

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Council Chambers of the Municipal Building on October 17, 2011. Mayor Dehen called the meeting to order at 6 p.m. The following were present for the meeting: Mayor Dehen, Council Members Freyberg, Steiner, Norland and Schindle, Administrator Sande, Finance Director Thorne and City Clerk Gehrke.

**Revised Bonded Debt Schedules**

Administrator Sande presented revised bonded debt schedules which include the bond issues for the T.H. 14/CSAH 41 Interchange Project and the 422 Belgrade Avenue Project.

**House Research Simulation Report**

Administrator Sande presented information from the House Research Simulation Report reflecting the impact of changes from Market Value Homestead Credit versus Homestead Market Value Exclusion for property taxes payable in 2011. Property taxes in North Mankato would increase from 4.4 percent for residential homestead to an average of 4.8 percent for all properties; property taxes in Mankato would increase from 4.5 percent for residential homestead to an average of 3.9 percent for all properties; property taxes in St. Peter would increase to 6.0 percent for residential homestead to an average of 6.4 percent for all properties; and property taxes in New Ulm would increase to 5.1 percent for residential homestead to an average of 6.6 percent for all properties. A copy of the House Research Simulation Report will be available with the proposed 2012 Budget at the North Mankato Taylor Library.

**Fee Schedules**

Finance Director Thorne presented a comparison of North Mankato and Mankato fees. She reported the fees highlighted in yellow are currently the same. North Mankato's building permit fees are on the same schedule as Mankato's 2011 building permit fees.

**Snow Removal**

Administrator Sande noted that Police Chief Boyer, Public Works Director Peterson and Street Superintendent Swanson were in attendance as requested by the City Council to discuss snow removal. Police Chief Boyer reported the City tried calling snow emergencies a couple of years ago and it did not go well. He also reported that calling a snow emergency would require an officer to be called in resulting in overtime. If the City implemented calendar parking, it must be enforced for April 1 to November 1 and Chief Boyer stated it would require officers to go back twice because a vehicle can only be removed four hours after a ticket has been issued. Administrator Sande reported that the initial cost for signage for calendar parking would be approximately \$20,000 to \$25,000. The estimated annual savings for calling snow emergencies to minimize personnel and fuel would be \$5,000 per year. Police Chief Boyer reported that once the plows have been around, an officer will mark the remaining vehicles and they will be towed. He stated the Police Department received a larger than normal amount of complaints when a snow emergency was called. Public Works Director Peterson stated savings will be difficult to quantify since every year is different. Residents are however concerned about safety on the narrow streets such as Wall and Lyndale and calendar parking could be instituted on those streets or parking could be limited to one side. Other narrow streets are McKinley, Tyler, Harrison, Jefferson and South Avenue. The Public Works Director stated he would prefer calendar parking on the narrow streets. Council Member Norland stated it would be more efficient and

safer to have calendar parking on the narrow streets. Mayor Dehen suggested surveying residents on the narrow streets in an upcoming utility billing to get their input regarding snow removal and calendar parking. Administrator Sande stated that a survey sent to the residents on those streets in a separate mailing may be more effective. Council Member Schindle stated that calendar parking was implemented a few years ago to minimize overtime and the number of times it was necessary for the snowplow to go out to completely clear the streets. He stated he is not opposed to calling snow emergencies. The City Administrator reported it would be a Council policy regarding the number of snow emergencies to be called, however some push back from the residents should be expected. The Public Works Director stated that the Street Superintendent does a good job of deciding when a snow emergency should be called. The Street Superintendent stated the main concern is safety of the residents, that it is best not to have a policy that is too stringent and that all snow emergencies are different. He reported there have been zero accidents with any serious injuries.

### **Revised Budget Worksheet**

Administrator Sande presented an updated budget reduction worksheet reporting the reduction of rock and oil for seal coating was removed as a possible budget cut. He stated that in order to keep sealcoating on a seven-year schedule, no cuts can be made in this area. Public Works Director Peterson reported that no inflation has been figured in for sealcoating and does not include any provision for new streets.

Administrator Sande reported the department heads have reviewed their proposed budgets and their suggested reductions are listed under Section 3 of the budget reduction worksheet. Discussion was held regarding discontinuing curbside brush pickup and changing special services to drop off only. The Public Works Director reported many positive comments about the fall drop off and residents appreciated not having items on their boulevards. The Street Superintendent reported a large number of items coming through the gate and the exchange area was a great service for residents. Habitat for Humanity also had a van for residents to drop off donations. In response to a concern voiced by Council Member Schindle, the Street Superintendent reported that all I.D.'s were checked to ensure only North Mankato residents were using the drop off.

Council Member Schindle asked the cost of appliance pickup and if it could be discontinued since appliance stores will haul away the old appliance for a fee. Administrator Sande reported that by using the Sentence-to-Serve crews along with City staff, the cost is \$7 per appliance. Some discussion was held about providing information about appliance recycling to residents.

Council Member Freyberg reported that he spent an hour going through pages 67 to 99 of the General Fund Budget and came up with \$228,000 in common-sense reductions which do not touch the library, mass transit, swimming pool or sealcoating. The reductions also leave health insurance and vehicles as budgeted. He stated he is disappointed with the reductions the department heads offered. The other Council Members asked him to share his list of reductions. Administrator Sande reported staff would review the proposed list of reductions and respond to this and any other information the Council wants prior to the next Council Workshop.

Council Member Freyberg also stated total bonded debt is up 15 percent and General Obligation debt is up 142 percent. He stated his concern about bonds that are extended out to 2034/2035 and referenced the audit report which spoke of the refunding bonds.

There being no further business, the Council Workshop was adjourned at 6:50 p.m.

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Mayor

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City Clerk

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Council Chambers of the Municipal Building on October 17, 2011. Mayor Dehen called the meeting to order at 7 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting, Mayor Dehen, Council Members Freyberg, Steiner, Norland and Schindle, Administrator Sande, Finance Director Thorne, Engineer Malm, Planner Fischer and City Clerk Gehrke. Absent: City Attorney Kennedy.

**Approval of Agenda**

There were no changes to the agenda.

**Approval of Minutes**

Council Member Steiner moved, seconded by Council Member Schindle, to approve the revised minutes of the Council meeting of September 26, 2011, the minutes of the Council meeting of October 3, 2011 and the Council Workshop of October 3, 2011. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

**Correspondence****Public Meeting to Discuss North Mankato Post Office**

The Mayor reminded residents of the public meeting to be held at the South Central College Conference Center from 6:30 p.m. to 8:30 p.m. on Tuesday, October 18, 2011 to discuss the future of the North Mankato Post Office. He also encouraged all residents who received the survey regarding the North Mankato Post Office to complete and return the survey.

**Public Hearing, 7 p.m. – Modification of Industrial Development District No. 1**

The Mayor opened the public hearing to consider the modification of Industrial Development District No. 1. Administrator Sande reported it is necessary to modify Industrial Development District No. 1 to include the T.H. 14/CSAH 41 Interchange Project due to Port Authority G.O. Bonding for the project. Kim Spears, 916 South Avenue, appeared before the Council and asked if the City owns the property and which condition under Sec. 2 of the resolution this modification falls under. Administrator Sande reported the land is to be used as a public right-of-way. Mayor Dehen reported this matter was considered and unanimously approved by the Port Authority Commission at their October 17, 2011 meeting and they are recommending this to the City Council for adoption. With no one else appearing before the Council, the Mayor closed this portion of the meeting.

**Res. No. 58-11 Modifying Industrial Development District No. 1 and Adopting a Development Program for Said Industrial Development District**

Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 58-11 Modifying Industrial Development District No. 1 and Adopting a Development Program for Said Industrial Development District. Vote on the Resolution: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.

**Open the Meeting to the Public for the First Time****Kim Spears, 916 South Avenue**

Kim Spears, 916 South Avenue, appeared before the Council with questions about the variance for the directional signs at Ziegler Caterpillar. Council Member Schindle reported the Planning Commission discussed amending that part of the Sign Code. Mr. Spears also stated he was unclear how the \$3,215,000 G.O. Bond will be used. Administrator Sande reported the \$3,215,000 G.O. Bond will be used to pay the local portion of the T.H. 14/CSAH 41 Interchange Project. The local portion of the project is \$6 million which will be split between the City and Nicollet County with one half of the G.O.



Bond repaid from dedicated sales tax dollars and the balance from a tax levy spread amongst all citizens of North Mankato.

**Bess Tsaouse, 136 Mary Circle**

Bess Tsaouse, 136 Mary Circle, appeared before the Council and commented on the improvements of the City's website and asked for Mr. Freyberg's suggestions on budget cuts to be posted on the website.

**Kyle Sandmann, 1584 Commerce Drive**

Kyle Sandmann, 1584 Commerce Drive, appeared before the Council and asked what the schedule was for completion of the soccer fields. Administrator Sande reported planning of the soccer fields is underway with a proposed spring bid letting.

**Susan Weinberger, 23479 610<sup>th</sup> Avenue, Madison Lake**

Susan Weinberger, 23479 610<sup>th</sup> Avenue, Madison Lake, appeared before the Council and invited them to a forum on January 8, 2012 from 9:30 a.m. to 10:30 a.m. at Bethlehem Lutheran Church. The purpose of the forum is to get input about ways BLC can help the community. She reported that Mankato Mayor Anderson and other members of the Mankato Council have been invited to attend. She will send an email to confirm this invitation closer to the event.

**Phil Henry, 1300 Noretta Drive**

Phil Henry, 1300 Noretta Drive, appeared before the Council and asked the cost of the proposed soccer fields. Administrator Sande reported the cost of soccer fields is estimated to be \$1 million and will be funded with sales tax dollars.

**Roy Haefner, 928 Range Street**

Roy Haefner, 928 Range Street, appeared before the Council and asked for clarification of the proposed street lighting fee and if only those residents with a street light on their property would be assessed. Administrator Sande reported the street lighting fee proposal was for budget discussion purposes and if a fee was implemented, the proposal is a fixed fee for all residential properties and a fee per acre for commercial/industrial properties.

**Consent Agenda**

**Council Member Freyberg moved, seconded by Council Member Steiner, to approve the Consent Agenda which includes:**

1. Audio and Large Group Permit for Crossview Covenant Church Picnic, Spring Lake Park, Sunday, September 9, 2012 from 9 a.m. to 4 p.m.
2. Res. No. 59-11 Waiving Waiting Period for Exemption from Lawful Gambling License for Holy Rosary Church, 546 Grant Avenue.

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

**Staff Reports**

**City Planner**

**Minutes of October 13, 2011 Planning Commission Meeting**

The Council accepted the minutes of the October 13, 2011 Planning Commission meeting.

**V-1-11, Variance Request to Increase the Maximum Size of two Directional Signs, 2145 Howard Drive West**

Planner Fischer presented a variance request from Ziegler Caterpillar to increase the maximum size of two directional signs from 2 sq. ft. To 25.65 sq. ft. at 2145 Howard Drive West. He reported Ziegler Caterpillar is constructing two buildings on approximately 20 acres in the Northport Industrial Park. Their proposed signage plan conforms to the City Sign Ordinance with the exception of the proposed directional signs based on their size. The Planning Commission reviewed this variance request and recommended approval. Council Member Schindle reported discussion was held about amending the City Sign Ordinance as it relates to the size of directional signs. **Council Member Schindle moved, seconded by Council Member Steiner, to approve V-1-11, a variance request to increase the maximum size of two directional signs for Ziegler Caterpillar, 2145 Howard Drive West. Vote on the motion: Freyberg, Steiner, Schindle and Dehen, aye; Norland voted nay because of the large increase in directional signage. Motion carried.**

**Industrial Development District No. 1 Modification**

Planner Fischer reported the Planning Commission reviewed the request to modify Industrial Development District No. 1 to include the right-of-way for the T.H. 14/CSAH 41 Interchange Project and adopted a resolution finding the Industrial Development District No.1 modification conforms to City plans for development of the locality as a whole.

**City Administrator****Ord. No. 41, Fourth Series, Authorizing the North Mankato Port Authority Commission to Issue G.O. Bonds and the Pledge of the City's Full Faith, Credit and Resources of the City of North Mankato for the Security and Payment Thereof (Series 2011A)**

Administrator Sande reported as part of the issuance of Series 2011A general obligation bonds to support the trunk highway project, it is necessary for the Council to adopt Ord. No. 41, Fourth Series Authorizing the North Mankato Port Authority Commission to issue G.O. Bonds and the pledge of the City's full faith, credit and resources of the City of North Mankato for the security and payment thereof. **Council Member Schindle moved, seconded by Council Member Norland, to adopt Ord. No. 41, Fourth Series. Vote on the Ordinance: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

**Ord. No. 42, Fourth Series, Authorizing the North Mankato Port Authority Commission to Issue G.O. Bonds and the Pledge of the City's Full Faith, Credit and Resources of the City of North Mankato for the Security and Payment Thereof (Series 2011B)**

Administrator Sande reported as part of the issuance of Series 2011B taxable general obligation bonds for the 422 Belgrade Avenue Project, it is necessary for the Council to adopt Ord. No. 42, Fourth Series Authorizing the North Mankato Port Authority Commission to issue G.O. Bonds and the pledge of the City's full faith, credit and resources of the City of North Mankato for the security and payment thereof. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Ord. No. 42, Fourth Series. Vote on the Ordinance: Steiner, Norland, Schindle and Dehen, aye; Freyberg nay; motion carried.**

**Approve Quotation for Maintenance of Well No. 8**

Administrator Sande presented the recommendation of the Public Works Director to award the low quote of \$61,675 from Thein Well Drilling Company for the inspection and periodic maintenance of Well No. 8. The Administrator reported this is an approved item in the 2011 Budget. **Council Member Norland moved, seconded by Council Member Steiner, to approve awarding the quotation in the amount of \$61,675 to Thein Well Drilling for the inspection and maintenance of**

**Well No. 8. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

#### **Award Proposal for Wetland Bank Seeding**

City Engineer Malm presented a recommendation for seeding of the wetland adjacent to the CSAH 41/Carlson Drive Project. He reported it is necessary to seed the wetland with appropriate plantings and to provide for continuing maintenance over a five-year period. At the end of the five-year establishment period, the City should obtain wetland credits estimated to be from \$147,420 to \$420,000 dependent upon the sale price of the credits applicable at that date. The Engineer reported two quotations were received for the wetland bank seeding, one from Apex Companies in the amount of \$118,913 and one from Prairie Restorations in the amount of \$63,466. In response to a question about the large difference in quotes, Engineer Malm reported Apex Companies is from Des Moines and Prairie Restoration is a local company. **Council Member Schindle moved, seconded by Council Member Norland, to award the quotation in the amount of \$63,466 for the wetland bank seeding to Prairie Restorations. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

#### **Res. No. 60-11 Approving the State of Minnesota Joint Powers Agreements with the City of North Mankato on Behalf of its City Attorney and Police Department**

City Administrator Sande presented a request from the Police Chief for approval of the Joint Powers Agreement necessary to provide access to the State's Criminal Justice Data Communications Network. **Council Member Schindle moved, seconded by Council Member Norland, to adopt Resolution No. 60-11 Approving the State of Minnesota Joint Powers Agreements with the City of North Mankato on Behalf of its City Attorney and Police Department. Vote on the Resolution: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

#### **2011 Minnesota Bicycle Tourism Summit**

Administrator Sande reported staff will be representing the City at the 2011 Minnesota Bicycle Tourism Summit on November 3, 2011. He reviewed the planned trails including the extension of Carlson Drive through the industrial park, the extension of CSAH 41 connecting to the trail along Rockford Road, and a possible extension of a trail from LorRay Drive to Highway 169 and a possible trail along the Minnesota River from Mankato to St. Peter.

#### **Set Public Hearing for 2012 Budget for 7 p.m. on Monday, December 5, 2011**

**Council Member Steiner moved, seconded by Council Member Norland, to set a public hearing for the 2012 Budget for 7 p.m. on Monday, December 5, 2011. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

#### **Set Public Hearing for Five-Year Capital Improvement Plan, 2012-2016 for 7 p.m. on Monday, December 19, 2011**

**Council Member Norland moved, seconded by Council Member Steiner, to set a public hearing for the Five-Year Capital Improvement Plan, 2012-2016 for 7 p.m. on Monday, December 19, 2011. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

#### **Schools and Conferences**

**Council Member Norland moved, seconded by Council Member Schindle, to approve actual and necessary expenses for the following schools and conferences:**

1. Prescription Drug Crimes, St. Paul, December 1, for one Patrol Officer.
2. Explosives Recognition, BCA St. Paul, November 1, for Police Chief.

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

#### **Finance Director**

##### **Res. No. 61-11 Declaring Costs to be Assessed for Municipal Charges, Exhibit A**

Finance Director Thorne presented Resolution No. 61-11 for costs to be assessed in the amount of \$6,375 for lawn mowing at properties on Kodiak Drive and Fairbanks Drive as listed on Exhibit A. **Council Member Schindle moved, seconded by Council Member Steiner, to adopt Resolution No. 61-11 Declaring Costs to be Assessed for Municipal Charges for properties on Kodiak Drive and Fairbanks Drive as listed on Exhibit A. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

#### **Report from Council Members**

##### **Council Member Schindle**

Council Member Schindle reported I & S Group held a meeting regarding sports facilities for the Mankato/North Mankato area and no one from the City of North Mankato was in attendance. Administrator Sande reported staff received notice of the meeting the day before the meeting was scheduled and because of other commitments was unable to attend. Council Member Schindle reported representatives from the All Seasons Arena Board will be attending the next I & S Group meeting.

#### **Report from Mayor**

##### **Proclamation for November 2011 to be American Diabetes Month in North Mankato**

Mayor Dehen read a proclamation naming November 2011 to be American Diabetes Month in North Mankato.

#### **Open the Meeting to the Public for the Second Time**

##### **Jacobus Berghoefer, 2214 Northridge Drive**

Jacobus Berghoefer, 2214 Northridge Drive, appeared before the Council to obtain additional information about the project at 422 Belgrade Avenue. Administrator Sande reported six businesses will be located on the main floor with seven apartments in the new second story of the building.

##### **Phil Henry, 1300 Noretta Drive**

Phil Henry, 1300 Noretta Drive, appeared before the Council and thanked the young people for coming to the Council meeting.

##### **Kyle Sandmann, 1584 Commerce Drive**

Kyle Sandmann, 1584 Commerce Drive, appeared before the Council and asked what has held up the building of the soccer fields. Administrator Sande reported that preliminary drawings have been completed and a bid letting is expected in March or April 2012. He reported that stockpiled material at Benson Park will be available in the spring to level the soccer fields.

#### **Bills and Appropriations**

**Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amount of \$311,504.56. Vote on the motion: Freyberg, Steiner, Norland, Schindle and Dehen, aye; no nays. Motion carried.**

There being no further business, the meeting was adjourned at 7:46 p.m.

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Mayor

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City Clerk

Pursuant to due call and notice thereof, a Joint Workshop of the North Mankato City Council and North Mankato Port Authority was held in the Municipal Building Council Chambers on October 24, 2011. Mayor Dehen called the meeting to order at 6:00 p.m. The following were present for the meeting: Mayor Dehen, Council Members Steiner, Norland, Schindle and Freyberg, Port Authority Commissioners Knutson, Abbott, Kirschbaum and Arnold, Attorney Kennedy, Administrator Sande, Finance Director Thorne and City Clerk Gehrke.

Port Authority President Bob Knutson presented background information describing the purpose of the Port Authority, what it has accomplished and their objectives to expand the industrial park and redevelop the downtown. He noted the downtown redevelopment is a main priority outlined in the Envision 2020 plan. President Knutson reported a 3.1 percent increase in the City's tax base for next year and a compound increase of 4.5 percent over the last ten years which is due in part to the City's ability to attract new businesses. He noted the City is having its best year for commercial/industrial building permits issuing \$16.6 million for the period of January 1, 2011 through September 30, 2011.

President Knutson reviewed the initial \$500,000 received from the State of Minnesota which was loaned to Sween Corporation. When Sween repaid the loan, the Port Authority was able to keep those funds in the Port Authority Revolving Loan Fund to be used for economic development. He noted that less than 1.00 percent of the City's tax capacity is Tax Increment Financing (TIF) whereas the State average is between 2.00 and 5.00 percent. The Port Authority has several shovel-ready sites for development and has made tangible improvements to the Central Business District. He stated although the 422 Belgrade Project is not the normal TIF timeframe, he believes the project in this building is an asset to the neighborhood and the tax base will increase in this area because of the project. President Knutson stated the Port Authority will continue working to bring businesses and jobs to North Mankato and redeveloping the Central Business District.

Mayor Dehen stated that since he and Council Member Freyberg are new to the Council this joint meeting will ensure that everyone is philosophically on the same page and include ground rules that everyone is comfortable with.

Commissioner Arnold noted that past-President Wade Hensel, who was in the audience, recently moved to Lake Washington and thanked him for all he has done for the Port Authority. Executive Director Sande also reported that Wade is in attendance as the BENCO representative as BENCO is the Port Authority's partner in the Joint Economic Development Fund.

Council Member Freyberg reported his concerns of the Central Business District Grant Program date back to April 2011. He stated he is not opposed to the program but believes that public dollars that come from the Sales Tax Fund should not be used for furnaces and normal repairs as he does not see the benefit to the public but believes these items should be in the company's normal business plan. He would like to see CBD grant dollars used for street or sidewalk design or other items that are equally shared by the public. He also expressed his concern that the Port Authority is trying to do the marketing, banking and improving property and then putting a 25-year TIF on it, which is probably going to need improved again in 25 years.

versus new construction which has a 9-year TIF. He stated he understands that Legislatively the Port Authority can do this but believes it is not in the best interest of the City to defer tax collections from an improved property for 25 years. He referenced 422 Belgrade when it was Ray's Market and the balance of the loan which has not been paid. Executive Vice President Sande reported the remaining \$62,000 loan has been referred to the City Attorney. Council Member Freyberg asked for an explanation of the rationale for investing \$455,000 in property that is currently valued at \$400,000 with no signed lease agreements in hand. President Knutson stated this is not the normal project but the property is not the norm and could set empty for 20 years without TIF. He stated it is not just the property that is going to be improved but the entire neighborhood surrounding the project. He also stated the last thing we want to do is lose control and have several empty buildings. President Knutson also reviewed that Tax Increment Financing was originally designed to do redevelopment projects because of the extra-ordinary costs of preparing the site and demolition versus a new building.

Commissioner Arnold reported these projects would not happen without the help of Tax Increment Financing and spoke of the attractive building constructed on an empty lot in the 200 Block of Belgrade. He stated that 422 Belgrade Avenue is an important project that will also enhance the Central Business District.

Council Member Freyberg stated that with a 20-30 percent residential rental vacancy rate, it is discriminatory in nature to subsidize a project that includes new rental units so heavily. Council Member Freyberg stated he believes that 40 percent financing by the Port Authority is too high. President Knutson stated those are the same terms that were offered to anyone who would step up to the plate to do a redevelopment. Council Member Schindle reported that originally the Marigold site needed four floors in order to have the project work and was revised to two floors which may have left out some interested developers.

Commissioner Arnold referenced the projects that recently came off TIF and are now on the tax rolls and the many jobs that have been created. Executive Vice President Sande reported the Capstone Project will be coming off TIF in 2012. Council Member Schindle stated he would like to see Tax Increment Financing for manufacturing jobs. Council Member Freyberg stated he believes that developers are going to come to us without TIF incentives. Mayor Dehen stated that job creation is a priority. Council Member Schindle referenced the restaurant projects that have not been successful. Some discussion was held about the restaurants that have received Port Authority help and have been unsuccessful.

President Knutson reported that the CBD grants are a small part of what the Port Authority Commission does and asked the Commissioners and Council for their suggestions for the criteria for Central Business District grants and loans. Commissioner Abbott stated he has no problem with items going to the Council for their approval.

Council Member Schindle asked about the parking plan for the Central Business District. Executive Vice President Sande reported that additional parking spaces were recently constructed at the end of Nicollet Avenue and four options have been reviewed for parking in the CBD but staff has been waiting for resolution of the Budget Mart property on Belgrade. Staff has heard that someone is interested in both the Belgrade Avenue Budget Mart and the

Commerce Drive Budget Mart and we are working to confirm that information. In response to a question from Council Member Schindle about the possibility of returning the Budget Mart to a convenience store, Executive Vice President Sande reported the tanks are still in the ground at the Belgrade Avenue site but have been removed at the Commerce Drive site. He reported that several merchants in the CBD have agreed to share parking.

Commissioner Kirschbaum stated the CBD grants are a small part of what the Port Authority does. He would not have a problem with those items going to the City Council for approval. He also spoke of the necessity for business owners receiving grants or loans to show up at the meetings.

Jim Whitlock, owner of Brickhouse Graphics, appeared and gave a brief history of the group, Business on Belgrade, which has held the Blues Festival for the past three years to draw attention to the Central Business District. He thanked the Port Authority and Council for the CBD grants and stated although Christy's Café is not in operation, the interior work completed with the grant is still in place for a restaurant. He spoke of the zoning of the CBD done years ago which limits the businesses allowed to operate in this area.

Sharon Schaller, owner of Sharon's Craft, appeared and thanked the Port Authority and Council for the grant for her business. She stated she is working to make the CBD a part of the regional City Center and looking at ways to get more people to North Mankato.

Wade Hensel, BENCO, appeared and spoke of the new substation that is being built with the goal to have it completed by late next fall. The substation will provide an additional 115 kb line and allow North Mankato to continue to grow. Executive Vice President Sande reported this line gives redundancy so there is no interruption of service. Mr. Hensel also spoke of BENCO's partnership with the Port Authority beginning with the 100,000 square foot building, Northport Center, which has been sold, and continued with the purchase of 100 acres for industrial development in 1997 and recently the purchase of the 50-acre Rist parcel.

Council Member Freyberg stated he strongly believes the meeting times of the Port Authority meetings should be changed so they are held between 6-8 p.m. since 80 percent of the people work 8 a.m. to 5 p.m.

President Knutson reiterated that less than 1.00 percent of the tax base is in Tax Increment Financing, the downtown is extremely important; the Port Authority is working on development in the hilltop area noting that 150 employees were added to a business that was started three years ago.

Council Member Schindle asked if the CBD could be expanded to include Commerce Drive. Executive Vice President Sande reported there are different criteria for the CBD including zero lot lines, and the sales tax money was specifically for the CBD. Council Member Norland asked if an amendment to the sales tax fund could be made to broaden its use. Executive Vice President Sande stated a better fit for Commerce Drive may be the Community Development Fund.



Additional discussion was held about the time of the Port Authority meetings with the suggestion to have the meetings prior to the Council meetings. President Knutson reported that the majority of the Port Authority meetings are called for specific actions. Council Member Abbott stated he would prefer the Port Authority meetings to be at night.

There being no further business, the Joint Council/Port Authority Workshop was adjourned at 7:18 p.m.

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Mayor

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City Clerk



Dear ArfWalk contributor,

The 7th Annual Great ArfWalk Festival was a tail wagging success! It was an absolutely gorgeous late summer day with clear blue skies and temperatures in the mid 60's. The crowd at Land of Memories park shattered all previous records: we hosted 1000 guests. The event was so busy that we nearly ran out of parking space.

Everyone, including the dogs, had a great time. We featured live music, food, a canine obstacle course, canine games, kids' games, a photographer, an arts colony, and much more. We were joined by the mayors of Mankato and St. Peter as well as our current BENCHS mayor Edgar, the basset hound, and former BENCHS Mayor Otis the dog for the Grand March. We invite you to view a video of the event at <http://www.youtube.com/watch?v=qMUS74lcqNg>.

To show our appreciation for our sponsor's generosity, we posted sponsor signs along the grand march route. We included sponsors' names on our T shirts.

We also want to acknowledge those of you who provided us the food, the music, the dancing, the raffle items, and the kid's activities at little or no cost to us. These additions to our event transformed our event from a mere walk into an exciting community festival.

We are thrilled to report that we have netted more than \$ 10,000! In the past, we've never made more than \$ 4,000 at this event, often much less. Thanks to your support, we more than doubled last year's profit. Because this was a free event, we relied on sponsors like you to make this event a financial success, and you came through with flying colors. You were one of 36 sponsors, plus the Cities of Mankato and North Mankato.

BENCHS is a non-profit organization exists to create a safe haven for homeless animals as they await adoption to their new families. We rely upon support from organizations such as yours to meet our mission because we receive no direct financial support from any government entity or even from the Humane Society of the United States. We rely upon grants, adoption fees, and the generosity of organizations such as yours to meet our \$ 213,000 annual budget.

Thank you again for your support. We hope you can help us again next year.

With gratitude,

The Great ArfWalk committee

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #8A.1.	Dept: Administration	Council Meeting Date: 11/7/11
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**TITLE OF ISSUE:** Res. Relating to \$3,215,000 G.O. Bonds, Series 2011A, Concurring in the Action of the North Mankato Port Authority Commission in Awarding the Issuance and Sale thereof and Authorizing the Execution of a Continuing Disclosure Certificate

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Paul Donna from Northland Securities will be on hand at the Council meeting to present the results of bids taken on the bond sale earlier in the day. Standard and Poors has affirmed the City's AA bond rating for these issues and our outstanding bonded debt. There are separate resolutions for the 2011A and 2011B bonds.

*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	
_____	_____	Steiner
_____	_____	Norland
_____	_____	Schindle
_____	_____	Freyberg
_____	_____	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) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐ Refer to: \_\_\_\_\_

☐ Table until: \_\_\_\_\_

☐ Other: \_\_\_\_\_

Extract of Minutes of Meeting  
of the City Council of the City  
of North Mankato, Nicollet County, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of North Mankato, Minnesota, was duly held in the City offices in the City of North Mankato on Monday, November 7, 2011, commencing at 7:00 o'clock P.M.

The following members were present:

and the following were absent:

\* \* \*

\* \* \*

\* \* \*

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION NO. 62-11

A RESOLUTION RELATING TO \$3,215,000  
GENERAL OBLIGATION BONDS, SERIES 2011A,  
CONCURRING IN THE ACTION  
OF THE NORTH MANKATO PORT AUTHORITY COMMISSION  
IN AWARDING THE ISSUANCE AND SALE THEREOF AND AUTHORIZING  
THE EXECUTION OF A CONTINUING DISCLOSURE CERTIFICATE

BE IT RESOLVED By the City Council of the City of North Mankato, Nicollet County, Minnesota (the "City") as follows:

Section 1. The North Mankato Port Authority Commission (the "Authority") by resolution adopted this same date (the "Resolution"), has authorized the issuance and sale of its \$3,215,000 General Obligation Bonds, Series 2011A (the "Bonds") pursuant to the Resolution and Official Statement fully describing the Bonds which is on file with the City Clerk.

Section 2. The City hereby finds, determines and declares that the issuance of the Bonds by the Authority is necessary and in the best interests of the City and concurs in the action of the Authority in awarding the sale of the Bonds. For the prompt and full payment of the principal and

interest on the Bonds, as the same respectively become due, the full faith, credit, resources and taxing powers of the City have been irrevocably pledged by an Ordinance adopted by the City on October 17, 2011, in accordance with Minnesota Statutes, Section 469.060.

Section 3. The City hereby certifies as follows:

(a) The Authority is a subordinate entity of the City within the meaning of Section 148(f) of the Code and the Regulations.

(b) The City irrevocably allocates a portion of the City's \$5,000,000 size limitation for calendar year 2011 for the purposes of the "small issuer rebate exception" under Section 148(f)(4)(D) of the Code, which allocation is in the amount of the principal amount of Bonds issued, not to exceed \$3,215,000.

(c) The City finds that the allocation made hereunder bears a reasonable relationship to the benefits received by the City from the Bonds, taking into account the manner in which: (i) proceeds of the Bonds are to be distributed; (ii) debt service on the Bonds is to be paid; and (iii) the project financed by the Bonds is to be owned.

(d) The City finds and declares that the face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities of the City, including the Authority) during the calendar year in which the Bonds are issued is not reasonably expected to exceed \$5,000,000, within the meaning of Section 148(f)(4)(D) of the Code and the Regulations.

Section 4. The City and the Authority will enter into a Continuing Disclosure Certificate (the "Certificate"), dated the date of closing, a form of which is on file with the City. The Mayor and City Clerk of the City are hereby authorized to sign the Certificate.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA            )  
  )  
COUNTY OF NICOLLET         ) SS.  
  )  
CITY OF NORTH MANKATO        )

I, the undersigned, being the duly qualified and acting City Clerk of the City of North Mankato, Nicollet County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on November 7, 2011 with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of \$3,215,000 General Obligation Bonds, Series 2011A of the North Mankato Port Authority Commission.

WITNESS My hand as such City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #8A.2.	Dept: Administration	Council Meeting Date: 11/7/11
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**TITLE OF ISSUE: Res. Relating to \$455,000 Taxable G.O. Tax Increment Bonds, Series 2011B, Concurring in the Action of the North Mankato Port Authority Commission in Awarding the Issuance and Sale thereof and Authorizing the Execution of a Continuing Disclosure Certificate**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:**

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Adopt Resolution**

For Clerk's Use:	SUPPORTING DOCUMENTS ATTACHED																																																						
<p>Motion By: _____</p> <p>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>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>		Aye	Nay			_____	_____	Steiner		_____	_____	Norland		_____	_____	Schindle		_____	_____	Freyberg		_____	_____	Dehen	<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 style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="5">Other (specify) _____</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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____					_____					_____					_____				
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<p><input type="checkbox"/> Workshop</p> <p><input checked="" type="checkbox"/> Regular Meeting</p> <p><input type="checkbox"/> Special Meeting</p>	<p><input type="checkbox"/> Refer to: _____</p> <p><input type="checkbox"/> Table until: _____</p> <p><input type="checkbox"/> Other: _____</p>
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Extract of Minutes of Meeting  
of the City Council of the City  
of North Mankato, Nicollet County, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of North Mankato, Minnesota, was duly held in the City offices in the City of North Mankato on Monday, November 7, 2011, commencing at 7:00 o'clock P.M.

The following members were present:

and the following were absent:

\* \* \*

\* \* \*

\* \* \*

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION NO. 63-11

A RESOLUTION RELATING TO \$455,000  
TAXABLE GENERAL OBLIGATION TAX INCREMENT BONDS, SERIES 2011B,  
CONCURRING IN THE ACTION  
OF THE NORTH MANKATO PORT AUTHORITY COMMISSION  
IN AWARDING THE ISSUANCE AND SALE THEREOF AND AUTHORIZING  
THE EXECUTION OF A CONTINUING DISCLOSURE CERTIFICATE

BE IT RESOLVED By the City Council of the City of North Mankato, Nicollet County, Minnesota (the "City") as follows:

Section 1. The North Mankato Port Authority Commission (the "Authority") by resolution adopted this same date (the "Resolution"), has authorized the issuance and sale of its \$455,000 Taxable General Obligation Tax Increment Bonds, Series 2011B (the "Bonds") pursuant to the Resolution and Official Statement fully describing the Bonds which is on file with the City Clerk.

Section 2. The City hereby finds, determines and declares that the issuance of the Bonds by the Authority is necessary and in the best interests of the City and concurs in the action of the Authority in awarding the sale of the Bonds. For the prompt and full payment of the principal and



interest on the Bonds, as the same respectively become due, the full faith, credit, resources and taxing powers of the City have been irrevocably pledged by an Ordinance adopted by the City on October 17, 2011, in accordance with Minnesota Statutes, Section 469.060.

Section 3. The City and the Authority will enter into a Continuing Disclosure Certificate (the "Certificate"), dated the date of closing, a form of which is on file with the City. The Mayor and City Clerk of the City are hereby authorized to sign the Certificate.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA            )  
  )  
COUNTY OF NICOLLET         ) SS.  
  )  
CITY OF NORTH MANKATO        )

I, the undersigned, being the duly qualified and acting City Clerk of the City of North Mankato, Nicollet County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on November 7, 2011 with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of \$455,000 Taxable General Obligation Tax Increment Bonds, Series 2011B of the North Mankato Port Authority Commission.

WITNESS My hand as such City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
City Clerk

**THESE ARE DRAFT MINUTES AND NOT YET APPROVED BY THE BOARD**

OFFICIAL PROCEEDINGS OF THE  
BOARD OF COUNTY COMMISSIONERS OF THE  
COUNTY OF NICOLLET

October 25, 2011

The Nicollet County Board of Commissioners met in special session on Tuesday, October 25, 2011 at 9:00 a.m. with Vice Chair Dr. Bruce Beatty presiding. Commissioners David Haack, Marie Dranttel, and Jack Kolars were present. Also present were County Attorney Michelle Zehnder Fischer, Administrator Robert Podhradsky, Auditor-Treasurer Bridgette Kennedy, and Recording Secretary Margo Brown. Commissioner James Stenson was excused.

Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to approve the minutes of the October 11, 2011 Board meeting. The motion carried unanimously.

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

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 Dranttel, 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.

Director Tesdahl also requested that the Board consider approval of a contract with the State of Minnesota for processing of MinnesotaCare. Upon a motion by Commissioner Haack and seconded by Dranttel, it was moved to accept the recommendation of the Social Services Director and approve the State of Minnesota Joint Powers Agreement for processing of MinnesotaCare applications from July 1, 2011 through June 30, 2013. The motion carried unanimously.

The second contract presented by the Social Services Director was for employment services provided to MFIP participants. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Social Services Director and approve the contract and 2012 Notice of Funds Available for employment services provided to Minnesota Family Investment Program (MFIP) participants. The motion carried unanimously.

The third agreement discussed by the Social Services Director was for a South Central Community Based Initiative Joint Powers Agreement. Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the Social Services Director and approve the South Central Community Based Initiative Joint Powers Agreement for January 1, 2012 through December 31, 2015. The motion carried unanimously. Ms. Tesdahl also requested that appointments be made for staff to serve on the Joint Powers Board. Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to appoint the Social Services Director as a representative on the South Central Community Based Initiative Joint Powers Board, with the Adult Mental Health Supervisor serving as alternate. The motion carried unanimously.

At this time, an overview and update was provided on the St. Peter School-Community Liaison Collaboration. Maria Alvarez (Social Services staff), Ellen Conover and Ytve Prafke provided information to the Board relating to the projects currently being undertaken by this group. They talked about the number of families participating, the pre-school program and other school programs, reading programs, and other miscellaneous issues.

Jamie Haefner, Human Resources Director, addressed the Board to inform them of a replacement hiring. County Attorney Michelle Zehnder Fischer has hired Kezia Killion to replace Angela Forsyth as an Assistant County Attorney. Ms. Killion began employment with the County on October 13, 2011 at a salary of \$45,000 per year.

Environmental Services Director Mandy Landkamer appeared before the Board to request approval of the Administrative Plan for HMGP funds. This is needed in order to submit the grant application for funds under the Hazard Mitigation Grant Program through the Department of Homeland Security and Emergency Management. Upon a motion by Commissioner Kolars and seconded by Haack, it was moved to accept the recommendation of the Environmental Services Director and approve the Administrative Plan for Voluntary Property Acquisition Funded Under the Hazard Mitigation Grant Program. The motion carried unanimously.

Public Works Director Seth Greenwood appeared before the Board to request consideration of several ditch repair reports. Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the Public Works Director and approve the following ditch repair reports:

Report No. 11-23	County Ditch 71	Section 29-111-27
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Report No. 11-24	County Ditch 71	Section 25-111-28
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The motion carried unanimously.

Public Works Director Greenwood also requested that the Board approve spot cleaning along part of County Ditch 46A. Upon a motion by Commissioner Beatty and seconded by Dranttel, it was moved to accept the recommendation of the Public Works Director and authorize spot cleaning from the beginning of County Ditch 46A to the location of the new County Ditch 46A dam structure. The motion carried unanimously.

County Sheriff David Lange appeared before the Board to request approval of a grant through the DNR for off highway vehicle enforcement. Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to accept the recommendation of the County Sheriff and approve the grant contract for ATV enforcement with the Department of Natural Resources for two years, ending June 30, 2013. The motion carried unanimously.

County Auditor-Treasurer Bridgette Kennedy addressed the Board to request approval of the annual farm leases. Upon a motion by Commissioner Haack and seconded by Beatty, it was moved to accept the recommendation of the Auditor-Treasurer and renew the farm leases for Kenneth Drill in Courtland Township (36.3 acres) and Melvin Hopp in Brighton Township (8 acres) at an annual increase of (five) 5%. The motion carried unanimously.

Auditor-Treasurer Kennedy provided information about a tax abatement and a request for cancellation of tax. Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the Auditor-Treasurer and approve the tax abatement for a hunting shack owned by Robert Saiki (property located in parcel no. 04.996.0900) in Courtland Township for taxes payable in 2009, 2010 and 2011 in the amount of \$62.00, as well as cancellation of tax for 2007 and 2008. The motion carried unanimously.

At this time, the Board held a public hearing to review maintenance levies on various county and judicial ditches. There were no citizens present for any of the hearings.

Upon a motion by Commissioner Dranttel and seconded by Haack, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 75% lien on County Ditch 3, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years  
The motion carried unanimously.

Upon a motion by Commissioner Haack and seconded by Dranttel, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 30% lien on County Ditch 35A, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years  
The motion carried unanimously.

Upon a motion by Commissioner Haack and seconded by Beatty, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 5% lien on County Ditch 47A, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years  
The motion carried unanimously.

Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 10% lien on County Ditch 53A, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years  
The motion carried unanimously.

Upon a motion by Commissioner Beatty and seconded by Haack, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 35% lien on County Ditch 58A, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years  
The motion carried unanimously.

Upon a motion by Commissioner Dranttel and seconded by Kolars, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 20% lien on County Ditch 76A, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years  
The motion carried unanimously.

Upon a motion by Commissioner Dranttel and seconded by Beatty, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 15% lien on County Ditch 84,

based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years .

The motion carried unanimously.

Upon a motion by Commissioner Haack and seconded by Beatty, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 25 lien on County Ditch 92, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years .

The motion carried unanimously.

Upon a motion by Commissioner Kolars and seconded by Dranttel, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 8% lien on County Ditch 96, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years .

The motion carried unanimously.

Upon a motion by Commissioner Haack and seconded by Kolars, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 80% lien on Judicial Ditch 6A S&N, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years .

The motion carried unanimously.

Upon a motion by Commissioner Dranttel, seconded by Kolars, it was moved to accept the recommendation of the County Auditor-Treasurer and place a 55% lien on Judicial Ditch 20 S&N, based on original benefits, to be paid back over a period of 2 years at 4% interest, beginning in the year 2012 as follows:

0 - \$500 1 year  
\$501 – over 2 years .

The motion carried unanimously.

Auditor-Treasurer Kennedy requested that the Board consider approving the classification of 27 parcels that have been forfeited. Upon a motion by Commissioner Dranttel and seconded by Haack, it was moved to accept the recommendation of the Auditor-Treasurer and approve the classification of 27 parcels of property as non-conservation land and adopt the resolution describing such classification to be forwarded to the Department of Natural Resources. The motion carried unanimously.

List resolution

County Assessor Doreen Pehrson addressed the Board to discuss proposed 2012 values for taxes payable in 2013. She talked about new formulas for figuring tax amounts, the proposed increases, requirements from the Department of Revenue, and changes in the rates of various properties. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to accept the recommendation of the County Assessor approving the changes for the proposed 2012 values for taxes payable in 2013. On a roll call vote, all Commissioners voted yes and the motion carried unanimously.

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

- Requested the Board's authorization to obtain a door prize for the upcoming AMC Conference in December. Upon a motion by Commissioner Haack and seconded by Beatty, it was moved to authorize an expense of \$50 for the door prize at the upcoming Association of Minnesota Counties Conference in December. The motion carried unanimously.

Vice Chair Dr. Bruce Beatty reported on the following past and future activities/meetings, including:

- Attended ground breaking ceremony for the new Sioux Trails Building in St. Peter

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

Commissioner Jack Kolars

- ARMER Radio meeting to be held on October 27<sup>th</sup>

Commissioner David Haack

- Attended a County Library Board meeting

Commissioner Marie Dranttel

- No report

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

At this time, the Board discussed the recommendation from the Insurance Study Committee. Human Resources Director Jamie Haefner and Auditor-Treasurer Bridgette Kennedy provided information to the Board relating to this information. Ms Kennedy reported that bids had been requested for dental, life insurance and disability, with the results being basically the same rates as previous years, with one rate decreasing. Ms. Haefner also reported on the bid for the retirees plan, which is 100% funded by the retiree, noting that the bid came in with a decrease for 2012. Upon a motion by Commissioner Kolars and seconded by Beatty, it was moved to accept the recommendation of the Insurance Study Committee as follows:

- Increase the deductibles to 2,500 with \$3,000 out of pocket maximum for single coverage; and \$5,000 deductible with \$6,000 out of pocket maximum for family coverage
- Do not decrease the VEBA/HRA amount
- Accept the bid of Delta Dental for dental insurance
- Accept the bid of Minnesota Life for life insurance
- Accept the bid of Assurant for long term disability
- Accept the Medicare supplement plan entitled Platinum Blue for retirees to purchase

The motion carried unanimously.

Upon a motion by Commissioner Haack and seconded by Kolars, it was moved to adjourn the meeting at 10:30. The motion carried unanimously.

**APPLICATION FOR LICENSE  
CITY OF NORTH MANKATO**

TYPE OF LICENSE:

Application Fee:

BUSINESS NAME: Boeders - Las Fronteras Inc  
BUSINESS ADDRESS: 503 Belgrade Ave N Mankato MN 56003  
MINNESOTA TAX I.D. # 2252511 FEDERAL TAX I.D. # 35-2421-498

Applicant's Name: Maria Guadalupe Redding  
(Include full middle name)

Applicant's Social Security #: \_\_\_\_\_ Citizenship Status: US Citizen

Applicant's Present Address: 108 Monet Place  
Mankato MN 56001

Length of time at this address: 3 months (have lived in Mankato since 5/00)

Applicant's Occupation: Lab tech / med tech

Applicant's Place of Employment: Mankato VA Clinic

Length of time so engaged: 16 months

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

Mexican Villiage 1630 Madison Ave General Manager  
Oak Terrace Psychiatry 1575 Howard Drive Medication Asst  
MRCI 15 Map Drive PCA; wound care and

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:

no

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



2-

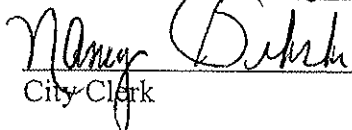
References continued ---

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.

  
Signature of Applicant

\_\_\_\_\_  
Date of Birth  
10-28-2011  
Date of Signing

Subscribed and sworn to before me this  
28th day of October, 2011.

  
City Clerk

-----  
OFFICE USE If needed:

POLICE approved ☒ not approved \_\_\_\_ Date: 10-31-11

COUNCIL ACTION approved \_\_\_\_ not approved \_\_\_\_ Date: \_\_\_\_\_

Application Fee paid on: \_\_\_\_\_

License Issued on: \_\_\_\_\_

# CITY OF NORTH MANKATO NEW LICENSE FORM

Following are the license fees for City licenses for the period January 1, 20<sup>12</sup>~~11~~, through December 31, 20<sup>12</sup>~~11~~. Please complete this form, sign it, and return it as soon as possible along with the appropriate license fee payable to the City of North Mankato.

RETURN TO: City Clerk/City of North Mankato  
P.O. Box 2055  
North Mankato, MN 56002-2055

On-Sale Intoxicating Liquor	\$3,375	\$ <u>3,375</u>
Sunday On-Sale Liquor	200	\$ <u>200</u>
Off-Sale Intoxicating Liquor	200	\$ _____
On-Sale Intoxicating Liquor (Club)	300	\$ _____
Wine	250	\$ _____
Cabaret (only with on-sale)	375	\$ _____
Business Set-Up	300	\$ _____
3.2 Beer Off-Sale	30	\$ _____
3.2 Beer On-Sale	250	\$ _____
Cigarette	150	\$ _____
Soft Drink	20	\$ <u>20</u>
Mechanical Amusement Device	15/site & 15/each machine	\$ _____
Taxicab	20 /vehicle	\$ _____
Mobile Home	60	\$ _____
Refuse Hauler	30 /first truck	\$ _____
	20 /each addl. truck	\$ _____
TOTAL:		\$ <u>3595.00</u>

I, the undersigned, hereby stipulate that I will maintain the required worker's compensation insurance and if necessary, liquor liability insurance, throughout the licensing period.

[Signature]  
Applicant's Signature

Social Security Number

100 Monet Place Mankato MN 56001

Applicant's Address

10-28-2011

Date

Borders - Las Fronteras LLC  
Business Name

225 25 11

Minnesota Tax I.D. #

35-2421498

Federal Tax I.D. #

503 Belgrade Ave  
Business Address N. Mankato MN 56003



Minnesota Department of Public Safety  
**Alcohol and Gambling Enforcement Division (AGED)**  
 444 Cedar Street, Suite 222, St. Paul, MN 55101-5133  
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

**Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License**

**Cities and Counties:** You are required by law to complete and sign this form to certify the issuance of the following liquor license types:  
 1) City issued on sale intoxicating and Sunday liquor licenses  
 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License N. Mankato License Period From: 01-12 To: 12-31-12

Circle One: New License License Transfer \_\_\_\_\_ Suspension \_\_\_\_\_ Revocation \_\_\_\_\_ Cancel \_\_\_\_\_  
 (former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$335<sup>00</sup> Sunday License fee: \$200<sup>00</sup> 3.2% On Sale fee: \$ \_\_\_\_\_ 3.2% Off Sale fee: \$ \_\_\_\_\_

Licensee Name: Maria G. Redding DOB \_\_\_\_\_ Social Security # \_\_\_\_\_  
 (corporation, partnership, LLC, or individual)

Business Trade Name Borders - Las Fronteras Business Address 503 Belgrade City N. Mankato

Zip Code 56003 County Nicollet Business Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Home Address 108 Monet Place City Mankato Licensee's MN Tax ID # 2852511

Licensee's Federal Tax ID # 35-2421498  
 (To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
(Partner/Officer Name (First Middle Last))	DOB	Social Security #	Home Address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Austin Mutual Policy # \_\_\_\_\_

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
 (title)

**On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at [www.dps.state.mn.us](http://www.dps.state.mn.us).**



DEPARTMENT OF PUBLIC SAFETY  
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION  
444 Cedar Street Suite 222  
St. Paul, MN 55101-5133  
Phone (651) 201-7507 TDD (651) 282-6555  
Fax (651) 297-5259

CARD NUMBER

(Office Use Only)

APPLICATION FOR RETAILER'S (BUYER'S) CARD FOR LIQUOR AND WINE  
PLEASE RETURN THIS APPLICATION WITH FEE \$20.00

ISSUING AUTHORITY	TYPE CODE	BUYER'S CARD EXPIRES	IDENTIFICATION #
PRINT NAME OF LICENSEE (AS SHOWN ON LICENSE)		BUSINESS NAME (DBA)	
Maria Guadalupe Redding		Borideres - Las Fronteras LLC	
BUSINESS ADDRESS		COUNTY	BUSINESS PHONE
503- Belgrade Ave		Nicollet	344-1020 507
CITY, STATE, ZIP CODE		AUTHORIZED SIGNATURE	
N. Mankato MN 56001		M. A. [Signature]	

PS 9135 (12/09)

# Certificate of Compliance

## Minnesota Workers' Compensation Law

PRINT IN INK or TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

**A valid workers' compensation policy must be kept in effect at all times by employers as required by law.**

BUSINESS NAME (Individual name only if no company name used) <i>Bonders - Las Fronteras</i>	LICENSE OR PERMIT NO (if applicable) 
DBA (doing business as name) (if applicable) 	

BUSINESS ADDRESS (PO Box must include street address) <i>503 Belgrade Ave</i>	CITY <i>N. Mankato</i>	STATE <i>MN</i>	ZIP CODE <i>56003</i>
--	---------------------------	--------------------	--------------------------

**YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1, 2 or 3 below.**

### NUMBER 1 COMPLETE THIS PORTION IF YOU ARE INSURED:

INSURANCE COMPANY NAME (not the insurance agent) <i>Austin Mutual</i>		
WORKERS' COMPENSATION INSURANCE POLICY NO. <i>please see attached Insurance Certificate</i>	EFFECTIVE DATE <i>1-1-2012</i>	EXPIRATION DATE <i>12-31-2012</i>

### NUMBER 2 COMPLETE THIS PORTION IF SELF-INSURED:

☐ I have attached a copy of the permit to self-insure.

### NUMBER 3 COMPLETE THIS PORTION IF EXEMPT:

I am not required to have workers' compensation insurance coverage because:

- ☐ I have no employees.
- ☐ I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered: \_\_\_\_\_
- ☐ Other: \_\_\_\_\_

### ALL APPLICANTS COMPLETE THIS PORTION:

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

APPLICANT SIGNATURE (mandatory) <i>Matt</i>	TITLE <i>owner</i>	DATE <i>10/28/2011</i>
--	-----------------------	---------------------------

**NOTE:** If your Workers' Compensation policy is cancelled within the license or permit period, you must notify the agency who issued the license or permit by resubmitting this form.

This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354 (DIAL-DLI) Voice TDD (651) 297-4198.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/27/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Nesbit Agencies, Inc. 12 Civic Center Plaza #1635 PO Box 3025 Mankato MN 56001		<b>CONTACT NAME:</b> Trudy Pivec <b>PHONE (A/C, No, Ext):</b> (507) 625-5558 <b>FAX (A/C, No):</b> (507) 625-7166 <b>E-MAIL ADDRESS:</b> tpivec@nesbitagencies.com <b>PRODUCER CUSTOMER ID #:</b> 00053181	
<b>INSURED</b> Maira Redding, DBA: Borders Las Fronteras 108 Monet Place Mankato MN 56001		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Austin Mutual <b>NAIC #</b> 13412 <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:** CL11102723324**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			BP1729305	1/1/2012	1/1/2013	EACH OCCURRENCE \$ 300,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 300,000
							GENERAL AGGREGATE \$ 600,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 600,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DEDUCTIBLE						\$
	RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			PENDING	1/1/2012	1/1/2013	WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
A	LIQUOR LIABILITY			BP1729305	1/1/2012	1/1/2013	E.L. DISEASE - POLICY LIMIT \$
							EACH OCCURRENCE \$300,000
							AGGREGATE \$600,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**City of North Mankato  
1001 Belgrade Ave  
North Mankato, MN 56001

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

# CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

Refunded if  
council denies

PERMIT #: 12 -2012 SHELTER: Bluff Park FEE: 60.00 Pd.  
TYPE OF EVENT: Wedding DATE VALID: June 23, 2012 HOURS: Set-up 11:00 - 6:00  
Ceremony 4:00

ORGANIZATION: Probach/Engel Wedding SIZE: 50-75  
APPLICANT NAME: Ann Probach  
ADDRESS: 1604 Roe Crest Dr. Apt. 7 CITY: N. Mankato  
ZIP: 56003 DAYTIME PHONE #: 507-779-1092

See  
back →

TENTS: only if Rains ELECTRICITY:        ALCOHOL:       

inquired about  
Horse & Carriage

AUDIO DEVICES: Boombbox / microphone with small  
Amplified music or band requires Council approval Speaker  
for elderly parents in wedding party.

OTHER:       

PERMIT APPROVED:        DATE: 10-10-11

PERMIT DENIED:       

REFER TO COUNCIL: ✓ Nancy Behrke by VS  
City Clerk

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

## PROHIBITED

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

## ALLOWED

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

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

SIGNED: Ann Probach  
Applicant

They are aware of the parking situation @ bluff park & have already talked about having guests car pool. They said the number of cars would probably be 20 max. The ceremony will be 30 minutes maximum.

VT



# CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 13 -2012 SHELTER: SLP #2 FEE: 60.00 <sup>70.00 cash</sup>  
TYPE OF EVENT: Wedding Ceremony DATE VALID: 6-9-2012 HOURS: NOON - 6 p.m.  
Ceremony approx 3:30-4:30

ORGANIZATION: Schultz/cecka wedding SIZE: 150  
APPLICANT NAME: Aimee Schultz  
ADDRESS: 220 mertens St. CITY: Jordan  
ZIP: 55352 DAYTIME PHONE #: 507-351-4515

TENTS: NO ELECTRICITY: ? ALCOHOL: NO

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

AUDIO DEVICES: only a guitar  
Amplified music or band requires Council approval

NO speakers  
OTHER: \_\_\_\_\_

PERMIT APPROVED: \_\_\_\_\_ DATE: 10-20-11

PERMIT DENIED: \_\_\_\_\_

REFER TO COUNCIL: ✓

Nancy Gehrke by VS  
City Clerk

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

## PROHIBITED

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

## ALLOWED

- \* Personal grills may be brought in.
- \* Keg beer is allowed only with a permit.
- \* Fishing/Ice fishing on Ladybug Lake and Spring Lake only.
- \* Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake. Children under 12 must be accompanied by an adult. Flotation device required.
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SIGNED: \_\_\_\_\_

[Signature]  
Applicant

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11.A.	Dept: City Planner	Council Meeting Date: 11/7/11
--------------------	--------------------	-------------------------------

**TITLE OF ISSUE:** Letter Requesting the Minnesota Department of Natural Resources to Develop a Master Plan for Trail Corridor between Mankato and St. Peter

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** As a continuation of our area-wide efforts to develop a trail system we are requesting that the Mayor be authorized to sign the enclosed letter on behalf of the City requesting that the DNR move forward on planning for a trail along the Minnesota River between Mankato and St. Peter.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION:** Approve letter and authorize Mayor's signature

**For Clerk's Use:**

Motion By: \_\_\_\_\_

Second By: \_\_\_\_\_

Vote Record:

Aye      Nay

		Steiner
		Norland
		Schindle
		Freyberg
		Dehen

**SUPPORTING DOCUMENTS ATTACHED**

Resolution    Ordinance    Contract    Minutes    Map

<input style="width: 40px; height: 20px;" type="checkbox"/>	<input style="width: 40px; height: 20px;" type="checkbox"/>	<input style="width: 40px; height: 20px;" type="checkbox"/>	<input style="width: 40px; height: 20px;" type="checkbox"/>	<input style="width: 40px; height: 20px;" type="checkbox"/>
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Other (specify) \_\_\_\_\_

Letter

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐ Refer to: \_\_\_\_\_

☐ Table until: \_\_\_\_\_

☐ Other: \_\_\_\_\_

November , 2011

Courtland Nelson, Director of the Division of Parks and Trails  
Minnesota Department of Natural Resources  
500 Lafayette Road  
St. Paul, MN 55155-4040

Dear Mr. Nelson:

Minnesota Statute 85.015 establishes the Minnesota Valley Trail and Minnesota River Trail that connects Big Stone State Park to Fort Snelling State Park. Minnesota Statute 85.015 further states that the commissioner of natural resources shall establish, develop, maintain, and operate the trails so designated. The commissioner of natural resources may also acquire lands by gift or purchase, in fee or easement, for the trail and facilities related to the trail. Consistent with the direction provided by the Legislature and in view of the great opportunity to acquire critical right of way with the proposed Unimin quarry project as outlined below, we request that you advance the master plan project as quickly as possible. We have a dedicated group of local trail advocates anxious to assist with your work.

As you are aware, the local governments in the Greater Mankato Area have developed a trail network over the years that connect local and regional trails to the Sakatah Trail. There has been a long standing desire to connect the local, regional, and State trail network in the Greater Mankato Area to the City of St. Peter. The local jurisdictions consider this connection to be part of the Minnesota Valley Trail/ Minnesota River Trail that is identified in Statute.

In 2009, the cities of Mankato, North Mankato, St. Peter, and the counties of Nicollet, Blue Earth, and Le Sueur jointly sponsored a bonding request for planning funds to study and establish a preferred alignment for the section of the State Trail between the City of Mankato and the City of St. Peter. That legislation was passed by the House and Senate, but ultimately vetoed by the Governor.

Over the years, several preliminary plans have been developed for the corridor between Mankato and St. Peter. As recent as 2005, the Legislative Commission on Minnesota Resources provided funding to the University of Minnesota, Center for Changing Landscapes, to continue their work in the Minnesota River Valley and plan for linking the communities from Redwood Falls, New Ulm, Mankato, and St. Peter. The University of Minnesota, Center for Changing Landscapes identified three trail corridors for linking Mankato/North Mankato and the City of St. Peter.

There have also been various studies undertaken by the City of St. Peter and Minnesota State University, Mankato on several options. However, a formal master plan has not been developed by the Minnesota Department of Natural Resources for State Trail between Mankato and St. Peter.

Recently, the local governmental partners that sponsored the 2009 bonding proposal met, along with bicycle advocacy groups and representatives from the Minnesota Department of Transportation and the Minnesota Department of Natural Resources. The purpose of the meeting was to discuss the future planning efforts for completing the trail segment between cities of Mankato and St. Peter. It was evident at the meeting that there is still strong support for the development of the trail and discussion centered on the process necessary for identifying a preferred corridor. At the meeting it was also disclosed that possible trail corridor acquisition opportunities will be forthcoming in the near future.

Unimin Mining Company is currently proposing a large quarry expansion project along the likely corridor and securing a trail right-of-way may be possible during the project review stage by requirement of a conditional use permit process, which is currently underway.

At the meeting, it was decided that a formal request should be made to the MnDNR to develop a master plan for the corridor between Mankato and St. Peter. The request should reference that the master planning process should be expedited because of possible corridor acquisition opportunities referenced above.

Therefore, the local government and advocacy groups listed below request that the Minnesota Department of Natural Resources develop a master plan for the State Trail corridor between Mankato and St. Peter and that the master planning process be considered a high priority for completion in the near future because of possible opportunities for right-of-way acquisition. The partners pledge to assist the Minnesota Department of Natural Resources in the planning process by supplying data and other information that will aid in developing the plan.

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Mayor  
City of Mankato

---

Mayor  
City of North Mankato

---

Mayor  
City of St. Peter

---

Board Chair  
Blue Earth County

---

Board Chair  
Le Sueur County

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Board Chair  
Nicollet County

---

Chair  
Greater Mankato Bike & Walk Advocates

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Chair  
Bicycle Alliance of Minnesota

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11.B.	Dept: City Planner	Council Meeting Date: 11/7/11																												
<b>TITLE OF ISSUE:</b> Report on 2011 Minnesota Bicycle Tourism Summit																														
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Planner Fischer will report on the Minnesota Bicycle Tourism Summit he attended on November 3, 2011.																														
<i>If additional space is required, attach a separate sheet</i>																														
<b>REQUESTED COUNCIL ACTION:</b> Information only																														
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																													
_____	_____	Steiner																												
_____	_____	Norland																												
_____	_____	Schindle																												
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Resolution	Ordinance	Contract	Minutes	Map																										
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<input type="checkbox"/> Workshop  <input checked="" type="checkbox"/> Regular Meeting  <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																													



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12.A.	Dept: Administration	Council Meeting Date: 11/7/11
--------------------	----------------------	-------------------------------

**TITLE OF ISSUE:** Approve 2012 Library Services and Bookmobile Services Contracts between Nicollet County Library Board and City of North Mankato

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Enclosed please find the proposed contracts for Library and Bookmobile service with Nicollet County. The County proposes to reduce library funding from the current \$61,105 to \$54,544, a reduction of \$6,561. A change in State Statute regarding maintenance of effort has allowed the County to reduce its library levy. The change will result in a reduction to the library operational budget in the amount of \$4,561 and to the bookmobile budget in the amount of \$2,000. Budget adjustments will be made accordingly.

If additional space is required, attach a separate sheet

**REQUESTED COUNCIL ACTION:** Approve contracts

**For Clerk's Use:**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

<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:	_____

November 1, 2011

Mr. Wendell Sande  
North Mankato City Administrator  
Belgrade Avenue  
North Mankato MN 56003

Ref: 2012 Library Purchase of Services Contracts

Dear Wendell:

Please find attached original copies of the Purchase of Services Contracts for 2012 for both the "general library" and bookmobile services. These contracts were approved by the Nicollet County Library Board on Thursday, October 13, 2011.

Please note that the contract for general library services has been reduced, as Nicollet County's Minimum Maintenance of Effort (MOE) for 2012 was reduced (90% of last year's MOE), as allowed for by the 2011 Legislature.

I would request that you present these contracts to your Mayor and Council for approval and return them to me at your earliest convenience.

Let me know should you have any questions.

Sincerely,



Robert Podhradsky  
Nicollet County Administrator

c: Dave Haack, President of the Nicollet County Library Board



# **2012 Library Purchase of Services Contract Between Nicollet County Library Board and the City of North Mankato**

In an effort to continue to provide library service for residents of Nicollet County and the City of North Mankato (City), the Nicollet County Library Board (County Library Board) and City hereby enter this contract promoting cooperation and coordination of efforts.

## **I. DEFINITIONS**

For purposes of this contract, the following words shall have the following meanings:

Rural Resident - "Rural Resident" shall be those persons having a residence located outside the corporate limits of the City of North Mankato.

Library Services: "Library Services" shall mean access to physical facilities and materials that provide reading, audio and computer access to information and as defined in Minnesota Statutes §134.001 Subd 2 and 3.

## **II. THE NICOLLET COUNTY LIBRARY BOARD WILL:**

- Provide to the City of North Mankato the sum of \$44,594 to be paid quarterly for the provision of library services to the rural areas of Nicollet County.

## **III. THE CITY OF NORTH MANKATO WILL:**

- Provide for complete access to all services that are available to library patrons that reside within the City of North Mankato including access to any programs that may be made available for the term of this contract.
- The City will agree to submit quarterly billings to the County Library Board and the County Library Board will reimburse the City.

## **IV. MONITORING AND REPORTING**

- A. The City agrees to maintain records relating to contractual library services provided.
- B. The City, as deemed necessary by the County Library Board shall allow the County Library Board or appropriate State Agency, including the Office of the State Auditor, access to the City's contractual library service records at reasonable hours.
- C. The City will furnish information regarding contractual library services as requested by the County Library Board.
- D. The City will maintain and make available records pertaining to contractual library services for six years for audit purposes.

**V. RECORDS AND INSPECTION**

The City shall maintain full and accurate records with respect to all matters covered under this Contract. Pursuant to Minn. Statute §16B.06, Subd. 4, the County Library Board, and either the Legislature or State Auditor, as appropriate, shall have, at all proper times, the right to inspect, examine and audit the books, records, documents and accounting procedures and practices of the City relevant to this Contract.

**VI. PERSONNEL**

The City shall secure, at its own expense, any and all personnel required in performing the services under this Contract. Any and all personnel engaged in the work shall be fully qualified to perform the services under the Contract.

**VII. INDEMNIFICATION / INSURANCE**

- A. Indemnification. The City shall defend and save the County Library Board harmless from any claims, demands, actions, or causes of action arising out of any willful or negligent act, or out of any negligent omission on the part of the City, its agents, assignees, or employees in performance of or with relationship to any of the work or services provided to be performed by the City under the terms of this Contract.
- B. Insurance. The City, further, that in order to protect itself, as well as the County Library Board under the indemnity contract set forth above, will, at all times during the term of this Contract, have and keep in force automobile insurance, general liability insurance, and workers' compensation insurance having liability limits which satisfy the requirements of Minn. Statute Chapter 466, entitled "Tort Liability of Political Subdivisions", and other applicable statutes requiring insurance coverage.

**VIII. EQUAL EMPLOYMENT OPPORTUNITY**

In fulfilling this Contract, the City will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The City will take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, creed, marital status, status with regard to public assistance, disability, or age.

**IX. CONDITIONS OF THE PARTIES OBLIGATIONS**

Any alterations, variations, modifications or waivers of provisions of this contract shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this contract.

No claim for services furnished by the City, not specifically provided for in the contract, will be allowed by the County Library Board, nor shall the City do any work or furnish any materials not covered by this contract unless this is approved in writing by the County Library Board. Such approval shall be considered to be a modification of the contract.

**X. MISCELLANEOUS**

Entire Contract - It is understood and agreed that the entire contract of the parties is contained herein and that this contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

**XI. TERM**

The term of this contract shall be from January 1, 2012 until December 31, 2012. Renewal of this contract subsequent to this time period will be at the sole discretion of the County Library Board.

**CITY OF NORTH MANKATO**

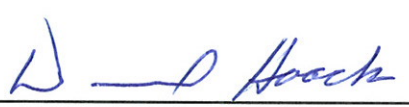
\_\_\_\_\_  
Dr. Mark Dehen, Mayor

Date: \_\_\_\_\_

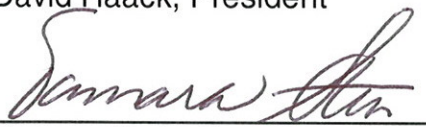
\_\_\_\_\_  
Wendell Sande, City Administrator

Date: \_\_\_\_\_

**NICOLLET COUNTY LIBRARY BOARD**

  
\_\_\_\_\_  
David Haack, President

Date: 10-13-11

  
\_\_\_\_\_  
Tamara Stein, Secretary

Date: 10-13-11

## **2012 Bookmobile Purchase of Services Contract Between Nicollet County Library Board and the City of North Mankato**

In an effort to continue to provide bookmobile service for residents of Nicollet County, the Nicollet County Library Board (County Library Board) and the City of North Mankato (City) hereby enter into this contract effective January 1, 2012.

### **I. DEFINITIONS**

For the purposes of this contract, the following words shall have the following meanings:

Rural Resident – “Rural Resident” shall be those persons having a residence located outside the corporate limits of the Cities of North Mankato and St. Peter.

Bookmobile Services – “Bookmobile Services” shall mean mobile access to library services as defined in Minnesota Statutes 134.001, Subd. 2 and 3.

### **II. THE COUNTY LIBRARY BOARD WILL**

- Provide to the City of North Mankato the total sum of \$10,000 to be paid quarterly for the provision of bookmobile services to the rural residents of Nicollet County.

### **III. THE CITY OF NORTH MANKATO WILL**

- Provide bookmobile services to the following locations a minimum of two (2) times per month:
  - Nicollet Trinity School
  - Nicollet Day Care
  - Courtland Immanuel Lutheran School
  - Good Samaritan in Lafayette

The sites listed above are considered the minimum number of stops.

- If these locations change, the City of North Mankato will notify the Library Board.
- Agree to submit quarterly billings to the County Library Board, and the County Library Board will reimburse the City.

#### IV. MONITORING AND REPORTING

A. The City agrees to ensure that records relating to bookmobile services provided are maintained.

B. The City, as deemed necessary by the County Library Board, shall ensure that personnel of the County Library Board or appropriate State Agencies, including the Office of the State Auditor, have access to bookmobile services records at reasonable hours.

C. The City will furnish information regarding bookmobile services as requested by the County Library Board.

D. The City will ensure that records pertaining to bookmobile services are available for six years for audit purposes.

#### V. RECORDS AND INSPECTION

The City shall ensure that full and accurate records with respect to all matters covered under this Contract are maintained. Pursuant to Minnesota Statute 16B.06, Subd. 4, the County Library Board, and either the Legislature or State Auditor, as appropriate, shall have, at all proper times, the right to inspect, examine and audit the books, records, documents and accounting procedures and practices regarding the bookmobile as relevant to this Contract.

#### VI. PERSONNEL

The City shall ensure that all personnel required in performing the services under this Contract are provided. All personnel engaged in the work shall be fully qualified to perform the services of the Contract.

#### VII. INDEMNIFICATION / INSURANCE

A. Indemnification. The City shall defend and save the County Library Board harmless from any claims, demands, actions, or causes of action arising out of any willful or negligent act, or out of any negligent omission on the part of the City, its agents, assignees, or employees in performance of or with relationship to any of the work or services provided to be performed under the terms of this Contract.

B. The City, further, that in order to protect itself, as well as the County Library Board under the indemnity contract set forth above, will, at all times during the term of this Contract, ensure that appropriate automobile insurance, general liability insurance, and workers compensation insurance be in force and that such insurance have liability limits which satisfy the requirements of Minnesota Statute Chapter 466, entitled "Tort Liability of Political Subdivisions", and other applicable statutes requiring insurance coverage.

C. Under no circumstances shall a party to this Agreement be required to pay on behalf of itself, or another party, any amounts in excess of the limits of liability established in Minn. Stat. §466 applicable to any third party claim. The statutory limits of liability for some or all of the participating parties may not be added together or stacked to increase the maximum amount of liability for any third party claim.

D. That this section concerning indemnification and defense does not constitute a waiver by any party of limitations on liability provided under Minn. Stat. §466.

#### VIII. EQUAL EMPLOYMENT OPPORTUNITY AND COMPLIANCE WITH LAWS.

A. In fulfilling this Contract, the City will ensure that individuals are not discriminated against because of race, color, religion, sex, marital status, status with regard to public assistance, disability, age or national origin.

B. The City shall at all times comply with all laws and rules which govern a public entity in the State of Minnesota.

#### IX. CONDITIONS OF THE PARTIES OBLIGATIONS

Any alterations, variations, modifications or waivers of provisions of this contract shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this contract.

No claim for services furnished by the City, not specifically provided for in the Contract, will be allowed by the County Library Board, nor shall the City do any work or furnish any materials not covered by this contract unless this is approved in writing by the County Library Board. Such approval shall be considered to be a modification of the Contract.

#### X. MISCELLANEOUS

Entire Contract – It is understood and agreed that the entire Contract of the parties is contained herein and that this Contract supercedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

#### XI. TERM

The term of this Contract shall be from January 1, 2011 until December 31, 2011. Renewal of this Contract subsequent to this time period will be at the sole discretion of the County Library Board.



CITY OF NORTH MANKATO

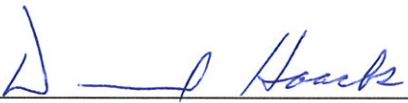
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Dr. Mark Dehen, Mayor

Date \_\_\_\_\_

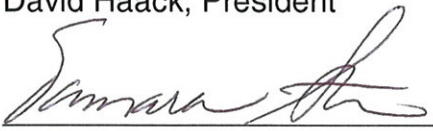
\_\_\_\_\_  
Wendell Sande, City Administrator

Date \_\_\_\_\_

NICOLLET COUNTY LIBRARY BOARD

  
\_\_\_\_\_  
David Haack, President

Date 10-13-11

  
\_\_\_\_\_  
Tamara Stein, Secretary

Date 10-13-11

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12.B.	Dept: Administration	Council Meeting Date: 11/7/11
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<b>TITLE OF ISSUE: Res. Approving Local Government Business Development Infrastructure Application</b>
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<p><b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> As there are currently business development infrastructure funds available from the Department of Employment and Economic Development, we propose to submit an application in the current funding round. The project proposed would be for the extension of Carlson Drive west of CSAH 41. The Engineer has estimated the construction cost to be \$724,878. We propose to apply for a grant of \$350,000 which would require a local match of \$375,000. If the grant is approved, the City may enter into an agreement with the State for the project. A tentative time table has been submitted by the City Engineer and is attached hereto. This extension of Carlson Drive would be the primary access to any highway frontage development west of CSAH 41 and north of T.H. 14 as realigned.</p>
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*If additional space is required, attach a separate sheet*

<b>REQUESTED COUNCIL ACTION: Adopt resolution</b>
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<b>For Clerk's Use:</b>																			
Motion By: _____ Second By: _____																			
Vote Record: <table style="margin-left: 20px;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Dehen	
Aye	Nay																		
_____	_____	Steiner																	
_____	_____	Norland																	
_____	_____	Schindle																	
_____	_____	Freyberg																	
_____	_____	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) _____		Timetable, Estimate _____		

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



RESOLUTION NO.

RESOLUTION APPROVING  
LOCAL GOVERNMENT  
BUSINESS DEVELOPMENT INFRASTRUCTURE APPLICATION

WHEREAS, the City of North Mankato acts as the legal sponsor for project(s) contained in the Business Development Infrastructure Application to be submitted on November 8, 2011 and the Mayor and City Administrator are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of North Mankato; and

WHEREAS, the City of North Mankato has the legal authority to apply for financial assistance, and the institutional, administrative, and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life; and;

WHEREAS, the City of North Mankato has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that upon approval of its application by the State, the City of North Mankato may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City will comply with all applicable laws and regulations as state in all contract agreements; and

BE IT FURTHER RESOLVED, that upon approval of its application by the State, the City of North Mankato will commit \$375,000 toward the local match requirement; and

BE IT FURTHER RESOLVED, that the Mayor and City Administrator, or their successors in office, are hereby authorized to execute such agreements and amendments thereto as are necessary to implement the project(s) on behalf of the applicant.

Adopted this 7<sup>th</sup> day of November 2011.

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Mark D. Dehen, Mayor

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Nancy Gehrke, City Clerk

**PROPOSED SCHEDULE  
CARLSON DRIVE EXTENSION - WEST OF CSAH 41  
CITY OF NORTH MANKATO, MINNESOTA**

REF: CHAPTER 429 OF THE MINNESOTA STATE STATUTES

11/1/2011

STEPS REQUIRED	ACTION REQUIRED BY	DATE	COMMENTS
RESOLUTION ORDERING PREPARATION OF REPORT	CITY COUNCIL	03/19/12	
PREPARE FEASIBILITY REPORT	CITY ENGINEER	3/20/12 - 4/13/12	
RESOLUTION RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT	CITY COUNCIL	04/16/12	
PUBLISHED NOTICE OF HEARING ON IMPROVEMENT	CITY CLERK	4/27/12 and 5/4/12	Notice must be published twice, at least a week apart, with the last publication appearing at least 3 days prior to hearing.
MAILED NOTICE OF HEARING ON IMPROVEMENT	CITY CLERK	04/27/12	Notice must be mailed to each property owner in the proposed assessment area at least 10 days prior to hearing.
IMPROVEMENT HEARING	CITY COUNCIL	05/07/12	
RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS	CITY COUNCIL	05/07/12	Requires 4/5 vote of Council to pass since project is Council initiated.
PREPARE PLANS AND SPECIFICATIONS	CITY ENGINEER	5/8/12 - 7/13/12	
RESOLUTION APPROVING PLANS AND SPECIFICATIONS	CITY COUNCIL	07/16/12	
AND ORDERING ADVERTISEMENT FOR BIDS	CITY ENGINEER, CITY CLERK	07/25/12 08/01/12 08/08/12	
ADVERTISE FOR BIDS			
OPEN BIDS	CITY ENGINEER, CITY ADMINISTRATOR, CITY CLERK	08/15/12	
RESOLUTION AWARDING CONTRACT	CITY COUNCIL	08/20/12	
BEGIN CONSTRUCTION	CONTRACTOR	09/03/12	
END CONSTRUCTION	CONTRACTOR	07/12/13	
PREPARE ASSESSMENT ROLL	CITY ADMINISTRATOR, FINANCE DIRECTOR	8/1/13 thru 8/30/13	
RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT	CITY COUNCIL	09/03/13	
RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT	CITY COUNCIL	09/03/13	
PUBLISHED NOTICE OF HEARING ON PROPOSED ASSESSMENTS	CITY CLERK	09/20/13	Published at least once, at least two weeks prior to hearing.
MAILED NOTICE OF HEARING ON PROPOSED ASSESSMENTS	CITY CLERK	09/20/13	Notice must be mailed at least two weeks prior to hearing.
ASSESSMENT HEARING	CITY COUNCIL	10/07/13	
RESOLUTION ADOPTING ASSESSMENT	CITY COUNCIL	10/07/13	

**PRELIMINARY ENGINEERS ESTIMATE**

RINGHOFER DRIVE & WEST CARLSON DRIVE EXTENSIONS  
 NORTH MANKATO, MN  
 BMI PROJECT NO. M12.37970

11/25/2009

ITEM NO.	ITEM	UNIT	UNIT PRICE	EST QUANT	AMOUNT
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**WEST CARLSON DRIVE - CSAH 41 TO WEST ROW****MISCELLANEOUS**

1	MOBILIZATION	LS	\$10,000.00	1	\$10,000.00
2	TRAFFIC CONTROL	LS	\$1,000.00	1	\$1,000.00
					<b>\$11,000.00</b>
15% CONTINGENCY					\$1,650.00
MISCELLANEOUS SUBTOTAL					<b>\$12,650.00</b>

**STREET**

3	COMMON EXCAVATION	CY	\$6.00	3650	\$21,900.00
4	COMMON BORROW	CY	\$2.00	13550	\$27,100.00
5	SUBGRADE EXCAVATION	CY	\$6.00	500	\$3,000.00
6	STABILIZING AGGREGATE	CY	\$22.00	500	\$11,000.00
7	AGGREGATE BASE, CL 5	CY	\$22.00	1650	\$36,300.00
8	AGGREGATE BASE, CLASS SPECIAL	CY	\$22.00	900	\$19,800.00
9	1.5" TYPE MV3 BITUMINOUS WEARING COURSE	SY	\$4.75	4450	\$21,137.50
10	1.5" TYPE MV3 BITUMINOUS NON-WEARING COURSE	SY	\$4.75	4450	\$21,137.50
11	4" TYPE MV3 BITUMINOUS NON-WEARING COURSE	SY	\$12.75	4450	\$56,737.50
12	B618 CONCRETE CURB & GUTTER	LF	\$9.50	1900	\$18,050.00
13	6" PERFORATED PVC SUBDRAIN	LF	\$7.50	1900	\$14,250.00
14	6" CONCRETE WALK	SF	\$4.00	7600	\$30,400.00
15	TRUNCATED DOMES	SF	\$40.00	32	\$1,280.00
16	BIKE TRAIL, 2" TYPE MV3 BIT WEAR COURSE	SY	\$4.75	1075	\$5,106.25
17	BIKE TRAIL, AGGREGATE BASE, CL 5	CY	\$22.00	360	\$7,920.00
18	INSTALL UTILITY PROVIDED CONDUIT	LF	\$7.00	300	\$2,100.00
19	SIGN PANELS TYPE C	SF	\$30.00	65	\$1,950.00
20	4" SOLID LINE, WHITE	LF	\$1.00	2100	\$2,100.00
21	4" SOLID LINE, YELLOW	LF	\$1.00	1950	\$1,950.00
22	4" BROKEN LINE, YELLOW	LF	\$0.50	1950	\$975.00
23	EPOXY PAVEMENT MARKING, LEFT TURN ARROW	EA	\$110.00	9	\$990.00
					<b>\$305,183.75</b>
15% CONTINGENCY					\$45,777.56
STREET SUBTOTAL					<b>\$350,961.31</b>

**STORM SEWER**

24	12" STORM SEWER	LF	\$25.00	152	\$3,800.00
25	18" STORM SEWER	LF	\$30.00	296	\$8,880.00
26	24" STORM SEWER	LF	\$35.00	660	\$23,100.00
27	CATCH BASIN STRUCTURE	LF	\$200.00	32.0	\$6,400.00
28	MANHOLE STRUCTURE	LF	\$300.00	32.6	\$9,780.00
29	CONNECT TO EXISTING STORM	EA	\$450.00	1	\$450.00
30	DRAIN TILE REPAIR	LF	\$12.00	500	\$6,000.00
31	STORM SEWER CASTING	EA	\$500.00	12	\$6,000.00
					<b>\$64,410.00</b>
15% CONTINGENCY					\$9,661.50
STORM SEWER SUBTOTAL					<b>\$74,071.50</b>

**PRELIMINARY ENGINEERS ESTIMATE**

RINGHOFER DRIVE & WEST CARLSON DRIVE EXTENSIONS  
 NORTH MANKATO, MN  
 BMI PROJECT NO. M12.37970

11/25/2009

ITEM NO.	ITEM	UNIT	UNIT PRICE	EST QUANT	AMOUNT
<b><u>WATERMAIN</u></b>					
32	16" WATERMAIN	LF	\$38.00	960	\$36,480.00
33	6" WATERMAIN	LF	\$18.00	60	\$1,080.00
34	6" WATER SERVICE	LF	\$18.00	100	\$1,800.00
35	HYDRANT	EA	\$2,500.00	3	\$7,500.00
36	6" GATE VALVE & BOX	EA	\$1,000.00	5	\$5,000.00
37	16" BUTTERFLY VALVE & VAULT	EA	\$6,500.00	2	\$13,000.00
38	CONNECT TO EXISTING WATERMAIN	EA	\$500.00	1	\$500.00
39	2" POLYSTYRENE INSULATION	SY	\$15.00	14	\$210.00
40	WATERMAIN FITTINGS	LBS	\$5.50	2150	\$11,825.00
					<b>\$77,395.00</b>
					15% CONTINGENCY <b>\$11,609.25</b>
					<b>WATERMAIN SUBTOTAL \$89,004.25</b>
<b><u>SANITARY SEWER</u></b>					
41	18" SANITARY SEWER	LF	\$35.00	965	\$33,775.00
42	CONSTRUCT SANITARY MANHOLE	LF	\$250.00	59.0	\$14,750.00
43	SANITARY CASTING ASSEMBLY	EA	\$425.00	5	\$2,125.00
44	CONNECT TO EXISTING SANITARY SEWER	EA	\$500.00	1	\$500.00
45	6" SANITARY SEWER SERVICE	LF	\$18.00	100	\$1,800.00
46	18"x6" SERVICE WYE	EA	\$675.00	2	\$1,350.00
					<b>\$54,300.00</b>
					15% CONTINGENCY <b>\$8,145.00</b>
					<b>WATERMAIN SUBTOTAL \$62,445.00</b>
<b><u>EROSION CONTROL &amp; TURF ESTABLISHMENT</u></b>					
47	SILT FENCE	LF	\$1.50	1950	\$2,925.00
48	ROCK CONSTRUCTION ENTRANCE	LS	\$1,000.00	1	\$1,000.00
49	SEEDING	ACRE	\$900.00	1.25	\$1,125.00
50	SEED MIX 270RT	LBS	\$1.75	225	\$393.75
51	HYDRAULIC SOIL STABILIZER, TYPE V	TON	\$1,200.00	1.56	\$1,872.00
52	FERTILIZER	LBS	\$0.50	250	\$125.00
					<b>\$7,440.75</b>
					15% CONTINGENCY <b>\$1,116.11</b>
					<b>EROSION CONTROL &amp; TURF ESTABLISHMENT SUBTOTAL \$8,556.86</b>
<b><u>ROW OF WAY ACQUISITION</u></b>					
53	RIGHT OF WAY ACQUISITION	ACRE	\$15,000.00	1.656	\$24,840.00
54	TEMPORARY EASEMENT ACQUISITION	ACRE	\$1,000.00	2.366	\$2,366.00
					<b>RIGHT OF WAY ACQUISITION SUBTOTAL \$27,206.00</b>
					ESTIMATED CONSTRUCTION COST <b>\$624,894.93</b>
					PROJECT DEVELOPMENT, DESIGN & CONSTRUCTION ENGINEERING <b>\$99,983.19</b>
					<b>WEST CARLSON DRIVE TOTAL PROJECT COST \$724,878.11</b>

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12.C.	Dept: Administration	Council Meeting Date: 11/7/11
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<b>TITLE OF ISSUE:</b> Schools and Conferences
--

<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Attached are travel and training requests for schools and conferences. The schools do not include out-of-state travel.
--

*If additional space is required, attach a separate sheet*

<b>REQUESTED COUNCIL ACTION:</b> Approve actual and necessary expenses
--

<b>For Clerk's Use:</b>		
Motion By: _____		
Second By: _____		
Vote Record:	Aye	Nay
_____	_____	Steiner
_____	_____	Norland
_____	_____	Schindle
_____	_____	Freyberg
_____	_____	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) _____		<u>Travel &amp; Training Requests</u>		
_____				
_____				
_____				

<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: _____
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Date: 10-17-2011

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Police

Names: App. 7 officers - still working on schedule  
issues.

Number of Personnel Attending: App. 7 (still working on schedule)

Event: Minnesota South Central Investigators coalition  
2012 winter conference

Dates: January 30, 31st 2012

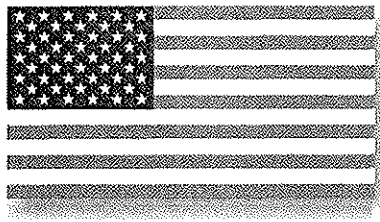
Location: Verizon Center, Mankato

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? \_\_\_\_\_

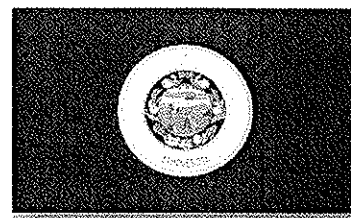
P. O. S. T.

Description: Fantastic local training at a great  
price. (see attached)



# MSCIC

Minnesota South Central Investigators Coalition



## 2012 Winter Conference

"Training for Cops by Cops"

The Minnesota South Central Investigators Coalition is proud to announce their 3rd Annual Winter Conference. This conference was developed as a way for licensed peace officers and prosecutors to obtain informative, professional, and valuable training for a reasonable fee. This training is intended for street officers, investigators, supervisors, and prosecutors of any experience level.

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**January 30th, 2012 at 8:15 A.M. and January 31st, 2012 at 8:00 A.M.**  
**Verizon Center - Mankato, MN**

The conference will be in the form of breakout sessions, case reviews, and full group sessions.  
14 POST and CLE Credits have been applied for.

### Breakout Sessions and Full Group Sessions:

- Warrantless Searches
- Death Investigations
- Drug Interdiction through Traffic Stops
- Internet Crimes Against Children
- Case Review: Officer Involved Shooting  
SSA Bob Nance, MN BCA
- Case Review: Craigslist Murder  
Sgt Laura Kvasnicka, Savage PD

### Special Guest Presenters:

Bobby Smith, Visions of Courage  
"The Will to Survive:  
Dealing with the Aftermath of Trauma"

Neil Nelson and Associates  
"Strategies for the Effective Interview"

Dr Michael Keller, Psychological Service Assoc.  
"Thriving in Spite of Surviving"

There will be a vendors exhibit area with representatives on hand demonstrating equipment available to law enforcement. Vendors will be sponsoring door prizes featuring some of their products and services.

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Pre-Register through December 15th: \$60.00  
After December 15th: \$100.00

Rooms have been reserved at the Mankato City Center Hotel  
for \$70/night + tax for pre-registrants

General Information  
President Marc Chadderdon  
mchadderdon@co.nicollet.mn.us  
(507) 934-7121

Registration Information  
Treasurer Michael DeJong  
michael.dejong@state.mn.us  
(507) 316-5218





Date: 10/21/11

CITY OF NORTH MANKATO  
Training and Travel Request

Department: FINANCE

Names: CLARA THORNE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Personnel Attending: ONE

Event: MN STATE AUDITOR LOCAL GOVT TRAINING CONFERENCE

Dates: NOVEMBER 16, 2011

Location: ST PAUL, MN

Required Training for Certification/License: \_\_\_\_ Yes ☒ No

What Certification/License is this training required for? \_\_\_\_\_

\_\_\_\_\_  
Description: STATE AUDITOR TRAINING ON: ACCOUNTING STANDARDS,  
DATA PRACTICES, OPEN MEETING LAW, LEGAL COMPLIANCE, etc.  
\_\_\_\_\_



# Office of the State Auditor Training Conference

Wednesday, November 16, 2011

## Registration Form

Please complete the information below:

Name CLARA THORNE  
Title FINANCE DIRECTOR  
Organization CITY OF NORTH MANKATO  
Address 1001 BELLAIR AVENUE, NORTH MANKATO, MN 56003  
Telephone 507 625 4141  
E-Mail Address clarat@northmankato.com

Additional Attendees:

1. Name \_\_\_\_\_  
Title \_\_\_\_\_  
E-Mail Address \_\_\_\_\_

2. Name \_\_\_\_\_  
Title \_\_\_\_\_  
E-Mail Address \_\_\_\_\_

3. Name \_\_\_\_\_  
Title \_\_\_\_\_  
E-Mail Address \_\_\_\_\_

1 Total Number of attendees for November 16, 2011 at **\$125/person** \$ 125.00

→ Please make check payable to Minnesota State Auditor

Continental breakfast, lunch, breaks and parking at designated ramps are included. Continuing education certificate is available upon completion. Please inform us if you have any special dietary needs, e.g. vegetarian.

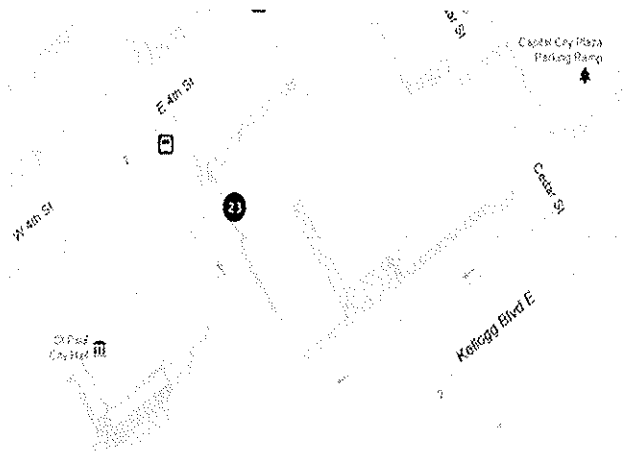
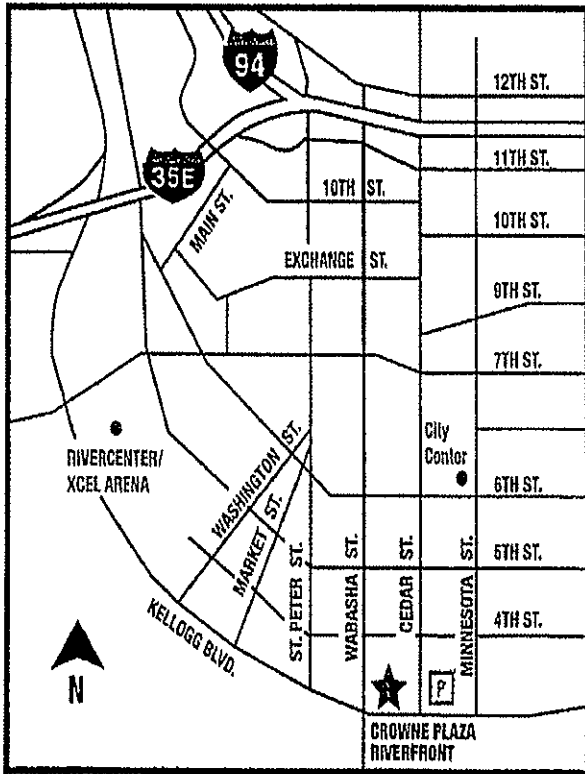
Register by fax, e-mail, or U.S. mail:

Fax: 651-296-4755  
E-Mail: [Julie.Shick@osa.state.mn.us](mailto:Julie.Shick@osa.state.mn.us)  
U.S. Mail: Office of the State Auditor  
525 Park Street, Suite 500  
St. Paul, MN 55103  
Attn: Accounting

**Registration Deadline is Monday, November 7, 2011**

**CANCELLATION POLICY:** Refunds will be made if cancellation is received by Monday, November 7, 2011. Refunds will be made only to those that have mailed/faxed/e-mailed a written request. Fees will be refunded, less a \$15 processing fee. After November 7, cancellations may be assessed an additional charge for any guaranteed food and beverage costs.

## Maps



Parking Locations - Crowne Plaza Ramp (23 on map) and Capital City Plaza Ramp (marked)

## Parking

Parking is provided at two ramps connected with the hotel, the Crowne Plaza and Capital City Plaza Parking Ramps. A voucher will be provided for parking at conference registration to those attending the conference.

## Directions

### From Minneapolis:

Take I-94 East to St. Paul and Exit 241B (W 5<sup>th</sup> St.) Follow W 5<sup>th</sup> St to Cedar St. and turn right. Drive south to either Capital City Plaza Parking Ramp or to Kellogg Blvd and turn right. Take the next right, on Wabasha. Hotel and ramp are on right.

### From the North:

From I-35E heading South into St. Paul take the Wacouta St./10<sup>th</sup> St. exit. Take Wacouta to 6<sup>th</sup> St. E and turn right. Proceed west on 6<sup>th</sup> to Robert and turn left. Proceed south to Kellogg Blvd. and turn right. Take the next right, on Wabasha. Hotel and ramp are on right.

### From the South:

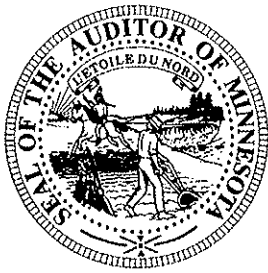
From I-35E North take the Kellogg Blvd exit. Turn right onto Kellogg Blvd. Head East to Wabasha and turn left. Hotel and ramp are on right.

### From the Southeast:

Take US-52 North into St. Paul to the Plato Blvd. exit. Turn left onto Plato. Go West to Wabasha St. Turn right on Wabasha and head North. Hotel and ramp are just across the Mississippi.

### From the East:

From I-94 Westbound into St. Paul take the Mounds Blvd/US-61 exit. Keep right at the fork, following signs for Mounds Blvd N/US-61. Merge onto US-61 N/Mounds Blvd. Turn left on Kellogg and go to Wabasha. Turn right. Hotel and ramp are on right.



# State Auditor Local Government Training Conference

Wednesday, November 16, 2011

7:15 AM to 4:30 PM

Crowne Plaza St. Paul Riverfront Hotel

## ----- Agenda -----

	<u>Time</u>	<u>Presenter</u>	<u>CPE Minutes</u>
Registration opens	7:15 am		
Ethical Lapses and Moral Hazards	8:00 am	Professor Marianne Jennings, JD	120
Break	10:00 am		
Implementing GASB 54 and Other New Accounting Standards	10:15 am	Tom Karlson, CPA	120
Lunch	12:00 pm		
Data Practice and Open Meeting Law	1:00 pm	Stacie Christensen, JD	60
Legal Compliance Update	2:00 pm	David Kenney, JD; Mark Kerr, JD	60
Break	2:50 pm		
Special Investigations Update	3:05 pm	Nancy Bode, JD	60
Using COFARS as a Guide	4:00 pm	Tom Karlson, CPA	30
Conference concludes at 4:30 pm			

## Other Information

### Special notes:

The conference is intended for individuals who work with or for local governments.

This conference should provide 8 continuing professional educational (CPE) credits, including 2 credits for ethics.

CPE minutes and schedule may be subject to change.

Business casual attire recommended.

### Hotel Reservation Information:

A small block of rooms has been set aside for Tuesday, November 15, 2011, and will be held until November 2 at a room rate of \$123.85 (includes taxes). Please contact the hotel for reservations at 651-292-1900 or [www.cpstpaul.com](http://www.cpstpaul.com).

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #14.A.	Dept: Finance	Council Meeting Date: 11/7/11
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**TITLE OF ISSUE:** Res. Declaring Costs to be Assessed for Municipal Charges - 10 Arlington Court

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Attached is a resolution declaring costs to be assessed to 10 Arlington Court for Lawn Mowing.

*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	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Schindle
	_____	_____	Freyberg
	_____	_____	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) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐ Refer to: \_\_\_\_\_

☐ Table until: \_\_\_\_\_

☐ Other: \_\_\_\_\_

RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED  
FOR MUNICIPAL CHARGES

WHEREAS, the City of North Mankato has incurred municipal charges for services rendered in accordance with the following information; and

WHEREAS, all such costs are to be assessed against the property affected thereby;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be specifically assessed against such property in the amount specified:

Type: 18203  
Parcel No.: 18.725.0010  
Legal: Lot 1, Block 1, Presidential Estates #4  
Address: 10 Arlington Court

Owners: Eli Nelson  
1401 LorRay Drive  
North Mankato, MN 56003

Lawn Mowing - \$75.00

Adopted by the City Council this 7<sup>th</sup> day of November 2011.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Addendum A

Resolution Delaring Costs to be Assessed for Municipal Charges (Lawn Mowing on 6/30/11)

Type

Owner

Nelson, Eli  
1401 LorRay Drive  
North Mankato, Minnesota 56003

Parcel #	Legal			Address	Amount
	Lot	Block	Subdivision		
18.725.0010	1	1	Presidential Estates #4 (210B)	10 Arlington Court	\$75.00

\$75.00

CLAIM REPORT  
BILLS PAID AFTER THE COUNCIL MEETING OF OCTOBER 17, 2011  
END OF MONTH

70252	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
70253	Cardmember Service	charge card items-All Depts.	\$14,499.29
70254	Hy-Vee, Inc.	items for concession stand-Caswell	\$186.75
70255	ICMA Retirement Trust - 457	employee payroll deductions	\$4,428.85
70256	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.77
70257	Law Enforcement Labor Service	employee payroll deductions	\$378.00
70258	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
70259	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$96.00
70260	Nicollet County Treasurer	Community Development Block Grant-706 Range St.	\$230.67
70261	Schmidt Siding & Window	refund building permit #11-1462	\$157.15
70262	Telrite Corporation	long distance phone bill-Mun Bldg	\$223.82
70263	United Way	employee payroll deductions	\$302.17
70264	Verizon Wireless	cell phone & internet bill- All Depts.	\$734.33
70265	Baumann, Benjamin & Meghan	purchase of 706 Range St.-Comm Dev Block Grant	\$1,957.53
70266	JBeal Home Real Estate	commission/sale 706 Range-Comm Dev Block Grant	\$2,796.00
70267	Spinner's Bar	balance of CBD grant-Local Option Sales Tax	\$2,189.23
70268	Hickory Tech	telephone bill-All Depts.	\$467.46
70269	Madison National Life Insurance	life insurance-November	\$538.22
70270	Madison National Life Insurance	voluntary life insurance-November	\$175.40
70271	Sprint	PCS connection card data plan-Police & Public Access	\$159.96
70272	Chandler, Merv	replace pick-up boxes-Water Dept.	\$2,800.00
70273	Navitor	business cards-Inspections	\$189.99
70274	Anderson Consulting	consulting service-Comm Dev	\$840.00
70275	Hickory Tech	telephone & internet bill-All Depts.	\$3,706.21
70276	Xcel Energy	electric bill-All Depts.	\$20,733.68
Wire Transfer AHMSI		pay off loan 706 Range Street-Comm Dev Block Grant	\$65,315.80
Total			<u>\$123,740.41</u>

## CLAIMS CONTINUED

General	\$25,305.70
Library	\$3,359.01
Bookmobile	\$367.65
Community Development Block Grant	\$70,300.00
Community Development	\$5,494.37
Local Option Sales Tax	\$2,189.23
Contingency	\$129.56
2011 Construction	\$14.74
Water	\$7,152.58
Sewer	\$2,958.27
Sanitary Collection	\$991.64
Storm Water	\$2,982.38
Public Access	\$796.87
Public Access Equipment Replacement	\$1,179.24
Minnesota River Valley Drug Task Force	<u>\$519.17</u>
Total	<u><u>\$123,740.41</u></u>



PORT AUTHORITY INVOICES  
BILLS PAID AFTER THE COUNCIL MEETING OF OCTOBER 17, 2011  
END OF MONTH

None to report

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

Council Meeting of November 7, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg

List of Bills in the Amount of \$123,740.41

Council Meeting of November 7, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg

CLAIM REPORT  
FOR REGULAR COUNCIL MEETING OF NOVEMBER 7, 2011

70277	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
70278	ICMA Retirement Trust - 457	employee payroll deductions	\$4,403.85
70279	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.77
70280	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
70281	PowerPlan	equipment parts-Street, Park & Sanitation	\$391.58
	A+ Security, Inc.	monitoring of alarm system-Police & Fire Depts.	\$160.74
	Academy of Model Aeronautics	membership dues-Admin	\$58.00
	Alpha Wireless Communications	equip parts & remove equip-Police, Fire & Task Force	\$270.06
	Ameripride Services	gloves, mats, uniform & towel service-All Depts.	\$963.65
	American Pest Control	professional services-Sanitation	\$69.80
	Apt Machining & Fabricating	equipment repairs-Street & Sanitation	\$255.77
	Aspen Equipment	equipment parts-Street Dept.	\$199.53
	Baker & Taylor	books-Library & Bookmobile	\$94.20
	Bauer's Upholstery	equipment repairs-Park Dept.	\$178.09
	Beck's Radiator Warehouse	equipment parts-Street Dept.	\$421.98
	Benco Electric Cooperative	electric bill-All Depts.	\$23,738.30
	Blue Earth County	salary & phone bill-Task Force	\$9,126.03
	Bock, Beth	office supplies-Task Force	\$65.81
	Bolton & Menk, Inc.	engineering fees-Sales Tax , 2011 Construction	\$22,430.05
	Bound Tree Medical	supplies for defibrillator-Tactical Response Team	\$403.08
	Briberg LLC	reimburse taxpayer for assessment charges	\$78.21
	CCP Industries	supplies-Shop	\$158.28
	C & S Supply Co., Inc.	equipment parts & supplies-Park & Sanitation	\$165.59
	CDW Government	software license-Public Access	\$2,205.61
	CenterPoint Energy	gas bill-All Depts.	\$1,088.42
	Champlin Auto Wash	car wash-Task Force	\$65.00
	City Directories	city directories-Admin & Police	\$470.00
	City of Mankato	wastewater fee for November-Sewer	\$65,000.00
	Computer Technology Solutions	equip parts & computer-Mayor, Pol & P/A Equip Replace	\$1,499.40
	Countryside Tree Service	trees-Parkland & 2011 Construction	\$4,350.00
	Crysteel Truck Equipment	equipment parts & supplies-Street Dept.	\$452.11
	DEMCO, Inc.	supplies-Library	\$492.37
	Elite K-9, Inc.	equipment for new K-9 vehicle-Task Force	\$237.90
	Express Services, Inc.	temporary crossing guards-Police Dept.	\$534.34
	Fastenal Company	equipment parts-Street & Storm Water	\$8.97

# CLAIMS CONTINUED

Ferguson Enterprises	plumbing supplies-Inspections & Parkland	\$282.26
Ferrellgas	LP gas-Sanitation	\$363.20
Flail-Master	equipment parts-Park Dept.	\$82.42
Free Press	ads-Admin, Comm Dev & Port Authority	\$321.28
Freyberg Petroleum Sales	bulk oil-All Depts.	\$1,965.12
G & L Auto Supply	equipment parts-Police, Street & Park Depts.	\$128.05
Gale Group	books-Library & Bookmobile	\$569.38
GreenCare	lawn maintenance-Public Access	\$142.29
Guenette, Nadia	special program-Library	\$280.00
Hansen Sanitation	refuse pickup-Sanitation	\$46,212.38
Hawkins, Inc.	chemicals-Water Dept.	\$2,509.22
Hillyard/Hutchinson	supplies-Shop	\$184.45
Horvick, Inc.	equipment parts-Street Dept.	\$167.63
I & S Group, Inc.	downtown planning study-Local Option Sales Tax	\$9,357.50
Ingram Library Services	books-Library & Bookmobile	\$2,716.56
Inman, Rich	travel expenses for conference-Fire Dept.	\$134.31
Insty Prints	office supplies-Port Authority	\$127.86
JT Services	supplies-Park Dept.	\$72.14
Javens Mechanical Contracting Co.	service backflow preventers-Park & Sewer Depts.	\$469.35
Jeane Thorne, Inc.	professional service-Task Force	\$1,694.00
Judd, John	supplies-Task Force	\$277.68
LGT Hydraulic Service Co., Inc.	equipment repairs-Street Dept.	\$140.00
LJP Enterprises, Inc.	trailer rent-Sanitation	\$600.00
L.M.C.I.T.	insurance deductible-Unallocated	\$5,000.00
Lloyd Lumber	equipment parts & supplies-All Depts.	\$847.97
Loe's Oil Company	disposal of used oil filters-Shop	\$30.00
Lookout Drive Welding	disc field-Port Authority	\$1,368.75
MSCIC	registration fees for convention-Task Force	\$300.00
Mankato Bearing Company	lubricant & equipment parts-Street Dept.	\$1,909.48
Mankato Ford, Inc.	equipment parts-Inspections	\$113.21
Mankato Oil & Tire Company	tires-Police Dept.	\$963.41
Mankato Public Schools	All Seasons Arena assessment-Park Dept.	\$8,710.00
Mankato Tent & Awning Company	repair banners-Contingency	\$15.00
Mantronics Mailing Systems	supplies-Mun Bldg	\$352.09
McGowan Water Conditioning	salt for softener-Library	\$25.60
Menards-Mankato	supplies-Park & Parkland	\$647.30
Miller Motors, Inc.	tires-Street Dept.	\$216.59
Minnesota Iron & Metal Company	equipment parts-Street & Sanitation	\$1,182.53
Minnesota Pipe & Equipment	meter parts-Water Dept.	\$213.46
MN Dept of Employment & Economic	Thin Film grant repayment-Port Auth State Rev Loan	\$1,931.22

## CLAIMS CONTINUED

Moss & Barnett	legal services-Public Access	\$266.20
MRCI	wages for MRCI employees-Sanitation	\$7,874.53
Minnesota State University	work study student-Library	\$108.00
MTI Distributing	equipment parts-Park Dept.	\$1,374.13
Mutch Northside Hardware	supplies-All Depts.	\$415.98
Newman Signs	signs-Street Dept.	\$363.34
Nicollet County Recorder/Abstracter	recording fee-Local Option Sales Tax	\$46.00
Nicollet County	2nd half real estate taxes-Jt Economic Dev Fund	\$6,448.00
Nicollet County Auditor/Treasurer	inspection service-2011 Construction	\$12,198.77
North Central International	equipment parts-Street & Sewer Depts.	\$285.71
North Mankato Fire Fighters	reimburse calendar advertisement-Water Dept.	\$300.00
North Mankato Motor Vehicle Registrar	license tabs-Mun Bldg	\$12.75
Northern Safety Technology	equipment parts-Fire Dept.	\$169.50
Northern States Supply	supplies-Shop	\$40.05
Nuss Truck & Equipment	equipment repairs-Street Dept.	\$1,101.87
Oleson & Hobbie Architects	professional services-Water Dept.	\$15,400.00
OverDrive, Inc.	downloadable ebooks & audio books-Library	\$1,608.68
Paragon	name badges-Finance & Water	\$35.43
Paulson, Andreas	expenses for conference-Police Dept.	\$123.12
Pet Expo Distributor	aquatic service-Library	\$30.00
Peterson, Ginger	equipment parts-Task Force	\$65.60
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$308.97
Pohlman, Tim	fees for regional meeting & travel exp for conference-Fire	\$247.22
Quality Tree Service	stump grinding-Park Dept.	\$590.03
Ramy Turf Products	erosion control-Storm Water	\$92.98
Red Feather Paper Co.	supplies-Police, Library & Sanitation	\$500.63
Reliance Electric of Southern MN	equipment parts-Sewer Dept.	\$100.00
River Bend Business Products	copier maintenance-Mun Bldg & Police	\$387.24
River Hills Pet Care Hospital	physical for K-9-Task Force	\$41.25
Sande, Wendell	car allowance for November-Admin	\$400.00
Schwicker's	furnace repair-Mun Bldg & Police	\$616.18
Sign Pro	paint signs-Street, Caswell & Water Depts.	\$630.00
Snell Motors	equipment parts-Task Force	\$33.96
Skarpohl Pressure Washer Sales	equipment parts-Park Dept.	\$24.85
Smith, Nick	travel expenses & camera-Task Force	\$215.99
Southern Minnesota Construction	asphalt-Street Dept.	\$554.79
Sports Institute	professional service-Comm Dev	\$1,200.00
Staples Advantage	supplies-All Depts.	\$193.88
Striecher's	supplies-Task Force	\$450.64
Texas Refinery Corporation	grease-Shop	\$701.16

# CLAIMS CONTINUED

Tire Associates	tire repairs-Police, Insp, Park & 2011 Construction	\$163.86
TruGreen	winterizer application to grass-Caswell & Park	\$859.00
Twin City Striping	street striping-Street Dept.	\$947.00
US Postal Service	postage-All Depts.	\$3,000.00
Upstart	supplies-Library	\$39.50
Valley National Gases	welding supplies-Shop	\$126.12
Viking Fire & Safety	service fire extinguishers-Mun Bldg, Police & Library	\$161.72
Viking Electric Supply	electrical supplies-Sales Tax, Parkland, Water & Sewer	\$1,235.23
WW Blacktopping, Inc.	asphalt-Street & Sales Tax Construction	\$1,066.00
Waco Scaffolding & Supply Co.	supplies-Street Dept.	\$113.82
Wayne's Auto Body, Inc.	equipment parts-Street Dept.	\$398.51
Wells Fargo Corporate Trust Services	principal & interest on bonds	\$489,703.75
Werner Electric Supply	supplies-Police & Sewer Depts.	\$201.20
Your #1 Auto	equipment parts-Task Force	\$782.65
Ziegler, Inc.	equipment parts-Street Dept.	\$490.18
Total		<u>\$788,140.28</u>

# CLAIMS CONTINUED

General	\$59,792.06
Library	\$6,102.53
Bookmobile	\$465.80
Community Development	\$1,340.16
Local Option Sales Tax	\$9,979.89
Parkland	\$3,972.73
Contingency	\$15.00
Port Authority	\$1,683.02
Port Authority State Revolving Loan Fund	\$1,931.22
Joint Economic Development Fund	\$6,448.00
Equipment Certificate of Indebtedness	\$173,102.50
Local Option Sales Tax Bonds	\$195,381.25
GO Improvement Bond of 2010	\$75,350.00
Local Option Sales Tax Construction	\$7,691.15
2011 Construction	\$29,610.08
Water	\$43,158.36
Sewer	\$67,550.96
Sanitary Collection	\$56,245.03
Storm Water	\$30,695.94
Public Access	\$3,664.60
Public Access Equipment Replacement	\$826.79
Minnesota River Valley Drug Task Force	\$12,730.13
Tactical Response Team	\$403.08
	<hr/>
Total	<u>\$788,140.28</u>



PORT AUTHORITY INVOICES  
FOR REGULAR COUNCIL MEETING OF NOVEMBER 7, 2011

Free Press	ads-Port Authority	\$140.56
Insty Prints	office supplies-Port Authority	\$127.86
Lookout Drive Welding	disc field-Port Authority	\$1,368.75
MN Dept of Employment & Economic	Thin Film grant repayment-Port Auth State Rev Loan	\$1,931.22
Nicollet County	2nd half real estate taxes-Jt Economic Dev Fund	\$6,448.00
Petty Cash, Clara Thorne	petty cash items-Port Authority	<u>\$45.85</u>
Total		<u><u>\$10,062.24</u></u>

List of Port Authority Bills in the Amount of \$10,062.24

Council Meeting of November 7, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg

List of Bills in the Amount of \$788,140.28

Council Meeting of November 7, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg