newspapers, Inc		47.73

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92020	07/28/2025	434 District 5-25 Zumbro	TIF - PAYG Payment	Albert Lea Port Authority		17,825.71
92021	07/28/2025	101 General	Refuse Disposal	All Seasons Outdoor Maintenance		1,576.03
92022	07/28/2025	101 General	Supplies	Amazon Capital Services Inc		36.79
92022	07/28/2025	101 General	Supplies	Amazon Capital Services Inc		20.96
92022	07/28/2025	101 General	Audio Visual	Amazon Capital Services Inc		89.86
92022	07/28/2025	101 General	Books	Amazon Capital Services Inc		65.61
92022	07/28/2025	101 General	Training & Education	Amazon Capital Services Inc		226.54
92022	07/28/2025	101 General	Special Programs	Amazon Capital Services Inc		83.97
92022	07/28/2025	101 General	Furniture, Equipment & Tools	Amazon Capital Services Inc		319.98
92022	07/28/2025	101 General	Supplies	Amazon Capital Services Inc		319.98
92022	07/28/2025	101 General	Community Policing Initiatives	Amazon Capital Services Inc		29.98
92022	07/28/2025	101 General	Supplies	Amazon Capital Services Inc		54.16
92022	07/28/2025	101 General	Supplies	Amazon Capital Services Inc		55.64
92022	07/28/2025	101 General	Supplies	Amazon Capital Services Inc		61.72
92022	07/28/2025	101 General	Community Policing Initiatives	Amazon Capital Services Inc		93.71
92022	07/28/2025	101 General	Supplies	Amazon Capital Services Inc		-15.98
92022	07/28/2025	101 General	Supplies	Amazon Capital Services Inc		99.91
92023	07/28/2025	440 District 5-31 300 Block	Demolition Costs	Asbestrol, Inc.		537.70
92024	07/28/2025	101 General	Telephone & Internet	AT&T		57.57
92025	07/28/2025	602 Sewer	Telephone & Internet	AT&T Mobility II LLC		15.32
92026	07/28/2025	602 Sewer	Expert & Professional Services	Automatic Systems Company		1,266.25
92027	07/28/2025	101 General	Supplies	B&H Petroleum Equipment		127.40
92028	07/28/2025	101 General	Books	Baker and Taylor, Inc.		426.58
92028	07/28/2025	101 General	Books	Baker and Taylor, Inc.		293.20
92028	07/28/2025	101 General	Audio Visual	Baker and Taylor, Inc.		24.74
92028	07/28/2025	101 General	Books	Baker and Taylor, Inc.		268.03
92028	07/28/2025	101 General	Audio Visual	Baker and Taylor, Inc.		58.95
92029	07/28/2025	602 Sewer	Vehicle and Equipment Repairs	BDG Inc		1,805.10
92029	07/28/2025	602 Sewer	Vehicle/Equipment Parts	BDG Inc		42.45
92030	07/28/2025	496 2026 Projects	Cash and Investments	Bolton & Menk Inc		-17,943.50
92030	07/28/2025	496 2026 Projects	Engineering Services	Bolton & Menk Inc		17,943.50
92030	07/28/2025	496 2026 Projects	Cash and Investments	Bolton & Menk Inc		17,943.50
92031	07/28/2025	602 Sewer	Supplies	Bomgaars Supply Inc		51.56
92031	07/28/2025	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		25.65
92031	07/28/2025	101 General	Vehicle/Equipment Parts	Bomgaars Supply Inc		57.93
92031	07/28/2025	101 General	Furniture, Equipment & Tools	Bomgaars Supply Inc		58.98
92031	07/28/2025	101 General	Furniture, Equipment & Tools	Bomgaars Supply Inc		37.98
92031	07/28/2025	101 General	Supplies	Bomgaars Supply Inc		59.33
92031	07/28/2025	101 General	Supplies	Bomgaars Supply Inc		6.56
92031	07/28/2025	101 General	Supplies	Bomgaars Supply Inc		-8.00
92031	07/28/2025	602 Sewer	Furniture, Equipment & Tools	Bomgaars Supply Inc		24.99
92031	07/28/2025	101 General	Supplies	Bomgaars Supply Inc		37.38
92031	07/28/2025	101 General	Supplies	Bomgaars Supply Inc		24.99

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92031	07/28/2025	101 General	Supplies	Bomgaars Supply Inc		8.69
92031	07/28/2025	101 General	Supplies	Bomgaars Supply Inc		14.95
92031	07/28/2025	101 General	Shoreline/Building Maintenance	Bomgaars Supply Inc		38.44
92032	07/28/2025	441 5-33 Blzg Star Soil District	Expert & Professional Services	Braun Intertec Corporation		921.00
92032	07/28/2025	441 5-33 Blzg Star Soil District	Expert & Professional Services	Braun Intertec Corporation		581.25
92033	07/28/2025	101 General	Rents & Leases	John R. Butler		415.00
92033	07/28/2025	101 General	Rents & Leases	John R. Butler		952.50
92033	07/28/2025	101 General	Rents & Leases	John R. Butler		2,340.00
92033	07/28/2025	101 General	Rents & Leases	John R. Butler		510.00
92034	07/28/2025	101 General	Rents & Leases	Canon Financial Services Inc		92.68
92035	07/28/2025	101 General	Building Maintenance	Cedar Valley Services, Inc		2,117.58
92035	07/28/2025	101 General	Building Maintenance	Cedar Valley Services, Inc		1,596.86
92036	07/28/2025	101 General	Supplies	Cemstone Products Company		1,312.12
92037	07/28/2025	101 General	Books	Cengage Learning, Inc		273.52
92037	07/28/2025	101 General	Books	Cengage Learning, Inc		22.39
92037	07/28/2025	101 General	Books	Cengage Learning, Inc		22.39
92037	07/28/2025	101 General	Books	Cengage Learning, Inc		25.60
92038	07/28/2025	602 Sewer	Laundry Services	Cintas Corporation		112.57
92038	07/28/2025	101 General	Laundry Services	Cintas Corporation		24.44
92038	07/28/2025	101 General	Laundry Services	Cintas Corporation		28.18
92038	07/28/2025	602 Sewer	Laundry Services	Cintas Corporation		112.57
92038	07/28/2025	101 General	Laundry Services	Cintas Corporation		28.18
92038	07/28/2025	101 General	Laundry Services	Cintas Corporation		24.44
92038	07/28/2025	101 General	Laundry Services	Cintas Corporation		28.18
92038	07/28/2025	101 General	Laundry Services	Cintas Corporation		24.44
92039	07/28/2025	234 Blight/Hazardous Mitigation	Hazard Prop Removal-Assessed	Construction Solutions LLC		12,400.60
92040	07/28/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		36.37
92040	07/28/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		19.70
92040	07/28/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		50.93
92040	07/28/2025	101 General	Rents & Leases	Coordinated Business Systems LTD		50.93
92041	07/28/2025	601 Water	Supplies	Core & Main LP		2,632.60
92042	07/28/2025	101 General	Expert & Professional Services	CP2 Consulting Inc	5,750.00	0.00
92043	07/28/2025	701 CG - Vehicle & Equip Capital	Vehicles	Crysteel Truck Equipment Inc		28,670.00
92044	07/28/2025	101 General	Vehicle and Equipment Repairs	Custom Communications, Inc.		912.00
92044	07/28/2025	101 General	Expert & Professional Services	Custom Communications, Inc.		521.40
92044	07/28/2025	101 General	Building Maintenance	Custom Communications, Inc.		779.95
92045	07/28/2025	101 General	Vehicle/Equipment Parts	Dave Syverson, Inc.		24.27
92045	07/28/2025	101 General	Vehicle/Equipment Parts	Dave Syverson, Inc.		178.49
92045	07/28/2025	101 General	Vehicle/Equipment Parts	Dave Syverson, Inc.		487.80
92046	07/28/2025	101 General	Supplies	Demco, Inc.		289.27
92047	07/28/2025	441 5-33 Blzg Star Soil District	Expert & Professional Services	Ehlers & Associates, Inc		1,645.00
92047	07/28/2025	441 5-33 Blzg Star Soil District	Expert & Professional Services	Ehlers & Associates, Inc		368.75
92047	07/28/2025	441 5-33 Blzg Star Soil District	Expert & Professional Services	Ehlers & Associates, Inc		1,590.00

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92047	07/28/2025	437 District 5-28 Vortex Cold Stor	Expert & Professional Services	Ehlers & Associates, Inc		225.00
92047	07/28/2025	232 Housing Program Fund	Expert & Professional Services	Ehlers & Associates, Inc		150.00
92048	07/28/2025	101 General	Supplies	Electric Motor/Bearing Service, Inc		6.62
92048	07/28/2025	101 General	Vehicle/Equipment Parts	Electric Motor/Bearing Service, Inc		154.84
