Pursuant to the due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on December 18, 2023. Mayor Carlson called the meeting to order at 7:00 p.m., asking everyone to join the Pledge of Allegiance. The following were present for roll call: Council Members Steiner, Oachs, Peterson, Whitlock, City Administrator McCann, Finance Director Ryan, Community Development Director Fischer, Public Works Director Arnold, and Administrative Services Manager-City Clerk Van Genderen.

Approval of Agenda

Council Member Steiner moved, seconded by Council Member Whitlock, to approve the agenda as presented. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Approval of Council Minutes from December 4, 2023, Council Meeting.

Council Member Whitlock moved, seconded by Council Member Oachs, to approve the December 4, 2023, Council Meeting Minutes. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Public Hearing, 7 pm Consider Ordinance Regulating the Use of the City of North Mankato Compost Site.

City Administrator McCann reported the ordinance would define who can use the compost site. Use of the site would be limited to residents of North Mankato, with provisions created for those who are assisting family members or friends, but would allow staff to verify the use of the compost site and prohibit commercial use.

With no one appearing before the City Council, the Mayor closed the Public Hearing.

Public Hearing, 7 pm to Consider an Application to the Minnesota Department of Employment and Economic Development for a Grant Under the Minnesota Investment Fund (MIF) Program.

Community Development Director Fischer reported that Kato Engineering is seeking State Funding from DEED to purchase equipment. Kato Engineering is pursuing the purchase of 7 million dollars of equipment, which would create 42 new jobs. The request is for a $300,000 deferred loan. The City will act as the sponsor and a pass-through for the funds.

With no one appearing before the City Council, the Mayor closed the Public Hearing.

Public Hearing, 7 pm on the Stormwater and Annual Stormwater Pollution Prevention Program Review.

City Engineer Sarff reported that the Minnesota Pollution Control Agency (MPCA) administers the federal Clean Water Act requirements in addition to its own State Disposal System requirements. At the MPCA, the Stormwater Program includes three general stormwater permits, including the Municipal Separate Storm Sewer System (MS4) Permit. The MS4 Permit is designed to reduce the amount of sediment and pollution that enters surface and ground water from storm sewer systems to the maximum extent practicable. Because the City of North Mankato has a population greater than 10,000, it must comply with the MS4 permit requirements.

The City's MS4 permit requires the City to develop and maintain a stormwater pollution prevention program (SWPPP) that incorporates best management practices. The City is tasked with meeting six Minimum Control Measures: Public Education and Outreach on Stormwater Impacts, Public Participation and Involvement, Illicit Discharge Detection and Elimination, Construction Site

Stormwater Runoff Control, Post Construction Stormwater Management, and Pollution Control and Good Housekeeping for Municipal Operations. The tasks are an ongoing effort.

Tom Hagen, 927 Lake Street, appeared before Council and noted that with heavy rains, the houses on the bluff above his property distribute a lot of rainwater onto the bluff, causing mud on Lake Street. He requested consideration be made to see if the rainwater could be directed to the storm sewers.

City Administrator McCann reported the recommendation is to pipe the water to the ravine. City Engineer Sarff reported that the older houses located above Mr. Hagen's property were built too low to have the stormwater directed into the storm sewer in front of the property. The newer subdivisions require water to be directed into the storm sewer, but the older developments are challenging.

Public Comments

Barb Church, 102 Wheeler Avenue, appeared before the Council and requested clarification on whether the redlined document showing the changes to the permits and fees showed the changes from 2023 to 2024 for the permit and fees. Administrative Services Manager Van Genderen stated yes. She also requested clarification on if the Executive Committee was what used to be called the Personnel Committee. It was clarified that it was, and they are considering renaming the committee to its previous name, Personnel Committee, to help clarify what the committee does.

Consent Agenda

Council Member Whitlock moved, seconded by Council Member Peterson, to approve the Consent Agenda.

