

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 May 16, 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 Norland, Schindle, Freyberg and Steiner, City Administrator Sande, Finance Director Mork, City Clerk Gehrke, Attorney Kennedy, 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 May 2, 2011. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

Correspondence

Letter from Tim Hayes, Director of Library Services, Blue Earth County Library

Mayor Dehen presented a letter from Tim Hayes, Director of Library Services for the Blue Earth County Library, which notified us they are evaluating bookmobile services in Blue Earth County. They are anticipating discontinuing stops at private daycares, nursing homes and schools and cutting the budget for bookmobile services from \$35,000 to \$10,000 for the 2012 Budget. They also want to discuss the possibility of implementing this modified schedule for the remainder of 2011 with a prorated reduction of charges. Administrator Sande reported a meeting has been scheduled with Blue Earth County Administrator Bob Meyer for Thursday, May 19, 2011 to review library services.

Thank-You Letter from Charlotte Giese, Commander of Disabled American Veterans Auxiliary

The Mayor presented a thank-you letter from Charlotte Giese, Commander of Disabled American Veterans Auxiliary, for allowing the DAV to set up their clothing bin at the Riverbend Recycling Center.

Open the Meeting to the Public for the First Time City Center Partnership Annual Report

Andy Willaert, Chair, and Eric Harriman, Executive Coordinator, of City Center Partnership appeared before the Council and presented the 2010 City Center Partnership Annual Report. Mr. Willaert thanked the City of North Mankato for the contribution to the City Center Partnership and thanked Michael Fischer for participating in the City Center Partnership. He reported contributions of over \$25,000 from 60 partners allowed for the hiring of a part-time Executive Coordinator. Executive Coordinator Harriman reviewed the activities of the City Center Partnership reporting the CCP played a lead role in recruiting support and communicating the importance of Greater Mankato being able to provide facilities to meet the current future needs of this growing regional center. CCP also participated in the First Greater Mankato Day at the Capitol. He also reported beautification of the City Center is a top priority of the CCP strategic plan and in the past year, the Aesthetics & Livability Committee launched three new programs to enhance the City Center. They include CityDesign Awards of Excellence, Adopt a Planter and CityArt Walking Sculpture Tour. Council Member Freyberg asked for clarification of the Alive After Five events. Mr. Harriman reported the Alive After Five events will be held on Thursday evenings in August this year and include music and food vendors. He reported the Trade & Traffic Committee is marketing the City Center through print advertisements and coupon books.

Staff Reports

City Administrator

Grant for Storybook Park

Administrator Sande reported that on March 29, 2011 a grant request was submitted to the Mankato Area Foundation in the amount of \$15,000 to cover approximately one-half of the cost of the improvements for Storybook Park. The Foundation approved the grant request and we are in receipt of the grant funds. These funds come from the Fallenstein Bequest which is administered by the Mankato Area Foundation. Administrator Sande reported completion of the park improvements are expected during the month of June.

Charter Communication Rate Notification

Administrator Sande presented an announcement from Charter regarding rate changes that will begin with their June 2011 billing cycle. Charter notifies the City of any rate changes as required by the franchise agreement.

School and Conference

Council Member Steiner moved, seconded by Council Member Norland, to approve actual and necessary expenses for the following school and conference:

1. Field Training Officer Basic Certification, Richfield, October 24-28, for Police Officer.

Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

Finance Director

Finance Director Mork reported he has been to Sioux Falls and picked up several of the sculptures for the ArtWalk. While in Sioux Falls he observed the installation of their sculptures. Anyone interested in submitting an application next year for their sculpture to be considered should contact Shannon Robinson at Twin Rivers Center for the Arts.

City Attorney

Attorney Kennedy verified that asking prices have been established for the Budget Mart property on Belgrade Avenue (\$295,000) and the Budget Mart property on Commerce Drive (\$245,000). He reported that a sheriff's sale will be held for both properties. Administrator Sande reported the tanks have been removed from the Commerce Drive property but have not been removed from the Belgrade Avenue property.

Report from Council Members

Council Member Norland

Council Member Norland reported she was pleased to hear about the fireworks collaboration. She noted while at the Recycling Center this past weekend, it was being heavily used and she heard good comments from residents.

Council Member Schindle

Council Member Schindle reported that at the All Seasons Arena Board meeting of May 27, 2011, the Board will discuss the Board expenditures authorization limit and have suggested it be increased from \$10,000 to \$50,000. The amount has not been increased since the original ASA Agreement was put in place in 1978. The Council requested Council Member Schindle to bring additional information back to the Council at a future Council meeting.

Council Member Freyberg

Council Member Freyberg reported on a recent trip to Grand Marais he found the *Explore Minnesota* flier at his stops at the State parks and was amazed that only a small ad paid for by Greater Mankato Growth advertising Mankato was in the flier. He stated the City has done a wonderful job on Caswell Park, an extensive trail system and is moving forward with the soccer fields. He believes this area should be promoted as a destination for bicyclers and bicycle competition. Tom Engstrom wants to meet regarding closing Judson Bottom Road for the River Ramble in October.

Report from the Mayor**Report from Intergovernmental Committee Meeting**

Mayor Dehen reported he attended the Intergovernmental Committee meeting on Wednesday, May 11, 2011. He reported the committee reviewed the Veterans Memorial Place project and reported the veterans groups have raised approximately \$75,000 for the project and the City of Mankato has agreed to in-kind services in the amount of \$4,088. Proposed North Mankato in-kind services include excavation - \$3,900, base work - \$2,000, drain tile - \$1,808 and erosion/sediment control - \$270 for a total of \$8,068. **Council Member Norland moved, seconded by Council Member Steiner, to authorize in-kind services in the amount of \$8,068 for the Veterans Memorial Place. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Mayor Dehen reported the Intergovernmental Committee discussed the closure of a portion of the Veterans Memorial Bridge for pedestrian viewing if the fireworks are held at Riverfront Park on July 4, 2011. **Council Member Steiner moved, seconded by Council Member Norland, to authorize the closure of a portion of the Veterans Memorial Bridge for pedestrian viewing if the fireworks are held at Riverfront Park. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

The Intergovernmental Committee also discussed the Belgrade Blues Festival to be held on July 23, 2011. Service organizations wish to sell service blankets at the Festival and donate the proceeds to Veterans Memorial Place.

Mayor Dehen reported on the Beyond the Yellow Ribbon Campaign which is a local effort to serve families of soldiers deployed within Nicollet, LeSueur and Blue Earth County.

Mayor Dehen reported the Intergovernmental Committee reviewed the most recent proposed redistricting areas as they relate to the Cities of Mankato and North Mankato. If accepted, the congressional redistricting maps would place North Mankato into the 2nd District and retain Mankato in the 1st District.

Mayor Dehen reported the next Intergovernmental Committee meeting will be held on Wednesday, August 10, 2011 at 7:30 p.m. in the North Mankato Council Chambers.

Mayor Dehen reported the Forsberg Field Dedication will be held on Saturday, May 21, 2011 at 11 a.m.

Mayor Dehen reported "Coffee with the Council" has been scheduled at the LorRay Deli Mart on Saturday, June 4, 2011 from 10:30 to 11:30 a.m.

Open the Meeting to the Public for the Second Time

Kim Spears, 916 South Avenue

Kim Spears, 916 South Avenue, appeared before the Council and asked if cable companies other than Charter could have a franchise in North Mankato. Administrator Sande reported that the Charter franchise is non-exclusive and other cable companies are operating in North Mankato.

Bills and Appropriations

Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amount of \$270,601.44. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

There being no further business, the meeting was adjourned at 7:58 p.m.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #6A	Dept: Admin.	Council Meeting Date: 6/6/11
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TITLE OF ISSUE: Charter Rate Increase Notification

BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached letter.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Information only.

For Clerk's Use:

Motion By: _____
Second By: _____

Vote Record:

Aye	Nay	
_____	_____	Schindle
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Norland
_____	_____	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) _____		Letter from Charter Communications		

<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: _____



May 26, 2011

Mr. Wendell Sande, City Administrator
City of North Mankato
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56003

Dear Mr. Sande:

In our ongoing efforts to apprise you of developments involving Charter's services in your community, we want to inform you of certain upcoming changes. At Charter, we strive to deliver the best entertainment services available; and as part of that commitment, we are continually investing in improving the overall experience for our customers.

Some of the recent product enhancements delivered to our customers this year include a free speed upgrade on the most popular high speed internet tiers and additional HD TV channels with the addition of Speed HD, MTV HD and Hallmark Channel HD. Charter now offers more than 8,000 On Demand programming options, including 1000 HD options allowing our customers to watch programming when they want. With convenience being a top priority, Charter has introduced Multi-Room Digital Video Recorder (DVR) service, providing customers access to their entire library of DVR recordings from any network receiver in their home. Additionally, the Charter Cloud Drive is helping customers securely store an unlimited amount of documents, music, videos and photos that can be accessed from any Internet connection and easily shared with family and friends. Most recently Charter introduced the Online Phone Manager which offers many benefits, including allowing our customers to check and manage their voicemails online from within their Charter.net email account. We continue to make enhancements and look forward to providing even more value for our customers in 2011.

Effective with customer's June 28, 2011 statement, pricing will be adjusted on our Expanded Basic service. Expanded Basic provides a significant value to customers by delivering the most popular TV programming in both analog and digital formats. The Expanded Basic price will be adjusted from \$44.05 to \$47.05 for an increase of \$3.00. Please note that customers with digital level service (66% of Charter TV customers) will not be affected by this adjustment. In addition, customers in a promotion (including customers with a Price Guarantee) will not see an immediate price change; however, the new prices will apply at the end of their promotional period.

Customers are being provided advance notice of these price adjustments via a letter 30 days prior to their monthly statement.

For communities currently receiving a franchise fee, we also want to remind you of an alternative to U.S. mail-delivered paper checks for franchise fee payments. You now have the option of signing up for an electronic direct payment process for franchise fees, assuring a more efficient and timely manner of receiving your funds. If you would like to pursue the electronic payment process, please contact me at 763-682-5982 Ext. 11511 or tom.bordwell@chartercom.com and I will forward you the required sign-up form. We hope this convenient method will be simpler and provide more value to you.