92048	07/28/2025	602 Sewer	Veh/Equipment Supplies/Parts	Electric Motor/Bearing Service, Inc		6.33
92049	07/28/2025	101 General	Street Maintenance Materials	Falkstone LLC		5,218.37
92050	07/28/2025	101 General	Building Maintenance	Farmland Electric Inc		1,328.84
92051	07/28/2025	601 Water	Supplies	Ferguson Enterprises, Inc.		1,115.64
92051	07/28/2025	601 Water	Supplies	Ferguson Enterprises, Inc.		455.80
92052	07/28/2025	602 Sewer	Legal Services	Flaherty & Hood, PA		7,505.25
92053	07/28/2025	101 General	Building Maintenance	Keith Flatness		104.00
92054	07/28/2025	101 General	Joint LEC Expenditures	Freeborn County Administration		8,145.51
92054	07/28/2025	101 General	Joint LEC Expenditures	Freeborn County Administration		28.92
92054	07/28/2025	101 General	Joint LEC Expenditures	Freeborn County Administration		8,422.44
92054	07/28/2025	101 General	Joint LEC Expenditures	Freeborn County Administration		8,423.93
92054	07/28/2025	101 General	Joint LEC Expenditures	Freeborn County Administration		8,145.51
92054	07/28/2025	101 General	Joint LEC Expenditures	Freeborn County Administration		8,145.51
92054	07/28/2025	101 General	Joint LEC Expenditures	Freeborn County Administration		12,236.77
92055	07/28/2025	101 General	Telephone & Internet	Freeborn County Administration		122.79
92055	07/28/2025	101 General	Telephone & Internet	Freeborn County Administration		1,980.98
92055	07/28/2025	101 General	Telephone & Internet	Freeborn County Administration		122.79
92055	07/28/2025	101 General	Telephone & Internet	Freeborn County Administration		2,017.81
92055	07/28/2025	101 General	Telephone & Internet	Freeborn County Administration		2,046.93
92055	07/28/2025	101 General	Telephone & Internet	Freeborn County Administration		122.79
92056	07/28/2025	101 General	Expert & Professional Services	Freeborn County Administration		22,060.00
92056	07/28/2025	101 General	Expert & Professional Services	Freeborn County Administration		22,060.00
92056	07/28/2025	101 General	Expert & Professional Services	Freeborn County Administration		22,060.00
92057	07/28/2025	602 Sewer	Motor Fuels	Freeborn County Co-op Oil Co. Inc.		2,217.92
92058	07/28/2025	701 CG - Vehicle & Equip Capital	Vehicles	Freeborn County Registrar		3,344.69
92059	07/28/2025	230 Economic Development	Electric Utilities	Freeborn Mower Electric Cooperative		96.62
92059	07/28/2025	230 Economic Development	Electric Utilities	Freeborn Mower Electric Cooperative		25.13
92059	07/28/2025	601 Water	Electric Utilities	Freeborn Mower Electric Cooperative		107.00
92060	07/28/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		51.73
92061	07/28/2025	602 Sewer	Electric Utilities	Freeborn Mower Electric Cooperative		63,411.73
92062	07/28/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		2,291.86
92063	07/28/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		4,129.78
92063	07/28/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		391.12
92064	07/28/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		971.37
92064	07/28/2025	603 Solid Waste	Electric Utilities	Freeborn Mower Electric Cooperative		70.66
92064	07/28/2025	603 Solid Waste	Electric Utilities	Freeborn Mower Electric Cooperative		56.14
92065	07/28/2025	602 Sewer	Electric Utilities	Freeborn Mower Electric Cooperative		576.98
92066	07/28/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		103.65
92066	07/28/2025	101 General	Electric Utilities	Freeborn Mower Electric Cooperative		4,023.01

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92067	07/28/2025	601 Water	Chemicals & Chemical Products	Hach Chemical Company		119.38
92068	07/28/2025	101 General	Vehicle and Equipment Repairs	Hanson Tire Service of Albert Lea, Inc		63.00
92068	07/28/2025	603 Solid Waste	Refuse Disposal	Hanson Tire Service of Albert Lea, Inc		934.50
92068	07/28/2025	101 General	Vehicle and Equipment Repairs	Hanson Tire Service of Albert Lea, Inc		31.50
92068	07/28/2025	101 General	Vehicle and Equipment Repairs	Hanson Tire Service of Albert Lea, Inc		31.50
92069	07/28/2025	101 General	Building Maintenance	Harris Rochester Inc		655.50
92070	07/28/2025	101 General	Building Maintenance	Harty Mechanical Inc.		1,320.00
92070	07/28/2025	101 General	Building Maintenance	Harty Mechanical Inc.		1,616.22
92071	07/28/2025	601 Water	Chemicals & Chemical Products	Hawkins, Inc.		5,808.10
92071	07/28/2025	101 General	Chemicals & Chemical Products	Hawkins, Inc.		1,512.00
92071	07/28/2025	602 Sewer	Chemicals & Chemical Products	Hawkins, Inc.		4,956.84
92071	07/28/2025	602 Sewer	Chemicals & Chemical Products	Hawkins, Inc.		1,086.69
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		38.90
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		74.10
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		38.90
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		165.70
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		65.60
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		36.40
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		1,213.10
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		1,523.50
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		24.60
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		60.20
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		39.30
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		28.10
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		248.00
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		17.60
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		19.50
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		671.60
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		259.80
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		54.90
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		140.00
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		1,633.90
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		29.80
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		142.70
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		123.80
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		144.90
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		14.20
92072	07/28/2025	101 General	Insurance & Bonds	Heartman Insurance		49.50
92072	07/28/2025	210 Senior Center	Insurance & Bonds	Heartman Insurance		51.40
92072	07/28/2025	225 Airport	Insurance & Bonds	Heartman Insurance		788.40
92072	07/28/2025	601 Water	Insurance & Bonds	Heartman Insurance		564.30
92072	07/28/2025	602 Sewer	Insurance & Bonds	Heartman Insurance		590.70
92072	07/28/2025	602 Sewer	Insurance & Bonds	Heartman Insurance		956.50

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92072	07/28/2025	603 Solid Waste	Insurance & Bonds	Heartman Insurance		190.10
92073	07/28/2025	101 General	Expert & Professional Services	HeartWaves Creative Well-Being Center		240.00
92074	07/28/2025	101 General	Expert & Professional Services	Herreid & Associates Inc		1,506.25
92075	07/28/2025	101 General	Supplies	Hillyard Inc.-Hutchinson		740.16
92075	07/28/2025	101 General	Supplies	Hillyard Inc.-Hutchinson		681.56
92075	07/28/2025	101 General	Supplies	Hillyard Inc.-Hutchinson		670.53
92076	07/28/2025	605 Utility Line Protection Plan	Protection Plan Services	HomeServe USA Corp		30,600.45
92077	07/28/2025	101 General	Supplies	Horizon Chemical Co., Inc		78.02
92078	07/28/2025	409 Storm Water Capital Projects	Expert & Professional Services	HR Green Inc		5,147.50
92079	07/28/2025	101 General	Rents & Leases	Huber Supply Company Inc.		190.00
92080	07/28/2025	602 Sewer	Supplies	IDEXX Distribution, Inc.		3,641.31
92081	07/28/2025	495 2025 Projects	Cash and Investments	Jensen Excavating & Trucking		283,417.89
92081	07/28/2025	495 2025 Projects	Cash and Investments	Jensen Excavating & Trucking		-283,417.89
92081	07/28/2025	495 2025 Projects	Improvements Other Than Bldgs	Jensen Excavating & Trucking		283,417.89
92082	07/28/2025	602 Sewer	Vehicle and Equipment Repairs	Jim & Dudes Plumbing & Heating, Inc.		8,070.00
92082	07/28/2025	234 Blight/Hazardous Mitigation	Hazard Prop Removal-Assessed	Jim & Dudes Plumbing & Heating, Inc.		945.53
92082	07/28/2025	101 General	Supplies	Jim & Dudes Plumbing & Heating, Inc.		6.68
92082	07/28/2025	602 Sewer	Supplies	Jim & Dudes Plumbing & Heating, Inc.		25.98
92083	07/28/2025	601 Water	Vehicle and Equipment Repairs	Johnson Heating & Air Conditioning		3,034.66
92084	07/28/2025	412 Recreation Facilities Project	Building & Improvements	Jacob Koeppen		7,335.00
92085	07/28/2025	602 Sewer	Expert & Professional Services	L & M Boiler Systems, Inc		258.60
92086	07/28/2025	101 General	Vehicle/Equipment Parts	Lawson Products Inc		96.35
92086	07/28/2025	101 General	Supplies	Lawson Products Inc		596.55
92086	07/28/2025	101 General	Furniture, Equipment & Tools	Lawson Products Inc		56.97
92086	07/28/2025	101 General	Supplies	Lawson Products Inc		-596.55
92087	07/28/2025	601 Water	Supplies	Locators and Supplies, Inc.		420.54
92088	07/28/2025	101 General	Vehicle and Equipment Repairs	Markquart Chevrolet of Albert Lea LLC		1,859.29
92089	07/28/2025	101 General	Expert & Professional Services	MCHS - Albert Lea and Austin		81.00
92089	07/28/2025	101 General	Expert & Professional Services	MCHS - Albert Lea and Austin		88.00
92089	07/28/2025	101 General	Expert & Professional Services	MCHS - Albert Lea and Austin		363.00
92090	07/28/2025	101 General	Safety Equipment	MES I Acquisition Inc		123.09
92090	07/28/2025	101 General	Safety Equipment	MES I Acquisition Inc		135.53
92091	07/28/2025	101 General	Building Maintenance	Minnesota Elevator Inc		75.34
92091	07/28/2025	101 General	Building Maintenance	Minnesota Elevator Inc		105.44
92091	07/28/2025	230 Economic Development	Building Maintenance	Minnesota Elevator Inc		60.28
92092	07/28/2025	101 General	Gas Utilities	Minnesota Energy Resources		18.81
92092	07/28/2025	101 General	Gas Utilities	Minnesota Energy Resources		84.91
92092	07/28/2025	101 General	Gas Utilities	Minnesota Energy Resources		18.81
92092	07/28/2025	101 General	Gas Utilities	Minnesota Energy Resources		63.07
92093	07/28/2025	225 Airport	Dues & Subscriptions	Minnesota Pollution Control Agency		400.00
92093	07/28/2025	602 Sewer	Dues & Subscriptions	Minnesota Pollution Control Agency		400.00
92093	07/28/2025	603 Solid Waste	Dues & Subscriptions	Minnesota Pollution Control Agency		400.00
92093	07/28/2025	602 Sewer	Dues & Subscriptions	Minnesota Pollution Control Agency		14,350.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92094	07/28/2025	101 General	Towing/Police Reports	Benito Moctezuma-Romero		10.00
92095	07/28/2025	701 CG - Vehicle & Equip Capital	Vehicles	Motorola Solutions, Inc.		37.80
92095	07/28/2025	251 Police Capital Fund	Office Equipment & Furniture	Motorola Solutions, Inc.		200.00
92096	07/28/2025	101 General	Furniture, Equipment & Tools	Logan Noess		678.00
92097	07/28/2025	101 General	Vehicle/Equipment Parts	North Central International		6.86
92098	07/28/2025	101 General	Furniture, Equipment & Tools	Northstar Powersports & Marine		60.04
92099	07/28/2025	436 District 5-27 Marketplace	TIF - PayGo Payment	Northwest Development Group LLC		16,538.60
92100	07/28/2025	101 General	Expert & Professional Services	Office of MN IT Services-Accts. Rec.		55.65
92100	07/28/2025	101 General	Expert & Professional Services	Office of MN IT Services-Accts. Rec.		5.25
92101	07/28/2025	101 General	Building Repair Supplies	Overhead Door Company of Albert Lea		150.48
92102	07/28/2025	101 General	Building Maintenance	Plunkett's Pest Control Inc		96.08
92103	07/28/2025	602 Sewer	Veh/Equipment Supplies/Parts	Pollard Water		253.74
92104	07/28/2025	101 General	Vehicle and Equipment Repairs	Pomp's Tire Service Inc		57.24
92105	07/28/2025	101 General	Vehicle and Equipment Repairs	R & R Truck Repair Inc		219.00
92105	07/28/2025	101 General	Vehicle and Equipment Repairs	R & R Truck Repair Inc		430.60
92105	07/28/2025	101 General	Vehicle and Equipment Repairs	R & R Truck Repair Inc		501.45
92105	07/28/2025	101 General	Vehicle and Equipment Repairs	R & R Truck Repair Inc		539.95
92106	07/28/2025	101 General	Supplies	School Specialty		37.97
92107	07/28/2025	101 General	Dues & Subscriptions	Serving The American Rinks		350.00
92108	07/28/2025	101 General	Building Repair Supplies	Sherwin-Williams		157.48
92109	07/28/2025	101 General	Expert & Professional Services	Short Elliott Hendrickson Inc.		1,713.57
92110	07/28/2025	210 Senior Center	Rents & Leases	Skyline Plaza Associates		4,100.00
92111	07/28/2025	431 District 5-24 St John's Housin	TIF - PAYG Payment	St. Johns Lutheran Home of Albert Lea		51,907.01
92112	07/28/2025	101 General	Unemployment	State of MN Dept of Empl. & Econ. Dev.		278.22
92113	07/28/2025	101 General	Furniture, Equipment & Tools	Stop Stick, Ltd.		549.00
92114	07/28/2025	101 General	Uniforms	Streicher's		11.99
92114	07/28/2025	101 General	Uniforms	Streicher's		23.98
92114	07/28/2025	101 General	Uniforms	Streicher's		21.99
92114	07/28/2025	101 General	Uniforms	Streicher's		21.99
92114	07/28/2025	101 General	Supplies	Streicher's		3,025.95
92115	07/28/2025	601 Water	Expert & Professional Services	Szymanski's S.I. Inc		175.00
92116	07/28/2025	101 General	Supplies	Szymanski's S.I.Inc		41.81
92117	07/28/2025	101 General	Periodicals & Magazines	Taunton Press		94.95
92118	07/28/2025	101 General	Periodicals & Magazines	The Wall Street Journal		812.93
92119	07/28/2025	602 Sewer	Vehicle and Equipment Repairs	Thompson Electric		7,777.00
92120	07/28/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		342.75
92120	07/28/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		183.32
92120	07/28/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		25.30
92120	07/28/2025	101 General	Refuse Disposal	Thompson Sanitation, Inc.		292.68
92121	07/28/2025	101 General	Supplies	TKK Electronics, LLC		293.93
92122	07/28/2025	101 General	Hot Spots	T-Mobile		1,289.03
92123	07/28/2025	101 General	Supplies	Total Glass-Lock Inc		4.50
92124	07/28/2025	101 General	Vehicle/Equipment Parts	Trail's Travel Center		30.19

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
92125	07/28/2025	101 General	Prepaid Postage	United States Postal Service		1,000.00
92126	07/28/2025	101 General	Expert & Professional Services	UpTown Sound Music & Light Show		100.00
92127	07/28/2025	406 Building Imp/Maintenance	Machinery & Equipment	Viking Automatic Sprinkler Company		12,305.00
92128	07/28/2025	437 District 5-28 Vortex Cold Stor	TIF - PayGo Payment	Vortex Cold Storage LLC		219,676.29
92129	07/28/2025	101 General	Uniforms	Kelly Wangsness		121.00
92129	07/28/2025	101 General	Supplies	Kelly Wangsness		75.52
92130	07/28/2025	601 Water	Expert & Professional Services	Westrum Leak Detection Inc		7,000.00
92131	07/28/2025	601 Water	Supplies	Winsupply Albert Lea MN Co		135.26
92132	07/28/2025	101 General	Vehicle/Equipment Parts	Ziegler Inc		165.96
Report Total:						2,461,414.50