A. Bills and Appropriations.
B. Res. No. 81-23 Accepting Donations/Contributions/Grants.
C. Res. No. 82-23 Setting Fees and Charges.
D. Authorized the City Administrator to Execute the Labor Agreement and MOU between the City of North Mankato and North Mankato Police Officers Local #305 for January 1, 2024 -December 31, 2025.
E. Approved Renewal of Big Dog Sports Bar LLC, 1712 Commerce Drive, On-Sale Intoxicating Liquor License, Soft Drink, Sunday On-Sale, and Mechanical Amusement Device for January 1, 2024-December 31, 2024.
F. Approved Renewal for Speedway LLC, 201 Webster Avenue, 3.2% Off-Sale Liquor License, Cigarette License, and Soft Drink License for January 1, 2024-December 31, 2024.
G. Approved a 3.2% Off-Sale Liquor License for Andy's Mini-Mart at 1711 Lor Ray Drive for January 1, 2024-December 31, 2024.
H. Approved the Event and Audio Permit for Schell's Buddy Carry on January 27, 2024, from 12 noon to 4 pm at Spring Lake Park.
I. Approved the 2024 Library Purchase of Services Contract Between Nicollet County and the City of North Mankato.
J. Approved the 2024 Bookmobile Purchase of Services Contract Between Nicollet County and the City of North Mankato.
K. Accepted and Implemented December 14, 2023, Traffic and Safety Recommendations.
L. Res. No. 92-23 Approving Committee Assignments.

Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Business Items

Res. No. 83-23 Approving 2023 Tax Levy Collectible in 2024.

Finance Director Ryan reported the levy is a 12.93% increase with a 1.5% tax rate increase. City Administrator McCann noted this is the culmination of 5 months of budget review and work.

Council Member Steiner moved, seconded by Council Member Oachs, to Approve the 2023 Tax Levy Collectible in 2024. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Res. No. 84-23 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2024.

Finance Director Ryan reviewed the General Fund Expenditures, which are budgeted for $10,363,177; and the Auxiliary Funds which are budgeted for $21,882,360 with a total expenditure budget overall funds of $32,245,537. City Administrator McCann noted that the budget books have been provided to the Council and are available online, and a printed copy can be viewed at the Library. The Council is adopting the full budget, but this is a one-page summary for review purposes.

Council Member Peterson moved, seconded by Council Member Steiner, to Adopt Res. No. 84-23 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2024. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Res. No. 85-23 Approving the Capital Improvement Plan 2024-2028.

Finance Director Ryan reported the items in the Capital Improvement Plan for 2024 are being adopted into the budget, and items in 2025-2028 will be approved in the upcoming years, but it provides a financial forecast.

Council Member Oachs moved, seconded by Council Member Peterson, to Adopt Res. No. 85-23 Approving the Capital Improvement Plan 2024-2028. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Ordinance No. 165 Regulating the Use of the City of North Mankato Compost Site.

Public Works Director Arnold reported the public hearing was held earlier in the meeting. The purpose of the ordinance is to codify who is authorized to use the site and provide additional control over the site.

Council Member Steiner moved, seconded by Council Member Oachs, to Adopt Ordinance No. 165 Regulating the Use of the City of North Mankato Compost Site. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Res. No. 86-23 Regarding the Minnesota Investment Program.

Community Development Director Fischer reported Kato Engineering is seeking funding from the Minnesota Investment Program, and the City of North Mankato is sponsoring the application and funding.

Council Member Oachs moved, seconded by Council Member Whitlock, to Adopt Res. No. 86-23 Regarding the Minnesota Investment Program. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Res. No. 87-23 Regarding the Support of a Job Creation Fund Application in Connection with Kato Engineering, Inc.

Community Development Director Fischer reported Kato Engineering is also applying for a Job Creation Fund Application (JCFA). The City will sponsor the application and channel the money from the State to the company. Kato Engineering is eligible for up to $175,000 and will create 42 new jobs with an average wage of $26.00 an hour.

Council Member Steiner moved, seconded by Council Member Whitlock, to Adopt Res. No. 87-23 Regarding the Support of a Job Creation Fund Application in Connection with Kato Engineering, Inc. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Res. No. 88-23 Setting Rates and Charges for Water Fees.

Finance Director Ryan reported the base water rate will increase by $0.50; the increase will be used to help fund door repairs at Water Plant 2 and the repair of Well No. 8.

Council Member Whitlock moved, seconded by Council Member Peterson, to Adopt Res. No. 88-23 Setting Rates and Charges for Water Fees. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Res. No. 89-23 Setting Rates and Charges for Storm Water Fees.

Finance Director Ryan reported that the base rate will increase by $0.75, which will help fund the new MS4 staff member and repairs to the Lake Street flood station and the main lift station.

Council Member Peterson moved, seconded by Council Member Whitlock, to Adopt Res. No. 89-23 Setting Rates and Charges for Storm Water Fees. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Res. No. 90-23 Setting Rates and Charges for Solid Waste.

Finance Director Ryan reported that the base rate will increase by $0.75, which will assist with obtaining a gate system for the compost site; the West Central Sanitation Contract increases and will increase the overall fund balance as it has decreased.

Council Member Whitlock moved, seconded by Council Member Steiner, to Adopt Res. No. 90-23 Setting Rates and Charges for Solid Waste. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Res. No. 91-23 Setting a Public Hearing on the Proposed Vacation of Right of Way.

Community Development Director Fischer reported that the City owns property at the west end of Howard Drive adjacent to Timpte. The property was plated for the 41-interchange project. A portion of the right of way is not needed by the City. The City is requesting the vacation of a portion of that right of way. Once the right of way is vacated, the Port Authority would consider selling the property to Timpte, who would benefit from the property and help accommodate expansion.

Council Member Steiner moved, seconded by Council Member Oachs, to Adopt Res. No. 91-23 Setting a Public Hearing on the Proposed Vacation of Right of Way. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Receive and Review a Memorandum of Agreement Concerning One Watershed One Plan Minnesota River-Mankato Watershed Planning.

Public Works Director Arnold reported the packet contains a draft Memorandum of Agreement for Council review. The City plans to review and return the memorandum by the end of December. City Council can provide comments to City staff by email.

Res. No. 93-23 Adopting Part 1 and Part 4 of the Mankato/North Mankato Area Planning Organization (MAPO) Americans with Disabilities Act (ADA) Transition Plan and Inventory for Public Rights-of-Way.

City Planner Lassonde appeared before the City Council and stated the draft ADA plan update was discussed at the December 4, 2023, Council Meeting and MAPO has finalized any changes, and the plan is available for adoption. The resolution specified the sections that pertain to the City of North Mankato.

Council Member Steiner moved, seconded by Council Member Oachs, to adopt Res. No. 93-23 Adopting Part 1 and Part 4 of the Mankato/North Mankato Area Planning Organization (MAPO) Americans with Disabilities Act (ADA) Transition Plan and Inventory for Public Rights-of-Way. Vote on the motion Whitlock, Steiner, Peterson, Oachs, and Carlson, aye, no nays. Motion carried.

Open Forum
None.

City Administrator and Staff Comments

Administrative Services Manager Van Genderen reported a meeting with Nicollet County concerning the 2024 Presidential Nomination Primary, and she invited residents to become election judges for 2024.

Public Works Director Arnold reported the City has purchased 21 vehicles, with eight arriving in January and additional throughout the year.

City Administrator McCann invited everyone to go out and take the Hometown Holiday Lights tour; maps are available online, at the library, and at City Hall.

City Administrator McCann reported that babysitter training will occur on Wednesday, December 27, 2023, from 9:30 am to 3:30 pm at the Spring Lake Park Warming House. Registration is available online.

City Administrator McCann reported the Library and City Hall will be closed on December 25th and 26th in observance of Christmas, garbage and recycling will be closed on December 25th, so all pick up dates will be moved back one day. The Library and City Hall will be closed on January 1, 2024, and garbage and recycling will be closed on January 1, 2024, so all pickup dates will be moved back one day.

Mayor and Council Comments

Council Member Oachs reported the ASA Board met and received an update on the progress of the upgrades.

Council Member Peterson stated he had appreciated the year in office and wished everyone Happy Holidays.

Council Member Steiner thanked staff for the work on the budget and indicated he was looking forward to the new year.

Council Member Whitlock wished everyone a Merry Christmas.

Mayor Carlson thanked everyone for their work and support through his first year in office and stated he is working on starting a podcast.

At 7:40 p.m., on a motion by Council Member Steiner, seconded by Council Member Oachs, the Council Meeting was adjourned.

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Mayor

_____
City Clerk