

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Council Chambers of the Municipal Building on July 5, 2011. Mayor Dehen called the meeting to order at 6 p.m. The following were present for the meeting: Mayor Dehen, Council Members Steiner, Norland, Schindle and Freyberg, Administrator Sande, Finance Director Mork, and City Clerk Gehrke.

Possible Mankato/North Mankato Area Athletic Facility Commission

Administrator Sande presented background information concerning Minnesota Amateur Sports Commissions from other areas in the State and a proposed organizational chart of the sports organizations who would potentially be a part of the Mankato/North Mankato Athletic Facility Commission. Council Member Schindle reported the All Seasons Arena Board discussed expanding the ASA Board's function to include other sports in an effort to secure grants and funding for athletic facilities in the area. Joan Eisenreich, Community Education and Recreation Department, appeared before the Council and reported the intention of the proposed Athletic Facility Commission is to bring the entire community together in an effort to serve the greatest need for athletic facilities. The Council discussed the need to speak with the Nicollet County Board of Commissioners and representatives from Eagle Lake and Madison Lake regarding participation. Commissioner Schindle reported that in other areas of the State the business communities are involved in the funding of the athletic facilities. Administrator Sande reported the City is actively working with several sports groups at the present time regarding the plans for soccer, softball and ice facilities. Council Member Freyberg reported that lack of ice time is a common issue and the Council discussed the lack of a competitive swimming pool. Council Member Schindle will bring this item to the upcoming Council meeting requesting the Council grant the ASA Board permission to make contact with other governmental and business enterprises regarding formation of a Mankato/North Mankato Area Athletic Facility Commission.

There being no further business, the Council workshop was adjourned at 6:37 p.m.

Mayor

City Clerk

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on July 5, 2011. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting, Mayor Dehen, Council Members Steiner, Norland, Schindle and Freyberg, City Administrator Sande, Finance Director Mork, City Clerk Gehrke and Attorney Kennedy. Absent: Engineer Malm and Planner Fischer.

Approval of Minutes

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of June 20, 2011. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.

Correspondence**Letter from Tim Hayes, Director of Blue Earth County Library**

Mayor Dehen presented a letter from Tim Hayes, Director of the Blue Earth County Library, announcing Blue Earth County is no longer able to fund multiple bookmobile stops within each community. Beginning September 1, 2011, bookmobile service to Amboy, Good Thunder, Garden City, Vernon Center, Pemberton, Madison Lake and St. Clair will be limited to a central location within those communities. North Mankato Taylor Library Director Lucy Lowry was in attendance and addressed the Council. She reported there is a waiting list for bookmobile stops in Nicollet County and recommended changing the three-week schedule of bookmobile stops to a two-week schedule and adding the stops on the waiting list to fill out the bookmobile schedule. She added that one of the primary concerns is the Head Start Programs and asked if bookmobile service could be considered for Head Start. **Council Member Schindle moved, seconded by Council Member Steiner, to approve changing the bookmobile stops to a two-week schedule, including the Nicollet County stops on the waiting list and to fund the Head Start stops. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Letter from Twins Community Fund Awarding 2011 Youth Baseball and Softball Tournament Grant

Mayor Dehen presented a letter from the Twins Community Fund announcing the award of a 2011 Youth Baseball & Softball Tournament Grant in the amount of \$1,000 for the ASA Softball Boys Fastpitch Tournament.

Public Hearing, 7 p.m. – Proposal to Establish Tax Increment Financing District IDD No. 1-22

The Mayor opened the public hearing to consider the proposal to establish Tax Increment Financing District IDD No. 1-22. A Notice of Public Hearing was published in the official newspaper and notices were given to Nicollet County and School District No. 77. The Affidavit of Publication is included in the packet. Ed Tschida, Advance Resources for Development, appeared before the Council and presented background information reporting Lindsay Window and Door propose to construct a 20,000 square foot addition to their manufacturing facility on Commerce Lane with construction commencing in 2011. He reported this is a 9-year pay-as-you-go economic development tax increment financing plan and will create a minimum of 15 new full-time jobs within the first two years after completion. John Roise, Lindsay Window and Door, appeared before the Council and reported although they have locations in Albert Lea, Missouri, Chicago and San Diego, North Mankato is their home and the reason they wish to expand at this location. He reported windows and doors will be manufactured at the North Mankato location and sold in Missouri and Chicago. Phil Henry, 1300 Noretta Drive and Kim Spears, 916 South Avenue, appeared before the Council to express their

disapproval of tax increment financing for this project. With no one else appearing before the Council, the Mayor closed this portion of the meeting.

Res. No. 35-11 Approving Tax Increment Financing District IDD No. 1-22 Plan

Council Member Schindle moved, seconded by Council Member Steiner, to adopt Resolution No. 35-11 Approving Tax Increment Financing District IDD No. 1-22 Plan. Vote on the Resolution: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.

Open the Meeting to the Public for the First Time

The Mayor opened the meeting to the public for the first time with no one appearing.

Nicollet County Board Actions

Administrator Sande reported the Nicollet County Board of Commissioners met on June 28, 2011 and considered the request of the North Mankato Port Authority to waive the 30-day notification requirement for the hearing on the establishment of TIF District IDD No. 1-22. In response to questions raised at this meeting about the 30-day County notification requirement, Administrator Sande responded that waiving the 30-day notification requirement on the Lindsay Window and Door Project affords the building contractor as many construction days as possible before the end of the construction season.

Staff Reports

City Administrator

2011 Sealcoat List

Administrator Sande presented the list of streets that are scheduled for sealcoating in 2011 as part of the seven-year street maintenance rotation. He reported that notice would go out to the public prior to sealcoating of the streets.

Agreement between City of North Mankato and City of Mankato for Transit Services

Administrator Sande presented a letter from Mark Knoff, Director of Public Works at the City of Mankato, regarding transit service. In order to ensure transit funding for 2012, MnDOT's Office of Transportation is requiring a signed service agreement prior to July 31, 2011. He reported transit service is one of the items previously considered as a possible budget reduction. Due to State budget uncertainties, the Council requested this item be moved to the July 18, 2011 Council meeting.

Res. No. 36-11 Declaring Surplus Equipment

Administrator Sande reported the Fire Chief has recommended removal of the 1975 Howe Fire Truck from active service with the Fire Department. The Fire Chief has contacted personnel at South Central College and they are interested in obtaining the truck for fire training purposes. **Council Member Steiner moved, seconded by Council Member Norland to adopt Resolution No. 36-11 Declaring Surplus Equipment authorizing donation of the 1975 Howe Fire Truck to South Central College and requesting a \$5,000 training credit from SCC. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Fun Days Schedule

Administrator Sande presented the Fun Days Schedule noting the Kiddie Parade begins at 6:15 p.m. on Friday, July 8, 2011 and the grand parade begins at 11 a.m. on Saturday, July 9, 2011. Donations are being accepted along the parade route for the Echo Food Shelf.

City Clerk**Large Group Permit for Mankato Clinic Company Picnic, Wheeler Park**

Clerk Gehrke presented an application for a large group permit for Mankato Clinic to hold their company picnic at Wheeler Park from 5:30 p.m. to 9 p.m. on Friday, August 5, 2011. **Council Member Norland moved, seconded by Council Member Schindle, to approve the large group permit for Mankato Clinic to hold their company picnic at Wheeler Park from 5:30 p.m. to 9 p.m. on Friday, August 5, 2011 at Wheeler Park. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Audio and Large Group Permit for Crossview Covenant Church Picnic, Spring Lake Park

Clerk Gehrke presented an application for an audio and large group permit for Crossview Covenant Church to hold their church picnic on Sunday, September 18, 2011 from 8 a.m. to 6 p.m. **Council Member Norland moved, seconded by Council Member Schindle, to approve the audio and large group permit for the Crossview Covenant Church picnic to be held at Spring Lake Park from 8 a.m. to 6 p.m. on Sunday, September 18, 2011. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Audio and Large Group Permit for Rosenberg Wedding, Spring Lake Park

Clerk Gehrke presented an application for an audio and large group permit for the Rosenberg wedding to be held at Spring Lake Park on the Thompson Pier from 1 p.m. to 4 p.m. on Saturday, October 15, 2011. **Council Member Schindle moved, seconded by Council Member Norland, to approve the audio and large group permit for the Rosenberg wedding to be held at Spring Lake Park on the Thompson Pier from 1 p.m. to 4 p.m. on Saturday, October 15, 2011. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Audio and Large Group Permit for MTU On-Site Energy Company Picnic, Spring Lake Park

Clerk Gehrke presented an application for an audio and large group permit for MTU On-Site Energy to hold their company picnic at Spring Lake Park from 12 noon to 10 p.m. on Friday, August 19, 2011. **Council Member Norland moved, seconded by Council Member Steiner, to approve the audio and large group permit for the MTU On-Site Energy company picnic to be held at Spring Lake Park from 12 noon to 10 p.m. on Friday, August 19, 2011. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Finance Director**2012 Budget Calendar**

Finance Director Mork presented the 2012 Budget Calendar detailing the Council Budget Workshops to be held starting August 1, 2011 at 6 p.m. with the Department Heads. Finance Director Mork reported he will distribute the budget worksheets and capital improvement worksheets to all Department Heads once the Budget Calendar is approved. He reported September 15th is the deadline to certify the proposed tax levy to the County Auditor and December 28th is the deadline to certify the final levy to the County Auditor. **Council Member Freyberg moved, seconded by Council Member Schindle, to approve the 2012 Budget Calendar. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

City Attorney**Proposed Pawn Shop Regulations and Licensing**

Attorney Kennedy presented the proposed pawn shop regulations and licensing requirements which have been fashioned in part from the Minnesota Statutes and the City of Mankato ordinance for pawn shops. He reviewed the provisions regarding charges for background checks and fees for

transactions. Discussion was held about what constitutes a reportable transaction and the number of law enforcement hours required to ensure compliance. Administrator Sande reported that public hearings have been scheduled for 7 p.m. on Monday, July 18, 2011. The first public hearing is to consider amending the North Mankato City Code to include the pawn shop regulations and licensing. The second public hearing is to consider amending the North Mankato City Code to allow pawn shops to be located in the Central Business District as a conditional use. Attorney Kennedy reported that after the public hearing, an ordinance will be presented to adopt the pawn shop regulations and licensing.

Report from Council Members

Council Member Norland

Council Member Norland presented information from the Southern Minnesota Initiative Foundation outlining grants of up to \$20,000 available to support collaborative projects or programs in early childhood and economic development areas. Applications for this grant are due August 30, 2011 with awards announced October 28, 2011. The focus of the grants is early childhood and economic development issues SMIF believes are critical to the long-term vitality of the region and are designed to support projects and involve collaboration and achieve sustainable, measurable results, specifically opportunities for young children to thrive, partnerships to grow local entrepreneurs and partnerships to grow bioscience businesses. SMIF Incentive Grant Guidelines and Applications can be found at <http://smifoundation.org/applications.php>

Council Member Schindle

Possible Mankato/North Mankato Area Athletic Facility Commission

Council Member Schindle referenced the Council Workshop held at 6 p.m. on Tuesday, July 5, 2011 where discussion was held regarding area sports facilities and working with the All Seasons Arena Board to begin discussions about a Mankato/North Mankato Athletic Facility Commission. **Council Member Schindle moved, seconded by Council Member Steiner, to authorize Council Member Schindle to work with governmental units through the All Seasons Arena Board regarding an area athletic facility commission. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Council Member Freyberg

Funding of SBDC

Council Member Freyberg reviewed the previous discussions held by the City Council and Port Authority regarding the funding of the Small Business Development Center. He expressed his concern to Mayor Dehen that Mike Nolan of the Small Business Development Center came before the Council at their June 20, 2011 meeting without being listed on the agenda. Mayor Dehen stated he did not believe a procedural error was made in allowing Mr. Nolan to appear before the Council since the decision had been made to fund the SBDC with Port Authority Funds and/or Community Development Funds. Council Member Freyberg reported he reviewed the Council meeting minutes of May 2, 2011 as they relate to this topic and believes the minutes did not accurately reflect the discussion. Council Member Freyberg respectfully requested for an addendum to the agenda when items are added. **Council Member Freyberg moved, seconded by Council Member Norland, to modify the standard Council agenda to include as Item 5 – Approve Agenda. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.**

Council Member Freyberg requested a breakdown of the costs for Caswell Fields 7 and 8 and the proposed sheet of ice. Administrator Sande reported this information will be presented as part of the first budget meeting.

Report from the Mayor

The Mayor offered condolences to the family of Don Benson, long-time North Mankato Fire Chief, who passed away on July 4, 2011.

The Mayor reported Fire Chief Pohlman has a 1925 picture of firefighters and is asking any firefighters from this era to help identify the names of those pictured.

The Mayor reported at their meeting of July 5, 2011, the Port Authority Commission approved a Central Business District grant for American Legion Post 518 to make improvements to their building at 256 Belgrade Avenue.

The Mayor reported the next "Coffee with the Council" is scheduled to be held at Spinner's Bar and Grill from 10 a.m. to 11 a.m. on Saturday, July 16, 2011.

Open the Meeting to the Public for the Second Time

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and thanked Council Member Freyberg for requesting staff to ask South Central College for a training credit of \$5,000, stated he believes supporting the transit service directly competes with taxi and charitable transit service and stated the cost for enforcing regulations for pawn shops is an obligation of the government.

Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and voiced his concern about the appearance of Mike Nolan of the Small Business Development Center at the June 20, 2011 meeting since this item was not listed on the agenda.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amounts of \$63,233.73 and \$725,232.99. Vote on the motion: Steiner, Norland, Schindle, Freyberg and Dehen, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 8:32 p.m.

Mayor

City Clerk

Dear Lucy,

On behalf of Minnesota Valley Action Council's Head Start families and staff, I want to express our great appreciation for your decision to continue the Bookmobile Service to our Head Start families. The Bookmobile is a greatly anticipated activity in the children's schedule. For many families, these are the only books that are read in their home. Thank you for continuing to help us in serving families in need.

Sincerely, Michelle Scott Education Adviser

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8A	Dept: Admin.	Council Meeting Date: 7/18/11
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TITLE OF ISSUE: Public Hearing - Consider Amending North Mankato City Code, Title XI, Business Regulations and Licensing

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is an ordinance which would regulate future pawn shops in B-3 Zoning Districts.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Ord. No. 39

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye Nay

		Norland
		Schindle
		Freyberg
		Steiner
		Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Other (specify) _____

Notice of Hearing

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐ Refer to: _____

☐ Table until: _____

☐ Other: _____

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.
County of Blue Earth

James P. Santori, being duly sworn, on oath says that he is the publisher or authorized agent and employee of the publisher of the newspaper known as The Free Press and The Land, and has full knowledge of the facts which are stated below:

(A) The newspaper has complied with all of the requirements constituting qualification as a legal newspaper, as provided by Minnesota Statute 331.02, 331.06, and other applicable laws, as amended.

(B) The printed _____ Notice _____

which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Monday, the 4 day of July, 2011, and was thereafter printed and published on every Monday to and including Monday, the 4 day of July, 2011; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

abcdefghijklmnopqrstuvwxyz

By: _____

Publisher

Subscribed and sworn to before me on this 4 day of July, 2011.

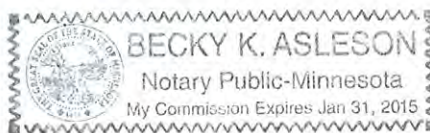
Becky K. Asleson
Notary Public

July 4, 2011
NOTICE OF PUBLIC HEARING
CITY OF NORTH MANKATO
COUNTY OF NICOLLET
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the North Mankato City Council will hold a public hearing on Monday, July 18, 2011, at a meeting of the City Council beginning at approximately 7:00 p.m., at the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, to consider amending the North Mankato City Code, Title XI, Business Regulations, Chapter 110, General Business Regulations and Licensing, adding Section 110.27 to govern the use of services provided by pawnbrokers.

All interested persons may appear at the public hearing and present their views orally or in writing.
Dated this 4th day of July 2011.

BY ORDER OF THE
CITY OF COUNCIL
/s/Nancy Gehrke
Nancy Gehrke, CMC
City Clerk



NOTICE OF PUBLIC HEARING

**CITY OF NORTH MANKATO
COUNTY OF NICOLLET
STATE OF MINNESOTA**

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All interested persons may appear at the public hearing and present their views orally or in writing.

Dated this 4th day of July 2011.

BY ORDER OF THE CITY OF COUNCIL

/s/Nancy Gehrke
Nancy Gehrke, CMC
City Clerk

ORDINANCE NO. 39, FOURTH SERIES

AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA,
AMENDING NORTH MANKATO CITY CODE, TITLE XI, BUSINESS
REGULATIONS, CHAPTER 110, ENTITLED GENERAL BUSINESS
REGULATIONS AND LICENSING

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA,
ORDAINS:

Section 1. North Mankato City Code, Chapter 110 General Business Regulations and Licensing is hereby amended by adding Section 110.27 as follows:

A. *Statement of Policy.* The City Council of the City of North Mankato finds that use of services provided by pawnbrokers provides an opportunity for the commission of crimes and their concealment because pawn businesses have the ability to receive and transfer property stolen by others easily and quickly. The City Council also finds that consumer protection regulation is warranted in transactions involving pawnbrokers. The purpose of this Section is to prevent pawn businesses from being used as facilities for the commission of crimes, and to assure that such businesses comply with basic consumer protection standards, thereby protecting the public health, safety, and general welfare of the citizens of the city.

To help the City of North Mankato better regulate pawn businesses, decrease and stabilize costs associated with the regulation of the pawn industry, and increase identification of criminal activities in the pawn industry through the timely collection and sharing of pawn transaction information, this Section also implements and establishes the required use of the automated pawn system (APS).

(B) *Definitions.* As used herein, unless otherwise indicated, the following terms are defined as follows:

1. "Pawnbroker" means any natural person, partnership or corporation, either as principal, or agent or employee thereof, who loans money on deposit or pledge of personal property, or other valuable thing, or who deals in the purchasing of personal property, or other valuable thing on condition of selling the same back again at a stipulated price, or who loans money secured by chattel mortgage on personal property, taking possession of the property or any part thereof so mortgaged. To the extent that a pawnbroker's business includes buying personal property previously used, rented or leased, or selling it on consignment, the provisions of this Section shall be applicable.
2. "Reportable transaction" means every transaction conducted by a pawnbroker in which merchandise is received through a pawn, purchase, consignment or trade, or in which a pawn is renewed, extended or redeemed, or for which a

unique transaction number or identifier is generated by their point-of-sale software, or an item is confiscated by law enforcement, is reportable except:

(i) The bulk purchase or consignment of new or used merchandise from a merchant, manufacturer or wholesaler having an established permanent place of business, and the retail sale of said merchandise, provided the pawnbroker must maintain a record of such purchase or consignment which describes each item, and must mark each item in a manner which relates it to that transaction record.

(ii) Retail and wholesale sales of merchandise originally received by pawn or purchase, and for which all applicable hold and/or redemption periods have expired.

C. License Required. It is unlawful for any Pawnbroker to engage in business as a Pawnbroker or otherwise portray the person or business as a Pawnbroker unless the Pawnbroker has a valid license authorizing engagement in the business. Any pawn transaction made without benefit of a license is void.

D. License Fees. The annual license fee for each premise licensed is two hundred fifty dollars (\$250.00).

(1) A billable transaction fee shall be established by the City Council and shall reflect the cost of processing transactions and other related regulatory expenses as determined by the City Council. License holders shall be notified in writing thirty (30) days before any increase in this fee is implemented. Billable transaction fees shall be billed monthly and are due and payable within thirty (30) days. Failure to pay the billable transaction fee to the City is a violation of this chapter.

E. Application.

(1) Form. Each application for a license by this Section shall be made at the office of the City Clerk upon such form as may be prescribed and must be completed by every applicant for a new license or for renewal of an existing license.

(2) New manager. When a license holder places a manager in charge of a business, or if the named manager(s) in charge of a licensed business changes, the license holder must complete and submit the appropriate application within fourteen (14) days of the change in managers. This application to change managers must be accompanied with payment of the investigation fee as required by Subd. E (4).

(3) Application execution. All applications for a license under this Section must be signed and sworn to under oath or affirmation by the applicant. If the application is that of a natural person, it must be signed and sworn to by such person; if that of a corporation, by an officer thereof; if that of a partnership, by one of the general partners; and if that of an unincorporated association, by the

manager or managing officer thereof.

(4) Criminal Investigation. Each application for a new license or to change managers, required by the provisions of this Section, submitted by an applicant shall be accompanied by payment of an investigation fee of five hundred dollars (\$500.00), if the investigation process is conducted solely within the State of Minnesota. If the investigation is conducted outside the State of Minnesota, the issuing authority may recover the actual investigation costs not exceeding five thousand dollars (\$5,000.00).

F. *Term.* Each license issued pursuant to the provisions of this section shall expire on the 31st day of December immediately following such issuance.

G. *Records Required.* At the time of any reportable transaction other than renewals, extensions or redemptions, every license holder must immediately record in English the following information by using ink or other indelible medium on forms or in a computerized record approved by the City:

(1) A complete and accurate description of each item including, but not limited to, any trademark, identification number, serial number, model number, brand name, or other identifying mark on such an item.

(2) The purchase price, amount of money loaned upon, or pledged therefore.

(3) The maturity date of the transaction and the amount due, including monthly and annual interest rates and all pawn fees and charges.

(4) Date, time and place the item of property was received by the license holder, and the unique alpha and/or numeric transaction identifier that distinguishes it from all other transactions in the license holder's records.

(5) Full name, current residence address, current residence telephone number, date of birth and accurate description of the person from whom the item of the property was received, including: sex, height, weight, race, color of eyes and color of hair.

(6) The identification number and state of issue from any of the following forms of identification of the seller:

(i) Current valid Minnesota driver's license.

(ii) Current valid Minnesota identification card.

(iii) Current valid photo identification card issued by another state or province of Canada.

- (7) The signature of the person identified in the transaction.
- (8) The license holder must also take a color photograph or color video recording of:
- (i) Each customer involved in a billable transaction.
 - (ii) Every item pawned or sold that does not have a unique serial or identification number permanently engraved or affixed.
 - (iii) If a photograph is taken, it must be at least two (2) inches in length by two (2) inches in width and must be maintained in such a manner that the photograph can be readily matched and correlated with all other records of the transaction to which they relate. Such photographs must be available to the City's Police Chief, or their designee, upon request. The major portion of the photograph must include an identifiable front facial close-up of the person who pawned or sold the item. Items photographed must be accurately depicted. The license holder must inform the person that he or she is being photographed by displaying a sign of sufficient size in a conspicuous place in the premises. If a video photograph is taken, the video camera must zoom in on the person pawning or selling the item so as to include an identifiable close-up of that person's face. Items photographed by video must be accurately depicted. Video photographs must be electronically referenced by time and date so they can be readily matched and correlated with all other records of the transaction to which they relate. The license holder must inform the person that he or she is being videotaped orally and by displaying a sign of sufficient size in a conspicuous place on the premises. The license holder must keep the exposed videotape for three (3) months.
- (9) Digitized photographs. License holders must fulfill the color photograph requirements in Subd. 8 by submitting them as digital images, in a format specified by the issuing authority, electronically cross- referenced to the reportable transaction with which they are associated. Notwithstanding that digital images may be captured from required video recordings, this provision does not alter or amend the requirements in Subd. 8.
- (10) Renewals, extensions and redemptions. For renewals, extensions and redemptions, the license holder shall provide the original transaction identifier, the date of the current transaction, and the type of transaction.
- (11) Inspection of records. The records must at all reasonable times be open to inspection by the City's Police Department. Data entries shall be retained for at least three (3) years from the date of transaction. Entries of required digital images shall be retained a minimum of ninety (90) days.

H. Daily Reports to the Police Department.

(1) The City's Police Department provides license holders with the current version of the Automated Pawn System Interchange File Specification, license holders must submit every reportable transaction to the City's Police Department daily in the following manner:

(i) License holders must provide to the City's Police Department all reportable transaction information by transferring it from their computer to the Automated Pawn System via modem using the current version of the Automated Pawn System Interchange File Specification. All required records must be transmitted completely and accurately after the close of business each day in accordance with standards and procedures established by the City. Any transaction that does not meet the Automated Pawn System Interchange File Specification must be corrected and resubmitted the next business day. The license holder must display a sign of sufficient size, in a conspicuous place in the premises, which informs patrons that all transactions are reported to the City's Police Department daily.

(2) Billable transaction fees. License holders will be charged for each billable transaction reported to the City's Police Department.

(i) If a license holder is unable to successfully transfer the required reports by modem, the license holder must provide the City's Police Department, upon request, printed copies of all reportable transactions along with the video tape(s) for that date, by noon the next business day;

(ii) If the problem is determined to be in the license holder's system and is not corrected by the close of the first business day following the failure, the license holder must continue to provide the required reports as detailed in paragraph (i) above and must be charged a fifty dollar (\$50.00) reporting failure penalty, daily, until the error is corrected; or

(iii) If the problem is determined to be outside the license holder's system, the license holder must continue to provide the required reports in paragraph (i) above and resubmit all such transactions via modem when the error is corrected.

(iv) If a license holder is unable to capture, digitize or transmit the photographs required in Subd. 8, the license holder must immediately take all required photographs with a still camera, cross-reference the photographs to the correct transaction, and make the pictures available to the City's Police Department upon request.

(v) Regardless of the cause or origin of the technical problems that prevented the license holder from uploading their reportable transactions, upon correction of the problem, the license holder shall upload every reportable transaction from every business day the problem had existed.

(vi) Notwithstanding the provisions of Subd. H (2) (i) through (iii) the City's Police Department may, upon presentation of extenuating circumstances, delay the implementation of the daily reporting penalty.

I. *Receipt Required.* Every license holder must provide a receipt to the party identified in every reportable transaction and must maintain a duplicate of that receipt for three (3) years. The receipt must include at least the following information:

- (1) The name, address and telephone number of the licensed business.
- (2) The date and time the item was received by the licensee.
- (3) Whether the item was pawned or sold, or the nature of the transaction.
- (4) An accurate description of each item received including, but not limited to, any trademark, identification number, serial number, model number, brand name, or other identifying mark on such an item.
- (5) The signature or unique identifier of the license holder or employee that conducted the transaction.
- (6) The amount advanced or paid.
- (7) The monthly and annual interest rates, including all pawn fees and charges.
- (8) The last regular day of business by which the item must be redeemed by the pledger without risk that the item will be sold, and the amount necessary to redeem the pawned item on that date.
- (9) The full name, current residence address, current residence telephone number, and date of birth of the pledger or seller.
- (10) The identification number and state of issue from any of the following forms of identification of the seller:
 - (i) Current valid Minnesota driver's license.
 - (ii) Current valid Minnesota identification card.
 - (iii) Current valid photo driver's license or identification card issued by another state or province of Canada.
- (11) Description of the pledger or seller including approximate sex, height, weight, race, color of eyes and color of hair.

(12) The signature of the pledger or seller.

(13) All printed statements as required by state statute 325J.04 subdivision 2, or any other applicable statutes.

J. Redemption Period. Any person pledging, pawning or depositing an item for security must have a minimum of sixty (60) days from the date of that transaction to redeem the item before it may be forfeited and sold. During the sixty (60) day redemption period, items may not be removed from the licensed location except as provided in Subd. Q. License holders are prohibited from redeeming any item to anyone other than the person to whom the receipt was issued or, to any person identified in a written and notarized authorization to redeem the property identified in the receipt, or to a person identified in writing by the pledger at the time of the initial transaction and signed by the pledger, or with approval of the City's Police Department. Written authorization for release of property to persons other than original pledger must be maintained along with original transaction record in accordance with Subd. G.

K. Holding Period. Any item purchased or accepted in trade by a license holder must not be sold or otherwise transferred for thirty (30) days from the date of the transaction. An individual may redeem an item at any time.

L. Police Order to Hold Property.

(1) Investigative hold. Whenever a law enforcement official from any agency notifies a license holder not to sell an item, the item must not be sold or removed from the premises. The investigative hold shall be confirmed in writing by the originating agency within seventy-two (72) hours and will remain in effect for fifteen (15) days from the date of initial notification, or until the investigative order is canceled, or until an order to hold/confiscate is issued, pursuant to Subd. L (2), whichever comes first.

(2) Order to hold. Whenever the City's Police Chief, or their designee, notifies a license holder not to sell an item, the item must not be sold or removed from the licensed premises until authorized to be released by the City's Police Chief or their designee. The order to hold shall expire ninety (90) days from the date it is placed unless the City's Police Chief or their designee determines the hold is still necessary and notifies the license holder in writing.

(3) Order to confiscate. If an item is identified as stolen or evidence in a criminal case, the City's Police Chief or their designee may:

(i) Physically confiscate and remove it from the shop, pursuant to a written order from the City's Police Chief or their designee, or

(ii) Place the item on hold or extend the hold as provided in Subd. L (2), and leave it in the licensed premise.

(iii) When an item is confiscated, the person doing so shall provide identification upon request of the license holder, and shall provide the license holder the name and phone number of the confiscating agency, a contact person, and the case number related to the confiscation.

(iv) When an order to hold/confiscate is no longer necessary, the City's Police Chief or their designee shall so notify the license holder.

M. *Inspection of Items.* At all times during the terms of the license, the license holder must allow law enforcement officials to enter the premises where the licensed business is located, including all off-site storage facilities as authorized in Subd. Q, during normal business hours, except in an emergency, for the purpose of inspecting such premises and inspecting the items, wares, merchandise and records therein to verify compliance with this Section or other applicable laws.

N. *Label required.* License holders must attach a label to every item at the time it is pawned, purchased or received in inventory from any reportable transaction. Permanently recorded on this label must be the number or name that identifies the transaction in the license holder's records, the transaction date, the name of the item and the description or the model and serial number of the item as reported to the City's Police Department, whichever is applicable, and the date the item is out of pawn or can be sold, if applicable. Labels shall not be re-used.

O. *Prohibited Acts.*

(1) No person under the age of eighteen (18) years may pawn or sell or attempt to pawn or sell goods with any licensee, nor may any license holder receive any goods from a person under the age of eighteen (18) years.

(2) No license holder may receive any goods from a person of unsound mind or an intoxicated person.

(3) No license holder may receive any goods, unless the seller presents identification in the form of a valid driver's license, a valid State of Minnesota identification card, or current valid photo driver's license or identification card issued by the state or providence of residency of the person from whom the item was received.

(4) No license holder may receive any item of property that possesses an altered or obliterated serial number or operation identification number or any item of property that has had its serial number removed.

(5) No person may pawn, pledge, sell, consign, leave, or deposit any article of property not their own; nor shall any person pawn, pledge, sell, consign, leave, or deposit the property of another, whether with permission or without; nor shall any

person pawn, pledge, sell, consign, leave, or deposit any article of property in which another has a security interest; with any license holder.

(6) No person seeking to pawn, pledge, sell, consign, leave, or deposit any article of property with any license holder shall give a false or fictitious name; nor give a false date of birth; nor give a false or out of date address of residence or telephone number; nor present a false or altered identification, or the identification of another; to any license holder.

P. Denial, Suspension or Revocation of License. Any license issued under this Section may be denied, suspended or revoked for one or more of the following reasons:

(1) The proposed use does not comply with the any applicable zoning code.

(2) The proposed use does not comply with any health, building, building maintenance or other provisions of the North Mankato City Code or state law.

(3) The applicant or license holder has failed to comply with one or more provisions of this Section.

(4) The applicant is not a citizen of the United States or a resident alien, or upon whom it is impractical or impossible to conduct an investigation due to the unavailability of information.

(5) The applicant has been convicted of a felony.

(6) Fraud, misrepresentation or bribery in securing or renewing a license.

(7) Fraud, misrepresentation or false statements made in the application and investigation for, or in the course of, the applicant's business.

(8) Violation within the preceding five (5) years, of any law relating to theft, damage or trespass to property, sale of a controlled substance, or operation of a business.

(9) The owner of the premises licensed or to be licensed would not qualify for a license under the terms of this Section.

Q. Business at Only One Location. A license under this chapter authorizes the license holder to carry on its business only at the permanent place of business designated in the license. However, upon written request, the City's Police Chief may approve an off-site locked and secured storage facility. The license holder shall permit inspection of the facility in accordance with Subd. M. All provisions of this Section regarding record keeping and reporting apply to the facility and its contents. Property shall be stored in compliance with all provisions of the City Code. The license holder must either own the

building in which the business is conducted, and any approved off-site storage facility, or have a lease on the business premise that extends for more than six (6) months.

R. *Separability*. Should any subsection, clause or other provision of this Section be declared by a court of competent jurisdiction to be invalid such decision shall not affect the validity of the ordinance as a whole or any part other than the part so declared invalid.

S. *Refusal and revocation*. The Council may, for any reasonable cause, refuse to grant any application or revoke any license. No license shall be granted to a person of questionable moral character or business reputation. Before revocation of any license, the Council shall give notice to the licensee and grant such licensee opportunity to be heard. Notice to be give and the exact time of hearing shall be sated in the resolution calling for such hearing.

Section 2. North Mankato City Code, Chapter 10, entitled "General Provisions" including Section 10.99 General Penalty are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. After adoption, signing and attestation, this Ordinance shall be published once in the official newspaper of the City and shall be in effect on or after the date following such publication.

Adopted by the City Council this 18th day of July 2011.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #9A	Dept: Admin.	Council Meeting Date: 7/18/11
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TITLE OF ISSUE: Ord. No. 40, Fourth Series, Amending North Mankato City Code, Title XV, Land Usage, Chapter 150, Entitled Building Regulations

BACKGROUND AND SUPPLEMENTAL INFORMATION: Due to the state impasse and shutdown, it is necessary to adopt an ordinance to preserve the public safety in regards to electrical inspections. As the state has the authority to issue permits and provide electrical inspections, no electrical inspections are occurring due to the state shutdown. To continue electrical inspections during the state shutdown, the City proposes to contract with the current state electrical inspector for our area, Keith Hollnagel. Attached is a permitting and inspections services agreement for the Council's consideration.
<i>If additional space is required, attach a separate sheet</i>

REQUESTED COUNCIL ACTION: Adopt Ord. No. 40

For Clerk's Use:		
Motion By: _____		
Second By: _____		
Vote Record:	Aye Nay	
_____		Norland
_____		Schindle
_____		Freyberg
_____		Steiner
_____		Dehen

SUPPORTING DOCUMENTS ATTACHED				
Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Notice of Hearing, Permitting and Inspections Services Agr		

<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	
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<input type="checkbox"/>	Refer to: _____
<input type="checkbox"/>	Table until: _____
<input type="checkbox"/>	Other: _____

NOTICE OF PUBLIC HEARING
CITY OF NORTH MANKATO
COUNTY OF NICOLLET
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 18th day of July, 2011, to hold a public hearing to consider amending the North Mankato City Code, Title XV, Land Usage, Chapter 150 of the City Code entitled "Building Regulations" specifically by adding the Minnesota Electrical Act to Section 150.051.

Such persons as desire to be heard with reference to the proposed amendment to the City Code will be heard at this meeting.

Dated this 14th day of July 2011.

Nancy Gehrke, CMC
City Clerk
City of North Mankato, Minnesota

ORDINANCE NO. 40, FOURTH SERIES

CITY OF NORTH MANKATO, MINNESOTA

**AN ORDINANCE OF THE CITY OF NORTH MANKATO,
MINNESOTA, AMENDING NORTH MANKATO CITY CODE,
TITLE XV, LAND USAGE, CHAPTER 150, ENTITLED
BUILDING REGULATIONS**

THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA ORDAINS:

SECTION 1: AMENDMENT

Chapter 150 of the North Mankato City Code is hereby amended with Ordinance No. 40, Fourth Series by adding The Minnesota Electrical Act to Section 150.051 of the City Code which shall read as follows:

- | | |
|------------|--|
| Section 1. | Authority to inspect. The City of North Mankato hereby provides for the inspection of all electrical installations, pursuant to Minn. Stat. § 326B.36, subd. 6. |
| Section 2. | Adopted by reference. The Minnesota Electrical Act, as adopted by the Commissioner of Labor and Industry pursuant to Minnesota Statutes Chapter 326B, Sections 326B.31 to 326B.399. The Minnesota Electrical Act is hereby incorporated into this ordinance as if fully set out herein. The Minnesota State Building Code incorporates by reference the National Electrical Code pursuant to Minn. R. 1315.0020. All such codes incorporated herein by reference constitute the electrical code of the City of North Mankato. |
| Section 3. | Compliance. All electrical installations shall comply with the requirements of the electrical code of the City of North Mankato and this ordinance. |
| Section 4. | Permits and fees. The issuance of permits and the collection of fees shall be as authorized in Minnesota Statutes 326B.37. Any inspection or handling fees will be payable to the City of North Mankato. |
| Section 5. | Notice and appeal. All notices of violations and orders issued under this ordinance shall be in conformance with Minn. Stat. § 326B.36, subd. 4. |
| Section 6. | Violations and penalties. A violation of the Minnesota Electrical Act is a misdemeanor. (M.S. 326B.082, subd. 16). |

Section 7. **Sunset.** This ordinance shall be revoked without further action
is of the City Council once the Department of Labor and Industry
 funded for the 2011 fiscal year by legislative enactment of a
 state budget.

SECTION 2. PURPOSE

The purpose of this amendment is to establish an electrical inspections program in the City of North Mankato that is administered and enforced by the City.

SECTION 3: SUMMARY

The following official summary of Ordinance No. 40, Fourth Series, has been approved by the City Council of the City of North Mankato as clearly informing the public of the intent and effect of the Ordinance.

It is the intent and effect of Ordinance to establish an electrical inspections program in the City of North Mankato that is administered and enforced by the City, as permitted in Minn. Stat. § 326B.36, subd. 6.

SECTION 4: EFFECTIVE DATE

Adopted by the City Council this 18th day of July, 2011.

Mayor

ATTEST:

City Clerk

PERMITTING AND INSPECTIONS SERVICES AGREEMENT

This agreement is entered into this 18th day of July, 2011 by and between Keith Hollnagel with his residence located at 32125 370th Street, Le Sueur, Minnesota, (hereinafter "Vendor") and the City of North Mankato with its principal offices located at 1001 Belgrade Avenue, North Mankato, MN 56003 (hereinafter "City").

WHEREAS, the City has adopted the Minnesota Building Code (the "Code"), including the Minnesota Electrical Act (the "Act");

WHEREAS, the City requires electrical plan review and inspections services to ensure compliance with the Act;

WHEREAS, the City desires to enter into an agreement for services necessary to administer and enforce the Act with the Vendor; and

WHEREAS, Vendor desires to provide such services to the City.

NOW THEREFORE, upon adequate consideration, the receipt and sufficiency of which is acknowledged, the parties hereto agree as follows:

1. Services. During the term of this agreement, Vendor agrees to perform the following services:

- a. Conduct residential and commercial/industrial electrical plan reviews in accordance with the Minnesota Statutes and the Act.
- b. Provide residential and commercial/industrial inspections as required and in accordance with the Minnesota Statutes and the Act.
- c. Issue and process permits under the Act
- d. Provide copies of permits and results of inspections to the City of North Mankato during the term of this agreement.

Vendor shall perform the services under this contract at such location Vendor deems appropriate and at such times Vendor deems appropriate to provide coverage needed to cover the services.

Vendor shall provide all tools, transportation, and communication devices it deems necessary to carry out the field services of this agreement.

Vendor is responsible for maintaining the required certification and continuing educational requirements required under the Act.

2. Term of Agreement. This agreement is effective immediately and shall terminate once the Department of Labor and Industry is funded for the 2011 fiscal year by legislative enactment of a state budget.

3. Payment. In consideration of such services the Vendor shall collect fees in accordance with Minnesota Statute 326B.37. No additional payment by the City to the Vendor shall be made in addition to the fees collected by the Vendor. Likewise, the City shall not require any payments from the Vendor.

4. Confidentiality. Except as provided in the Minnesota Data Practices Act, the City agrees that it will not reveal, divulge or make known to any person, firm, or corporation any secret or confidential information during or after the term of this agreement. Confidential information shall be defined as knowledge, systems, practices or other information submitted in writing or other tangible form designated as confidential by Inspectron. The City shall use such confidential information for the limited purposes of this agreement. Inspectron agrees to abide by the requirements of the Minnesota Data Practices Act.

5. Relationship. Nothing in this agreement shall be construed to create employment, a partnership, joint venture, license or agency relationship and neither party shall have the right or authority to bind the other.

Vendor, not the City of North Mankato, is responsible for all insurance coverage, tax payments, and regulatory compliance related to Inspectron's labor.

6. Termination. This agreement may be terminated by either party upon five (5) days written notice.

7. Assignability. This agreement shall not be assignable by either party without the written consent of the non-assigning party.

8. Law. This contract shall be governed by the law of the State of Minnesota. The parties agree that the venue of any legal action arising under the agreement shall be Blue Earth County, Minnesota. The parties further agree that in the event either party brings an action against the other to enforce any condition or covenant of this agreement the prevailing party shall be entitled to recover its court costs and reasonable attorney fees in the judgment rendered in such action.

9. Severability. If any provision of this agreement shall be held by any court to be illegal, invalid or unenforceable, such provision shall be construed and enforced as if it had been more narrowly drawn so as to be legal, valid or enforceable. Such illegality, invalidity or unenforceability shall not have effect upon or impair the enforceability of any other provision of this agreement.

10. Entire Agreement. This agreement constitutes the entire agreement between the parties. This agreement may be amended only by written agreement of both the City and Inspectron.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first written above.

City

By: _____
(Wendell G. Sande)

By: _____

Its: _____ City Administrator

Its: _____

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
July 12, 2011

The Nicollet County Board of Commissioners met in special session on Tuesday, July 12, 2011 9:00 a.m. with Chair James Stenson. Commissioners David Haack, Dr. Bruce Beatty, Marie Dranttel, and Jack Kolars were present. Also present were County Attorney Michael K. Riley, Assistant County Attorney Michelle Zehnder Fischer, Auditor-Treasurer Bridgette Kennedy, Administrator Robert Podhradsky, and Recording Secretary Margo Brown.

Upon a motion by Commissioner Haack and seconded by Kolars, it was moved to approve the minutes of the June 28, 2011 and June 30, 2011 Board meetings. The motion carried unanimously.

Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to approve the County bills as presented. On a roll call vote, all Commissioners present voted yes and the motion carried unanimously.

List bills

Social Services Director Joan Tesdahl appeared before the Board to request approval of the Social Services bills. Upon a motion by Commissioner Beatty and seconded by Haack, it was moved to approve the Social Service bills as presented. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Public Works Director Seth Greenwood addressed the Board to ask for consideration and approval of a ditch repair. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director, it was moved to approve the following ditch repair report:

Report No.11-14 County Ditch 92 West Newton Township
The motion carried unanimously.

Public Works Director Greenwood requested that the Board select a time and date to consider ditch cleanings for numerous County ditches. Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the recommendation of the Public Works Director and set a public hearing date of August 23, 2011 at 10:30 a.m. to consider ditch cleaning petitions for County Ditches 90, 78, 75, 86A, 71, 40A, 32A and 62A. The motion carried unanimously.

Mr. Greenwood reviewed information about a bridge replacement in Bernadotte Township and requested that the Board authorize him to advertise for bids for this project. Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the Public Works Director and advertise for bids for the Bernadotte Township bridge replacement project (SAP 52-599-25) on August 18, 2011 at 11:00 a.m. The motion carried unanimously.

At this time the Public Works Director requested that the Board consider authorizing him to send a letter on Board stationery to constituent Henry Martens regarding issues he has concerns about. Upon a motion by Commissioner Beatty and seconded by Dranttel, it

was moved to accept the recommendation of the Public Works Director and send a letter and attachments to Mr. Henry Martens addressing a number of issues he has concerns about. The motion carried unanimously. The letter will be signed and sent by certified mail.

There was brief discussion relating to County Road 30 and whether it could be closed, due to the State shutdown, as the road goes through Fort Ridgely State Park. Issues discussed included whether the road should be turned over to the state, who should plow the road, and other related issues.

Margo Brown, representing the Human Resources Department, informed the Board of a replacement hiring:

Sheriff David Lange has hired Nick Smith to fill the vacant Full Time Deputy Sheriff position vacated by Kevin Spieker. Mr. Smith began his position on June 24, 2011 at a salary of \$18.23 per hour, which represents pay step 5 of pay grade 14.

Sheriff Lange has also hired Jared Thelemann to fill the vacant Temporary Deputy Sheriff position vacated by Nick Smith. Mr. Thelemann began his duties on June 24, 2011 at a salary of \$18.23 per hour, which represents pay step 5 of pay grade 14.

Social Services Director Joan Tesdahl has hired Mary Gustafson to fill the vacant Financial Worker position in her department. Ms. Gustafson began her duties on July 6, 2011 at a salary of \$14.83 per hour, which represents pay step 4 of pay grade 11

Ms. Brown noted the receipt of several end of probation requests and asked that the Board consider approval of both of them.

Upon a motion by Commissioner Haack and seconded by Beatty, it was moved to accept the recommendation of the County Sheriff and approve the end of probation request for Deputy Sheriff Jon Hughes and declare that he is a regular Nicollet County employee effective July 7, 2011. The motion carried unanimously.

Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Human Resources Office for Judge Allison Krehbiel and approve the end of probation request for Probation Director Richard Molitor and declare that he is a regular Nicollet County employee effective July 5, 2011. The motion carried unanimously.

County Auditor-Treasurer Bridgette Kennedy addressed the Board to provide information about a homestead credit abatement. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to approve the request of the County Auditor-Treasurer and approve the following application for homestead credit abatement:

For Christopher & Jennifer Hunter of 27 Otter Court, North Mankato MN for property located at parcel number 18.170.0060 in North Mankato for taxes payable in the year 20121 with no amount yet determined.

The motion carried unanimously.

At this time, upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to close the meeting to discuss pending litigation, as allowed for in the Minnesota Open Meeting Law and due to client-attorney privilege. The motion carried unanimously.

Following discussion, upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to re-open the meeting to the public. The motion carried unanimously. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to authorize payment of \$3,500.00 to Attorney Robert Hinnenthal regarding a claim for damages arising from an abstracting error. The motion carried unanimously.

County Administrator's report included information about the following items/meetings:

- Establish a workshop with County Attorney on Tuesday, July 19 immediately following the Individual Department Head meeting with Auditor-Treasurer Bridgette Kennedy, at approximately 10:00 a.m. Upon motion by Commissioner Stenson and seconded by Beatty, it was moved to authorize the establishment of the Individual Department Head meeting with the Auditor-Treasurer and the Workshop with the County Attorney's Office on July 19, 2011 beginning at 8:30 a.m. and approximately 10:00 respectively. The motion carried unanimously.
- Cancellation of the Criminal Justice Committee meeting originally scheduled for July 14, 2011. The next meeting will be held on October 13, 2011 at 8:30 a.m.
- Requested that a Budget meeting be scheduled some time late in July or early August. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to set the Board Budget Workshop for Tuesday, July 26, 2011 following the County Board meeting. The motion carried unanimously.

The County Board and County staff took this opportunity to discuss the impact of the State shutdown and how Nicollet County should address certain financial issues relating to this shutdown. Commissioner Kolars discussed some of the information reviewed by AMC during an on-line presentation on July 11th. He noted issues including:

- impact of the July 31st date – as this is the ending date of Judge Gearin's temporary court order to fund essential services
- increase in the cost of government and services to citizens
- possibility of a loss of federal transportation funds and other revenues
- various costs that counties are covering during the shutdown
- the need to contact legislators urging a quick resolution to the shutdown

Some of the information discussed by Department Heads included:

- Issues surrounding child care, and how this is affecting the child care providers, as well as clients. It was noted that some people have had to quit their jobs, due to lack of child care.
- Benefits not being paid by the State, and other Social Services programs not being funded

The Board took a break from the State Shutdown discussion to hold a public hearing

At this time, the Chair opened the public hearing to discuss County Ditch 46A. This public hearing had been continued from a previous date. There were five (5) citizens present for the hearing. County Attorney Riley noted that the litigation has now been settled. The District Court decision indicated that a dam should be replaced at 973.8. A court order originally noted that the control device (dam) should be installed by April of 2011, but due to the appeals, an order will be filed to request an extension to install the device by the spring of 2012. The Public Works Director requested that a bid opening date be set for September 12 at 10:00 a.m., and also noted that all DNR water permits are rescinded during the State shutdown. There were citizen questions regarding whether the ditch could be cleaned prior to the construction of the dam, whether the dam could be moved to a different location, the width of the ditch and the structure, and whether these two cleaning requests could be added to the public hearings scheduled for August 23rd. It was noted that the County will pay for the dam (not the ditch system); however the ditch

system will be responsible for the upkeep of the dam. There was a question about whether the design of the dam could be changed, but Attorney Riley read the final order relating to the dam, noting that the outlet control structure on 46A will be built "in conformity with DNR specifications of 973.8 feet..." County Attorney Riley will check on whether the new dam could be moved a short distance from its original location and he will report back to the Board. Upon a motion by Commissioner Dranttel and seconded by Beatty, it was moved to close the public hearing. The motion carried unanimously. Upon a motion by Commissioner Beatty and seconded by Haack, it was moved to consider two ditch cleaning petitions for County Ditch 46A on August 23rd at 10:30 a.m., along with consideration of a number of other petitions. The motion carried unanimously. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to authorize the Public Works Director to let bids on September 12, 2011 at 11:00 a.m. for construction of the control device (dam) on County Ditch 46A. The motion carried unanimously.

Discussion continued at this time regarding the State shutdown. More issues were reviewed at this time

- The Attorney provided information about whether the County can be obligated to spend their budgeted funds to cover the State programs not being funded. He noted that he would need to do some more checking before he could provide a formal answer to some of these questions.
- Review of Public Health issues, and how some of their programs are being affected, as well as how many programs are dependent on State grants.
- Discussion of how the State shutdown affects the credit rating of counties and the state.
- Environmental Services and their programs will be able to continue, as funding was received in December, 2010. Issues that involve the DNR and wetland issues can not be resolved until the shutdown is over.
- Recorder's Office program can continue and they have contacts at the State if they have questions.
- The Board discussed having Department Heads appear before the Board on a regular basis each week to provide updates.
- The Probation Director noted he continues to check the grant-funded programs through his department and cannot predict if the State will fund those programs during the shutdown.
- Federally funded road projects can continue, as federal funds are a pass-through to the State and monies will be sent to us but could be delayed. Most other projects will continue unless the shutdown continues for an extended period of time.
- Briefly discussed Veteran's Service Office, Emergency Management, Facilities Maintenance, and Sheriff's Department, noting that they will likely not be affected directly by the shutdown at this time.
- County Program Aide may be delayed (or possibly even reduced)

The Board had previously decided to fund all programs through July 12 and they discussed what could be done to offset those extra costs and what would need to be done in future weeks. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to continue to fund all programs that require State funding, except certain Child Care assistance programs (basic sliding fee and transition year programs), utilizing reserves - through July 19th and discuss this again on July 19th at 8:00 a.m. at a Special Board meeting – [With regard to child care assistance programs noted above, the exemption is retroactive to July 1st.] On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

Chair James Stenson reported on the following past and future activities/meetings, including:

- No report

The Commissioners reported on various past and future activities/meetings, including:

Commissioner Jack Kolars

- Various Board meetings
- AMC Meeting in Le Center
- Phone Conversation with Governor Dayton
- County Board of Appeals and Equalization
- Workforce meeting
- ARMER meeting
- Emergency Services meeting
- IMMTRACK Meeting
- Meeting with Mn/DOT

Commissioner David Haack

- Various Board meetings
- Two Traverse des Sioux Library meetings
- MRCI meeting
- Board of Appeals and Equalization
- Budget Committee meetings

Commissioner Marie Dranttel

- No report

Commissioner Dr. Bruce Beatty

- Various County Board meetings
- Board of Appeals and Equalization
- Several Meetings with County Attorney
- Rush River Board meeting
- Meeting with Henry Martens
- State Shutdown meeting
- Brown/Nicollet Community Health Conference Calls

Upon a motion by Commissioner Kolars and seconded by Stenson, it was moved to approve the expenses and per diems for the meetings noted above during the Commissioner reports and/or listed on the Claims Listing, and authorize payment of those expenses and per diems by the Auditor-Treasurer's Office. The motion carried unanimously.

Auditor-Treasurer requested that the Board consider holding a ditch hearing with Sibley County on August 23rd. She will provide additional information to the two Commissioners involved with this ditch.

Nicollet Township Officers will tentatively be meeting on Wednesday, July 27th.

Chair Stenson adjourned the meeting at 12:25 p.m.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13A	Dept: Admin.	Council Meeting Date: 7/18/11																																																
TITLE OF ISSUE: Res. Awarding Bid for Project No. 11-04D, 2011 Street Improvements																																																		
BACKGROUND AND SUPPLEMENTAL INFORMATION: Pursuant to Council authorization, we accepted bids on this project on July 14, 2011. We received a total of 3 bids with the low bid submitted by W. W. Blacktopping of Mankato in the amount of \$148,700.05. The Engineer's Estimate for the project was \$200,000. The City Engineer has reviewed the bids and we are recommending award of the contract to W. W. Blacktopping of Mankato in the amount of \$148,700.05.																																																		
<i>If additional space is required, attach a separate sheet</i>																																																		
REQUESTED COUNCIL ACTION: Adopt Resolution																																																		
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="border: none;">Other (specify) _____</td> <td colspan="3" style="border: none;">Bid Tabulation _____</td> </tr> <tr><td colspan="5" style="border: none;">_____</td></tr> <tr><td colspan="5" style="border: none;">_____</td></tr> <tr><td colspan="5" style="border: none;">_____</td></tr> </table>		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____		Bid Tabulation _____			_____					_____					_____				
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RESOLUTION NO.

RESOLUTION AWARDDING BID FOR
PROJECT NO. 11-04D
2011 STREET IMPROVEMENTS

WHEREAS, pursuant to an advertisement for bids concerning Project No. 11-04D, 2011 Street Improvements, three (3) bids were received, opened, and tabulated according to law. The bids which were received and which complied with the advertisement are attached hereto as Exhibit A and are incorporated herein by reference; and

WHEREAS, it appears that W. W. Blacktopping is the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, as follows:

1. The Mayor and City Clerk are hereby authorized and directed to enter into a contract with such lowest responsible bidder in the name of the City of North Mankato, for such improvement according to the plans and specifications approved by the City Council and on file in the office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed. Once the contract has been signed by the successful bidder, then the deposit of the next lowest bidder shall be returned.

Adopted by the City Council this 18th day of July 2011.

Mayor

Attest:

City Clerk

BID TABULATION

2011 Street Improvements
City of North Mankato
City Project No. 11-04D
BMI Project No. M19.103595

Bids Taken: July 14, 2011
Time: 11:00 a.m.

Engineer's Estimate - \$200,000

BIDDERS	AMOUNT BID	BID BOND	ADDEND.(S)
1 Contractor's Edge, Inc. - Mankato			
2 M.R. Paving & Excavating – New Ulm	\$194,599.70	X	
3 Southern Minnesota Constr. - Mankato	\$149,602.28	X	
4 W.W. Blacktopping - Mankato	\$148,700.05	X	
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			

Bolton & Menk, Inc.
CONSULTING ENGINEERS & SURVEYORS
Mankato - Fairmont - Sleepy Eye - Burnsville - Willmar - Chaska - Ramsey, MN
Ames, IA

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13B	Dept: Admin.	Council Meeting Date: 7/18/11
------------------	--------------	-------------------------------

TITLE OF ISSUE: Agreement between City of North Mankato and City of Mankato for Transit Services

BACKGROUND AND SUPPLEMENTAL INFORMATION: This item is brought forward from the July 5, 2011 Council meeting. The Finance Director has provided additional information regarding costs of service. Also included for your reference is a copy of the current route schedule.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Consideration of the 2012 Transit Agreement with the City of Mankato

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

Aye	Nay	
_____	_____	Norland
_____	_____	Schindle
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Agreement, Ridership Information, _____		
Schedule _____				

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐ Refer to: _____

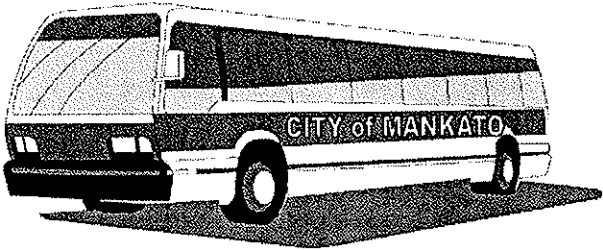
☐ Table until: _____

☐ Other: _____

ROUTE 5 MONDAY - FRIDAY
NORTH MANKATO

Departs Cherry St.	Range & Belgrade	Range & Webster	Garfield & Sherman	Lee Blvd. Hoover Dr.	SCTC	Tower & James	Lookout & Howard Dr.	Nicollet & Sherman	Range & Webster	Arrives Cherry St.
6:35	6:41	6:44	6:47	6:53	6:56	6:58	7:05	7:19	7:24	7:32
7:35	7:41	7:44	7:47	7:53	7:56	7:58	8:05	8:19	8:24	8:32
Departs Cherry St.	Range & Belgrade	Range & Webster	Garfield & Sherman	Lee Blvd. Hoover Dr.	SCTC	Lookout & Howard	James & Roe Crest	Nicollet & Sherman	Range & Webster	Arrives Cherry St.
11:35	11:39	11:42	11:45	11:51	11:54	12:05	12:10	12:20	12:26	12:32
2:35	2:39	2:42	2:45	2:51	2:54	3:05	3:10	3:20	3:26	3:32
3:35	3:39	3:42	3:45	3:51	3:54	4:05	4:10	4:20	4:26	4:32
4:35	4:39	4:42	4:45	4:51	4:54	5:05	5:10	5:20	5:26	5:32

BUS SCHEDULE
ROUTE 5
&
Saturday (Routes 6 & 3)



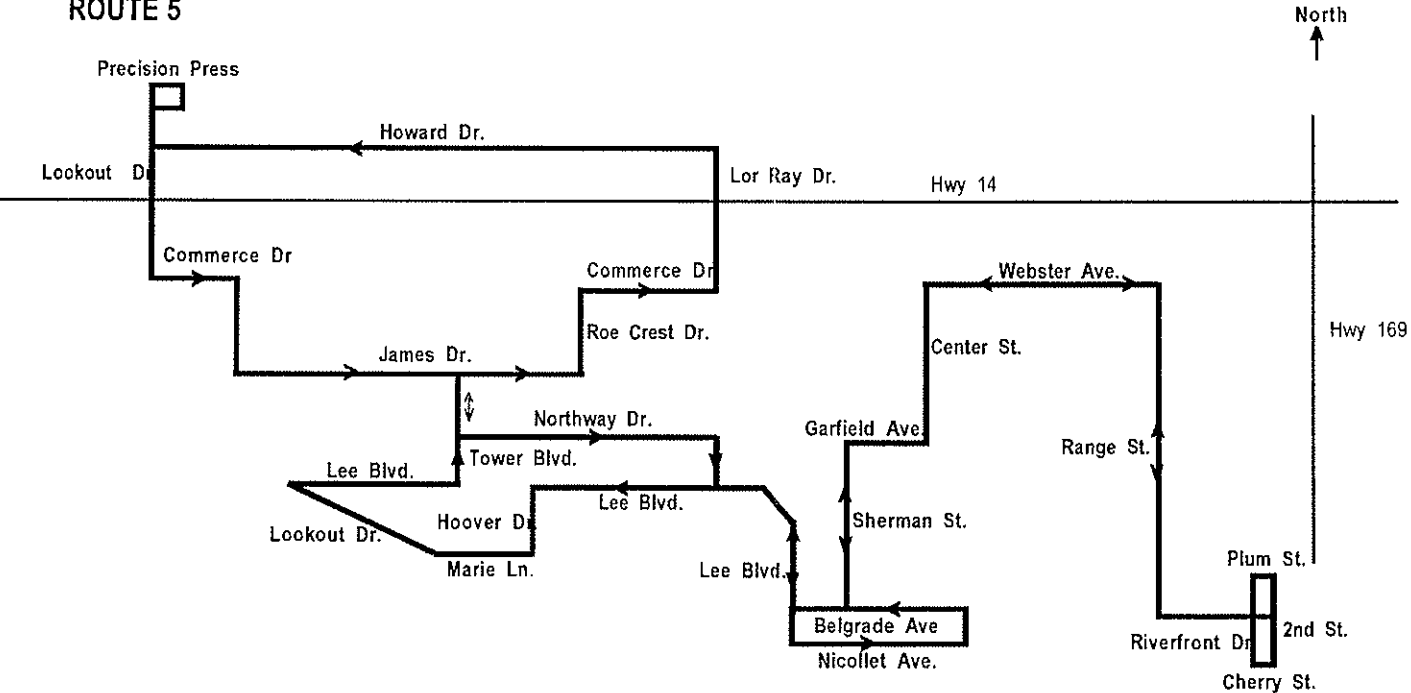
BUS FARES

- ◆ Cash Fare\$1.25
- ◆ Rt. 7\$0.75
- ◆ Tokens (Pack of 9).....\$10.00
- ◆ Frequent Rider Pass\$35.00
- ◆ Campus 30 Day Pass\$14.00
- ◆ Campus Semester Pass.....\$40.00
- ◆ 50 Cent Zone Fare is in effect from
James Ave. to Balcerzak Dr. on Rt. 6
- ◆ Youth with pass.....\$0.50

Mankato Heartland Express 625-RIDE

For complete schedule listing
www.ci.mankato.mn.us

ROUTE 5



ROUTE 6 SATURDAY

Departs Cherry St.	Van Brunt Marshall	Stadium James	Wigley Admin.	MSU Library	Balcerzak Monks	Marwood Blackeagle	Wal-Mart	River Hills Mall	Madison East	Hospital/ Clinic	Adams Broad	Arrives Cherry St.
10:00	10:05	10:10	10:12	10:13	10:18	10:23	10:28	10:35	10:41	10:46	10:54	11:00
11:00	11:05	11:10	11:12	11:13	11:18	11:23	11:28	11:35	11:41	11:46	11:54	12:00
12:00	12:05	12:10	12:12	12:13	12:18	12:23	12:28	12:35	12:41	12:46	12:54	1:00
1:00	1:05	1:10	1:12	1:13	1:18	1:23	1:28	1:35	1:41	1:46	1:54	2:00
2:00	2:05	2:10	2:12	2:13	2:18	2:23	2:28	2:35	2:41	2:46	2:54	3:00
3:00	3:05	3:10	3:12	3:13	3:18	3:23	3:28	3:35	3:41	3:46	3:54	4:00
4:00	4:05	4:10	4:12	4:13	4:18	4:23	4:28	4:35	4:41	4:46	4:54	5:00

ROUTE 3 SATURDAY

Departs Cherry St.	Adams & 4th	Hospital/ Clinic	Madison East	Barnes & Nobel	Hy-Vee	River Hills Mall	Marwood Blackeagle	Balcerzak Monks	MSU Library	Wigley Admin.	Pleasant & Record	Arrives Cherry St.
10:30	10:35	10:40	10:45	10:49	10:54	10:58	11:06	11:13	11:18	11:20	11:25	11:30
11:30	11:35	11:40	11:45	11:49	11:54	11:58	12:06	12:13	12:18	12:20	12:25	12:30
12:30	12:35	12:40	12:45	12:49	12:54	12:58	1:06	1:13	1:18	1:20	1:25	1:30
1:30	1:35	1:40	1:45	1:49	1:54	1:58	2:06	2:13	2:18	2:20	2:25	2:30
2:30	2:35	2:40	2:45	2:49	2:54	2:58	3:06	3:13	3:18	3:20	3:25	3:30
3:30	3:35	3:40	3:45	3:49	3:54	3:58	4:06	4:13	4:18	4:20	4:25	4:30
4:30	4:35	4:40	4:45	4:49	4:54	4:58	5:06	5:13	5:18	5:20	5:25	5:30

◆ No Service

Sunday, New Year's Day,
Memorial Day, Fourth of July,
Labor Day, Thanksgiving Day
and Christmas Day.

◆ Holiday/Summer Schedule

Martin Luther King, Jr. Day,
Presidents' Day, Veterans' Day
and the Day after Thanksgiving.

All routes operate as usual with
the exception of route 6. Refer to
time schedule for additional
information.



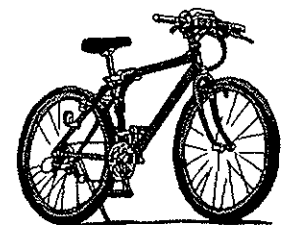
◆ Dial-A-Ride

People traveling to or from West
Mankato will be allowed to
make Dial-A-Ride reservations
in order to connect with a fixed
route bus on Cherry Street.
Fare: \$1.25 by reservation only.

◆ Mobility Bus

Monday-Saturday
Fare: \$2.50 by reservation only.
This service requires a medical
certification of disability.

***Call 625-Ride for more
information or to make a
reservation**

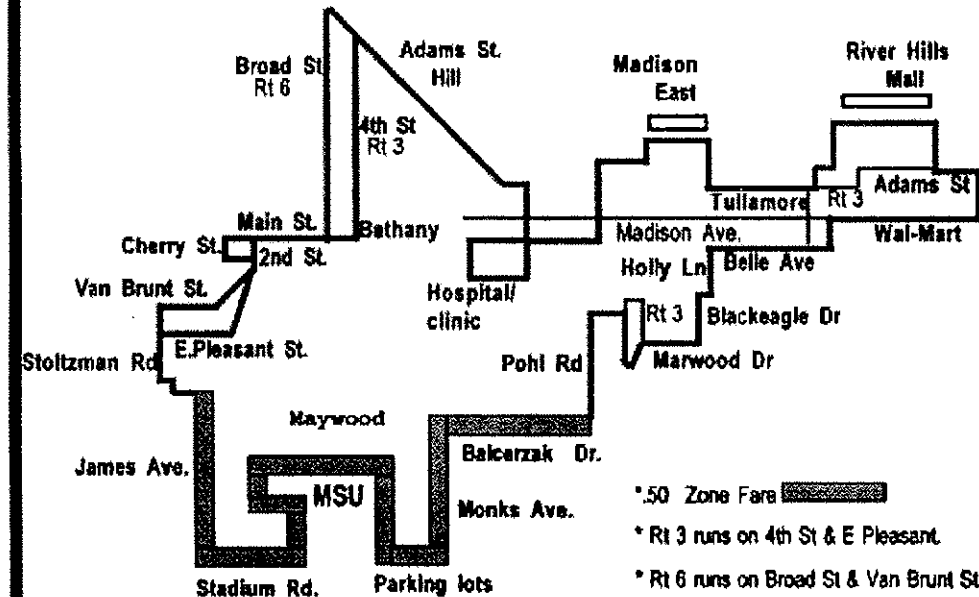


Bike Racks Are Available

**Volunteer Firefighters: 387-8703
Be One of Mankato's Bravest**



SATURDAY ROUTES - 3 & 6



2010 North Mankato Ridership and Hours by Month

	Rt. 5		Mobility Bus	
	Passengers	Hours	Passengers	Hours
Jan	1,131	114	17	8.50
Feb	1,348	120	37	18.50
Mar	1,508	150	14	7.00
Apr	1,036	114	11	5.50
May	1,136	126	31	15.50
Jun	1,175	144	27	13.50
Jul	694	120	29	14.50
Aug	732	114	20	10.00
Sep	1,392	150	30	15.00
Oct	1,259	120	27	13.50
Nov	1,311	138	12	6.00
Dec	1,078	120	0	0.00
Total	13,800	1,530	255	127.50

One-way Trips/hr	2
------------------	---

Total One-way Trips	3,060
---------------------	-------

Passenger /One-way Trip	4.51
-------------------------	------

		Cost per Passenger
2010 Fares	\$9,708.16	\$0.69
2010 Federal Subsidy	\$82,992.00	\$5.90
2010 Local Subsidy	\$45,637.34	\$3.25

2010 Total Cost	\$138,337.50	\$9.84
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North Mankato Transit Billings

	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>	<u>2001</u>	<u>2000</u>
Regular Bus											
Hours	1,530	1,530	1,542	1,533	1,524	1,521	1,530	1,512	1,785	1,806	1,883
Amount	\$128,520.00	\$120,870.00	\$117,192.00	\$113,442.00	\$108,204.00	\$101,907.00	\$122,400.00	\$120,960.00	\$117,810.00	\$93,912.00	\$97,916.00
Mobility Bus											
Hours	128	90.5	133	209	217	361	334	422	629	445	258
Amount	\$9,817.50	\$7,149.50	\$10,108.00	\$16,302.00	\$14,756.00	\$23,465.00	\$21,710.00	\$27,008.00	\$37,022.50	\$20,025.00	\$11,610.00
Total Charges	\$138,337.50	\$128,019.50	\$127,300.00	\$129,744.00	\$122,960.00	\$125,372.00	\$144,110.00	\$147,968.00	\$154,832.50	\$113,937.00	\$109,526.00
Fixed Rt Fares	\$8,405.66	\$6,918.15	\$7,925.94	\$5,970.54	\$6,448.83	\$5,962.19	\$7,588.03	\$6,403.99	\$6,740.89	\$8,156.12	\$7,542.21
Mobility Fares	\$382.50	\$271.50	\$400.50	\$619.50	\$645.00	\$1,077.00	\$996.00	\$1,254.00	\$1,600.50	\$1,814.10	\$532.80
Freq Rider Fares	\$920.00	\$2,080.00	\$2,160.00	\$1,155.00	\$1,575.00	\$1,260.00	\$1,295.00	\$1,225.00	\$2,100.00	\$1,271.00	\$897.00
Other Passes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$258.00	\$3,096.00
Fed St MVET	\$82,992.00	\$72,738.60	\$80,364.00	\$79,428.00	\$76,020.00	\$73,620.00	\$93,012.00	\$137,526.36	\$62,220.00	\$44,762.04	\$44,762.04
Total Credits	\$92,700.16	\$82,008.25	\$90,850.44	\$87,173.04	\$84,688.83	\$81,919.19	\$102,891.03	\$146,409.35	\$72,661.39	\$56,261.26	\$56,830.05
Amount Due	\$45,637.34	\$46,011.25	\$36,449.56	\$42,570.96	\$38,271.17	\$43,452.81	\$41,218.97	\$1,558.65	\$82,171.11	\$57,675.74	\$52,695.95

10 Civic Center Plaza
Post Office Box 3368
Mankato, Minnesota 56002-3368

Phone: (507) 387-8600
Fax: (507) 388-7530
www.ci.mankato.mn.us



June 10, 2011

Wendell Sande, City Administrator
City of North Mankato
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56002-2055

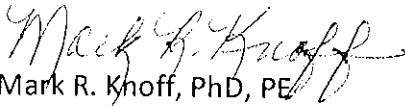
Dear Mr. Sande:

The Mn/DOT Office of Transit has indicated that the City of Mankato must have a written service agreement with the City of North Mankato before they will encumber funds for the North Mankato bus route for calendar year 2012. The terms in the agreement are no different than the current practice between the two cities. If the City of North Mankato wants to continue to provide fixed and mobility route service, I will need the enclosed service agreement signed and returned by July 31, 2011. Even though this seems like a short time frame to accomplish this task, the timeline was established in a previous letter from Dan Scott to Steve Mork dated Jan. 24, 2011. I have attached a copy of that letter.

If I do not receive the executed agreement by July 31, I will be notifying Mn/DOT that we do not have a signed service agreement and requesting that those funds be diverted to some of our existing unfunded routes. Given the current budget issues that the state and federal government are having, it is possible that funds will not be available to reestablish a North Mankato bus route in the future. Also, if the fixed route is discontinued, mobility bus service would no longer be provided within the city limits of North Mankato.

Your attention to this matter is greatly appreciated. Please contact me at (507)387-8624 if you need any further information.

Respectfully,


Mark R. Khoff, PhD, PE
Director of Public Works

Enclosure

Cc: Pat Hentges, City Manager
Dan Scott, Director of Finance
Mark Anderson, Transit Superintendent

AGREEMENT BETWEEN
THE CITY OF NORTH MANKATO
AND
THE CITY OF MANKATO
FOR
TRANSIT SERVICES

WHEREAS, the City of North Mankato (hereinafter CNM) and the City of Mankato (hereinafter City) have agreed to enter into an agreement to provide transit service in the CNM; and

WHEREAS, the CNM and City have agreed to continue the transit service for calendar year 2012; and

WHEREAS, the CNM desires transit services not to extend beyond six hours per day; and

WHEREAS, the term of this agreement shall be for the calendar period of 2012; and

WHEREAS, the conditions of payment shall be as stated below;

NOW THEREFORE, the parties agree:

That the following contractual arrangements shall read:

Section 1. Schedule / Route 5: The transit service provided by the City shall be rendered at such dates and times as set forth in the schedules attached hereto and for the calendar year 2012. The route will commonly be known as Route 5 - North Mankato.

Section 2. Term: This agreement shall be for a term commencing on January 1, 2012, and terminating on December 31, 2012.

Section 3. Consideration and Terms of Payment:

Route 5:

In consideration of services performed by the City under this Agreement, the CNM agrees to pay the City, for Route 5 services, an hourly rate not to exceed Eighty-eight Dollars per hour (\$88.00/hour) with the "total net billing" estimated not to exceed Fifty-three Thousand Dollars (\$53,000.00). The total number of service hours is estimated to be approximately 1,530 service hours based upon the current requested service level.

The City will recap the Route 5 transit services on a monthly basis. The invoice of the City will be on a cost per hour basis. Based upon the historical transit data, provided by the Transit Superintendent, the cost per hour of transit service for Route 5 was determined to be Eighty-six Dollars per hour (\$86/hour) for fiscal year 2010. Any invoice to the CNM will be calculated after the state aid allocation has been exhausted. It is estimated that "total net billings" to the CNM for calendar year 2012 should not exceed Fifty-three Thousand Dollars (\$53,000) for transit services.

It is anticipated that estimated Fare Box Revenues will total approximately Eight Thousand Two Hundred Dollars (\$8,200.00) for Route 5.

It is anticipated that the estimated Frequent Rider Pass Revenue will total approximately One Thousand Eight Hundred Dollars (\$1,800.00) for Route 5.

It is anticipated that estimated State Aid Funding will total approximately Eighty-three Thousand Dollars (\$83,000.00) for Route 5.

Should Fare Box Revenues, Frequent Rider Pass Revenues or State Aids exceed the amount estimated in this section, the net cost to the CNM shall be reduced by the excess amount of such revenues. Should these revenue sources not meet the estimates stated above, then the net cost to the CNM shall be increased by the amount of the shortfall.

MOBILITY BUS SERVICE:

In consideration for services performed, the CNM agrees to pay the City for Mobility Bus Services Eighty Dollars per hour (\$80.00/hour) with an estimated one hundred thirty (130) service hours. This amount is based upon the ridership demand level of service provided in 2010. Both parties recognize that Mobility Service is a demand generated service and the total cost may be greater than or less than the amount stated in this paragraph. The City will recap the North Mankato Mobility Bus transit services on a monthly basis.

It is estimated the Mobility Fare Box Revenues will total approximately Three Hundred Eighty Dollars (\$380.00).

It is anticipated that State Aid funding will reduce the total estimated cost to the CNM. Since Mobility Service is a demand generated service, both parties recognize that the dollar amount of state aid credit will increase as demand for state route service decreases and state aid funding will increase as demand for state aid route service decreases.

Section 4: Special Requested Services:

It shall be agreed by both parties that any special service, such as charter service, shall be at the rate of Eighty Dollars per hour (\$80.00/hour). Such service shall be invoiced at the total expense amount and the credits listed above shall not apply towards the invoicing.

Section 5: Considerations:

This contract shall be effective on January 1, 2012 and shall remain in effect throughout the term of the agreement. All other terms and conditions of the agreement shall remain in full force and effect.

This contract does not preclude CNM from discontinuing transit service in future calendar years. CNM must notify the City, in writing, by June 30, 2012 of any intention to discontinue future fixed-route service or the contract will automatically be renewed at the full cost recovery rate for the following calendar year.

CNM will be invoiced at the end of the calendar year after state funding has been received. Payment is due within 30 days of receipt. Interest will accrue at 8% per annum after 30 days.

In witness whereof, the parties hereto have caused this contract to be duly executed by their duly authorized officer, intended to be bound thereby.

CITY OF NORTH MANKATO

CITY OF MANKATO

Approved:

Approved:

By: _____
Wendell Sande
City Administrator

By: _____
Patrick Hentges
City Manager

Date: _____

Date: _____



January 24, 2011

Steve Mork
City of North Mankato
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56003

Dear Steve:

We acknowledge your e-mail of January 21, 2011. We understand that you are researching your options regarding potential budget reductions as a result of anticipated reductions to local government aid.

Upon receiving your e-mail, it should be understood by both parties that North Mankato does not have an active written contract for transit services. The last drafted contract was for transit services for fiscal year 2004. At that time, the City of North Mankato did not sign nor execute the contract that was drafted by me.

Since your e-mail, we have contacted MN DOT to discuss the situation of North Mankato. MN DOT will require a modification to the existing Grant Contract Agreement. Should the city of North Mankato opt out of transit services, you should expect MN DOT to require a certain amount of time to process a significant service design modification. MN DOT has communicated that it is reasonable for the City of Mankato to receive a sixty (60) day written notice from the city of North Mankato should you decide to eliminate Transit services.

Another consideration for the city of Mankato is our requirement, by transit union contract, to engage in the process of a "bid board" for the transit drivers. With the potential loss of a significant service delivery, the drivers have the right to "bid" or "bump" down to a different transit route. At some point during this process, we will need to lay off the least senior transit driver(s). Nevertheless, this is an issue that we will need to consider pending your decision. Accordingly, a sixty day notification period seems reasonable in order to deal with employee scheduling issues and layoffs in an orderly manner.

In addition, the city of North Mankato needs to seriously review whether it will require transit services for fiscal year 2012 as well. You need to clearly understand that MN DOT requires all of its Grantees to submit their grant documents by August 15, 2011 (for grant year 2012). To use MN DOT language we are allowed NO EXCEPTIONS for the deadline date of August 15, 2011! *Since grant preparation requires a significant amount of preparation, the city of North Mankato will need to decide (by the end of June) if you want transit services for fiscal year 2012.*

As such, the City of Mankato *will require* a fully signed, executed contract for transit services by July 31, 2011 for fiscal year 2012. This requirement is an item that MN DOT expects from organizations requesting transit services from its grantees. Signed executed service contracts are to be included with the grant document per MN DOT.

It is important for MN DOT to understand if the city of North Mankato is willing to participate in transit services as well. From the MN DOT perspective, they want to be able to plan and fund transit services as effectively as possible throughout the entire state. Should the city of North Mankato decide to reduce or eliminate transit service, then MN DOT will likely seek to apply that funding toward another grantee applicant.

A transit services contract (with the city of North Mankato) will address items such as the service hours to be provided, cost per hour rates, credits to be provided for fare box collections, pass sales, and a pro-rated share of state aid.

We realize that you are dealing with some fairly tight timelines regarding this issue for both fiscal year 2011 as well as fiscal year 2012. Please understand that the city of Mankato is attempting to comply with expectations and requirements set forth by MN DOT as well as dealing with the specific issues that you, as a transit user, need to address through your research process. By identifying and sharing the external factors listed in this letter, hopefully a better understanding of the needs of both parties will be achieved.

Please review the contents of this letter with the appropriate North Mankato officials. If you want me to provide additional background or clarification please let me know.

Sincerely,

Daniel Scott
Director of Finance

Cc: Patrick Hentges, City Manager
Tanya Ange, Assistant City Manager
Mark Knoff, Director of Public Works

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13D	Dept: Admin.	Council Meeting Date: 7/18/11
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TITLE OF ISSUE: School and Conference

BACKGROUND AND SUPPLEMENTAL INFORMATION: For item 1 we are requesting actual and necessary expenses for the listed employees to attend the schools and conferences listed. No out-of-state travel is involved.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Authorize actual and necessary expenses

For Clerk's Use:

 Motion By: _____
 Second By: _____

 Vote Record:

Aye	Nay	
_____	_____	Norland
_____	_____	Schindle
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (specify) _____
Travel and Training Request _____

<input type="checkbox"/>	Workshop
<input checked="" type="checkbox"/>	Regular Meeting
<input type="checkbox"/>	Special Meeting

<input type="checkbox"/>	Refer to: _____
<input type="checkbox"/>	Table until: _____
<input type="checkbox"/>	Other: _____



Date: July 11, 2011

CITY OF NORTH MANKATO
Training and Travel Request

Department: Emergency Management

Names: Marion Haayer

Number of Personnel Attending: 1

Event: Association of Minnesota Emergency Managers (AMEM) Conference

Dates: September 18-21, 2011

Location: Breezy Point Resort

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? Emergency Management

Description: See attached

*Association of
Minnesota Emergency
Managers (AMEM)*

**“A Decade of
Transition:**

**From 9/11 to the Whole
Community Approach”**

*September 18-21, 2011
Breezy Point Resort
Breezy Point, Minnesota*

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #14A	Dept: City Clerk	Council Meeting Date: 7/18/11
------------------	------------------	-------------------------------

TITLE OF ISSUE: Parade Permit for MSU Athletes in Action 5K Run/Walk, Saturday, August 27, 2011 from 9 a.m. to 11:30 a.m.

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is an application for a parade permit including a map with the route highlighted for Campus Crusade for Christ - Athletes in Action 5K Run/Walk to be held on Saturday, August 27, 2011 from 9 a.m. to 11:30 a.m.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve parade permit

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

	Aye	Nay			
	_____	_____	Norland		
	_____	_____	Schindle		
	_____	_____	Freyberg		
	_____	_____	Steiner		
	_____	_____	Dehen		

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Parade Permit, Map		

<input type="checkbox"/>	Workshop
<input checked="" type="checkbox"/>	Regular Meeting
<input type="checkbox"/>	Special Meeting

<input type="checkbox"/>	Refer to: _____
<input type="checkbox"/>	Table until: _____
<input type="checkbox"/>	Other: _____



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

This application, accompanied by a map of the parade route and the required application fee, shall be submitted to the Chief of Police at least fourteen (14) days in advance of the parade date.

Applicant Information

Name: Dani Burroughs
Address: 450 James Ave #4
City: Mankato State: MN Zip: 56001
Telephone: 507-459-3085
Sponsoring Organization: Campus Crusade for Christ - Athletes in Action
Address: MSU Mankato
City: Mankato State: MN Zip: 56001
Telephone: 507-459-3085
Occasion for Parade: 5K Run/Walk
Date of Parade: Aug. 27, 2011 Estimated Length of Parade: 3.1 mi
Estimated Starting Time: 9:00 am Estimated Finish Time: 11:00 am
General Composition of Parade: Runners and Walkers of a Road Race
(Expect 75 runners, 20 volunteers)

As a duly authorized representative or agent of the parade sponsoring organization, I hereby make application for a permit to parade in the City of North Mankato, Minnesota. I hereby certify that, to the best of my knowledge, the above is an accurate and true description of the parade. I agree to execute the parade according to this permit and subject to the provisions and conditions which may be necessary to provide for the safety of parade participants and the orderly and safe movement of public traffic.

Dani M Burroughs
Applicant

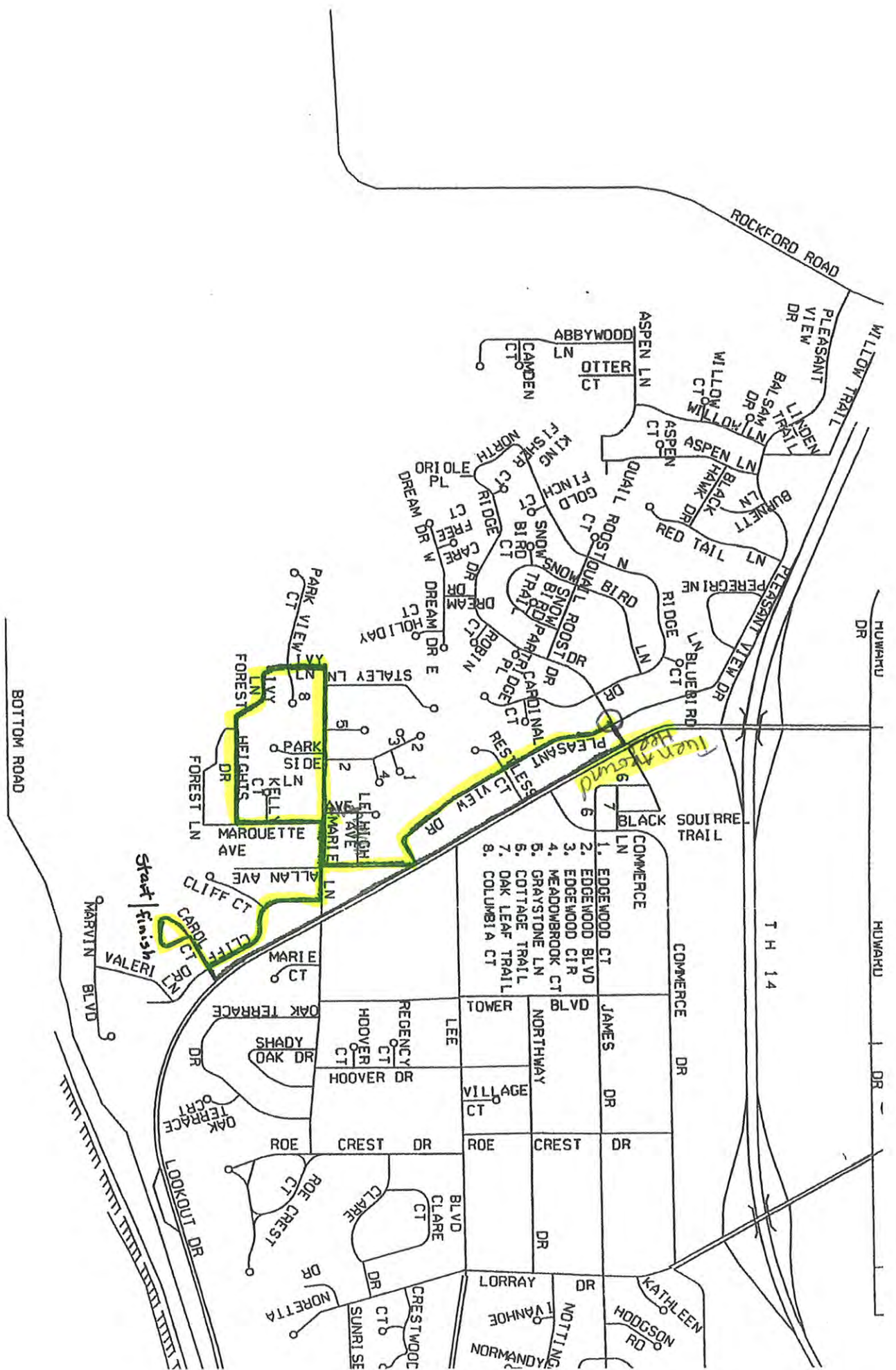
July 5, 2011
Date

Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

[Signature] #701
Chief of Police

07-06-11
Date

COMMENTS/ADDITIONAL STIPULATIONS:



Parade Permit Request for the 4th Annual Athletes in Action 5K Run/Walk

Packet Includes:

Request Letter
5K Route
Course Map

Contact Person:

Dani Burroughs
450 James Ave #4
Mankato, MN 56001
(507) 459-3085
burroughs.danielle@gmail.com

Request for Parade Permit

This request is for the purpose of obtaining a parade permit for the 4th Annual Athletes in Action 5K Run/Walk, which is desired to be held on Saturday, August 27, 2011. The event hosts are Campus Crusade for Christ (a recognized student organization at Minnesota State University, Mankato) and Crossview Covenant Church of North Mankato (located at 354 Carol Ct., North Mankato).

On Saturday, August 27, 2011, Athletes in Action, a branch of Campus Crusade for Christ International, partnered with Crossview Covenant Church of North Mankato, would like to hold a 5K Run/Walk in North Mankato. This 5K will start at 9:00 a.m. and last until approximately 10:00 – 10:30 a.m. The estimated participation for this event is 200 runners/walkers. Parking, registration, and all other facilitation for this event (including the start and finish of the 5K run/walk) will take place in the parking lot of the Crossview Covenant Church old campus of North Mankato (located at 354 Carol Ct., North Mankato).

This event, along the streets of North Mankato, will stick primarily to sidewalks along the 5K route (for course, see "5K Route" attachment), will cross over very few roads and will have minimal impact on local traffic. Run/Walk volunteers will staff the course throughout to remind participants to stay on the sidewalks of the course, especially along Lookout Dr. There will be no interference with the Lookout Dr. traffic. During any point along the course that participants would not be able to run along a sidewalk, participants will be guided to run along the side of the road by volunteers and separated from traffic by traffic cones approximately 4-5 feet from the curb on the side of the road that is going with the flow of traffic. At any intersection, volunteers will be provided with bright colored vests and will help to monitor/direct traffic (unless the North Mankato Police Department feels the need for more appropriate local law enforcement at any given intersection). The only other exception where runners will run in the road would be at the start of the race, for approximately 5-10 minutes when participants will go one time around Carol Ct. and then head to Lookout Dr. During this time, the run/walk would need Carol Ct. blocked off from incoming traffic from Lookout Dr. for the approximate 5-10 minute when participants are in the street. The North Mankato Police Department would be asked for their assistance for this period of time. Residents on Carol Ct. will be informed of the event well in advance, as well as a day or two prior to the event, and will be worked with if they need to come or go during this period of time.

For this event, all equipment (including, but not limited to: mile marker signs, water stations for participants, cones, etc.) will be set out by the event staff the morning of the event and cleaned up shortly after the events end. Traffic cones (that will be borrowed from the city of North Mankato) will be picked up, set out, and cleaned up by event staff.

For this event, we, the event host, first and foremost, ask the city council of North Mankato for their permission to hold this 5K Run/Walk on August 27, 2011. Secondly, we ask for the used of minimal city resources, such as traffic cones and possibly barricade, which if necessary, can be picked up by the event staff. Thirdly, we request the presence of the North Mankato Police Department during the event. The organizing event director, Dani Burroughs, will be in contact with the Police Chief and come to an agreement on the necessary police presence during the event. There was much volunteer help in the past two years of this race, and many volunteers will be available again this year for the 4th Annual Athletes in Action 5K Run/Walk.

As an event staff, Campus Crusade for Christ, as well as its partnered organizations would like to thank you for your consideration of hosting this event in the community of North Mankato. We have enjoyed partnering with North Mankato for the past three years, and hope to partner again to benefit the North Mankato community as well as our organization, this year and beyond.

Appendix:

5K Route

The 5K Run/Walk will start on Carol Ct. (going one lap around the court), then proceeding east towards Cliff Drive. The participants will turn left and head northwest along Cliff Drive on the northwest side of the street. The route will continue along Cliff Drive to Marie Lane where participants will turn left and head west via the sidewalk on the south side of the street. Participants will then cross over Marie Lane at the intersection of Allen Avenue and turn right to head north along Allen Avenue along the side of the street (where cones will be set up for the participants due to no sidewalk to keep the participants in a small section for the street). The route will continue along Allen Avenue until it heads back to Lookout Dr. Participants will take a left onto Lookout Dr. and head north for a small section of road (staying on the southwest sidewalk, not prohibiting traffic). From Lookout Dr. participants will turn left and head north on Pleasant View Drive all the way to Northridge Drive. At the intersection of Pleasant View Drive and Northridge Drive participants will turn around and head south on Pleasant View Drive until they reach Lookout Drive and head north for a small section of the road (again staying on the southwest sidewalk, not prohibiting traffic). Participants will turn right onto Allen Avenue and head south to Marie Lane via the sidewalk on the east side of the intersection of Ivy Ln. and Marie Ln. and head south along Ivy Ln. via the sidewalk on the east side of the street. The course will continue along Ivy Ln. as it turns to the southeast and connects to Forest heights Dr. Participants will continue onto Forest Heights Dr. on the northern sidewalk on the street. At Marquette Ave. participants will turn left and head north on the sidewalk on the west side of Marquette Ave. As participants come to the intersection of Marquette Ave. and Marie Ln. participants will turn right and cross over Marquette Ave. and head east along the southern sidewalk along Marie Ln. the route will continue on until Cliff Dr. where participants will turn right and head southeast along the southwest side of the street (there is not sidewalk on this street, and so cones will be set up along this point to keep participants within a small section of the side of the street). At Carol Ct. participants will turn right and southwest along the north side of Carol Ct. to the 5K run/walk finish line.

**** See YELLOW highlighted course map for more reference!! ****



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #14B	Dept: City Clerk	Council Meeting Date: 7/18/11																																															
TITLE OF ISSUE: Parade Permit for Susan G. Komen Benefit Run, Benson Park, Saturday, August 13, 2011 from 9 a.m. to 12 noon																																																	
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is an application for a parade permit including a map with the route highlighted for Susan G. Komen Benefit Run in Benson Park on Saturday, August 13, 2011 from 9 a.m. to 12 noon.																																																	
<i>If additional space is required, attach a separate sheet</i>																																																	
REQUESTED COUNCIL ACTION: Approve parade permit																																																	
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Parade Permit, Map</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____		Parade Permit, Map			_____					_____					_____				
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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																																																



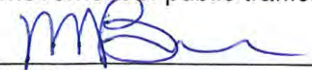
CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

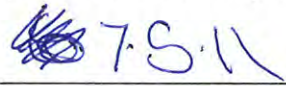
This application, accompanied by a map of the parade route and the required application fee, shall be submitted to the Chief of Police at least fourteen (14) days in advance of the parade date.

Applicant Information

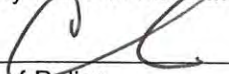
Name:	Meghan Braam		
Address:	722 Belwood DR		
City:	N. Mankato	State:	MN Zip: 56001
Telephone:	507-327-8441		
Sponsoring Organization:	Susan G Komen		
Address:	722 Belwood Drive		
City:	N Mankato	State:	MN Zip: 56001
Telephone:	507-327-8441		
Occasion for Parade:	Benefit		
Date of Parade:	8-13-11	Estimated Length of Parade:	4 hours
Estimated Starting Time:	9:00am	Estimated Finish Time:	12:00
General Composition of Parade:	Runners / walkers		

As a duly authorized representative or agent of the parade sponsoring organization, I hereby make application for a permit to parade in the City of North Mankato, Minnesota. I hereby certify that, to the best of my knowledge, the above is an accurate and true description of the parade. I agree to execute the parade according to this permit and subject to the provisions and conditions which may be necessary to provide for the safety of parade participants and the orderly and safe movement of public traffic.


Applicant

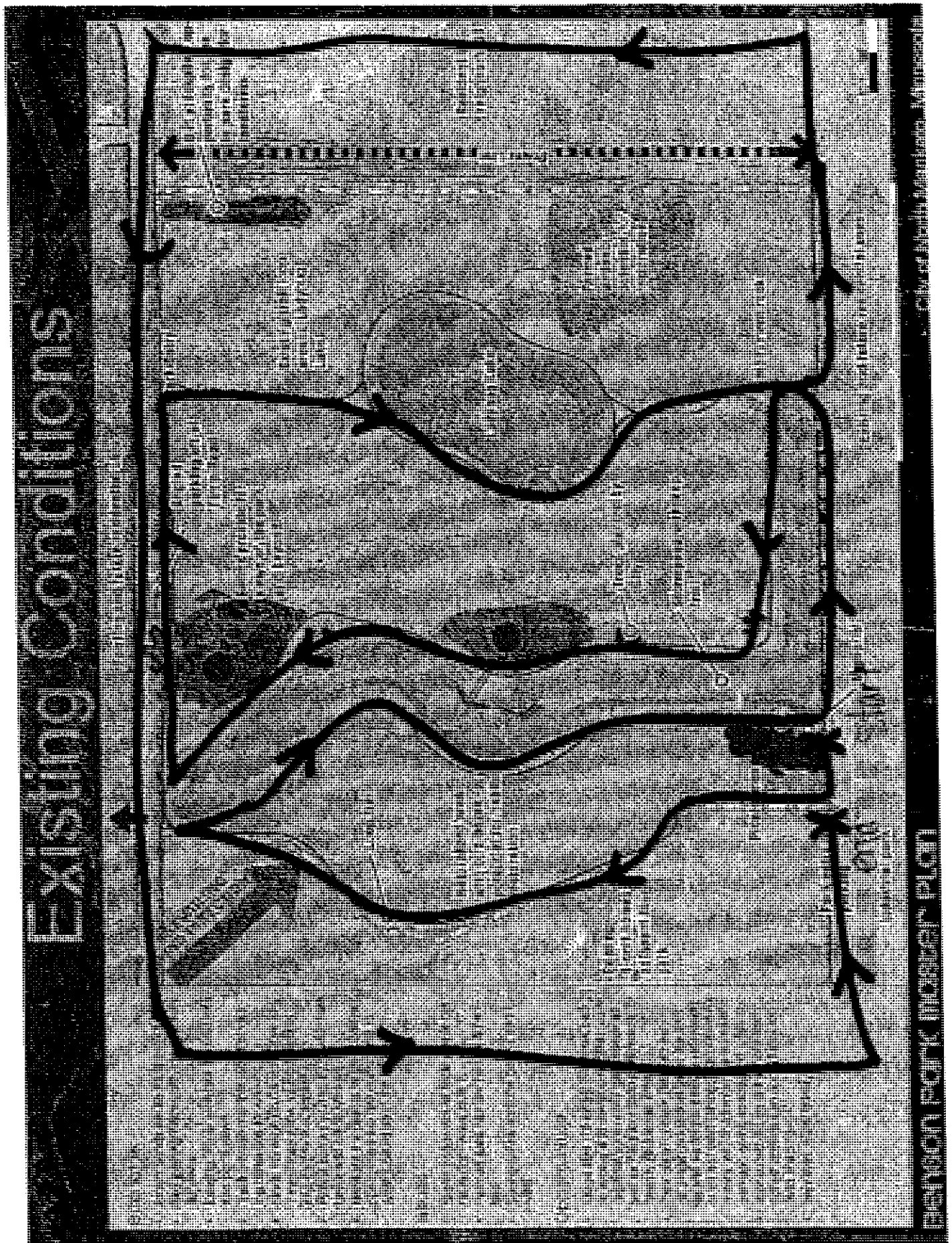

Date

Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

 #701
Chief of Police

07-06-11
Date

COMMENTS/ADDITIONAL STIPULATIONS:



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #14C	Dept: City Clerk	Council Meeting Date: 7/18/11																																																				
TITLE OF ISSUE: Large Group Permit for Benefit Run, Benson Park, Saturday, August 13, 2011 from 7 a.m. to 2 p.m.																																																						
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a large group permit for the Benefit Run in Benson Park on Saturday, August 13, 2011 from 9 a.m. to 12 noon.																																																						
<i>If additional space is required, attach a separate sheet</i>																																																						
REQUESTED COUNCIL ACTION: Approve large group permit																																																						
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="vertical-align: top;">Other (specify)</td> <td colspan="3" style="vertical-align: top;">Large group permit</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)		Large group permit			_____					_____					_____					_____				
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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																																																					

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 89 -2011 SHELTER: Benson Park FEE: 0TYPE OF EVENT: Benefit Run DATE VALID: 8-13-11 HOURS: 7-2ORGANIZATION: Lace Em Up SIZE: 50-100?APPLICANT NAME: Meghan BraamADDRESS: 722 Belwood Dr CITY: MankatoZIP: 56001 DAYTIME PHONE #: 507-327-8441TENTS: 0 ELECTRICITY: 0 ALCOHOL: 0

If keg beer, a \$250 deposit and \$25 fee are required.

AUDIO DEVICES: 0

Amplified music or band requires Council approval

OTHER: _____

PERMIT APPROVED: _____ DATE: 7-5-11

PERMIT DENIED: _____

REFER TO COUNCIL: ✓Nancy Buhl
City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

PROHIBITED

- * Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
- * Pets (Allowed in Benson Park and Bluff Park only. Must be on a 6' leash)
- * Glass containers.
- * Bonfires.
- * Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices.
- * Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices shall end at 8 p.m.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * Fishing/Ice fishing on Ladybug Lake and Spring Lake only.
- * Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake. Children under 12 must be accompanied by an adult. Flotation device required.
- * Hog roasts are allowed in the parks on hard-surfaced lots only.

I, the undersigned, understand that the park shelter reservation fee is NOT a deposit and is NOT refundable for any reason other than inclement weather making it impossible to hold a picnic. Cancellation of this park shelter reservation will NOT result in a refund of the fee. If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.

SIGNED: MMB

Applicant

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #14D	Dept: City Clerk	Council Meeting Date: 7/18/11
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TITLE OF ISSUE: Audio and Large Group Permit for Bethany Lutheran College Family Picnic, Spring Lake Park, 3 p.m. to 10 p.m. on Wednesday, August 10, 2011

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is an audio and large group permit for the Bethany Lutheran College Family Picnic to be held in Spring Lake Park from 3 p.m. to 10 p.m. on Wednesday, August 10, 2011.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve audio and large group permit

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:

Aye Nay

_____	_____	Norland
_____	_____	Schindle
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

☐
☐
☐
☐
☐

Other (specify) _____

Audio and large group permit

☐

Workshop

☒

Regular Meeting

☐

Special Meeting

☐

Refer to: _____

☐

Table until: _____

☐

Other: _____

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 96 -2011 SHELTER: SLP #1 FEE: 60.00 Feb.

TYPE OF EVENT: Family Picnic DATE VALID: 8-10-11 HOURS: 3:00-10:00 PM

ORGANIZATION: Bethany Lutheran College SIZE: 200

APPLICANT NAME: Carrie Flanagan

ADDRESS: 700 Luther Dr. CITY: Mankato

ZIP: 56001 DAYTIME PHONE #: 507-344-7314

TENTS: NO ELECTRICITY: yes ALCOHOL: NO

Small If keg beer, a \$250 deposit and \$25 fee are required.

AUDIO DEVICES: Radio with some music

Amplified music or band requires Council approval

(200 is big estimate)

OTHER: _____

PERMIT APPROVED: _____

DATE: _____

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Nancy Gehrke / VS
City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

PROHIBITED

- * Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
- * Pets (Allowed in Benson Park and Bluff Park only. Must be on a 6' leash).
- * Glass containers.
- * Bonfires.
- * Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices.
- * Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices shall end at 8 p.m.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * Fishing/Ice fishing on Ladybug Lake and Spring Lake only.
- * Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake; Children under 12 must be accompanied by an adult. Flotation device required.
- * Hog roasts are allowed in the parks on hard-surfaced lots only.

I, the undersigned, understand that the park shelter reservation fee is NOT a deposit and is NOT refundable for any reason other than inclement weather making it impossible to hold a picnic. Cancellation of this park shelter reservation will NOT result in a refund of the fee. **If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.**

SIGNED: _____

Applicant

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #14E	Dept: City Clerk	Council Meeting Date: 7/18/11
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TITLE OF ISSUE: Request for Special Event Permit for Bean Bag Tournament at Bobby Joe's Pub, 253 Belgrade Avenue, on Saturday, August 6, 2011 from 11 a.m. to 6 p.m.

BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a request for a special event at Bobby Joe's Pub on August 6, 2011 from 11 a.m. to 6 p.m. The owner is proposing to host a bean bag tournament in the parking lot at 253 Belgrade Avenue. He will be fencing in the parking area to include sales of alcohol in this area.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve special event permit

For Clerk's Use:

Motion By: _____

Second By: _____

Vote Record:	Aye	Nay	
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Other (specify) _____	Special event permit
-----------------------	----------------------

- ☐ Workshop
- ☒ Regular Meeting
- ☐ Special Meeting

<input type="checkbox"/>	Refer to: _____
<input type="checkbox"/>	Table until: _____
<input type="checkbox"/>	Other: _____

CITY OF NORTH MANKATO ~~PARK~~ PERMIT

This permit does reserve space in a City Park.

PERMIT #: 97 -2011 SHELTER: _____ FEE: _____

TYPE OF EVENT: Bean Bag Tournament ~~Band/Party~~ DATE VALID: 8-6-11 HOURS: 11:00 Am - 6:00 pm

ORGANIZATION: Bobby Joe's Pub SIZE: _____

APPLICANT NAME: Mike Kitts

ADDRESS: 253 Belgrage Ave CITY: North Mankato

ZIP: 56003 DAYTIME PHONE #: 507 388-8999

TENTS: _____ ELECTRICITY: _____ ALCOHOL: yes

If keg beer, a \$250 deposit and \$25 fee are required.

AUDIO DEVICES: _____

Amplified music or band requires Council approval

OTHER: Applicant will be fencing in parking lot to serve alcohol during the event.

PERMIT APPROVED: _____ DATE: _____

PERMIT DENIED: _____

REFER TO COUNCIL: _____

City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

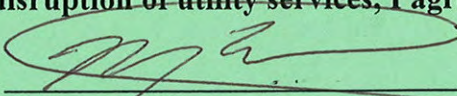
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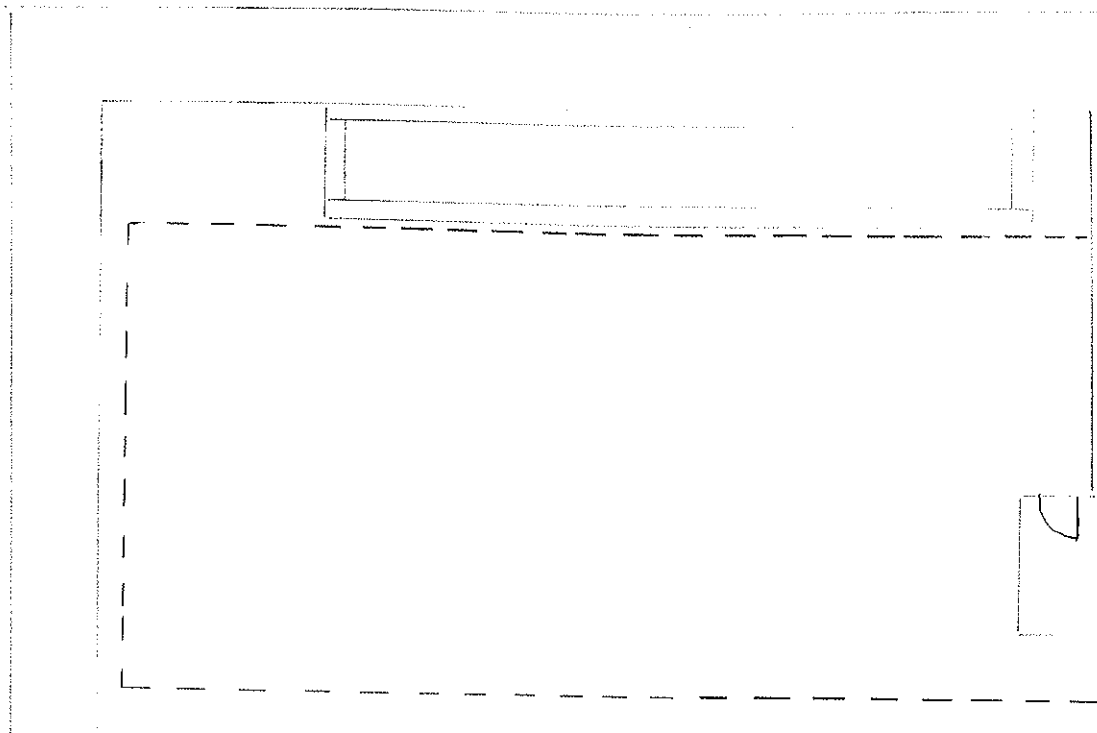
SIGNED: 
Applicant

-- = Fence / Border

Range St.

Belgrade Ave

Bobby Joe's Pub



CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF JULY 18, 2011

69329	Void	Void	(\$4,000.92)
69349	HickoryTech	telephone & internet bill-All Depts.	\$4,078.47
69350	Southern Minnesota Construction	rock, emulsion oil & asphalt-Street Dept.	\$3,968.86
69351	Thermo-Stor	equipment part-Water Dept	\$11.66
69352	Cardmember Service	charge card items-All Depts.	\$9,228.63
69353	Charter Communications	high speed data service-Pol, Fire, Contingency & P/A	\$461.33
69354	Hansen Sanitation	spring cleanup-Sanitation	\$13,003.60
69355	Hoerst, Hazel	contract for deed interest-Jt. Economic Development	\$4,500.00
69356	Rist, Albert	contract for deed interest-Jt. Economic Development	\$4,500.00
69357	Rist, John	contract for deed interest-Jt. Economic Development	\$4,500.00
69358	Rist, Loren	contract for deed interest-Jt. Economic Development	\$4,500.00
69359	Wells Concrete	concrete-Water Dept.	\$446.39
69360	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
69361	ICMA Retirement Trust - 457	employee payroll deductions	\$5,003.85
69362	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.77
69363	Law Enforcement Labor Service	employee payroll deductions	\$378.00
69364	Minn NCPERS Life Ins	employee payroll deductions	\$96.00
69365	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
69366	United Way	employee payroll deductions	\$444.20
69367	MMFL State Fastpitch	10% concession stand sales for tournament 7/9 & 10	\$491.20
69368	North Mankato Firemen's Relief Assn	reimburse donation contribution-Water Dept.	\$75.00
69369	Nicollet County Recorder/Abstracter	reissue lost check for recording fees-Comm Dev	\$46.00
69370	AT & T Mobility	cell phone bill-Bookmobile	\$24.09
69371	Verizon Wireless	cell phone & internet bill-All Depts.	\$752.78
	1st Line/Leewes Ventures	items for concession stand-Caswell	\$465.45
	A to Z Rental Center	equipment parts-Street Dept.	\$31.60
	Abdo, Eick & Meyers	audit service-Fin, Port Auth, Wtr, Swr, Sanit & Stm Wtr	\$5,300.00
	Affordable Jetting, Inc.	professional service-Park Dept.	\$150.00
	Affordable Towing of Mankato, Inc.	towing charge-Police Dept.	\$75.00
	Alpha Wireless Communications	supplies-Police Dept.	\$48.32
	AMEM	registration fee for conference-Civil Defense	\$130.00
	Ameripride Linen & Apparel Services	mats, uniform & towel service-All Depts.	\$582.29
	American Legion Post 518	CBD grant-Sales Tax Fund	\$4,254.71
	AmLawn	mowing-Park Dept.	\$2,076.36

CLAIMS CONTINUED

Anderson, Bob	summer reading program-Library	\$350.00
Arbelbide, Martin	refund water bill credit	\$28.65
Arnold's of North Mankato	equipment parts-Park Dept.	\$17.96
Audio Edition	audio books-Library	\$456.96
Baker & Taylor	books-Library & Bookmobile	\$33.98
Boyer Trucks	equipment parts-Street Dept.	\$176.59
Brandt, Inc.	shirts-Mayor, Admin & Comm Dev	\$661.16
Braun Intertec Corporation	professional serv-Jt Economic Dev & Sales Tax Fund	\$14,000.00
Capstone Press	1st half TIF proceeds-Port Authority TIF Fund	\$25,232.97
Carquest Auto Parts	transmission jack, equip parts & service-Pol & Str	\$1,817.29
Catco Parts Service	equipment parts-Street Dept.	\$317.43
City Auto Glass	equipment parts-Caswell	\$240.95
City of Mankato	water bill-Public Access	\$15.03
Computer Technology Solutions	computer repair-Finance	\$100.00
Connect Business Magazine	ads-Port Authority	\$144.00
Countryside Tree Service	trees-Sales Tax Fund & Port Authority Construction	\$7,500.00
Corporate Graphics Commercial	summer reading program-Library	\$485.00
Crop Production Services	chemical-Park Dept.	\$1,485.35
Crysteel Truck Equipment	equipment parts-Street Dept.	\$75.16
Culver's of North Mankato	items for concession stand-Caswell	\$262.50
Cushman Motor Co., Inc.	equipment parts-Caswell	\$20.35
Dairy Queen West	ice cream & slushies-Swim Facility	\$1,310.13
DEMCO, Inc.	supplies-Library	\$333.90
Department of Public Safety	quarterly bill for CJDN charges-Police Dept.	\$270.00
Diamond Vogel Paint	equipment parts-Street Dept.	\$37.46
Drummers Garden Center	flowers-Mun Bldg	\$69.13
EPA Audio Visual, Inc.	production equipment-P/A Equipment Replacement	\$694.30
Ferrellgas	LP gas-Sanitation	\$299.38
Free Press	ads-Library & Port Authority	\$1,270.62
Free Press Media	ads-Comm Dev	\$1,186.00
Freyberg Petroleum Sales, Inc.	bulk oil-All Depts.	\$2,379.75
G & L Auto Supply	equipment parts & supplies-All Depts.	\$1,311.83
Godfather's Pizza	items for concession stand-Caswell	\$63.00
Goetsch, W. W. Associates, Inc.	equipment parts-Sewer Dept.	\$16,437.75
Gopher State One-Call	equipment rental for utility digging notification-Insp	\$248.05
Grainger	equipment parts & supplies-Mun Bldg & Sewer	\$270.71
Hansen Sanitation	refuse pickup-Sanitation	\$276.12
Hasler, Inc.	postage machine rental-Water & Sewer	\$280.25
Hawkeye Foodservice Distribution	items for concession stand-Caswell	\$581.08
Hawkins, Inc.	chemicals-Swim Facility	\$627.26

CLAIMS CONTINUED

Hermel, A.H. Company	candy & popcorn-Swim Facility & Contingency	\$1,116.96
Horvick, Inc.	equipment parts-Street Dept.	\$4.91
Howard Drive LLC	1st half TIF proceeds-Port Authority TIF Fund	\$4,591.47
ITL Patch Co., Inc.	patches-Tactical Response Team	\$226.40
Ingram Library Services	books-Library	\$1,172.07
JT Services	electric lighting-Street Lighting & Sales Tax Fund	\$1,774.92
Jeane Thorne, Inc.	professional service-Task Force	\$934.15
KEEZ	remote broadcast for Art Splash-Library	\$399.00
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$153.60
Kennedy & Kennedy Law Office	legal services-Attorney & Port Authority	\$8,347.36
Koberoski, Joe	shrubs-Sales Tax Fund	\$2,300.00
LJP Enterprises of St. Peter	wire baling-Sanitation	\$360.00
LJP Waste & Recycle	transportation charges-Sanitation	\$583.20
Larkstur Engineering & Supply, Inc.	equipment parts & supplies-Street Dept.	\$404.56
Mac Tools Distributor	equipment parts & supplies-Shop	\$123.47
Mankato Bearing Co.	equipment parts-Park & Water Depts.	\$283.94
Mankato Motor Co.	equipment parts-Water Dept.	\$48.11
Mantronics Mailing Systems, Inc.	supplies for postage machine-Mun Bldg	\$352.16
Mayo Clinic Health System	physicals-Police, Water, Sewer & Sanitation	\$439.00
McGowan Water Conditioning	salt for softener-Police & Library	\$65.88
Menards-Mankato	supplies-Mun Bldg	\$26.71
Minnesota Iron & Metal Co.	supplies-Street & Parkland	\$791.09
Minnesota Pipe & Equipment	equipment parts & supplies-Water Dept.	\$1,311.35
Minnesota UI Fund	2nd qtr unemployment benefits-Park, Wtr, Swr & Sanit	\$7,608.58
Minnesota Valley Testing Lab	water testing-Water Dept.	\$158.75
Minnesota Waste Processing	processing fees-Sanitation	\$24,851.80
MTI Distributing, Inc.	equipment parts-Park Dept.	\$338.28
Mutch Northside Hardware	supplies-All Depts.	\$1,546.85
NHA Heating & Air Conditioning	repair VFD's motor drives-Sewer Dept.	\$5,143.36
North Central International	equipment parts-All Depts.	\$3,861.66
Northern States Supply, Inc.	supplies-Shop & Contingency	\$103.02
North Mankato Firemen's Relief Assn.	1st half allocation-Firemen's Relief	\$16,343.00
OverDrive	downloadable ebooks & audio books-Library	\$990.69
Overhead Door Co. of Mankato, Inc.	overhead door repair-Police Dept.	\$137.90
Paragon Printing, Mailing & Specialties	supplies, newsletter & drinking water report	\$4,956.82
Pepsi-Cola of Mankato, Inc.	pop & water-Swim Fac, Caswell, Unallocated & Comm	\$8,021.65
Pet Expo Distributors	aquatic service-Library	\$30.00
Peterson, Ginger	travel expenses for training-Task Force	\$133.76
Peterson, Thomas	1st half TIF proceeds-Port Authority TIF Fund	\$9,173.00
Petty Cash, Steven Mork	petty cash items-All Depts.	\$111.53

CLAIMS CONTINUED

Red Feather Paper Co.	supplies-Mun Bldg & Library	\$148.25
Reliance Electric of Southern Minnesota	equipment parts-Park Dept.	\$18.98
Retrofit Companies, Inc.	recycle light bulbs-Sanitation	\$352.99
Rewitzer, Melvin	mileage for June-Sanitation	\$306.00
River Bend Business Products	copier maint & supplies-Police, Library & P/A	\$219.76
Sawatzky Pools, Inc.	chemicals & supplies-Swim Facility	\$201.27
Schwicker's	air conditioner repairs-Mun Bldg & Public Access	\$1,636.70
Seppmann, Jadd & Sons	portable restroom service-Park & Contingency	\$1,183.29
Shine-Way Janitorial Service, Inc.	carpet cleaning-Fire Dept.	\$295.07
Sign Pro	sign repair-Street Dept.	\$21.41
Southern Minnesota Construction	emulsion oil, asphalt, rock & demo-Str, Port Auth & Sanit	\$5,622.54
SPS Companies, Inc.	plumbing repair-Park Dept.	\$117.56
Staples Advantage	supplies-All Depts.	\$815.72
State Industrial Products	supplies-Shop	\$1,259.28
Streicher's Inc.	tactical response team uniforms-Police Dept	\$127.05
Timm, Robert or Janet	contract for deed-Sales Tax Fund	\$1,575.00
Tire Associates	tires & tire repairs-Street, Inspection & Park Depts.	\$1,902.67
Tyler Technologies, Inc.	training-Water, Sewer & Sanitation	\$1,437.50
Uniforms Unlimited, Inc.	uniforms & supplies-Police Dept.	\$1,651.77
United Rentals, Inc.	supplies-Street Dept.	\$321.33
US Postal Service	postage-All Depts.	\$3,000.00
Upstart	supplies-Library	\$110.53
Valley National Gases	supplies-Street Dept.	\$99.59
Viking Fire & Safety	service fire extinguisher-Fire Dept.	\$76.36
Viking Electric Supply	equipment parts & supplies-Park & Sanitation	\$476.59
Vinnies Minnesota Snow	shaved ice-Swim Facility	\$400.00
WW Blacktopping	asphalt-Street Dept.	\$2,840.99
Wells Fargo Corporate Trust Service	interest on bonds	\$379,415.21
Wenzel Auto Electric Co.	equipment parts-Park & Sewer Depts.	\$328.38
Werner Electric Supply	equipment parts & supplies-Mun Bldg & Sanitation	\$262.71
Winston Contract	chairs-Swim Facility	\$1,553.20
Zoo Man	summer reading program-Library	\$275.00
Total		<u>\$664,998.48</u>

CLAIMS CONTINUED

General	\$73,780.45
Library	\$8,099.11
Bookmobile	\$1,154.40
Community Development	\$5,337.69
Local Option Sales Tax	\$11,229.71
Parkland	\$630.56
Contingency	\$1,447.90
Port Authority	\$1,771.77
Port Authority Tax Increment Project Fund	\$38,997.44
Joint Economic Development Fund	\$21,400.00
Capital Improvement Bonds of 2008	\$26,392.50
GO Improvement Bond of 2001	\$1,275.00
GO Improvement Bond of 2004	\$14,747.50
GO Improvement Bond of 2005	\$25,313.75
GO Improvement Bond of 2006	\$21,200.00
GO Improvement Bond of 2007	\$27,878.13
GO Improvement Bond of 2008	\$23,595.00
GO Refunding Bond of 2010	\$54,645.00
GO Port Authority Revenue Bonds of 1993A, 1994A, 1998A	\$28,585.63
Port Authority Tax Increment Bonds 2001	\$23,671.66
Local Option Sales Tax Construction	\$14,304.47
2011 Construction	\$4.34
Port Authority Construction	\$2,100.00
Water	\$90,297.85
Sewer	\$52,298.03
Sanitary Collection	\$72,045.59
Storm Water	\$2,558.07
Firemen's Relief	\$16,343.00
Public Access	\$1,296.26
Public Access Equipment Replacement	\$694.30
Minnesota River Valley Drug Task Force	\$1,676.97
Tactical Response Team	\$226.40
	<hr/>
Total	<u><u>\$664,998.48</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF JULY 18, 2011

Hoerst, Hazel	contract for deed interest-Jt. Economic Development	\$4,500.00
Rist, Albert	contract for deed interest-Jt. Economic Development	\$4,500.00
Rist, John	contract for deed interest-Jt. Economic Development	\$4,500.00
Rist, Loren	contract for deed interest-Jt. Economic Development	\$4,500.00
Abdo, Eick & Meyer	audit service-Port Authority	\$500.00
Capstone Press	1st half TIF proceeds-Port Authority TIF Fund	\$25,232.97
Braun Intertec Corporation	professional service-Jt Economic Development	\$3,400.00
Connect Business Magazine	ads-Port Authority	\$144.00
Countryside Tree Service	trees-Port Authority Construction	\$2,100.00
Free Press	ads-Port Authority	\$321.28
Howard Drive LLC	1st half TIF proceeds-Port Authority TIF Fund	\$4,591.47
Kennedy & Kennedy Law Office	legal services for June-Port Authority	\$583.50
Petty Cash, Steven Mork	petty cash item	\$6.99
Peterson, Thomas	1st half TIF proceeds-Port Authority TIF Fund	\$9,173.00
Southern Minnesota Construction	demo garage 202 Christensen-Port Authority	\$216.00
Wells Fargo Corporate Trust Service	interest on bonds	<u>\$52,257.29</u>
Total		<u><u>\$116,526.50</u></u>

List of Port Authority Bills in the Amount of \$116,526.50

Council Meeting of July 18, 2011

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$664,998.48

Council Meeting of July 18, 2011

Mayor Mark Dehen

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