Best Regards,



Tom Bordwell
Director, Government Relations
Charter

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #7	Dept: Com. Development	Council Meeting Date: 6/6/11
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TITLE OF ISSUE: Public Hearing - Consideration of Amendment to HUD 2010 Action Plan

BACKGROUND AND SUPPLEMENTAL INFORMATION: The HUD 2010 Action Plan provides for the use of 2010 CDBG funds towards individual down payment assistance grants for income-qualified persons to purchase existing homes or build new homes. After 10 months of the funds being available, only two (2) grants have been issued. As permitted by HUD, staff is proposing to discontinue the down payment assistance grant program and use the 2010 CDBG funds to either acquire a residential dwelling at 706 Range Street or use toward the purchase of the Belgrade Avenue Budget Mart. According to HUD regulations, a public hearing is necessary to reallocate the 2010 CDBG funds.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve amendment to HUD 2010 Action Plan

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
_____	_____	_____	Schindle
_____	_____	_____	Freyberg
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	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) _____		Public Hearing Notice, Memo		

<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: _____

NOTICE OF PUBLIC HEARING
TO AMEND HUD 2010 ACTION PLAN

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 6th day of June, 2011, to hold a public hearing to amend the HUD 2010 Action Plan.

Such persons as desire to be heard with reference to the proposed amendment to the HUD 2010 Action Plan will be heard at this meeting.

Dated this 23rd day of May 2011.

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

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.
County of Blue Earth

May 23, 2011
NOTICE OF PUBLIC HEARING
TO AMEND HUD 2010
ACTION PLAN

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 6th day of June, 2011, to hold a public hearing to amend the HUD 2010 Action Plan.

Such persons as desire to be heard with reference to the proposed amendment to the HUD 2010 Action Plan will be heard at this meeting.

Dated this 23rd day of May 2011,
Nancy Gehrke, CMC
City Clerk
City of North Mankato,
Minnesota

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 _____

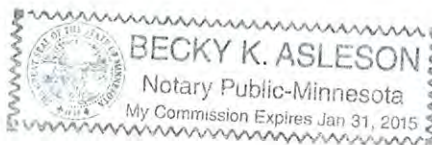
_____ which is attached was cut from the columns of said newspaper, and was printed and published once each week, for 1 successive weeks; it was first published on Monday, the 23 day of May, 2011, and was thereafter printed and published on every Monday to and including Monday, the 23 day of May, 2011; 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: James P. Santori
Publisher

Subscribed and sworn to before me on this 23 day of May, 2011.

Becky K. Asleson
Notary Public



MEMORANDUM

TO: *Honorable Mayor and City Council*

FROM: *Michael Fischer, City Planner*

DATE: *May 26, 2011*

SUBJECT: *HUD 2010 Action Plan Amendment*

In 2010, the City Council approved the Housing and Urban Development (HUD) Community Development Block Grant Program (CDBG) 2010-2011 Action Plan. In this Plan, the City dedicated its annual CDBG funds toward providing down payment assistance grants for income-qualified homebuyers to either build a new single-family dwelling or buy an existing one. In the ten months the funding has been available, we have issued two (2) down payment assistance grants.

As the demand for these grants is minimal, the City is proposing to use the CDBG funds for other purposes. According to HUD, it is necessary to amend the 2010-2011 Action Plan to use the funds for other projects not listed in the original Action Plan. As part of the amendment process, a public hearing is required by HUD.

As approximately \$72,000 of CDBG funding exists from our 2010 allocation, staff is recommending those funds be used to either acquire the house and property at 706 Range Street or used toward the purchase of the Belgrade Avenue Budget Mart. As both of the proposed acquisitions would contribute toward redevelopment efforts, timing issues would dictate which property could be acquired.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #8	Dept: Admin.	Council Meeting Date: 6/6/11
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TITLE OF ISSUE: Public Hearing - Consideration of Amendment to Gambling Ordinance

BACKGROUND AND SUPPLEMENTAL INFORMATION: The Council received a request from the Lake Washington Improvement Association to conduct gambling in North Mankato. The current gambling ordinance requires at least 40 percent of its active members to reside within the City, 80 percent of its active members to reside within Independent School District 77 or 100 percent of net profits generated within the City to be designated to an eligible recipient as established by the Council and located within the corporate limits of the Cities of North Mankato and Mankato. The Lake Washington Improvement Association resides outside the ISD 77 boundaries. In order to consider a change to the gambling ordinance, it is necessary to hold a public hearing. The Lake Washington Improvement Association would like to competitively bid to lease a portion of Hott Shotts to conduct lawful gambling. They currently hold gambling licenses at four locations in Mankato.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Hold Public Hearing.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	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) _____		Public Hearing Notice		

<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: _____

NOTICE OF PUBLIC HEARING
FOR AMENDMENT TO THE CITY CODE CHAPTER 111
ENTITLED "ALCOHOLIC BEVERAGES" SPECIFICALLY SECTION 111.208
REGARDING THE REQUIREMENTS FOR LAWFUL GAMBLING

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 6th day of June, 2011, to hold a public hearing to amend Chapter 111 of the City Code entitled "Alcoholic Beverages," specifically Section 111.208 regarding the requirements for lawful gambling.

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 18th day of April 2011.

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

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.

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_____ 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 Tuesday, the 23 day of May, 2011, and was thereafter printed and published on every Tuesday to and including Tuesday, the 23 day of May, 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.

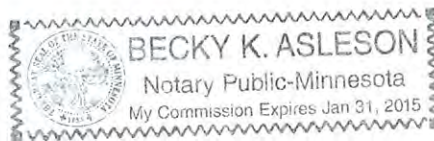
abcdefghijklmnopqrstuvwxyz

By: _____

Publisher

Subscribed and sworn to before me on this 23 day of May, 2011.

Becky K. Asleson
Notary Public



May 23, 2011
NOTICE OF PUBLIC HEARING
FOR AMENDMENT TO
THE CITY CODE
CHAPTER 111 ENTITLED
"ALCOHOLIC BEVERAGES"
SPECIFICALLY SECTION 111.208
REGARDING THE
REQUIREMENTS FOR
LAWFUL GAMBLING
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 6th day of June, 2011, to hold a public hearing to amend Chapter 111 of the City Code entitled "Alcoholic Beverages," specifically Section 111.208 regarding the requirements for lawful gambling. 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 23rd day of May 2011.
Nancy Gehrke, CMC
City Clerk
City of North Mankato,
Minnesota

THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD

OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS OF THE
COUNTY OF NICOLLET
May 24, 2011

The Nicollet County Board of Commissioners met in special session on Tuesday, May 24, 2011 9:00 a.m. with Chair James Stenson presiding. Commissioners David Haack, Marie Dranttel, Dr. Bruce Beatty and Jack Kolars were present. Also present were Assistant County Attorney Michelle Zehnder Fischer, Auditor-Treasurer Bridgette Kennedy, Recording Secretary Margo Brown, and Acting Recording Secretary Paula Krook. Administrator Robert Podhradsky was excused.

Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to approve the minutes of the May 10, 2011 Board meeting. The motion carried unanimously.

Upon a motion by Commissioner Haack 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 Kolars 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.

At this time, Director Tesdahl requested that the Board consider approval of the annual Mail/Messenger Service Contract. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the Social Services Director and approve the Mail/Messenger Service Contract with Carol Shultz for the remainder of 2011 as presented. The motion carried unanimously.

Social Services Director Tesdahl requested that the Board consider cancellation of seven outstanding warrants. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to accept the recommendation of the Social Services Director and cancel the following warrants from 2009 and 2010.

11/10/09	Check 77452	\$60.00
1/26/10	Check 78344	\$15.00
4/13/10	Check 79090	\$ 1.00
6/22/10	Check 79975	\$ 3.47
8/24/10	Check 80694	\$ 6.40
10/26/10	Check 91405	\$10.40
11/23/10	Check 81881	\$ 1.00

The motion carried unanimously.

Director Tesdahl brought with her the two visiting students from Norway who are working with Social Services staff. Each of the students gave a brief overview of things they have done while working with Social Services.

Margo Brown, representing the Human Resources Department, addressed the Board to inform them of a replacement hiring:

Environmental Services Director Mandy Landkamer has hired Amy Linnerooth to fill the vacant Wetland Coordinator/Water Planner/Solid Waste position (Engineering Aide, Senior) position. Ms. Linnerooth began her duties on May 16th at a salary of \$15.28 per hour, which represents pay step 5 of pay grade 11.

Ms. Margo Brown provided information about an end of probation request for the Assessor's Office and requested that the Board declare Rhonda Burge a regular employee. Upon a motion by Commissioner Beatty and seconded by Kolars, it was moved to accept the recommendation of the Human Resources Office for Assessor Doreen Pehrson and approve the end of probation request for Clerk 3 Rhonda Burge, noting that she is a regular Nicollet County employee effective May 29, 2011. The motion carried unanimously.

Margo Brown also requested that the Board acknowledge receipt of a Court Order noting a salary adjustment for Corrections Agent, Jessica Pelzel. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to acknowledge receipt of the Court Order showing a one step salary increase for Corrections Agent Jessica Pelzel. Commissioners Haack, Dranttel, Kolars and Beatty voted yes and Commissioner Stenson abstained. The motion carried 4-1.

Public Works Director Seth Greenwood requested approval of several ditch repair reports. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director and approve the following ditch repair report:

<u>Report Number</u>	<u>County Ditch</u>	<u>Township</u>
11-8	40-A	Bernadotte
11-9	32-A	Bernadotte
11-10	58	Belgrade
11-11	59	Belgrade

The motion carried. Commissioner Kolars was absent for the vote.

Director Greenwood provided information about a bridge replacement agreement for Bernadotte Township and requested Board approval of this agreement. Bids should be let sometime in late summer of 2011. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director and approve the agreement for construction of Bridge 52J20 in Bernadotte Township, located in Section 2-111-29. The motion carried unanimously.

At this time, the Public Works Director requested that the Board acknowledge receipt of the 2010 Public Works Annual Report. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to acknowledge receipt of the 2010 Annual Report from Public Works. The motion carried unanimously.

The Public Works Director provided an update of Minnemishinona Falls Project.

At this time, Jerry Yushta addressed the Board to discuss his concern about the placement of rumble strips on County highways. He represents area bicyclists who do not want the County to continue putting rumble strips on area roads. Tom Engstrom, who is the Citizen Representative on the MNDOT Transportation Committee, was also present. Mr. Yushta suggested the public get involved in the upcoming project along Country Road 5, and would be in favor of having a transportation meeting. He agrees that the rumble strips provide safety for vehicles, but cause safety hazards for bicyclists. Tom Engstrom presented issues which included growth of biking in the area, location of bike trails, and the

economic impact of biking. Mr. Yushta and Mr. Engstrom requested that the Board reconsider their decision to accept and award bids for rumble strips.

Chair Stenson requested that Public Works Director Greenwood schedule a Public Works Committee meeting to discuss the issue of Rumble Strips along County highways. This meeting will be scheduled in the near future.

Environmental Services Deputy Zoning Administrator Rob Redding addressed the Board to request approval of several conditional use permits.

Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the Planning and Zoning Advisory Commission's May 16, 2011 report, recommendations, and findings as submitted therein, which includes the following conditional use permit:

Dan Stueber/I & S Group
Paul Wendinger Permit No. P-1 through 8-11 West Newton Township

The motion carried unanimously.

Upon a motion by Commissioner Kolars and seconded by Stenson, it was moved to accept the Planning and Zoning Advisory Commission's May 16, 2011 report, recommendations, and findings as submitted therein, which includes the following conditional use permits:

Southern MN Const. Co.
James & Sheri Brostom
William B. Pell Permit No. C-11-11 Lake Prairie Township

Southern MN Const. Co.
David Woelpern Permit No. C-12, 18-11 Traverse Township

The motion carried unanimously.

Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the Planning and Zoning Advisory Commission's May 16, 2011 report, recommendations, and findings as submitted therein, which includes the following conditional use permits:

Helen Poehler Permit No. C-14-11 Courtland Township

Jason Kuester
Pearl Drill Permit No. C-15-11 Courtland Township

The motion carried unanimously.

Upon a motion by Commissioner Stenson and seconded by Dranttel, it was moved to accept the Planning and Zoning Advisory Commission's May 16, 2011 report, recommendations, and findings as submitted therein, which includes the following conditional use permit:

Steve Trueman/AT&T
M. Lee Schott Permit No. C-10-11 New Sweden Township

The motion carried unanimously.

Upon a motion by Commissioner Stenson and seconded by Haack, it was moved to accept the Planning and Zoning Advisory Commission's May 16, 2011 report, recommendations, and findings as submitted therein, which includes the following conditional use permit:

Jeff Davis Permit No. C-16-11 Lake Prairie Township

The motion carried unanimously.

Upon a motion by Commissioner Stenson and seconded by Beatty, it was moved to accept the Planning and Zoning Advisory Commission's May 16, 2011 report, recommendations, and findings as submitted therein, which includes the following conditional use permit:

Ryan Franta
Jeff Franta Permit No. C-13-11 Lafayette Township

The motion carried unanimously.

There was brief discussion of the request of Ruth Harvey regarding re-zoning.

Director Landkamer introduced Ms. Amy Linderooth, who has filled the position of Wetland Coordinator/Water Planner/Solid Waste (Engineering Aide, Senior) in the Environmental Services Office. Tri-County Solid Waste Director Al Christensen gave a brief overview of how Ms. Linnerooth's position will work between Environmental Services and Tri-County.

County Auditor-Treasurer Bridgette Kennedy addressed the Board to request approval of several applications for abatement/reduction in value. Upon a motion by Commissioner Beatty and seconded by Haack, it was moved to accept the recommendation of the County Auditor-Treasurer's Office and approve the following applications for abatement:

For Rachel Schott of 1607 Wood Duck Street, St. Peter MN for property located at parcel number 19.490.0200 in St. Peter for taxes payable in 2012 with no specific amount noted.

For Michelle Washington-Carter of 50 Main Street, Courtland MN for property located at parcel number 14.531.0010 in the City of Courtland for taxes payable in 2012 with no specific amount noted.

The motion carried unanimously.

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

- Reminder of the upcoming Board Workshop scheduled for Friday June 3rd in the Conference Room at the North Mankato Services Building.

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

- Attended Work Force Council Meeting

Commissioner Dr. Bruce Beatty

- Mentioned that on May 15th the Minnesota State High School League inducted 15 new members into the Hall of Fame, one of them being Don Fosburg from St. Peter High School.

Commissioner David Haack

- No report

Commissioner Marie Dranttel

- No report

Upon a motion by Commissioner Kolars and seconded by Beatty, 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.

Chair Stenson adjourned the meeting at 10:30 a.m.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12.A	Department: Administration	Council Meeting Date: 6/06/11
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TITLE OF ISSUE: Res. Ordering Plans & Specs for Project No. 11-04D, 2011 Street Projects

BACKGROUND AND SUPPLEMENTAL INFORMATION: We are proposing a paving project for later this summer to put the final asphalt overlays on several streets. The streets include: Abbywood Lane, Aspen Drive from Willow to Raymond, Camden Court, a portion of Fairbanks Drive, Arlington Lane and Arlington Court. The developer of the Willow Lane area may include the streets he constructed privately in the project.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Resolution

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

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

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

RESOLUTION NO.

RESOLUTION ORDERING PLANS AND SPECIFICATIONS
FOR PROJECT NO. 11-04D
2011 STREET IMPROVEMENTS

WHEREAS, pursuant to resolution of the Council, it is proposed to go forward with Project No. 11-04D, 2011 Street Improvements; and

WHEREAS, the proposed improvements include street overlays for Aspen Lane from Willow Lane to Raymond Drive, Abbywood Lane, Camden Court, Arlington Lane, Arlington Court and Fairbanks Drive from Timm Road to Kodiak Drive;

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

- 1) A feasibility study has determined that such improvements are necessary, cost-effective and feasible. Project cost is estimated to be \$200,000.
- 2) Such improvements are hereby ordered as proposed.
- 3) Bolton and Menk, Inc. is hereby designated as the engineer for such improvement and shall prepare plans and specifications for the making of such improvement.

Adopted by the City Council this 6th day of June 2011.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12B	Department: Administration	Council Meeting Date: 6/06/11
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TITLE OF ISSUE: Resolution on the Proposal to Establish Tax Increment Financing District IDD No 1-21

BACKGROUND AND SUPPLEMENTAL INFORMATION: We have reached an agreement with WEB Construction of Mankato for the sale of a 2.57-acre parcel to be platted as Lot 1, Block 1 of Northport No. 16 and located at the far end of Howard Drive West adjacent to Minnesota Truck & Tractor. WEB intends to build a sales and service facility for All-State Peterbilt. The project is to be tax increment supported and will qualify under the 2010 amendments to the tax increment statute. The project is estimated to cost \$2.2 million. Construction is scheduled to begin shortly after the necessary approvals are received on June 20, 2011.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Resolution and Set Public Hearing

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Public Hearing Notice _____		

<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: _____

**RESOLUTION ON THE PROPOSAL TO ESTABLISH
TAX INCREMENT FINANCING DISTRICT IDD NO. 1-21
AND CALLING FOR CONSULTATION WITH
OTHER AFFECTED JURISDICTIONS AND PUBLIC HEARING**

WHEREAS, a proposal to establish a tax increment financing district under the provisions of Minnesota Statutes, Chapter 469 (the "Act") has been received by the City Council of the City of North Mankato (the "Council"); and

WHEREAS, the Act requires that prior to establishment of a tax increment financing district, the Council shall provide a reasonable opportunity to members of the Nicollet County Board of Commissioners and the School Board of Independent School District No. 77 to meet with the Council and that the Council shall fully inform the member of the county board and school board of the fiscal and economic implications of the proposed project and tax increment financing district. The Act further requires that the proposed plan and information on the fiscal and economic implications of the plan must be provided to the county auditor and clerk of the school board at least 30 days before the public hearing; and

WHEREAS, the Act provides that the 30-day requirement is waived if the boards of the county and school district submit written comments on the proposal to the Council following receipt of the proposed tax increment financing plan and the information on the fiscal and economic implications of the plan; and

WHEREAS, the Act further requires that prior to the establishment of a tax increment financing district and adoption of a tax increment financing plan a public hearing shall be held thereon:

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of North Mankato as follows:

Section 1. Public Hearing. This Council shall meet on Monday, June 20, 2011, after 7:00 p.m., to hold a public hearing on the proposed establishment of Tax Increment Financing District IDD No. 1-21 and adoption of a tax increment financing plan relating thereto, all pursuant to and in accordance with the Act.

Section 2. Notice of Hearing; Filing of Plan. The City Clerk is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto, to be published as required by the Act and to place a copy of the proposed Tax Increment Financing Plan on file in the City Clerk's office at City Hall and to make such documents available for inspection by the public.

Adopted by the Council this 6th day of June, 2011.

Mark D. Dehen, Mayor

ATTEST:

Nancy Gehrke, City Clerk

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 hold a public hearing on Monday, June 20, 2011, at a meeting of the Council beginning at approximately 7:00 p.m. at the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, relating to the proposal of the North Mankato Port Authority Commission to establish Tax Increment Financing District IDD No. 1-21, within Industrial Development District No. 1, and adopt a tax increment financing plan relating thereto, all pursuant to Minnesota Statutes, Chapter 469.

A map showing the boundaries of Industrial Development District No. 1 and Tax Increment Financing District IDD No. 1-21 is attached. A copy of the documentation proposed to be considered at the hearing will be on file and available for public inspection at the office of the City Administrator at the Municipal Building.

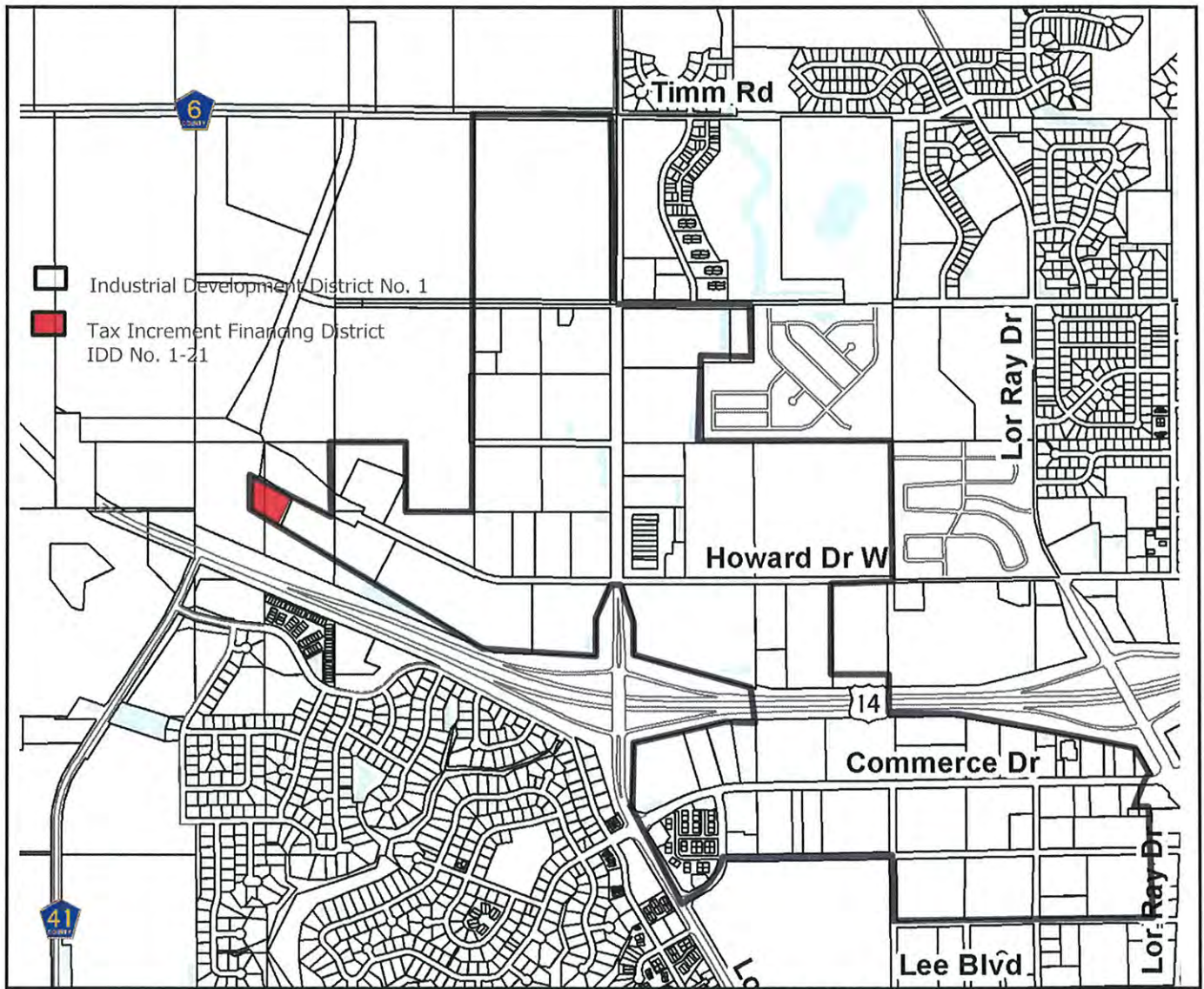
Any person with residence in the City of North Mankato, or the owner of taxable property in the City, may file a written complaint with the City if the City fails to comply with M.S. § 116 J.993 to 116J.995 (the Business Subsidy Act). No action may be filed against the City for the failure to comply unless a written complaint is filed.

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

Dated this 10th day of June 2011.

BY ORDER OF THE NORTH MANKATO CITY COUNCIL

/s/Nancy Gehrke
Nancy Gehrke, CMC
City Clerk



INDUSTRIAL DEVELOPMENT DISTRICT NO. 1
AND
TAX INCREMENT FINANCING DISTRICT IDD NO. 1-21
NORTH MANKATO MINNESOTA
JUNE 20, 2011

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12C	Department: Administration	Council Meeting Date: 6/06/11
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TITLE OF ISSUE: Caswell Park Batting Cage Project

BACKGROUND AND SUPPLEMENTAL INFORMATION: As we noted to you in a memo of January 24, 2011, we have been working with interested parties on the development of a batting cage project for Caswell Park. Enclosed for your reference are project drawings prepared by the I & S Group. The project cost estimate is as follows: Fencing - \$6,000; Cable and Hardware - \$500; Concrete - \$3,000; Aggregate and Aglime - \$1,000; Netting - \$1,900; Electric Service - \$1,000. Total Estimated Cost - \$13,400. Pub 500 has committed to a \$1,500 total sponsorship to be paid \$500 per year for the next three years. The Sports Institute has made a \$200 contribution to the project. In addition, a fund raiser was held on May 1, 2011 at Pub 500 which raised \$400 toward the batting cages. The balance of the project costs, after sponsorships, will be paid from sales tax revenues.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: To approve the project and authorize us to proceed to construction.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
_____	_____	_____	Schindle
_____	_____	_____	Freyberg
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	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) _____		Memo, Project Drawing		

<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: _____

MEMORANDUM

TO: *Honorable Mayor and City Council*

FROM: *Wendell Sande, City Administrator*

DATE: *January 24, 2011*

SUBJECT: *Batting Cages at Caswell Park*

Attached please find a memo from Lynette Peterson regarding the recent meeting on the proposed batting cages at Caswell. As noted in the memo, Pub 500 and the Super 8 are committed to sponsorships. The batting cages will be a great addition to the park. Batting cages are eligible sales tax expenditures under regional parks. If you have any questions or need any additional information, please contact me.

MEMORANDUM

TO: *Wendell Sande, City Administrator*

FROM: *Lynette Peterson, Deputy City Clerk*

DATE: *January 24, 2011*

SUBJECT: *Batting Cages at Caswell Park*

On Thursday, January 20, 2011, a meeting was held regarding batting cages at Caswell Park. Shane Bowyer, Sports Institute; Lori Meyer, MAGFA; Rudy Kleist, MAYBA; Tom Frederick, Jr., Pub 500; Lisa Cummiskey, Super 8 and Lynette Peterson, City of North Mankato were in attendance. Pub 500 and Super 8 have committed to being sponsors for the cages.

We discussed design of and material for the cages. It was the consensus of the group to put two batting cages at Caswell Park. The location would be off the parking lot for Fields 5 and 6 and outside the gate so they are accessible at all times. A concrete slab would be the best base for the cages with a turf overlay. MAYBA has some extra turf and Rudy will check with them to see if they can donate the turf for the cages. Batting cage size would be 75' x 14' x 12'. The two cages would be beside each other with a little space in between. A single net outside of each of the batting cages would be useful for a soft-toss/tee area for coaches. Electricity to the cages would be needed for pitching machine use inside the cages. Lights are optional but would be needed for those practicing later at night.

Rudy Kleist will check out fencing costs with AJ Henry, donation of the turf from MAYBA and concrete costs. Shane Bowyer will get quotes on netting and soft-toss nets from Douglas.

CASWELL PARK - BATTING CAGE PRACTICE AREA CONCEPT

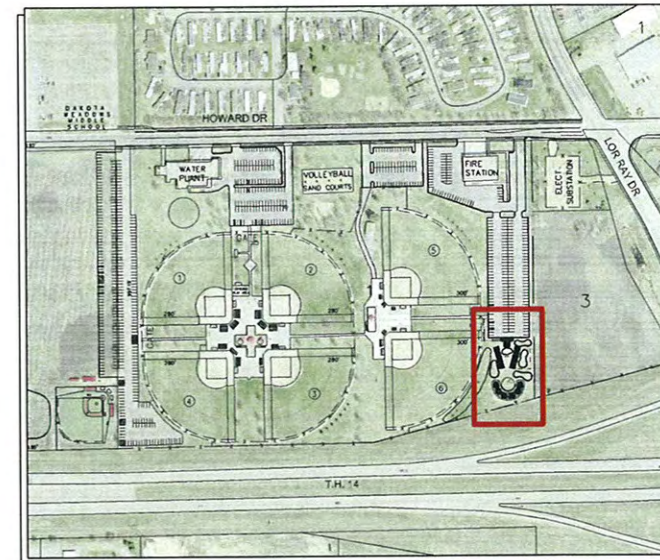
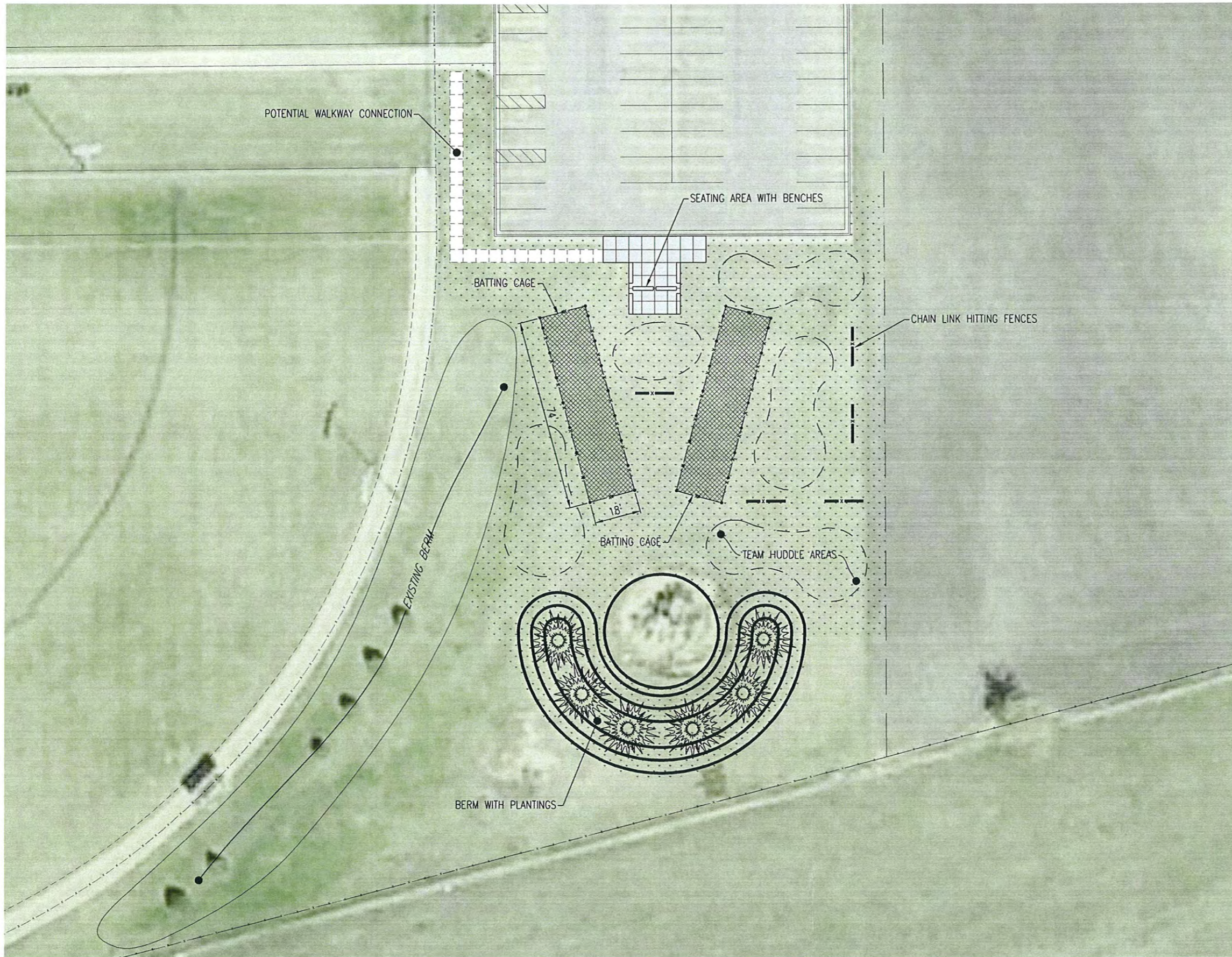


- A** BATTING CAGES
- B** CHAIN LINK HITTING FENCES
- C** TEAM HUDDLE AREAS
- D** TEAM SEATING AREA WITH BENCHES
- E** BERMED AREA
- F** EVERGREEN PLANTINGS
- G** POTENTIAL WALKWAY CONNECTION
- H** SPONSOR SIGNAGE



CASWELL PARK

NORTH MANKATO, MINNESOTA
BATTING CAGE & PRACTICE AREA



PROJECT LOCATION MAP
N.T.S.

PROJECT NO. 11-13340 CAD FILE NAME 13340 SITE-CONCEPT 2 PLOT DATE 5/19/2011 DRAWN BY JD

PREPARED BY:



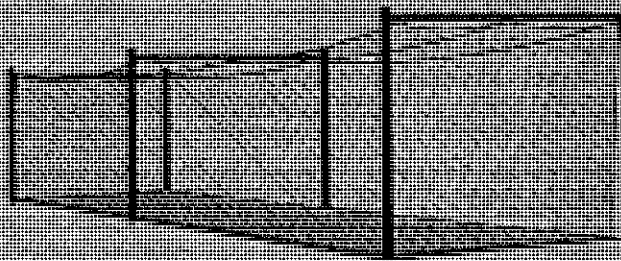
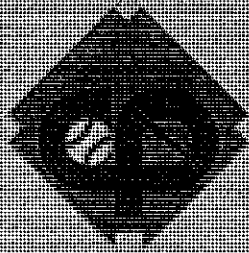
Scale:



ARCHITECTS • ENGINEERS • PLANNERS • LAND SURVEYORS • SCIENTISTS

Faribault, Minnesota: 507-331-1500
Mankato, Minnesota: 507-387-6651
Web: www.is-grp.com

Want New Batting Cages?



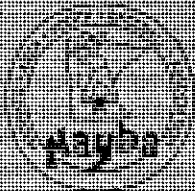
Join the entire gang for a pasta feed to help build top-of-the-line batting cages.

When: May 1 • 3:00-7:00 p.m.

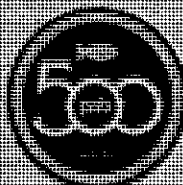
Where: Pub 500

Price: \$10 (\$5 for kids under 12)

All proceeds go directly to enhance new batting cages at Caswell Park. The cages will be open for use by all players - anytime!



MAGFA



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #12.D	Department: Admin.	Council Meeting Date: 6/6/11
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TITLE OF ISSUE: Schools and Conferences

BACKGROUND AND SUPPLEMENTAL INFORMATION: For items 1 and 2 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	
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	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 requests		

<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: 5/26/11

CITY OF NORTH MANKATO
Training and Travel Request

Department: Administration

Names: Heather Anderson, Records Clerk

Number of Personnel Attending: 1

Event: 2011 Minnesota Municipal Clerks Institute (MMCI)

Dates: July 11-15, 2011

Location: Brooklyn Center, MN

Required Training for Certification/License: Yes No

What Certification/License is this training required for? _____

Certified Municipal Clerk

Description: First year of 3 year continuing education program leading

to professional accreditation.



MCFOA



☀ ☀ ☀ Advance Announcement ☀ ☀ ☀

2011 MINNESOTA MUNICIPAL CLERKS INSTITUTE (MMCI)

July 11 – 15, 2011

Crowne Plaza Minneapolis North
2200 Freeway Boulevard, Minneapolis, Minnesota

Sponsored by

**Municipal Clerks and Finance Officers Association (MCFOA)
St. Cloud State University, Center for Continuing Studies
And the League of Minnesota Cities**

The Minnesota Municipal Clerks Institute is a three-year professional development program:

- ☉ Planned by a committee of clerks;
- ☉ Using an interactive format that features opportunities for discussion and idea-sharing among participants;
- ☉ Containing valuable sessions in public administration, social and interpersonal skills, and special topics on emerging issues and trends in the field;
- ☉ Providing an opportunity to build a continuing network of city clerks for problem-solving throughout your career;
- ☉ Successful completion, plus experience, leads to professional accreditation.

Fees: *By May 27, 2011:* \$410 for MCFOA member; \$450 non-member
After May 27, 2011: \$430 for MCFOA member; \$470 non-member

The registration fee includes instruction, materials, four lunches, and an evening banquet. Lodging and the conference will be held at the **Crowne Plaza Minneapolis North**. The hotel will host a Welcome BBQ, Monday, July 11, from 6:15-8:15 p.m. – outside by the pool.

Hotel accommodations at the Crowne Plaza are available at a special Institute rate of \$99.00 per night (for King non-smoking; king with sofa non-smoking; or double no-smoking) plus tax 6.5% sales tax and 6% occupancy tax if made before June 20, 2011. Hotel Reservations can be made by calling **(800) 481-3556** or **(763) 566-8000**.

Register for the 2011 Minnesota Municipal Clerks Institute via:

Mail: St. Cloud State University **E-Mail:** cekastanek@stcloudstate.edu
Attn: Gail Ruhland **Fax:** 320-308-4126
720 Fourth Avenue South **Phone:** 320-308-4723 (Charlotte Kastanek)
St. Cloud, MN 56301-4498

If you are applying for a scholarship please wait to register for the Institute until you are notified of the scholarship decision.

For further information, contact Gail Ruhland or Charlotte Kastanek at 320-308-5759 or 320-308-4723, or e-mail gmrhland@stcloudstate.edu or cekastanek@stcloudstate.edu.

2011 Minnesota Municipal Clerks Institute (MMCI)

July 11 - 15, 2011

Name (First) (MI) (Last)
Work Title/Position
Work Address
Work City State Zip Code
Phone Number Ext. Email
SS# (last 4 digits) Birth Date MM/DD/YYYY (for CEUs/transcript purposes only)

The information on this form is private data, used to identify and locate you. Name, address, and payment method are mandatory.

Please enroll me in the 2011 MMCI for (note: you must designate a year): Year One Year Two Year Three

I plan on attending the banquet on Thursday, July 14, 2011 (included in registration fee)

Guest Banquet Ticket(s) - \$30 each

Scholarship and payment information:

MCFOA member: \$410 by May 27, 2011 Non-MCFOA member: \$450 by May 27, 2011

MCFOA member: \$410 after May 27, 2011 Non-MCFOA member: \$450 after May 27, 2011

I have received an MCFOA scholarship. Please register AFTER you have confirmed your scholarship.

Scholarship Amount. TOTAL amount due: \$

Enclosed is \$ in payment of the MMCI Institute.

Payment Information:

Check or Money Order in the amount of:

Check or money order is payable to SCSU. A \$30 service charge will be applied if returned for insufficient funds, closed account or Stop Payment request.

Please bill my employer, reference Purchase Order Number

Please charge my credit card in the amount of \$

Visa Master Card Discover

Card Number Exp. Date

Name as it appears on your credit card bill

Address as it appears on your credit card bill

City State Zip Code

Authorized Signature: 

I do NOT want to be included on the registrant list for distribution to participants.

Registrations are due by Friday, April 8th, 2011. Register one of four ways: mail, Mail: email, fax or phone.

To register by mail please print and mail to the address below. To register by email please print, scan and email to the address below. To register by fax or phone please fax/call the numbers listed to the right. A confirmation letter and map will be emailed.

St. Cloud State University
Attn: Char Kastanek
720 Fourth Avenue South
St. Cloud, MN 56301-4498
Email: register@scsutraining.com

Fax: 320.308.4126 Phone: 320.308.4723

[Print Form](#)



Date: 5-26-11

CITY OF NORTH MANKATO
Training and Travel Request

Department: POLICE

Names: MATT GREENOUGH

Number of Personnel Attending: 1

Event: INTERVIEWING AND INTERROGATION TRAINING

Dates: NOVEMBER 1-2, 2011

Location: ST. PAUL POLICE DEPARTMENT

Required Training for Certification/License: Yes No

What Certification/License is this training required for? _____

Description: SEE ATTACHED SHEETS



**Saint Paul Police Professional Development Institute
Registration Form**

Course: INTERVIEWING AND INTERROGATION

Date: NOVEMBER 1-2, 2011 Cost: \$250.00

Officer's Name: DETECTIVE MATT GREENOUGH

Officer's Department E-Mail: 708@nmpd.org

Post #: 15761 Officer's Direct Contact #: 507-625-2305 ext. 708

Agency: NORTH MANKATO POLICE DEPARTMENT

Agency Address: 1601 BELGRADE AVE.

City: NORTH MANKATO, State: MN Zip: 56003

Send Invoice to: 701 @ nmpd.org

Phone #: 507-625-2305 ext. 701 Fax#: 507-625-1327

Department Training Supervisor: CHIEF ZOYER

Department Training Supervisor's E-Mail: 701 @ nmpd.org

This is an acknowledgment that; the participant registering is not a City of St. Paul employee, representative nor agent and that the attendee assumes all personal injury liability for his/her self during any attendance at the training session or while on City property for the purpose of attending the training session.

Signature: [Handwritten Signature]

Please return to: St Paul Police Department
Attn: PDI
367 Grove Street
Saint Paul, MN 55101
Office: (651) 266-5555
Fax: (651) 266-5675
Web: <http://www.stpaul.gov/depts/police/pdi>

Interviewing and Interrogation “Maximizing the Opportunity”

Date: November 1-2, 2011

Location: **St. Paul Police Department Headquarters**
4th Floor Classroom
367 Grove Street
Saint Paul, MN 55101

Time: 0800-1600

Instructor: Commander Neil Nelson-SPPD (Retired)

Post: 14 Credits

Cost: \$250.00

The Saint Paul Police Professional Development Institute (PDI) is co-sponsoring with Neil Nelson and Associates a 2-day course **INTERVIEWING AND INTERROGATION “MAXIMIZING THE OPPORTUNITY”**

Neil Nelson is a retired commander from the Saint Paul Police Department who is recognized nationally for his interview and interrogation skills. This seminar is designed for sworn law enforcement personnel who want to become more confident in their interview and interrogation skills.

Part 1: Directing the taped interrogations: which introduces strategies for effective use of tape recording during interviews and interrogations developed in response to the State of Minnesota Supreme Court’s 1994 Scales ruling that mandates taping of all custodial interviews.

Part 2: Interview and interrogation using the RIP Technique: introduces a ground breaking interview and interrogation technique combining the three elements of rapport, investment, and partnership. Discusses what motivates a suspect to confess and why existing techniques don’t work with taped interviews.

To register go to: <http://www.ci.stpaul.mn.us/forms.asp?fid=41> and fill out the **registration form**. If you have any questions, please call the Saint Paul Police Department Training Unit at (651) 266-5555 or email: pdi@ci.stpaul.mn.us

For payment go to: <http://www.neilnelson.com/>

Hotel Information

Hotel 340 (Downtown and Within 1 Mile of the Police Department HQ)

340 Cedar Street
St Paul, MN 55102
(651) 280-4120

- * Government Rate starts at \$ 89.00. Parking is available for \$17.00 per day.
- * Complimentary wireless high-speed internet.

For more information visit <http://www.hotel340.com>

Holiday Inn St. Paul - Downtown (Within 2 Miles of the Police Department HQ)

175 West 7th Street
St. Paul, MN 55102
(651)225-1515

1 NIGHT
11-1-11

- * Government Rate starts at \$114.00. Parking is available for \$14.00 per day.
- * Complimentary shuttle service to and from St. Paul Police Training Center.
- * Complimentary wireless high-speed internet.
- * Indoor pool, whirlpool and fitness center.
- * Dining at St. Paul's newest Irish Pub, "The Liffy".

For more information visit: www.holidayinn.com/stpaulmn

Embassy Suites Hotel St. Paul-Downtown (Within 1 Mile of the Police Department HQ)

175 East 10th Street
Saint Paul, MN 55101
(651)224-5400

- * Government Rate starts at \$122.00. Parking is available for \$ 8.00 per day.
- * Complimentary shuttle service to and from St. Paul Police Training Center.
- * Complimentary wireless high-speed internet.
- * Cooked-to order breakfast included in room price.

For more information visit: http://embassysuites1.hilton.com/en_US/es/hotel/MSPSPES-Embassy-Suites-St-Paul-Downtown-Minnesota/index.do

Holiday Inn - St. Paul-I-94 East (3M Area) (Within 4 miles of the Police Department HQ)

2201 Burns Ave.
St. Paul, MN 55119
(651)731-2220

- * Government Rate starts at \$ 93.50 per night.
- * Complimentary wireless high-speed internet.
- * Indoor pool, whirlpool and fitness center.

For more information visit: www.holidayinn.com/msp-i94east

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13A	Dept: City Clerk	Council Meeting Date: 6/6/11
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TITLE OF ISSUE: Large Group Permit for Grace Baptist Church Picnic, Spring Lake Park, 11:30 a.m. to 3:30 p.m. on Sunday, July 31, 2011

BACKGROUND AND SUPPLEMENTAL INFORMATION: Grace Baptist Church will be holding their church picnic at Spring Lake Park on Sunday, July 31, 2011 from 11:30 a.m. to 3:30 p.m. with a potluck around noon. They are expecting 150 people.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve large group permit.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	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)		Large group permit		

<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 #: 77 -2011 SHELTER: SLP #1 FEE: \$60.00 pd.
11:30 a.m. -
TYPE OF EVENT: Church Picnic DATE VALID: 7-31-11 HOURS: 3:30 p.m.

ORGANIZATION: Grace Baptist Church SIZE: 150
APPLICANT NAME: Janet Ward - Secretary - Val Perrigo
ADDRESS: 600 Lind Street CITY: Mankato
ZIP: 56001 DAYTIME PHONE #: 388-9355 church office

TENTS: No ELECTRICITY: ALCOHOL: No

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

AUDIO DEVICES: No
Amplified music or band requires Council approval

OTHER: Small Groups - Potluck around Noon.

PERMIT APPROVED: _____

DATE: May 16, 2011

PERMIT DENIED: _____

REFER TO COUNCIL:

Nancy Gehrke by J. G.
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: _____

Janet Ward
Applicant

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13B	Dept: City Clerk	Council Meeting Date: 6/6/11
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TITLE OF ISSUE: Res. Waiving Waiting Period for Exemption from Lawful Gambling License for Holy Rosary Church, 546 Grant Avenue, to conduct raffles on November 25, 2011

BACKGROUND AND SUPPLEMENTAL INFORMATION: The attached resolution would waive the waiting period for Holy Rosary Church to conduct raffles on November 25, 2011.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt resolution.

For Clerk's Use:

Motion By: _____
 Second By: _____

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

SUPPORTING DOCUMENTS ATTACHED

Resolution Ordinance Contract Minutes Map

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Other (specify) _____ Application for Exempt Permit

- Workshop
- Regular Meeting
- Special Meeting

- Refer to: _____
- Table until: _____
- Other: _____

RESOLUTION NO.

RESOLUTION WAIVING WAITING PERIOD
FOR EXEMPTION FROM LAWFUL GAMBLING LICENSE FOR
HOLY ROSARY CHURCH

WHEREAS, Holy Rosary Church has made application for exemption from a charitable gambling license to conduct a raffle on November 25, 2011 at Holy Rosary Church located at 546 Grant Avenue within the City of North Mankato, Minnesota, which application was received by the City on May 16, 2011;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the City waives the mandatory waiting period concerning the issuance of an exemption from lawful gambling license concerning the above-identified organization.

Adopted by the City Council this 6th day of June 2011.

Mayor

ATTEST:

City Clerk

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
 - conducts lawful gambling on five or fewer days, and
 - awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

ORGANIZATION INFORMATION

Organization name Church of the Holy Rosary		Check# _____ \$ _____	
Minnesota tax ID number, if any		Federal employer ID number, if any	
Previous gambling permit number X-3302-10-003			

Type of nonprofit organization. Check one.

Fraternal
 Religious
 Veterans
 Other nonprofit organization

Mailing address 546 Grant Avenue	City North Mankato	State MN	Zip Code 56003	County Nicollet
--	------------------------------	--------------------	--------------------------	---------------------------

Name of chief executive officer (CEO) Rev. Peter Nosbush	Daytime phone number 507-387-6501	Email address hros2@hickorytech.net
--	---	---

Attach a copy of ONE of the following for proof of nonprofit status.

Do not attach a sales tax exempt status or federal employer ID number as they are not proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing .
 Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155
 Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
Holy Rosary Church

Address (do not use PO box) 546 Grant Avenue	City or township North Mankato	Zip Code MN 56003	County Nicollet
--	--	-----------------------------	---------------------------

Date(s) of activity (for raffles, indicate the date of the drawing)
November 25, 2011

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

Bingo*
 Raffles
 Paddlewheels*
 Pull-Tabs*
 Tipboards*

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print city name North Mankato

On behalf of the city, I acknowledge this application.
Signature of city personnel receiving application

[Signature]
 Title City Clerk Date 5-16-11

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.
A township official is not required to sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name _____

On behalf of the county, I acknowledge this application.
Signature of county personnel receiving application

 Title _____ Date _____

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

Print township name _____

Signature of township official acknowledging application

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

Print form and have CEO sign

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature [Signature] Date 5-16-11

Complete a separate application for each gambling event:

- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
 - application fee for each event
- Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item #13C	Dept: City Clerk	Council Meeting Date: 6/6/11
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TITLE OF ISSUE: Large Group Permit for Prehn Graduation Party, Spring Lake Park, 12 noon to 8 p.m. on Sunday, June 26, 2011

BACKGROUND AND SUPPLEMENTAL INFORMATION: Tanya Prehn will be holding a graduation party at Spring Lake Park from 12 noon to 8 p.m. on Sunday, June 26, 2011. She is expecting 100 people.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve large group permit.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

	Aye	Nay	
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	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) _____		Large Group Permit		

<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 #: 78 -2011 SHELTER: SLD #1 FEE: 40.00

TYPE OF EVENT: Graduation Party DATE VALID: 6-26-11 HOURS: 12:00 PM - 8:00 PM

ORGANIZATION: _____ SIZE: 100

APPLICANT NAME: Tanya Paehn

ADDRESS: 60637 211th St CITY: Eagle Lake

ZIP: 56024 DAYTIME PHONE #: 257-3490

TENTS: No ELECTRICITY: yes ALCOHOL: No

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

AUDIO DEVICES: No
Amplified music or band requires Council approval

OTHER: _____

PERMIT APPROVED: _____ DATE: 5-18-11

PERMIT DENIED: _____

REFER TO COUNCIL: yes
Nancy Lehke
City Clerk NS

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: Tanya Paehn
Applicant

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item #13D	Dept: City Clerk	Council Meeting Date: 6/6/11
------------------	------------------	------------------------------

TITLE OF ISSUE: Application for 3.2 Temporary Liquor License, American Legion Post 518, Wheeler Park, August 27, 2011

BACKGROUND AND SUPPLEMENTAL INFORMATION: The attached application is for the American Legion Post 518 to serve alcohol in Wheeler Park for the Veteran's Benefit Picnic.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Approve application.

<p>For Clerk's Use:</p> <p>Motion By: _____ Second By: _____</p> <p>Vote Record:</p> <table style="width:100%; border: none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align: center;">Aye</td> <td style="width:15%; text-align: center;">Nay</td> <td style="width:55%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: right;">Dehen</td> </tr> </table>		Aye	Nay			_____	_____	Schindle		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Norland		_____	_____	Dehen	<p align="center">SUPPORTING DOCUMENTS ATTACHED</p> <table style="width:100%; border: none;"> <tr> <td style="width:20%;">Resolution</td> <td style="width:20%;">Ordinance</td> <td style="width:20%;">Contract</td> <td style="width:20%;">Minutes</td> <td style="width:20%;">Map</td> </tr> <tr> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td colspan="2">Other (specify)</td> <td colspan="3">Application for 3.2 Temporary Liquor License</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)		Application for 3.2 Temporary Liquor License			_____					_____					_____				
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Other (specify)		Application for 3.2 Temporary Liquor License																																																					

<table style="width:100%; border: none;"> <tr><td><input type="checkbox"/> Workshop</td></tr> <tr><td><input checked="" type="checkbox"/> Regular Meeting</td></tr> <tr><td><input type="checkbox"/> Special Meeting</td></tr> </table>	<input type="checkbox"/> Workshop	<input checked="" type="checkbox"/> Regular Meeting	<input type="checkbox"/> Special Meeting	<table style="width:100%; border: none;"> <tr><td><input type="checkbox"/> Refer to: _____</td></tr> <tr><td><input type="checkbox"/> Table until: _____</td></tr> <tr><td><input type="checkbox"/> Other: _____</td></tr> </table>	<input type="checkbox"/> Refer to: _____	<input type="checkbox"/> Table until: _____	<input type="checkbox"/> Other: _____
<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: _____							

APPLICATION FOR LICENSE
CITY OF NORTH MANKATO

TYPE OF LICENSE: 3.2 temporary

Application Fee: 25.00

American Legion Post 518	Date of Event:
BUSINESS NAME: <u>Veterans' Benefit Dinner</u>	<u>Aug. 27, 2011</u>
BUSINESS ADDRESS: <u>256 Belgrade Avenue, N Mankato</u>	
MINNESOTA TAX I.D. # <u>582-3335</u>	FEDERAL TAX I.D. # <u>31-095 3070</u>

Applicant's Name: Pete Wachtel (Post 518)
(Include full middle name)

Applicant's Social Security #: _____ Citizenship Status: US

Applicant's Present Address: 256 Belgrade Ave.
N Mankato

Length of time at this address: _____

Applicant's Occupation: Veterans Service

Applicant's Place of Employment: Same

Length of time so engaged: _____

Applicant's addresses and occupations for the three (3) years prior to the date of application
(if different from above):

N/A

Has applicant ever been convicted of a felony, gross misdemeanor, or misdemeanor, including violation of a municipal ordinance but excluding traffic violations, and if so, the date and place of conviction and the nature of the offense:

N/A

List four (4) character references if applicant has not resided in the City for two (2) years prior to the date of application:

N/A

References continued ---

I, the applicant, understand that it is unlawful to intentionally make a false statement or omission upon this application form. Further, I understand that any false statement in such application, or any willful omission to state any information called for on such application form, shall, upon discovery of such falsehood, work an automatic refusal of license, or if already issued, shall render any license or permit issued pursuant thereto, void, and of no effect to protect me from prosecution for violation of Chapter 6, or any part hereto, of the City Code for the City of North Mankato.

Patricia W. ...
 Signature of Applicant

9-17-1964
 Date of Birth

5-25-11
 Date of Signing

Subscribed and sworn to before me this
25th day of May, 2011.

Nancy Dehrh
 City Clerk

OFFICE USE If needed:

POLICE approved not approved ___ Date: 05-26-11 *CB*

COUNCIL ACTION approved ___ not approved ___ Date: *#701*

Application Fee paid on: _____

License Issued on: _____



Spirit of Cooperation

Two Cities Working Together

PROCLAMATION



WHEREAS, Capstone is a leading publisher of children's books and digital products and services, offering everything from nonfiction, fiction, and picture books to interactive books, audio books, and literacy programs; and

WHEREAS, Capstone has several divisions which include Capstone Press, Compass Point Books, Heinemann-Raintree, Picture Window Books, Stone Arch Books and Capstone Digital; and

WHEREAS, Capstone has been in business since 1991 and this year marks their 20th Anniversary which they are celebrating with a 5,000 book donation to the Bess the Book Bus dedication ceremony; and

WHEREAS, Bess the Book Bus, Inc. is a mobile literacy outreach founded in 2004 with plans to travel 18,000 miles, with stops in 44 states across the United States and deliver over 35,000 books this summer and fall to children in need and will stop in the Cities of Mankato and North Mankato on this tour; and

WHEREAS, the Cities recognize the philanthropic efforts of Capstone to serve the needs of children, impact literacy rates and quality of education; and

WHEREAS, Capstone gave over 25,000 books in 2010 through the Greater Mankato United Way Books for Kids Program ensuring children ages 0-5 within a 30-mile radius of this area receive books every other month; and

WHEREAS, Capstone provided \$40,000 in Community Scholarships in 2010 which assist students who are majoring in preschool education, elementary education, library science, English language and literature or design; and

WHEREAS, Capstone supports the Greater Mankato Diversity Council, Habitat for Humanity, Educare and Merely Players;

NOW, THEREFORE, We, Mark Dehen, Mayor of North Mankato, and Eric Anderson, Mayor of Mankato, do hereby proclaim June 23, 2011 as

CAPSTONE DAY

in North Mankato and Mankato, Minnesota.

IN WITNESS WHEREOF, we have hereunto signed our names and caused the seals of the Cities of North Mankato and Mankato to be affixed this 6th day of June, 2011.

*Mark Dehen, Mayor
City of North Mankato*

*Eric Anderson, Mayor
City of Mankato*

City of Mankato
10 Civic Center Plaza
Post Office Box 3368
Mankato, MN 56002-3368
(507) 387-8600

City of North Mankato
1001 Belgrade Avenue
Post Office Box 2055
North Mankato, MN 56002-2055
(507) 625-4141

CLAIM REPORT
 BILLS PAID AFTER THE COUNCIL MEETING OF MAY 16, 2011
 END OF MONTH

68900	Bromeling Excavating, Inc.	professional service-2011 Const & Storm Water	\$20,061.00
68901	Davidson, Dan	buy funds-Task Force	\$4,300.89
68902	Davis Comfort Systems, Inc.	improvements 200 block Belgrade-Sales Tax Fund	\$8,603.60
68903	Goodrich Construction, Inc.	improvements 200 block Belgrade-Sales Tax Fund	\$2,300.00
68904	Hy-Vee, Inc.	items for concession stand-Caswell	\$63.75
68905	Telrite Corporation	long distance phone bill-Mun Bldg	\$247.11
68906	Verizon Wireless	cell phone & internet bill-All Depts.	\$796.97
68907	Theuninck Wilson Properties	tax abatement-Comm Dev	\$15,855.04
68908	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
68909	ICMA Retirement Trust - 457	employee payroll deductions	\$5,003.85
68910	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.77
68911	Law Enforcement Labor Service	employee payroll deductions	\$378.00
68912	Minn NCPERS Life Ins	employee payroll deductions	\$96.00
68913	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
68914	United Way	employee payroll deductions	\$378.38
68915	Madison National Life Insurance	long term disability-June	\$1,386.24
68916	Madison National Life Insurance	life insurance-June	\$623.60
68917	Madison National Life Insurance	voluntary life insurance-June	\$175.40
68918	Farm Plan	equipment parts-Park Dept.	\$337.52
68919	Mount Olive Booster Club	10% concession stand sales 5/19	\$65.01
68920	Sprint	PCS connection card data plan-Police & Public Access	\$159.96
68921	Hewlett, Jay	advance for school & conference-Fire Dept.	\$100.00
68922	HickoryTech	telephone bill-All Depts.	\$474.98
68923	Inman, Rich	advance for school & conference-Fire Dept.	\$100.00
68924	Metro Sales, Inc.	copier maintenance-Mun Bldg	\$161.00
68925	Peterson, Dennis	advance for school & conference-Fire Dept.	\$100.00
68926	Pohlman, Tim	advance for school & conference-Fire Dept.	\$100.00
68927	Ressler, Tom	advance for school & conference-Fire Dept.	\$100.00
68928	Select Account	May participant fee-Unallocated	\$107.97
68929	Senne, Tim	advance for school & conference-Fire Dept.	\$100.00
68930	Sletten, Cory	advance for school & conference-Fire Dept.	\$100.00
68931	HickoryTech	telephone & internet bill	\$3,654.38
68932	US Postmaster	postage for newsletter-Comm Dev	\$1,449.69
68933	Xcel Energy	electric bill-All Depts.	\$23,911.90
	Total		<u>\$91,926.14</u>

CLAIMS CONTINUED

General	\$23,577.49
Library	\$940.60
Bookmobile	\$104.84
Community Development	\$17,445.23
Local Option Sales Tax	\$10,903.60
- 2011 Construction	\$13,512.46
Water	\$5,405.39
Sewer	\$3,177.15
Sanitary Collection	\$855.72
Storm Water	\$10,336.28
Public Access	\$788.02
Minnesota River Valley Drug Task Force	<u>\$4,879.36</u>
Total	<u><u>\$91,926.14</u></u>

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF MAY 16, 2011
END OF MONTH

None to report

List of Port Authority Bills in the Amount of \$0.00

Council Meeting of June 6, 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 \$91,926.14

Council Meeting of June 6, 2011

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF JUNE 6, 2011

68934	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
68935	ICMA Retirement Trust - 457	employee payroll deductions	\$5,003.85
68936	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.77
68937	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
	Alpha Wireless Communications	equipment parts & supplies-Police & Fire Depts.	\$491.09
	Ameripride Linen & Apparel Services	mats, uniform & towel service-All Depts.	\$911.63
	AmLawn	mowing-Park Dept.	\$69.79
	Anything Vinyl Signs & Graphics	supply-Task Force	\$42.95
	Apt Machining & Fabricating, Inc.	equipment parts-Street & Park Depts.	\$144.00
	Audio Editions	audio books-Library	\$184.39
	Baker & Taylor	books-Library & Bookmobile	\$15.48
	Benco Electric Cooperative	electric bill-All Depts.	\$23,163.04
	Blue Earth County	salary-Task Force	\$24,027.02
	Blue Valley Sod, Inc.	mulch & landscaping material-Mun Bldg & Parkland	\$295.29
	Bolton & Menk, Inc.	engineering fees-Sales Tax Fund & 2011 Construction	\$28,232.50
	Border States Electric Supply	electrical supplies-Park Dept.	\$392.43
	Brandt, Inc.	shirts-Street, Park, Comm Dev & Water Depts.	\$1,636.52
	C & S Supply Co., Inc.	supplies & equipment parts-Bldg, Street & Park	\$184.66
	Catco Parts Service	equipment parts-Street & Park Depts.	\$256.36
	CDW Government, Inc.	production equip & equip parts-Fire & Public Access	\$2,969.16
	CenterPoint Energy	gas bill-All Depts.	\$4,205.76
	City Auto Glass	equipment parts-Park Dept.	\$248.91
	City of Mankato	wastewater fee for June-Sewer	\$65,000.00
	Clearwater Recreation	drinking fountain-Parkland	\$3,117.10
	Coca-Cola Enterprises	pop-Caswell	\$304.80
	Community Bank	homebuyer grant-Down Payment Assistance	\$5,500.00
	Crysteel Truck Equipment	equipment parts-Street Dept.	\$124.31
	Cushman Motor Co., Inc.	equipment parts-Caswell	\$558.88
	Dairy Queen West	ice cream-Caswell	\$84.24
	Davidson, Dan	supplies-Task Force	\$128.08
	Davis Comfort Systems, Inc.	CBD grant for Like Nu Cleaners-Sales Tax Fund	\$1,003.00
	DEMCO, Inc.	supplies-Library	\$77.30
	Donnay, Darcy	paintings for conference room-Library	\$460.00
	Drummer's Garden Center	plants-Sales Tax Fund	\$274.47

CLAIMS CONTINUED

EBSCO Information Service	magazine subscriptions-Library	\$381.72
EPA Audio Visual, Inc.	production equipment- P/A Equipment Replacement	\$3,325.00
Express Services, Inc.	temporary crossing guards-Police Dept.	\$1,132.97
Fastenal Company	equipment parts & supplies-Str, Contingency & Wtr	\$191.13
Ferguson Enterprises, Inc.	plumbing supplies-All Depts.	\$736.06
Ferrellgas	LP gas-Sanitation	\$286.68
Flags USA, Inc.	flags-Mun Bldg	\$655.00
Free Press	ads-Admin, Street, Park & Comm Dev	\$477.16
G & L Auto Supply	equipment parts-All Depts.	\$731.06
Gale Group	books-Library	\$83.17
Golden Magic Productions	summer reading program-Library	\$225.00
GreenCare	lawn maintenance-Public Access	\$188.63
H & L Mesabi	equipment parts-Caswell	\$366.61
Hancock Concrete Products	supplies-Street Dept.	\$844.74
Hansen Sanitation	refuse pickup-Sanitation	\$46,385.18
Hawkeye Foodservice	items for concession stand-Caswell	\$1,093.37
Hawkins, Inc.	chemicals-Water Dept.	\$804.58
Heintz Toyota	equipment parts-Park Dept.	\$1,293.57
Hoffman Construction Co.	Estimate #6 CSAH 41/Carlson Dr/Howard Dr Ext.	\$126,166.10
Holtmeier Construction	rock-Street Dept.	\$120.50
Howard, Melissa	summer reading program-Library	\$300.00
I & S Group	professional service-Sales Tax Fund	\$18,658.00
Ingram Library Services	books-Library	\$3,515.14
Jeane Thorne, Inc.	professional service-Task Force	\$1,463.70
Johnson, Andy	supply-Task Force	\$53.64
Jonckowski, Dick	emcee for MSHSL Banquet-Comm Dev	\$200.00
Kaye Corporation	equipment parts-Caswell	\$3.85
Kennedy & Kennedy	legal services-Attorney	\$1,439.55
Kluender Consulting Group	professional service-Water Dept.	\$432.50
LGT Hydraulic Service Co., Inc.	equipment parts-Street & Park Depts.	\$206.33
Larkstur Engineering & Supply, Inc.	equipment parts & supplies-Str, Caswell & Contingency	\$183.70
Lloyd Lumber Co.	supplies-All Depts.	\$1,737.00
MCFOA	membership dues-Admin	\$35.00
MD Materials	wood chips for Story Book Park-Parkland	\$2,175.00
Mac Tools Distributor	supplies-Shop	\$39.91
Mankato Clinic	physical & drug test-Sanitation	\$134.03
Mankato Golf Club	supplies-Shop	\$140.00
Mankato Ford, Inc.	equipment parts-Police Dept.	\$2,343.07
Mankato Oil & Tire Co.	tires-Police, Street & Water	\$957.81
Mankato Public Schools	special programs-Library	\$51.50

CLAIMS CONTINUED

Menards-Mankato	supplies-Street, Caswell & Water	\$129.04
Midstates Equipment & Supply	equipment parts-Street Dept.	\$48.71
MII Life, Inc.-VEBA	3rd quarter contributions for VEBA account	\$26,500.00
Mill Supply, Inc.	equipment parts-Park Dept.	\$40.26
Minnesota Iron & Metal Co.	equipment parts-Street & Sanitation	\$221.24
Minnesota Department of Health	water connect fees-Water Dept.	\$7,466.00
Minnesota Rural Water Association	membership dues-Water Dept.	\$210.00
Minnesota Valley Testing Lab	water testing-Water Dept.	\$25.00
MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth Revolving Loan	\$1,931.22
Moss & Barnett	legal services-Public Access	\$1,650.00
MRCI	wages for MRCI employees-Sanitation	\$7,611.75
Minnesota State University	work study student-Library	\$115.00
MTI Distributing, Inc.	equipment parts-Park Dept.	\$246.52
Nachreiner, Jeremy	supplies-Task Force	\$148.09
Nature-Watch	materials for summer reading-Library	\$62.85
Navitor	business cards-Water Dept.	\$189.99
Newman Signs	sign posts-Street Dept.	\$362.28
Nicollet County Recorder/Abstracter	recording fee-Port Authority	\$46.00
North Central International	equipment parts-Fire & Street Depts.	\$741.48
North Kato Supply	sandblasting sand-Street Dept.	\$198.25
Northern Sewer Equipment Co., Inc.	equipment parts-Sewer Dept.	\$1,182.09
OverDrive, Inc.	ebooks & audio books-Library	\$2,023.38
Pet Expo Distributors	aquatic service-Library	\$30.00
Petty Cash, Steven Mork	petty cash items-All Depts.	\$267.10
Petty Cash, Andy Viker	starting cash funds-Swim Facility	\$160.00
Quality Overhead Door Co., Inc.	garage door openers-Fire Dept.	\$59.85
Red Feather Paper Co.	supplies & cleaning supplies-Bldg, Str, Lib & Sanit	\$408.60
Reno Bastian Enterprises	kettlecorn-Caswell & Comm Dev	\$585.81
River Bend Business Products	copier maintenance-Mun Bldg	\$238.33
Sande, Wendell	car allowance for June-Admin	\$400.00
Schilling Supply Company	supplies-Caswell	\$1,147.05
Schmidt Siding & Window	refund building permit #10-2093	\$113.75
Schwicker's	serv air conditioners & equip parts-Pol, Fire & Wtr	\$2,766.79
Seppmann, Jadd & Sons	portable restrooms rental-Comm Dev	\$212.21
Sherwin-Williams Co.	stain-Sales Tax Fund	\$36.75
Shine-Way Janitorial Service	carpet cleaning-Public Access	\$100.61
Southern Minnesota Construction	emulsion oil-Street Dept.	\$1,014.64
Southern Minnesota Inspections	lift inspections-Shop	\$255.00
Sports Institute	professional service-Comm Dev	\$1,500.00
SPS Companies, Inc.	plumbing supplies-Street & Sewer	\$150.81

CLAIMS CONTINUED

Star Tribune	subscription renewal-Library	\$296.40
Staples Advantage	office supplies-All Depts.	\$264.41
State Industrial Products	equipment parts-Shop	\$178.76
Stone & Steel	pavers-Contingency	\$60.75
Superior Concrete	supplies-Swim Facility	\$32.29
Sweet Sounds	equipment repair-Task Force	\$42.95
Tire Associates	tires & equipment parts-All Depts.	\$1,473.90
Top Shop of Mankato, Inc.	countertop-Caswell	\$51.54
Tostenson, Derek	meals for meeting-Inspection	\$24.69
United Rentals	equipment rental-Contingency, Sanit & Storm Water	\$615.10
US Postal Service	postage-All Depts.	\$3,000.00
Valley National Gases	welding supplies & welding rods-Shop & Contingency	\$282.06
VanGenderen, April	summer reading supplies-Library	\$121.16
Vetter Stone Company	stone for retaining wall-Park Dept.	\$144.28
Viking Fire & Safety	service fire extinguishers-Police Dept.	\$68.15
Viking Electric Supply	electrical supplies-All Depts.	\$1,185.39
Voyageur Web	annual fee for website-Contingency	\$350.00
WW Blacktopping	install parking lot & pave alley-Sales Tax & 2011 Const	\$45,609.40
Wachtel, Pete	refund building permit #11-0327	\$113.75
Waco Scaffolding & Supply Co.	supply-Park Dept.	\$14.11
Wall Street Journal	subscription renewal-Library	\$363.48
Wayne's Auto Body, Inc.	sandblast & paint-Fire & Park	\$612.36
Wenzel Auto Electric	equipment parts-Caswell	\$10.68
Werner Electric Supply	equip parts & supplies-Street, Park & Water	\$152.80
Total		<u><u>\$504,963.73</u></u>

CLAIMS CONTINUED

General	\$71,775.22
Library	\$9,687.14
Bookmobile	\$375.37
Down Payment Assistance	\$5,500.00
Community Development	\$3,233.56
Local Option Sales Tax	\$20,049.08
Parkland	\$6,105.36
Contingency	\$1,113.06
Port Authority	\$46.00
Port Authority Revolving Loan Fund	\$1,931.22
Local Option Sales Tax Construction	\$43,053.00
2011 Construction	\$157,555.00
Water	\$22,477.45
Sewer	\$69,958.60
Sanitary Collection	\$55,779.36
Storm Water	\$876.68
Public Access	\$5,890.28
Public Access Equipment Replacement	\$3,650.92
Minnesota River Valley Drug Task Force	<u>\$25,906.43</u>
Total	<u>\$504,963.73</u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF JUNE 6, 2011

MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth Revolving Loan	\$1,931.22
Nicollet County Recorder/Abstracter	recording fee-Port Authority	<u>\$46.00</u>
Total		<u><u>\$1,977.22</u></u>

List of Port Authority Bills in the Amount of \$1,977.22

Council Meeting of June 6, 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 \$504,963.73

Council Meeting of June 6, 2011

Mayor Mark Dehen

Council Member Bill Schindle

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg